



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

Name of Owner/ Corporation/ Cooperative/ Agency: _____

 Name of Business: _____
 Address: _____
 Email address: _____ Telephone No. _____

QUOTATION NO. : 1034
 DATE: AUG 30 2023
 P.R. NO. : 2023-08-1083
 ABC: Php. 90,000.00
 FUND SOURCE: 911 ENHANCED RCP

The Benguet State University through its Bids and Awards Committee will undertake NP- SVI² 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 Sept. 4, 2023 Offers may be submitted in sealed or open quotation in person, or through facsimile (074-661-1839) 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: _____

Reynante B. Basco
REYNANTE B. BASCO
 Chairperson, BAC (Goods & Services)

College/Dept./Office: CorCAARRD

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
			Printing and Binding of IEC Materials/Promotional and Marketing Materials					
1	20	pc	Printing and Binding of Symposium Manual No. of pages: 52 pages Binding: Case bind Size: 8.5 X 7 Cover pages : Full colored, 120 GSM, glossy laminated Inside pages: Black & white; 80 GSM, glossy			30,000.00		
2	40	pc	Printing and Binding of ANAP Digest No. of pages: 26 pages Binding: Perfect bind Size: 8.5 X 11 Cover pages : Full colored, 120 GSM, glossy laminated Inside pages: colored; 80 GSM, glossy			30,000.00		
3	40	pc	Printing and Binding of CorCAARRD Operational Manual No. of pages: 84 pages Binding: Case bind Size: 7 x 6.5 Cover pages : Full colored, 120 GSM, glossy laminated Inside pages:colored; 80 GSM, glossy			30,000.00		
TOTAL						90,000.00		
XXXXXXXXXXXX								

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.