



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

Name of Owner/Corporation/Cooperative/Agency: _____

QUOTATION NO. 1194

Name of Business : _____

DATE: SEP 11 2024

Address: _____

P.R. NO. : 2024-09-1461

Email address: _____ Telephone No. _____

ABC: Php. 55,108.45

FUND SOURCE: 163

The Benguet State University through its Bids and Awards Committee will undertake following terms and conditions:

SHOPPING

for the item/s listed below under the

- 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. 18 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: **MARKETING CENTER**

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
1	10	box	ballpen, 0.5mm ballpoint, fine black, 12 pcs/box			1,800.00		
2	5	box	ballpen, 0.5mm ballpoint, fine blue, 12 pcs/box			900.00		
3	5	box	ballpen, 0.5mm ballpoint, fine red, 12 pcs/box			900.00		
4	5	box	paper clip, vinyl/plastic coated 33mm, 100pcs box			51.50		
5	5	box	paper clip, vinyl/plastic coated jumbo, 50mm, 100pcs/box			131.55		
6	40	ream	bond paper, A4, 80GSM, 8.3"x11.7", (210mmx297mm), 500 sheets/ream			9,600.00		
7	35	ream	bond paper, long, 80GSM, 8.5"X13, (216mmx330mm), 500 sheets per ream			8,925.00		
8	40	pack	Sublimation transfer paper, A4, 100GSM, (210x297mm), 100 sheets/pack			10,400.00		
9	5	book	Record book, 300 pages			400.40		
10	20	bottle	Sublimation Blank Ink, black			5,500.00		
11	20	bottle	Sublimation, Cyan			5,500.00		
12	20	bottle	Sublimation Ink, Magenta			5,500.00		
13	20	bottle	Sublimation Ink, Yellow			5,500.00		
TOTAL						55,108.45		

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.