



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)

February 17, 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
150	pax	Meals for Baccalaureate (July 2025)	1 LOT Procurement of Meals and Snacks Lunch: Rice, Buttered Chicken, Fish Fillet, Pancit Guisado, Tuna Lumpia, Soft Drinks, Bottled Water PM Snacks: Puto, Juice	_____	_____
250	pax	Meals for Commencement Exercise 2025 (July 2025)	Lunch: Rice, Buttered Chicken, Beef Steak, Chicken Afritada, Sotanghon Guisado, Soft Drinks, Bottled Water AM Snacks: Kakanin, Hot Choco PM: Snacks: Biko, Soft Drinks	_____	_____
250	pax	Meals for SIC Foundation 2025 (Sept. 2025)	Lunch: Rice, Buttered Chicken, Fish Fillet, Pancit Guisado, Tuna Lumpia, Soft Drinks, Bottled Water AM Snacks: Kakanin, Hot Choco PM Snacks: Puto, Juice	_____	_____
20	pax	Meals for First Year Formation (Aug. 2025)	Lunch: Rice, Buttered Chicken, Beef Steak, Chicken Afritada, Sotanghon Guisado, Soft Drinks, Bottled Water AM Snacks: Kakanin, Hot Choco PM: Snacks: Biko, Juice	_____	_____
40	pax	Meals for Pre-Employment Seminar (April 2025)	Lunch: Rice, Buttered Chicken, Fish Fillet, Pancit Guisado, Tuna Lumpia, Soft Drinks, Bottled Water AM Snacks: Bibingka, Hot Choco PM Snacks: Puto, Juice	_____	_____

Approved Budget: Please see page 6 for ABC

PR #: 2025-02-0182A,B&C Date: 2/4/2025

Requesting Unit/Office : San Isidro Campus

- 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.

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30	pax	Meals for Job Search/Job Fair 2025 (June 2025)	Lunch: Rice, Buttered Chicken, Fish Fillet, Pancit Guisado, Tuna Lumpia, Soft Drinks, Bottled Water AM Snacks: Sandwich, Juice PM Snacks: Banana Cake, Juice	_____	_____
20	pax	Meals for Mental Health Awareness Seminar (Oct. 2025)	Lunch: Rice, Buttered Chicken, Fish Fillet, Pancit Guisado, Tuna Lumpia, Soft Drinks, Bottled Water AM Snacks: Bibingka, Hot Choco PM Snacks: Special Mamon, Juice	_____	_____
20	pax	Meals for State University Aptitude and Scholarship Test (SUAST) (Feb. 2025)	AM Snacks: Sandwich, Juice PM: Snacks: Biko, Soft Drinks	_____	_____
10	pax	Meals for Campus Responder Training Seminar (Jan-Mar 2025)	DAY 1: Lunch: Rice, Lumpia, Fried Chicken, Beef Steak, Soft Drink, Water AM Snacks: Biko Special, Soft Drinks PM Snacks: Puto Cheese, Juice	_____	_____
10	pax	Meals for Campus Responder Training Seminar (Jan-Mar 2025)	DAY 2: Lunch: Rice, Fish Fillet, Chicken Curry, Lumpia, Soft Drink, Water AM Snacks: Tuna Sandwich, Juice PM Snacks: Mamon, Juice	_____	_____

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Qty	Unit	Item	Description/Performance of the Item (atleast, the minimum)	Unit Price	Total Cost
10	pax	Meals for Campus Responder Training Seminar (Jan-Mar 2025)	DAY 3: Lunch: Rice, Lumpia, Fried Chicken, Beef Steak, Soft Drink, Water AM Snacks: Suman Special, Soft Drinks PM Snacks: Kakanin, Hot Choco	_____	_____
30	pax	Meals for International Organization for Standardization Evaluation Visit (March 2025)	Lunch: Rice, Buttered Chicken, Beef Steak, Sweet and Sour, Tuna Lumpia, Soft Drinks, Bottled Water AM Snacks: Bibingka, Hot Choco PM Snacks: Special Mamon, Juice	_____	_____
50	pax	Snacks for Anti-Smoking Awareness Seminar (May 2025)	AM Snacks: Sandwich with Juice	_____	_____
50	pax	Snacks for Anti-Illegal Drugs Seminar (Nov 2025)	PM Snacks: Banana Cake with Juice	_____	_____
50	pax	Snacks for HIV-AIDS Awareness Seminar (Dec 2025)	AM Snacks: Mamon with Soft drinks	_____	_____

