



Republic of the Philippines
WESTERN MINDANAO STATE UNIVERSITY
BIDS AND AWARDS COMMITTEE FOR GOODS
Normal Road, Baliwasan Zamboanga City
Telefax.: 062-991-1771 loc 1003
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 Blazer/Coat, Pants and Sublimation Shirt for the OCTA of the University**

Approved Budget Cost: **PHP 238,500.00**

Purchase Request No.: **PR 24-08-361**

Closing Date: **August 20, 2024 9:30 AM**

Description:

1.) One Hundred Twenty (120) sets of BLAZER/COAT AND PANTS

Specifications:

Blazer/Coat:

High quality Coat (Katrina - Crimson Red

With Synthetic Ethic Linigs

Sizes:

Extra Small - 1

Small - 12

Medium - 46

Large - 27

XLarge - 20

XXLarge - 9

3XLarge - 2

4XLarge - 1

5XLarge - 1

7XLarge - 1

Pants:

High Quality Cloth - Katrina - Crimson Red

With Synthetic Ethnic Linings

Sizes:

Extra Small - 1

Small - 10

Medium - 41

Large - 31

XLarge - 24

XXLarge - 8

3XLarge - 2

4XLarge - 1

5XLarge - 1

7XLarge - 1

2.) One Hundred Fifty (150) pcs of SUBLIMATION SHIRT

High Grade Sublimation

140 pcs - Round Neck Shirt (withour collar)

10 pcs - with collar

Sizes:

a. Round Neck (without collar)

Short Sleeve

Medium - 1

Large - 2

XLarge - 3



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XXLarge - 3

b. Round Neck (without collar)
3/4 Sleeve
"PRESIDENT"
Medium - 1

c. With Collar
Short Sleeve
Sizes:
Extra Small - 3
Small - 31
Medium - 43
Large - 23
XLarge - 20
XXLarge - 8
3XLarge - 2
4XLarge - 2
5XLarge - 1
6XLarge - 1
7XLarge - 1

D. With Collar
3/4 Sleeve
Sizes:
Medium - 1
Large - 1
XLarge - 1
XXLarge - 2

Please see attached design & List of sizes (c/o Anthony Barandino)

To be delivered on or before September 6, 2024

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 August 20, 2024 9:30 AM at the BAC Office, 2nd Floor, Admin Building, Western Mindanao State University, Normal Road, Baliwasan, Zamboanga City. Open submission may be submitted manually, email (bac@wmsu.edu.ph) or through facsimile at (062) 991-1771 loc 1003

For inquiries, you may coordinate with the BAC Secretariat at telephone no. (062) 991-1771 loc 1003

REQUEST FOR QUOTATION

Western Mindanao State University

Quotation No.: _____

PR No.: **24-08-361**

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 AUG 20 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 _____ CALENDAR DAYS UPON 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. | 120 | setS | BLAZER/COAT AND PANTS <i>Specifications:</i> <i>Blazer/Coat:</i> <i>High quality Coat (Katrina - Crimson Red</i> <i>With Synthetic Ethic Linigs</i> <i>Sizes:</i> <i>Extra Small - 1</i> <i>Small - 12</i> <i>Medium - 46</i> <i>Large - 27</i> <i>XLarge - 20</i> <i>XXLarge - 9</i> <i>3XLarge - 2</i> <i>4XLarge - 1</i> <i>5XLarge - 1</i> <i>7XLarge - 1</i> <i>Pants:</i> <i>High Quality Cloth - Katrina - Crimson Red</i> <i>With Synthetic Ethnic Linings</i> <i>Sizes:</i> <i>Extra Small - 1</i> <i>Small - 10</i> <i>Medium - 41</i> <i>Large - 31</i> <i>XLarge - 24</i> <i>XXLarge - 8</i> <i>3XLarge - 2</i> <i>4XLarge - 1</i> <i>5XLarge - 1</i> <i>7XLarge - 1</i> | ₱ 186,000.00 | | |

