



Republic of the Philippines
Benguet State University
2601 La Trinidad, Benguet
www.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. 1173
DATE: JUL 29 2026
P.R. NO.: 2026-04-IGF-433
ABC: Php. 320,000.00
FUND SOURCE: IGF

The Benguet State University through its Bids and Awards Committee will undertake SUP for the item/s listed below under the following terms and conditions:

- All entries must be written legibly and accurately.
- Delivery period is within 30 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 Aug. 10, 2026 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: **OSS-LADIES' DORM**

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			320,000.00		
			Total			320,000.00		

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