



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 Supplies, Furniture and Equipment
for OSAS – TES Program

1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project “**Supply and Delivery of Office Supplies, Furniture and Equipment for OSAS – TES Program**” with an Approved Budget for the Contract (ABC) of **Five Hundred Twenty-Three Thousand Five Pesos Only (PhP 523,005.00)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	20	pcs	Flash Drive, 32GB	800.00	16,000.00
2.	25	pcs	CD-RW, with case	42.00	1,050.00
3.	5	units	Bookshelves, open shelves, metal, 5-layer	13,000.00	65,000.00
4.	100	pcs	Sign Pen, black, liquid/gel ink, 0.5mm needle tip	34.61	3,461.00
5.	100	pcs	Sign Pen, blue, liquid/gel ink, 0.5mm needle tip	34.61	3,461.00
6.	100	pcs	Sign Pen, red, liquid/gel ink, 0.5mm needle tip	34.61	3,461.00
7.	200	reams	Paper, multi-purpose (copy), A4, 70gsm	128.44	25,688.00
8.	30	bottles	Ink Cart, EPSON C13T664100 (T6641), black	254.80	7,644.00
9.	12	units	Printer, multifunction, with continuous ink system	9,000.00	108,000.00
10.	30	bottles	Ink, black (compatible to the printer being requested)	350.00	10,500.00
11.	20	bottles	Ink, cyan (compatible to the printer being requested)	350.00	7,000.00
12.	20	bottles	Ink, yellow (compatible to the printer being requested)	350.00	7,000.00
13.	20	bottles	Ink, magenta (compatible to the printer being requested)	350.00	7,000.00
14.	11	units	Laptop Computer <ul style="list-style-type: none"> • Hard Drive Capacity: 500GB • RAM Size: 4GB • Screen Size: 14” • Processor: Celeron 4205U, 1.8Ghz • Memory: 4GB • Operating System: Windows 10 	15,000.00	165,000.00
15.	1	box	Folder, pressboard, plain, 50's/box, long, green	480.00	480.00
16.	6	units	Cabinet, filing, lateral, 3-layer	10,000.00	60,000.00
17.	24	box	Document Box	350.00	8,400.00
18.	18	units	Storage Box, 95L capacity	1,000.00	18,000.00

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
19.	50	pcs	Tape, transparent, 48mm (±1mm)	25.00	1,250.00
20.	30	boxes	Stapler Wire, Std. No. 25	29.00	870.00
21.	20	bottles	Alcohol, 70% isopropyl, 500ml	75.00	1,500.00
22.	14	pcs	Stapler, standard type, load capacity 200 staples min.	100.00	2,240.00
TOTAL AMOUNT					308,900.00

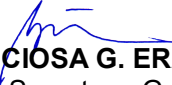
2. The quotation must be submitted to the Supply Office through mail, fax or email at the contact details listed below **on or before 5:00 PM of October 19, 2020**.

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