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REQUEST FOR QUOTATION (SMALL VALUE PROCUREMENT)

November 26, 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
478	packs	Food packs	In-kind Assistance to DOrSU Employees as of Jan. 31, 2024 due to state of Calamity (Main Campus) Inclusion in Food Packs: 10kg of Rice/pack, Premium 1 dozen of Eggs, Large Canned Goods (3cans Beef Loaf 150g, 3cans Corned Beef 150g)	_____	_____

Approved Budget: P 478,000.00

PR #: 2024-11-1069

Date: 12/11/2024

Requesting Unit/Office : VP for Finance and Admin

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