



## REQUEST FOR QUOTATION

Mindoro State University (MinSU) **Main Campus** through Bids and Awards Committee will undertake **Small Value Procurement** pursuant to the provisions of R.A. 12009, to wit;

<b>Name of Project</b>	SUPPLY AND DELIVERY OF ICT EQUIPMENT FOR THE PROJECT GENESIS OF MINSU
<b>Solicitation</b>	RFQ 2026-022
<b>Place of Delivery</b>	MINSU MAIN CAMPUS
<b>Brief Description</b>	ICT EQUIPMENT FOR THE PROJECT GENESIS OF MINSU
<b>Quantity</b>	Four (4) Items
<b>Approved Budget for the Contract (ABC)</b>	Php 290,000.00
<b>Date of Delivery</b>	15 days upon conformed of PURCHASE ORDER

Please quote your **lowest price** on the attached bid form and submit personally/through email your **SEALED QUOTATION not later than on 9:00am Monday, March 23, 2026** at the **Bids and Awards Committee (BAC) Office, Mindoro State University -Main Campus, Alcate, Victoria, Oriental Mindoro.**

Received by:

Name and Signature: \_\_\_\_\_

Company: \_\_\_\_\_

Date: \_\_\_\_\_

**CIEDELLE PIOL-SALAZAR, Ph.D.**  
BAC Chairperson

### Terms and Conditions:

1. All entries must be **LEGIBLE**.
2. Delivery Period within \_\_\_\_calendar days.
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 the procuring entity.
4. Price validity shall be a period of 30 calendar days.
5. PhilGEPS Registration Certificate shall be attached upon submission of the Quotation.
6. Bidders shall submit Original Brochures showing certification of the product being offered (Required; if applicable).
7. Mode of delivery: [  ] Pick-up (Schedule) [  ] Door to Door Delivery





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## BID FORM

Item/s and Specification/s (minimum)	Unit	Qty.	Brand / Specification	Unit Price (VAT inclusive)	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
						YES	NO
<b>16" Hi-End Laptop (for programming and design works)</b>	unit	1				( )	( )
<i>SPECIFICATION: OS: Windows 11 Home Processor: Intel® Core™ 5-210 H at least Graphics: GeForce RTX™ 5060 Display: 16" WUXGA 144Hz Memory: 16GB DDR5 Storage: 512GB M.2 PCIe NVMe SSD I/O Ports: USB-C, 2x USB-A, HDMI 2.1, Audio jack, DC-in Keyboard &amp; Touchpad: Backlit Chiclet w/ Num-key, Precision touchpad Camera: 1080p FHD, Privacy shutter Audio: SonicMaster, Built-in speaker &amp; mic Networking: Wi-Fi 6, Bluetooth® 5.3 Battery: 63WHrs, 3-cell Li-ion at least Power Supply: 150W AC Adapter Built-in Apps: CapCut, ScreenXpert, GlideX</i>						( )	( )
<b>13" Laptop for IOS-based App Software Development</b>	unit	1				( )	( )
<i>SPECIFICATION: Chip: M4 (10-core CPU) GPU : 10-core, 120 GB/s memory bandwidth, 16-core Neural Engine, Hardware-accelerated media engine supporting H.264, HEVC, ProRes, ProRes RAW, and AV1 Memory: 16 GB RAM Storage: 512 GB SSD Display: 13" Liquid Retina, 2560 x 1664, 500 nits, Up to 500 nits brightness True Tone technology, P3 wide color, support for 1 billion colors Ports: 2x Thunderbolt 4 (USB-C) ports supporting charging and DisplayPort, MagSafe 3 charging port, 3.5 mm headphone jack Battery Life: 18–20 hours Color: midnight</i>						( )	( )





