



Republic of the Philippines
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 Supplies, Materials and Equipment for CvSU-Tanza Campus

1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project **“Supply and Delivery of Supplies, Materials and Equipment for CvSU-Tanza Campus”** with an Approved Budget for the Contract (ABC) of **Five Hundred Seventy-Six Thousand Three Hundred Eightty Pesos Only (PhP 576,380.00)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	4	Unit	Bulletin board, whiteboard, 4'x8', with stand	7,200.00	28,800.00
2.	3	Pcs	Document storage box, plastic with wheel	900.00	2,700.00
3.	2	Pcs	Dating and stamping machine, HD	350.0	700.00
4.	1	Unit	ID laminator, HD Voltage: 220-240v Rating power: 600w Dimension: 500x185x120mm Laminating width: 330mm (A3) Laminating Thickness: 1mm	4,600.00	4,600.00
5.	1	Pc	Magazine file, close-end, long, navy blue	80.00	80.00
6.	1	Unit	Paper shredder, HD, 5 sheets Durable steel bar cutter Automatic start/stop control Noiseless design Removable waster bin Auto stop when bin is removed Gray color with black linings Automatic paper feed sensor Can shred paper, staple wire, CD/DVD/Credit card Cut Size: 2x10mm – confetti cut Shred type: CD, credit cards Waste bin capacity: 20L	14,500.00	14,500.00
7.	4	Units	Puncher, 3-hole, HD	1,100.00	4,400.00
8.	1	Pc	Stamping date, self-inking stamp	375.00	375.00
9.	2	Pcs	Stapler, HD	100.00	200.00
10.	4	Pcs	Wall clock	300.00	1,200.00
11.	10	Units	AVR	500.00	5,000.00
12.	2	Units	External hard drive, 2TB	6,000.00	12,000.00
13.	2	Units	Flash drive, 32GB	800.00	1,600.00
14.	1	Units	Mouse, optical, wireless	425.00	425.00
15.	3	Units	Printer, multifunction, continuous ink system	8,000.00	24,000.00
16.	1	Unit	UPS	2,900.00	2,900.00
17.	1	Unit	Printer	10,000.00	10,000.00

18.	1	Unit	Emergency light, 2x0.5 watts LED bulb	1,150.00	1,150.00
19.	1	Unit	Exit sign, 5.5"x14" (aluminum) with LED light	1,750.00	1,750.00
20.	8	Units	Bookshelves, open shelves, metal, 6 adjustable layers	10,000.00	80,000.00
21.	1	lot	Office partition 4pax back to back 30mm thk aluminum trims in customized powder coated fin 300mm Ht Glasss + 2 tone fabric finish 2 – 1200 mm L x 1200 mm Ht 6 – 600mm L x 1200mm Ht Table top: 25mm thick MFC laminated fin. In 2mm PVC edge band 4 – 1200mm L x 600mm D Bracketed on partition with 1 grommet each staff	380,000.00	380,000.00
TOTAL AMOUNT					576,380.00


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 April 29, 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