



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;

Name of Project	SUPPLY AND DELIVERY OF SPORTS EQUIPMENT, ICT EQUIPMENT, LED SCOREBOARD, OFFICE SUPPLIES, OTHER SUPPLIES AND FURNITURE & FIXTURES FOR THE SPORTS OFFICE OF MINSU MAIN CAMPUS
Solicitation	RFQ 2026-0072 (Lot 1 and 3)
Place of Delivery	MINSU VICTORIA (MAIN CAMPUS)
Brief Description	SPORTS EQUIPMENT, ICT EQUIPMENT, LED SCOREBOARD, OFFICE SUPPLIES, OTHER SUPPLIES AND FURNITURE & FIXTURES FOR THE SPORTS OFFICE OF MINSU MAIN CAMPUS
Quantity	Two (2) Lots
Approved Budget for the Contract (ABC)	Php. 422,735.00 Lot 1- Php. 357,735.00 Lot 3- Php. 65,000.00
Date of Delivery	30 days upon conform 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 9:00 am September 7, 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: _____

ROVELYN P. ROXAS
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 60 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



Webometrics

RANKING WEB
OF UNIVERSITIES

MSU-PRO-FR-10.03



MINDORO STATE UNIVERSITY

Victoria, Oriental Mindoro 5205 Philippines

✉ universitypresident@minsu.edu.ph

🌐 www.minsu.edu.ph

☎ +63 977 846 72 28



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
LOT 1- SEMI-EXPENDABLE SPORTS EQUIPMENT							
BASKETBALL BALL SIZE 7 (FIBA OFFICIAL GAME BALL)	5	pc				()	()
Cover Material: Premium Leather						()	()
High Foamed Rubber						()	()
Foam Backing Layer	1	set				()	()
Branded						()	()
Original Leather Texture Surface						()	()
BASKETBALL BALL SIZE 6-4PCS PER SET	1	set				()	()
Top competition ball						()	()
New texture of the surface for superior						()	()
grip (also when sweating)	1	set				()	()
improved cushioning for better ball						()	()
control and softer ball contact						()	()
12-panel design	1	set				()	()
appearance of real leather						()	()
3X3 BASKETBALL BALL (FIBA APPROVED)- 5PCS PER SET						()	()
Official size 6 with size 7 weight for	1	set				()	()
maximum control						()	()
FIBA Approved						()	()
Signature 12 panel design	1	set				()	()
Synthetic leather cover						()	()
Butyl bladder						()	()
Indoor / Outdoor use	7	pc				()	()
VOLLEYBALL BALL FIBV APPROVED SIZE 5						()	()
Core Material: Nylon Wound						()	()
Outer Material: Microfiber	1	set				()	()
Outer Pattern: Dimpled						()	()
Approved by: FIVB						()	()
Size: Official Size 5	1	set				()	()
Color: Blue & Yellow						()	()
BEACH VOLLEYBALL SIZE 5 - 4PCS PER SET						()	()
Enhanced grip and ball control	1	set				()	()
Superior dimpled composite cover						()	()
Ultimate water resistance						()	()
Sand resistant valve core	2	pc				()	()
BEACH VOLLEYBALL NET						()	()
Weight: 3000 g						()	()
Dimensions: 65 × 19 × 16 cm	2	pc				()	()
VOLLEYBALL NET						()	()
Highest Grade						()	()
Net thickness: 2.6mm	2	pc				()	()
Mesh spacing: 10cm (10 Holes)						()	()
Dimension: 9.5 X 1m						()	()
Net material: Nylon							



