



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

Indang, Cavite, Philippines
☎ (046) 4150-010 / 📠 (046) 4150-0013 loc 203
www.cvsu.edu.ph

INVITATION TO SUBMIT QUOTATION
Supply and Delivery of Document Scanner for CED


1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project “**Supply and Delivery of Document Scanner for CED**” with an Approved Budget for the Contract (ABC) of **One Hundred Five Thousand Pesos Only (PhP 105,000.00)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	3	units	Document Scanner <ul style="list-style-type: none">• Scanner Type: ADF, Duplex• Scanning Speed: at least 25ppm for simplex; at least 50ipm for duplex• Optical Resolution: at least 600dpi• Document Size: Min. – 54 x 74mm; Max. – 216 x 355.6mm; Long Page Scanning – 3,048mm• ADF Capacity: at least 50 sheets• Expected Daily Volume: at least 4,000 sheets	35,000.00	105,000.00
TOTAL AMOUNT					105,000.00

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 January 28, 2021**.

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