



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)**  
**(ALL ENTRIES ARE MANDATORY)**

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

QUOTATION NO. 1421

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

DATE: DEC 05 2022

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

P.R. NO. 2022-11-1232

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

ABC: Php. 55,800.00

FUND SOURCE: SP

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 1:00 PM of Dec. 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) line item; \_\_\_\_\_ b) lot; \_\_\_\_\_ c) sub-lot
- Business Permit Number : \_\_\_\_\_, date of issue: \_\_\_\_\_, place of issue: \_\_\_\_\_, date of OR : \_\_\_\_\_ (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. PASCO**  
Chairperson, BAC (Goods & Services)

College/Dept./Office: ATBI/K - RAISE

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
<b>Common Supplies</b>								
1	186	lot	PRINTING AND BINDING OF TRAINING MATERIALS Saddle Stitch Plastic laminated mat cover (350gsm) Colored Glossy paper inside pages (115gsm) 60 pages size:6.5" x 10" Soft Bound *Includes delivery			55,800.00		
<b>Total</b>						<b>55,800.00</b>		
XXXXXXXXXX								

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.