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BAGONG PILIPINAS

Item/s and Specification/s (minimum)	Unit	Qty.	Brand / Specification	Unit Price (VAT inclusive)	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
						YES	NO
<b>Desktop Hardware Components</b>	lot	1				( )	( )
<p><b>SPECIFICATION:</b>            One (1) Motherboard: A520M-K Socket AM4 Ddr4, Chipset: AMD A520, Memory: 2 x DIMM, Max. 64GB, DDR4, Storage: Total supports 1 x M.2 slot(s) and 4 x SATA 6Gb/s ports, Form Factor: mATX Form Factor, 8.9 inch x 8.7 inch (22.6 cm x 22.1 cm ), Internal I/O Ports: 1 x CPU Fan connector(s), 1 x Chassis Fan connector(s), 1 x USB 3.2 Gen 1(up to 5Gbps) connector(s) support(s) additional 2 USB 3.2 Gen 1 port(s), 2 x USB 2.0 connector(s) support(s) additional 4 USB 2.0 port(s), 1 x M.2 Socket 3 with M key, type 2242/2260/2280 storage devices support (SATA &amp; PCIE 3.0 x 4 mode), 1 x SPI TPM header, 4 x SATA 6Gb/s connector(s), 1 x S/PDIF out header(s), 1 x 24-pin EATX Power connector(s), 1 x 8-pin EATX 12V Power connectors, 1 x Front panel audio connector(s) (AAFP), 1 x Clear CMOS jumper(s), 1 x System panel connector, 1 x COM port header, 1 x Speaker connector, Back I/O Ports: 1 x PS/2 keyboard/mouse combo port(s), 1 x D-Sub, 1 x HDMI, 1 x LAN (RJ45) port(s), 4 x USB 3.2 Gen 1 (blue) Type-A, 2 x USB 2.0, 3 x Audio jack(s)</p>						( )	( )
<p>One (1) RAM: 16 GB (8x2) DDR4 3200mhz            One (1) Processor: AMD Ryzen 7 5700G 8-Core 16-Thread AM4 APU with Radeon Vega 8 Graphics &amp; Wraith Stealth Cooler MPK            Two (2) Storage: 512 SSD, SATA Rev. 3.0 (6Gb/s) – with backwards compatibility to SATA Rev. 2.0, Read: Up to 530MB/s Max ; Write: 430MB/s            One (1) Case: Mid Tower Tempered Glass Case, Motherboard Support: ATX, Micro ATX, Mini ITX, Expansion Slot: 7, HDD/SSD Slot: HDD*2/SSD*3, Max VGA Card Length: 305mm, Max CPU Cooler, Height: 165mm, I/O Port: USB 2.0*2/HD Audio, Side Panel: Tempered Glass, Metal Thickness: 0.5mm.</p>						( )	( )





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C	Unit	Qty.	Brand / Specification	Unit Price (VAT inclusive)	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
						YES	NO
<p><b>Continuation:</b>            One (1) Monitor: 27 Inch 144HZ IPS Monitor FHD 1ms Frameless, Panel Type: IPS, Refresh Rate: 144Hz, Response Time: 1Ms [G to G], Resolution: 1920*1080 FHD, Brightness: 230cd/m2, Contrast Ratio: 1000:1, Display Colors : 16.7M, Viewing Angle : 170(H) X 170(V), Interface : HDMI*1 DP*1, DC input, Power Adaptor: AC220V, DC 12V/2.5A            One (1) Keyboard &amp; mouse: • Connection: 2.4G Hz, Operating Range: 10 - 15 m, Sensor: Optical, DPI: 1200-1600-2000, Buttons No.: 6, Receiver: Nano USB, Report Rate: 125 Hz, Keycaps: Wrist-Protect Natural_A Keycaps, Hotkeys: 12 Fn Hotkeys, Adjustable Keyboard Legs: Yes</p>						( )	( )
<p>One (1) WiFi Dongle: Wireless Standards- IEEE 802.11b/g/n 2.4 GHz, IEEE 802.11a/n/ac 5 GHz, Wireless Speeds- 600 Mbps (200 Mbps on 2.4 GHz, 433 Mbps on 5 GHz), Frequency- 2.4 GHz, 5 GHz, Wireless Modes- Ad-Hoc / Infrastructure Mode, Wireless Security- WEP, WPA/WPA2, WPA-PSK/WPA2-PSK, Modulation Technology- DBPSK, DQPSK, CCK, OFDM, 16-QAM, 64-QAM, 256-QAMPSU: 550 watts 80 Plus Bronze Power Supply, ATX Connector 1, ATX12V Version v2.31, Cable Type Type 4, Continuous Power W 550 Watts, EPS Connector 1, Fan Bearing Technology Sleeve, Fan Size MM 120mm, SATA Connector 3, Modular No, PCIe Connector 2. Enclosure: Supporting Hard Drive Capacity: 4TB, Internal Interface: SATA, Size: 2.5", Case Material: Plastic, External Interface: USB 3.0, item: 2.5 inch usb 3.0 HDD Enclosure Box, Cable: Micro B to Type-A, Supported System: Windows XP / 7 / 8 / 10, Linux, Mac OS, Compatible HDD Type: 2.5 inch HDD / SSD(7-9.5mm) SATA3.0, Speed: 5Gbps</p>							





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						( )	( )





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<b>Continuation:</b> Interface : HDMI*1 DP*1, DC input, Power Adaptor: AC220V, DC 12V/2.5A One (1) Keyboard & mouse : • Connection: 2.4G Hz, Operating Range: 10 - 15 m, Sensor: Optical, DPI: 1200- 1600-2000, Buttons No.: 6, Receiver: Nano USB, Report Rate: 125 Hz, Keycaps: Wrist-Protect Natural_A Keycaps, Hotkeys: 12 Fn Hotkeys, Adjustable Keyboard Legs: Yes ***nothing follows**						( )	( )
<b>TOTAL</b>							

