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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
			Meals and Snacks for Community based - based disaster risk reduction orientation (Last week of October 2024)		
50	pax	Meals	Day 1 : Lunch: Menu: Garlic Shrimp, Fried Chicken, Rice, Softdrinks, Fruits & Water	_____	_____
50	pax	Meals	Day 2 : Lunch: Menu: Pancit Canton, Chicken Afritada, Rice, Softdrinks, Fruits & Water	_____	_____
50	pax	Meals	Day 3 : Lunch: Menu: Chicken Fillet, Fish Kinilaw, Rice, Softdrinks, Fruits & Water	_____	_____
50	pax	Snacks	Day 1: Menu: Special Mammon and Juice	_____	_____
50	pax	Snacks	Day 2: Menu: Kakanin and Juice	_____	_____
50	pax	Snacks	Day 1: Menu: Special Sandwich and Juice	_____	_____
			Meals and Snacks for OSVCE Planning (Last week of October 2024)		
100	pax	Meals	Lunch: Menu: Pancit Canton, Chicken Afritada, Rice, Softdrinks, Fruits & Water	_____	_____
50	pax	Snacks	AM: Special Mammon and Juice	_____	_____
50	pax	Snacks	PM: Kakanin and Softdrinks	_____	_____

Approved Budget: P 87,500.00

PR #: 2024-10-877 Date: 9/26/24 Requesting Unit/Office : OSVCE

- 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:

Date: _____

Name of Establishment

Authorized Signature