



Republic of the Philippines  
**Benguet State University**  
La Trinidad, 2601 Benguet



*Bids and Awards Committee (Goods)*

## **INVITATION TO SUBMIT QUOTATION**

### **Request for Quotation (RFQ) No: 2026-797A**

The Benguet State University (BSU), through the Bids and Awards Committee (BAC), will undertake a Negotiated Procurement- Two Failed Biddings for the Project: *Procurement of Semi- Expendable IT Supplies and Equipment for BSU-La Trinidad Campus.*

Project shall be procured **Sub-Lot**.

#### **REQUIREMENTS:**

##### **ENVELOPE A**

###### **A. LEGAL DOCUMENTS**

1. Valid PhilGeps Registration - Platinum Membership or Business Permit
2. Notarized Omnibus Sworn Statement

###### **B. FINANCIAL DOCUMENTS**

3. Latest Business and Income Tax Returns filed and paid through the BIR Electronic Filing and Payment System (eFPS); and
4. Computation of Net Financial Contracting Capacity (NFCC); or Committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation

##### **ENVELOPE B**

1. Request for Quotations- Indicate brand & model of the offer
2. Detailed Descriptions/ Brochures of the items- Optional (Highly encourage)
3. Other supporting documents (e.g. accreditations, exclusive distributorship and others)

#### **SCHEDULE:**

##### **A. Issuance of Request of Quotation:**

Interested bidders can get a copy of the Quotation documents starting **May 28, 2026**, during office hours at the Procurement Management Office (PMO), 1<sup>st</sup> Floor, Administration Building, Benguet State University, La Trinidad, Benguet or maybe downloaded from the <https://philgeps.gov.ph/> and Agency website.

##### **B. Deadline for Submission and Opening of Quotations**

Submission of Quotations along with eligibility and technical documents is on before **June 1, 2026 at 10:00 AM** at the Procurement Management Office (PMO), 1<sup>st</sup> Floor, Administration Building, Benguet State University, La Trinidad, Benguet. Quotations may be submitted manually, or through email at [procurement@bsu.edu.ph](mailto:procurement@bsu.edu.ph).

The **Opening of Quotations** will be on **June 2, 2026 at 9:45 AM** at the Benguet State University (BSU), Administration and Finance Conference Room /RDC Hall, 2<sup>nd</sup> Floor, Administration Building, Benguet State University, La Trinidad, Benguet.

#### **TERMS AND CONDITIONS:**

- a) Bidders shall provide correct and accurate information required in the Price Quotation Form;
- b) Price Quotation must be valid for a period of thirty (60) calendar days from the date of submission;
- c) Award of contract shall be made to the quotation which complies with the technical specification/ requirement and other terms and conditions stated in the price quotation form;

- d) Quotations exceeding the Approved Budget for the Contract shall be rejected;
- e) The items shall be delivered within thirty-five (30) days from receipt of purchase order.
- f) Liquidated damages equivalent to one tenth of one percent (1/10 of 1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. BSU shall rescind the contract once the cumulative amount of the contract exceeded ten percent (10%) of the total contract price, without prejudice to other courses of action and remedies open to it.

For further information or clarification, please refer to:

**The BAC Secretariat**

Benguet State University-La Trinidad Campus

Tel. No. (074) 661-1839

Email: [procurement@bsu.edu.ph](mailto:procurement@bsu.edu.ph)

(sgd)

**JOSEL M. FLORENTIN**

Chairperson

Bids and Awards Committee (Goods)



