



Document Code No.			
FM-DOrSU-PROC-10			
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REQUEST FOR QUOTATION (SMALL VALUE PROCUREMENT)

July 10, 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
5	set	Single Comforter Blanket, Pillow case, Fitted sheet 4 in 1	1 Comforter Blanket size 60" x 80", cotton light weight, quilted, color white Pillow case size 20" x 30", 2pcs, cotton, color white 1 Fitted sheet size 48" x 75", cotton color white 1 stain protector pad 60" x 80", color white	_____	_____
5	set	Double Comforter Blanket, Pillow case, Fitted sheet 4 in 1	1 Comforter Blanket size 80" x 90", cotton light weight, quilted, color white Pillow case size 20" x 30", 2pcs, cotton, color white Fitted sheet size 60" x 75", cotton color white 1 stain protector pad 80" x 90", color white	_____	_____
4	set	Family size Comforter Blanket, Pillow case, Fitted sheet 4 in 1	Comforter Blanket size 92" x 90", cotton light weight, quilted, color white Pillow case size 20" x 30", 2pcs, cotton, color white Fitted sheet size 60" x 75", cotton color white 1 stain protector pad 92" x 90", color white	_____	_____
10	pcs	Towel	cotton, size 140cm length, 70cm width, color white	_____	_____

Approved Budget: P 106,000.00

PR #: 2024-07-555A&B Date: 5/7/2024 Requesting Unit/Office : DORMITORY

- 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