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

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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| | | | | | | |
|----|-----|-----|--|---|-----------|--|
| 2. | | | <p>SUBLIMATION SHIRT <i>High Grade Sublimation</i> <i>140 pcs - Round Neck Shirt (withour collar)</i> <i>10 pcs - with collar</i></p> <p><i>Sizes:</i> <i>a. Round Neck (without collar)</i> <i>Short Sleeve</i> <i>Medium - 1</i> <i>Large - 2</i> <i>XLarge - 3</i> <i>XXLarge - 3</i></p> <p><i>b. Round Neck (without collar)</i> <i>3/4 Sleeve</i> <i>"PRESIDENT"</i> <i>Medium - 1</i></p> <p><i>c. With Collar</i> <i>Short Sleeve</i> <i>Sizes:</i> <i>Extra Small - 3</i> <i>Small - 31</i> <i>Medium - 43</i> <i>Large - 23</i> <i>XLarge - 20</i> <i>XXLarge - 8</i> <i>3XLarge - 2</i> <i>4XLarge - 2</i> <i>5XLarge - 1</i> <i>6XLarge - 1</i> <i>7XLarge - 1</i></p> <p><i>D. With Collar</i> <i>3/4 Sleeve</i> <i>Sizes:</i> <i>Medium - 1</i></p> | | | |
| | 150 | pcs | | P | 52,500.00 | |

EPS Reference Number : _____
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 EPS Closing Date : _____

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

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| | | | | | |
|--|--|--|--|--|--|
| | | <p><i>Large - 1</i> <i>XLarge - 1</i> <i>XXLarge - 2</i></p> <p><i>Please see attached design & List of sizes (c/o Anthony Barandino)</i></p> <p><i>To be delivered on or before September 6, 2024</i></p> | | | |
| | | <i>Note: for the OCTA of the University</i> | | | |

PAGE 1 of 1

Total: _____

EPS Reference Number : _____
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Certificate Reference No.: _____

REY ESPIRITUSANTO / JORGE CONCEPCION / RALPH JUDE LLACUÑA
 Canvasser

Printed Name/Signature

Tel .No./Cellphone #

Date



Western Mindanao State University
Zamboanga City
BIDS AND AWARDS COMMITTEE
Received by: *[Signature]*
Date & Time: 6 AUG 2024

MEMORANDUM FOR THE UNIVERSITY PRESIDENT
OCTA NO. 0109, Series 2024

RECEIVED
JUL 30 2024
11:08

From : DR. ALMIRA E. NOCHEFRANCA
Director, OCTA

SUBJECT : REQUEST APPROVAL FOR THE BUDGET FOR THE MAST 2024

Date : July 30, 2024

OT 24 #35
AUG 5 2024
11:12

The undersigned is respectfully informing your office that the MASTS Socio-Cultural Festival is scheduled on September 10-14, 2024 in Pagadian City.

Moreover, she would like to seek approval for the estimated budget to be incurred in the said activity.

Attached herewith is the estimated budget for your perusal.

For your approval

ALMIRA E. NOCHEFRANCA, ED.D.



Western Mindanao State University
Zamboanga City
BIDS AND AWARDS COMMITTEE
Received by: [Signature]
Date & Time: 07 AUG 2024

