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Republic of the Philippines WESTERN MINDANAO STATE UNIVERSITY

Zamboanga City Telephone No.: 062-991-7875 www.wmsu.edu.ph

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 : Supply and Delivery of Various Office Supplies and Materials

for the WESMAARRDEC

Approved Budget Cost: Php 98,820.00
Purchase Request No.: 21-05-261
Closing Date: August 31, 2021

Description:

1.)	25	Reams	Bond Paper (legal size) subs. 20
2.)	25	Reams	Bond Paper (A4 size) subs. 20
3.)	10	Sets	Ink Brother DCP-T300
			* BT5000C - Cyan
			* BT5000M - Magenta
			* BT5000Y - Yellow
			* BT5000BK - Black
4.)	5	Bottles	Ink Brother DCP - T300 (BT5000BK - Black)
5.)	10	Sets	HP Ink Tank 415
			* Ink #GT52 (Magenta, Cyan Yellow)
			* Ink #GTB1 (Black)
6.)	5	Bottles	HP Ink Tank 415 (Ink #GTB1)
7.)	10	Sets	Ink Epson L3110
			* Ink #003 (Cyan, Magenta, Black, Yellow)
8.)	5	Bottles	Ink Epson L3110 (Ink #003 - Black)
9.)	10	Bottles	Ink Epson L360 (Ink #664 - black)
10.)	5	Boxes	Pencil No. 2 (with eraser, one (1) dozen per box)
11.)	5	Boxes	Ballpen, Black, one (1) dozen per box
12.)	5	Boxes	Ballpen, Blue, one (1) dozen per box
13.)	10	Boxes	Sign Pen, blue, 0.5, liquid gel, needle point (1 dozen/box)
14.)	10	Boxes	Sign Pen, black, 0.5, liquid gel, needle point (1 dozen/box)
15.)	10	Pads	Sticky Note, 3" x 3"
16.)	10	Pads	Sticky Note, 4" x 4"
17.)	60	Pieces	Expanding Envelop with Garter (long, color green)
18.)	60	Pieces	Expanding Envelop with Garter (short, color green)
19.)	60	Pieces	Ordinary Envelop (long, brown)
20.)	60	Pieces	Ordinary Envelop (A4, brown)
21.)	50	Pieces	Folder (ordinary long, white)
22.)	50	Pieces	Folder (ordinary short, white)
23.)	40	Pieces	Non-Spiral Notebook, 40 leaves (plain color & assorted)

24.)	12	Pieces	Wireless Mouse
25.)	50	Pieces	L-Folder Transparent, short
26.)	3	Pieces	Wifi Adapter - 3.0 USB
27.)	10	Boxes	Push Pins
28.)	1	Ream	Specialty Paper, white, short
29.)	30	Packs	Interfolded Paper Towel Tissue Paper (175 pulls, size: 200ml x 200ml)
30.)	50	Pieces	PVC ID Jacket (5" x 7") with sling
31.)	4	Pieces	Stapler with Remover no. 35
32.)	6	Pieces	Stple wire remover (plier type)
33.)	6	Pieces	Record Book, 150 leaves
34.)	6	Pieces	Record Book, 500 leaves
35.)	4	Pieces	Visitors Log Book, 300 leaves

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.

Interested bidders are required to submit their valid and current Mayor's Permit and PhilGEPS Registration Number, 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 2:00 PM of August 31, 2021 at the BAC Office, Ground Floor Executive Building, Western Mindanao State University, Normal Road, Baliwasan, Zamboanga City. Open submission may be submitted manually, email (bacsecretariate@wmsu.edu.ph) or through facsimile at (062)991-7875.

For inquiries, you may coordinate with the BAC Secretariat at telephone no. (062)991-7875.

