



**Mindoro State University**  
Victoria, Oriental Mindoro 5205 Philippines

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Website: www.minsue.edu.ph  
Mobile: +63 977 846 72 28



**University Bids and Awards Committee**  
**Resolution No. 064, S. 2025**

**DECLARING FAILURE OF REQUEST FOR QUOTATION AND RECOMMENDING NEGOTIATED PROCUREMENT FOR THE SUPPLY AND DELIVERY OF INPUTS FOR THE WATER REFILLING STATION OF MINSU MAIN CAMPUS AN APPROVED BUDGET FOR THE CONTRACT (ABC) OF EIGHTY THOUSAND EIGHTY-NINE PESOS AND 80/100 (PHP80,089.80)**

**WHEREAS**, the **Mindoro State University (MinSU)**, through the Bids and Awards Committee (BAC) has advertised in the PhilGEPS and MinSU Website the **Request for Quotation (RFQ) No. 2025-064A** for the project **"Supply and Delivery of Inputs for the Water Refilling Station of MinSU Main Campus"** with an Approved Budget for the Contract (ABC) amounting to **Eighty Thousand Eighty-Nine Pesos and 80/100 (Php80,089.80)**;

**WHEREAS**, in response to the advertisement on April 05, 2025, one (1) supplier was found in the document request list and no supplier submitted price quotation before the deadline;

**WHEREAS**, based on the declared failure, the BAC recommended for the second publication on April 11, 2025; no supplier was found in the document request list however, no supplier submitted RFQ for the second time;

**NOW, THEREFORE, BE IT RESOLVED** that the BAC hereby recommends to the Head of Procuring Entity involving the project, **"Supply and Delivery of Inputs for the Water Refilling Station of MinSU Main Campus"** as follows:

- a. The approval of resorting to Alternative Method of Procurement through Negotiated Procurement under Section 53 "Annex-H" of the R.A. 9184

**RESOLVED**, this 15<sup>th</sup> day of April, 2025 at MinSU Main Campus, Alcate, Victoria, Oriental Mindoro.

  
**CIEDELLE P. SALAZAR, J.D., Ph.D.**  
BAC Chairperson

  
**Engr. MARK LESTER A. MAGPANTAY**  
BAC Vice-Chairperson

  
**FRANIE M. AFABLE, DBMHM**  
BAC Member

  
**ATTY. SHERLYN A. LAYESA**  
BAC Member

  
**MELGAR G. FADRIQUELAN**  
BAC Member

Approved/Disapproved

  
**ENYA MARIE D. APOSTOL, Ph.D.**  
SUC President III

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



# PhilGEPS

Philippine Government Electronic Procurement System

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Philippine Government  
Procurement Opportunities**

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## Request for Quotation (RFQ)

<b>Solicitation Number:</b>	RFQ No. 2025-064A	<b>Status</b>	<b>Closed</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	1
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	1
<b>Category:</b>	Water Service Connection Materials/Fittings	<b>Date Published</b>	11/04/2025
<b>Approved Budget for the Contract:</b>	PHP 80,089.80	<b>Last Updated / Time</b>	11/04/2025 00:00 AM
<b>Delivery Period:</b>	30 Day/s	<b>Closing Date / Time</b>	14/04/2025 17:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Christian B. Apostol BAC Secretariat Head Alcate Victoria Oriental Mindoro Philippines 5205 63-43-2862368  cbapostol21@gmail.com		

### Description

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.

CIEDELLE PIOL-SALAZAR, J.D., 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-EPS 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

1 packs PET Bottles 350 ml (250/pack) 60

XVX



4/21/25, 10:08 AM

printableBidNoticeAbstract

**Created by** Annabelle Quinto Madrigal  
**Date Created** 10/04/2025

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# PhilGEPS

## Philippine Government Electronic Procurement System

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## Bid Notice Abstract

## Request for Quotation (RFQ)

Reference Number 11945700

Procuring Entity MINDORO STATE UNIVERSITY

<b>Title</b>	SUPPLY AND DELIVERY OF INPUTS FOR THE WATER REFILLING STATION OF MINSU MAIN CAMPUS
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**Area of Delivery** Oriental Mindoro

<b>Solicitation Number:</b>	RFQ No. 2025-064	<b>Status</b>	<b>Closed</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	1
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	1
<b>Category:</b>	Water Service Connection Materials/Fittings	<b>Date Published</b>	05/04/2025
<b>Approved Budget for the Contract:</b>	PHP 80,089.80	<b>Last Updated / Time</b>	05/04/2025 00:00 AM
<b>Delivery Period:</b>	30 Day/s	<b>Closing Date / Time</b>	08/04/2025 17:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Christian B. Apostol BAC Secretariat Head Alcate Victoria Oriental Mindoro Philippines 5205 63-43-2862368  cbapostol21@gmail.com		

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CIEDELLE PIOL-SALAZAR, J.D., Ph.D.

