



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

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INVITATION TO SUBMIT QUOTATION
Supply and Delivery of Supplies and Materials for Budget Office

1. The Cavite State University (CvSU) invites interested firms/suppliers to submit quotation for the project “**Supply and Delivery of Supplies and Materials for Budget Office**” with an Approved Budget for the Contract (ABC) of **Fifty-Three Thousand Four Hundred Eighty-Five Pesos Only (Php 53,485.55)**. 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	Roll	ACETATE, gauge #4, 50m per roll, plastic cover	1,102.00	1,102.00
2	20	pcs	BALLPEN, black	5.25	105.00
3	20	Pcs	BALLPEN, blue	5.25	105.00
4	10	Pcs	BATTERY, AA, 2's, HD	73.50	735.00
5	10	Pcs	BATTERY, AAA, 2's, HD	73.50	735.00
6	20	Pcs	CD-RW, with case	44.10	882.00
7	2	Pack	LAMINATING FILM, A4, 250 mic	1,260.00	2,520.00
8	10	Box	STAPLE WIRE, Std, No.25	30.45	304.50
9	12	Roll	TAPE, DOUBLE ADHESIVE, 2"	52.50	630.00
10	2	Ream	COLORED BONDPAPER, A4, S24 (80 gsm), green	441.00	882.00
11	2	Ream	COLORED BONDPAPER, long, S24 (80 gsm), green	441.00	882.00
12	5	pack	PHOTO PAPER, glossy, 20pcs/pack, 180gsm, A4	105.00	525.00
13	12	Pack	STICKER PAPER GLOSSY,10's/pack, A4	36.75	441.00
14	11	Pack	STICKER PAPER MATTE,10's/pack, A4	36.75	404.25
15	12	Pack	STICKER PAPER GLOSSY,10's/pack, LONG	36.75	441.00
16	11	Pack	STICKER PAPER MATTE,10's/pack, LONG	36.75	404.25
17	10	bottle	EPSON INK, BOTTLE, 003, black	267.75	2,677.50
18	10	Bottle	EPSON INK, BOTTLE, 003, magenta	267.75	2,677.50


19	10	Bottle	EPSON INK, BOTTLE, 003, yellow	267.75	2,677.50
20	10	Bottle	EPSON INK, BOTTLE, 003, cyan	267.75	2,677.50
21	3	Bottle	INK HP GT51, BLACK	283.50	850.50
22	3	Bottle	INK HP GT52, CYAN	283.50	850.50
23	3	Bottle	INK HP GT52, MAGENTA	283.50	850.50
24	3	Bottle	INK HP GT52, YELLOW	283.50	850.50
25	3	Pc	Gestetner TONER, MP 2501L	2,940.00	8,820.00
26	1	Cart	HP INK CARTRIDGE, Deskjet GT5820, black	630.00	630.00
27	1	Cart	HP INK CARTRIDGE, Deskjet GT5820, colored	682.50	682.50
28	12	Pcs	ALCOHOL, 70% isoprophyll, 500ml	76.65	919.80
29	3	Pcs	BLEACHING SOLUTION, 500ML	26.25	78.75
30	3	Bottle	DISHWASHING LIQUID, 500mL	63.00	189.00
31	6	Pcs	DISHWASHING SCOURING PAD WITH FOAM	29.40	176.40
32	4	Bottle	HAND SANITIZER, 200ml	105.00	420.00
33	2	Can	DISINFECTANT SPRAY 400 grms	2157.92	515.84
34	3	Bottle	HAND SOAP, Liquid, 500ml	205.92	617.76
35	4	Pc	CALCULATOR, SCIENTIFIC, 12 digits	498.75	1,995.00
36	1	Unit	ID Laminator, HD	4,830.00	4,830.00
37	1	Unit	PRINTER, Multifunction, CONTINUOUS INK	8,400.00	8,400.00
TOTAL AMOUNT					53,485.55

7. Delivery Period: ____ calendar days from the receipt of P.O.
8. 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.
9. 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.
10. 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 February 26, 2021**.

Address : Supply Office, Administration Building
Cavite State University
Indang, Cavite
E-mail : supplyoffice@cvsu.edu.ph
Telefax : (046) 862-0852

11. 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