



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 and Materials for Tanza 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 Tanza Campus”** with an Approved Budget for the Contract (ABC) of **Five Hundred Sixty-Two Thousand Four Hundred Thirty-Nine Pesos and 92/100 Only (PhP 562,439.92)**. 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	Boxes	CARBON FILM, A4	221.00	884.00
2.	8	Packs	BATTERY Dry Cell, D	96.20	769.60
3.	8	Packs	BATTERY Dry Cell, AAA	19.73	157.84
4.	8	Packs	BATTERY Dry Cell, AA	36.30	290.40
5.	80	Bottles	CLEANER, toilet and urinal	41.60	3,328.00
6.	80	Cans	CLEANSER, scouring powder	23.92	1,913.60
7.	40	pcs	CLEARBOOK, A4	39.78	1,591.20
8.	80	Pcs	CORRECTION TAPE	14.02	1,121.60
9.	4	Pcs	CUTTER BLADE, for general purpose cutter / utility	14.82	59.28
10.	80	Pcs	DATA FILE BOX	77.20	6,176.00
11.	80	Pcs	DATA FOLDER	68.64	5,491.20
12.	2	Boxes	ENVELOPE, documentary, A4	673.09	1,346.18
13.	4	Boxes	ENVELOPE, expanding, kraft, legal	738.40	2,953.60
14.	40	Pcs	ERASER, felt, for blackboard/whiteboard	10.30	412.00
15.	20	Pcs	ERASER, plastic or rubber	4.42	88.40
16.	80	Pcs	FILE ORGANIZER, legal	86.04	6,883.20
17.	80	Sets	FILE TAB DIVIDER, A4	11.13	890.40
18.	40	Sets	FILE TAB DIVIDER, legal	14.23	569.20
19.	8	Cans	FURNITURE CLEANER	115.53	924.24
20.	6	Jars	GLUE, 200 grams	62.10	372.60
21.	2	Pcs	HANDBOOK (RA 9184), 8th Edition	37.21	74.42
22.	40	Boxes	INDEX TAB	56.68	2,267.20
23.	4	Bundles	LOOSELEAF COVER	794.96	3,179.84
24.	80	Pcs	MAGAZINE FILE BOX, large	41.60	3,328.00
25.	10	Sets	MARKER, fluorescent	46.68	466.80
26.	10	Pcs	MARKER, permanent, bullet type, black	8.98	89.80
27.	10	Pcs	MARKER, permanent, bullet type, blue	8.98	89.80
28.	200	Pcs	MARKER, whiteboard, black	13.38	2,676.00
29.	100	Pcs	MARKER, whiteboard, blue	13.38	1,338.00
30.	20	Units	MONOBLOC TABLE, white	1,336.40	26,728.00
31.	20	Pcs	NOTEBOOK, stenographer, spiral, 40 leaves	12.04	240.80
32.	40	Pads	NOTEPAD, stick-on, 3X3	47.73	1,909.20

33.	20	Boxes	PAPER CLIP, 33mm	7.76	155.20
34.	20	Boxes	PAPER CLIP, 50mm	17.14	342.80
35.	10	Reams	PAPER, multicopy, 80gsm, A4	170.56	1,705.60
36.	20	Reams	PAPER, multicopy, 80gsm, legal	181.42	3,628.40
37.	200	Reams	PAPER, multi-purpose, 70gsm, A4	133.12	26,624.00
38.	100	reams	PAPER, multi-purpose, 70gsm, legal	138.97	13,897.00
39.	4	Boxes	PAPER, parchment	98.05	392.20
40.	20	Boxes	PENCIL, lead with eraser	20.79	415.80
41.	3	Pcs	PHILIPPINE NATIONAL FLAG	284.84	854.52
42.	20	Bundles	RAGS, ALL COTTON, 32 pieces per kilo per bundle	53.82	1,076.40
43.	20	Pcs	RECORD BOOK, 300 pages	70.72	1,414.40
44.	20	Pcs	RECORD BOOK, 500 pages	101.92	2,038.40
45.	10	Pcs	RULER, plastic, 450mm	17.68	176.80
46.	40	Pcs	SIGN PEN, black, liquid/gel ink, 0.5mm needle tip	34.61	1,384.40
47.	80	Pcs	SIGN PEN, blue, liquid/gel ink, 0.5mm needle tip	34.61	2,768.80
48.	10	Bottles	STAMP PAD INK, purple or violet, 50ml (min.)	31.52	315.20
49.	10	Pcs	STAMP PAD, felt, bed dimension: 60mm x 100mm	34.95	349.50
50.	10	Pcs	STAPLE REMOVER, plier type	24.90	249.00
51.	40	Rolls	TAPE, MASKING, width: 48mm (±1mm)	106.60	4,264.00
52.	60	Rolls	TAPE, packaging, width: 48mm (±1mm)	19.97	1,198.20
53.	60	Rolls	TAPE, transparent, width: 24mm (±1mm)	10.09	605.40
54.	60	Rolls	TAPE, transparent, width: 48mm (±1mm)	19.97	1,198.20
55.	80	Packs	TOILET TISSUE PAPER, 2-ply, 100% recycled	87.40	6,992.00
56.	40	Packs	TRASHBAG, GPP specs, black, 940mmx1016mm	134.68	5,387.20
57.	20	Rolls	TWINE, plastic	58.24	1,164.80
58.	40	Packs	WRAPPING PAPER	154.84	6,193.60
59.	20	Pcs	BATTERY, AA, 2's, HD	73.50	1,470.00
60.	3	Pcs	CABLE, UTP, 10m	7,140.00	21,420.00
61.	40	Pcs	CERTIFICATE HOLDER, A4 SIZE", clear plastic	27.30	1,092.00
62.	70	Pcs	CORRUGATED BOX, for A4 size documents	57.75	4,042.50
63.	40	Pcs	CORRUGATED BOX, for legal size documents	68.25	2,730.00
64.	40	Packs	DRESSMAKER'S PIN	12.60	504.00
65.	1	Pc	FLAG, Campus, 4 x 8	5,250.00	5,250.00
66.	1	Pc	FLAG, Cavite, 4 x 8	4,725.00	4,725.00
67.	1	Pc	FLAG, Cavite State University, 4 x 8	5,250.00	5,250.00
68.	1	Pc	FLAG, Philippine National Flag, 4 x 8	315.00	315.00
69.	950	Pcs	ID LACE- Customized	47.25	44,887.50
70.	950	Pcs	ID JACKET, clear plastic, B1 (65x105mm – upright)	10.50	9,975.00
71.	30	Packs	INDEX TAB FLAGS, transparent film,	36.75	1,102.50

