



## 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: **Procurement of Various Furniture and Equipment for the University Health Services**

Approved Budget Cost: **PHP 80,812.00**

Purchase Request No.: **PR 24-09-462**

Closing Date: **October 29, 2024 9:30 AM**

Description:

1.) One (1) pc of Office Table

Specification:

Executive Office Table with 1/4" glasstop,

30" x 60", wooden type, with 1 center drawer & 3-side left & 3-side right drawer, with lock keys

2.) One (1) pc of Office Table

Specification:

1/4" Glasstop, 24" x 36",

2 drawer right with lock keys

3.) Two (2) pcs of Computer Table

Specification:

Triple deck, sliding keyboard case, with CPU/UPS base with carter wheels (rollers) Material:

Wood/Metal

4.) One (1) pc of Steel Filing Cabinet

Specification:

4 drawers, vertical type, gauge 20, with lock

5.) One (1) pc of Executive Chair

Specification:

Senior, gaslift, high back with armrest, steel stand

6.) Two (2) unit of ORBIT CEILING FAN

Specification:

Heavy duty, 16" Plastic Blade

360 degree Oscillating Fan

7.) One (1) pc of Internal Hard Drive

Specification:

2TB with enclosure

8.) One (1) pc of Medication Storage Cabinet

Specification:

Two doors with lock keys, materials: high quality steel

Dimension:

W = 10-20"

L = 30-40"

H = 65-75"

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



Republic of the Philippines  
**WESTERN MINDANAO STATE UNIVERSITY**  
**BIDS AND AWARDS COMMITTEE FOR GOODS**  
**Normal Road, Baliwasan Zamboanga City**  
**Telefax.: 062-991-1771 loc 1003**  
**[www.wmsu.edu.ph](http://www.wmsu.edu.ph)**



accordance with Republic Act. No. 9184 (The Government Procurement Reform Act) and its Implementing Rules and Regulations.

Pursuant to Annex “H” documentary requirements interested bidders are required to submit their valid and current Mayor’s Permit, PhilGEPS Registration and other relevant documents (if necessary), 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 October 29, 2024 9:30 AM at the BAC Office, 2nd Floor, Admin Building, Western Mindanao State University, Normal Road, Baliwasan, Zamboanga City. Open submission may be submitted manually, email ([bac@wmsu.edu.ph](mailto:bac@wmsu.edu.ph)) or through facsimile at (062) 991-1771 loc 1003  
For inquiries, you may coordinate with the BAC Secretariat at telephone no. (062) 991-1771 loc 1003

The WESTERN MINDANAO STATE UNIVERSITY reserves the right to reject any or all Bids and to accept the bid most advantageous to the government, and to award the contract by lot, if warranted.

# REQUEST FOR QUOTATION

Western Mindanao State University

Quotation No.: \_\_\_\_\_

PR No.: **24-09-462**

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 OCT 29 2024 at **9:30 A.M.** in the return envelope attached herewith. Any quotation submitted beyond this date will not be considered.

**JOSELITO D MADROÑAL, DPA**  
BAC Chairperson for GOODS

- NOTE:**
- 1 ALL ENTRIES MUST BE TYPEWRITTEN
  - 2 DELIVERY PERIOD \_\_\_\_\_ UPON RECEIPT OF THE PURCHASE ORDER/ NOTICE TO PROCEED
  - 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 OURCHASE ORDER
  - 5 G-EPIS 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 the Contract (ABC)	Unit Cost	Total Cost
1.	1	pc	<b>Office Table</b> <i>Specification:</i> <i>Executive Office Table with 1/4" glasstop, 30" x 60", wooden type, with 1 center drawer &amp; 3-side left &amp; 3-side right drawer, with lock keys</i>	₱ 15,000.00		
2.	1	pc	<b>Office Table</b> <i>Specification:</i> <i>1/4" Glasstop, 24" x 36", 2 drawer right with lock keys</i>	₱ 10,000.00		
3.	2	pcs	<b>Computer Table</b> <i>Specification:</i> <i>Triple deck, sliding keyboard case, with CPU/UPS base with carter wheels (rollers)</i> <i>Material: Wood/Metal</i>	₱ 8,000.00		
4.	1	pc	<b>Steel Filing Cabinet</b> <i>Specification:</i> <i>4 drawers, vertical type, gauge 20, with lock</i>	₱ 14,000.00		
5.	1	pc	<b>Executive Chair</b> <i>Specification:</i> <i>Senior, gaslift, high back with armrest, steel stand.</i>	₱ 7,000.00		
6.	2	unit	<b>ORBIT CEILING FAN</b> <i>Specification:</i> <i>Heavy duty, 16" Plastic Blade</i> <i>360 degree Oscillating Fan</i>	₱ 3,312.00		

**Via Aito**  
GENERAL MERCHANDISE  
Gov. Ramos Ave., San Roque, Zamboanga City  
Contact No. 951-0184 926-0968  
Mobile No. 0917-7224042  
E-mail - viaaito.zambo@gmail.com

*[Signature]*  
RCM MARKETING

*[Signature]*  
MFM ENTERPRISES

# REQUEST FOR QUOTATION

Western Mindanao State University

Quotation No.: \_\_\_\_\_

PR No.: **24-09-462**

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 OCT 25 2024 at **9:30 A.M.** in the return envelope attached herewith. Any quotation submitted beyond this date will not be considered.

**JOSELITO D. MADROÑAL, DPA**  
BAC Chairperson for GOODS

- NOTE:**
- 1 ALL ENTRIES MUST BE TYPEWRITTEN
  - 2 DELIVERY PERIOD \_\_\_\_\_ UPON RECEIPT OF THE PURCHASE ORDER/ NOTICE TO PROCEED
  - 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

7.	1	Pc	<b>Internal Hard Drive</b> <i>Specification:</i> <i>2TB with enclosure.</i>	₱ 8,500.00		
8.	1	pc	<b>Medication Storage Cabinet</b> <i>Specification:</i> <i>Two doors with lock keys, materials: high quality steel</i> <i>Dimension:</i> <i>W = 10-20"</i> <i>L = 30-40"</i> <i>H = 65-75"</i>	₱ 15,000.00		

Total: \_\_\_\_\_

EPS Reference Number : \_\_\_\_\_  
 EPS Solicitation Number : \_\_\_\_\_  
 EPS Closing Date : \_\_\_\_\_

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 Certificate No.:** \_\_\_\_\_  
**Certificate Reference No.:** \_\_\_\_\_

*POSTED 10-7*

**REY ESPRITUSANTO / JORGE CONCEPCION / DANNI VINCENT L. VILLAREAL**  
 Canvasser

\_\_\_\_\_  
 Printed Name/Signature

\_\_\_\_\_  
 Tel .No./Cellphone #

\_\_\_\_\_  
 Date