



Document Code No.			
<b>FM-DOrSU-PROC-10</b>			
Issue Status	Rev No.	Effective Date	Page No.
1	0	07.22.2022	1 of 6

**REQUEST FOR QUOTATION (SMALL VALUE PROCUREMENT)**

February 7, 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
<b>1 LOT PROCUREMENT of MEALS and SNACKS</b>					
<b>Accreditation - Level1 (April 2025)</b>					
60	pax	Meals	Menu: Unli Rice, 2 Viand (Beef Steak, Buttered Chicken), 1 Softdrinks 190ml	_____	_____
60	pax	Snacks	1 Chicken Sandwich (3 slices of Bread/3 layers), 1 Softdrinks 190ml	_____	_____
<b>IQA, 7S and Audit Inventory (April 2025)</b>					
30	pax	Meals	Unli Rice, 2 viand (Chicken Adobo, Fish Fillet), 1 Softdrinks 190ml	_____	_____
30	pax	Snacks	1 Egg Sandwich (3 slices of Bread/3 layers) with Ham and Cheese, 1 Softdrinks 190ml	_____	_____
<b>Risk and Disaster Management Responders Training (April 2025)</b>					
50	pax	Meals	Unli Rice, 2 viand (Buttered Chicken, Fish Fillet), 1 Softdrinks 190ml	_____	_____
<b>Application for Certificate of Program Compliance (April/June 2025)</b>					
75	pax	Meals	Unli Rice, 3 Viand (Beef Steak, Kinilaw, Fish Fillet), 1 Softdrinks 190ml	_____	_____
75	pax	Snacks	Spaghetti with 2pcs of slice Bread, 1 Softdrinks 190ml	_____	_____
<b>Safety and Security Training (May 2025)</b>					
70	pax	Snacks	Spaghetti with 2pcs of slice Bread, 1 Softdrinks 190ml	_____	_____

Approved Budget: Please see page 5 for ABC

PR #: 2025-02-0139A,B,C,D,E,F&G Date: 1/22/2025 Requesting Unit/Office : BC

- 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  
  
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Authorized Signature



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Qty	Unit	Item	Description/Performance of the Item (atleast, the minimum)	Unit Price	Total Cost
			<b>Parangal (May 2025)</b>		
100	pax	Snacks	1 Footlong Hotdog Sandwich with Cheese and Ketchup, 1 Softdirnks 190ml	_____	_____
			<b>Pre-Employment Seminar (May 2025)</b>		
30	pax	Meals - Day 1	Unli Rice, 2 Viand (Beef Steak, Buttered Chicken), 1 Softdrinks 190ml	_____	_____
30	pax	Meals - Day 2	Unli Rice, 2 Viand (Fish Fillet, Chicken Chopsuey), 1 Softdrinks 190ml	_____	_____
300	pax	Snacks	1 Chicken Sandwich (3 slices of Bread/3 Layers), 1 Softdrinks 190ml	_____	_____
			<b>ROTC Graduation and Pinning of Ranks (June 2025)</b>		
75	pax	Snacks	1 Chicken Burger with Veggies, 1 Softdrinks 190ml	_____	_____
			<b>Baccalaureate Mass (June 2025)</b>		
150	pax	Snacks	1 Egg Sandwich (3 Slices of Bread/3 layers) with Ham and Cheese, 1 Softdrinks 190ml	_____	_____
			<b>Graduation Ceremony (June 2025)</b>		
150	pax	Meals	Unli Rice, 4 viand (Beef Steak, Buttered Chicken, Fish Fillet, Chicken Adobo), 1 Softdrinks 190ml, Fruits, Dessert	_____	_____