Webometrics

RANKING WEB
OF UNIVERSITIES

MSU-PRO-FR-10.03

•Main Campus, Alcate, Victoria

•Bongabong Campus, Labasan, Bongabong

•Calapan City Campus, Masipit, Calapan City



MINDORO STATE UNIVERSITY

Victoria, Oriental Mindoro 5205 Philippines

✉ universitypresident@minsu.edu.ph

🌐 www.minsu.edu.ph

☎ +63 977 846 72 28



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
---Continuation of Lot 1---							
ANTENNAE W/ CLIP (PAIR)	1	set				()	()
Can be mounted on the top and bottom of the net. Adjustable over 10cm. / Including hexagonal wrench. All-in-one glass fiber for competition						()	()
JAVELIN ALUMINUM ALLOY - 800G - 2PCS PER SET	1	set				()	()
JAVELIN ALUMINUM ALLOY - 600G - 2PCS PER SET	1	set				()	()
DISCUS 2KG - 2PCS PER SET	1	set				()	()
DISCUS 1KG - 2PCS PER SET	1	set				()	()
SHOT PUT BALL 7KG - 2PCS PER SET	1	set				()	()
SHOT PUT BALL 4KG - 3PCS PER SET	1	set				()	()
SEPAK TAKRAW BALL - 10PCS PER SET	1	set				()	()
Model : Marathon MT908. Size : 5.5" (14 Cm), Weight : 180 Grams Material : Synthetic with Rubber Padding Men's Tournament Ball. Officially Approved by the International Sepak Takraw Federation (ISTAF) Used in South East Asia (SEA) Games 2015 Manufactured under ISO 9001 Certified Quality System						()	()
TOURNAMENT SEPAK TAKRAW NET - 5PCS PER SET	1	set				()	()
Exclusively designed for World Official Net Sepak Takraw Championship Match level takraw net High superior grade quality Innovative design Greater durability with high tensile strength and toughness Complied to the International Sepa ktakraw Federation (ISTAF) and Asian Sepak Takraw Federation (ASTAF)						()	()
BADMINTON SHUTTLECOCK TUBE OF 12 - 12 PCS PER SET	1	set				()	()
One tube consists of 12 pcs of shuttlecocks Feather: Goose Feather Head Material: two layers natural cork Speed: 77 OR 76						()	()



Webometrics

RANKING WEB
OF UNIVERSITIES

MSU-PRO-FR-10.03

•Main Campus, Alcate, Victoria

•Bongabong Campus, Labasan, Bongabong

•Calapan City Campus, Masipit, Calapan City



MINDORO STATE UNIVERSITY

Victoria, Oriental Mindoro 5205 Philippines

✉ universitypresident@minsu.edu.ph

🌐 www.minsu.edu.ph

☎ +63 977 846 72 28



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
---Continuation of Lot 1---							
BADMINTON NET - 3PCS PER SET	1	set				()	()
Thickness: 0.7mm / 12 PLY Spacing: 18 cm Size: Length 6M x Height 0.76 Material: Nylon						()	()
TABLE TENNIS NET AND POSTS - 3PCS PER SET	1	set				()	()
Screw type. Standard size. Fits all standard size tables Nylon net. Adjustable tension. Adjustable height. A solid and very durable net and post set with screw-on attachment system. Nylon net. Adjustable tension. Adjustable height.						()	()
TABLE TENNIS BALL	1	set				()	()
White box of 6 - 17pcs per set Very high-quality ITTF approved competition ball. Selected through both an automatic and manual process to ensure professional quality in terms of raw material, weight, and roundness.						()	()
2 TABLE TENNIS RACKETS 3 BALLS (SET) - 5PCS PER SET	1	set				()	()
consists of two rackets and three balls. Suitable for beginners and recreational players, this is an excellent family set for those who want play table tennis for fun. Equipped with 1.5mm coating, the racket is made from 5 layers of wood. It follows the past hit – Set Pacific. 2 rackets and 3 balls 5-layer wood						()	()
CHESS SET - 10PCS PER SET	1	set				()	()
20" x 20" roll-up vinyl playing mat, die- cut with round corners Solid plastic pieces with suede bases; 3 1/2" King Sleek, two-toned nylon canvas bag with separate compartments for playing mat and chess pieces Made using safe materials – FDA approved Authentic and Manufacturers Product Contents: 20" x 20" mat, two-toned bag, 32 solid plastic chess pieces						()	()



