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Republic of the Philippines WESTERN MINDANAO STATE UNIVERSITY

Zamboanga City Telephone No.: 062-991-7875 <u>www.wmsu.edu.ph</u>

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 Research of the University

Approved Budget Cost: Php 21,825.00

Purchase Request No.: 22-02-081

Closing Date: March 15, 2022 @ 10AM

Description:

1.)	5	Reams	BOND PAPER (SUBS. 20 SHORT 8.5" x 11")
2.)	5	Reams	BOND PAPER LONG (8.5" x 13 INCHES)
3.)	5	Reams	BOND PAPER A4 SUBS.20
4.)	10	Packs	PHOTOPAPER A4 SIZE 10PCS/PACK
5.)	15	Pieces	* Brown
6.)	20	Pieces	* for Document * Expandable
7.)	1	Piece	HEAVY DUTY DESKTOP PENCIL SHARPENER
8.)	1	Unit	3-IN-1 MULTIFUNCTION PRINTER WITH WIRELESS CONNECTIVITY PRINTER * COLOR ECO TANK MULTIFUNCTION PRINTER * UP TO 33 PPM * PRINT TYPE: PRINT, SCAN, COPY * SCANNER TYPE FLATBED COLOUR IMAGE SCANNER, MAX. SCAN AREA: 8.5 x 11.7 * PAPER HANDLING: NUMBER OF PAPER TRAY * PAPER SIZE: LEGAL, INDIA-LEGAL (215 x 345mm), 7.5 x 13", LETTER, A4,B5,A5,B6,A6 HAGAKI, 5x7", 45 x 6" ENVELOP: #10, DL, C6 CONTINOUS

INK SUPPLY SYSTEM WITH POWER CORD AND USB CONNECTOR TO PC

* WITH One (1) SET OF CONTINOUS INK REFILL OF THE UNIT

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, 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 10:00 AM of March 15, 2022 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

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						.: PR-22-0	
	Please	quote your l	owest price on the item/s listed below, subject to the	General Co			
			submit your quotation duly signed by your represent				, 2022
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OTE:					JOEL (NDO, Ph.D.
OIL.	1		MUST BE TYPEWRITTEN			BAC Chair	
	2	DELIVERY PI	ERIOD WITHIN <u>10</u> CALENDAR DAYS FROM THE RECEIPT OF SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES	F THE PURCH	ASE ORDER.	P EOP EOU	OMENT EDOM
	4	DATE OF AC	CEPTANCE BY WESTERN MINDANAO STATE UNIVERSITY ITY SHALL BE FOR A PERIOD OF 120 CALENDAR DAYS UPON				WILMI, FROM
	5	G-EPS REGIS	STRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMIS	SION OF THE	NOITATION		
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Item No.	Qty	Unit	Item and Description		oved Budget	Unit	Total Cos
140.					Contract (ABC)	Cost	
1.	5	Reams	Bond Paper	₽	1,250.00		
			Subs. 20 short 8.5" x 11"				
2.	5	Reams	Bond Paper Long	P	1,500.00		
			8.5" x 13 inches				
3.	5	Reams	Bond Paper A4	₽	1,300.00		
4.	10	Packs	Subs. 20 Photopaper	Ð	2,000.00		
		1 40110	A4 size		2,000.00		
			10 pcs/pack		221.00		
5.	15	Pieces	Long Folder Brown	P	225.00		
6.	20	Pieces	Long Envelopes	P	300.00		
		10 10 10 10	For document				
7.	1	0:	Expandable Heavy Duty Desktop Pencil Sharpener	P	350.00		
		Piece	Note: For the Research (PCHRD) of the University.		330.00		
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PS Solic	itation No	umber :_			Warrant Price Va		<u></u>
PS Closi	ng Date	:_			T TICE VA	indity	
fter havir	ng carefu	lly read and a	ccepted your General Conditions, the foregoing are our pri-	ce quotation fo	or the items abo	ve indicate	d.
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REQUEST FOR QUOTATION

Western Mindanao State University

				PR No.	: PR-22-02	2-081
	Please	quote vour lo	owest price on the item/s listed below, subject to the Gene			
hortest	time of c	delivery and	submit your quotation duly signed by your representative envelope attached herewith. Any quotation submitted bey	not later than IVId	ren 15	, ZUZZ
10:0	UU AIVI_ II	n the return o	envelope attached herewith. Any quotation submitted bey	ond this date will not	De Conside	ered.
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	5	BIDDERS SH	ALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF	F THE PRODUCT BEING	OFFERED	
Item	Qty	Unit	Item and Description	Approved Budget	Unit	Total Cost
No.				for Contract (ABC)	Cost	
8.	1	Unit	3in1 Multifunction Printer with Wireless Connectivity	P 14,900.00		
			Printer			
			Color Eco Tank Multifunction Printer Up to 33 PPM			
			Print Type: Print, Scan, Copy			
			Scanner Type: Flatbed Colour Image Scanner, Max. Scan Area: 8.5 x 11.7			
			Paper Handling: Number of Paper Tray			
			Paper Size: Legal, India-Legal (215 x 345mm), 7.5 x 13",			
			Letter, A4, B5,A5,B6,A6 Hagaki, 5x7", 45 x 6" Envelop: #10, DL, C6 Continuous Ink			
			Supply System with Power Cord and USB Connector to PC			
		1	with One (1) set of continuous ink refill of the unit Note: For the Research (PCHRD) of the University.			
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