



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: **Procurement of Various Materials for the Center for Continuing Education (CCE) of the University**

Approved Budget Cost: **Php 97,400.00**

Purchase Request No.: **PR 24-01-034**

Closing Date: **March 13, 2024 @ 9:30 AM**

Description:

- 1. Fifty (50) pieces of VACUUM FLASK**  
450ml vacuum flask  
Made of food-grade stainless steel and plastic  
Vacuum m-insulated flask for hot and cold drinks  
With WMSU and CCE Logo  
Print Direct-to-Film (DTF)  
Colors: 25 - Black, 25 - Red  
Please see attached sample picture
- 2. Three Hundred (300) pieces of PRINTED ID CARD WITH SLING/LANYARD**  
Lanyard size 1"  
Sublimation printing  
ID Card size: 3.5" x 5:  
ID Card Material: PVC  
Please see attached sample picture
- 3. Fifty (50) pieces of UMBRELLA**  
Four-folds folding umbrella with ultraviolet (V) protection  
Number of ribs - 8 bone printing  
Customized with WMSU and CCE logo  
Printing-Direct-to-dilm (DTF) print  
Color: 25 - Black, 25 - Red  
Please see attached sample picture
- 4. One Hundred (100) pieces of JOURNAL NOTEBOOK**  
With string lock and customized print  
A5, 80 leaves, 160 pages  
Printing-Direct-to-Film (DTF) print  
Front cover:  
WMSU and CCE Seal  
Font style-Matura NT Script for WMSU and Elephant font for CCE,  
uppercase  
Back Cover:  
Font-Arial  
Color/pad - 50 - Green, 50 - Red  
Note: Please see attached sample picture

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 **March 13, 2024** 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](mailto: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.: **24-01-034**

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 MAR 13 2024 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.	50	Pieces	<b>VACUUM FLASK</b> 450ml vacuum flask Made of food-grade stainless steel and plastic Vacuum m-insulated flask for hot and cold drinks With WMSU and CCE Logo Print Direct-to-Film (DTF) Please see attached sample picture	₱ 15,000.00		
2.	300	Pieces	<b>PRINTED ID CARD WITH SLING/LANYARD</b> Lanyard size 1" Sublimation printing ID Card size: 3.5" x 5" ID Card Material: PVC Please see attached sample picture	₱ 38,400.00		
3.	50	Pieces	<b>UMBRELLA</b> Four-folds folding umbrella with ultraviolet (V) protection Number of ribs - 8 bone printing Customized with WMSU and CCE logo Printing-Direct-to-dilm (DTF) print Color: 25 - Black, 25 - Red Please see attached sample picture	₱ 20,000.00		

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

PAGE 1 of 2

**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.:** \_\_\_\_\_

**REY ESPIRITUSANTO / JORGE CONCEPCION / RALPH JUDE LLACUÑA**  
Canvasser

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

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

\_\_\_\_\_  
Date

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Western Mindanao State University

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Item No.	Qty	Unit	Item and Description	Approved Budget for the Contract (ABC)	Unit Cost	Total Cost
4.	100	Pieces	<p><b>JOURNAL NOTEBOOK</b>                      With string lock and customized print                      A5, 80 leaves, 160 pages                      Printing-Direct-to-Film (DTF) print                      Front cover:  <i>WMSU and CCE Seal</i>  <i>Font style-Matura NT Script for WMSU and Elephant font for CCE, uppercase</i>                      Back Cover:  <i>Font-Arial</i>  <i>Color/pad - 50 - Green, 50 - Red</i>                      Note: Please see attached sample picture</p>	P 24,000.00		
			<i>Note: For CCE</i>			

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

PAGE 2 of 2

**Total:** \_\_\_\_\_  
 Brand & Model : \_\_\_\_\_  
 Delivery Period : \_\_\_\_\_  
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**REY ESPIRITUSANTO / JORGE CONCEPCION / RALPH JUDE LLACUÑA**  
 Canvasser

\_\_\_\_\_  
Printed Name/Signature  
 \_\_\_\_\_  
Tel .No./Cellphone #  
 \_\_\_\_\_  
Date

034



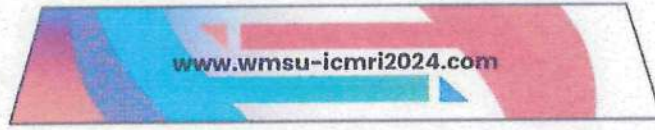
Western Mindanao State University  
Zamboanga City  
**BIDS AND AWARDS COMMITTEE**

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Inside



Western Mindanao State University  
Zamboanga City  
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Mindanao State University  
Zamboanga City  
BIDS AND AWARDS COMMITTEE

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Western Mindanao State University  
Zamboanga City

BIDS AND AWARDS COMMITTEE

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**WESTERN MINDANAO STATE UNIVERSITY  
CENTER FOR CONTINUING EDUCATION**

3rd Flr., Training Center Bldg., WMSU Campus B,  
San Jose Road, Zamboanga City  
email: [cce@wmsu.edu.ph](mailto:cce@wmsu.edu.ph)

Western Mindanao State University  
Zamboanga City  
**BIDS AND AWARDS COMMITTEE**

Received by: Am  
Date & Time: 9 FEB 2024

10:05



**WESTERN MINDANAO STATE UNIVERSITY  
CENTER FOR CONTINUING EDUCATION**

3rd Flr., Training Center Bldg., WMSU Campus B,  
San Jose Road, Zamboanga City  
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Western Mindanao State University  
Zamboanga City  
**BIDS AND AWARDS COMMITTEE**

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Date & Time: 11 9 FEB 2024

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