

REQUEST FOR QUOTATION

Western Mindanao State University

Quotation No.: _____

PR No.: 23-04-264

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 JUL 12 2023 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 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 the Contract (ABC)	Unit Cost	Total Cost
1.	20	Reams	BOND PAPER, A4 70GSM	₱ 5,400.00		
2.	25	Reams	BOND PAPER, 8.5 x 13, 70GSM	₱ 7,000.00		
3.	400	Pieces	BALLPEN, GOOD QUALITY, 0.5mm, BLUE	₱ 4,800.00		
4.	300	Pieces	EXPANDABLE ENVELOPE, COLORED, GARTERIZED, LONG SIZE	₱ 6,000.00		
5.	4	Pieces	RECORD BOOK, 500 PAGES SIZE: 214mm x 278mm	₱ 2,000.00		
6.	10	Pieces	PHOTO ALBUM, SIZE: 11.5" X 13.5"	₱ 7,500.00		
7.	5	Cans	CLEANSER, SCOURING POWDER, 350grms/can	₱ 350.00		
8.	3	Packs	DETERGENT POWDER, ALL PURPOSE	₱ 450.00		

EPS Reference Number : _____

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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 Certificate No.: _____

Certificate Reference No.: _____

Printed Name/Signature _____

REY ESPIRITUSANTO / JORGE CONCEPCION / RALPH JUDE LLACUÑA

Canvasser

Tel .No./Cellphone # _____

Date _____

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JOSELITO D. MADROÑAL, DPA
BAC Chairperson for GOODS

Item No.	Qty	Unit	Item and Description	Approved Budget for the Contract (ABC)	Unit Cost	Total Cost
9.	3	Pieces	DUST PAN, NON-RIGID PLASTIC, size:m 24cm x 27.5cm pan size	₱ 450.00		
10.	2	Pieces	BROOM (TAMBO)	₱ 500.00		
11.	5	Packs	TRASH BAG, PLASTIC, 10 PCS. PER PACK, MEDIUM	₱ 350.00		
12.	5	Packs	TRASH BAG, PLASTIC, 10 PCS. PER PACK, LARGE	₱ 500.00		
13.	2	Pieces	MOP WITH HANDLE, COTTON, METAL HANDLE, 16" & 24"	₱ 500.00		
14.	4	Pieces	FLOOR MAT, size: 38 x 58	₱ 1,200.00		
15.	2	Liters	MURIATIC ACID	₱ 300.00		
16.	3	Gallons	DISINFECTANT LIQUID	₱ 900.00		
			<i>Note: For the CCE</i>			

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

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Total: _____
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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
Zamboanga City
Telephone No.: 062-991-7875
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 Office Supplies and Materials for the Center for Continuing Education (CCE)**

Approved Budget Cost: **Php 38,200.00**

Purchase Request No.: **PR #: 23-04-264**

Closing Date: **July 12, 2023 @ 9:30 AM**

Description:

1. **Twenty (20) Reams – BOND PAPER, A4 70GSM**
2. **Twenty – Five (25) Reams – BOND PAPER, 8.5 x 13, 70GSM**
3. **Four Hundred (400) Pieces – BALLPEN, GOOD QUALITY, 0.5mm, BLUE**
4. **Three Hundred (300) Pieces – EXPANDABLE ENVELOPE, COLORED, GARTERIZED, LONG SIZE**
5. **Four (4) Pieces – RECORD BOOK, 500 PAGES SIZE: 214mm x 278mm**
6. **Ten (10) Pieces – PHOTO ALBUM, SIZE: 11.5” X 13.5”**
7. **Five (5) Cans – CLEANSER, SCOURING POWDER, 350grms/can**
8. **Three (3) Packs – DETERGENT POWDER, ALL PURPOSE**
9. **Three (3) Pieces – DUST PAN, NON-RIGID PLASTIC, size: 24xm x 27.5cm pan size**
10. **Two (2) Pieces – BROOM (TAMBO)**
11. **Five (5) Packs – TRASH BAG, PLASTIC, 10 PCS. PER PACK, MEDIUM**
12. **Five (5) Packs – TRASH BAG, PLASTIC, 10 PCS. PER PACK, LARGE**
13. **Two (2) Pieces – MOP WITH HANDLE, COTTON, METAL HANDLE, 16” & 24”**
14. **Four (4) Pieces – FLOOR MAT, size: 38 x 58**
15. **Two (2) Liters – MURIATIC ACID**
16. **Three (3) Gallons – DISINFECTANT LIQUID**

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 **July 12, 2023** at the BAC Office, 2nd Floor, Admin 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