



Republic of the Philippines
WESTERN MINDANAO STATE UNIVERSITY
Normal Road, Baliwasan Zamboanga City
www.wmsu.edu.ph
Telephone: 062-991-1771 LOC 1002



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 Various IT Equipment and Accessories the University Registrar**

Approved Budget Cost: **PHP 359,170.00**

Purchase Request No.: **PR 26-07-298**

Closing Date: **September 4, 2026 9:30 AM**

1. Ten (10) pcs of USB Wired Optical Mouse

Specification:

- ? USB TYPE-A INTERFACE
 - ? OPTICAL SENSOR (1000-1200 DPI MINIMUM)
 - ? 3 BUTTONS (LEFT, RIGHT, SCROLL WHEEL)
 - ? PLUG-AND-PLAY
 - ? AMBIDEXTROUS DESIGN
 - ? CABLE LENGTH: AT LEAST 1.5 METERS
 - ? COMPATIBLE WITH WINDOWS, MACOS, LINUX
- ABC: Php 4,000.00

2. Ten (10) pcs of USB Wired Optical Keyboard

Specification:

- ? USB TYPE-A INTERFACE
- ? FULL-SIZE 104/105 KEYS
- ? MEMBRANE KEYBOARD
- ? SPILL-RESISTANT DESIGN
- ? ADJUSTABLE TILT LEGS
- ? LASER-PRINTED KEYCAPS
- ? PLUG-AND-PLAY
- ? CABLE LENGTH: AT LEAST 1.5 METERS
- ? COMPATIBLE WITH WINDOWS, MACOS, LINUX. ABC: Php 5,000.00

3. Ten (10) packs of Flash Drive

Specification:

- . CAPACITY: 64GB
 - . USB 3.0 OR USB 3.2 GEN 1 INTERFACE (BACKWARD COMPATIBLE WITH USB 2.0)
 - . READ SPEED: UP TO 100 MB/S OR HIGHER
 - . PLUG-AND-PLAY
 - . DURABLE PLASTIC OR METAL HOUSING
 - . COMPATIBLE WITH WINDOWS, MACOS, AND LINUX
- ABC: Php 10,000.00

4. One (1) unit of Paper Shredder

Specification:

- . SHRED TYPE: CONFETTI CROSS-CUT
 - . VOLTAGE: 220-240V AC, 60HZ
 - . SHRED CAPACITY: 5-8 SHEETS (A4, 70GSM)
 - . BIN CAPACITY: 10-15 LITERS
 - . AUTO START/STOP AND REVERSE FUNCTION
 - . SHREDS PAPER, STAPLES, AND CREDIT CARDS
- ABC: Php 6,700.00



5. One (1) pc of External Hard Disk

- Shockproof
- at least 2TB
- USB Type
- SSD

ABC: Php 15,000.00

6. Five (5) unit of LED Monitor

Specification:

- At least 20"
- Interface: HDMI, VGA

ABC: Php 29,970.00

7. Two (2) pcs of Internal Hard Drive

- 1 TB Sata
- 7200 RPM, 3.5"

ABC: Php 19,000.00

8. Five (5) unit of Desktop (Office)

Specification:

- . Processor: 6M Cache, up to 3.30 GHz (or higher)
- . Motherboard: Highly rated (branded) compatible motherboard
- . Memory: 4GB DDR4 or higher
- . Graphics: 2 GB DDR3 or higher
- . Storage: 1TB SATA HDD
- . Display: at least 21.5" LED Monitor

ABC: Php 249,500.00

9. One (1) unit of Multifunction Ink Tank Printer

Specification:

- Copy, Print, Scan, Fax
- ADF Capability
- Bi-directional printing
- Print Speed: (Black) up to 33ppm; (Colour) up to 15ppm
- Maximum Copy Resolution: at least 600 x 600 dpi
- Maximum Copy Size: Legal
- Scanner Type: Flatbed colour image scanner
- Maximum Scan Area: 216 x 297 mm (8.5 X 11.7")
- Scanner Resolution: at least 1200 x 2400 DPI
- Network: Ethernet, WI-FI IEEE 802.11b/g/n & Wi-Fi Direct

ABC: Php 20,000.00

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.



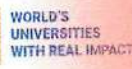
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Submission of Quotation and eligibility documents is on or before September 4, 2026 9:30 AM at the Procurement Office, Ground Floor, Admin Building, Western Mindanao State University, Normal Road, Baliwasan, Zamboanga City. Open submission may be submitted manually or email (bac@wmsu.edu.ph).

