



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 Accommodation, Food and Venue for the WESMAARRDEC of the University**

Approved Budget Cost: **PHP 205,200.00**

Purchase Request: **PR 25-10-439**

Closing: **October 28, 2025 9:30 AM**

Description:

1.) *Eighteen (18) pax of FOOD AND VENUE for Three (3) Days on November 5-7, 2025*

Provision:

- . *3 Meals- buffet type (Breakfast, Lunch & Dinner): 3 viands, steamed rice, dessert with softdrinks*
- . *"NO SHRIMP & PORK" Menu*
- . *2 Snacks (AM & PM) with softdrinks*

VENUE REQUIREMENTS:

*Venue Capacity: can accommodate 40 pax
Unlimited coffee and mineral water*

Hot and cold water dispenser

*Standby generator incase of power interruption
Free WIFI access.*

ABC: Php 91,800.00

2.) *Six (6) rooms of Accommodation for Three (3) Night on November 4-7, 2025*

Check-in Date: November 4, 2025

Check-out Date: November 7, 2025

Feature:

- . *3 pax/room*
- . *Inclusive of 3 meals/day for November 5-7, 2025*
- . *Free WIFI access*
- . *Cable TV and Airconditioned room*
- . *Standby generator.*

ABC: Php 113,400.00

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 28, 2025 9:30 AM at the



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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

Quotation No.:

PR No.: 25-10-439

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 28 2025 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

Table with 6 columns: Item No., Qty, Unit, Item and Description, Approved Budget for the Contract (ABC), Unit Cost, Total Cost. It contains two main items: 1. FOOD AND VENUE for 18 pax and 2. Accommodation for 6 rooms, both with detailed descriptions and budget allocations.

Total:

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

1 of 1

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.:

Signature of Rey Espiritusanto / Danni Vincent Villareal
REY ESPIRITUSANTO / DANNI VINCENT VILLAREAL
Canvasser

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