



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 Supplies and Materials for Imus Campus

1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project **“Supply and Delivery of Supplies and Materials for Imus Campus”** with an Approved Budget for the Contract (ABC) of **Sixty-Five Thousand One Hundred Fifty Pesos and 30/100 Only (PhP 65,150.30)**. 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	Pc	EXTERNAL HARDDRIVE, 2TB	6,300.00	6,300.00
2.	10	Mtrs	HDMI Cord	150.00	1,500.00
3.	12	btls	Ink for Epson L3110, black	315.00	3,780.00
4.	6	Btls	Ink for Epson L3110, magenta	315.00	1,890.00
5.	6	Btls	Ink for Epson L3110, cyan	315.00	1,890.00
6.	6	Btls	Ink for Epson L3110, yellow	315.00	1,890.00
7.	50	Reams	Bond paper, A4, sub20, 70gsm	210.00	10,500.00
8.	100	Pcs	Certificate holder, A4	45.00	4,500.00
9.	50	Packs	Specialty paper, A4	65.00	3,250.00
10.	12	Packs	Photopaper, A4, glossy	106.67	1,280.00
11.	1	Boxes	Letter envelope, documentaries, A4	673.09	673.09
12.	4	Reams	Color bond paper, asstd color, A4, sub 40, 70 gsm	371.50	1,486.00
13.	6	Pcs	Record book, 500 pages	101.915	611.49
14.	50	Boxes	Pencils lead with eraser	15.80	790.00
15.	1	Pc	Sharpener, desktop	202.75	202.75
16.	12	pcs	Sign pen, black, 0.5	34.63	415.56
17.	12	Pcs	Sign pen, blue, 0.5	34.63	415.56
18.	200	Pcs	Ballpen, 100pcs black, 50pcs blue, 50 pcs red	5.25	1,050.58
19.	10	Pcs	Scotch tape, 25yards	15.00	150.00
20.	2	Pcs	Tape dispenser, table top	263.625	527.25
21.	10	Pcs	Masking tape, 2”	15.00	150.00
22.	6	Pcs	Double sided tape, 1”	26.25	157.50
23.	10	Boxes	Paper clip, small, 50mm	19.00	190.00
24.	10	Boxes	Paper clip, large, 33mm	19.00	190.00
25.	1	Pc	Puncher, HD, 2 hole	131.96	131.96
26.	6	Packs	Folder, L-type, A4	171.43	1,028.58
27.	6	Packs	Folder, L-type, Legal	239.83	1,438.98
28.	1	Box	Marker, permanent, black	400.00	400.00
29.	1	Box	Marker, permanent, blue	400.00	400.00
30.	1	Unit	Paper cutter, HD, A4, wood base photo guillotine craft machine, 12” cut, 10 sheet cap	1,260.00	1,260.0
31.	3	Pcs	Staple, with staple remover #35	95.00	285.00
32.	50	Boxes	Stape wire, #35	27.00	1,350.00
33.	50	Pcs	Correction tape, 20m	49.00	2,450.00

34.	2	Pcs	Ruler, 12"	42.00	84.00
35.	3	Boxes	Push pin	59.00	177.00
36.	5	Pcs	Sticky note, 85mm x 85mm	23.00	115.00
37.	10	Pcs	Battery, AA, rechargeable	575.00	5,750.00
38.	10	pcs	Battery, AAA, rechargeable	649.00	6,490.00
TOTAL AMOUNT					65,150.30

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 May 24, 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