



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

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

QUOTATION NO. 1318

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

DATE: NOV 10 2022

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

P.R. NO. : 2022-06-682

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

ABC: Php. 166,400.00

Fund Source: **IGI-FF**

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 7 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 5:00 PM of Nov. 15, 2022. 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) item;  b) lot;    c) per 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: **ECDC**

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
1	1	LOT	Supply and delivery of genuine inks refills for L3110 for ECDC expiration date must be atleast 2 years and beyond upon delivery			166,400.00		
		Breakdown:						
		130 pcs	genuine inks refills Black, 65ml					
		130 pcs	genuine inks refills Cyan, 65ml					
		130 pcs	genuine inks refills Magenta, 65 ml					
		130 pcs	genuine inks refills Yellow, 65 ml					
			XXXXX					

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.