Republic of the Philippines
Benguet State University
2601 La Trinidad, Benguet
www.bsu.edu.ph

BAGONG PILIPINAS

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

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

QUOTATION NO. 1057
DATE: JUL 08 2026
P.R. NO.: 2026-04-BTI-114
ABC: Php. 310,000.00
FUND SOURCE: BTI

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 15 calendar days.
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 30 calendar days.
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 5:00 pm of July 15, 2026. **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) line item;** _____**b) lot;** _____ **c) 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: _____

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

College/Dept./Office: **UBA GUESTEL**

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
1	1	unit	COLORED PHOTOCOPIER with the minimum specifications: Panel Size: 10 in RAM: 6 GB ROM: 256 GB Interface: USB 3.0, WiFi 5, LAN Paper size: A3 ADF: 130 originals Automatic Duplexing: Yes Duplex Scan speed (simplex): 30 ppm Print Speed: 30 ppm Others: Document Feeder, 1 set of extra toners, cabinet, 3KVA AVR Warranty: 1 year			310,000.00		
			XXXXXXXXX					
			Total			**310,000.00**		

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.*

Revised: 9/19/2022