Approved Budget: Please see page 5 for ABC

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Qty	Unit	Item	Description/Performance of the Item (atleast, the minimum)	Unit Price	Total Cost
30	pax	<b>College Life Formation for Freshmen (August 2025)</b> Meals	Unli Rice, 2 Viand (Beef Steak, Buttered Chicken) , 1 Softdrinks 190ml	_____	_____
30	pax	Snacks	1 Egg Sandwich (3 slices of Bread/3 layers) with Ham and Cheese, 1 Softdrinks 190ml	_____	_____
20	pax	<b>ROTC Campaign (August 2025)</b> Snacks	1 Chicken Burger with Veggies, 1 Softdrinks 190ml	_____	_____
<b>Bangyaw In-House Basic and Advance Journalism Workshop (September 2025)</b>					
25	pax	Meals	1 Rice, 1 Viand (Buttered Chicken), 1 Softdrinks 190ml	_____	_____
25	pax	Snacks	1 Egg Sandwich (2 slices of Bread/2 Layers), 1 Juice Drink 200ml	_____	_____
120	pax	<b>Thanksgiving Day- Creation of DORsu-BC (September 2025)</b> Meals	Unli Rice, 3 Viand (Buttered Chicken, Beef Steak, Fish Fillet ) , 1 Softdrinks 190ml, Dessert, Fruits	_____	_____

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Qty	Unit	Item	Description/Performance of the Item (atleast, the minimum)	Unit Price	Total Cost
<b>Blood Donation Activity (September 2025)</b>					
40	pax	Meals	Unli Rice, 2 Viand (Beef Steak, Chicken Adobo), 1 Softdrinks 190ml	_____	_____
<b>Random Drug Testing of Students and Mandatory for Employees (October 2025)</b>					
50	pax	Snacks	1 Egg Sandwich (3 Slices of Bread/3 layers) with Ham and Cheese, 1 Softdrinks 190ml	_____	_____
<b>Mental Health Awareness (October 2025)</b>					
15	pax	Meals	Unli Rice, 2 Viand (Chicken Adobo, Kinilaw), 1 Softdrinks 190ml	_____	_____
50	pax	Snacks-AM	1 Footlong Hotdog Sandwich with Cheese and Ketchup, 1 Softdrinks 190ml	_____	_____
50	pax	Snacks-PM	Spaghetti with 2 pcs of Slice Bread, 1 Softdrinks 190ml	_____	_____
<b>Drug and HIV Awareness (October 2025)</b>					
25	pax	Meals	Unli Rice, 2 Viand (Beef Steak, Buttered Chicken), 1 Softdrinks 190ml	_____	_____
<b>Institutional Strategic Planning/Team Building (October-November 2025)</b>					
50	pax	Meals - Breakfast	Unli Rice, 2 Viand (Fish Fillet, Buttered Chicken), 1 Softdrinks 190ml, Fruits	_____	_____
50	pax	Meals - Lunch	Unli Rice, 2 Viand (Chicken Adobo, Beef Steak), 1 Softdrinks 190ml, Fruits	_____	_____
50	pax	Meals - Dinner	Unli Rice, 2 Viand (Chopsuey, Kinilaw), 1 Softdrinks 190, Fruits	_____	_____

Approved Budget: Please see page 5 for ABC

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<b>IQA, 7S and Audit Inventory (November 2025)</b>					
30	pax	Meals	Unli Rice, 2 Viand (Beef Steak, Chicken Adobo), 1 Softdrinks 190ml	_____	_____
30	pax	Snacks AM	1 Egg Sandwich (3 slices of Bread/3 Layers) with Ham and Cheese, 1 Softdrinks 190ml	_____	_____
<b>Risk and Disaster Management Responders Training (November 2025)</b>					
50	pax	Meals	Unli Rice, 2 Viand (Fish Fillet, Buttered Chicken), 1 Softdrinks 190ml	_____	_____
<b>National Bookweek Celebration (November 2025)</b>					
75	pax	Snacks AM	1 Footlong Hotdog Sandwich with Cheese and Ketchup, 1 Softdrinks 190ml	_____	_____
<b>Year-End Evaluation of Performance Christmas Party (November-December 2025)</b>					
50	pax	Meals - Lunch	Unli Rice, 3 Viand (Beef Steak, Buttered Chicken, Kinilaw) 1 Softdrinks 190ml, Fruits, Dessert	_____	_____
50	pax	Meals - Dinner	Unli Rice, 4 Viand (Fish Fillet, Buttered Chicken, Corn Soup, Chopsuey) 1 Softdrinks 190ml	_____	_____
50	pax	Snacks	Spaghetti with 2 pcs of Slice Bread, 1 Softdrinks 190ml	_____	_____

Approved Budget: P 462,750.00

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