## General Conditions

1. Quotations and other requirements stated below shall be submitted to the **Bids and Awards Committee (BAC) Office, Mindoro State University -Main Campus, Alcate, Victoria, Oriental Mindoro**, Philippines on the date and time stated in this RFP.
2. Supplier shall submit the following requirements:
  - ( ) Duly signed original copy of Request for Quotation (RFQ). Prices shall be quoted in
  - ( ) Notarized Omnibus Sworn Statement (if above 200k as lot basis ) and Secretary Certificate (if corporation
  - ( ) PhilGEPS Platinum Certificate of Registration (**only if Platinum Certificate**) (Valid, updated and Active and no expired document listed on the last page) with CTC
  - ( ) Brochure (if Goods and Equipment) (Updated & Original or CTC)
  - ( ) PCAB License( if infrastructure)(Updated & Original or CTC)
  - ( ) BIR certificate of Registration (BIR 2303)(Updated & Original or CTC)
  - Please submit if the PhilGEPS Registration is RED**
  - ( ) PhilGEPS proof of Red Registration (Updated & Original or CTC)
  - ( ) DTI/SEC/CDA Registration (Updated & Original or CTC)
  - ( ) Business/ Mayor's Permit (Updated & Original or CTC)
  - ( ) Tax Clearance/ Tax Compliance Verification Cert (Updated & Original or CTC)
  - ( ) Latest Income / Business Tax Return (Updated & Original or CTC)
  - ( ) Audited Financial Statement (Updated & Original or CTC)

**Note: Please ensure that all non-original documents, including those submitted via email or in person, are duly certified as true copies (CTC) and bear the name and signature of the authorized representative. Failure to comply with this requirement may result in disqualification.**





**Price validity shall be 30 calendar days from the deadline of submission of quotation.**

## Ocular Inspection

The supplier and its premises **may be subjected to ocular inspection or verification** by the End-User and/or the BAC Technical Working Group (TWG), **if deemed necessary to confirm compliance with technical specifications prior to award.**

## Award

The contract shall be awarded to the supplier who:

1. Submitted the **Lowest Calculated and Responsive Bid (LCRB)**; and
2. Successfully **passed verification of compliance with eligibility, technical requirements, and, if applicable, ocular inspection or post-qualification** performed by the TWG.

Award is **subject to the approval of the Head of the Procuring Entity** and is **conditional upon compliance with all requirements** under RA 12009, the GPPB guidelines, and the RFQ. If the supplier with the LCRB **fails verification or inspection**, the BAC may consider the **next lowest responsive bid.**

## Evaluation of Quotations

Quotations shall be compared and evaluated based on:

1. Completeness of Submission of all required documents
2. Compliance with Item & Description Requirements
3. Reasonableness and competitiveness of the quoted price, evaluated based on the **LCRB/HRRB/MEARB/MARB** in relation to the Approved Budget for the Contract (ABC).

## Instructions

1. Supplier shall be responsible for the source(s) of its goods/services/equipment, and which shall be in accordance with the schedule and specifications of the RFQ and contract. Failure of the supplier to comply with this provision shall be ground for cancellation of the award or purchase order issued to the supplier.
2. Supplier that accepted an award, purchase order, or contract but failed to deliver the required goods/services/equipment within the time called for in the award, purchase order, and contract shall be disqualified from participating in MinSU or any of MinSU campuses future procurement activities. This is without prejudice to the imposition of other sanctions prescribed under R.A. 9184 and its IRR-A against the supplier.
3. The supplier is responsible for **all duties, excise, taxes, and other government charges.**
4. All transactions are subject to withholding of creditable government taxes in accordance with the revenue regulation(s) of the Bureau of Internal Revenue

## Liquidation Damages

A penalty of one-tenth of one percent (0.001) **of the total contract price per calendar day** shall be imposed for any delay in the delivery of goods, services, or equipment. The total liquidated damages **shall not exceed 10% of the total contract price.** Exceeding this threshold **shall constitute a ground for termination of the contract by the BAC.**





## Warranty

The supplier warrants that all goods, services, or equipment **conform to acceptable industry standards** and the specifications stated in the RFQ and contract. Any defect or non-conformance discovered during the warranty period shall be remedied by the supplier at no additional cost.

## Payment

Payment shall be made only upon a certification by the Head of the Procuring Entity to the effect that the GOODS have been rendered, delivered or installed in accordance with the terms of this Contract and have been duly inspected and accepted by the \_\_\_\_\_.

*After having carefully read and accepted your Terms and Conditions. I/We quote you on the item at prices noted above.*

Printed Name of authorized representative/Signature \_\_\_\_\_

Position: \_\_\_\_\_

Name of Company \_\_\_\_\_

Address: \_\_\_\_\_ Email Address: \_\_\_\_\_

Fax No. \_\_\_\_\_ Tel No.: \_\_\_\_\_ Cellphone No. \_\_\_\_\_

Date: \_\_\_\_\_

LBP Account No. of Establishment: \_\_\_\_\_

Name of Payee: \_\_\_\_\_

Tax Identification Number: \_\_\_\_\_

Copy of PhilGEPS Registration No.: \_\_\_\_\_

BIR Registration:  VAT  Non-VAT

Canvassed by:

**Mark Christian M. Magnaye**

Canvasser

Contact Number: 0945-664-3003

Email Address: bac.office@minsu.edu.ph

