



**CAVITE STATE UNIVERSITY**  
**Don Severino de las Alas Campus**

Indang, Cavite, Philippines

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www.cvsu.edu.ph

**INVITATION TO SUBMIT QUOTATION**  
**Supply and Delivery of Office Equipment for Research Center**

1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project **"Supply and Delivery of Office Equipment for Research Center"** with an Approved Budget for the Contract (ABC) of **Four Hundred Thousand Pesos Only (PhP 400,000.00)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.


Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	1	unit	Scanner <ul style="list-style-type: none"> <li>• Scanner Type: A4 sheet-fed, one-pass duplex colored scan</li> <li>• Sensor Type: Contact Image Sensor (CIS)</li> <li>• Scanning Method: Fixed carriage &amp; moving document</li> <li>• Light Source: RGB Led</li> <li>• Optical Resolution: 600 x 600 dpi x 1</li> <li>• Output Resolution: 50 – 1,200 dpi (in 1 dpi increments)</li> <li>• Document Size: 50.8mm x 50.8mm min. and 215.9mm x 6,096mm max.</li> <li>• Scanning Speed: 65ppm/130ipm</li> <li>• With Automatic Document Feeder</li> <li>• ADF Capacity: 100 sheets (80g/m<sup>2</sup>)</li> <li>• Daily Duty Cycle: 7,000 pages</li> <li>• Multi-Feed Detection: Ultrasonic Sensor and Length Detection</li> <li>• Interface: USB 3.0</li> </ul>	50,000.00	50,000.00
2.	1	unit	Multifunction Printer/Copier Machine <ul style="list-style-type: none"> <li>• Maximum Monthly Duty Cycle: 75,000 pages per month</li> <li>• Print Direction: Bi-directional printing, Uni-directional Printing</li> <li>• Maximum Resolution: 4,800 x 1,200 dpi</li> <li>• Automatic 2-Sided Printing: Yes</li> <li>• Print Speed: Up to 35ppm</li> <li>• Copy Speed: Up to 22ipm</li> <li>• Scan Functions:               <ul style="list-style-type: none"> <li>a. Scanner Type: Flatbed Color Image Sensor</li> <li>b. Sensor Type: CIS</li> <li>c. Scan Features: Scan to Memory Device, Scan to Network,</li> </ul> </li> </ul>	350,000.00	350,000.00

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
			<p>Folder/FTP, Scan to Email, Scan to Computer</p> <p>d. Scan Speed (Monochrome/Colored): 200dpi; Flatbed: 4.0sec/5.0sec; ADF Simplex: 25ppm; ADF Duplex: 45ipm</p> <ul style="list-style-type: none"> <li>• Copy Functions: <ul style="list-style-type: none"> <li>a. Copy Resolution: 600 x 600 dpi</li> <li>b. Max. Copies:999</li> <li>c. Reduction/Enlargement: 25 – 400%, Auto Fit Function</li> <li>d. Copy Paper Size (Flatbed): A3, B4, Legal, Letter, A4, B5, A5, B6, A6, 16K, 8K, 13 x 18cm, A6:9, 10 x 15cm,</li> <li>e. Maximum Copy Size: A3</li> </ul> </li> <li>• ADF Specifications: <ul style="list-style-type: none"> <li>a. Paper Capacity: 50 pages (80gsm/m<sup>2</sup>)</li> <li>b. Automatic 2-sided Scan/Copy/Fax: Yes</li> </ul> </li> <li>• Fax Function: <ul style="list-style-type: none"> <li>a. Type of Fax: B&amp;W and Colored Fax Capability</li> <li>b. Receive Memory/Page Memory: 6MB, page memory up to 500pages</li> <li>c. Fax Features: PC Fax (Transmission/Receive), Automatic Redial, Address Book, Delay Send, Transmit Reservation, Broadcast Fax</li> <li>d. Fax Speed (Data Transfer Rate: Up to 33.6kbos, approx. 3sec/page</li> </ul> </li> <li>• Paper Handling <ul style="list-style-type: none"> <li>a. Number of Trays: 3 (Front – 2; Rear – 1</li> <li>b. Standard Input Capacity: Up to 835sheets (80g/m<sup>2</sup>)</li> <li>c. Maximum Paper Input Capacity: Up to 1,835 sheets (80g/m<sup>2</sup>)</li> <li>d. Output Capacity: 250sheets</li> <li>e. Maximum Paper Size: A3+, 329 x 1200mm (12.95" x 47.24")</li> <li>f. Paper Feed Method: Friction Feed</li> </ul> </li> <li>• Control Panel: 5.0"/12.7cm TFT Color LCD</li> <li>• Interface: USB 3.0, Ethernet, Wi-Fi, TCP/IPv4, TCP/IPv6</li> <li>• With Card Slot/USB Host Function</li> </ul>		
<b>TOTAL AMOUNT</b>					<b>400,000.00</b>

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 September 10, 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