



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

Name of Owner/ Corporation/ Cooperative/ Agency: \_\_\_\_\_ QUOTATION NO. 01-2024-011  
 Name of Business : \_\_\_\_\_ DATE: 01-15-2024  
 Address: \_\_\_\_\_ P.R. NO. : 2024-01-72  
 Email address: \_\_\_\_\_ Telephone No. \_\_\_\_\_ ABC: Php. 51,000.00  
 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 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 5PM of 08-12-2024. Offers may be submitted in sealed or open quotation in person, or email (bokod.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: BOKOD CAMPUS-

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
1	120	piece	MONOBLOC CHAIR - Classic design, Black, Seat width: 375mm, Seat depth: 330mm, Back rest height: 779mm, Seat back height: 405mm			51,000.00		
<b>TOTAL</b>						<b>51,000.00</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.