**REQUEST FOR QUOTATION (RFQ)**

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
B.			DESKTOP					
B.1			<b>Procurement of 2 units Custom Built Desktop Personal Computer</b>				<b>89,999.00</b>	
B.1.1	1	unit	Custom-built DESKTOP PC (complete set) with the MINIMUM specifications: System unit: Processor: 4 cores 12Mb cache 5.4 must be in the latest or 2 generation/series lower than the latest product; Motherboard: must be compatible to the aforementioned processor with SLV; RAM:8Gb;Storage:512GB NVME PCIe 3.0 SSD;Power supply:500W true rated with 80+ bronze rated or higher power supply; Monitor:24" FHD; Wireless LAN card must be dual band; Accessories: ATX casing with transparent side panel with cable management; USB optical mouse and keyboard; 500w AVR; USB powered speaker; must provide USB recovery disk; LICENSES not counterfeit: installed operating system Windows 11 to be compatible to BSU application software with OEM box; Office suit (perpetual): has at least: word processor, spreadsheet, presentation with OEM box; NOTE: all items are brand new and indicated make/brand of must have existed in the market with good records in the past 5 years			40,000.00		
B.1.2	1	unit	Custom-built Desktop PC with the MINIMUM specifications: System unit: Processor: 4cores 12Mb cache, must be in the latest or 2 generation / series lower than the latest product; Motherboard: must be compatible to the aforementioned processor with SLV; RAM: 16Gb (8Gb x 2pcs); Storage: 512Gb SSD / M2; power supply: 500W true rated with 80+ bronze rated or higher; Monitor: 24" FHD; dual band WI-FI card; Accessories: ATX casing with transparent side panel and cable management; USB optical mouse and keyboard; 500w AVR; USB powered speaker; must provide USB recovery disk after installation of all licensed OS and office; licenses not counterfeit: installed with at least Microsoft windows operating system to be compatible to BSU application software with authentic disk; Office Suite (perpetual): has at least: word processor, spreadsheet, presentation with authentic box / disk; NOTE: all items are brand new and indicated make/brand of must have existed in the market with good records in the past 7 years;			49,999.00		
B.2			<b>Procurement of of 10 units All in One Desktop PC</b>				<b>490,477.00</b>	
B.2.2	3	unit	DESKTOP ALL IN ONE with the MINIMUM specifications: System unit: Processor: 6cores 8 threads 10Mb cache, must be in the latest or 2 generation / series lower than the latest product; RAM: 8 Gb; Storage: 512Gb SSD / M2; Monitor: 24" FHD; Wireless ready: 802.11ac/a/b/g/n; Bluetooth; built in speaker; Integrated 5.0 MP Full HD high sense webcam with 2 stereo microphones; OEM USB optical mouse and keyboard; 500w AVR; must provide USB recovery disk; LICENSES not counterfeit: installed OS Windows 11 to be compatible to BSU application software with OEM box/ if bundled must have licensed activation key; Installed office Suite (perpetual): has at least: word processor, spreadsheet, presentation with OEM box/ if bundled must have a licensed activation key; NOTE: all items are brand new and indicated make/brand of must have existed in the market with good records in the past 5 years;			149,997.00		
