



Republic of the Philippines
Benguet State University
 2801 La Trinidad, Benguet
 www.bsu.edu.ph
 Telefax No. (074) 661-1839; Email: buguias.pmo@bsu.edu.ph

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

Name of Owner/ Corporation/ Cooperative/ Agency: _____

QUOTATION NO. 2024-06-28

Name of Business : _____

DATE: JUNE 28, 2024

Address: _____

P.R. NO. :2024-04-726 &2024-02-348

Email address: _____ Telephone No. _____

ABC: Php. 158,500.00

FUND SOURCE: GAA Buguias Campus

The Benguet State University through its Bids and Awards Committee will undertake Negotiated Procurement-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 20 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 P.M. of July 10, 2024. Offers may be submitted in sealed or open quotation in person, or through facsimile (074-661-1839) or email (buguias.pmo@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
 Vice President for Academic Affairs
 Chairperson

College/Dept./Office: **CCJE & BSU Buguias Campus**

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
Supply and Delivery								
1	1	set	All in One Computer with printer			65,000.00		
			All in One Computer: with the MINIMUM specifications: 1. System unit: Processor: 4cores 12Mb cache, must be in the latest or 1 generation / series lower than the latest product; 2. Motherboard: 2 RAM slots with SLV; 3. RAM: 8Gb; 4. Storage: 256 SSD/M2 + 1Tb HDD; 5. Monitor size: 24" FHD 6. Wi-Fi ready 7. Accessories: a. (OEM) wireless optical mouse and keyboard; b. 500w AVR; c. USB powered speaker; d. must provide USB recovery disk 8. licenses not counterfeit: installed with at least Microsoft windows operating system to be compatible to BSU application software with authentic disk; Office Suite (perpetual): has at least: word processor, spreadsheet, presentation with authentic box / disk; NOTE: all items are brand new and indicated make/brand of must have existed in the market with good records in the past 7 years; Printer: Condition: Brand New Print Technology: CIS fast print speeds up to 10ipm (or equivalent) for black and 5.0ipm (or equivalent) for colour included: One full set of ink bottles 1 year warranty					
2	1	set	Multimedia Set, Laptop with projector			65,000.00		
			Laptop with the MINIMUM specifications: 1. Processor: 6cores 12Mb cache, must be in the latest or 1 generation / series lower than the latest product; 2. RAM: 8Gb; 3. Storage: 512SSD; 4. Monitor size: 14" FHD 5. Accessories: Bag, Charger, wireless mouse, universal socket adapter, LAN / video, must provide adaptor LAN if not built in within the unit; 6. licenses not counterfeit: a. Operating system: installed with at least Microsoft windows operating system to be compatible to BSU application software authentic disk is a must if not bundled within the unit; b. Office Suite (perpetual): has at least: word processor, spreadsheet, presentation with authentic box / disk; c. must provide USB recovery disk NOTE: all items are brand new and indicated make/brand of must have existed in the market with good records in the past 7 years;					

			Projector with the MINIMUM specifications: Projection Tech: 3LCD; Color Light Output: 3,300 lm; Resolution: XGA; Contrast Ratio: 15,000:1; Durability: 6,000/12,000 hrs; Connectivity: HDMI, D-Sub 15 pin; Throw Ratio: 1.00 – 1.35 or higher; Accessories: 10m VGA Cable, 10m HDMI Cable (type A to type A)					
3	3	set	Printer 3 in 1, Continuous Ink System				28,500.00	
			fast print speeds up to 10ipm (or equivalent) for black and 5.0ipm (or equivalent) for colour included: One full set of ink bottles 1 year warranty					
			x-x-x					
							158,500.00	
			XXXXXXXXXX					

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