



Republic of the Philippines  
**Benguet State University**  
 2601 La Trinidad, Benguet  
 www.bsu.edu.ph

Telefax No. (074) 661-1839; Email: procurement@bsu.edu.ph



**REQUEST FOR QUOTATION (RFQ)**  
**(ALL ENTRIES ARE MANDATORY)**

Name of Owner/ Corporation/ Cooperative/ Agency: \_\_\_\_\_  
 Name of Business : \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Email address: \_\_\_\_\_ Telephone No. \_\_\_\_\_

QUOTATION NO. 1128  
 DATE: SEP 05 2024  
 P.R. NO. : 2024-09-1454  
 ABC: Php. 89,250.00  
 FUND SOURCE: 163

The Benguet State University through its Bids and Awards Committee will undertake NP Small Value Procurement for the item/s listed below under the following terms and conditions:

- All entries must be written legibly and accurately.
- Delivery period is within 15 calendar days.
- Warranty period shall be for a minimum of three months, in case of expendable supplies, and a minimum of one year in case of non-expendable supplies from date of acceptance by the University.
- Price validity shall be for a period of 30 calendar days.
- Compliance with specifications: Kindly specify in the column provided below whether the offer fully complies with the specifications or a counter offer.
- Deadline of submission of quotation is on or before 5:00 pm of Sept. 13, 2024. Offers may be submitted in sealed or open quotation in person, or through facsimile (074-661-1839) or email (procurement@bsu.edu.ph)
- The item/s shall be procured by:  a) line item; \_\_\_\_\_ b) lot; \_\_\_\_\_ c) sub-lot
- Business Permit Number : \_\_\_\_\_, date of issue: \_\_\_\_\_, place of issue: \_\_\_\_\_, (If renewal of Business Permit is still on process, please indicate OR No: \_\_\_\_\_, date of OR : \_\_\_\_\_ for the payment of renewal).
- \* PhilGEPS Registration Number: \_\_\_\_\_

**SAMUEL S. POLIDEN**  
 Chairperson, BAC (Goods & Services)

College/Dept./Office: Canteen

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
1	7	case	Paper meal, chicken box, 1300cc ✓			22,400.00		
2	3	bundles	Brown Paper Bag #45, 1000 pcs ✓			4,500.00		
3	10	case	Paper Cups, 8oz (50'sx10) ✓			10,000.00		
4	20	packs	Cellophane Take Out (HDBW) 8x13 ✓			400.00		
5	20	case	Pre-Cut Tissue White TN MG 1000s 5pck/bdl ✓			9,200.00		
6	50	kgs	Plastic Fork, white ✓			7,500.00		
7	50	kgs	Plastic Spoon, white ✓			7,500.00		
8	3	case	Dishwashing Liquid 790ml, Lemon ✓			900.00		
9	3	case	Dishwashing Paste (400gx24) ✓			4,500.00		
10	3	case	Cling Wrap (12"300mmx6) ✓			4,800.00		
11	300	pack	Bento Box, 4 compartments, (100pc/pack) ✓			2,250.00		
12	5	case	Paper Meal Box, high meal ✓			12,000.00		
13	20	packs	Trashbag, black, XXL, 10 pcs per roll/pack ✓			3,300.00		
						<b>89,250.00</b>		

Counter offers:  
 Delivery Period: \_\_\_\_\_  
 Warranty: \_\_\_\_\_  
 Price Validity: \_\_\_\_\_

We hereby submit our quotations, accept the general conditions for the above items and be bound by our offer.

\_\_\_\_\_  
 Signature over Printed Name

\_\_\_\_\_  
 Date and Time of Receipt of RFQ

\* Not a ground for disqualification for failure to indicate but required as a condition for award.