



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)**

Name of Owner/ Corporation/ Cooperative/ Agency: \_\_\_\_\_

QUOTATION NO. 498

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

DATE: MAY 18 2022

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

P.R. NO. : 2022-05-536

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

ABC: Php. 81,800.00

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 30 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 3 calendar days upon receipt of RFQ.
- 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)

College/Dept./Office: HRDO

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
1	20	pcs	Acrylic Plastic, 1/8 x 4' x 8', clear			70,000.00		
2	3	boxes	Gypsum Screw, 1", black, philips, flat (1000pcs/box)			3,000.00		
3	30	boxes	Tox, 5mm (100 pcs/box)			1,800.00		
4	1	unit	Cordless Drill Set, 3/8 inch, 12V, drill/driver combo with two speed (0-350 RPM and 1-1,300 RMP) with integrated LED lights			7,000.00		
<b>TOTAL</b>						<b>81,800.00</b>		
<b>XXXXXXXXXXXX</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

\* Not a ground for disqualification for failure to indicate but required as a condition for award.

**CCB** CONTACT CENTER BY BAYAN  
 Text 0908 881-6565  
 Call 1-6565\*  
 Log-on to www.contactcenterbybayan.gov.ph

Your direct line to quality government service

What to expect from government frontline offices:

No talking or activities with fixers	Continuous service even during lunch break	Public Assistance and Compliance Desk, managed by competent staff	Office's Charter posted within agency premises	Board fees to be paid or requirements stated in the Office's Charter
Government frontline service	Presence of account base for the clients' payment records and process with complaint	Issuance of Official Receipt	Responsiveness to clients	Other mechanisms for the provision of efficient services

Republic Act No. 9489 or the Anti-Red Tape Act (ARTA) of 2007 states that, "The head of office or agency shall be primarily responsible for the implementation of this Act and shall be held accountable for the results of its implementation. If found negligent, incompetent and/or in violation of this Act, the head of office or agency shall be held liable for the results of its implementation."

The following are the key elements of ARTA that are required to protect CCB agents from bribery:

- No fixers
- No cash or gifts
- No gifts or favors
- No gifts or favors

**NO TO**

The Anti-Red Tape Act of 2007 (R.A. 9489) imposes stiff penalty on fixers: imprisonment not exceeding six years or a fine of not more than Two Hundred Thousand Pesos (P200,000.00), or both fine and imprisonment at the discretion of the court.

Report the name of fixer, name and location of government office, date and time of transaction to the following:

**CIVIL SERVICE COMMISSION** 0917-7071333 (8398272)  
 (02) 932-0111

**OFFICE OF THE OMBUDSMAN** 0204-6994763  
 (02) 937-4102; (02) 937-2404

As per Republic Act No. 9489 or the Anti-Red Tape Act of 2007, the head of office or agency shall be held liable for the results of its implementation. If found negligent, incompetent and/or in violation of this Act, the head of office or agency shall be held liable for the results of its implementation.

**GOVERNMENT OFFICE**

**STRICTLY NO SMOKING**

as per Civil Service Commission  
 Memorandum Circular No. 17, s. 2009  
 Violation of this Circular is a ground for disciplinary action.

**WE GIVE PRIORITY TO:**

**SENIOR CITIZEN**

**PERSONS WITH DISABILITY (PWD)**

**PREGNANT WOMEN**

**PURSUANT TO:**

- SECTION 10 OF THE I.R.R. OF R.A. NO. 10754 OF THE ACT EXPANDING THE BENEFITS AND PRIVILEGES OF PERSONS WITH DISABILITY (PWD).
- SECTION 4 (K) OF R.A. 9994 OF THE EXPANDED SENIOR CITIZENS ACT OF 2010.
- SECTION 9 RULE VII OF THE IRR OF RA 11032 OR THE EASE OF DOING BUSINESS AND EFFICIENT GOVERNMENT SERVICE DELIVERY ACT OF 2010.