



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 Supplies and Materials for the ZamPen Native Pig Project of the University**

Approved Budget Cost: **Php 104,831.00**

Purchase Request No.: **PR 23-11-552**

Closing Date: **December 20, 2023 @ 10:00 AM**

Description:

1. **One (1) unit of PRINTER**  
Specification:  
3 in 1 printer, print, scan, copy, print volume: 150-1,500 pages, flatbed scanner, multiple pages: max. 99 pages
2. **One (1) unit of RECHARGEABLE EMERGENCY LIGHT**  
Specification:  
Light source: 2x3W high power SMT LED  
Battery: 12V, 9.0Ah sealed lead acid, automatic operation  
Equipped with overcharging protection  
Fuse protected  
Illumination: more than 1 lux
3. **One (1) piece of DOUBLE-SIDED MAGNETIC ALUMINUM WHITEBOARD**  
Specification:  
Movable with wheels  
Dimension: 90cm x 120 cm, 36"x48"  
Aluminum frame  
H shape board stand  
Full length foldable pen tray on the stand  
Dry erase steel, fiberboard
4. **One (1) unit of SOLAR STREET LED LIGHT**  
Specification:  
Protection level: IP67  
Sunshine time: 10-18h  
Light source type: LED  
Rated power: 200W/300W/600W/1000W  
Switch type: remote control  
Purpose: indoor/outdoor lighting  
Life: 87600h
5. **Two (2) unit of ELECTRIC FAN**  
Specification:  
16" blade (405mm) stand , plastic blade  
55 watts  
3 speed with thermal cut off fuse
6. **One (1) piece of TABLE**  
Long table, 3' x 6' in size
7. **Ten (10) pieces of MONOBLOCK CHAIR**  
Without armrest
8. **Five (5) boxes of BOND PAPER**

**Legal size, subs. 20, 70 gsm**

- 9. Five (5) boxes of BOND PAPER**  
Letter size, subs. 20, 70 gsm
- 10. Six (6) boxes of BOND PAPER**  
A4 size, subs. 20, 70 gsm
- 11. Fifteen (15) pieces of PLASTIC EXPANDING FOLDER**  
Accordion file, 13 pockets with handle
- 12. Ten (10) pieces of FILING BOX**  
Long, dimension (LxWxH): 16"x5"x9 ½"
- 13. Five (5) boxes of BALLPEN**  
Black, 12pcs/box
- 14. Ten (10) pieces of RECORD BOOK**  
8.5 x 11 inches, 500 pages
- 15. Five (5) rolls of CLEAR PACKING TAPE**  
100-200 meters long
- 16. Five (5) pads of STICKY NOTES**  
4.5cm, medium, 100 sheets per pad
- 17. Five (5) boxes of SIGN PEN**  
Gel type, 0.5mm tip, 12pcs/box
- 18. Ten (10) pieces of EXPANDABLE ENVELOP**  
Legal size with garter
- 19. Ten (10) pieces of BROWN ENVELOP**  
Long size
- 20. Five (5) boxes of WHITEBOARD PEN**  
black/blue, fine point  
black - 3 box  
blue - 2 box
- 21. One (1) piece of TAPE DISPENSER**  
Large size
- 22. Two (2) pieces of STAPLER #35**  
with staple wire remover
- 23. Two (2) boxes of PAPER CLIP**  
Jumbo size, vinyl coated
- 24. Twenty (25) pieces of FOLDER**  
FF-L file folder (14pts legal size)
- 25. Two (2) pcs of BUSINESS CALCULATOR**  
8 digit display, two way power
- 26. Twenty – Five (25) pieces of FOLDER**  
FF-L file folder (11pts short size)
- 27. Two (2) sets of PRINTER INK**  
Epson L3210 (Black, Yellow, Magenta, Cyan)
- 28. Two (2) sets of PRINTER INK**  
BROTHER DCP-T700 (Black, Yellow, Magenta, Cyan)
- 29. Eight (8) bottles of PRINTER INK**  
Epson L3210 (Black)
- 30. Eight (8) bottles of PRINTER INK**

**BROTHER DCP-T700 (Black)**

**31. Two (2) sets of PRINTER INK  
CANON PIXMA G1-71 (Pigment Black, Cyan, Magenta, Yellow)**

**32. Five (5) bottles of PRINTER INK  
CANON PIXMA G1-71 (Pigment Black)**

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 **December 20, 2023** at the BAC Office, 2<sup>nd</sup> 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

# REQUEST FOR QUOTATION

## Western Mindanao State University

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

PR No.: PR-23-11-552

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 DEC 20 2023 at 10:00 AM in the return envelope attached herewith. Any quotation submitted beyond this date will not be considered.

