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REQUEST FOR QUOTATION (SMALL VALUE PROCUREMENT)

September 20, 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
1	villa	Accommodation	Accommodation for the 56th Annual Convention of the Federation of Institutions for Marine & Freshwater Sciences, Inc. (FIMFS) Room/Villa Accommodation for 3 nights Good for 30-40 pax Air-conditioned with complete amenities with good internet connection spacious	_____	_____

Approved Budget: P 55,000.00

PR #: 2024-09-833

Date: 11/9/2024

Requesting Unit/Office : RIC XI - FIMFS

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