



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

Name of Owner/ Corporation/ Cooperative/ Agency: _____
 Name of Business: _____ QUOTATION NO. 789
 Address: _____ DATE: MAY 6 2025
 Email address: _____ Telephone No. _____ 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:

- 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 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 May 11, 2025. Offers may be submitted in sealed or open quotation in person, or through facsimile (974-661-1839) 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, BAQ (Goods & Services)

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost	
				COMPLY	COUNTER OFFER				
1	1	unit	Copier (Color Multifunction Printer) with LAN + wireless LAN capability, ARDF functions with the following minimum specifications: Condition: Brand New, Print: Color, Warm-up time: 21 seconds; First output speed: 5.1 seconds (B & W), 7.4 seconds (full color); Continuous Output Speed: 20ppm; RAM: 4GB; Storage: 320 GB; ARDF/SPDF capacity: 100/220 sheets; Connectivity: LAN (with GB support), USB, Wifi4; Copier: Copies up to 999; Res: 600 dpi, Zoom: 25%-400%; Printer: CPU 1.3 GHz; Res: 1200 x 1200 dpi; Mobile Printing: Mopria, NFC; Scanner: ARDF 80 ipm; SPDF (simplex/duplex): 120/240 ipm; Res: 1200 dpi; Paper Handling: Paper size: A3 Paper input (std/max): 1200/2300 sheets; Paper output (std/max: 500/1600 sheets; with 1 set of extra toners (CYMB), cabinet, 3KVA AVR, and warranty; Note: include consumables computation and price.			310,000.00			
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.