



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. 856

DATE: JUL 08 2024

P.R. NO. :2024-04-879; 2024-04-749; 2024-03-588

ABC: Php. 184, 410.72

FUND SOURCE: IGI

The Benguet State University through its Bids and Awards Committee will undertake NP-SVP 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 July 15, 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: CTE-ECDC; CNS-PCO; GLADIOLA

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
			<b>Sub-lot I. Semi-expendable Office Equipment</b>			<b>129,410.72</b>		
1	2	unit	<b>Paper Trimmer/Cutting Machine</b> - table top, sliding with paper adjuster, paper size indicator: A3/B4/A4/B4/B5/B6/B7 post card and photo (L) sizes, cutting capacity: approx. 12 sheets (70 gsm paper),with extra blades			20,454.72		
2	175	pc	<b>Monobloc Chair</b> - plastic, w/o armrest, color: cream - minimum dimension atleast: seat width: 375 mm; seat depth: 330 mm; front legs distance: 355 mm; side legs distance right: 378 mm; back legs distance: 210 mm; back rest height: 779 mm; seat back height: 405 mm; seat height: 376 mm			82,596.00		
3	8	pc	<b>Monobloc Chair</b> - plastic, w/o armrest, color: brown - minimum dimension atleast: seat width: 375 mm; seat depth: 330 mm; front legs distance: 355 mm; side legs distance right: 378 mm; back legs distance: 210 mm; back rest height: 779 mm; seat back height: 405 mm; seat height: 376 mm			4,129.80		
4	2	unit	<b>Binding Punching Machine</b> - maximum sheets: 25 per manual punch; maximum binding capacity: 500 sheets; number of holes: 24; maximum binding width: below F4 size			22,230.20		

			<b>Sub-lot II. Appliance</b>					
1	4	unit	<b>Water Heater</b> - multipoint; poer rating: 4.5K; rated current: 20A; power supply: 1P/220VAC; hot water (L/min) max. at 25 celcius: 1.2L/min; minimum activating pressure: (1-1.5psi); element type: incology heating element; temp. setting rage: 30-60celcius; dimensions: 310 mm x 127 mm x 378mm; weight: 2.64kg; protection class: IPX4; accessories: with teleshower set - 30 bin capacity			55,000.00		
			<b>GRAND TOTAL:</b>			<b>184,410.72</b>		
			XXXXXXXXXXXX					

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.

RPA 8510