



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

August 5, 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	pcs	Air Filter Elements	for Hi-Ace Toyota Van	_____	_____
25	gal	Fully Synthetic Oil	Oil 4T, for Diesel	_____	_____
12	pcs	Oil Filter	for Hi-Ace Toyota Van	_____	_____
12	pcs	Fuel Filter	for Hi-Ace Toyota Van	_____	_____
1	unit	Crocodile Jack	15 tons, Heavy duty	_____	_____

Approved Budget: P 106,920.00

PR #: 2024-08-658

Date: 7/30/24

Requesting Unit/Office : GSU - Motorpool

**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)

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:

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

sgd

**DR. CHERYLL L. BAUTISTA**

BAC Chairperson

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

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