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Qty	Unit	Item	Description/Performance of the Item (atleast, the minimum)	Unit Price	Total Cost
50	pax	Snacks for Other Health Related Seminar (Jan-Dec 2025)	AM Snacks: Puto with Juice	_____	_____
28	pax	Snacks for Caravan on Carrer Guidance (Apr-May 2025)	AM Snacks: Kakanin, Juice	_____	_____
25	pax	Meals for BEED Mock Board Review and Examination 1st Semester 2025-2026 (Nov-Dec 2025)	Lunch: Rice, Chicken Hamonado, Tuna Shanghai, Soft Drinks, Bottled Water AM Snacks: Biko, Juice PM Snacks: Bread, Soft Drinks	_____	_____
20	pax	Meals for BEED Mock Board Review and Examination 2nd Semester 2024-2025 (Apr-May 2025)	Lunch: Rice, Spicy Chicken adobo, Fish Fillet, Soft Drinks, Bottled Water AM Snacks: Puto Cheese, Juice PM Snacks: Kakanin, Juice	_____	_____
15	pax	Meals for NCIII Training in Bookkeeping (Jan-Dec 2025)	Lunch: Rice, Fish Fillet, Chicken Curry, Soft Drinks, Bottled Water AM Snacks: Sandwich with Juice PM Snacks: Banana Cake with Juice	_____	_____

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Qty	Unit	Item	Description/Performance of the Item (atleast, the minimum)	Unit Price	Total Cost
9	pax	Meals for Lecturers on Mock Board Examination for BSC (Jan-May 2025)	Lunch: Rice, Buttered Chicken, Canton Special, Soft Drinks, Bottled Water AM Snacks: Puto and Juice PM Snacks: Biko and Coffee	_____	_____
24	pax	Meals for Licensure Examination for Agriculture Review (Jan-Mar 2025)	Lunch: Rice, Fish Fillet, Chicken Curry, Soft Drinks, Bottled Water AM Snacks: Sandwich with Juice PM Snacks: Banana Cake with Juice	_____	_____
50	pax	Meals for Faculty and Staff Development Training (Sep 2025)	Lunch: Rice, Fried Chicken, Fish Fillet, Canton Special, Soft Drinks, Bottled Water AM Snacks: Mamon with Soft drinks PM Snacks: Puto Maya with Hot Choco	_____	_____
60	pax	Snacks for Risk Reduction Seminar (Dec 2025)	AM Snacks: Puto with Juice	_____	_____
150	pax	Meals for NSTP Graduation (June 2025)	Lunch: Rice, Buttered Chicken, Soft Drinks, Bottled Water AM Snacks: Banana Muffins with Chocodrink	_____	_____

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100	pax	Meals for Research Innovation and Extension Program – Shine Waso 2025 (1st Quarter)	Lunch: Rice, Spicy Chicken adobo, Fish Fillet, Soft Drinks, Bottled Water AM Snacks: Puto Cheese, Juice PM Snacks: Kakanin, Juice	_____	_____
100	pax	Meals for Research Innovation and Extension Program – Shine Waso 2025 (2nd Quarter)	Lunch: Rice, Chicken Hamonado, Tuna Shanghai, Soft Drinks, Bottled Water AM Snacks: Biko, Juice PM Snacks: Bread, Soft Drinks	_____	_____
110	pax	Meals for Research Innovation and Extension Program – Shine Waso 2025 (3rd Quarter)	Lunch: Rice, Beef Steak, Fried Chicken, Soft Drinks, Bottled Water AM Snacks: Sandwich, Juice PM Snacks: Bibingka, Juice	_____	_____
110	pax	Meals for Research Innovation and Extension Program – Shine Waso 2025 (4th Quarter)	Lunch: Rice, Chicken Afritada, Fish Fillet, Soft Drinks, Bottled Water AM Snacks: Biko, Juice PM Snacks: Puto Cheese, Soft Drinks	_____	_____

Approved Budget: P 620,450.00

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