



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

Indang, Cavite, Philippines  
 ☎ (046) 415-0010 / 📠 (046) 4150-0013 loc 203  
 www.cvsu.edu.ph

**INVITATION TO SUBMIT QUOTATION**  
**Supply and Delivery of Supplies and Materials for CED**

1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project **“Supply and Delivery of Supplies and Materials for CED”** with an Approved Budget for the Contract (ABC) of **One Hundred Seventy-Four Thousand Three Hundred Forty-Three Pesos and 24/100 Only (PhP 174,343.24)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	5	rolls	Acetate, gauge #2.6, 50m per roll (plastic cover)	700.00	3,500.00
2.	300	pcs	Ballpen, black	5.00	1,500.00
3.	200	pcs	Ballpen, blue	5.00	1,000.00
4.	200	pcs	Ballpen, green	5.00	1,000.00
5.	1	pc	Cable, UTP, 10m	6,800.00	6,800.00
6.	30	pcs	Certificate Holder, A4 size, plastic with board	35.00	1,050.00
7.	30	pcs	Glue Stick, big	10.00	300.00
8.	10	pcs	Photo Frame, with stand, A4 size	85.00	850.00
9.	10	boxes	Push Pin, flat head type, assorted colors, 50 pieces per case	16.25	162.50
10.	30	rolls	Tape, double adhesive, 1”	25.00	750.00
11.	10	rolls	Tape, double adhesive, 2”	50.00	500.00
12.	10	rolls	Tape, double adhesive, 3”	75.00	750.00
13.	5	rolls	Tape, duct, 2”	155.40	777.00
14.	10	boxes	Thumbtacks	10.00	100.00
15.	3	reams	Colored Bond Paper, A4, s-20 (70gsm), yellow	354.00	1,062.00
16.	15	reams	Colored Bond Paper, A4, s-20 (70gsm), blue	354.00	5,310.00
17.	1	ream	Colored Bond Paper, long, s-20 (70gsm), blue	354.00	354.00
18.	1	ream	Colored Bond Paper, A4, s-20 (70gsm), assorted colors	354.00	354.00
19.	3	packs	Manila Paper, 10 sheets per pack	30.00	90.00
20.	30	packs	Photo Paper, glossy, 20pcs/pack, 180gsm, A4	100.00	3,000.00
21.	50	packs	Specialty Board, 10’s/pack, 180gsm, cream, A4	35.00	1,750.00
22.	40	packs	Specialty Board, 10’s/pack, 180gsm, white, A4	35.00	1,400.00
23.	10	packs	Specialty Paper, 10’s/pack, white, A4	32.00	320.00
24.	100	packs	Specialty Paper, 10’s/pack, cream, A4	32.00	3,200.00
25.	20	pcs	HDMI, 8m	700.00	14,000.00

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
26.	1	unit	Sewing Machine, portable type, tabletop mount, motorized, 220V, minimum of 50 stitch applications	14,500.00	14,500.00
27.	3	pcs	Key Holder	302.08	906.24
28.	50	pcs	Key Chain	20.00	1,000.00
29.	70	pcs	Arch File, 3-hole, A4, D-type, 2", with label (for accreditation/ISO)	300.00	21,000.00
30.	120	pcs	Arch File, 3-hole, A4, D-type, 3", with label (for accreditation/ISO)	350.00	42,000.00
31.	350	pcs	Brown Envelope, for long size document	1.75	612.50
32.	100	pcs	Folder, siding, morocco, blue, long	9.00	900.00
33.	150	pcs	Folder, siding, morocco, blue, A4	9.00	1,350.00
34.	40	pcs	Folder, siding, plastic, blue, long	7.00	280.00
35.	40	pcs	Folder, siding, plastic, blue, short	6.00	240.00
36.	40	pcs	Folder, siding, plastic, blue, A4	6.00	240.00
37.	250	pcs	US Folder, A4, white	4.00	1,000.00
38.	550	pcs	Folder, tagboard, legal size, white	4.00	2,200.00
39.	9	bundles	Ring Binder, 3/8", plastic, 10pcs/bundle, black	70.00	630.00
40.	9	bundles	Ring Binder, 1/2", plastic, 10pcs/bundle, black	85.00	765.00
41.	9	bundles	Ring Binder, 3/4", plastic, 10pcs/bundle, black	760.00	6,840.00
42.	9	bundles	Ring Binder, 1", plastic, 10pcs/bundle, black	240.00	2,160.00
43.	9	bundles	Ring Binder, 2", plastic, 10pcs/bundle, black	410.00	3,690.00
44.	9	bundles	Ring Binder, 3", plastic, 10pcs/bundle, black	600.00	5,400.00
45.	30	bottles	Epsin L3110 Ink, 003, black	250.00	7,500.00
46.	15	bottles	Epsin L3110 Ink, 003, cyan	250.00	3,750.00
47.	15	bottles	Epsin L3110 Ink, 003, magenta	250.00	3,750.00
48.	15	bottles	Epsin L3110 Ink, 003, yellow	250.00	3,750.00
<b>TOTAL AMOUNT</b>					<b>174,343.24</b>


2. Delivery Period: \_\_\_\_ calendar days from the receipt of P.O.
3. Price quotations must be valid for a period of sixty (60) calendar days from date of submission and shall include all taxes, duties and/or levies payable. Bidders shall also indicate the brand and model of the items being offered.
4. Warranty shall be for a period of six (6) months for supplies and materials. Warranty for equipment must not be less than one (1) year from the date of acceptance and shall be accompanied with Warranty Certificate.
5. 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 December 11, 2020.**

Address : Supply Office, Administration Building  
Cavite State University  
Indang, Cavite

E-mail : supplyoffice@cvsu.edu.ph

Telefax : (046) 862-0852

6. 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