



INVITATION TO BID

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 Room Accommodation, Food and Venue for the WESMAARRDEC

Approved Budget Cost: PHP 309,600.00

Purchase Request No.: PR 26-01-002

Closing Date: January 19, 2026 9:30 AM

1.) Thirty-Five (35) pax of FOOD AND VENUE

Date: January 21-22, 2026 (2 days)

PROVISION:

- 3 Meals (Breakfast, Lunch & Dinner)
- 3 viands, steamed rice, dessert with softdrinks
- Buffet type
- "NO SHRIMP & PORK" Menu
- 2 Snacks (AM & PM) with softdrinks

VENUE REQUIREMENTS:

Venue Capacity: that can accommodate 80 pax

Unlimited coffee and mineral water

Hot and Cold water dispenser

Standby generator in case of power interruption

Free WIFI access

ABC: Php 98,000.00

2.) Fifteen (15) rooms of Room Accommodation

For Participants outside of Zamboanga City

Date: January 20-22, 2026 (2 nights)

Check-in Date: January 20, 2026

Check-out Date: January 22, 2026

- 3 pax/room
- Inclusive of 3 meals/day for January 21-22, 2026
- Free WIFI access
- Cable TV and Airconditioned room
- Standby generator in case of power interruption

ABC: Php 207,000.00

3.) One (1) room of Room Accommodation (Resource Speaker)

Date: January 20-22, 2026 (2 nights)

Check-in Date: January 20, 2026

Check-out Date: January 22, 2026

- 1 pax/room
- Inclusive of 3 meals/day for January 21-22, 2026
- Free WIFI access
- Cable TV and Airconditioned room
- Standby generator in case of power interruption. ABC: Php 4,600.00

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. 12009 (New Government Procurement Reform Act) and its Implementing Rules and Regulations.

In compliance with RA 12009 Documentary Requirements interested bidders are required to submit their valid and current Mayor's Permit, PhilGEPS Registration, Omnibus Sworn Statement (OSS) and other relevant documents (if necessary), upon the submission of quotation.



Republic of the Philippines
WESTERN MINDANAO STATE UNIVERSITY
Normal Road, Baliwasan Zamboanga City
www.wmsu.edu.ph
Telephone: 062-991-1771 LOC 1003



Award of contract shall be made to the LCRB, MEARB, MARB or HRRB, SCRB, as the case maybe, 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 January 19, 2026 9:30 AM at the Procurement Office, Ground Floor, Admin Building, Western Mindanao State University, Normal Road, Baliwasan, Zamboanga City. Open submission may be submitted manually or email (bac@wmsu.edu.ph).

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. by lot, if warranted.

REQUEST FOR QUOTATION
Western Mindanao State University

Quotation No.: _____

PR-26-01-002

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 JAN 19 2026 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 SUPPLIERS SHALL SUBMIT THEIR REQUEST FOR QUOTATION (RFQ) **DULY SIGNED IN A SEALED MAIL/BROWN ENVELOPE**
- 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.	35	pax	<p>FOOD AND VENUE <i>Date: January 21-22, 2026 (2 days)</i></p> <p>PROVISION: - 3 Meals (Breakfast, Lunch & Dinner) 3 viands, steamed rice, dessert with softdrinks - Buffet type - "NO SHRIMP & PORK" Menu - 2 Snacks (AM & PM) with softdrinks</p> <p>VENUE REQUIREMENTS: Venue Capacity: that can accommodate 80 pax Unlimited coffee and mineral water Hot and Cold water dispenser Standby generator in case of power interruption Free WIFI access . 1,400.00/pax.</p>	P98,000.00		
2.	15	rooms	<p>Room Accommodation For Participants outside of Zamboanga City <i>Date: January 20-22, 2026 (2 nights)</i> Check-in Date: January 20, 2026 Check-out Date: January 22, 2026</p>	P207,000.00		

EPS Reference Number : _____

EPS Solicitation Number : _____

EPS Closing Date : _____

1 of 2

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 ESPIRITU SANTO / **DANNI VINCENT VILLAREAL**

Canvasser

Printed Name/Signature _____

Tel. No./Cellphone # _____

Date _____

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Western Mindanao State University

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			<ul style="list-style-type: none"> - 3 pax/room - Inclusive of 3 meals/day for January 21-22, 2026 - Free WiFi access - Cable TV and Airconditioned room - Standby generator in case of power interruption . 6,900.00/rooms. 		
3.	1	room	<p><i>Room Accommodation (Resource Speaker)</i> <i>Date: January 20-22, 2026 (2 nights)</i> <i>Check-in Date: January 20, 2026</i> <i>Check-out Date: January 22, 2026</i></p> <ul style="list-style-type: none"> - 1 pax/room - Inclusive of 3 meals/day for January 21-22, 2026 - Free WiFi access - Cable TV and Airconditioned room - Standby generator in case of power interruption. 2,300.00/room. 	P 4,600.00	
			NOTE : WESMAARRDEC		Total: _____

2 of 2

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 ESPIRITU SANTO / DANNI VINCENT VILLAREAL
Canvasser

Printed Name/Signature _____

Tel .No./Cellphone # _____

Date _____