Webometrics

RANKING WEB
OF UNIVERSITIES

MSU-PRO-FR-10.03

•Main Campus, Alcate, Victoria

•Bongabong Campus, Labasan, Bongabong

•Calapan City Campus, Masipit, Calapan City



MINDORO STATE UNIVERSITY

Victoria, Oriental Mindoro 5205 Philippines

✉ universitypresident@minsu.edu.ph

🌐 www.minsu.edu.ph

☎ +63 977 846 72 28



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
---Continuation of Lot 1---							
STARTING GUN PISTOL WITH TOOLS AND CARRYING CASE	1	set				()	()
Starting pistol for with Multiple Functions : 1). Track and Field Starting Pistol 2). Whistle for team sport 3). Siren for swimming Flash to Simulate Firing						()	()
2-PIECE HIGH GRADE BASKETBALL RING WITH SPRING SNAPBACK WITH BASKETBALL NET (5 PAIRS)	1	set				()	()
Heavy Thick Gauge 8.5kg Weight Official Standard Size Weight: 5000 g Dimensions: 57 × 56 × 28 cm Basketball Net Tri-Color Net(Red/white/Blue) Official Size Cotton Official Standard Equipment Premium Quality 2 pieces per pack						()	()
HURDLE LADDER TRAINING (ADJUSTABLE)	1	set				()	()
6 hurdle configuration, hurdle spacing and height (22 & 31cm) adjustable Hurdle and ladder training is possible at the same time to help improve quickness and agility						()	()
OUTDOOR TABLE TENNIS TABLE WITH WHEELS (INCLUDES NET AND POST)	1	unit				()	()
Fold and Roll Practical High Quality Outdoor Table Tennis Table 6mm Aluminum Composite Panel Table Top 2740mm x 1525mm x 760mm 30mm Frame 50mm Undercarriage GW – 65KG NW – 60KG Net and Post Included						()	()
ROBOPONG 545 TABLE TENNIS ROBOT	1	pc				()	()
Weight: 5000 g Dimensions: 38 × 32 × 65 cm Ball Thrower (No Oscillation) Ball Bucket Mini Control Box Cable Clip Transformer Connector Cable Owner's Manual						()	()



•Main Campus, Alcate, Victoria

•Bongabong Campus, Labasan, Bongabong

•Calapan City Campus, Masipit, Calapan City

MSU-PRO-FR-10.03



MINDORO STATE UNIVERSITY

Victoria, Oriental Mindoro 5205 Philippines

✉ universitypresident@minsu.edu.ph

🌐 www.minsu.edu.ph

☎ +63 977 846 72 28



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
---Continuation of Lot 1---							
TABLE TENNIS POLY BALL - PACK OF 120 - 3 PACKS PER SET	1	set				()	()
Material: Made from the new ABS plastic material, which is the current standard for poly balls. Grade: These are typically 1-star or training-grade balls, ideal for multi-ball training, table tennis robots, and recreational play. Durability: They are known for being very durable and long-lasting, with good roundness and elasticity, making them a good value for high-volume use. Size: 40mm+ in size, the official standard for modern table tennis balls. Color: Available in both white and orange colors. The orange balls are sometimes used to help players judge ball rotation during training. Construction: They are seamed balls.						()	()
DIGITAL CHESS CLOCK COUNT UP AND DOWN TIMER - 8PCS PER SET	1	set				()	()
Positive Timing Countdown Timing Bonus Per Step Delay Per Step						()	()
HOME GYM STARTER PACKAGE	1	set				()	()
1pc – Home Dumbbell Bench 350kg max weight 1pc – A-Frame Dumbbell Rack 6 tier 1Pair – Hex Dumbbell 2.5kg 1Pair – Hex Dumbbell 5kg 1Pair – Hex Dumbbell 7.5kg 1Pair – Hex Dumbbell 10kg 1Pair – Hex Dumbbell 12.5kg 1Pair – Hex Dumbbell 15kg						()	()
sub-total LOT 1						()	()



