



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

October 2, 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
150	pax	Meals for Gender Sensitivity Training for Students	Meals and Snacks for the conduct of Gender Fair Education Program 2024 Menu for Lunch: Rice, Grilled Chicken, Fish Fillet, Fish Ceviche, Fruit/Salad, Bottled Water/Canned Drinks	_____	_____
50	pax	Meals for Gender Sensitivity Training for Newly-hired employees and NSTP Facilitators	Menu for Lunch: Rice, Buttered Chicken, Fish Fillet, Fish Ceviche, Fruit/Salad, Bottled Water/Canned Drinks	_____	_____
50	pax	Meals for World AIDS Day Celebration	Menu for Lunch: Rice, Grilled Chicken, Fried Fish, Fish Ceviche, Fruit/Salad, Bottled Water/Canned Drinks	_____	_____
50	pax	Meals for Observance of 18-day VAW Campaign	Menu for Lunch: Rice, Grilled Chicken, Tuna Fish, Fish Ceviche, Fruit/Salad, Bottled Water/Canned Juice	_____	_____
100	pax	Snacks for Gender Sensitivity Training for Students	AM: Burger, Apple Green Tea (355ml)	_____	_____
100	pax	Snacks for Gender Sensitivity Training for Students	PM: Sandwich, Apple Green Tea (355ml)	_____	_____
50	pax	Snacks for Gender Sensitivity Training for Newly-hired employees and NSTP Facilitators	Menu: Burger, Canned Juice Mango (240ml)	_____	_____
30	pax	Snacks for World AIDS Day Celebration	AM: Burger, Apple Green Tea (355ml)	_____	_____
30	pax	Snacks for World AIDS Day Celebration	PM: Sandwich, Apple Green Tea (355ml)	_____	_____
50	pax	Snacks for Observance of 18-day VAW Campaign	AM: Burger, Apple Green Tea (355ml)	_____	_____
50	pax	Snacks for Observance of 18-day VAW Campaign	PM: Sandwich, Apple Green Tea (355ml)	_____	_____

Approved Budget: P 81,250.00

PR #: 2024-10-876A&B Date: 9/17/24 Requesting Unit/Office : GAD

**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