BAC Chairperson

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XVXX

4/21/25, 10:08 AM

printableBidNoticeAbstract

**Created by** Annabelle Quinto Madrigal  
**Date Created** 04/04/2025

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APPROVED BUDGET FOR THE CONTRACT (ABC)  
SUPPLY NAD DELIVERY OF INPUTS FOR THE WATER REFILLING STATION OF MINSU MAIN CAMPUS  
Alcate, Victoria, Oriental Mindoro  
Project Name and Location

Stations: Mindoro State University

Length:

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	CURRENT MARKET PRICE	TOTAL COST	VAT, OTHER TAXES AND/OR DUTIES APPLICABLE	FREIGHT & INSURANCE	OTHER INDIRECT COSTS	OTHER COST FACTORS				TOTAL COST	UNIT COST
									INFLATION,		VALUE	INFLATION,		
									%	VALUE				
									%	VALUE				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)		
1	PET Bottles 350 ml (250/pack)	60	packs	1,334.83	80,089.80					(5)X(9)	(10%[(5)+(10)]	(11) / (3)		
	XUXX													

Prepared by  
MARYNEZ A. HERMOSA  
Member, BAC Secretariat





Submitted by  
CHRISTIAN B. APOSTOL, Ph.D.  
Head, BAC Secretariat

Recommending Approval  
CIEDELLE PIOL-SALAZAR, J.D., Ph.D.  
Chairperson, BAC

Approved  
ENYA MARIE D. APOSTOL, Ph.D.  
SUC President III





Requested by:	Recommending Approval:	Certified Allotment Available:	Approved by:
Signature : 			
Printed Name : <b>EDGARDO S. AGONCILLO</b>	<b>JOELENE C. LEYNES</b>	<b>ROVELYN P. ROXAS</b>	<b>ENYA MARIE D. APOSTOL, Ph.D</b>
Designation : Director, Production and Business Operation	VP, Admin Finance	SAO-Finance/Acting Budget Officer III	SUC President III

# PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

[illegible]

80,089.80

Prepared By:

for 100

**CHRISTIAN B. APOSTOL, Ph.D.**  
Campus Executive Director - Main Campus



# PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

[illegible]

80,089.80

Prepared By:

Paul & Kelly

**CHRISTIAN B. APOSTOL, Ph.D.**  
Campus Executive Director - Main Campus

# PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

[illegible]

80,089.80

**CHRISTIAN B. APOSTOL, Ph.D.**  
Campus Executive Director - Main Campus





**Mindoro State University**  
Victoria, Oriental Mindoro 5205 Philippines

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Website: [www.minsu.edu.ph](http://www.minsu.edu.ph)  
Mobile: +63 977 846 72 28



## PROJECT PROPOSAL

Title : **Procurement of PET Bottles for Water Refilling Station**

Implementing Agency : **MINDORO STATE UNIVERSITY – Main Campus**  
Alcate, Victoria, Oriental Mindoro

Head of Agency: **ENYA MARIE D. APOSTOL, Ph.D.**  
SUC President III

Contact Person: **JOELENE C. LEYNES**  
Vice President for Administration and Finance

**EDGARDO S. AGONCILLO**  
OIC-Director, Production and Business Operations

Total Project Cost: **₱ 80,089.80**  
Duration : 2 months  
Sources of Fund: Revolving Funds

### Project Description

Mindoro State University (MinSU) has been at the forefront of promoting sustainability, health, and well-being among its students, faculty, and staff. As part of its ongoing commitment to providing accessible and clean drinking water, MinSU has established a water refilling station on campus. However, the station currently faces a challenge in providing affordable and sustainable water bottles for students, faculty, and visitors. The current lack of reusable bottles at the water refilling station has limited the station's efficiency and accessibility.