B.2.3	1	unit	24" DESKTOP PC (All-in-one) with the MINIMUM specifications: Processor: 6cores 10Mb cache, must be in the latest or 2 generation / series lower than the latest product; RAM: 8Gb; Storage: 512 M.2 SSD; Monitor: 24" FHD; Wireless ready: 802.11 ac/a/b/g/n; Bluetooth; built in speaker; Integrated 5.0 MP Full HD high-sense webcam with 2 stereo microphones; OEM USB optical mouse and keyboard; 500w AVR; must provide USB recovery disk; LICENSES not counterfeit: installed operating system Windows 11 to be compatible to BSU application software with OEM box / if bundled must have a licensed activation key; Installed Office Suite (perpetual): has at least: word processor, spreadsheet, presentation with OEM box / if bundled must have a licensed activation key; NOTE: all items are brand new and indicated make/brand of must have existed in the market with good records in the past 5 years;			42,200.00		
B.2.4	2	unit	24" DESKTOP PC (All-in-one) with the MINIMUM specifications: Processor: 6cores 10Mb cache, must be in the latest or 2 generation / series lower than the latest product; RAM: 8Gb; Storage: 512 M.2 SSD; Monitor: 24" FHD; Wireless ready: 802.11 ac/a/b/g/n; Bluetooth; built in speaker; Integrated 5.0 MP Full HD high-sense webcam with 2 stereo microphones; OEM USB optical mouse and keyboard; 500w AVR; must provide USB recovery disk; LICENSES not counterfeit: installed operating system Windows 11 to be compatible to BSU application software with OEM box / if bundled must have a licensed activation key; Installed Office Suite (perpetual): has at least: word processor, spreadsheet, presentation with OEM box / if bundled must have a licensed activation key; NOTE: all items are brand new and indicated make/brand of must have existed in the market with good records in the past 5 years;			99,800.00		
B.2.5	1	unit	24" DESKTOP PC (All-in-one) with the MINIMUM specifications: Processor: 6cores 10Mb cache, must be in the latest or 2 generation / series lower than the latest product; RAM: 8Gb; Storage: 512 M.2 SSD; Monitor: 24" FHD; Wireless ready: 802.11 ac/a/b/g/n; Bluetooth; built in speaker; Integrated 5.0 MP Full HD high-sense webcam with 2 stereo microphones; OEM USB optical mouse and keyboard; 500w AVR; must provide USB recovery disk; LICENSES not counterfeit: installed operating system Windows 11 to be compatible to BSU application software with OEM box / if bundled must have a licensed activation key; Installed Office Suite (perpetual): has at least: word processor, spreadsheet, presentation with OEM box / if bundled must have a licensed activation key; NOTE: all items are brand new and indicated make/brand of must have existed in the market with good records in the past 5 years;			49,500.00		

