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

BAGONG PILIPINAS

REQUEST FOR QUOTATION (RFQ)

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

QUOTATION NO.: 1948
DATE: OCT 26 2026
P.R. NO. : 2026-10-BRF-287
ABC: Php.: 457, 200.00
FUND SOURCE: BRF

The Benguet State University through its Bids and Awards Committee will undertake ***Small Value Procurement*** *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 30 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 45 calendar days.
5. Award of contract shall be made to the lowest quotation which complies with the technical specifications, requirements and other terms and conditions stated herein.
6. Compliance with specifications: Kindly specify in the column provided below whether the offer fully complies with the specifications or a counter offer.
7. In case two or more bidders are determined to have submitted the Lowest Calculated and Responsive Quotation, the Benguet State University shall adopt and employ "draw lots" as the tie-breaking method to finally determine the winning bidder in accordance with GPPB Resolution No. 04-2026.
8. The Benguet State University may cancel or terminate the contract at any time under any of the grounds provided under RA No. 12009.
9. Deadline of submission of quotation is on or before 5:00 pm of Oct. 30, 2026. **Offers shall be submitted in sealed or open quotation in person to the Procurement Management Office, or through facsimile (074-661-1839) or email (procurement@bsu.edu.ph)**
10. The item/s shall be procured by: **a) line item;** √ **b) lot;** _____ **c) sub-lot;** _____
11. **Documentary requirements to be submitted with this RFQ:**

a. ☐Mayor's Permit / Business Permit
b. ☐Latest Income / Business Tax Return **(if the total ABC is above Php 500,000.00)**
c. ☐Duly Notarized Omnibus Sworn Statement under RA 12009 **(shall the bidder opt to submit quotations for multiple lots with a combined Approved Budget for the Contract (ABC) exceeding Php.50,000.00, or for a single lot with an ABC exceeding Php.50,000.00, the submission of the Omnibus Sworn Statement (OSS) shall be required)**
d. ☐PhilGEPS Registration Certificate / PhilGEPS Registration No.:_____
e. ☐Certificate of Exclusivity, patents, trade secrets, or copyrights (for Direct Contracting)
f. ☐Professional license (for Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services)

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

College/Dept./Office: **BAKERY PROJECT**

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
1	20	cases	**BLUEBERRY COMSTOCK**, 8 cans x 595g / case			56,000.00		
2	150	cans	**COOKING OIL**, 16kgs / can			225,000.00		
3	14	cases	**FRUIT COCKTAIL,** 6 cans x 3.033kg / case			23,800.00		
4	35	cases	**INSTANT COFFEE**, original 20g x 10 sachets x 24 strips / case			63,000.00		
5	9	cases	**YEAST**, 20 packs x 500g / case			23,400.00		
6	20	cases	**OATS QUICK COOKING**, 15 packs x 1kg or 12 packs x 800g / case			38,000.00		
7	7	cases	**PEANUT SKINLESS**, 12.5kgs x 2 bags / case			28,000.00		
					TOTAL	**457,200.00**		
*****Nothing Follows*****						Note: Kindly indicate unit price per item.		

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

Revised: September 2026