



Republic of the Philippines
WESTERN MINDANAO STATE UNIVERSITY
Zamboanga City
Telephone No.: 062-991-7875
www.wmsu.edu.ph

REQUEST FOR QUOTATION

The Western Mindanao State University, through its Bids and Awards Committee (BAC), is inviting PhilGEPS registered suppliers to apply for eligibility and to submit bids for the item mentioned hereunder:

Name of Project: **Supply and Delivery of Various Office Supplies for the WESMAARRDEC**

Approved Budget Cost: **Php 138,700.00**

Purchase Request No.: **22-11-484**

Closing Date: **December 19, 2022 @ 10AM**

Description:

The criteria to be used for the eligibility check of the prospective bidders, examination and evaluation of bids, post-qualification and all matters relevant to this procurement shall be in accordance with Republic Act. No. 9184 (The Government Procurement Reform Act) and its Implementing Rules and Regulations.

Interested bidders are required to submit their valid and current Mayor's Permit and PhilGEPS Registration, upon the submission of quotation.

Award of contract shall be made to the lowest calculated and responsive bid, which complies with the necessary description as stated above and other terms and conditions stated in the price quotation form.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by the bidder or his/her duly authorized representative/s.

Submission of Quotation and eligibility documents is on or before 10:00 AM of December 19, 2022 at the BAC Office, Ground Floor Executive Building, Western Mindanao State University, Normal Road, Baliwasan, Zamboanga City. Open submission may be submitted manually, email (bacsecretariate@wmsu.edu.ph) or through facsimile at (062)991-7875.

For inquiries, you may coordinate with the BAC Secretariat at telephone no. (062)991-7875.

REQUEST FOR QUOTATION

Western Mindanao State University

Quotation No.: _____

PR No.: PR-22-11-484

Please quote your lowest price on the item/s listed below, subject to the General Conditions on the page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than DEC 19 2022 at 10:00 AM in the return envelope attached herewith. Any quotation submitted beyond this date will not be considered.


JOEL G. FERNANDO, Ph.D.
BAC Chair

- NOTE:**
- 1 ALL ENTRIES MUST BE TYPEWRITTEN
 - 2 DELIVERY PERIOD WITHIN **10** CALENDAR DAYS FROM THE RECEIPT OF THE PURCHASE ORDER.
 - 3 WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES AND MATERIALS. ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY WESTERN MINDANAO STATE UNIVERSITY
 - 4 PRICE VALIDITY SHALL BE FOR A PERIOD OF 120 CALENDAR DAYS UPON RECEIPT OF THE PURCHASE ORDER
 - 5 G-EPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION
 - 6 BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED

Item No.	Qty	Unit	Item and Description	Approved Budget for Contract (ABC)	Unit Cost	Total Cost
1.	4	Reams	Specialty Board Paper, White, Size: Short (8.5" x 11")	P 3,200.00		
2.	8	Reams	Specialty Paper, White, Size: Short (8.5" x 11")	P 6,400.00		
3.	20	Reams	Bond Paper, Substance 20, Size: Long (8.5" x 13")	P 4,600.00		
4.	20	Reams	Bond Paper, Substance 20, Size: A4 (8.27" x 11.69")	P 4,400.00		
5.	50	Pieces	Interfolded Paper Towel Tissue, 1-ply sheets, 175 pulls	P 3,500.00		
6.	200	Pieces	Folder (Ordinary, Long), White	P 1,400.00		
7.	200	Pieces	Folder (Ordinary, A4), White	P 1,200.00		
8.	100	Pieces	Expanding Folder (Long), Green	P 2,500.00		
9.	100	Pieces	Expanding Folder (A4), Green	P 2,000.00		
10.	100	Pieces	Expanding Envelope (long), brown with rubber tie	P 2,500.00		
11.	100	Pieces	Expanding Envelope (A4), brown with rubber tie	P 2,000.00		
12.	5	Sets	Ink for EPSON L3110 (#003) (Magenta, Cyan, Black, Yellow)	P 8,000.00		
13.	5	Sets	Ink for EPSON L6190 (#001) (Magenta, Cyan, Black, Yellow)	P 8,000.00		
14.	5	Sets	Ink for Brother DCP-T7200W (Ink # BTD60-Black) (Ink # BT500 Magenta, Cyan, Black, Yellow)	P 8,000.00		
<i>Note: For the WESMAARDEC of the University.</i>						

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EPS Reference Number : _____
 EPS Solicitation Number : _____
 EPS Closing Date : _____

Total: _____
 Brand & Model : _____
 Delivery Period : _____
 Warranty : _____
 Price Validity : _____

After having carefully read and accepted your General Conditions, the foregoing are our price quotation for the items above indicated.

PhilGEPS Registration No.: _____
Certificate Reference No.: _____

REY ESPIRITUSANTO / JORGE CONCEPCION / RALPH JUDE LLACUÑA
 Canvasser

 Printed Name/Signature

 Tel. No./Cellphone #

 Date

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Item No.	Qty	Unit	Item and Description	Approved Budget for Contract (ABC)	Unit Cost	Total Cost
15.	5	Sets	Ink for Brother DCP-T300 (Ink #BT6000-Black) (Ink # BT500 Magenta, Cyan, Black, Yellow)	P 8,000.00		
16.	15	Boxes	Sign Pen, Black, Liquid/gel ink, 0.5mm needle tip 12pcs/box	P 4,500.00		
17.	15	Boxes	Sign pen, blue, liquid/gel ink, 0.5mm needle tip 12pcs/box	P 4,500.00		
18.	5	Boxes	Ballpen, Black, 1 doz/box	P 1,000.00		
19.	5	Boxes	Ballpen, Blue, 1 doz/box	P 1,000.00		
20.	30	Gallons	Alcohol, Ethyl, 70%	P 12,000.00		
21.	2	Units	Ultra 1x4 hdmi splitter switch repeater amplifier 1080P HD 4K HDMI Splitter	P 2,000.00		
22.	2	Units	3-in-1 Printer with wireless and wifi Connectivity Specifications: - Function: Print, Scan, Copy - Paper Handling: A4, Legal Size - Continuous Ink Supply	P 30,000.00		
23.	1	Units	Ultra Compact 2-person digital wireless microphone for DSLR Camera (2.4 GHz)	P 8,000.00		
24.	2	Units	Heavy Duty Emergency Light Specifications: - Twinhead - Rechargeable - 220V 60Hz - 6V 4.5 Ah Sealed Lead Acid Battery - 1 Head (12 x 0.06 Watts LED) - 2 Heads (24 x 0.06 Watts LED) - Duration Time: 32 Hrs = 1 Head - Duration Time: 17 Hrs = 2 Head	P 10,000.00		
<i>Note: For the WESMAARDEC of the University.</i>						

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Printed Name/Signature

Tel. No./Cellphone #

Date