



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

Name of Owner/ Corporation/ Cooperative/ Agency: _____ QUOTATION NO. 2026-04- 20
 Name of Business : _____ DATE: April 29, 2026
 P.R. NO. : 2026-03-IGI-24,03-IGI-26,04-IGI-30 &04-IGI-32
 Address: _____ Telephone No. _____
 Email address: _____ ABC: Php. **288,100.00**
 FUND SOURCE: IGI-Buguias

The Benguet State University through its Bids and Awards Committee will undertake SVP for the item/s listed below under the following terms and conditions:

1. All entries must be written legibly and accurately.
2. Delivery period is within 45 days upon receipt of PO.
3. 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.
4. Price validity shall be for a period of 30 calendar days.
5. Compliance with specifications: Kindly specify in the column provided below whether the offer fully complies with the specifications or a counter offer.
6. Deadline of submission of quotation is on or before 05:00 P.M May 14, 2026. Offers may be submitted in sealed or open quotation in person, or through facsimile (074-661-1839) or email (buguias.pmo@bsu.edu.ph)

7. The item/s shall be procured by: a line item; x b) lot; c sub-lot
8. 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).
9. * PhilGEPS Registration Number: _____

[Signature]
JOSEL M. FLORENTIN
 BAC Chairman (Goods and Services)

College/Dept./Office **BUGUIAS CAMPUS**

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		Unit Cost	Total Cost
				COMPLY	COUNTER OFFER		
1	1	Unit	Supply and Delivery of IT Equipment COLORED PRINTER (copy / scan up to A4 size only) With minimum specifications: Printer type: Print, Scan and Copy; Condition: Brand New; Print Technology: CIS; Copying: Maximum Copies from Standalone:30 copies; Maximum Copy Resolution:600 x 600 dpi; Scanning: Optical Resolution:1200 x 2400 dpi; Print Speed: Simplex (Black / Colour):Up to 15.0 ipm / 8.0 ipm; Draft, A4 (Black / Colour):Up to 33.0 ppm / 20.0 ppm; Warranty: 1 year or 50,000 pages, whichever comes first			15,000.00	

2	2	Unit	DESKTOP PC (complete set) : with the MINIMUM specifications: System unit: Processor: 4cores 12Mb cache, must be in the latest or 2 generation / series lower than the latest product; Motherboard: must be compatible to the aforementioned processor with SLV; RAM: 8Gb; Storage: 512GB NVME PCIe 3.0 SSD; power supply: 500W true rated with 80+ bronze rated or higher power supply; Monitor: 24" FHD"; Wireless LAN card: 802.11 ac/a/b/g/n; Accessories: ATX casing with transparent side panel with cable management; USB optical mouse and keyboard; 500w AVR; USB powered speaker; must provide USB recovery disk; LICENSES not counterfeit: installed operating system Windows 11 to be compatible to BSU application software with OEM box; Office Suite (perpetual): has at least: word processor, spreadsheet, presentation with OEM box; NOTE: all items are brand new and indicated make/brand of must have existed in the market with good records in the past 5 years;	80,000.00		
3	1	Unit	15.6-16" LAPTOP; Processor: 8cores 16Mb cache, must be in the latest or 2 generation / series lower than the latest product; RAM: 16Gb; Storage: 1Tb SSD / M2; Accessories: Bag, Charger, wireless mouse, universal socket adapter, LAN / video, must provide adaptor LAN if not built in within the unit; LICENSES not counterfeit: installed operating system Windows 11 to be compatible to BSU application software with OEM box / if bundled must have a licensed activation key; Installed Office Suite (perpetual): has at least: word processor, spreadsheet, presentation with OEM box / if bundled must have a licensed activation key; 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 5 years;	70,000.00		
4	2	Unit	MULTIMEDIA PROJECTOR with the MINIMUM specifications: 5,000 ANSI Lumens (Standard); WXGA 1,280 x 800 (Native Resolution) DLP Type Projector; With built-in speaker x 1; 6,000 Hours (Standard), 10,000 Hours (ECO), 15,000 Hours (ExtremeEco) Lamp Life; Wireless Projection; 5 meters HDMI Cable, Bag 2 Years Warranty; tripod stand projectore white screen	70,000.00		
5	1	Unit	DSLR CAMERA 18-55mm VR lens kit and accessories with the MINIMUM specifications: 24.2MP DSLR camera. ISO range of 100 to 25600. Full HD. 18-55mm VR lens kit with the proper accessories (128Gb SD card, Bag, tripod, mini HDMI to HDMI cable)	35,000.00		
6	2	Unit	DIGITAL VOICE RECORDER with the minimum specifications: ROM: 4GB internal, 32GB expandable (microSD) Microphone: Stereo Input and Output Terminals: [PC I/F] Hi-Speed USB [Input] Stereo Mic-in jack [Output] Stereo Earphone jack Connectivity: USB direct connection Playback Format: MP3, WMA, AAC-LC, L-PCM Recording Format: MP3, L-PCM; built-in lithium battery, over 159 hours of storage; Accessories: carrying case, USB cable, connection cable.	15,000.00		
7	1	Unit	Projector screen: stand tripod	3,100.00		
			TOTAL	288,100.00		

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.