



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: _____

QUOTATION NO. 1377

Name of Business : _____

DATE: NOV 16 2022

Address: _____

P.R. NO. : 2022-10-1047

Email address: _____ Telephone No. _____

ABC: Php. 71,672.00

FUND SOURCE: CAA

The Benguet State University through its Bids and Awards Committee will undertake SHOPPING for the item/s listed below under the following terms and conditions:

- All entries must be written legibly and accurately.
- Delivery period is within 30 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 Nov. 21, 2022. **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
Chairperson, BAC (Goods & Services)

College/Dept./Office: ICT

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
1	6	can	AIR FRESHENER, aerosol, 280ml/150 g min			126.43		
2	8	bottle	ALCOHOL, ethyl, 68-70% scented,500ml (5mL)			70.19		
3	8	pack	BATTERY, dry cell, AA, 1.5 volts, alkaline			28.80		
4	8	pack	BATTERY, dry cell, AAA, 1.5 volts, alkaline			29.16		
5	15	pc	CLEARBOOK,20 transparent pockets, for A4 size			58.46		
6	15	pc	CLEARBOOK,20 transparent pockets, for Legal size			62.28		
7	1	box	CLIP, BACKFOLD,all metal, clamping:19mm (-1mm)			12.96		
8	1	box	CLIP, BACKFOLD,all metal, clamping:25mm (-1mm)			23.04		
9	1	box	CLIP, BACKFOLD,all metal, clamping:50mm (-1mm)			30.24		
10	15	pc	CORRECTION TAPE, disposable, usable, length: 6m min			28.80		
11	5	tube	CUTTER BLADE, for heavy Duty			17.28		
12	5	pc	CUTTER KNIFE, for general purpose			43.20		
13	5	each	DATA FILE BOX, made of chipboard, with closed ends			103.68		
14	5	pc	DATA FOLDER, made of chipboard, taglia lock			100.80		
15	8	can	DISINFECTANT SPRAY, aerosol type, 400-550 grams			180.72		
16	2	unit	DIGITAL VOICE RECORDER,Memory:4GB			10,021.61		
17	2	pc	ERASER,FELT,for blackboard/whiteboard			17.28		
18	2	box	FASTENER, METAL, 70mm between prongs			123.12		
19	2	set	FILE TAB DIVIDER,bristol board,for A4			24.46		
20	15	pc	FLASH DRIVE, 16GB capacity			407.52		
21	4	can	FLOOR WAX, PASTE TYPE,RED,2.0kg			395.35		
22	4	pack	FOLDER, TAGBOARD, for A4 size documents			367.20		

23	4	pack	FOLDER, TAGBOARD, for legal size documents			411.84		
24	4	can	FURNITURE CLEANER, aerosol type, 300mL min per can			128.30		
25	4	jar	GLUE, all purpose, gross weight:200 grams min			72.72		
26	2	bottle	INK, for STAMP PAD, purple or violet			40.32		
27	15	can	INSECTICIDE, aerosol type, net content: 600ml min			204.70		
28	4	pc	MARKER, PERMANENT, bullet type, black			14.18		
29	4	pc	MARKER, PERMANENT, bullet type, blue			14.18		
30	4	pc	MARKER, whiteboard, bullet type, black			17.86		
31	2	pad	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min			62.56		
32	2	box	PAPER CLIP, vinyl/plastic coat, length: 32mm min			10.08		
33	9	ream	PAPER, MULTICOPY, A4, 80 gsm, size: 210mm x 297mm			263.52		
34	9	ream	PAPER, MULTICOPY, LEGAL, 80gsm, size: 216mm x 330mm			288.72		
35	1	pc	PHILIPPINE NATIONAL FLAG,100% polyester			469.44		
36	6	book	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min			104.04		
37	3	pc	RULER,plastic,450mm (18"),width:38mm min			23.04		
38	10	pc	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip			72.00		
39	10	pc	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip			72.00		
40	2	pc	STAMP PAD,FELT,bed dimension:60mm x 100mm min			43.20		
41	10	roll	TAPE, MASKING, width: 24 mm (±1mm)			80.90		
42	5	roll	TAPE, PACKAGING, width: 48 mm (±1mm)			48.05		
43	5	roll	TAPE, TRANSPARENT, width: 24 mm (±1mm)			25.01		
44	3	pack	TOILET TISSUE PAPER 2-plys sheets, 150 pulls			126.00		
45	10	pc	WASTEBASKET, non-rigid plastic			43.20		
46	15	pc	Ballpen, 0.5MM Ballpoint, Fine (Black)			15.12		
47	15	pc	Ballpen, 0.5MM Ballpoint, Fine (Blue)			15.12		
48	5	pc	CD-RW (Rewritable 7900MB/80MB)			36.00		
49	2	pc	Cork Sheet, 1/6 in. x 18 in.			194.40		
50	3	pc	Double Sided Tape, w/o foam, 1"			30.84		
51	10	pc	Double Sided Tape, w foam, 1"			34.84		
52	2	box	Fastener, Plastic, 70mm between prongs			39.31		
53	2	case	Push Pin, Flat Head Type			31.22		
54	1	pc	Self Inking Stamp with date			1,440.00		
55	5	ream	Bond Paper, Short, 8"x11", 80 GSM			273.60		
56	5	pc	Sticker Paper, A4			216.00		
57	5	pack	Sticker Paper, Legal, Matte, White, 10 pcs/pack			90.72		
58	3	pc	Brother DCP T300 C			500.00		
59	3	pc	Brother DCP T300 M			500.00		
60	3	pc	Brother DCP T300 Y			500.00		
61	5	pc	Brother DCP T300 BK			500.00		
62	2	pc	EPSON L3110 C			450.00		
63	2	pc	EPSON L3110 M			450.00		
64	2	pc	EPSON L3110 Y			450.00		
65	9	pc	EPSON L3110 BK			450.00		
			TOTAL					

Counter offers:

Delivery Period: _____
Warranty: _____
Price Validity: _____

PFA 1047

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.