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
B.2.6	1	unit	24" DESKTOP PC (All-in-one) with the MINIMUM specifications: Processor: 6cores 10Mb cache, must be in the latest or 2 generation / series lower than the latest product; RAM: 16Gb (upgradeable); Storage: 512 M.2 SSD; Monitor: 24" FHD; Wireless ready: 802.11 ac/a/b/g/n; Bluetooth; built in speaker; Integrated 5.0 MP Full HD high-sense webcam with 2 stereo microphones; OEM USB optical mouse and keyboard; 500w AVR; must provide USB recovery disk; LICENSES not counterfeit: installed operating system Windows 11 to be compatible to BSU application software with OEM box / if bundled must have a licensed activation key; Installed Office Suite (perpetual); has at least: word processor, spreadsheet, presentation with OEM box / if bundled must have a licensed activation key; NOTE: all items are brand new and indicated make/brand of must have existed in the market with good records in the past 5 years;			49,000.00		
B.2.7	2	unit	24" DESKTOP PC (All-in-one) with the MINIMUM specifications: Processor: 6cores 10Mb cache, must be in the latest or 2 generation / series lower than the latest product; RAM: 8Gb; Storage: 512 M.2 SSD; Monitor: 24" FHD; Wireless ready: 802.11 ac/a/b/g/n; Bluetooth; built in speaker; Integrated 5.0 MP Full HD high-sense webcam with 2 stereo microphones; OEM USB optical mouse and keyboard; 500w AVR; must provide USB recovery disk; LICENSES not counterfeit: installed operating system Windows 11 to be compatible to BSU application software with OEM box / if bundled must have a licensed activation key; Installed Office Suite (perpetual); has at least: word processor, spreadsheet, presentation with OEM box / if bundled must have a licensed activation key; NOTE: all items are brand new and indicated make/brand of must have existed in the market with good records in the past 5 years;			99,980.00		
B.3			<b>Procurement of 2 sets of Desktop Computers</b>			<b>89,999.00</b>		
B.3.1	1	set	Desktop complete set : DESKTOP PC (complete set) with the minimum specifications: System Unit: Processor: 4 cores 12 Mb cache, must be in the latest or 2 generation/series lower than the latest product; Mother board: must be compatible to the aforementioned processor with SLV; RAM: 8Gb; Storage: 512GB NVME PCIe 3.0 SSD; Power supply: 500W true rated with 80+bronze rated or higher power supply; Monitor: 24" FHD" FHD; Wireless LAN Card: 802.11 ac/a/b/g/n; Accessories: ATXcasing with transparent side panel with cable mangement; USB optical mouse and keyboard; 500w AVR; USB powered speaker; must provide USB recovery disk; LICENSES not counterfeit: installed operating system Windows 11 to be compatible to BSU application software with OEM box; Office suit (perpetual); has at least: wordprocessor, spreadsheet,presentation with OEM box; NOTE: all items are brand new and indicated make/brand of must have existedin the market with good records in the past 5 years			40,000.00		
B.3.2	1	unit	DESKTOP PC 24" with the MINIMUM specifications: Processor: 6cores 10Mb cache, must be in the latest or 2 generation / series lower than the latest product; RAM: 8 Gb; Storage: 512 M.2 SSD; Monitor: 24" FHD; Wireless ready: 802.11ac/a/b/g/n; Bluetooth; built in speaker; Integrated 5.0 MP full HD high sense webcam with 2 stereo microphones; OEM USB optical mouse and keyboard; 500w AVR; must provide USB recovery disk;LICENSES not counterfiet; installed OS Windows 11 to be compatible to BSU application software with OEM box/ if bundled must have licensed activation key; Installed office Suite (perpetual); has at least: word processor, spreadsheet, presentation with OEM box/ if bundled must have a licensed activation key; NOTE: all items are brand new and indicated make/brand of must have existed in the market with good records in the past 5 years;			49,999.00		
C.			<b>Procurement of 1 unit 75" TELEVISION</b>			<b>45,000.00</b>		
	1	UNIT	75" TV, Resolution: 4K UHD (3840 x 2160 pixels), Display Type: QLED, Color: 1.07 billion colors, 94% DCI-P3 (typ) Refresh Rate: 60Hz native, with 4K 60Hz MEMC, HDR Support: HDR10+, HLG, Filmmaker Mode, Operating System: Google TV Audio: 2 x 10W speakers, Dolby Audio, DTS-X, DTS-Virtual, Connectivity: 3x HDMI (eARC/ALLM on HDMI 2), 1x USB 2.0, WI-FI (2.4/5GHz), Bluetooth 5.0			<b>45,000.00</b>		
I.			<b>Procurement of 1 unit ELECTRONIC TYPEWRITER ( for checks)</b>			<b>40,000.00</b>		
	1	unit	Electronic Typewriter with extra 1 set of ribbon and correction dry-off tape, Condition: Brand New Type Carrier: Type wheel/100 Write power: 11 characters/sec Number of keys: 45, Max Paper width: 330 mm Max. Writing width: 229mm			<b>40,000.00</b>		
K.			<b>Procurement of various IT SUPPLIES ( per line item )</b>			<b>308,243.99</b>		
	1	unit	USB CAPTURING BIOMETRIC FINGERPRINT READER/SCANNER/SENSOR, Brand Name: ZKTECO, Model: ZK9500; to be compatible with the BSU HRIS application			63,000.00		
	2	unit	GPS: Touchscreen; 480x800 pixels resolution; 14.0 oz, rechargeable lithium-ion battery; 16GB memory, with high speed micro USB and NMEA 0183 compatible, USB cable			32,559.00		
	3	unit	CELLULAR PHONE: Dual Sim/ Dual Standby; Physical 12GB RAM; 256GB Storage; 120hz Display; 5G Network Capable; 5000+ mAh battery capacity; 6.6" display; 1800 nits peak brightness			15,000.00		

