



Document Code No.			
FM-DORSU-PROC-10			
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REQUEST FOR QUOTATION (SMALL VALUE PROCUREMENT)

March 27, 2026

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
Note: Drugs and medicines must have a remaining shelf life of at least two (2) years from the date of delivery.					
2000	pcs	Amlodipine	5mg tab	_____	_____
3000	pcs	Losartan	50mg tab	_____	_____
4	pcs	Mupirocin ointment	20mg/gram 5g tube	_____	_____
1000	pcs	Paracetamol	500mg tab	_____	_____
100	pcs	Hyosine	10 mg tab	_____	_____
		Butylbromide		_____	_____
500	pcs	Cefalexin	500mg capsule	_____	_____
1500	pcs	Lagundi	500mg tab	_____	_____
1600	pcs	Paracetamol	325 mg / 25mg / 2mg tab	_____	_____
		Phenylpropanol amine HCL		_____	_____
3400	pcs	Ascorbic Acid	500mg tab sugar coated	_____	_____
600	pcs	Cetirizine	10mg tab	_____	_____
325	pcs	Omeprazole	20mg tab	_____	_____
75	pcs	Aluminum hydroxide	178mg + Magnesium hydroxide 233mg + Simethicone 30mg Chewable tablet	_____	_____
100	pcs	Captopril	25mg tab	_____	_____
33	pcs	Acetylcysteine	600mg sachet	_____	_____
700	pcs	Sterile Gauze	4x4 inches	_____	_____
2	packs	Cotton balls	300pcs/pack	_____	_____

Approved Budget: Please see page 2 for ABC

PR #: 2026-03-0156

Date: 1/26/2026

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:

Name of Establishment

Date: _____

Authorized Signature

sgd
ROY M. PADILLA, DVM, MAS
BAC Chairperson



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Qty	Unit	Item	Description/Performance of the Item (atleast, the minimum)	Unit Price	Total Cost
35	btls	Alcohol	Ethyl, 70%, 500ml	_____	_____
3	boxes	Gloves	Latex, size small, 100pcs/pack	_____	_____
2	boxes	Micropore plaster	3M, 1 inch 12pcs/box	_____	_____
2	boxes	Antiseptic Plastic	Band-aid, 100strips/box	_____	_____
4	btls	Liniment Oil	100ml for relief of muscle and joint pain	_____	_____
1	unit	Stethoscope	heavy duty, Chest piece: Stainless steel, dual-head, Diaphragm: Adult size (approx. 45-50mm), Tubing: Latex-free, thick, flexible PVC or equivalent, approx. 69-75cm length, Headset: Stainless Steel, Ear tips: Soft silicone	_____	_____

Approved Budget: ₱277,429.00

PR #: 2026-03-0156

Date: 1/26/2026

Requesting Unit/Office : _____ BC

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ROY M. PADILLA, DVM, MAS

BAC Chairperson

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REQUEST FOR QUOTATION/INVITATION TO BID

Date

NOTICE TO BIDDERS/OFFERORS:

Sealed bids subject to the terms and conditions stated below will be opened at the DAVAO ORIENTAL STATE UNIVERSITY at ____ o'clock ____ on _____. Bidders are invited if they wish to be present at the time stated when the bids shall be opened.

TERMS AND CONDITIONS

- 1 Goods offered must be Brand New, unless otherwise specified. Bidders/Offerors can offer an alternate item that is close to, or be a better substitute of the prescribed item(s), specifying at least its minimum characteristic and/or performance.
- 2 The envelope containing the bids shall be sealed and be addressed to:

The Chairman
Bids and Awards Committee
Davao Oriental State University
- 3 The sealed bid envelope should be dropped in the Bid Box by the interested bidder or his authorized representative at the Guard House of the University. It could also be sent thru a reliable and registered Courier-Forwarder. Request for Quotation may be picked up by the authorized University Procurement Practitioner(s) If Supplier/Provider chooses to.
- 4 The Goods/Services provider must be bona fide Supplier of the Locality or outside provided they have complied the eligibility requirements stated or specified.
- 5 Goods/Services supplied herein are subject to inspection by the Property Inspector and End-User, and the acceptance /rejection of the Supply Officer or his/her authorized representative.
- 6 Except when otherwise stated all laws, rules, regulation, and standard specifications approved by the Bureau of products Standards and/or the Commission of Audit, including tolerance apply to and govern this bid.
- 7 Goods/Services supplied hereon shall be delivered within _____ calendar days from receipt of purchase/job order. A penalty of one tenth of one percent (1/10 of 1%) of the total purchase shall be imposed for every day of the delay to be reckoned for the day immediately following the expiration of the specified delivery period.

OFFERORS

AUTHORIZED SIGNATURE

DATE RECEIVED
