



VISAYAS
STATE UNIVERSITY

MARKET SCOPING CHECKLIST

1. AGENCY INFORMATION



Name of Procuring Entity	Visayas State University
End-User/Implementing Unit	Admissions Office
Name & Designation of Representative	Lorna B. Abamo-Administrative Asst. III


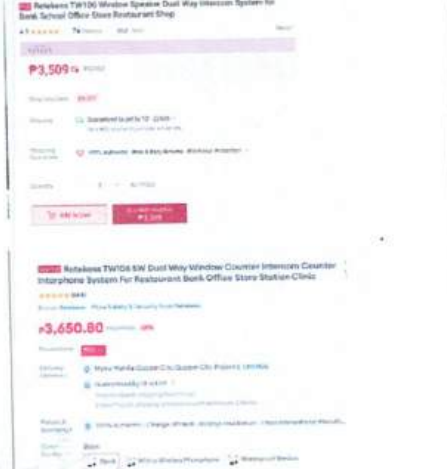
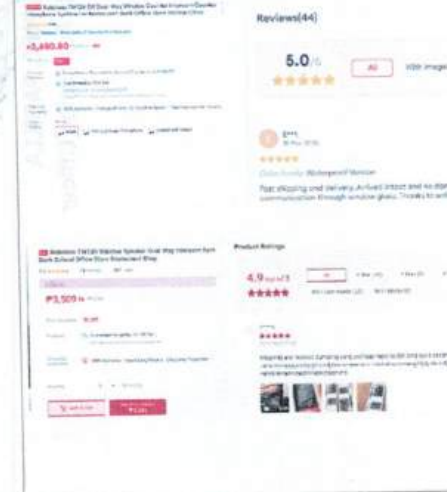
2. PROJECT OVERVIEW

Project Name	Procurement and Delivery of Reteless TW106 Window Speaker Dual-Way Intercom System for Frontline Service Counters
Estimated Budget	15,000
Period of Market Scoping [From (mm/yyyy) To (mm/yyyy)]	09/2025-10/2025
Expected Date of Delivery (mm/yyyy)	03/2025

3. MARKET SCOPING ACTIVITY/IES CONDUCTED (Check all that apply)

This confirms that market scoping activities were conducted in accordance with Section 10 of Republic Act No. 12009 and its Implementing Rules and Regulations (IRR), and considered in the Project Procurement Management Plan, consistent with the Principle of Proportionality.

Check (✓)	Activity/ies Conducted	Documentation (as may be applicable)
<input type="checkbox"/>	Consultations with suppliers / contractors / consultants / industry groups	Summaries/ Screenshots / Brochures / Price quotations/ Canvass sheets/ Market Analysis Report or similar document/s
<input type="checkbox"/>	Participation in summits, fora, or conferences	Highlights of consultations or meetings/ Proof of Attendance/ Reports
<input checked="" type="checkbox"/>	Review of Supplier from lazada and shopee with High Seller Ratings.	 

Check (✓)	Activity/ies Conducted	Documentation (as may be applicable)
✓	Review of product or service brochures, marketing materials, or related materials and product reviews – based on product listings from Lazada and shopee	
✓	Price sourcing for quotations or cost estimates based on Lazada and Shopee listing	
✓	Use of data from PhilGEPS or agency websites – Shopee and Lazada	

<input type="checkbox"/>	Other analogous market scoping activity/ies undertaken: <hr/>	
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Notes:

- i. The market scoping activities shall be identified and undertaken at the option of the End-User or Implementing Unit based on its needs and objectives.
- ii. The list of supporting documents in the Documentation column is not exclusive and may include other documents that may be gathered by the End-User or Implementing Unit pertinent to the activity/ies conducted.

4. MARKET SCOPING RESULTS

Indicate recommendations in the column provided based on the results of the market scoping activities undertaken. These recommendations shall be considered in the development of a comprehensive and realistic PPMP, taking into account the parameters outlined under Section 10.4 of the IRR of RA 12009, as may be applicable.


Parameters	Considered? (Yes/No/ Not Applicable)	Recommendations based on the Market Scoping (Attach additional documents if necessary)
a. Project Cost Estimate [Does the cost estimate align with current market prices?]	Yes	Average market price for single unit ranges from ₱5,000 to ₱6,000. Bulk purchase of 2 units on Lazada or Shopee averages ₱10,000 to ₱12,000. ABC set at ₱15,000.00 is reasonable and within current market range.


Parameters	Considered? (Yes/No/ Not Applicable)	Recommendations based on the Market Scoping (Attach additional documents if necessary)
b. Project Design and Specification [Does available supplier/s meet technical and financial requirements?]	Yes	<p>Retekess TW106 units available in the market meet the technical and functional requirements for counter-to-client communication. Multiple sellers offer the same model with standard power supply and accessories.</p> <p>Specification:</p> <ol style="list-style-type: none"> 1. Material: Plastic shell 2. Connection cable length: 1.8m / 5.9ft

		3. Working voltage: DC5V / 1200mA 4. Adapter: AC 100-240V,50/60Hz 5. Main sound (sub sound): 5W+5W 6. Microphone sensitivity: -46db±2db(20Hz-16kHz) 7. Size: 151*110*75mm / 107*85*40mm 8. Weight: 885g/ 1.95lb
c. Technical Criteria [Does the market support the proposed technical requirements?]	Yes	Market supports required specs such as dual-way audio, adjustable volume, clear communication, and 5V power input. No specialized equipment required.
d. Delivery Lead Time [Are the timelines for delivery feasible?]	Yes	Delivery timeframe from Lazada and other local sellers is 5–10 days within the Philippines; feasible for the project schedule.
e. Storage and Warehousing Requirements [Can the storage/warehousing needs be met considering specific conditions like temperature, humidity, and handling?]	N/A	No special storage requirements; can be stored in regular office environment.
f. Identified Risk/s [Were there any market risks identified? (e.g., limited suppliers, price volatility)]	Yes	Minor: risk identified due to stock availability and potential price fluctuation in imported listings. Mitigation: confirm supplier stock before purchase and use fixed-price purchase order.

Prepared by:

Approved by:


LORNA B. ABAMO
Administrative Assistant III
10/08/2025


JOSEPH E. PADILLA
University Admissions Officer
10/08/2025