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.: 1821
DATE: OCT 14 2026
P.R. NO. :2026-01-IGF-146
ABC: Php.: 211,332.13
FUND SOURCE: IGF

*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. 16, 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: IHFSA

| Item No. | Qty | Unit | Item | Technical Specifications (Brand and Model) | | ABC | Unit Cost | Total Cost |
|---|---|---|---|---|---|---|---|---|
| | | | | COMPLY | COUNTER OFFER | | | |
| 1 | 1 | unit | DESKTOP PC with the MINIMUM specifications:<br>Processor: 8cores 16Mb cache, must be in the latest or 2 generation/series lower than the latest product; Motherboard: must be compatible to the aforementioned processor, 4 RAM slots, SSD m2 slot, RAID support with SLV; RAM: 32Gb; Storage: 1Tb M.2 SSD; Video card: 4Gb; PSU: 650W true rated with 80+ bronze rated;Monitor: 27in FHD; Wifi: 5; Accessories: ATX casing with cable management, USB optical mouse and keyboard, 500w AVR, USB powered speaker; LICENSES not counterfeit:<br>a. Platform: installed with at least Microsoft Windows 11 operating system to be compatible to BSU application software with installation/recovery disk; | | | 91,100.00 | | |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| 2 | 2 | unit | 14in Laptop with the MINIMUM specifications:<br>Processor: 4cores 10Mb cache, must be in the latest or 2 generation / series lower than the latest product:<br>RAM: 8Gb; Storage: 512 GB SSD / M2;<br>Accessories: Bag, Charger, wireless mouse, universal socket adapter;<br>LICENSES not counterfeit:<br>a. Platform: installed with at least Microsoft Windows 11 operating system to be compatible to BSU application software with installation/recovery disk;<br>b. Office Suite (perpetual) has at least: word processor, spreadsheet, presentation;<br>Warranty: 1 year | | | 80,000.00 | | |
| 3 | 2 | unit | COLORED PRINTER<br>With minimum specifications: Condition: Brand new; PRINT: Type: Print; Max Res: 720 x 720 dpi; Print Direction: Bidirectional, Uni-directional; Print Speed ISO A4 Simplex (Black/colour): 9ipm/4ipm; Interface: USB | | | 15,000.00 | | |
| 4 | 1 | unit | Action Camera with the Minimum Specifications:<br>Sensor Size: 1/1.9 in<br>Aperture: f2.5<br>Lens FOV: 155 degrees<br>Video Resolution: 4K@120fps<br>Active HDR\|Pure Video: 4K@60fps<br>Slow Motion: 2K@1080 p<br>Removable Lens Guard: Yes<br>Touchscreen: 2.7 in<br>Brightness: 1000 nits<br>Connectivity: BT 4.2, WiFi 5, USB-C 3.0<br>Waterproof: 33ft<br>Battery: 1700mAh<br>Charging: 10W<br>Shutter Speed:<br>Photo: 1/2000s<br>Live Photo: 1/125 - 1/30s<br>Video: 1/960<br>Photo Resolution: 27 MP<br>Warranty: 1 year | | | 25,232.15 | | |
| | | | | | | **Note: Kindly indicate unit price per item.** | | |
| ***** Nothing Follows ***** | | | | | | | | |

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*