



REQUEST FOR QUOTATION
 Western Mindanao State University

Quotation No.: _____

PR-26-03-114

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 **MAY 12 2026** 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 **SUPPLIERS SHALL SUBMIT THEIR REQUEST FOR QUOTATION (RFQ) DULY SIGNED IN A SEALED MAIL/BROWN ENVELOPE**
- 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.	1	box	Ordinary Ballpen, Blue, ballpoint (50 pcs/box). 259.00/box.	P259.00		
2.	8	reams	Bond Paper, long size, 70 gsm, subs. 20. 299.00/reams.	P 2,392.00		
3.	3	reams	Bond Paper, A4 size, 70 gsm, subs. 20. 270.00/reams.	P 810.00		
4.	30	pcs	Documentary Envelope, Brown, Long size. 5.00/pcs.	P 150.00		
5.	30	pcs	Manila Paper, 36" x 48", folded. 15.00/pcs.	P 450.00		
6.	30	pcs	Notebook, spiral, 80 leaves. 25.00/pcs.	P 750.00		
7.	1	box	Permanent Marker, fine tip, black. 480.00/box.	P 480.00		
8.	1	pack	Sticker Paper, A4 size, glossy, 50 shts/pack. 220.00/pack.	P 220.00		
NOTE: FOR THE AGRI						
Total:						_____

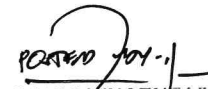
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EPS Reference Number : _____
 EPS Solicitation Number : _____
 EPS Closing Date : _____

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.: _____


REY ESPIRITUSANTO / **DANNI VINCENT VILLAREAL**
 Canvasser

 Printed Name/Signature