



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 Plaque, Tokens, Souvenir Mugs and Room Labels for the Office of the President of the University**

Approved Budget Cost : **Php 261,000.00**

Purchase Request No.: **21-07-274**

Closing Date: **July 13, 2021**

Description:

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| 1.) | 1 Piece | Plaque (for Guest of Honor) with Citation
* Acrylic on wood with WMSU building and WMSU seal
* Size: 14 inches
* Height of Wood 3.0 inches
* Height of Acrylic 11 inches
* Please see attached picture for design and citation |
| 2.) | 9 Pieces | Plaque (for Guest) with Citation
* Acrylic on wood with WMSU building and WMSU seal
* Size: 12 inches
* Height of Wood 2.5 inches
* Height of Acrylic 9.5 inches
* Please see attached picture for design and citation |
| 3.) | 2 Pieces | Plaque (for Awardees) with Citation
* wooden frame with red yakan cloth matting and 3" brass WMSU seal and brass plate for citation
* Size: 11 inches x 16 inches
* Please see attached picture for design and citation |
| 4.) | 2 Lots | Token (for Guest of Honor)
* Tausug Kris with brass label
* Tausug Kris - 29 inches
* Wooden Brass - 23" x 5.5" x 5"
* With brass plate for the name
* Please see attached picture and citation |
| 5.) | 6 Pieces | Token (for other Guest)
* Gong: wood base with brass gong
* Size of Wood: 8.5 inches x 13.75 inches x 4.5 inches
* Size of Brass Gong: 3.8 inches diameter
* Please see attached picture and citation |
| 6.) | 1 Lot | Brass Marker
* Rectangular brass plate with citation
* Measurement 15 inches x 24 inches x 0.25cm |

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| 7.) | 1 Lot | <p>College of Medicine Signage</p> <ul style="list-style-type: none"> * Material: frame = aluminum, letter (bold) = acrylic sheets * Size per letter = H 25cm x 4.0cm (average) |
| 8.) | 200 Pieces | <p>Souvenir Mug/flask for WMSU Visitors</p> <ul style="list-style-type: none"> * frosted mug * regular size colored with WMSU, College of Medicine Logo or hot/cold colored flask * 450ml volume with WMSU, College of Medicine |
| 9.) | 2 Pieces | <p>Plaque (for Awardees) with Citation</p> <ul style="list-style-type: none"> * wooden frame with red yakan cloth matting and 3" brass WMSU seal and brass plate for citation * Size: 12 inches x 18 inches * Please see attached picture for design and citation |
| 10.) | 1 Piece | <p>Plaque (for Awardees) with Citation</p> <ul style="list-style-type: none"> * PIRA with frame and brass label * with Yakan Cloth Matting * Size: 14" x 24" x 3" * Please see attached picture for design and citation |
| 11.) | 3 Pieces | <p>Plaque (for Awardees) with Citation</p> <ul style="list-style-type: none"> * Acrylic on Wood * Left side Height: 7 inches * Right side Height: 9 inches * Width: 6 inches * Base thickness: 1.0 inch * Please see attached picture for design and citation |
| 12.) | 6 Pieces | <p>Plaque (for Awardees) with Citation</p> <ul style="list-style-type: none"> * Size: 8 inches x 8 inches across the octagon * Base: 2 inches height * Please see attached picture for design and citation |
| 13.) | 39 Pieces | <p>Room Labels for the College of Medicine</p> <ul style="list-style-type: none"> * Size: 28 inches x 6 inches x 3 mm thickness * Materials: Acrylic * Please see attached list of rooms |

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, PhilGEPS Registration and Omnibus Sworn Statement, 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 July 13, 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.