



Document Code No.			
FM-DORsu-PROC-10			
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REQUEST FOR QUOTATION (SMALL VALUE PROCUREMENT)

November 12, 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	Rental of Lights,Sounds and LED Wall for DOSCST Commemoration on December 13, 2024	<p>(for 1 day)1 set which includes:</p> <p>Sound System: 6 units Yamaha dual 15 inch loud speaker (3 per side) 4 units dual 18" subwoofer 4 units monitor QSC k12.2 powered speakers 1 unit MIDAS M32 Digital Mixing Console 6 units Shure sm58/b58 wireless mic 6 units Power amplifier</p> <p>Lights System: 16 units RGBW par Led 12 units amberwhite par led 12 units beam 380 moving heads 12 units mac aura moving head 8 units 1000w RGBW strobe led 4 units distributor for lights 2 units focus 512 light controller 2 units smoke machine 2 units audience light/blinder</p> <p>Playback Unit: 1 unit Laptop 1 unit Yamaha Analog mixer</p>	_____	_____

Approved Budget: Please see next page for ABC

PR #: 2024-11-1023 Date: 10/24/24 Requesting Unit/Office : OSCAL

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



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November 12, 2024

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Qty	Unit	Item	Description/Performance of the Item (atleast, the minimum)	Unit Price	Total Cost
			<p>Accessories: 6 units Mic Stand 4 units Light Stand 1 lot Mic Cable 1 lot Speaker Cable 1 lot Royal Cord 1 lot Patching Cable Comm Set</p> <p>Others: Inverted U Trusses Scaffoldings</p> <p>Video System: 1 unit Processor 1 unit Video Switcher 1 unit Laptop 1 unit Video Camera for Live Feed</p> <p style="text-align: center;">Rental of LED Wall 2 sets 9x12ft</p>		

Approved Budget: P 150,000.00

PR #: 2024-11-1023

Date: 10/24/24

Requesting Unit/Office : OSCAL

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REQUEST FOR QUOTATION/INVITATION TO BID

Date

NOTICE TO BIDDERS/OFFERORS:

Sealed bids subject to the terms and conditions stated below will be opened at the DAVAO ORIENTAL STATE UNIVERSITY at ____ o'clock ____ on _____. Bidders are invited if they wish to be present at the time stated when the bids shall be opened.

TERMS AND CONDITIONS

- 1 Goods offered must be Brand New, unless otherwise specified. Bidders/Offerors can offer an alternate item that is close to, or be a better substitute of the prescribed item(s), specifying at least its minimum characteristic and/or performance.
- 2 The envelope containing the bids shall be sealed and be addressed to:

The Chairman
Bids and Awards Committee
Davao Oriental State University
- 3 The sealed bid envelope should be dropped in the Bid Box by the interested bidder or his authorized representative at the Guard House of the University. It could also be sent thru a reliable and registered Courier-Forwarder. Request for Quotation may be picked up by the authorized University Procurement Practitioner(s) If Supplier/Provider chooses to.
- 4 The Goods/Services provider must be bona fide Supplier of the Locality or outside provided they have complied the eligibility requirements stated or specified.
- 5 Goods/Services supplied herein are subject to inspection by the Property Inspector and End-User, and the acceptance /rejection of the Supply Officer or his/her authorized representative.
- 6 Except when otherwise stated all laws, rules, regulation, and standard specifications approved by the Bureau of products Standards and/or the Commission of Audit, including tolerance apply to and govern this bid.
- 7 Goods/Services supplied hereon shall be delivered within _____ calendar days from receipt of purchase/job order. A penalty of one tenth of one percent (1/10 of 1%) of the total purchase shall be imposed for every day of the delay to be reckoned for the day immediately following the expiration of the specified delivery period.

OFFERORS

AUTHORIZED SIGNATURE

DATE RECEIVED
