



Republic of the Philippines
WESTERN MINDANAO STATE UNIVERSITY
Normal Road, Baliwasan, Zamboanga City 7000



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 Medallion with Box for the University Board Secretary Office**

Approved Budget Cost: **PHP 38,800.00**

Purchase Request No.: **PR 26-03-110**

Closing Date: **April 28, 2026 9:30 AM**

1.) Twelve (12) pcs of Medallion with Box for the Board of Regents

Material: Copper Medal and Copper Chain

Color: Gold Plated

Size: 3 inches diameter

Thickness: 4.5 mm

Packaging: Red Velvet Box

Chain Color and Length: Gold Plated, 32 inches

Please see attached sample 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. 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 and other relevant documents (if necessary), upon the submission of quotation.

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 April 28, 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.



REQUEST FOR QUOTATION
 Western Mindanao State University

Quotation No.: _____

PR-26-03-110

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 28 2026** at **9:30 A.M.** in the return envelope attached herewith. Any quotation submitted beyond this date will not be considered.

[Signature]
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.	12	pcs	Medallion with Box <i>for the Board of Regents</i> Material: Copper Medal and Copper Chain Color: Gold Plated Size: 3 inches diameter Thickness: 4.5 mm Packaging: Red Velvet Box Chain Color and Length: Gold Plated, 32 inches Please see attached sample design. . 3,240.00/pcs.	P38,880.00		
NOTE: FOR THE BORSEC OFFICE						
				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.: _____

POSTED BY:
REY ESPIRITUSANTO / **DANNI VINCENT VILLAREAL**
 Canvasser

 Printed Name/Signature

 Tel. No./Cellphone #



Western Mindanao State University
Zamboanga City
BIDS AND AWARDS COMMITTEE

Received by: _____
Date & Time: MAR 31 2026



Western Mindanao State University
Zamboanga City
BIDS AND AWARDS COMMITTEE
Received by: _____
Date & Time: MAR 27 2025



Western Mindanao State University
Zamboanga City
BIDS AND AWARDS COMMITTEE

Received by: _____
Date & Time: _____

MAR 31 2026



Western Mindanao State University
Zamboanga City
GDS AND AWARDS COMMITTEE
Received by: Dw
Date & Time: MAR 31 2025

