

# REQUEST FOR QUOTATION

Western Mindanao State University

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

PR No.: 24-11-567

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 17 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 \_\_\_\_\_ CALENDAR DAYS UPON 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 the Contract (ABC)	Unit Cost	Total Cost
1.	150	pcs	Ballpen Blue - 75 Black - 75	P 1,500		
2.	20	reams	Bondpaper, A4 size 70gsm sub-20	P 5,800		
3.	20	reams	Bondpaper, Legal size 70gsm sub-20	P 6,000		
4.	1	ream	Laid paper, 500's/ream	P 2,000		
5.	20	pcs	Notebook, 100 leaves	P 1,000		
6.	5	pcs	Record Book, 300 PAGES, size: 214mm x 278mm min	P 1,025		
7.	1	pc	Gun Tacker Staple Gun Complete set with staple wire (4-8mm)	P 500		
8.	10	pcs	Liquid Paper Correction Pen	P 1,000		
9.	50	pcs	Expanded Folder, Legal size, Assorted color	P 2,000		
10.	30	pcs	Plastic Envelope with handle, Legal size	P 7,500		
11.	2	pcs	Rechargeable LED Flashlight USB Rechargeable LED Flashlight with COB Adjustable Waterproof Camping Lantern Magnet Design	P 3,400		

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.:** \_\_\_\_\_

*Handwritten Signature*  
**REY ESPIRITUSANTO / JORGE CONCEPCION / DANNI VINCENT VILLAREAL**  
 Canvasser

\_\_\_\_\_  
 Printed Name/Signature  
 \_\_\_\_\_  
 Tel .No./Cellphone #  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Date

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

		Battery: Lithium polymer battery 8000 mAh 5W Lumen: Main Light: 600 Lighting Mode: 5 modes			
		Note: for the RESEL of the University			

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

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*PUTED BY*  
**REY ESPIRITUSANTO / JORGE CONCEPCION / DANNI VINCENT VILLAREAL**  
Canvasser

Printed Name/Signature

Tel .No./Cellphone #

Date