



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)**

QUOTATION NO. 455  
 DATE: APR 24 2023  
 P.R. NO. : 2023-01-81  
 ABC: Php. 158,000.00  
 FUND SOURCE: DOST-PCAARRD

Name of Owner/ Corporation/ Cooperativel/ Agency: \_\_\_\_\_  
 Name of Business : \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Email address: \_\_\_\_\_ Telephone No. \_\_\_\_\_

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 10 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 2:00 AM of May 2 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 E. BASCO**  
 Chairperson, BAC (Goods & Services)

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

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
<b>A. Maintenance and Other Operating Expenses (MOOE)</b>								
1	1	lot	PRINTING AND BINDING OF IEC MATERIALS/OUTPUTS (High Quality) 1. PRINT IEC MATERIALS <b>a) Collateral: Signages (6 different designs)</b> Type: Tarpaulin Specs: 3 x 2 feet tarpaulin 6 pieces full color Type: Blackout 12 oz No. of copies: 84 pcs <b>b) Collateral: Flyers (3 different designs)</b> Type: Leaflet Specs: A5 leaflet 1 Paper: Matter coat #80 4 pieces full color Front and back printing No. of copies: 1, 620 pcs <b>c) Collateral: Brochures (2 different designs)</b> <b>Type: Brochure 1</b> 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: 100 copies <b>Type: Brochure 2</b> 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: 200 copies			158,000.00		
<b>TOTAL</b>						<b>158,000.00</b>		
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.