REQUEST FOR QUOTATION Western Mindanao State University

				DP N	o.: PR-21-06	-261
Р	lease qu	uote your lov	west price on the item/s listed below, subject to the Ger	neral Conditions on t	the page, stat	ing the
					AUG 31	2021
rtest ti	me of de	elivery and s	submit your quotation duly signed by your representative	e not later than	COLORS CO.	-
2:00 F	in th	e return env	relope attached herewith. Any quotation submitted beyon	ZIG THE GATE WILL HOL		The state of the s
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				MA.	LOURDES B BAC Chair	
TE:	4	ALL ENTRIES	MUST BE TYPEWRITTEN			
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		DATE OF ACC	EPTANCE BY WESTERN MINDANAO STATE DIVERSON I	CEIPT OF THE OURCHA	ASE ORDER	
	4 5	G-EPS REGIS	ITY SHALL BE FOR A PERIOD OF TO CALEDIAN DATA SHOTTING ITY STRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSIO ALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS	N OF THE QUOTATION OF THE PRODUCT BEIN	NG OFFERED	
	6	BIDDERS SHA	ALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS	Approved Budget	Unit Cost	Total Cost
tem	Qty	Unit	Item and Description	for Contract	Olds Coas	
No.				(ABC) ₱ 6,250.00		
	25	Reams	Bond paper (legal size) subs. 20			
2.	25	Reams	Bond paper (A4 size) subs. 20			
3.	10	Sets	Ink Brother DCP-T300	₱ 16,000.00		
			- BT5000C - Cyan - BT5000M - Magenta			
			- BT5000V - Vellow			
			- BT5000BK - Black	200000		
4.	5	Bottles	Ink Brother DCP - T300 (BT5000BK-Black)	₱ 2,000.00		
5.	10	Sets	HP Ink Tank 415	₱ 16,000.00		
			- Ink #GT52 (Magenta, Cyan, Yellow)		li li	
		-	- Ink #GTB1 (Black)	₹ 2,000.00		
6.	5	Bottles	HP Ink Tank 415 (Ink #GTB1)	P 16,000.00		
7.	10	Sets	Ink Epson L3110 - Ink #003 (Cyan, Magenta, Black, Yellow)			
8.	5	Bottles	Ink #003 (cyah, Wagenta)	₱ 2,000.00		
9.	10	Bottles	Ink Epson L360 (Ink #664 – black)	₱ 4,000.00		
10.	5	Boxes	Pencil No. 2 (with eraser, one (1) dozen per box)	₱ 400.00		
10.	3	DOXES	Note: For the WESMAARRDEC of the University.			
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			PAGE 1 of 3	Br	Total:_ and & Model	:
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5 010		e ne se se se s	accepted your General Conditions, the foregoing are our pric	e quotation for the item	ns above indica	ted.
After hav	ving care	rully read and	accepted your School Solidation, 2.5			
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			The state of the s	EPS Registration		
			Certi	ficate Reference I	No.:	
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REQUEST FOR QUOTATION

