



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: _____

Name of Business : _____

Address: _____

Email address: _____ Telephone No. _____

QUOTATION NO. 1392

DATE: OCT 02 2025

P.R. NO. : 2025-09-1443

ABC: P230,000.00

FUND SOURCE: Agri-Innovate - Project 4

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:

- 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 Oct 13 2025. 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: _____

JOSEL M. FLORENTIN
Chairperson, BAC (Goods & Services)

College/Dept./Office: Rm. AC 111, College of Agriculture

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
A.			Supplies & Materials Semi-Expendable Machinery & Equipment					
14	3	unit	COLORED PRINTER WITH ADF and Refillable Ink Tank with the minimum specifications: Condition: Brand new; Functions: Print - Scan - Copy 3. Print: Up to 1,200 x 6,000 dpi (Windows) resolution, Up to 17 ipm (Black) / ~16.5 ipm (Colour) print speed and automatic duplex for plain/recycled paper; ADF Capacity: 20 sheets, supports scanning/copying multi-page originals; Paper Sizes & Capacity: A4, Letter, Legal, various "Legal" formats, Executive, Folio, B5 (JIS), A5, B6 (JIS), A6, Photo sizes (4x6", 5x7", etc.), Envelopes (DL, C5, Monarch), Main tray: up to ~150 sheets (80 gsm), Multi-purpose / secondary tray: ~80 sheets (80 gsm), Output capacity: ~50 sheets (80 gsm), Max capacity including all trays: ~230 sheets for plain paper (80 gsm); Connectivity: USB, Ethernet (10/100Base-TX), WiFi (802.11 a/b/g/n), WiFi Direct and Mobile printing support; Display & Interface: 1-line LCD display & Basic control panel for copy/scan/print tasks INCLUSION: Full set of ink bottles: Black, Colour (Cyan, Magenta, Yellow) bottles.			P60,000.00		

			Equipment Outlay					
61	1	unit	14" LAPTOP with the MINIMUM specifications: Processor: 8 cores, 16MB cache, must be in the latest or 1 generation/series lower than the latest product; RAM: 32GB; Storage: 1TB SSD/M2; Accessories: Bag, charger, wireless mouse, universal socket adapter, LAN/video adapter (must provide LAN adapter if not built into the unit); Licenses not counterfeit: a. Operating System: Must be installed with at least a Microsoft Windows 11 operating system to be compatible with BSU application software with OEM box. If bundled with have a licensed activation key. b. Office Suite (Perpetual): Must include at least a word processor, spreadsheet, and presentation software, with an authentic box/disk. c. Must provide a USB recovery disk. NOTE: All items are brand new and the indicated make/brand must have existed in the market with good records over the past 7 years.			₱70,000.00		
62	2	unit	DESKTOP COMPUTER with the MINIMUM specifications: System unit: Processor: 6 cores, 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: 16GB; Storage: 512GB SSD; Video Card: 2GB; 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; Licenses not counterfeit: a. Operating System: Must be installed with at least a Microsoft Windows 11 operating system to be compatible with BSU application software with OEM box. b. Office Suite (Perpetual): Must include at least a word processor, spreadsheet, and presentation software with OEM box. c. Must provide a USB recovery disk. NOTE: All items are brand new and the indicated make/brand must have existed in the market with good records over the past 5 years.			₱100,000.00		
			TOTAL			₱230,000.00		
			XXXXXXXXXX					

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.

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