



Document Code No.			
FM-DOrSU-PROC-10			
Issue Status	Rev No.	Effective Date	Page No.
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REQUEST FOR QUOTATION (SMALL VALUE PROCUREMENT)

August 7, 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
120	pax	Meals and Snacks	Meals and Snacks for CFTRD - UREB & RIE Caravan in Graduate School DOrSU Main Lunch: Rice, Chicken Curry, Corn Soup, Softdrink Snacks (AM): Sandwich, Softdrinkd, Bottled Water Snacks (PM) Puto, Fries, Softdrinks	_____	_____

Approved Budget: P 60,000.00

PR #: 2024-08-687 Date: _____ Requesting Unit/Office : CFTRD - UREB

- 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