| | | | | | | | |
|---|-----|-----|-------|------|---------------------|------------|---------------------|
| Program Uniforms | 100 | 32 | 132 | | 1,200.00 | 180,000.00 | for bidding |
| Clothing for Dance Arts | 33 | 4 | 37 | | 30,000.00 | 30,000.00 | for bidding |
| Kit for Coaches / Trainers | | 16 | 25 | | 1,000.00 | 35,000.00 | for bidding |
| Journal for Officials | | 8 | 10 | | 1,000.00 | 10,000.00 | for bidding |
| Journal for Staff for Drivers & Assistants | | 8 | 10 | | 1,000.00 | 10,000.00 | for bidding |
| | 100 | 32 | 134 | | | 275,000.00 | |
| Accommodation (Student Assistance) | | | | | | | |
| | 3/P | 0/D | Total | Days | 404,000.00 | | Remarks |
| Accommodation for Dance Arts | 33 | | 33 | 8 | 500.00 | 132,000.00 | Student Assistance |
| Accommodation for Theater Arts | 17 | | 17 | 8 | 500.00 | 68,000.00 | Student Assistance |
| Accommodation for Musical Arts | 24 | | 24 | 8 | 500.00 | 96,000.00 | Student Assistance |
| Accommodation for Literary Arts | 4 | | 4 | 8 | 500.00 | 24,000.00 | Student Assistance |
| Accommodation for Visual Arts | 4 | | 4 | 8 | 500.00 | 24,000.00 | Student Assistance |
| Accommodation for Live Band | 6 | | 6 | 8 | 500.00 | 24,000.00 | Student Assistance |
| Accommodation for Club Bowl | 3 | | 3 | 8 | 500.00 | 12,000.00 | Student Assistance |
| Accommodation for MGMT | 2 | | 2 | 8 | 500.00 | 8,000.00 | Student Assistance |
| | 100 | 32 | 134 | 8 | | 404,000.00 | |
| Meals (Student Assistance) | | | | | | | |
| | 3/P | 0/D | Total | Days | 360,000.00 | | Remarks |
| Breakfast | 150 | 8 | 158 | 8 | 120.00 | 120,000.00 | Student Assistance |
| Lunch | 150 | 8 | 158 | 8 | 140.00 | 120,000.00 | Student Assistance |
| Dinner | 150 | 8 | 158 | 8 | 150.00 | 120,000.00 | Student Assistance |
| | | | | | | 360,000.00 | |
| Per Diem | | | | | | | |
| | | | | | 384,000.00 | | Remarks |
| Per Diem for Coaches / Trainers | | 16 | 16 | 8 | 1,500.00 | 192,000.00 | per Diem |
| Per Diem for Officials | | 8 | 8 | 8 | 1,500.00 | 96,000.00 | per Diem |
| Per Diem for Drivers & Assistants | | 8 | 8 | 8 | 1,500.00 | 96,000.00 | per Diem |
| | 0 | 32 | 32 | | | 384,000.00 | |
| Incidental Expenses (Student Assistance) | | | | | | | |
| | 3/P | 0/D | Total | Days | 240,000.00 | | Remarks |
| Dance Arts | 33 | | 33 | | 300.00 | 79,200.00 | Student Assistance |
| Theater Arts | 17 | | 17 | | 300.00 | 40,800.00 | Student Assistance |
| Musical Arts | 23 | | 23 | | 300.00 | 55,200.00 | Student Assistance |
| Literary Arts | 4 | | 4 | | 300.00 | 14,400.00 | Student Assistance |
| Visual Arts | 4 | | 4 | | 300.00 | 14,400.00 | Student Assistance |
| Live Band | 7 | | 7 | | 300.00 | 16,800.00 | Student Assistance |
| Club Bowl | 3 | | 3 | | 300.00 | 7,200.00 | Student Assistance |
| MGMT | 2 | | 2 | | 300.00 | 4,800.00 | Student Assistance |
| Job Order / OIC | 3 | | 3 | | 300.00 | 7,200.00 | Student Assistance |
| | | | | | | 240,000.00 | |
| Props & Equipments (Student Assistance) | | | | | | | |
| | | | | | 35,000.00 | | Remarks |
| Dance Arts | | 1 | 1 | | 5,000.00 | 5,000.00 | Student Assistance |
| Theater Arts | | 1 | 1 | | 5,000.00 | 5,000.00 | Student Assistance |
| Musical Arts | | 1 | 1 | | 5,000.00 | 5,000.00 | Student Assistance |
| Literary Arts | | 1 | 1 | | 2,500.00 | 2,500.00 | Student Assistance |
| Visual Arts | | 1 | 1 | | 2,500.00 | 2,500.00 | Student Assistance |
| Special Events | | 1 | 1 | | 15,000.00 | 15,000.00 | Student Assistance |
| | | | | | | 35,000.00 | |
| Fuel | | | | | | | |
| | | | | | 280,000.00 | | Remarks |
| WMSU New Bus (Fuel/allowance given) | | | | | 70,000.00 | 70,000.00 | Cash Advance |
| WMSU Old Bus (Fuel/allowance given) | | | | | 70,000.00 | 70,000.00 | Cash Advance |
| WMSU BODA (Fuel/allowance given) | | | | | 50,000.00 | 50,000.00 | Cash Advance |
| WMSU van 1 (Fuel/allowance given) | | | | | 30,000.00 | 30,000.00 | Cash Advance |
| WMSU van 2 (Fuel/allowance given) | | | | | 30,000.00 | 30,000.00 | Cash Advance |
| | | | | | | 250,000.00 | |
| Support Staff (job order) | | | | | | | |
| | | | | | 60,000.00 | | Remarks |
| Designer | | | | | 30,000.00 | 30,000.00 | Job Order |
| Make up artist | | | | | 20,000.00 | 20,000.00 | Job Order |
| | | | | | | 20,000.00 | |
| Contingency (other materials & expenses) | | | | | | | |
| | | | | | 200,000.00 | | Remarks |
| Contingency 10% | | | | | 200,000.00 | | Cash Advance |
| Grand Total | | | | | 2,200,000.00 | | Grand Total |
| Total plus Contingency | | | | | 2,200,000.00 | | 2,200,000.00 |

Prepared by

ALUMIRA E. NODHEFRANCA, Ed.D.
 Director, OIC

Reviewed by

EDSAINE T. ARCILLAS, CPA
 Director, Finance

Approved by

MA. CARLA A. OCHOTORENA, R.M. Ph.D.
 University President

Western Mindanao State University
 Zamboanga City

BID AND AWARDS COMMITTEE

Date & Time: 07 AUG 2024