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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
300	pax	Meals and Snacks	<p style="text-align: center;">Meals and Snacks for 3rd International Biodiversity Conference on October 24-25, 2024</p> <p>Day1 : Lunch: Rice and 3 viands (Chicken Curry, Fish Fillet & Caldereta) Bottled Water, Softdrinks Day2: Lunch: Rice and 3 viands (Beef Steal & Sweet and Sour, Buttered Chicken), Bottled Water, Softdrinks AM&PM: Kakanin/Sandwich/Cupcakes, Canned Juice</p>	_____	_____
2	pc	Lechon	30kgs, Serve: Day1 Dinner	_____	_____
200	pax	Meals	Day 1 &2 Dinner for international speakers and visitors Menu: Rice and 3 viands (Beef Mechado & Chopsuey, Buttered Chicken) Bottled Water, Softdrinks	_____	_____

Approved Budget: P 650,000.00

PR #: 2024-09-839

Date: 11/9/2024

Requesting Unit/Office : RESEARCH

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