



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: _____

QUOTATION NO. 1004

Name of Business : _____

DATE: AUG 14 2024

Address: _____

P.R. NO. : 2024-04-825

Email address: _____ Telephone No. _____

ABC: Php. 96,000.00

FUND SOURCE: IGI

The Benguet State University through its Bids and Awards Committee will undertake NIP- SUP 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 Aug. 21 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: NPRRTC

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
1	1	unit	LAPTOP, with the MINIMUM specifications: Processor: 4cores 12Mb cache, must be in the latest or 1 generation / series lower than the latest product; RAM: 16Gb (8Gb x 2pc); Storage: 512SSD / NVME M.2; Monitor size: 15.6" FHD; Accessories: Bag, Charger, wireless mouse, universal socket adapter, LAN / video, must provide adaptor LAN if not built in within the unit; 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;			43,000.00		
2	1	unit	DESKTOP COMPUTER SET with the MINIMUM specifications: System unit: Processor: 4cores 12Mb cache, must be in the latest or 1 generation / series lower than the latest product; Motherboard: must be compatible to the aforementioned processor with SLV; RAM: 8Gb; Storage: 512Gb SSD / NVME m.2; power supply: 500W true rated with 80+ bronze rated or higher; Monitor: 24" FHD; WI-FI card; Accessories: a. ATX casing with transparent side panel and cable management; b. USB optical mouse and keyboard; c. 500w AVR; d. USB powered speaker; e. must provide USB recovery disk; 9. 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			40,000.00		

10.

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
3	1	unit	COLORED PRINTER (copy / scan up to A4 size only) With minimum specifications: Condition: Brand New; Print Technology: CIS; Connectivity: At least Wi-Fi / ethernet; Max paper capacity: 230 sheets; Print speed (Mono/Col): 17/16 IPM (or equivalent); To include: One full set of ink bottles; Warranty: 1 year			13,000.00		
TOTAL						96,000.00		
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.

Revised: 9/19/2022

RFQ 1004