



REQUEST FOR QUOTATION (RFQ)
(ALL ENTRIES ARE MANDATORY)

Name of Owner/ Corporation/ Cooperative/ Agency: _____

QUOTATION NO. : 30

Name of Business : _____

DATE: January 24, 2024

Address: _____

P.R. NO. : 2024-38

Email address: _____ Telephone No. _____

ABC: Php. 57,000.00

FUND SOURCE: GAA

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 **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 5:00pm of Feb. 5, 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: _____

Reynante B. Basco
REYNANTE B. BASCO
 Chairperson, BAC (Goods & Services)

College/Dept./Office: CVM

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
1	1	unit/set	Supply and Delivery of Color/Grayscale Monochrome A3 Contactless Scanner / Overhead Scanner (with 1pc. 1TB Portable/External SSD; 1pc. 10m (4gang) universal electrical extension cord)			57,000.00		
			Overhead simplex book scanner; can scan A3 Landscape (or wider) ; Can scan colored and grayscale print materials; USB2.0 or higher (Connector Type: Type-B); Power Requirements: AC 100 to 240 V, 50/60 Hz; editing software compatible with Windows OS; scanning Matt: A3 or wider.					
TOTAL						57,000.00		
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.