



| Document Code No. | | | |
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| FM-DOrSU-PROC-10 | | | |
| Issue Status | Rev No. | Effective Date | Page No. |
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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 |
|-----|------|-------|--|------------|------------|
| 500 | pax | Meals | <p style="text-align: center;">Meals for Judges, Guests, Faculty and Students during the DOrSU Culinary Cup on November 18, 2024</p> <p>Menu: Rice, Buttered Chicken, Banana Cake, Sauteed Vegetables, Softdrinks</p> | _____ | _____ |
| 500 | pax | Meals | <p style="text-align: center;">Meals for Kasalan ng Bayan on December 20, 2024</p> <p>Menu: Rice, Buttered Chicken, Banana Cake, Sauteed Vegetables, Softdrinks</p> | _____ | _____ |

Approved Budget: P 200,000.00

PR #: 2024-10-938A&B

Date: 4/10/2024

Requesting Unit/Office : _____

FBM - HM

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