



Document Code No.			
FM-DORsu-PROC-10			
Issue Status	Rev No.	Effective Date	Page No.
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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
Packed Meals and Snacks for Accreditation Survey Visit on March 2025 - Continuation					
50	pax	Snacks - Day 3	Hamburger, Empanada, Softdrinks, Bottled Water and 3in1 Coffee	_____	_____
50	pax	Meals	Lunch: Rice, Bottled Water, Fresh Fruits, Softdrinks, Chicken Sweet and Sour, Fish Fillet	_____	_____
50	pax	Snacks	Chicken Sandwich, Softdrinks, Bottled Water and 3in1 Coffee	_____	_____
50	pax	Snacks - Day 4	Hamburger, Empanada, Softdrinks, Bottled Water and 3in1 Coffee	_____	_____
50	pax	Meals	Lunch: Rice, Bottled Water, Fresh Fruits, Softdrinks, Chicken Sweet and Sour, Fish Fillet	_____	_____
50	pax	Snacks	Chicken Sandwich, Softdrinks, Bottled Water and 3in1 Coffee	_____	_____
50	pax	Snacks - Day 5	Tuna Sandwich, Softdrinks, Bottled Water and 3in1 Coffee	_____	_____
50	pax	Meals	Lunch: Rice, Bottled Water, Fresh Fruits, Softdrinks, Beef Steak, Bam-I	_____	_____
50	pax	Snacks	Palitaw, Suman, Softdrinks, Bottled Water and 3in1 Coffee	_____	_____

Approved Budget: Please see page 6 for ABC

PR #: 2025-01-0105A,B,C,D,E&F Date: _____

Requesting Unit/Office : QAO

- 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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Qty	Unit	Item	Description/Performance of the Item (atleast, the minimum)	Unit Price	Total Cost
Packed Meals for Internal Accreditation Survey Visit on May 2025					
40	pax	Meals	Lunch: Rice, Bottled Water, Fresh Fruits, Softdrinks, Chopsuey, Pansit Canton	_____	_____
40	pax	Meals	Lunch: Rice, Bottled Water, Fresh Fruits, Softdrinks, Beef Steak, Bam-i	_____	_____
40	pax	Meals	Lunch: Rice, Bottled Water, Fresh Fruits, Softdrinks, Chicken Sweet and Sour, Fish Fillet	_____	_____
Packed Meals and Snacks for Accreditation Survey Visit on May 2025					
50	pax	Snacks - Day 1	Hamburger, Softdrinks, Bottled Water and 3in1 Coffee	_____	_____
50	pax	Meals	Lunch: Rice, Bottled Water, Fresh Fruits, Softdrinks, Chopsuey, Pansit Canton	_____	_____
50	pax	Snacks	Palabok, Bread, Softdrinks, Bottled Water and 3in1 Coffee	_____	_____
50	pax	Snacks - Day 2	Tuna Sandwich, Softdrinks, Bottled Water and 3in1 Coffee	_____	_____
50	pax	Meals	Lunch: Rice, Bottled Water, Fresh Fruits, Softdrinks, Beef Steak, Bam-i	_____	_____
50	pax	Snacks	Palitaw, Suman, Softdrinks, Bottled Water and 3in1 Coffee	_____	_____

Approved Budget: Please see page 6 for ABC

PR #: 2025-01-0105A,B,C,D,E&F Date: _____

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Qty	Unit	Item	Description/Performance of the Item (atleast, the minimum)	Unit Price	Total Cost
Packed Meals and Snacks for Accreditation Survey Visit on August 2025 - Continuation					
50	pax	Snacks - Day 4	Hamburger, Empanada, Softdrinks, Bottled Water and 3in1 Coffee	_____	_____
50	pax	Meals	Lunch: Rice, Bottled Water, Fresh Fruits, Softdrinks, Chicken Sweet and Sour, Fish Fillet	_____	_____
50	pax	Snacks	Chicken Sandwich, Softdrinks, Bottled Water and 3in1 Coffee	_____	_____
50	pax	Snacks - Day 5	Tuna Sandwich, Softdrinks, Bottled Water and 3in1 Coffee	_____	_____
50	pax	Meals	Lunch: Rice, Bottled Water, Fresh Fruits, Softdrinks, Beef Steak, Bam-I	_____	_____
50	pax	Snacks	Palitaw, Suman, Softdrinks, Bottled Water and 3in1 Coffee	_____	_____
Packed Meals for Internal Accreditation Survey Visit on August 2025					
40	pax	Meals	Lunch: Rice, Bottled Water, Fresh Fruits, Softdrinks, Chopsuey, Pansit Canton	_____	_____
40	pax	Meals	Lunch: Rice, Bottled Water, Fresh Fruits, Softdrinks, Beef Steak, Bam-i	_____	_____
40	pax	Meals	Lunch: Rice, Bottled Water, Fresh Fruits, Softdrinks, Chicken Sweet and Sour, Fish Fillet	_____	_____

Approved Budget: P 427,500.00

PR #: 2025-01-0105A,B,C,D,E&F Date: _____

Requesting Unit/Office : QAO

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