



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 Signages and Tarpaulin for the ARTA Compliance of the University**

Approved Budget Cost: **Php 307,100.00**

Purchase Request No.: **PR 23-11-591**

Closing Date: **December 27, 2023 @ 10:00 AM**

Description:

1. Three (3) pieces of ACRYLIC SIGNAGES

Specification:

-Height 9" x Width 30"

-5mm thickness

-WMSU Logo size: 4-5"

-font size: 3"

-font type: Times New Roman Bold

-All Uppercase letter

-font color: red

-bolt: 4 sides

-with free installation

Signages for the following Offices:

1. Executive Building

2. Dr. Juanito Bruno Gymnasium

3. Office of the Student Affairs

2. Seven (7) pieces of ACRYLIC SIGNAGES

-Height 24" X Width 20"

-Thickness: 5mm

-Logo Size: 3-4"

-Building title font size: 2"

-Name of Offices font size: 1-1 1/2"

-Font color: red

-bolt: 4 sides

-Font type: Times New Roman Bold

-all Uppercase letter

-with free installation

Building Directory Signages for the following:

1. Dr. Juanito Bruno Gymnasium

2. Motorpool

3. Research Center

4. Administration Building

5. Executive Building

6. University Library

7. ILS – High School Bldg.

3. Forty – Five (45) sets of ENTRANCE & EMERGENCY EXIT SIGNAGES

Specification:

Dimension(HxL): 6"X22"

Thickness: 5mm

Material: Sintra Board, waterproof and anti-aging

Font size: 3 inches

Font type & color: Times New Roman, Red

**All Uppercase letter
with Free Installation**

**Campus A
-33 sets for 25 bldgs.**

**Campus B
-12 sets for 12 bldgs.**

**Note:
Winning Bidder must submit a sample of the signages and Citizen's
Charter**

4. Thirty – Eight (38) pieces of TARPAULIN with FRAME

Specification:

-4 x 6 ft

-tarp thickness: 8-10 oz.

-wood moulding frame 2" width, 1/2" thickness

-font size: 5mm lowercase, 15mm uppercase

-font type: Times New Roman bold

-with free installation

A.Tarpaulin printing of Citizen's Charter for the following Offices:

1.Accounting Office

2.Admission Office

3.Assessment Office

4.Cashier's Office

5.Dormitory

6.Food Services

7.Guidance and Counselling Center

8.Human Resource Management Office

9.Library

10.Management and Information System Office

11.Supply & Property Management Office

12.Records and Archives Office

13.Registrar Office

14.Scholarship Office

15.Student Affairs Office

16.Testing and Evaluation Center (TEC)

17.University Health Services Center

18.University Press

19.Procurement Office

20.Garment Shop

21.Center for Continuing Education

**B. Tarpaulin printing of Enrollment Process for the following
Colleges:**

1.College of Agriculture

2.College of Architecture

3.College of Asian and Islamic Studies

4.College of Engineering

5.College of Computing Studies

6.College of Criminal Justice Education

7.College of Forestry and Environmental Studies

8.College of Home Economics

9.College of Liberal Arts

10.College of Nursing

11.College of Medicine

12.College of Public Administration and Development Studies

13.College of Science and Mathematics

14.College of Social Work and Community Development

15.College of Sports Science and Physical Education

16.College of Teacher Education

17.College of Law

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 27, 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

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Western Mindanao State University

Quotation No.: _____

PR No.: PR-23-11-591

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 27 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.	3	Pcs	Acrylic Signages Specification: - Height 9" x Width 30" - 5mm thickness - WMSU Logo size: 4-5" - Font size: 3" - Font type: Times new roman bold - All uppercase letter - Font color: red - Bolt: 4 sides with free installation Signages for the following offices: 1. Executive Building 2. Dr. Juanito Bruno Gymnasium 3. Office of the Student Affairs	₱ 15,600.00		
2.	7	Pcs	Acrylic Signages - Height 24" x Width 20" - Thickness: 5mm - Logo Size: 3-4" - Building title font size: 2" - Name of offices font size: 1- 1 1/2" - Font color: red - Bolt: 4 sides - Font type: Times New Roman Bold - All uppercase letter - With free installation Building directory signages for the following: 1. Dr. Juanito Bruno Gymnasium 2. Motorpool 3. Research Center 4. Administration Building 5. Executive Building 6. University Library <i>7. HS-High School Bldg. Hg</i>	₱ 66,500.00		
			<i>Note: For ARTA Compliance of the University.</i>			

PAGE 1 of 3

EPS Reference Number : _____

EPS Solicitation Number : _____

EPS Closing Date : _____

After having carefully read and accepted your General Conditions, the foregoing are our price quotation for the items above indicated.

Total: _____
 Brand & Model : _____
 Delivery Period : _____
 Warranty : _____
 Price Validity : _____

PhilGEPS Registration No.: _____

Certificate Reference No.: _____

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

Printed Name/Signature

Tel .No./Cellphone #

Date

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JOSELITO D. MADROÑAL, DPA
BAC Chair for Goods

Item No.	Qty	Unit	Item and Description	Approved Budget for Contract (ABC)	Unit Cost	Total Cost
3.	45	Sets	Entrance & Emergency Exit Signages Specification: Dimension (HxL): 6" x 22" Thickness: 5mm Material: Sintra board, waterproof and anti-aging Font size: 3 inches Font type and color: Times New Roman, Red All uppercase letter With free installation Campus A - 33 sets for 25 bldgs. Campus B - 12 sets for 12 bldgs. <i>Note: winning bidder must submit a sample of the signages and citizen's charter</i>	₱ 54,000.00		
4.	38	Pcs	Tarpaulin with Frame Specification: - 4 x 6 ft - Tarp thickness: 8-10 oz. - Wood moulding frame 2" width, ½" thickness - Font size: 5mm lowercase, 15mm uppercase - Font type: Times new roman bold - With free installation A. Tarpaulin printing of Citizen's Charter for the following Offices: 1. Accounting Office 2. Admission Office 3. Assessment Office 4. Cashier Office 5. Dormitory <i>Note: For ARTA Compliance of the University.</i>	₱ 171,000.00		

PAGE 2 of 3

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Item No.	Qty	Unit	Item and Description	Approved Budget for Contract (ABC)	Unit Cost	Total Cost
			6. Food Services 7. Guidance and Counselling Center 8. Human Resource Management Office 9. Library 10. Management and Information System Office 11. Supply and Property Management Office 12. Records and Archives Office 13. Registrar Office 14. Scholarship Office 15. Student Affairs Office 16. Testing and Evaluation Center (TEC) 17. University Health Services Center 18. University Press 19. Procurement Office 20. Garment Shop 21. Center for Continuing Education B. Tarpaulin printing of enrollment process for the following colleges: 1. College of Agriculture 2. College of Architecture 3. College of Asian and Islamic Studies 4. College of Engineering 5. College of Computing Studies 6. College of Criminal Justice Education 7. College of Forestry and Environmental Studies 8. College of Home Economics 9. College of Liberal Arts 10. College of Nursing 11. College of Medicine College of Public Administration and Development Studies 12. College of Science and Mathematics 13. College of Public Administration and Development Studies 14. College of Social Work and Community Development 15. College of Sports Science and Physical Education 16. College of Teacher's Education 17. College of Law			
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