



Name of Owner/ Corporation/ Cooperative/ Agency: _____

Name of Business : _____

Address: _____

Email address: _____

Telephone No. _____

QUOTATION NO. 1400

DATE: SEP 04 2026

P.R. NO. : 2026-08- /GF- 595

ABC: Php 280,000.00

FUND SOURCE: IGF

SVP

The Benguet State University through its Bids and Awards Committee will undertake

1. All entries must be written legibly and accurately.
2. Delivery period is within 45 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 Sept. 11, 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).

JOSEL M. FLORENTIN
Vice President for Business Affairs
Chairperson, SAC (Goods & Services) 

College/Dept./Office: ULIS									
Item No.	Qty	Unit	Item	Technical		ABC	Unit Cost	Total Cost	
				COMPLY	COUNTER OFFER				
			COLORED DIGITAL MULTIFUNCTION PHOTOCOPIER with MINIMUM specifications: Photocopier Copier/Network Printer/Network Scanner; with the MINIMUM specifications: Copy/print speed (Color or B/W; 30ppm (A4 LEF), 17 ppm (A3); Print resolution: up to 2,400 x 1,200 dpi; User interface home screen personalization for ease of access; Standard paper capacity: 4 cassette + bypass tray capacity: 2,175 sheets; Output paper tray: Upper Center: 250 sheets & Lower Center: 250 sheets; Duplex Automatic Document Feeder capacity: 130 sheets; Standard Interface; Ethernet 1000 Base-T/ 100BASE-TX/ 10BASE-T, USB3.0; Direct scan to or print from USB Flash Drive; Standars Memory Capacity: 4GB and Store Device Capacity: 256 GB SSD; Inclusion free1 set of tonner (Black, Cyan, Magenta & Yellow) and 1 waste tonner bottle; 1 year warranty & Lifetime Service; With local Service Center for Quick onsite after sales			280,000.00			
1	1	unit							
				TOTAL		280,000.00			

Delivery Period: _____
 Warranty: _____
 Price Validity: _____

Signature over Printed Name

Date and Time of Receipt of RFQ