



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

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

QUOTATION NO. 134
 DATE: FEB 29 2024
 P.R. NO. :2024-37; 2024-02-179; 2024-02-183; 2024-04-141; 2024-02-337; 2023-02-205
 ABC: Php. 165,450.00
 FUND SOURCE: GAA

The Benguet State University through its Bids and Awards Committee will undertake NP-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 MARCH 5, 2024 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: _____
 OR : _____ (If renewal of Business Permit is still on process, please indicate OR No: _____, date of OR : _____ for the payment of renewal).
- * PhilGEPS Registration Number: _____

SAMUEL S. POLIDEN
 Chairperson, BAC (Goods & Services)

College/Dept./Office: **CPAG; CHET; CNAS; COA; CF-BIDEC; CBOO**

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
1	1	unit	Paper shredder - 60L bin capacity, micro-cut, shred capacity: 25 sheets, can shred CD/DVD, card paper clip and staple wire			61,050.00		
2	10	unit	Portable table - foldable, material: polyethylene table top, powder coated steel frame, UV-protected, weather resistant, dimension atleast: 123 x 61 cm, stands: 74 cm high, color: black, pure gray or dark gray			30,000.00		
3	5	unit	Whiteboard - aluminum casing and frame with stand and rollers, dimension size: 5 ft x 4 ft			35,000.00		
4	1	pc	Whiteboard - with aluminum frame, magnetic, size dimension atleast: 3ft. x 3 ft.			1,900.00		
5	1	pc	Corkboard - with aluminum frame, size dimension atleast: 3ft. x 3 ft.			1,500.00		
6	2	unit	Filing Cabinet - 4 shelves, all metal body, lateral, color: gray, gauge:24, dimension atleast: 850W x 400H x 1850D mm., with lock and key			22,000.00		
7	5	unit	Office Chair - with arm rest, cushioned mesh back and seat, four legged black coated metal, color: black			14,000.00		
TOTAL						165,450.00		
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.