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

PR-26-07-298

SEP 04 2026

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 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
- 7 For ABCs above **Php50,000.00**, you are REQUIRED to SUBMIT **Omnibus Sworn Statement (OSS)** upon Award.

Item No.	Qty	Unit	Item and Description	Approved Budget for the Contract (ABC)	Unit Cost	Total Cost
1.	10	pcs	USB Wired Optical Mouse Specification: ? USB TYPE-A INTERFACE ? OPTICAL SENSOR (1000-1200 DPI MINIMUM) ? 3 BUTTONS (LEFT, RIGHT, SCROLL WHEEL) ? PLUG-AND-PLAY ? AMBIDEXTROUS DESIGN ? CABLE LENGTH: AT LEAST 1.5 METERS ? COMPATIBLE WITH WINDOWS, MACOS, LINUX . 400.00/pcs.	Php4,000.00		
2.	10	pcs	USB Wired Optical Keyboard Specification: ? USB TYPE-A INTERFACE ? FULL-SIZE 104/105 KEYS ? MEMBRANE KEYBOARD ? SPILL-RESISTANT DESIGN	Php5,000.00		

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

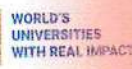
Canvasser

DANNI VINCENT VILLAREAL

Printed Name/Signature

Tel .No./Cellphone #

Date



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			? ADJUSTABLE TILT LEGS ? LASER-PRINTED KEYCAPS ? PLUG-AND-PLAY ? CABLE LENGTH: AT LEAST 1.5 METERS ? COMPATIBLE WITH WINDOWS, MACOS, LINUX. 500.00/pcs.			
3.	10	packs	Flash Drive Specification: . CAPACITY: 64GB . USB 3.0 OR USB 3.2 GEN 1 INTERFACE (BACKWARD COMPATIBLE WITH USB 2.0) . READ SPEED: UP TO 100 MB/S OR HIGHER . PLUG-AND-PLAY . DURABLE PLASTIC OR METAL HOUSING . COMPATIBLE WITH WINDOWS, MACOS, AND LINUX . 1,000.00/packs.	Php10,000.00		

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4.	1	unit	Paper Shredder Specification: . SHRED TYPE: CONFETTI CROSS-CUT . VOLTAGE: 220-240V AC, 60HZ . SHRED CAPACITY: 5-8 SHEETS (A4, 70GSM) . BIN CAPACITY: 10-15 LITERS . AUTO START/STOP AND REVERSE FUNCTION . SHREDS PAPER, STAPLES, AND CREDIT CARDS . 6,700.00/unit.	Php6,700.00		
5.	1	pc	External Hard Disk - Shockproof - at least 2TB - USB Type - SSD . 15,000.00/pc.	Php15,000.00		
6.	5	unit	LED Monitor Specification	Php29,970.00		

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EPS Solicitation Number : _____
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Brand & Model : _____
Delivery Period : _____
Warranty : _____
Price Validity : _____

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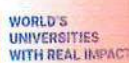
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			- At least 20" - Interface: HDMI, VGA . 5,994.00/unit.			
7.	2	pcs	Internal Hard Drive - 1 TB Sata - 7200 RPM, 3.5" . 9,500.00/pcs.	Php19,000.00		
8.	5	unit	Desktop (Office) Specification: . Processor: 6M Cache, up to 3.30 GHz (or higher) . Motherboard: Highly rated (branded) compatible motherboard . Memory: 4GB DDR4 or higher . Graphics: 2 GB DDR3 or higher . Storage: 1TB SATA HDD . Display: at least 21.5" LED Monitor . 49,900.00/unit.	Php249,500.00		
9.	1	unit	Multifunction Ink Tank Printer Specification: . Copy, Print, Scan, Fax	Php20,000.00		

EPS Reference Number : _____

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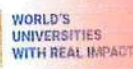
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• ADF Capability
• Bi-directional printing
• Print Speed: (Black) up to 33ppm; (Colour) up to 15ppm
• Maximum Copy Resolution: at least 600 x 600 dpi
• Maximum Copy Size: Legal
• Scanner Type: Flatbed colour image scanner
• Maximum Scan Area: 216 x 297 mm (8.5 X 11.7")
• Scanner Resolution: at least 1200 x 2400 DPI
• Network: Ethernet, Wi-Fi IEEE 802.11b/g/n & Wi-Fi Direct
• 20,000.00/unit.

NOTE: University Registrar's Office

Total: _____

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