



## 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 PRINTING FOR THE QMS - ISO OF THE UNIVERSITY**

Approved Budget Cost: **Php 49,980.00**

Purchase Request No.: **PR 24-03-106**

Closing Date: **April 30, 2024 @ 9:30 AM**

Description:

1. Eighty – Five (85) pieces of **PRINTING OF WMSU VISION AND MISSION POSTER**

Specifications:

size: 24 x 33 inches

full color printing

paper: kromekote #189

Please see attached design

2. Eighty – Five (85) pieces of **PRINTING OF WMSU QUALITY POLICY POSTER**

Specifications:

size: 24 x 33 inches

full color printing

paper: kromekote #189

Please see attached design

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 **April 30, 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.: **24-03-106**

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 APR 30 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.	85	Pieces	<b>PRINTING OF WMSU VISION AND MISSION POSTER</b> Specifications: size: 24 x 33 inches full color printing paper: kromekote #189 <i>Please see attached design</i>	P 24,990.00		
2.	85	Pieces	<b>PRINTING OF WMSU QUALITY POLICY POSTER</b> Specifications: size: 24 x 33 inches full color printing paper: kromekote #189 <i>Please see attached design</i>	P 24,990.00		
			<i>Note: for the QMO-ISO</i>			

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

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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





## VISION

By 2040, WMSU is a Smart Research University generating competent professionals and global citizens engendered by the knowledge from sciences and liberal education, empowering communities, promoting peace, harmony, and cultural diversity.

## MISSION

WMSU commits to create a vibrant atmosphere of learning where science, technology, innovation, research, the arts and humanities, and community engagement flourish, and produce world-class professionals committed to sustainable development and peace.



**BOR No. 72, Series of 2023**

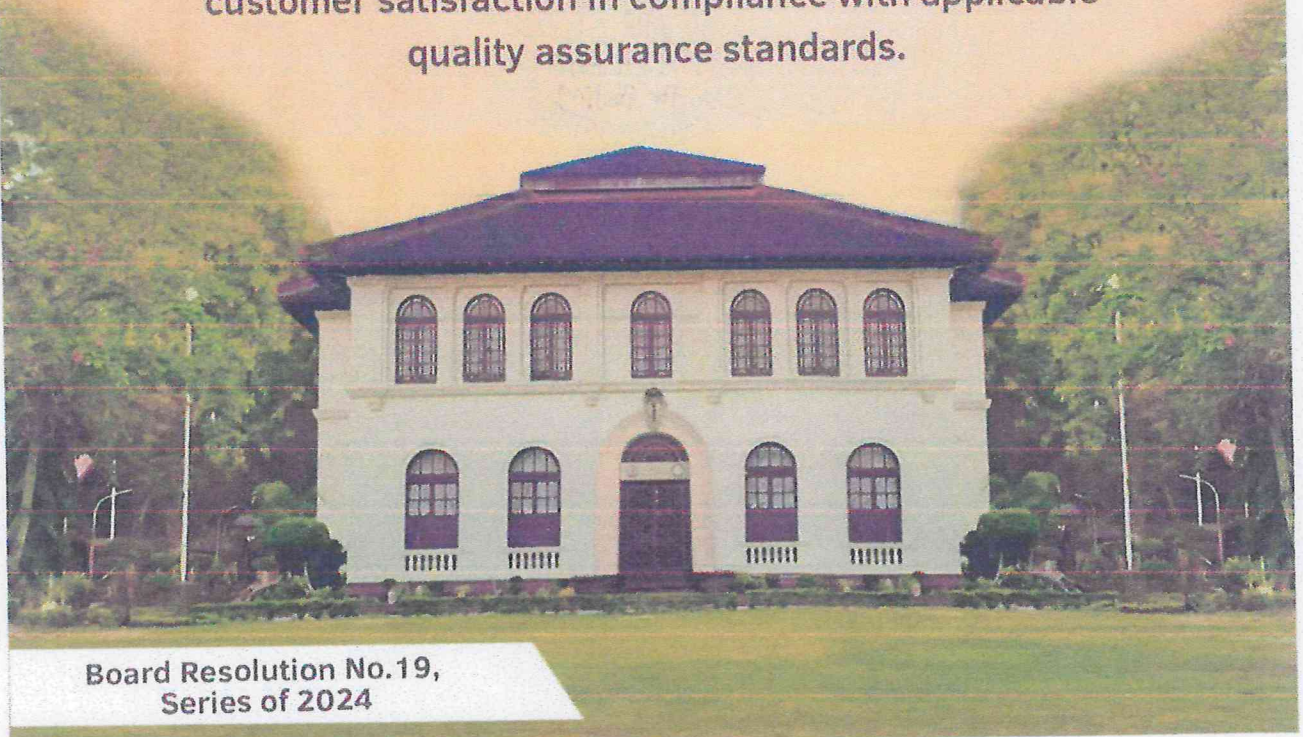




## Quality Policy

The Western Mindanao State University is committed to deliver academic excellence, to produce globally competitive human resources, and to conduct innovative research for sustainable development beyond the ASEAN region. It is defined as a Smart Research University, that adapts to the changing landscape of the stakeholders' needs.

WMSU also commits to continually enhance its Quality Management System by integrating risk-based thinking into all processes to achieve intended results and guarantee customer satisfaction in compliance with applicable quality assurance standards.



Board Resolution No.19,  
Series of 2024