



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. _____
FUND SOURCE: IGF

QUOTATION NO. **1428**
DATE: **SEP 02 2026**
P.R. NO.: 2026-07-IGF-570 -
ABC: Php. 200,000.00

The Benguet State University through its Bids and Awards Committee will undertake SOP
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 45 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 Sept. 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)
- 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: **CVM - Veterinary Teaching Hospital**

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: 7 in RAM: 4 GB ROM: 256 GB Interface: USB 2.0, WIFI 4, LAN Paper Size: A3 ADF: 130 originals Automatic Duplexing: Yes Duplex Scan Speed (simplex): 35 ppm Print Speed (A4): 25 ppm Others: Document feeder, 1 set of extra toners cabinet, 3KVA AVR Warranty: 1 Year			200,000.00		
			TOTAL			200,000.00		
			xxxxxxx					

Counter offers:

Delivery Period: _____
Warranty: _____
Price Validity: _____

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