



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 AGRICULTURAL SUPPLIES, FARM TOOLS, VEGETABLE, RICE , BANANA AND TILAPIA PRODUCTION FOR THE SERD PROJECT OF MINSU
Solicitation	RFQ 2026-0001
Place of Delivery	MinSU Main Campus
Brief Description	Agricultural Supplies, Farm Tools, Vegetable, Rice , Banana And Tilapia Production for the SERD Project of MinSU
Quantity	eight (8) lots
Approved Budget for the Contract (ABC)	Total ABC: Php494,437.00 <i>Lot 1: Php154,661.00</i> <i>Lot 2: Php152,156.00</i> <i>Lot 3: Php17,800.00</i> <i>Lot 4: Php14,620.00</i> <i>Lot 5: Php22,000.00</i> <i>Lot 6: Php111,200.00</i> <i>Lot 7: Php18,000.00</i> <i>Lot 8: Php4,000.00</i>
Date of Delivery	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 9:00 AM on Sunday, February 01, 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



BID FORM

Item/s and Specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
					YES	NO
LOT 1- SYNTHETIC FERTILIZERS AND INSECTICIDES						
Complete Fertilizer (14-14-14)	bag	20			()	()
Urea (46-0-0)	bag	5			()	()
Ammonium Phosphate (16-20-0)	bag	5			()	()
Muriate of Potash (0-0-60)	bag	5			()	()
Foliar Fertilizer (18-18-16)	liter	16			()	()
Non Selective Herbicide (480SL)	gal	4			()	()
Selective Herbicide (1L:2,4-D)	liter	5			()	()
Post emergence (6-8 days)	liter	8			()	()
Post emergence (10-45 days)	liter	4			()	()
Molluscide (Niclosamide)	boxes	5			()	()
Molluscide (metaldehyde, 6% Pellet)	boxes	5			()	()
Systemic Insecticides (Carbosulfan, 1/bottle)	liter	4			()	()
Systemic insecticides (Thiamethoxam, 15pcs/box,10g each)	boxes	10			()	()
Contact insecticides (beta-cypermethrin, 1000ml/bottle)	liter	12			()	()
Contact insecticides (cypermethrin 25% EC, 1L/Bottle)	liter	11			()	()
Fungicide (1kg/box, Copper Hydroxide-770g/kg)	boxes	10			()	()
Fungicide (mancozeb, 1kg/box)	boxes	12			()	()
sub-total LOT 1						
LOT 2- FARM TOOLS, EQUIPMENT & MATERIALS						
Battery Operated Sprayer (16L or 20L)	unit	4			()	()
Sack	pcs	400			()	()
Blue Twine	roll	20			()	()
Garden hose (1/2, 50m)	set	3			()	()
Hand Tools (3-in-1)	set	16			()	()
seedling Trays (104 holes)	pcs	100			()	()
PEB (polyethylene bag) 8x8x14	pcs	300			()	()
Measuring tape (50m or higher)	pcs	2			()	()
Shovel	pcs	16			()	()
Rake	pcs	16			()	()
Water Sprinkler (Green)	pcs	16			()	()
Bolo (Kawit)	pcs	16			()	()
Pail (16L, Black)	pcs	16			()	()
Sickle (Long handle)	pcs	16			()	()
Digging Bar or bareta (7/8", 5ft long)	pcs	3			()	()



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Boots (normal, asst size)	pcs	30			()	()
Boots (over-the knee, waterproof sizes #38,39,43)	pcs	6			()	()
<i>sub-total LOT 2</i>						
LOT 3- ASSORTED HYBRID SEEDS						
Pole Sitao (100 seeds)	sachet	10			()	()
Ampalaya (10 seeds)	sachet	20			()	()
Chili (150 seeds)	sachet	10			()	()
Okra (200 seeds)	sachet	20			()	()
Cucumber (70 seeds)	sachet	10			()	()
Patola (50grams)	can	10			()	()
Squash (50 seeds)	sachet	10			()	()
Upo (10 seeds)	sachet	10			()	()
Lettuce (10 grams/ sachet)	sachet	10			()	()
Radish (1500 seeds)	sachet	10			()	()
Pechay (85% germination)	kg	2			()	()
Mustard (85% germination)	kg	2			()	()
Eggplant (50grams)	can	1			()	()
Tomato (approx. 8250 seeds)	can	1			()	()
<i>sub-total LOT 3</i>						
LOT 4- OPEN POLLINATED VARIETY (OPV) SEEDS						
Okra OPV (100g/sachet)	sachet	3			()	()
Pechay OPV (100g/sachet)	sachet	2			()	()
Pole Sitao OPV (1 kg/sachet)	sachet	1			()	()
Squash OPV (250g/sachet)	sachet	1			()	()
Patola OPV (250g/sachet)	sachet	1			()	()
Upo OPV (100g/sachet)	sachet	2			()	()
Lettuce OPV (2g/sachet)	sachet	10			()	()
Tomato OPV (7g/sachet)	sachet	10			()	()
Cucumber (3g/sachet)	sachet	10			()	()
Hot Pepper OPV (100/sachet)	sachet	2			()	()
Kangkong OPV (10 g/sachet)	sachet	10			()	()
Eggplant OPV (100g/sachet)	sachet	2			()	()
Ampalaya OPV (3g/sachet)	sachet	20			()	()
<i>sub-total LOT 4</i>						
LOT 5- TISSUE CULTURED BANANA						
Tissue Cultured Banana	pcs	550			()	()
<i>sub-total LOT 5</i>						
LOT 6- ORGANIC FERTILIZERS						
Compost (50kgs/sack)	sacks	100			()	()
Carbonized Rice Hull (CRH)	sacks	100			()	()
Vermi (African Night Crawler)	kg	5			()	()
Molasses	kg	100			()	()
Wood Vinegar	liter	10			()	()
<i>sub-total LOT 6</i>						



•Main Campus, Alcate, Victoria

•Bongabong Campus, Labasan, Bongabong

•Calapan City Campus, Masipit, Calapan City



LOT 7 - INBRED SEEDS						
Certified Rice Seeds (inbred, 40kgs/bag)	bag	10			()	()
<i>sub-total LOT 7</i>						
LOT 8- SOIL TEST KIT						
Soil test Kit (with delivery charges)	unit	1			()	()
<i>sub-total LOT 8</i>						
nothing follows						
TOTAL						

General Conditions

- 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.
- 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 for lot basis*)
 - () PhilGEPS Platinum Certificate of Registration (**only if Platinum Certificate**) (Valid, updated and Active and no expired document listed on the last page) with **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**)
 - () BIR certificate of Registration (BIR 2303)
 - () Latest Income / Business Tax Return (Updated & Original or **CTC**)
 - () Audited Financial Statement (Updated & Original or **CTC**)
 - () BIR Certificate of Registration (Updated & Original or **CTC**)

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:

- Submitted the **Lowest Calculated and Responsive Bid (LCRB)**; and
- 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 _____.



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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

