

# REQUEST FOR QUOTATION

Western Mindanao State University

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

PR No.: PR-22-07-325

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 July 11, 2022 at 10:00 AM in the return envelope attached herewith. Any quotation submitted beyond this date will not be considered.

**JOEL G. FERNANDO, Ph.D.**  
BAC Chair

**NOTE:**

- 1 ALL ENTRIES MUST BE TYPEWRITTEN
- 2 DELIVERY PERIOD WITHIN 10 CALENDAR DAYS FROM THE 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 Contract (ABC)	Unit Cost	Total Cost
1.	500	Pax	<b>Food (Dinner) and Venue</b> for the President's Investiture on July 28, 2022 at 5:00 PM – 9:00 PM  Viand; 1- Chicken Menu 1 – Beef Menu 1 – Noodle Menu 1 – Vegetable Menu Rice Desert Soft Drinks  Inclusion: 1. Type of Service: Family Type – 200 guests Buffet Type – 300 guests 2. Coke Zero (Can) for the Family Type of Service Guests (200 Guests) 3. Provision of Service Water for all guest upon arrival 4. Sound System and Table Centerpiece 5. Convention Hall that can accommodate 500 persons 6. With aircondition	₱ 250,000.00		
			<i>Note: For the Vice President for Academic Affairs of the University.</i>			

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

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

REY ESPIRITUSANTO / JORGE CONCEPCION / RALPH JUDE LLACUÑA  
 Canvasser

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

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

\_\_\_\_\_  
 Date



Republic of the Philippines  
**WESTERN MINDANAO STATE UNIVERSITY**  
**BIDS AND AWARDS COMMITTEE**  
Normal Road, Baliwasan, Zamboanga City  
Telefax.: 062-991-7875  
[www.wmsu.edu.ph](http://www.wmsu.edu.ph)

**RESOLUTION 202-2022**  
**(Small Value Procurement, ABC-Php.250,000.00)**

**WHEREAS,** there is a need and the University intends to procure Supply and Delivery of Food (Dinner) and Venue for the Vice President for Academic Affairs of the University under PR-22-07-325 with the following items and descriptions:

- |    |     |     |   |
|----|-----|-----|---|
| 1) | 500 | Pax | <b>Food (Dinner) and Venue</b><br>for the President's Investiture on July 28, 2022 at 5:00 PM – 9:00 PM |
|----|-----|-----|---|
- Viand;
- 1- Chicken Menu
  - 1 – Beef Menu
  - 1 – Noodle Menu
  - 1 – Vegetable Menu
- Rice  
Desert  
Soft Drinks
- Inclusion:
- 1. Type of Service:
    - Family Type – 200 guests
    - Buffet Type – 300 guests
  - 2. Coke Zero (Can) for the Family Type of Service Guests (200 Guests)
  - 3. Provision of Service Water for all guest upon arrival
  - 4. Sound System and Table Centerpiece
  - 5. Convention Hall that can accommodate 500 persons
  - 6. With aircondition

with an APPROVED BUDGET FOR THE CONTRACT (ABC) in the sum of **TWO HUNDRED FIFTY THOUSAND PESOS ONLY (Php.250,000.00)** ;

**WHEREAS**, the Bids and Awards Committee under Section 12(j) of R.A. 9184 may recommend to the head of the procuring entity the use of Alternative modes of procurement as provided by law;

**WHEREFORE**, the BIDS AND AWARDS COMMITTEE hereby resolves as it is hereby resolved to recommend to the Head of the Procuring Entity (HOPE) the use of **Small Value Procurement** as a mode of procurement of Supply and Delivery of Food (Dinner) and Venue for the Vice President for Academic Affairs of the University under PR-22-07-325.

**RESOLVED** on this 6<sup>th</sup> day of July 2022, City of Zamboanga, Philippines.



**ENGR. OSCAR T. ALBURO**


Member

**ENGR. CATHERINE D. FALCASANTOS**

Member

**MR. JOHN PAUL S. ALVAREZ**

Member



**ENGR. ANTONIO ANGELO J. LIMBAGA**

Member

**MOH. NUR S. PASPASAN, Ph.D.**

Member



**ATTY. JULES CHRISTIAN D. MARCOS**

Vice-Chairman



**JOEL G. FERNANDO, Ph.D.**

Chair





**Purchase Request**

Department	ACADEMIC	PR No	22-07-325	Date	05/07/2022
Section	VICE PRESIDENT FOR ACADEMIC AFFAIRS	SAI No		Date	

Item No	Item Name	Unit	Qty	Unit Price	Total Price
1	<b>FOOD (DINNER) AND VENUE</b> for the President's Investiture on JULY 28, 2022 at 5:00 PM - 9:00 PM  Viand; 1 - Chicken Menu 1 - Beef Menu 1 - Noodle Menu 1 - Vegetable Menu Rice DESERT SOFT DRINKS  <b>INCLUSION:</b> 1. TYPE OF SERVICE: FAMILY TYPE - 200 GUESTS BUFFET TYPE - 300 GUESTS  2. COKE ZERO ( CAN ) FOR THE FAMILY TYPE OF SERVICE GUEST. ( 200 GUESTS ) 3. PROVISION OF SERVICE WATER FOR ALL GUEST UPON ARRIVAL. 4. SOUND SYSTEM AND TABLE CENTERPIECE 5. Convention Hall that can accommodate 500 persons 6. With Aircondition	PAX	500	500.00	250,000.00

Western Mindanao State University  
 Zamboanga City  
**FINANCE AND AWARDS COMMITTEE**  
 RECEIVED by: \_\_\_\_\_  
 Date: JUL 06 2022  
 Time: 3:40

Purpose / Remarks	RE PR FROM PR 22-06-280 DATED 6/3/22 AS BAC RECOMMENDATION MODE OF PROCUREMENT: SMALL VALUE 7-6-2022	Grand Total	250,000.00
		Funding	

<b>REQUESTED BY (END USER)</b>		<b>REQUESTED BY</b>	
Signature Printed Name Designation Date	 NURSIA M. BARJOSE VICE PRESIDENT FOR ACADEMIC AFFAIRS	 ALFREDO D. MONTERO UNIVERSITY SUPPLY OFFICER 7/6	

<b>FUNDS AVAILABLE</b>			
Signature Printed Name Designation Date	 JOHN PAUL S. ALVAREZ BUDGET OFFICER III	 JOHNMAR A. JAIPUDDIN UNIVERSITY ACCOUNTANT 7/6	

<b>APPROVED BY</b>	
	 MA. CARLA A. OCHOTORENA, R.N., Ph.D. UNIVERSITY PRESIDENT