

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

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 Supplies and Materials for the

Institutional Research Projects of the University

Approved Budget Cost: Php 43,210.00 Purchase Request No.: PR 24-10-493 Closing Date: October 30, 2024 9:30 AM

Description:

- 1.) Thirty (30) reams of Bond Paper 8.5" X 13" (Long), Substance 20, 70 GSM, 500 sheet/ream
- 2.) Twenty-Five (25) reams of Bond Paper 8.27" X 11.69" (A4), Substance 20, 70 GSM, 500 sheet/ream
- 3.) Twenty (20) reams of Bond Paper 8.5" X 11" (short), Substance 20, 70 GSM, 500 sheet/ream
- 4.) Six (6) sets of Printer Ink for Epson Printer(Cyan, Magenta, Black, Yellow #003)
- 5.) Six (6) box of Sign pen, 0.5mm Gel Pen, 12 pcs/box black 3 blue 3
- 6.) Fifty (50) pcs of Folder, Size: A4, Color: white
- 7.) Fifty (50) pcs of Folder, Size: Long, Color: White ((23x37.5cm)
- 8.) Thirty (30) pcs of Expanded Envelop, Size: Long, color: red
- 9.) Twenty-Nine (29) pcs of Expanded Envelop, Size: Long, color: brown
- 10.) Thirty (30) pcs of Expanded Envelop, Size: A4, color: Brown
- 11.) Nine (9) pcs of Clear book, size: long
- 12.) Ten (10) box of Pencil No. 2, Size: Medium, 12 pcs/box
- 13.) Ten (10) pcs of Correction Tape (8m-tape length)
- 14.) Ten (10) pads of Sticky notes, size: 3x3, 100 sheets
- 15.) Five (5) pcs of Puncher, big, 2 hole, color: blue
- 16.) Twenty (20) boxes of Staple Wire, standard #35
- 17.) Five (5) pcs of Stapler #35
- 18.) Five (5) box of Fastener by 50's
- 19.) Ten (10) boxes of Paper Clip, vinyl coated 50mm



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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.

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 30, 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) 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

				Quotatio	n No.:		
				PR No.:_	24-10-493	<u> </u>	
	Pleas	se quote yo	our lowest price on the item/s listed below, subject to the Gener	al Conditions on the p	page, stating	the	
shortes at <u>9:30</u>	t time o	of delivery n the return	and submit your quotation duly signed by your representative n n envelope attached herewith. Any quotation submitted beyond	of later than	CT 3 (202 considered.	4	
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		2 DELIVEI 3 WARRA DATE O 4 PRICE V 5 G-EPS F	TRIES MUST BE TYPEWRITTEN RY PERIOD CALENDAR DAYS UPON RECEIPT OF THE PURCHAS NTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES AND MA F ACCEPTANCE BY WESTERN MINDANAO STATE UNIVERSITY /ALIDITY SHALL BE FOR A PERIOD OF 120 CALENDAR DAYS UPON RECEI REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF S SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF	TERIALS. ONE (1) YEAR F PT OF THE PURCHASE OF THE QUOTATION	RDER	NT, FROM	
Item No.	Qty	Unit	Item and Description	Approved Budget for the Contract (ABC)	Unit Cost	Total Cost	
1.	30	reams	Bond Paper 8.5" X 13"(Long), Substance 20, 70 GSM, 500 sheet/ream. 300.00/reams.	P9,000.00			
2.	25	reams	Bond Paper 8.27" X 11.69" (A4), Substance 20, 70 GSM, 500 sheet/ream. 250.00/reams.	P6,250.00	5 8 M		
3.	20	reams	Bond Paper 8.5" X 11" (short), Substance 20, 70 GSM, 500 sheet/ream 250.00/reams.	P5,000.00			
4.	6	sets	Printer Ink for Epson Printer(Cyan, Magenta, Black, Yellow #003). 1,200.00/sets.	P7,200.00			
5.	6	ьох	Sign pen, 0.5mm Gel Pen, 1 2 pcs/box black - 3 blue - 3 . 300.00/box.	P1,800.00			
6.	50	pcs	Folder, Size: A4, Color: white 10.00/pcs.	P500.00			
7.	50	pcs	Folder, Size: Long, Color: White ((23x37.5cm). 10.00/pcs.	P500.00			
8.	30	pcs	Expanded Envelop, Size: Long, color: red. 15.00/pcs.	P450.00			
9.	29	pcs	Expanded Envelop, Size: Long, color: brown. 35.00/pcs.	P1,015.00			
10.	30	pcs	Expanded Envelop, Size: A4, color: Brown. 25.00/pcs.	P750.00			
11.	9	pcs	Clear book, size: long. 130.00/pcs.	P1,170.00			
12.	10	box	Pencil - No. 2, Size: Medium, 12 pcs/box. 150.00/box.	P1,500.00			
13.	10	pcs	Correction Tape (8m-tape length). 70.00/pcs.	P700.00			
14.	10	pads	Sticky notes, size: 3x3, 100 sheets. 100.00/pads.	P1,000.00			
15.	5	pcs	Puncher, big, 2 hole, color: blue. 450.00/pcs.	P2,250.00			
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REQUEST FOR QUOTATION Western Mindanao State University

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Atter time of delivery and submit your quotation duly signed by your representative not later than ICT 3.1 999 9.30 A.M. in the return envelope attached herewith. Any quotation submitted beyond this date will not be considered. JOSELITO D. MARRONAL, DPA BAC Chainprepts for GOODS 1 ALL ENTRIES MUST BE TYPEWRITTEN 2 DELIVERY PERIOD. ONLY ON SUPPORT RECIPIED TO THE PURCHASE GROSER. 2 DELIVERY PERIOD. ONLY ON SUPPORT RECIPIED TO THE PURCHASE GROSER. 3 DELIVERY PERIOD. ON SUPPORT RECIPIED TO THE PURCHASE GROSER. 4 PECE VALIDITY SHALL BE GOAD A PEVED OF 250 CALEARDAR AND INSCRIPTOR CONTROL OF THE PURCHASE GROSER. 4 PECE VALIDITY SHALL BE GOAD A PEVED OF 250 CALEARDAR AND INSCRIPTOR OF UNCONTROL OF THE PURCHASE GROSER. 5 DOS Staple Wire, standard #35, 90.00/boxes. P1,800.00 P1,800.00 P1,750.00 P1,750.		PR No.: <u>24-10-493</u>						
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19. 10 boxes Paper Clip, vinyl coated 50mm. 35.00/boxes. P350.00 PAGE 2 of 2 Total:	17.	5	pcs			P1,750.00		
PAGE 2 of 2 PAGE 2 of 2 Total: S Reference Number S Solicitation Number S Solicitation Number S Closing Date After having carefully read and accepted your General Conditions, the foregoing are our price quotation for the items above indicated. Philigeps Certificate No.: Certificate Reference No.: Certificate Reference No.: Printed Name/Signature	18.	5	box	Fastener by 50's. 45.00/bo	х.	P225.00		
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