Webometrics

RANKING WEB
OF UNIVERSITIES

MSU-PRO-FR-10.03

•Main Campus, Alcate, Victoria

•Bongabong Campus, Labasan, Bongabong

•Calapan City Campus, Masipit, Calapan City



MINDORO STATE UNIVERSITY

Victoria, Oriental Mindoro 5205 Philippines

✉ universitypresident@minsu.edu.ph

🌐 www.minsu.edu.ph

☎ +63 977 846 72 28



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
LOT 3- LED SCOREBOARD						()	()
LED INDOOR BASKETBALL SCOREBOARD 2.3FT X 4FT (DELIVERY INCLUDED)	1	unit				()	()
<i>Inclusions</i> 1 unit Main Scoreboard GAME TIME: 6" (red) SCORE x 2: 6" (red) FOUL/ WINS x 2: 4" (red) PERIOD: 4 dots (red) Board Dimensions: 48 inches (W) x 28 inches (H) x 2.5 inches (D) Power Supply: 220V AC Use white vinyl sticker for labels. Suitable for basketball, Volleyball and other sports 2 units External Shot Clock SHOT CLOCK: 6" (red) Board Dimensions: 12"(w) x 16"(h) x 2"(d) With wiring connection to Main Scoreboard NOTE: Maximum distance of each shot clock to scoreboard is 60 meters. For distance more than 60m, please let us know for customized design. 1 unit Wireless Controller (also available in wired option) Upgrade to battery-operated up to 12 hrs (rechargeable) 1 unit Airhorn Automatic buzzing of airhorn when shot clock reaches zero. With wiring connection to Main Scoreboard						()	()
sub-total LOT 3						()	()
--Nothing to follow--							
TOTAL							

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.



•Main Campus, Alcate, Victoria

•Bongabong Campus, Labasan, Bongabong

•Calapan City Campus, Masipit, Calapan City

MSU-PRO-FR-10.03



2. Supplier shall submit the following requirements:

	PRIMARY REQUIREMENTS from (Section 4.1 of GPPB Circular No. 06-2026)
()	Duly signed Original Copy/Certify True Copy of Request for Quotation (RFQ) . Prices shall be quoted in
()	PhilGEPS Platinum Certificate of Registration/ Philgeps Registration Is RED (Updated & Original or CTC)
()	Business/ Mayor's Permit (Updated & Original or CTC)
()	PCAB License(if infrastructure)(Updated & Original or CTC)
()	Professional license/ CV (if Consulting)(Updated & Original or CTC)
()	Latest Income / Business Tax Return (Updated & Original or CTC)(If above Php. 500,000)
()	Notarized Omnibus Sworn Statement (if above 50k as lot basis) with Government-Issued Id with signature and Corporate Secretary Certificate (if Corporation)
	SECONDARY REQUIREMENT (for the TWG requires clarification)
()	Detailed Estimated Price for Infrastructure (please see detailed estimated form)(Updated & Original or CTC)
()	Brochure / Specify the Specific Brand or Model in the RFQ (if Applicable for Goods and Equipment) (Updated & Original or CTC)
()	BIR certificate of Registration (BIR 2303)(Updated & Original or CTC)
()	Other Certifications, Permits, or Licenses, as may be required by the TWG based on the nature of the procurement (e.g., Certificate of Distributorship/Dealership, Certificate of Product Registration, License to Operate (LTO), Certificate of Product Registration (CPR), FDA Certificate of Medical Device Registration (CMDR), etc.).

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

Document transmission service

The supplier shall shoulder the courier expenses for the delivery of documents such as the **Notice of Award (NOA), Purchase Order (PO), Contract Agreement (CA), Notice to Proceed (NTP)** and other related documents pertaining to the supplier.

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.



MINDORO STATE UNIVERSITY

Victoria, Oriental Mindoro 5205 Philippines

✉ universitypresident@minsu.edu.ph

🌐 www.minsu.edu.ph

☎ +63 977 846 72 28



BAGONG PILIPINAS

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



MSU-PRO-FR-10.03

•Main Campus, Alcate, Victoria

•Bongabong Campus, Labasan, Bongabong

•Calapan City Campus, Masipit, Calapan City