



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

Name of Owner/ Corporation/ Cooperative/

Agency: \_\_\_\_\_ QUOTATION NO. 1164  
 Name of Business : \_\_\_\_\_ DATE: SEP 10 2024  
 Address: \_\_\_\_\_ P.R. NO. : 2024-07-1205  
 Email address: \_\_\_\_\_ Telephone No. \_\_\_\_\_ ABC: Php. 162,000.00  
 FUND SOURCE: SP

The Benguet State University through its Bids and Awards Committee will undertake Direct Contracting 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. 16, 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: **BAPTC**

Item No.	Qty	Unit	Item	Technical Specifications		ABC	Unit Cost	Total Cost	
				COMPLY	COUNTER OFFER				
<b>supply and delivery of inks</b>									
1	5	bottle	FUJI APEOSPORT C2560 TONERS BLACK			₱ 42,500.00			
2	3	bottle	FUJI APEOSPORT C2560 TONERS CYAN			₱ 37,500.00			
3	3	bottle	FUJI APEOSPORT C2560 TONERS YELLOW			₱ 37,500.00			
4	3	bottle	FUJI APEOSPORT C2560 TONERS MAGENTA			₱ 37,500.00			
5	2	pc	FUJI AEOSPORT C2560 WASTE TONER CONTAINER			₱ 7,000.00			
			XXXXX						
<b>TOTAL</b>							<b>162,000.00</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.

Revised: 9/19/2022