



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. 17

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

DATE: JAN 20 2025

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

P.R. NO. : 2025-12

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

ABC: Php. 261,120.00

FUND SOURCE: GA

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 staggered delivery 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 Jan. 24 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: \_\_\_\_\_

**SAMUEL S. POLIDEN**  
 Chairperson, BAC (Goods & Services)

College/Dept./Office: **UPAO**

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
1	1	lot	<b>Printing of information materials for 2025</b> ( Posters, Announcements, Congratulatory banners, tarpaulins, others) Type of material: tarpaulin Thickness: 0.011–0.012 in (0.28–0.30 mm/heavy duty Average job per month is 40 tarpaulins, Total: 15,360 sq/ft *Willing to accept rush printing (within half day printing) and deliver immediately after printing *****			261,120.00		

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.