



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

Name of Owner/ Corporation/ Cooperative/ _____ Agency: _____

QUOTATION NO. 1027

Name of Business : _____

DATE: AUG 25 2023

Address: _____

P.R. NO. 2023-06-751,800,801 ; 2023-07-977

Email address: _____ Telephone No. _____

ABC: Php. 44,195.00

FUND SOURCE: IGI

The Benguet State University through its Bids and Awards Committee will undertake **SHOPPING** for the item/s listed below under the following terms and conditions:

- All entries must be written legibly and accurately.
- Delivery period is within **10** 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 August 31, 2023**. 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: _____

[Signature]
REYNANTE B. BASCO
 Chairperson, BAC (Goods & Services)
 for: 8-15-23

College/Dept./Office: **VTH, NSTP, PCO, CHK**

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
1 (ONE) Lot Supply & Delivery of Paper Materials						44,195.00		
1	81	ream	PAPER, MULTICOPY Size A4, 80gsm, 8.3 x 11.7 inches (210 x 297mm), 500sheets per ream					
2	106	ream	PAPER, MULTICOPY Size Long, 80gsm, 8.5 x 13 inches (216 x 330mm), 500sheets per ream					
*****Nothing Follows*****								

Note: Kindly indicate unit price per item.

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.