



REQUEST FOR QUOTATION (RFQ)

Name of Owner/ Corporation/ Cooperative/

Agency: _____

Name of Business : _____

Address: _____

Email address: _____

Telephone No. _____

QUOTATION NO. 281

DATE: MAR 14 2023

P.R. NO. : 2023-02-215

ABC: Php. 73,600.00

FUND SOURCE: SP-IGI (STF 164)

The Benguet State University through its Bids and Awards Committee will undertake NV-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 90 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 90 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 MAR 24, 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: _____
 of 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: _____

College/Dept./Offi PSUC

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		Unit Cost	Total Cost
				COMPLY	COUNTER		
1	2300	sheet	PRINTING OF PRODUCT STICKER LABELS 12"x18" per sheet - Glossy paper, RGB Color, Glossy finish. Inclusive of the service for INDIVIDUAL CUTTING of sticker labels - straight and curved edges; EASY PEEL-OFF properties VARIETY OF 70 DESIGNS FOR THE 2300 SHEETS *Number of printed sheets and design breakdown may vary depending on the request for every delivery within the 90-day period as long as total sheets will be printed sums up to a total of 2300 sheets INSTALLMENT/ STAGGERED DELIVERY *Every 20-30 days within the 90 days delivery period. ONE TIME DELIVERY WILL NOT BE ACCEPTED DUE TO REQUIRED VARIETY OF DESIGNS, INDICATION OF EXPIRATION DATES ON LABELS PER REQUEST OF PRINTING, AND NUMBER OF STICKER LABELS TO BE PRINTED DEPENDING ON PRODUCED PRODUCTS PER MONTHLY OPERATIONS	ABC	73,600.00		
Counter offers: <u>XXXXXXXXXX</u>						73,600.00	

~~REYNAIR B. BASCO~~
 Chairperson, BAC (Goods & Services)

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.

SAMPLE STICKER LABEL LAY-OUT