This project proposal seeks approval for the purchase of 350ml reusable water bottles, which will be used in the water refilling station of the University. The primary purpose of this initiative is to provide a sustainable and affordable hydration solution for MinSU students and staff while also contributing to the university's income-generating projects. The purchase of the bottles will enable the water refilling station to expand its services, promote environmental sustainability by reducing plastic waste, and generate funds for the university's future development.

### Introduction

Mindoro State University is committed to advancing environmental sustainability as part of its core values. The university has already taken significant steps toward this by installing water refilling station on campus, encouraging students and staff to bring their own reusable bottles to refill with clean water. However, many individuals are still dependent on single-use plastic bottles, by providing refilled bottles for water refilling stations, MinSU will promote a cleaner, greener campus while encouraging the use of sustainable alternatives. This proposal seeks approval for the purchase of bottles to be used with the university's water refilling stations, fostering a more eco-conscious and resource-efficient campus environment.

### Rationale

The rise in plastic waste and the negative environmental impact of disposable bottles are pressing concerns worldwide. In the Philippines, these issues are compounded by the lack of accessible, reusable water bottles, especially in educational institutions. At MinSU, students, faculty, and staff face challenges in accessing affordable and convenient hydration options. While the water refilling station provides clean water, the lack of reusable water bottles limits its accessibility and sustainability.







This project will help address these challenges by providing 350ml reusable water bottles that are affordable and convenient for the MinSU community. These bottles will reduce the reliance on disposable plastic bottles, supporting the university's commitment to sustainability and environmental stewardship. Additionally, this project will contribute to the university's income-generating initiatives, ensuring that the water refilling station remains self-sustaining and able to continue its operations.

This project supports gender and development by ensuring equal access to clean water for all members of the university community, regardless of gender. The initiative will be implemented with a focus on inclusivity and environmental responsibility, providing all students, faculty, and staff with the opportunity to use the water refilling stations.

### **Objectives**

#### **General Objective:**

To purchase and distribute 350 ml reusable water bottles for the water refilling station at Mindoro State University to improve access to clean drinking water for all members of the university community, with particular emphasis on promoting gender equality and inclusivity.

#### **Specific Objectives:**

1. To purchase PET bottles that meet health and safety standards for water refilling stations.
2. To reduce plastic waste on campus by providing a sustainable, reusable alternative for students, faculty, and staff.
3. To generate income for the university. The sale of reusable water bottles will serve as an income-generating project that will help fund further sustainability and educational projects at MinSU.

### **Methodology**

The procurement process will follow the standard university procedure for purchasing goods and services. First, a needs assessment will be conducted to determine the number of PET bottles required for the water refilling stations. After determining the quantity, specifications for the bottles will be outlined, including size, material, durability, and recyclability. A request for quotation (RFQ) will be sent to potential suppliers to ensure competitive pricing and quality. The selected supplier will be required to meet all quality and safety standards for the PET bottles.

Once the purchase is approved, the bottles will be delivered to the university. Information on how to properly use and dispose for the bottles will be shared with the university community through awareness campaigns.

### **Expected Outputs and Outcomes**

#### **Outputs:**

- Procurement and Distribution of 350ml Reusable Bottles: A batch of durable 350ml bottles will be purchased and made available at the water refilling station for sale.
- Increased Access to Clean Water: With the availability of reusable bottles, more students and staff will be able to access water from the refilling station.
- Income Generation: The sale of the bottles will generate funds that can be reinvested into MinSU's sustainability and academic programs.







**Outcomes:**

- Increased Hydration: The availability of convenient and affordable bottles will encourage students and staff to stay hydrated, supporting their health and academic performance.
- Revenue Generation for MinSU: The sale of the bottles will provide ongoing financial support for the water refilling station and other university initiatives.

**Budgetary Requirements**

**Table 1. Budget Estimate**

Unit	Particular	Quantity	Unit Price	Total
pack	PET Bottles 350 ml. (250 pcs/pack)	60	1,334.83	80,089.80
	<b>TOTAL</b>			<b>80,089.80</b>

**Table 2. Projected production and income from bottled water**

**Assumption**

60 packs x 250 pcs. = 15,000 pieces

1 pc of bottled water = 8.00

15,000 pieces of bottled water x 8.00 = 120,000.00

RF-1062  
401-200  
03-017

No. of pieces/ pack	Amount/ bottled water	Total Amount	Number of packs	Expected gross sales
250	8.00	2,000.00	60	120,000.00
Less Operating Expenses				80,089.80
Expected income				<b>39,910.20</b>

**Return of Investments**

The Return of Investment (ROI) for this water refilling project is approximately **49.83%**.

