



Republic of the Philippines
CAVITE STATE UNIVERSITY
Don Severino de las Alas Campus

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REQUEST FOR QUOTATION
Supply and Delivery of Various Supplies, Materials and Equipment for the OVPRE-PCAARRD-IP-TBM SUSTAIN Project

1. The Cavite State University (CvSU) invites interested firms/suppliers to submit quotation for the project **“Supply and Delivery of Various Supplies, Materials and Equipment for the OVPRE-PCAARRD-IP-TBM SUSTAIN Project”** with an Approved Budget for the Contract (ABC) of **One Hundred Seventy-Five Thousand Six Hundred Ninety-Four Pesos and 59/100 Only (Php 175,694.59)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	100	pcs	Ballpen, black	5.00	500.00
2.	100	pcs	Ballpen, blue	5.00	500.00
3.	50	packs	Battery, AA, 2 pieces per blister pack	19.73	986.50
4.	50	packs	Battery, AAA, 2 pieces per bister pack	19.50	975.00
5.	10	pcs	Correction Tape, film base type, 6m min. length	17.56	175.60
6.	50	pcs	Certificate Holder, 8" x 11", clear plastic	10.00	500.00
7.	50	pcs	Certificate Holder, 8" x 11", plastic with board	35.00	1,750.00
8.	10	boxes	Clip, backfold, all metals, clamping, 19mm	7.57	75.70
9.	10	boxes	Clip, backfold, all metals, clamping, 25mm	13.40	134.00
10.	10	boxes	Clip, backfold, all metals, clamping, 32mm	20.55	205.50
11.	50	pcs	DVD Rewritable, 4x min. speed, 4.7GB capacity min., with plastic case	21.79	1,089.50
12.	11	pcs	Eraser, felt, for blackboard/whiteboard	5.00	55.00
13.	2	jars	Glue, all purpose, 200g	47.82	95.64
14.	4	sets	Marker, fluorescent, 3 assorted colors per set	37.23	148.92
15.	6	pcs	Marker, whiteboard, black, felt tip, bullet type	10.31	61.86
16.	20	pcs	ID Jacket, clear plastic, B2 (121mm x 79mm), upright	12.00	240.00
17.	6	packs	Index Tab Flags, transparent film, arrow shape, assorted colors	50.00	300.00

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
18.	6	packs	Index Tab Flags, sign here, yellow	122.00	732.00
19.	5	packs	Laminating Film, 8.5" x 11", 125mic	600.00	3,000.00
20.	5	packs	Laminating Film, 8.5" x 11", 250mic	900.00	4,500.00
21.	5	packs	Laminating Film, A4, 125mic	600.00	3,000.00
22.	5	packs	Laminating Film, A4, 250mic	1,000.00	5,000.00
23.	5	pcs	Marker, permanent, bullet type, blue	32.00	160.00
24.	6	pcs	Marker, permanent, bullet type, black	32.00	192.00
25.	2	bottles	Padding Cement, red	300.00	600.00
26.	6	boxes	Paper Clip, vinyl/plastic coat, 32mm length	5.98	35.88
27.	1	pc	Philippine National Flag, 4 x 8	300.00	300.00
28.	6	boxes	Paper Clip, vinyl/plastic coat, 48mm length	12.74	76.44
29.	12	pcs	Photo Frame, with stand, 8 ½" x 11"	65.00	780.00
30.	2	boxes	Pencil, lead, with eraser, wood cased, HB	68.00	136.00
31.	12	pcs	Sign Pen, black, liquid/gel ink, 0.5mm needle tip	20.00	240.00
32.	12	pcs	Sign Pen, blue, liquid/gel ink, 0.5mm needle tip	20.00	240.00
33.	3	bottles	Stamp Pad Ink, purple/violet	24.63	73.89
34.	4	boxes	Staple Wire, standard, no. 25	21.00	84.00
35.	4	boxes	Staple Wire, for heavy duty staples (23/13)	30.00	120.00
36.	10	rolls	Tape, double adhesive, 1"	25.00	250.00
37.	10	rolls	Tape, double adhesive, 2"	50.00	500.00
38.	4	rolls	Tape, duct, 2"	100.00	400.00
39.	3	rolls	Tape, masking, 24mm	55.12	165.36
40.	3	rolls	Tape, masking, 48mm	106.60	319.80
41.	3	rolls	Tape, packaging, 48mm	18.20	54.60
42.	12	rolls	Tape, transparent, 24mm	9.10	109.20
43.	3	rolls	Tape, transparent, 48mm	18.20	54.60
44.	3	packs	Toilet Tissue Paper, 2-ply, 150 pulls	65.42	196.26
45.	4	pads	Note Pad, stick-on, 50mm x 76mm (2" x 3") min.	31.00	124.00
46.	4	pads	Note Pad, stick-on, 76mm x 76mm (3" x 3") min.	41.50	166.00
47.	4	pads	Note Pad, stick-on, 50mm x 100mm (2" x 3") min.	56.06	224.24
48.	10	reams	Paper, multicopy, 80gsm, 210mm x 297mm	132.37	1,323.70
49.	80	reams	Paper, multicopy – purpose (copy), A4, 70gsm	114.51	9,160.80
50.	20	reams	Paper, multicopy – purpose (copy), legal, 70gsm	129.98	2,599.60