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
4	1	unit	Cellular Phone, Display: 6.5-6.7 inches, 84.2%-86.7% screen-to-body ratio, Processor: Octa-core CPU (2x204Ghz cortex-A78&2.0 Ghz Cortex-A55), GPU Mali-G68MP2, Resolution: Super AMOLED, 90-120Hz, 800-1000 nitz (HBM), 1080x2340 pixels, protection corning gorilla glass, MOHS Level 5 Weight: 192-197 g  6.77 to 6.95 oz Build: glass front, plastic frame, glass fiber back RAM: 4GB + 8GB Built-in memory 128GB-256GB Battery: 5000mAh, non-removable, 25W wired, USB Type-C 2.0; Rear Camera: 50 MP, f/1.8, (wide), 1/2.76", 0.54µm, AF, OIS 5 MP, f/2.2, (ultrawide), 1/5.0", 1.12µm 2 MP, f/2.4, (macro) Features LED flash, panorama, HDR, Video 1080p@30fps, gyro-EIS Front Camera: 13 MP, f/2.0, (wide), 1/3.1", 1.12µm, Video 1080p@30fps Connectivity: 5G, LTE, Wi-Fi OS: Android 15, up to 6 major Android upgrades, One UI 7 Sim Capability: Single SIM (Nano-SIM) or Hybrid Dual SIM (Nano-SIM, dual standby) Other Features: Fingerprint (side-mounted), accelerometer, gyro, compass, Virtual proximity sensing Data Cable (USB Type-C), Ejection Pin, Quick Start Guide, and Charger Adapter			12,700.00		
5	1	unit	Android Phone with SIM: Condition: Brand new, Dimensions: at least (6.47-6.51" IPS LCD Display); 13MP + 2MP + 2MP Rear camera, 8MP Front camera 5000mAh battery, Dual SIM (Nano-SIM and/or eSIM, dual stand-by) and 1 pc of 500 load cards			10,000.00		
6	1	unit	Digital Voice Recorder, with the minimum specifications, 4gb built-in memory expandable to 32GB, with micro SD, maximum files (total) 5000, Built-in Microphone, LCD Back Light, USB Connection Charging, Lithium Battery, with additional SD Card 32GB			5,328.33		
7	2	piece	Digital Voice Recorder, with the minimum specifications, 4gb built-in memory expandable to 32GB, with micro SD, maximum files (total) 5000, Built-in Microphone, LCD Back light, USB Connection Charging, Lithium Battery, with additional SD Card 32Gb			10,656.66		
8	6	unit	Digital Voice Recorder with the minimum specifications: ROM: 4GB Internal, 32GB expandable (microSD) Microphone: Stereo Input and Output Terminals: [PC I/F] Hi-Speed USB [Input] Stereo Mic-in jack [Output] Stereo Earphone jack Connectivity: USB direct connection Playback Format: MP3, WMA, AAC-LC, L-PCM Recording Format: MP3, L-PCM Accessories: OEM battery			36,000.00		
9	2	unit	Digital voice recorder, with minimum specification: Built-in memory: 4GB (expandable), Channel: Stereo, Recording and playback Format: MP3, WMA, etc. USB Connectivity, Battery Life 20 hours (min) in recording mode, with additional SD Card 32GB, Warranty: one year parts and services (Lithium Battery)			8,000.00		
10	3	unit	UPS (3 units), 650va, 390watts, 220 input voltage, output socket 3ups + 1bypass, LED display of LCD display selectable; Microprocessor based digital contol; Boost and Buck AVR for voltage stabilization; Auto Sensing frequency; Wide input voltage range; Power on self test; Cold start; Auto restart when mains power is restored, Auto track mains phase to ensure that inverter output voltage has same phase with utility voltage, reducing transfer time and peak surge; Intelligent battery management: battery temperature compensation to extend the battery life; three stage charging to shorten recharge time; Short circuit, battery overcharge/ overdischarge, overload, surge protections; Automatic charging in OFF mode; Optional no-load shutdown; Optional RS232 / USB Communication port and RJ11 / RJ45 protection; Unattended safety shutdown: system alarm and auto power-On/Off by RS232 or USB interface communicating with PC.			6,000.00		
11	1	pc	Uninterruptible Power Supply (UPS), 2000VA Capacity Minimum Technical Requirements: • Rated capacity: 2000VA / 1200W (minimum) • UPS type: Line-interactive with Automatic Voltage Regulation (AVR) • Input voltage range: Wide-range automatic adjustment • Output waveform: Pure sine wave or equivalent • Backup time: Capable of supporting at least 1 workstation and monitor for safe shutdown • Built-in overload, surge, and short-circuit protection • Visual and audible alarms for power and battery status • LCD or LED status display • Multiple output receptacles for IT equipment • With manufacturer warranty (minimum 1 year)			7,500.00		
12	5	pc	UPS, heavy duty/Engineered for continuous use, 1500 VA, 230 VAC, 1.5 m cord length, 4 outlets			25,000.00		
13	2	unit	HDMI/USB Dual-Mode 8MP Document Camera - Mac, Windows, Chromebook Compatible - Live Demo, Web Conferencing, Remote Teaching, Distance Learning Shooting mode: documents camera, Video capture Resolution: 1080p, Media type: USB Inside Package: camera and stand, Base, USB cable (4.90ft/150cm, Screwdriver, Screws x 4			60,000.00		
14	1	unit	18-105mm LENS kit specific use for Nikon AFS D5300			16,500.00		
			xxxx					

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.

Revised: FEBRUARY 2025