



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. 210

Name of Business : \_\_\_\_\_

DATE: MARCH 13, 2024

Address: \_\_\_\_\_

P.R. NO. : 2024-03-469

Email address: \_\_\_\_\_ Telephone No. \_\_\_\_\_

ABC: Php. 62,660.00

FUND SOURCE: 163

The Benguet State University through its Bids and Awards Committee will undertake NP Small Value Procurement 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 19, 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: \_\_\_\_\_, (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: **MARKETING CENTER**

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
1	1000	pcs	Eco bag Large			12,000.00		
2	1000	pcs	Eco bag Medium			10,000.00		
3	1000	pcs	Eco bag Small			8,000.00		
4	20	roll	Garbage bag Large 10's/roll			600.00		
5	20	roll	Garbage bag xl 10's/roll			860.00		
6	100	pks	Plastic Bag, biodegradable, white, small, 100's/pk			7,000.00		
7	2	bale	Paper bag #1, 1000's/bale			2,000.00		
8	2	bale	Paper bag #8, 2,000's/bale			6,000.00		
9	1	bale	Paper bag #35, 500's/bale			3,000.00		
10	25	roll	Straw twine, 1kg/roll			2,000.00		
11	40	roll	Packaging tape, 2", clear			1,200.00		
12	50	tube	Price tag sticker, 10 rolls per tube			10,000.00		
<b>TOTAL</b>						<b>62,660.00</b>		
XXXXXXXXXX								

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.