



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. 544

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

DATE: MAY 26 2022

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

P.R. NO. : 2022-05-579

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

ABC: Php. 63,260.00

The Benguet State University through its Bids and Awards Committee will undertake NP-CYP 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 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: \_\_\_\_\_

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
1	100	pcs	Dinner Plate, 12" or more, white, ceramic			20,000.00		
2	100	sets	Cup and Saucer, white, ceramic			15,000.00		
3	10	pcs	Serving Plate, white, ceramic, oblong			3,200.00		
4	1	pcs	Dish rack, 2 layers, stainless, upper layer: suitable to place dishes, down layer: prefer to arrange glasses, 16.5 - 7 inches L x 10.5 inches W x 14-15 inches H			1,200.00		
5	4	pcs	Trolley, food tray, 2 layers, stainless, standard size			16,000.00		
6	30	pcs	Water goblet			4,500.00		
7	12	pairs	Serving spoon and fork, stainless			3,360.00		
<b>TOTAL</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

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