			arrow shape, assorted colors		
72.	40	Packs	INDEX TAB FLAGS, SIGN HERE, yellow	178.50	7,140.00
73.	60	Bottles	INK REFILL, white boardmarker, black	138.60	8,316.00
74.	10	Pcs	MARKING PEN, permanent, Fine, black	36.75	367.50
75.	10	Pcs	MARKING PEN, permanent, Superfine, black	47.25	472.50
76.	5	Pcs	NUMBERING MACHINE INK, black	21.00	105.00
77.	2	Pcs	PADDING GLUE, 1/2kg, red	210.00	420.00
78.	2	Pcs	PADDING CEMENT, green	315.00	630.00
79.	20	Boxes	PENCIL, #2, 12's/bx	84.00	1,680.00
80.	950	Pcs	PVC ID	15.75	14,962.50
81.	200	Pcs	RJ45	5.25	1,050.00
82.	40	Pcs	SIGN PEN, blue, 0.7	65.10	2,604.00
83.	100	Pcs	SHOELACE	15.75	1,575.00
84.	10	Btls	STAMP PAD INK, black	68.25	682.50
85.	10	Btls	STAMP PAD INK, green	68.25	682.50
86.	20	Boxes	STAPLE WIRE, Std, No.25	30.45	609.00
87.	20	Rolls	TAPE, DOUBLE ADHESIVE, 2"	52.50	1,050.00
88.	20	Rolls	TAPE, DOUBLE ADHESIVE, 3"	78.75	1,575.00
89.	20	Rolls	TAPE, DUCT, 2"	163.17	3,263.40
90.	20	Rolls	TAPE, DUCT, 3"	220.50	4,410.00
91.	20	Rolls	TAPE, MAGIC, 1"	239.40	4,788.00
92.	20	Boxes	THUMB TACKS	10.50	210.00
93.	10	Reams	COLORED BOND PAPER, A4, S20 (70 gsm), green	371.70	3,717.00
94.	20	Boxes	CONTINUOUS FORM, 9.5"x11", 3 ply, S16	787.20	15,750.00
95.	80	bundles	DAILY TIME RECORD, Form 48, White (50's bundle)	94.50	7,560.00
96.	60	Pads	NOTE PAD, (3"x4"), 100 sheets per pad	99.75	5,985.00
97.	4	Reams	PARCHMENT PAPER, A4, Subs 20	266.70	1,066.80
98.	60	Packs	PHOTO PAPER, glossy, 20pcs/pack, 180gsm, A4	105.00	6,300.00
99.	40	Packs	PHOTO PAPER, matte, 20pcs/pack, 180gsm, A4	105.00	4,200.00
100	1500	Pcs	RECORD JACKET (long) customized	42.00	63,000.00
101	60	Packs	SPECIALTY BOARD, 10's/pack, 180gsm, CREAM, A4	36.75	2,205.00
102	40	Packs	STICKER PAPER GLOSSY, 10's/pack, A4	36.75	1,470.00
103	40	Packs	STICKER PAPER MATTE, 10's/pack, A4	36.75	1,470.00
104	60	Pcs	STICKY NOTE PADS, yellow, 3"x3"	63.00	3,780.00
105	60	Pcs	ARCH FILE, 3-hole, A4, D-type, 2", with label (accreditation/ ISO)	315.00	18,900.00
106	100	Pcs	ARCH FILE, 3-hole, A4, D-type, 3", with label (accreditation/ ISO)	367.50	36,750.00
107	10	Boxes	FASTENER, for paper, Plastic coated, 50 sets per box	52.50	525.00
108	40	Pcs	FILE ORGANIZER, Plastic, expanding, with divider, A4	94.50	3,780.00
109	40	Sets	FILE GUIDE, A4, five (5) colors per set	15.75	630.00
110	10	Boxes	FOLDER, Pressboard, plain 50's, long, green	498.75	4,987.50
111	200	Pcs	FOLDER, Pressboard, plain, A4, green	10.50	2,100.00
112	60	Pcs	INDEX TAB, self adhesive, 5's, assorted	68.25	4,095.00

			colors		
113	77	btls	EPSON INK, BOTTLE, 003, black	271.04	20,870.00
114	38	Btls	EPSON INK, BOTTLE, 003, magenta	268.95	10,220.00
115	37	Btls	EPSON INK, BOTTLE, 003, yellow	274.60	10,160.00
116	37	Btls	EPSON INK, BOTTLE, 003, cyan	274.60	10,160.00
TOTAL AMOUNT					562,439.92


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 June 7, 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