



Republic of the Philippines  
**WESTERN MINDANAO STATE UNIVERSITY**  
Zamboanga City  
Telephone No.: 062-991-7875  
[www.wmsu.edu.ph](http://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 Medallion for the Office of the University Board Secretary**

Approved Budget Cost : **Php 53,200.00**

Purchase Request No.: **22-04-231**

Closing Date: **May 13, 2022 @ 10AM**

Description:

- 1.) 1 Unit **MEDALLION FOR THE PRESIDENT**
- \* Size and thickness:
    - New 10 peso coin for the 3 previous WMSU Seal (A, B and C)
    - Diameter: 27mm; Weight: 8.0 grams; Thickness: 2.2mm; Edge: Round;*
    - Outline: 0.1cm Gold plated*
  - \* Material and Color:
    - Metal Brass (Gold Plated) following*
    - the color and design of the previous seal*
  - \* Size and thickness: New 5 peso coin for the 18 colleges
    - Diameter: 25mm; Weight: 2.5 grams; Thickness: 2.2mm; Edge: Round;*
    - Outline: 0.1cm Gold plated*
  - \* Material and Color: Metal Brass (Gold Plated) following the color and design of the colleges
  - \* Size: 3 inches diameter
  - \* Thickness: 3/6 inch
  - \* Material and Color: Metal Brass (Gold Plated)
  - \* WMSU Seal in full Color (Red)
  - \* Chain:
    - *Material and Color: Metal Brass (Gold plated); Length: 36 inches;*
    - Thickness: 1cm*
  - \* Storage Box: Wood
    - *Color: Dark Brown with Smooth/Varnish Finish; Length: 22 inches;*
    - Width: 1 ft; total Height: 3 inches with cover (1" only for the cover with hinges and 2 hook lock); 1 inch styro foam with red velvet cloth/paper (top); Black Velvet cloth/paper (bottom)*
- NOTE: Please see attached layout and legend
- 2.) 12 Units **MEDALLION FOR THE BOARD OF REGENTS**
- \* Size: 3 inches diameter
  - \* Thickness: 3/6 inch
  - \* Color: Metal Brass (Gold Plated) WMSU Seal in full Color
  - \* Chain: Gold plated, 31 inches in length
  - \* Box: In hard/thick carton
  - \* Weight: 192 grams (medallion only)
- NOTE: Please see attached sample

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 May 13, 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](mailto: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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Quotation No.: \_\_\_\_\_

PR No.: PR-22-04-231

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 **May 13, 2022** at 10:00 AM in the return envelope attached herewith. Any quotation submitted beyond this date will not be considered.

  
**JOEL G. FERNANDO, Ph.D.**  
BAC Chair

**NOTE:**

- 1 ALL ENTRIES MUST BE TYPEWRITTEN
- 2 DELIVERY PERIOD WITHIN 10 CALENDAR DAYS FROM THE 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

Item No.	Qty	Unit	Item and Description	Approved Budget for Contract (ABC)	Unit Cost	Total Cost
1.	1	Unit	<p><b>Medallion for the President</b></p> <p>Size and thickness:</p> <ul style="list-style-type: none"> <li>- New 10 peso coin for the 3 previous WMSU Seal (A,B,C)</li> <li>- Material and Color:</li> <li>- Metal Brass (Gold Plated) following the color and design of the previous seal</li> </ul> <p>Size and thickness: New 5 peso coin for the 18 colleges</p> <p>Material and color: Metal brass (Gold Plated) Following the color and design of the colleges</p> <p>Size: 3 inches diameter</p> <p>Thickness: 3/6 inch</p> <p>Material and Color: Metal Brass (Gold Plated)</p> <p>WMSU Seal in full color (Red)</p> <p>Chain: Gold plated, 36 inches in length</p> <p>Storage box: Wood</p> <p>Note: Please see attached layout and legend</p>	₱ 10,000.00		
			<i>Note: For the University Board Secretary of the University.</i>			

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EPS Reference Number : \_\_\_\_\_

EPS Solicitation Number : \_\_\_\_\_

EPS Closing Date : \_\_\_\_\_

**Total:** \_\_\_\_\_

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.

PhiIGEPS Registration No.: _____ Certificate Reference No.: _____
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REY ESPIRITUSANTO / JORGE CONCEPCION / RALPH JUDE LLACUÑA  
Canvasser

\_\_\_\_\_  
Printed Name/Signature

\_\_\_\_\_  
Tel. No./Cellphone #

\_\_\_\_\_  
Date

WMSU-BAC-FR-016  
Effective Date: 31 Oct. 2016

**REQUEST FOR QUOTATION**  
Western Mindanao State University

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\_\_\_\_\_

Quotation No.: \_\_\_\_\_

PR No.: PR-22-04-231

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- 4 PRICE VALIDITY SHALL BE FOR A PERIOD OF 120 CALENDAR DAYS UPON RECEIPT OF THE PURCHASE ORDER
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**JOEL G. FERNANDO, Ph.D.**  
BAC Chair

Item No.	Qty	Unit	Item and Description	Approved Budget for Contract (ABC)	Unit Cost	Total Cost
2.	12	Units	<b>Medallion for the Board of Regents</b> Size: 3 inches diameter Thickness: 3/6 inch Color: Metal Brass (Gold Plated) WMSU Seal in full Color Chain: Gold plated, 31 inches in length Box: in hard/thick carton  Note: Please see attached sample	₱ 43,200.00		
			Note: For the University Board Secretary of the University.			

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EPS Reference Number : \_\_\_\_\_

EPS Solicitation Number : \_\_\_\_\_

EPS Closing Date : \_\_\_\_\_

**Total:** \_\_\_\_\_

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 Registration No.: _____ Certificate Reference No.: _____
--

REY ESPIRITUSANTO / JORGE CONCEPCION / RALPH JUDE LLACUÑA  
Canvasser

\_\_\_\_\_  
Printed Name/Signature

\_\_\_\_\_  
Tel. No./Cellphone #

\_\_\_\_\_  
Date

## Additional Specifications:

### 1.) Medallion for the President

#### Size and thickness:

- New 10 peso coin for the 3 previous WMSU Seal (A, B, C)  
Diameter: 27mm  
Weight: 8.0 grams  
Thickness: 2.2mm  
Edge: Round  
Outline: 0.1cm Gold plated

#### Size and thickness:

- New 5 peso coin for the 18 colleges  
Diameter: 25mm  
Weight: 2.5 Grams  
Thickness: 2.2mm  
Edge: Round  
Outline: 0.1cm Gold Plated

#### Chain:

Material and Color: Metal Brass (Gold plated)  
Length: 36 inches  
Thickness: 1cm

#### Storage Box:

- Color: Dark Brown with Smooth/Varnish Finish  
Dimension:  
Length: 22 inches  
Width: 1 ft.  
Total Height: 3 inches with cover (1" only for the cover with hinges and 2 hook lock)  
1 inch styro foam with red velvet cloth/Paper (Top)  
Black velvet cloth/paper (Bottom)

### 2.) Medallion for the Board of Regents

Weight: 192 grams (Medallion only)