



Document Code No.			
<b>FM-DOrSU-PROC-10</b>			
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**REQUEST FOR QUOTATION (SMALL VALUE PROCUREMENT)**

July 22, 2024

Date

**Dear Supplier/Service Provider**

You are hereby informed that the Davao Oriental State University (DOrSU) wherever deemed proper and authorized under Rule XVI, IRR of RA 9184, will receive sealed price quotation for the supply/delivery of the following items/goods or services at DOrSU, City of Mati, Davao Oriental where the said quotation will be opened on \_\_\_\_\_ or wherever deemed necessary as indicated below:

Qty	Unit	Item	Description/Performance of the Item (atleast, the minimum)	Unit Price	Total Cost
7	pc	STARBOOKS Kiosk	Top panel: 16" x 24" Sliding Panel: 9" Wall mount base: 11.5" with metal pole Base: 20" x 18" x 5" Metal Poles attach the keyboard panel to the base & holds the CPU Compartment CPU Compartment: 12.25" x 21.25" x 27" The total length of the steel bar is 34". From the keyboard base to top of cabinet is 3.5". From the bottom of cabinet to top of base is 4.5" The total length of the neck (from the keyboard base) is 11.5"	_____	_____

Approved Budget: P 140,000.00

PR #: 2024-07-589      Date: 3/7/2024      Requesting Unit/Office : SMART - CEST

- Small Value Procurement Documentary Requirements :**
1. Mayor's/Business Permit
  2. PhilGEPS Registration Number
  3. Income/Business Tax Return (for ABCs above P500,000.00)
  4. Omnibus Sworn statement (for ABCs above P50,000.00) before the issuance award
  5. External Provider form (from DOrSU)

sgd  
**DR. CHERYLL L. BAUTISTA**  
BAC Chairperson

The Bids and Awards Committee:

I hereby submit my/our offer at the price indicated opposite the items and agree to the terms and conditions of this as stated on the flipside of this Request/Invitation.

Canvassed/Distributed by:

\_\_\_\_\_  
Name of Establishment

Date: \_\_\_\_\_

\_\_\_\_\_  
Authorized Signature