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
51.	10	reams	Colored Bond Paper, A4, S-20, green	200.00	2,000.00
52.	5	reams	Colored Bond Paper, A4, S-20, yellow	200.00	1,000.00
53.	10	reams	Colored Bond Paper, A4, S-20, blue	200.00	2,000.00
54.	5	reams	Colored Bond Paper, A4, S-20, orange	200.00	1,000.00
55.	4	pads	Paper, pad, ruled, 216mm x 330mm	17.35	69.40
56.	10	packs	Specialty Board, 10's/pack, 180gsm, cream, short	25.00	250.00
57.	10	packs	Specialty Board, 10's/pack, 180gsm, white, short	25.00	250.00
58.	10	packs	Specialty Board, 10's/pack, 180gsm, vellum, short	25.00	250.00
59.	10	packs	Specialty Board, 10's/pack, 200gsm, cream, short	25.00	250.00
60.	10	packs	Specialty Board, 10's/pack, 200gsm, vellum, short	25.00	250.00
61.	24	packs	Specialty Board, 10's/pack, 220gsm, cream, short	25.00	600.00
62.	24	packs	Specialty Board, 10's/pack, 220gsm, cream, long	25.00	600.00
63.	24	packs	Specialty Paper, 10's/pack, cream, short	16.00	384.00
64.	24	packs	Specialty Paper, 10's/pack, cream, long	16.00	384.00
65.	10	packs	Sticker Paper, glossy, 10's/pack, A4	60.00	600.00
66.	10	pack	Sticker Paper, matte, 10's/pack, A5	60.00	600.00
67.	8	pcs	Record Book, 500pages, 214mm x 278mm min.	101.92	815.36
68.	50	pcs	Envelope, brown, for A4 size document	1.60	80.00
69.	50	pcs	Envelope, brown, for legal size document	1.25	62.50
70.	3	cases	Push Pin, flat head type, assorted colors, 50 pcs per case	16.25	48.75
71.	10	packs	Manila Paper, 10 sheets per pack	26.00	260.00
72.	10	pcs	Morocco Paper, 30 x 40, green	35.00	350.00
73.	4	packs	Photo Paper, glossy, 20pcs/pack, 200gsm	80.00	320.00
74.	5	packs	Wrapping Paper, kraft, 65gsm	129.67	648.35
75.	2	pcs	Clearbook, 20 transparent pockets, for A4 size	39.78	79.56
76.	6	pcs	Clearbook, 20 transparent pockets, for Legal size	45.00	270.00
77.	24	pcs	Envelope, expanding, green, legal size	15.00	360.00