**Alignment with SDGs/RDP/PDP/University Mandate**

This project aligns with several key Sustainable Development Goals (SDGs), specifically:

- **SDG 12 (Responsible Consumption and Production):** The initiative supports responsible consumption by encouraging the use of reusable bottles.
- **SDG 6 (Clean Water and Sanitation):** The provision of clean water through the refilling stations directly contributes to ensuring access to clean water for the university community.

In terms of the Philippine Development Plan (PDP) and the Regional Development Plan (RDP), this project supports environmental sustainability goals by reducing waste and promoting sustainable practices in the community. Furthermore, MinSU's own mandate to foster academic excellence and environmental responsibility is in alignment with the goals of this project.

**Potential Impacts**

Having access to clean, refillable water bottles will encourage hydration and support the health of the MinSU community, improving focus, energy, and overall well-being. This project will also ensure that the water refilling station remains self-sustaining and continues to provide a valuable service to the university community.

*[Handwritten signature]*

*[Handwritten signature]*





### Target Beneficiaries

The students, faculty, and staff of Mindoro State University, are the primary beneficiaries to access the clean drinking water through the refilling station. Also, the university benefits from this project by supporting its income-generating initiatives and contributing to its sustainability goals.

### Specification of the Product

The PET bottles will have the following specifications:

- Material: Food-grade PET plastic.
- Capacity: 350 ml, depending on the most commonly used size for refilling.
- Design: Durable and ergonomic design with a secure cap to prevent leaks.
- Eco-friendly: Reusable, recyclable, and lightweight.

### Sustainability

The income generated from the sale of the refilled bottles will be reinvested into maintaining and expanding the water refilling station. Additionally, the university will continue to promote the use of reusable bottles as part of its sustainability initiatives. The project will be monitored regularly to ensure the continued availability of bottles and that the water refilling station meets the demand of students and staff. Over time, MinSU plans to explore partnerships with other local suppliers to ensure a steady supply of bottles, helping to secure the sustainability of this project.

### Gender and Development (GAD)

This project promotes gender and development by guaranteeing equal access to clean water for everyone in the university community, regardless of gender. The initiative will be carried out with an emphasis on inclusivity and environmental responsibility, offering all students, faculty, and staff the opportunity to use the water refilling stations.

### Work Plan/ Ways Forward

After the successful implementation of the bottle procurement, the next step will be to evaluate the usage and impact of the initiative. This will involve gathering feedback from the university community on their experience with the water refilling stations. The data will be used to improve the system and explore potential future expansions, such as adding additional refilling stations or offering a wider variety of bottle sizes.


### References

- United Nations. (2015). *Sustainable Development Goals*.
- Republic of the Philippines. (2017). *Philippine Development Plan 2017-2022*.
- Mindoro State University. (2020). *Mindoro State University Environmental Sustainability Report*.
- Food and Drug Administration (FDA). (2016). *Guidelines for the Use of PET Bottles in Food and Beverage Containers*.

Prepared by:

  
**ANNABEL A. PATULOT**  
Administrative Aide

Attested by:

  
**EDGARDO S. AGONCILLO**  
OIC-Director, Production and Business Operations







Noted:

JOHN EMMANUEL M. MERRIAN  
Women, Gender and Development, Coordinator- Main Campus

Comment:

The project passed the SAB checklist with gender-sensitivity rating

MARY ANN M. HERNANDEZ  
Director for Planning, Monitoring & Evaluation

Comment:

The project support the university mandate - production. ensure the conduct of monitoring - evaluation

Reviewed by:

☒ Passed

☐ For Revision

☐ Failed due to: \_\_\_\_\_

EDGARDO S. AGONCILLO  
OIC-Director, Production and Business Operations

**\*OTHER SUPPORTING DOCUMENTS REQUIRED**

For DEPARTMENT use only		
Recommending Approval:		
<input type="checkbox"/> Approved		
<input type="checkbox"/> Not Approved due to: _____		
<div style="text-align: center;"><u>JOELENE C. LEYNES</u> VP for Administration and Finance</div>		
For endorsement to Academic/Admin Council	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Approved:		
<div style="text-align: center;"><u>ENYA MARIE D. APOSTOL</u> SUC President III</div>		