



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 Food, Venue and Room Accommodation for the RDEC**

Approved Budget Cost : **Php 198,000.00**

Purchase Request No.: **19-11-427**

Closing Date: **December 16, 2019**

Description:

- 1.) 60 Pax Food and Venue
for Two (2) Days on December 19-20, 2019
for the Seminar/Workshop for the conduct of RESEL Assessment & Strategic Planning to include participants from ESU
(650.00 x 60 pax x 2days)
Provision:
 - 1 meal and 2 snacks (am & pm) per day
 - function hall that can accommodate 60 persons
 - sound system & microphones
 - unlimited coffee and water
 - standby generator
- 2.) 15 Rooms Room Accommodation
for Two (2) nights on December 19-20, 2019
Provision:
 - accommodation with breakfast and dinner
 - twin-sharing with extra bed
 - check-in date: December 19, 2019 at 2:00pm
 - check-out date: December 21, 2019 at 12:00nn

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, PhilGEPS Registration Number, Business/Income Tax Return and Omnibus Sworn Statement, 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 16, 2019 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.