



**REQUEST FOR QUOTATION**

**Supply and Delivery of Laboratory Apparatus and Materials, Chemical Reagents and Furniture for the CCJE Department at MinSU Bongabong Campus**

PR No: 2023-048  
RFQ No. 2023-113  
ABC Amount: Php 148,398.01

Company Name : \_\_\_\_\_  
Address : \_\_\_\_\_

Please quote your lowest price on the items / listed below, subject to the General Condition on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than \_\_\_\_\_ in the address stated in the last page.

**NEMESIO H. DAVALOS, Ph.D.**  
BAC Chairperson

- Note:
1. All entries must be typewritten.
  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. G-EPIS Registration Certificate shall be attached upon submission of the Quotation.
  6. Bidders shall submit Original Brochures showing certification of the product being offered (optional).
  7. Mode of delivery: [  ] Pick-up (Schedule) [  ] Door to Door Delivery

Item No.	Unit	ITEM AND DESCRIPTION	QTY.	UNIT PRICE	TOTAL AMOUNT
<b>Lot 1- Laboratory Apparatus and Materials</b>					
1	pcs	Alcohol Lamp	4		
2	pcs	Laboratory Thermometer	2		
3	bots	Alcohol w/ Spray 330ml	2		
4	rolls	Aluminum Foil 16 meters	2		
5	pcs	Aluminum Tray 12x8x2	4		
6	pcs	Apron Plastic	5		
7	pack	Autoclavable plastic 8x12	1		
8	pcs	Beaker 10ml	2		
9	pcs	Beaker 50ml	2		
10	pcs	Beaker 100 ml	2		
11	pcs	Beaker 250ml	1		
12	pcs	Bunsen Burner	2		
13	pcs	Condenser	1		
14	packs	Cotton Ball 100's	8		
15	boxes	Disposable glove, powdered, Large	2		
16	pcs	Distilling flask 500ml	3		
17	boxes	Filter paper	2		
18	boxes	glass Tubing 3 meters	1		
19	pcs	Graduated cylinder 10ml	2		
20	pcs	Graduated Cylinder 50ml	2		
21	pcs	Graduated cylinder 100ml	2		
22	pcs	Graduated cylinder 250ml	2		
23	pcs	Iron clamp	5		
24	pcs	Iron rings	5		
25	pcs	Iron stands	2		
26	booklets	Litmus paper-blue	10		
27	booklets	Litmus paper-red	10		
28	pcs	L Stirring rod, 10 inches	5		
29	pcs	Magnifying lens 5x90mm	4		
30	boxes	Microslides w/ cover slip	3		



# Mindoro State University

Victoria, Oriental Mindoro 5205 Philippines

Email: [universitypresident@minsu.edu.ph](mailto:universitypresident@minsu.edu.ph)

Website: [www.minsu.edu.ph](http://www.minsu.edu.ph)

Mobile: +63 977 846 72 28

31	packs	Paper towel	1		
32	packs	Resealable plastic #10	3		
33	pcs	Platform balance	2		
34	pcs	Test tube 10ml	10		
35	pcs	Test tube rack	2		
36	unit	Triple beam balance	1		
37	pcs	Laboratory goggles	5		
38	set	Set of weights	2		
39	pcs	Transect tape 100 meters	1		
40	pcs	Universal clamp	2		
41	pcs	Measuring pipette, 25ml 7065	12		
42	boxes	Surgical gloves, 100's	1		
43	pcs	Test tube w/ screw cap 25ml	25		
44	pcs	Test tube w/ screw cap 50ml	25		
45	packs	Tissue paper 2 ply / 190 pulls, 12 rolls	4		
46	pcs	Volumetric flask 500ml	2		
47	pcs	Volumetric flask 50ml 5580	2		
48	packs	plastic bag	1		
49	pcs	plastic container 30L cap	10		
50	pcs	paint brush 3"	4		
51	pcs	Developing reel	2		
52	pcs	Developing Trays	1		
53	bxs	Film 5 rolls/ bx, 36 shots	2		
		<b>Lot 2- Chemical Reagents</b>			
1	bots	Povidone-Iodine 120ml	3		
2	gal	Miulti purpose bleach 6N1 Orig	1		
3	bots	Formaldehyde 34%	1		
4	gals	Paint thinner	2		
5	bots	Acetone 120ml	1		
6	lit	1M Ammonia	5		
7	kg	0.1M ammonium Chloride	1		
8	kg	0.1 M Ammonium Phosphate	1		
9	500g	0.1 M Barium Chloride	1		
10	kg	0.1 M Calcium Chloride	1		
11	kg	0.1 Copper (II) Sulfate pentahydrate	1		
12	kg	0.5M Copper Sulfate	1		
13	bots	0.1 M HCl	1		
14	gr	0.1 M Lithium Nitrate	1		
15	kg	0.5M Nickel Sulfate	1		
16	gal	Silver Nitrate	1		
17	kg	Sodium bicarbonate	5		
18	gal	Toluene	1		
19	pack	Iron Fillings 250g	1		
20	bag	Sulfur Powder 500g	1		
21	rolls	Magnesium ribbon	1		
22	roll	Magnesium metal	1		
23	roll	Nickrome Wire (0.51mm 100gr)	1		
24	gal	Developing agent for paper	1		



25	gal	Developing agent for film	1		
26	sack	Developing filter for fixer	1		
<b>Lot 3 - Furniture and Fixtures</b>					
1	unit	Steel Cabinet (5 layers)	1		
<b>XVX</b>					
				<b>TOTAL</b>	

After having carefully read and accepted your General Condition, I / We quote you on the item at prices noted above

\_\_\_\_\_  
 Supplier's Signature over Printed Name

\_\_\_\_\_  
 TIN No. of Establishment

\_\_\_\_\_  
 Contact Number

\_\_\_\_\_  
 Date

**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:
  - a. Duly signed original copy of Request for Quotation (RFQ). Prices shall be quoted in Philippine Pesos.
  - b. PhilGEPS Registration
  - c. Valid Mayor's/Business Permit
  - d. Omnibus Sworn Statement
  - e. BIR Certificate of Registration
  - f. Latest Income/Business Tax Return
  - g. TAX Clearance
  - h. DTI Registration/SEC Certificate
  - i. Original Brochures or certificates of the items offered showing its performance characteristics or specifications, if applicable

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

**Ocular Inspection**

Upon the decision of the End-User and BAC, the supplier and its concerned premises may be subjected to ocular inspection and approval by the End-User and/or TWG Inspections of the BAC prior to the award.

**Award**

The supplier that submitted the lowest calculated responsive quotation, and passed the inspection conducted by the End-User and BAC prior to the event, if any, shall be awarded the contract.

**Evaluation of Quotations**

Quotations shall be compared and evaluated on the basis of the following criteria:

1. Completeness of Submission
2. Compliance with Item & Description Requirements
3. Price

**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 or 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, or 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. All duties, excise, and other taxes and revenue charges shall be paid by the supplier.
4. All transactions are subject to withholding of credible Government Taxes per revenue regulation(s) of the Bureau of Internal Revenue

**Liquidation Damages**

A penalty of one-tenth of one percent (0.001) of the total value of the undelivered goods/services/equipment shall be charged as liquidated damages for every day of delay of the delivery of the purchased goods/services/equipment.

**Warranty**

Supplier warrants that all goods/services/equipment to be provided are of acceptable industry standard.



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## 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 or delivered in accordance with the terms of this Contract and have been duly inspected and accepted.