



Document Code No.			
<b>FM-DOrSU-PROC-10</b>			
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## REQUEST FOR QUOTATION (SMALL VALUE PROCUREMENT)

January 31, 2025

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
200	pax	Meals	<b>Meals and Snacks for February to December 2025 for various Research Activities</b> Rice and 2 Viands (Chicken Curry / Fish Fillet / Chopsuey / Caldereta) Bottled Water, Softdrinks (Packed)	_____	_____
100	pax	Meals	Rice and 2 Viands (Beef Steak & Sweet and Sour Fish, Buttered Chicken) Fruits, Bottled Water, Softdrinks (Buffet/Packed)	_____	_____
50	pax	Meals	Rice and 3 Viands (Beef Caldereta & Sweet and Sour Fish, Buttered Chicken/Chopsuey) Fruits, Bottled Water, Softdrinks (Buffet)	_____	_____
840	pax	Snacks	Kakanin / Sandwich / Cupcakes, Bottled Juice	_____	_____

Approved Budget: P 190,000.00

PR #: 2025-01-0088

Date: 1/24/2025

Requesting Unit/Office : 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