Western Mindanao State University

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					PRI	No.: PR-21-06	-261	
	Please	quote your l	owest price on the item/s listed below, subject to the Ge	neral C	onditions on	the page, star	ting the	
						AUG 312	021	
			submit your quotation duly signed by your representative					
2:001	in t	he return er	velope attached herewith. Any quotation submitted bey	ond this	date will no	t be considere	ed.	
					-	• +	~	
OTE:	1 2 3 4 5	DELIVERY P WARRANTY DATE OF AC PRICE VALID	S MUST BE TYPEWRITTEN ERIOD WITHIN 10 CALENDAR DAYS FROM THE RECEIPT OF T SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES AND CEPTANCE BY WESTERN MINDANAO STATE UNIVERSITY ITY SHALL BE FOR A PERIOD OF 120 CALENDAR DAYS UPON RE STRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSIO	MATER CEIPT O	CHASE ORDER. IALS. ONE (1) Y	EAR FOR EQUIP		
	6	BIDDERS SH	ALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS	OF THE	PRODUCT BEI	ACCOUNTY HAVE THE	4	
ltem No.	Qty	Unit	Item and Description	for	Oved Budget Contract (ABC)	Unit Cost	Total Cost	
1.	5	Boxes	Ballpen, Black, one (1) dozen per box	₽	750.00			
2.	5	Boxes	Ballpen, blue one (1) dozen per box	P	750.00			
3.	10	Boxes	Sign Pen, Blue, 0.5, liquid gel, needle point (1 dozen/box)	P	3,000.00			
L4.	10	Boxes	Sign pen, black, 0.5, liquid gel, needle point (1 dozen/box)	₽	3,000.00			
15.	10	Pads	Sticky note, 3" x 3"	P	300.00			
.6.	10	Pads	Sticky note, 4" x 4"	P	300.00			
.7.	60	Pieces	Expanding Envelop with garter (long, color green)	₽	750.00			
8.	60	Pieces	Expanding Envelop with Garter (short, color green)	₽	720.00			
9.	60	Pieces	Ordinary Envelop (long,brown)	₱	480.00			
20.	60	Pieces	Ordinary Envelop (A4, brown)	P	360.00			
21.	50	Pieces	Folder (ordinary long, white)	P	300.00			
22.	50	Pieces	Folder (ordinary short, white)	P	250.00			
23.	40	Pieces	Non-spiral Notebook, 40 leaves (plain color and assorted)	P	1,400.00			
24.	12	Pieces	Wireless Mouse	P	6,000.00			
			Note: For the WESMAARRDEC of the University.					
PS Soli	erence Noticitation N	umber :	PAGE 2 of 3		Deli Wa	Total: nd & Model very Period rranty e Validity		
fter hav	ing caref	ully read and	accepted your General Conditions, the foregoing are our price	quotatio	n for the items	above indicate	ed.	
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					Date			

REQUEST FOR QUOTATION Western Mindanao State University

					Quo	tation No.: _	
					PRI	No.: PR-21-0	3-261
	Please	quote your	lowest price on the item/s listed below, subject to t	he General	Conditions on	the page, sta	ting the
						AUG 31	2021
1 2:00 t	time of c	telivery and he return e	submit your quotation duly signed by your represence of the submitted by submitted the submitted by submitted the submitted by submitte	entative not	later than		
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OTE:	1	ALL ENTRIE	S MUST BE TYPEWRITTEN			BAC Chair	•
	2		ERIOD WITHIN 10 CALENDAR DAYS FROM THE RECEIP SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIE	T OF THE PUR	CHASE ORDER.		WENT FOOL
		DATE OF AC	CEPTANCE BY WESTERN MINDANAO STATE UNIVERSITY				MENT, FROM
	5	G-EPS REGI	DITY SHALL BE FOR A PERIOD OF 120 CALENDAR DAYS UP ISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUB	MISSION OF TH	E QUOTATION		
	6	BIDDERS SH	HALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICA				
Item No.	Qty	Unit	Item and Description		roved Budget r Contract (ABC)	Unit Cost	Total Cos
25.	50	Pieces	L-folder Transparent, short	P	300.00		
26.	3	Pieces	Wifi Adapter – 3.0 USB	P	3,000.00		
27.	10	Boxes	Push pins	P	300.00	4	
28.	1	Ream	Specialty Paper, white, short	₽	700.00		
29.	30	Packs	Interfolded Paper Towel Tissue Paper (175 pull size: 200ml x 200ml)	ls, ₱	1,800.00		
30.	50	Pieces	PVC ID Jacket (5" x 7") with sling	₽	750.00		
31.	4	Pieces	Stapler with Remover no.35	₽	800.00		
32.	6	Pieces	Staple Wire remover (plier type)	P	480.00		
33.	6	Pieces	Record book, 150 leaves	₽	360.00		
34.	6	Pieces	Record book, 500 leaves	P	1,800.00		
35.	4	Pieces	Visitors Log Book, 300 leaves	P	520.00		
			Note: For the WESMAARRDEC of the University.				
			PAGE 3 of 3			Total:	
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