



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. 2024-09-59

Name of Business : \_\_\_\_\_

DATE: September 18, 2024

Address: \_\_\_\_\_

P.R. NO. :2024-09-1491

Email address: \_\_\_\_\_ Telephone No. \_\_\_\_\_

ABC: Php. 51,000.00

FUND SOURCE: IGI Buguias Campus-Research Fund

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 the day of activity.
- 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 SEPTEMBER 23, 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; x 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: BUGUIAS CAMPUS Research Office

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
1	1	lot	Supply and Delivery of Meals and Snacks on October 3, 2024			₱ 51,000.00		
			Meals for 170 Pax			₱ 30,600.00		
			Breakfast:Fried rice, fried fish and sauteed vegetables with egg and coffee Lunch:Boiled Rice, Beef Steak, Sauteed Vegetables and Pineapple Juice Dinner:Boiled Rice, Fried Chicken, Sauteed Vegetables and coffee					
			Snacks for 340 Pax			₱ 20,400.00		
			AM Snack: Malagkit/Glutinous Rice with Buko juice PM Snack: Clubhouse Sandwich with Orange juice					
			X-X-X					
			<b>TOTAL</b>			<b>51,000.00</b>		
			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.