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
78.	1	box	Envelope, documentary, for A4 size document	408.14	408.14
79.	1	box	Envelope, pay, 500 pieces per box	240.00	240.00
80.	6	pcs	File Organizer, expanding, plastic, 12 pockets	70.61	432.66
81.	5	packs	Folder, L-type, plastic, for A4 size documents	171.08	855.40
82.	2	packs	Folder, L-type, plastic, for legal size documents	213.72	427.44
83.	4	boxes	Fastener, for paper, plastic coated, 50 sets per box	50.00	200.00
84.	50	pcs	Folder, tagboard, for A4 size, white	4.00	200.00
85.	50	pcs	Folder, tagboard, short, white	4.00	200.00
86.	50	pcs	Folder, tagboard, legal, white	4.00	200.00
87.	1	box	Folder, pressboard, with metal tab, 100's/box, long, green	1,950.00	1,950.00
88.	25	pcs	Folder, sliding, gray, morocco with plastic cover, short	17.00	425.00
89.	25	pcs	Folder, sliding, gray, morocco with plastic cover, long	15.00	375.00
90.	10	boxes	Index Tab, self-adhesive, transparent	51.88	518.80
91.	2	bundles	Ring Binder, ½" plastic, 10pcs/bundle, black	85.00	170.00
92.	2	bundles	Ring Binder, ¾" plastic, 10pcs/bundle, black	160.00	320.00
93.	2	bundles	Ring Binder, 1" plastic, 10pcs/bundle, black	240.00	480.00
94.	2	bundles	Ring Binder, 2" plastic, 10pcs/bundle, black	410.00	820.00
95.	1	unit	Bulletin Board, cork board, 3' x 5'	1,300.00	1,300.00
96.	1	unit	Bulletin Board, cork board, 4' x 6'	2,700.00	2,700.00
97.	1	unit	Bulletin Board, whiteboard, 3' x 5', with stand	3,850.00	3,850.00
98.	10	pcs	Document Box, board, heavy duty	280.00	2,800.00
99.	3	pcs	Document Storage Box, plastic, with wheels, 68cm x 40cm, 87liters	950.00	2,850.00
100.	2	pcs	Dating and Stamping Machine, heavy duty, small	320.00	640.00
101.	10	pcs	Magazine File, close end, long, navy blue	80.00	800.00
102.	1	pc	Dating and Stamping Machine, heavy duty, big	479.00	479.00
103.	2	pcs	Stamping Date, self-inking stamp	235.00	470.00
104.	150	pcs	Certificate Jacket	40.00	6,000.00

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
105.	20	cart	Ink Cart, EPSON C13T664100 (T6641), black	254.80	5,096.00
106.	20	cart	Ink Cart, EPSON C13T664200 (T6642), cyan	254.80	5,096.00
107.	20	cart	Ink Cart, EPSON C13T664300 (T6643), magenta	254.80	5,096.00
108.	20	cart	Ink Cart, EPSON C13T664400 (T6644), yellow	254.80	5,096.00
109.	2	units	Electric Fan, stand fan, 18"	1,300.00	2,600.00
110.	5	pcs	Scissors, symmetrical, 65mm min. blade length	15.60	78.00
111.	1	pc	Staple, binder type, desktop, heavy duty	878.80	878.80
112.	2	units	External Hard Drive, 1TB, 2.5" HDD, USB 3.0	2,724.80	5,449.60
113.	6	pcs	Flash Drive, 16GB capacity	276.64	1,659.84
114.	4	units	Mouse, optical, wireless	425.00	1,700.00
115.	2	units	Keyboard, wireless	500.00	1,000.00
116.	1	unit	Printer, multi-function, with continuous ink system	13,700.00	13,700.00
117.	2	units	AVR	500.00	1,000.00
118.	2	units	Computer Power Supply	750.00	1,500.00
119.	2	units	Internal Hard Drive, 500GB	2,600.00	5,200.00
120.	1	unit	UPS	2,900.00	2,900.00
121.	1	unit	Microphone, wireless	5,000.00	5,000.00
122.	1	unit	Binding Machine, 24 holes, heavy duty, 450 sheets binding capacity, 20 sheets punch capacity	10,000.00	10,000.00
123.	2	units	Chair, office, high back, leather	6,000.00	12,000.00
124.	2	pcs	Alcohol Lamp, 150mL	120.00	240.00
125.	2	bottles	Air Freshener, aerosol, 280MI/160g min.	86.06	172.12
126.	4	bottles	Alcohol, ethyl, 68% - 70%, scented, 600MI	43.99	175.96
127.	2	pcs	Broom, soft (tambo)	130.00	260.00
128.	1	pc	Broom, stick (ting-ting), 760mm min. usable length	30.58	30.58
129.	2	cans	Disinfectant spray, aerosol type, 400-550gms	122.98	245.96
130.	2	pcs	Dust Pan, non-rigid, plastic, with detachable handle	24.84	49.68
131.	2	cans	Furniture Cleaner, aerosol type, 300mL	87.36	174.72
132.	2	kgs	Rag, all cotton, 32 pieces per kilogram min.	49.69	99.38
133.	2	sets	Tornado Mop, big	1,300.00	2,600.00
TOTAL AMOUNT					175,694.59

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 June 24, 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