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REQUEST FOR QUOTATION (SMALL VALUE PROCUREMENT)

October 11, 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	Lot		Meals and Snacks for October to December 2024 for RIE Activities		
200	pax	Meals	Menu: 1. Rice and 2 viands (Chicken Curry, Fish Fillet & Caldereta) Bottled water, Softdrinks 2. Rice and 2 viands (Beef Steak & Sweet and Sour, Buttered Chicken) Bottled water, Softdrinks	_____	_____
400	pax	Snacks	Snacks Kakanin/sandwich/cupcakes, canned juice	_____	_____

Approved Budget: P 80,000.00

PR #: 2024-10-922

Date: 18/9/24

Requesting Unit/Office : RIE-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)

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