



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 Various Office Supplies for the RESEL Extension Projects (Project Goyak)**

Approved Budget Cost: **PHP 44,803.00**

Purchase Request No.: **PR 26-05-222**

Closing Date: **July 17, 2026 9:30 AM**

- 1.) *Eight (8) boxes of Pencil #2, 10 pcs/box.. 42.00/boxes. Total of 336.00*
- 2.) *Thirty (30) pcs of Permanent Marker*
 - 1) *black ink*
 - 2) *broad tip . ABC: Php 600.00*
- 3.) *Fifty (50) packs of Cartolina*
 - 1) *assorted color*
 - 2) *20 pcs/pack. ABC: Php 10,200.00*
- 4.) *Fifty (50) reams of Bond Paper*
 - 1) *long size*
 - 2) *70gsm, subs. 20 . ABC: Php 14,950.00*
- 5.) *Ninety (9) sets of Printer Ink*
for existing Brother printer, BT5000 color set (Magenta, Cyan, Yellow, black) .
ABC: Php 17,658.00
- 6.) *One (1) bottle of Printer Ink*
for existing Brother printer, BT5000 black only . ABC: Php 539.00
- 7.) *Twenty (20) pcs of White Board Marker*
 - 1) *fine tip*
 - 2) *color:*
Black: 10 pcs
Blue: 10 pcs . ABC: Php 520.00

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.

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 July 17, 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



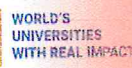
Republic of the Philippines
WESTERN MINDANAO STATE UNIVERSITY
Normal Road, Baliwasan Zamboanga City
www.wmsu.edu.ph
Telephone: 062-991-1771 LOC 1003



email (bac@wmsu.edu.ph).

For inquiries, you may coordinate with the BAC Secretariat at telephone no. (062) 991-1771 loc 1002

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

Quotation No.: _____

PR26-05-222

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 **JUL 17 2026** at **9:30 A.M.** in the return envelope attached herewith. Any quotation submitted beyond this date will not be considered.

NOTE:

- SUPPLIERS SHALL SUBMIT THEIR REQUEST FOR QUOTATION (RFQ) DULY SIGNED IN A SEALED MAIL/BROWN ENVELOPE**
- DELIVERY PERIOD** _____ **CALENDAR DAYS** UPON RECEIPT OF THE PURCHASE ORDER.
- 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
- PRICE VALIDITY** SHALL BE FOR A PERIOD OF **120** **CALENDAR DAYS** UPON RECEIPT OF THE PURCHASE ORDER
- G-EPS REGISTRATION CERTIFICATE** SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION
- BIDDERS** SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED
- For ABCs above **Php50,000.00**, you are **REQUIRED** to SUBMIT **Omnibus Sworn Statement (OSS)** upon Award.

JOSELITO D. MADROÑAL, DPA
BAC Chairperson for GOODS
JUL 08 2026

Item No.	Qty	Unit	Item and Description	Approved Budget for the Contract (ABC)	Unit Cost	Total Cost
1.	8	boxes	Pencil #2, 10 pcs/box.. 42.00/boxes.	P 336.00		
2.	30	pcs	Permanent Marker 1) black ink 2) broad tip . 20.00/pcs.	P 600.00		
3.	50	packs	Cartolina 1) assorted color 2) 20 pcs/pack. 204.00/packs.	P 10,200.00		
4.	50	reams	Bond Paper 1) long size 2) 70gsm, subs. 20 . 299.00/reams.	P 14,950.00		
5.	9	sets	Printer Ink for existing Brother printer, BT5000 color set (Magenta, Cyan, Yellow, black) 1,962.00/sets.	P 17,658.00		
6.	1	bottle	Printer Ink for existing Brother printer, BT5000 black only 539.00/bottle.	P 539.00		

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

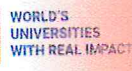
Canvasser

DANNI VINCENT VILLAREAL

Printed Name/Signature

Tel .No./Cellphone #

Date



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7.	20	pcs	White Board Marker 1) fine tip 2) color: Black: 10 pcs Blue: 10 pcs . 26.00/pcs.	P 520.00		
			FOR THE RESEL Extension Projects (Project GOYAK)			

Total: _____

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

Brand & Model : _____
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After having carefully read and accepted your General Conditions, the foregoing are our price quotation for the items above indicated.

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REY ESPIRITUSANTO

Canvasser

DANNI VINCENT VILLAREAL

Printed Name/Signature

Tel .No./Cellphone #

Date