



Republic of the Philippines
CAVITE STATE UNIVERSITY
Don Severino de las Alas Campus
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REQUEST FOR QUOTATION
Supply and Delivery of Copier Machine for Extension Services

1. The Cavite State University (CvSU) invites interested firms/suppliers to submit quotation for the project **"Supply and Delivery of Copier Machine for Extension Services"** with an Approved Budget for the Contract (ABC) of **Three Hundred Thousand Pesos Only (PhP 300,000.00)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	2	units	<p>Copier Machine</p> <ul style="list-style-type: none">• Standard Function – Copy, Print, Scan• Estimated Monthly Print Volume – 18,000 pages• Estimated Duty Cycle – 107,000 pages• Two-sided output• User Interface (Monitor) – LCD Touch Screen, full color panel control• With duplex automatic document feeder and bypass tray• Copy Functions:<ul style="list-style-type: none">- Resolution: 600 x 600 dpi- Speed: at least 25ppm- Zoom Range: 25 – 400%• Print Functions:<ul style="list-style-type: none">- Resolution: 1200 x 2400 dpi- Speed: at least 25ppm- Memory Capacity: at least 4GB- Hard Disk Capacity: at least 160GB• Scan Functions:<ul style="list-style-type: none">- Resolution: 600 x 600 dpi- Speed: at least 55ppm	150,000.00	300,000.00

			- Scan Destination: Email, SMB/PC, Network Folder, Desktop, USB, Send as Fax		
TOTAL AMOUNT					300,000.00

2. The quotation must be submitted to the Supply Office through mail, fax or email at the contact details listed below on or before 5:00 PM of March 9, 2020.

Address : Supply Office, Administration Building
Cavite State University
Indang, Cavite
E-mail : supplyoffice@cvsu.edu.ph
Telefax : (046) 862-0852

3. The CvSU reserves the right to reject any or all quotations and/or proposals and waive any formalities/informalities therein and to accept such bids it may consider as most advantageous to the agency and to the government. CvSU neither assumes any obligation for whatsoever losses that may be incurred in the preparation of bids, nor does it guarantee that an award will be made.


PRECIOSA G. ERAÑA
BAC Secretary, Goods and Services