



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

Name of Owner/ Corporation/ Cooperative/ _____ Agency: _____
 Name of Business : _____
 Address: _____
 Email address: _____ Telephone No. _____

QUOTATION NO. 52
 DATE: JAN 25 2023
 P.R. NO.: 2023-01-83
 ABC: Php. 70,000.00
 FUND SOURCE: GAA

The Benguet State University through its Bids and Awards Committee will undertake **Negotiated Procurement-Small Value Procurement** 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 **5:00pm of January 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: _____

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

College/Dept./Office: **PMO**

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
1 Lot Supply and Delivery of Office Equipment (Desktop & Printer)								
1	1	Unit	Desktop Computer; Complete Set: with the MINIMUM specifications: 1. System unit: Processor: 4cores 8Mb cache, must be in the latest or 1 generation / series lower than the latest product; 2. Motherboard: must be compatible to the aforementioned processor with SLV; 3. RAM: 8Gb; 4. Storage: 240Gb SSD + 1Tb HDD; 5. power supply; 500W true rated 6. Monitor: 18.5" LED 7. Accessories: a. ATX casing with transparent side panel and cable management; b. USB optical mouse and keyboard; c. 500w AVR; d. USB powered speaker; 8.licenses not counterfeit: Operating system: installed with at least Windows 10 to be compatible to the BSU Enrollment software with authentic disk; Office Suite (perpetual): has at least: word processor, spreadsheet, presentation; NOTE: all items indicated make/brand of must have existed in the market with good records in the past 7 years;			70,000.00		
2	1	Unit	Printer : Condition: Brand New Can Print up to A3 paper size Print Technology: CIS Paper size support (Print and Scan): up to A3 RAM: atleast 128 MB Display: atleast 2.7 inches high printing resolution of 1200x4800 dpi fast print speeds up to 35 ppm (or equivalent) for black and 27ppm (or equivalent) for colour included: One full set of ink bottles					
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.