



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. 739  
 Name of Business : \_\_\_\_\_ DATE: JUN 23 2023  
 Address: \_\_\_\_\_ P.R. NO. : 2023-06-812  
 Email address: \_\_\_\_\_ Telephone No. \_\_\_\_\_ ABC: Php. 183,896.00  
 FUND SOURCE: DOST-PCAARRD Fund

The Benguet State University through its Bids and Awards Committee will undertake NP-51P  
 \_\_\_\_\_ 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 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 JUN 27, 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**  
 Chairperson, BAC (Goods & Services)  
 6-23-23

College/Dept./Office: CIS-DevComm Special Proj(Watershed CommCampaign)

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
<b>A. PRINTING AND PRODUCTION</b>						<b>183,896.00</b>		
1	1	lot	1. PRINT IEC MATERIALS a) Collateral: Signages (3 Different designs) Type: Tarpaulin Specs: 3 x 2 feet tarpaulin 6 pieces full color Type: Blackout 12 oz No. of copies: 150 pcs					
			b) Collateral: Flyers (6 Different designs) Type: Leaflet Specs: A5 leaflet 1 Paper: Matte coat #80 4 pieces full color Front and back printing No. of copies: 1620 pcs					
			c) Collateral: Brochures Type: Brochure 1 Specs: A5 brochure 24 pages including cover Paper: Matte coat #80lbs Cover: FC12 Lamination: Matte with Spot UV Printing: Offset Binding: Saddle stitch No. of copies: 150 pcs Type: Brochure 2 Specs: A5 brochure 24 pages including cover Paper: Matte coat #80lbs Cover: FC12 Lamination: Matte with Spot UV Printing: Offset Binding: Saddle stitch No. of copies: 300 pcs					
<b>XXXXXXXXXX</b>								
<b>TOTAL</b>						<b>183,896.00</b>		

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.