



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

Name of Owner/ Corporation/ Cooperative/ Agency: _____
 Name of Business : _____
 Address: _____
 Email address: _____ Telephone No. _____

QUOTATION NO. 1536
 DATE: NOV 07 2024
 P.R. NO. :2024-05-922; 2024-04-751; 2024-04-602
 ABC: Php. 640,000.00
 FUND SOURCE: IGI

The Benguet State University through its Bids and Awards Committee will undertake NP-SVP 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 _____. **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: OUR; MEDICAL; CTE-ECDC

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
1	1	unit	Copier (Color Multifunction Printer) with LAN + wireless LAN capability, ARDF functions With the minimum specifications: 1. Warm up time: 28 seconds or less; recovery time (fr. sleep mode): 12 seconds; full color capability; copy/print: 25ppm; power source: 220V, 50/60Hz 2. First output copy: b/w: 5.9 seconds, color: 8.1 seconds; 3. Memory: 4Gb; storage: 128Gb 4. Copier: multiple copy up to 999 copies; resolution 600 dpi; zoom: from 25% to 400% in 1% steps. 5. Printer: Standard: 1,200 x 2,400 dpi, High Quality: 1,200 x 2,400 dpi, High Resolution: 1,200 x 1,200 dpi; mobile printing capability. 6. Scanner: resolution: 600 x 600 dpi. 7. Paper size: A3, A4, A5, A6, B4, B5, B6; paper input capacity: Standard: 500 sheets 8. Accessories: 3 tray modules; including the by-pass tray; with Lifetime free service machine maintenance, warranty and software included with one (1) set of toners/inks, cabinet and 3KVA AVR			220,000.00		
2	1	unit	Copier (Color Multifunction Printer) with LAN + wireless LAN capability, ARDF functions With the minimum specifications: 1. Warm up time: 28 seconds or less; recovery time (fr. sleep mode): 12 seconds; full color capability; copy/print: 25ppm; power source: 220V, 50/60Hz 2. First output copy: b/w: 5.9 seconds, color: 8.1 seconds; 3. Memory: 4Gb; storage: 128Gb 4. Copier: multiple copy up to 999 copies; resolution 600 dpi; zoom: from 25% to 400% in 1% steps. 5. Printer: Standard: 1,200 x 2,400 dpi, High Quality: 1,200 x 2,400 dpi, High Resolution: 1,200 x 1,200 dpi; mobile printing capability. 6. Scanner: resolution: 600 x 600 dpi. 7. Paper size: A3, A4, A5, A6, B4, B5, B6; paper input capacity: Standard: 500 sheets 8. Accessories: 3 tray modules; including the by-pass tray; with Lifetime free service machine maintenance, warranty and software included with one (1) set of toners/inks, cabinet and 3KVA AVR			220,000.00		

3	1	unit	Digital Duplicator With the minimum specifications: 1. print speed: 60 sheets per minute, first print speed: 40 seconds; 2. copy speed: 90 cpm; first copy time: 42seconds; copy/print resolution: 300x300 dpi; enlargement ratios: 115%, 122%, 141%; reduction ratios: 93%; 87%; 82%; 71%; 3. print, multifunction, scan; input capacity (sheets) 500; paper size: 90x140mm; 4. With complete accessories, toner, cabinet and 3KVA AVR						200,000.00	
Counter offers:			xxxxxxxxxxxx						640,000.00	

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

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