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 3-in-1 Multifunction Printer with Wireless Connectivity**
Approved Budget Cost: **Php 29,000.00**
Purchase Request No.: **PR 25-04-218**
Closing Date: **June 10, 2025 9:30 AM**
Description:

1.) Two (2) unit of 3-IN-1 MULTIFUNCTION PRINTER WITH WIRELESS CONNECTIVITY
 Specification
· Function: Print, Scan, Copy
· Connectivity: Wi-Fi
· Continuous Ink Supply System.

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.

Pursuant to Annex "H" documentary requirements interested bidders are required to submit their valid and current Mayor's Permit, PhilGEPS Registration and other relevant documents (if necessary), 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 **June 10, 2025 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

The WESTERN MINDANAO STATE UNIVERSITY reserves the right to reject any or all Bids and to accept the bid most advantageous to the government, and to award the contract by lot, if warranted.

REQUEST FOR QUOTATION
Western Mindanao State University

_____
_____
_____

Quotation No.: _____

PR No.: **25-04-218**

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 _____ JUN 1 r 2025
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.	2	unit	**3-IN-1 MULTIFUNCTION PRINTER WITH WIRELESS CONNECTIVITY** _Specification_ · _Function: Print, Scan, Copy_ · _Connectivity: Wi-Fi_ · _Continuous Ink Supply System._ 14,500.00/unit.	P29,000.00		
			Note: For the (RESEL-NICER Phase 2 Program) of the University			

Total: _____

1 of 1

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.: _____

POATFO BY: _____

REY ESPIRITUSANTO / JORGE CONCEPCION / DANNI VINCENT VILLAREAL
Canvasser

_____
Printed Name/Signature

_____
Tel .No./Cellphone #

_____
Date