**JOSELITO D. MADROÑAL, DPA**  
BAC Chair 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 Contract (ABC)	Unit Cost	Total Cost
1.	1	Unit	<b>Printer</b> Specification: 3 in 1 printer, scan, copy, print volume: 150-1, 500 pages, flatbed scanner, multiple pages: max. 99 pages	₱ 14,000.00		
2.	1	Unit	<b>Rechargeable Emergency Light</b> Specification: Light source: 2x3W high power SMT LED Battery: 12V, 9.0Ah sealed lead acid, automatic operation Equipped with overcharging protection Fuse protected Illumination: more than 1 lux	₱ 4,050.00		
3.	1	Piece	<b>Double-sided magnetic aluminum whiteboard</b> Specification: Movable with wheels Dimension: 90cm x 120cm, 36" x 48" Aluminum frame H shape board stand Full length foldable pen tray on the stand Dry erase steel, fiberboard	₱ 4,000.00		
4.	1	Unit	<b>Solar Street LED Light</b> Specifications: Protection Level: IP67 Sunshine time: 10-18h Light source type: LED Rated power: 200W/300W/600W/1000W Switch type: remote control Purpose: indoor/outdoor lighting Life: 87600h	₱ 4,200.00		
5.	2	Units	<b>Electric Fan</b> Specification: 16" Blade (405mm) stand, plastic blade 55 watts 3 speed with thermal cut off base	₱ 3,200.00		
<i>Note: For Zampen Native Pig Project 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.:** \_\_\_\_\_

Printed Name/Signature

**DANNI L. VILLAREAL/ REYNANTE ESPIRITUSANTO / JORGE CONCEPCION / RALPH JUDE LLACUÑA**

Canvasser

Tel .No./Cellphone #

Date

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Item No.	Qty	Unit	Item and Description	Approved Budget for Contract (ABC)	Unit Cost	Total Cost
6.	1	Pieces	<b>Table</b> Long table, 3' x 6' in size	₱ 9,000.00		
7.	10	Pieces	<b>Monobloc Chair</b> Without armrest	₱ 6,000.00		
8.	5	Boxes	<b>Bond Paper</b> Legal size, subs. 20, 70 gsm	₱ 7,900.00		
9.	5	Boxes	<b>Bond Paper</b> Letter size, subs. 20, 70 gsm	₱ 7,900.00		
10.	5	Boxes	<b>Bond Paper</b> A4 size, subs. 20, 70 gsm	₱ 9,480.00		
11.	15	Pieces	<b>Plastic Expanding folder</b> Accordion file, 13 pockets with handle	₱ 4,500.00		
12.	10	Pieces	<b>Filing Box</b> Long, dimension (LxWxH): 16" x 5" x 9 1/2"	₱ 2,000.00		
13.	5	Boxes	<b>Ballpen</b> Black, 12pcs/box	₱ 1,500.00		
14.	10	Pieces	<b>Record Book</b> 8.5 x 11 inches, 500 pages	₱ 3,000.00		
15.	5	Rolls	<b>Clear Packing Tape</b> 100-200 meters long	₱ 400.00		
16.	5	Pads	<b>Sticky Notes</b> 4.5cm, medium, 100 sheets per pad	₱ 450.00		
17.	5	Boxes	<b>Sign Pen</b> Gel type, 0.5mm tip, 12pcs/box	₱ 395.00		
18.	10	Pieces	<b>Expandable Envelope</b> Legal size with garter	₱ 500.00		
19.	10	Pieces	<b>Brown Envelope</b> Long size	₱ 600.00		
20.	5	Boxes	<b>Whiteboard Pen</b> Black/blue, fine point Black – 3 boxes Blue – 2 boxes	₱ 2,500.00		
<i>Note: For Zampen Native Pig Project of the University.</i>						

PAGE 2 of 3

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Item No.	Qty	Unit	Item and Description	Approved Budget for Contract (ABC)	Unit Cost	Total Cost
21.	1	Piece	Tape Dispenser Large size	₱ 300.00		
22.	2	Pieces	Stapler #35 With staple wire remover	₱ 986.00		
23.	2	Boxes	Paper Clip Jumbo size, vinyl coated	₱ 100.00		
24.	25	Pieces	Folder FF-L File folder (14pts legal size)	₱ 500.00		
25.	2	Pieces	Business Calculator 8 digit display, two way power	₱ 600.00		
26.	25	Pieces	Folder FF-L file folder (11 pts short size)	₱ 500.00		
27.	2	Sets	Printer Ink EPSON L3210 (Black, Yellow, Magenta, Cyan)	₱ 3,000.00		
28.	2	Sets	Printer Ink Brother DCP-T700 (Black, Yellow, Magenta, Cyan)	₱ 3,000.00		
29.	8	Bottles	Printer Ink EPSON L3210 (Black)	₱ 2,560.00		
30.	8	Bottles	Printer Ink Brother DCP-T700 (Black)	₱ 2,560.00		
31.	2	Sets	Printer Ink Canon Pixma G1-&1 (Pigment Black, Cyan, Magenta, Yellow)	₱ 3,200.00		
32.	5	Bottles	Printer Ink Canon Pixma G1-71 (Pigment Black)	₱ 1,950.00		
			<i>Note: For Zampen Native Pig Project of the University.</i>			

PAGE 3 of 3

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