



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: _____
 Name of Business : _____
 Address: _____
 Email address: _____ Telephone No. _____

QUOTATION NO. 471
 DATE: APR 29 2024
 P.R. NO. : 2024-03-564
 ABC: Php 60,000.00
 FUND SOURCE: GAA BPR# 2024-03-419

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 _____ calendar days. May 2024
- 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 May 6, 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: Office of the University and Board Secretary

| Item No. | Qty | Unit | Item | Technical Specifications (Brand and Model) | | ABC | Unit Cost | Total Cost |
|--------------|----------|------|---|--|---------------|-------------|-----------|------------|
| | | | | COMPLY | COUNTER OFFER | | | |
| 1 | <u>1</u> | lot | Newspaper Advertisement (National) Ad size: 4cols x 20cm black and white; Insertion Dates: May, 2024 (3 Mondays) Ad Classification - Box Ad | | | ₱ 60,000.00 | | |
| TOTAL | | | | | | | | |
| 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.