



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 Office Equipment for Silang Campus**

1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project **“Supply and Delivery of Office Equipment for Silang Campus”** with an Approved Budget for the Contract (ABC) of **Three Hundred Sixty-Seven Thousand Five Hundred Pesos Only (PhP 367,500.00)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	2	Units	Aircon <ul style="list-style-type: none"> <li>• 1 – 1.5HP</li> <li>• Wall mounted / window type (16-20 sq.m. room)</li> <li>• Inverter</li> <li>• Volts: 220-240</li> <li>• Single phase</li> <li>• 50/60Hertz</li> <li>• Includes installation</li> </ul>	36,750.00	36,750.00
2.	2	Units	Aircon <ul style="list-style-type: none"> <li>• 2HP</li> <li>• Wall mounted / window type (21-26 sq.m. room)</li> <li>• Inverter</li> <li>• Volts: 220-240</li> <li>• Single phase</li> <li>• 50/60Hertz</li> <li>• Includes installation</li> </ul>	68,250.00	136,000.00
3.	2	Units	Aircooler, Blizzard <ul style="list-style-type: none"> <li>• HD</li> <li>• 40L</li> <li>• 220-240 volts</li> <li>• 50/60Hz</li> <li>• Single phase</li> <li>• 40-60ltrs cap</li> <li>• 1-2hrs timer</li> <li>• Automatic vertical louver</li> </ul>	31,500.00	63,000.00
4.	1	unit	Photocopying Machine <ul style="list-style-type: none"> <li>• Monochrome</li> <li>• paper input capacity: standard 350 sheets</li> <li>• output capacity: max 250 sheets</li> <li>• copying process: laser electrolastic image transfer</li> <li>• print copy function: water mark image rotation</li> </ul>	94,500.00	94,500.00

			<ul style="list-style-type: none"> <li>• copy print speed A4: up to 24pages/min</li> <li>• print resolution: GDI 600x600 dpi</li> <li>• document feeder: automatic duples feeder</li> <li>• scan speed: max 46 opm(b/w), max 20 opm (colour)</li> <li>• multifunction: copier/printer/scanner</li> </ul>		
<b>TOTAL AMOUNT</b>					<b>367,500.00</b>


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 14, 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