



Republic of the Philippines  
**WESTERN MINDANAO STATE UNIVERSITY**  
Zamboanga City  
Telephone No.: 062-991-7875  
[www.wmsu.edu.ph](http://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: **Supply and Delivery of Various Shirts, Jacket and Tote Bag**

Approved Budget Cost: **Php 101,000.00**

Purchase Request No.: **22-08-365**

Closing Date: **September 15, 2022 @ 10AM**

Description:

1.) Seventy (70) PC of T-SHIRT V-NECK WITH PRINT ( SUBLIMATION )  
SHORT SLEEVES, GOOD QUALITY, WITH FULL COLORED PRINT FRONT AND  
BACK, SHIRT COLOR: BLACK

SPECIFICATIONS:

FRONT AND BACK DESIGN

FONT: ARIAL, FONT COLOR: WHITE

LOGO COLORS: YELLOW GREEN, DARK GREEN, BLACK, SKY BLUE ( 2a8bca ),  
CRIMSON RED ( 990000 ), WHITE

SIZE: XS-10 PC, S-20 PC, M-20 PC, L-10 PC, XL-5 PC, XXL-3 PC, XXXL-2 PC

(WITH ATTACHED DESIGNS).

2.) Twenty-Five (25) PC of CLOTH TOTE BAG WITH PRINTING

MATERIAL: CANVAS / KATYA CLOTH

SIZE: 14" x 12" x 3" CANVAS CLOTH

HANDLE SIZE: 17"

COLOR: BLACK

HEAT PRESS PRINTING.

3.) Fifty (50) PC of CLOTH TOTE BAG WITH PRINTING

MATERIAL: CANVAS / KATYA CLOTH

SIZE: 14" x 12" x 3" CANVAS CLOTH

HANDLE SIZE: 17"

COLOR: OFF WHITE

HEAT PRESS PRINTING.

4.) Fifty (50) PC of CUSTOMIZED PLAIN POLO SHIRT WITH EMBROIDERED LOGO

DESCRIPTION: TWO-TONED SHIRT, MULTI-SIZE, COTTON MATERIAL

COLOR: BODY-GRAY, SLEEVES AND COLLAR-EMERALD GREEN

LOGO PRINTING: EMBROIDERED

LOGO SIZE: 2" x 2"

LOGO COLOR: MULTI-COLOR: SKY BLUE, YELLOW GREEN, GREEN, BLACK AND  
RED

LOGO PLACEMENT: UPPER LEFT

DIGITIZED PRINTING FOR TEXT " wmsu-intellectual property and technology  
business management

SIZES: 15 SMALL, 15 MEDIUM, 15 LARGE, 5 XLARGE

5.) Ten (10) PC of JACKET ( NON-COLLAR ) WITH EMBROIDERED LOGO

DETAILS:

LEFT AND RIGHT NON-ZIPPER SIDE POCKETS, FULL LENGTH HEAVY DUTY ZIPPER AND ZIPPER POCKET PLACED AT UPPER RIGHT

MATERIAL: MICRO-FIBER FABRIC

JACKET COLOR: BLACK

WITH GARTER MATERIALS FOR BAND AND BOTTOM PART OF JACKET(WAIST )

SIZE OF BAND: 2 INCHES

SIZES: 3 SMALL, 3 MEDIUM, 2 LARGE, 2 XLARGE

EMBROIDERED LOGO

SIZE: 2"

COLORS: GREEN (#006636), YELLOW GREEN (#8cc43e), SKY BLUE ( #2a8bca), RED (#990000), BLACK FOR TEXT

PLACEMENT: UPPER LEFT

( REFER TO THE DESIGN ATTACHED FOR EXPECTED OUTPUT)

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.

Interested bidders are required to submit their valid and current Mayor's Permit and PhilGEPS Registration, 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 10:00 AM of September 15, 2022 at the BAC Office, Ground Floor Executive Building, Western Mindanao State University, Normal Road, Baliwasan, Zamboanga City. Open submission may be submitted manually, email (bacsecretariate@wmsu.edu.ph) or through facsimile at (062)991-7875.

For inquiries, you may coordinate with the BAC Secretariat at telephone no. (062)991-7875.

# REQUEST FOR QUOTATION

Western Mindanao State University

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

PR No.: PR-22-08-365

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 September 15, 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.	70	Pieces	<b>T-Shirt V-Neck with Print (Sublimation)</b> Short Sleeves, Good Quality, with Full Colored Print Front and Back, Shirt Color: <i>Black</i>  Specifications: Front and Back Design Font: Arial, Font Color: White Logo Colors: Yellow Green, Dark Green, Black, Sky Blue (2a8bca), Crimson Red (990000), White  Size: XS-10PC, S-20 PC, M-20 PC, L-10 PC, XL-5 PC, XXL-3 PC, XXXL - 2 PC  <i>(with attached designs)</i>	₱ 35,000.00		
2.	25	Pieces	<b>Cloth Tote Bag with Printing</b> Materials: Canvas/ Katya Cloth Size: 14" x 12" x 3" Canvas Cloth Handle Size: 17" Color: Black Heat Press Printing	₱ 9,000.00		
3.	50	Pieces	<b>Cloth Tote Bag with Printing</b> Material: Canvas/Katya Cloth Size: 14" x 12" x 3" Canvas Cloth Handle Size: 17" Color: Off White Heat Press Printing	₱ 12,000.00		
<i>Note: For the ITS0 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 #

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JOEL G. FERNANDO, Ph.D.  
BAC Chair

Item No.	Qty	Unit	Item and Description	Approved Budget for Contract (ABC)	Unit Cost	Total Cost
4.	50	Pieces	<b>Customized Plain Polo Shirt with Embroidered Logo</b> Description: Two-Toned shirt, Multi-size, Cotton Material Color: Body-Gray, Sleeves and Collar-Emerald Green  Logo Printing: Embroidered Logo Size: 2" x 2" Logo Color: Multi-Color: Sky Blue, Yellow Green, Green, Black and Red Logo Placement: Upper Left Digitized Printing for Text " wmsu-intellectual property and technology business management"  Sizes: 15 small, 15 medium, 15 large, 5 xlarge	₱ 30,000.00		
5.	10	Pieces	<b>Jacket (Non-Collar) with Embroidered Logo</b> Details: Left and Right Non-zipper side pockets, full length Heavy duty zipper and zipper pocket placed at upper right Material: Micro-Fiber Fabric Jacket Color: Black With Garter Materials for Band and Bottom Part of Jacket (Waist) Size of band: 2 inches Sizes: 3 small, 3 medium, 2 large, 2 xlarge  Embroidered Logo Size: 2" Colors: Green (#006636), Yellow Green (#8cc43e), Sky Blue (#2a8bca), Red (#990000), Black for Text Placement: Upper Left (Refer to the Design Attached for Expected Output)	₱ 15,000.00		
<i>Note: For the ITSO of the University.</i>						

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EPS Reference Number : \_\_\_\_\_

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EPS Closing Date : \_\_\_\_\_

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Brand & Model : \_\_\_\_\_  
Delivery Period : \_\_\_\_\_  
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Price Validity : \_\_\_\_\_

PhilGEPS Registration No.: \_\_\_\_\_

Certificate Reference No.: \_\_\_\_\_

REY ESPIRITUSANTO / JORGE CONCEPCION / RALPH JUDE LLACUÑA  
Canvasser

Printed Name/Signature

Tel. No./Cellphone #

Date