



## REQUEST FOR QUOTATION (RFQ)

**(ALL ENTRIES ARE MANDATORY)**

Name of Owner/ Corporation/ Cooperative/ Agency:

QUOTATION NO. 2026-07

Name of Business :

DATE: DEC 16 2025

Address:

P.R. NO.2026-NEP-59

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

ABC: Php. 642,600.00

Fund Source: NEP

*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 Staggered basis, 1st week of the quarter.
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 one year upon quotation.
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 10:00 AM December 23, 2025. Offers may be submitted in sealed or open quotation in person, or through facsimile ( 074-661-1839) or email (procurement@bsu.edu.ph).
7. The item/s shall be procured by: a) item:  b) lot:  c) per 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: \_\_\_\_\_

*Note : Award shall be after approval of NEP*

JOSEL L. FLORENTIN  
Chairperson, BAC

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 1,836 Smart Load Cards at 300 per card for January- December (on staggered delivery, Quarterly basis) with atleast expiration of one year or more upon delivery		642,600.00			
			Breakdown:					
			103	La Trinidad Campus, 103 pcs, per month				
			19	Bokod Campus, 19 pcs, per month				
			31	Buguias Campus, 31 pcs, per month				
			1,836	Overall Total for one year				

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.

Revised; FEBRUARY 202