



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 OVPRE

1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project **“Supply and Delivery of Supplies and Materials for OVPRE”** with an Approved Budget for the Contract (ABC) of **Sixty-Seven Thousand Seventy-Eight Pesos and 80/100 Only (PhP 67,078.80)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.


Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	50	pcs	BALLPEN, black	5.25	262.50
2.	50	Pcs	BALLEN, blue	5.25	262.50
3.	1	Pcs	CABLE, HDMI, 3m	743.40	743.40
4.	100	Pcs	CERTIFICATE HOLDER, A4, with board	39.9	3,990.00
5.	2	Box	LEAD FOR MECHANICAL PENCIL	36.75	73.50
6.	1	Pack	MAP PIN, round head, 100 pieces per case	36.75	36.75
7.	10	Pcs	MARKING PEN, permanent, Superfine, black	47.25	472.50
8.	10	Pcs	MARKING PEN, permanent, Superfine, blue	47.25	472.50
9.	2	Pcs	PADDING GLUE, 1/2kg, red	210.00	420.00
10.	2	Pcs	PADDING CEMENT, green	315.00	630.00
11.	25	Pcs	SIGN PEN, black, 0.5	65.10	1,627.50
12.	25	Pcs	SIGN PEN, blue, 0.5	65.10	1,627.50
13.	2	Box	STAPLE WIRE, Std, No.25	30.45	60.90
14.	2	Box	STAPLE WIRE, HD, 23/17, for heavy duty staplers, metal, non-rust	47.25	94.50
15.	10	Roll	TAPE, DOUBLE ADHESIVE, 1"	26.25	262.50
16.	5	Roll	TAPE, DUCT, 2"	163.17	815.85
17.	1	Ream	COLORED BOND PAPER, A4, S24 (80 gsm), assorted colors	441.00	441.00
18.	1	Ream	COLORED BOND PAPER, short, S24 (80 gsm), assorted colors	441.00	441.00
19.	1	Ream	COLORED BOND PAPER, long, S24 (80 gsm), assorted colors	441.00	441.00
20.	5	packs	PHOTO PAPER, glossy, 20pcs/pack, 180gsm, A4	105.00	525.00
21.	5	Packs	PHOTO PAPER, matte, 20pcs/pack, 180gsm, A4	105.00	525.00
22.	12	Packs	SPECIALTY BOARD, 10's/pack, 180gsm, CREAM, A4	36.75	441.00
23.	12	packs	SPECIALTY PAPER, 10's/pack, CREAM, A4	33.60	403.20
24.	10	Packs	STICKER PAPER GLOSSY, 10's/pack, A4	36.75	367.50
25.	10	Packs	STICKER PAPER MATTE, 10's/pack, A4	36.75	367.50
26.	10	pcs	STICKY NOTE PADS, yellow, 1.5"x2"	29.40	294.00

27.	10	Pcs	STICKY NOTE PADS, yellow, 2"x3"	57.75	577.50
28.	10	Pcs	STICKY NOTE PADS, yellow, 3"x3"	63.00	630.00
29.	10	Pcs	STICKY NOTE PADS, yellow, 3"x4"	89.25	892.50
30.	10	Pcs	STICKY NOTE PAD, yellow, 3 x 5	102.90	1,029.00
31.	10	Pcs	STICKY NOTE PADS, 2" x 2", 400's, asstd	163.12	1,631.20
32.	1	Box	ENVELOPE, PAY, 500 pieces per box	2152.00	252.00
33.	2	Box	FOLDER, Pressboard, plain 50's, long, green	498.75	997.50
34.	100	Pcs	US FOLDER, A4, white	4.20	420.00
35.	100	Pcs	FOLDER, TAGBOARD, Legal size, white	4.20	420.00
36.	1	Bundle	RING BINDER, 3/8", plastic, 10pcs/bundle, black	73.50	73.50
37.	1	Bundle	RING BINDER, 1/2", plastic, 10pcs/bundle, black	89.25	89.25
38.	1	Bundle	RING BINDER, 3/4", plastic, 10pcs/bundle, black	168.00	168.00
39.	1	Bundle	RING BINDER, 1", plastic, 10pcs/bundle, black	252.00	252.00
40.	1	Bundle	RING BINDER, 2", plastic, 10pcs/bundle, black	430.50	430.50
41.	1	Bundle	RING BINDER, 3", plastic, 10pcs/bundle, black	630.00	630.00
42.	10	btls	EPSON INK , C13T6664100 (T6641) , Black	315.00	3,150.00
43.	10	Btls	EPSON INK , C13T664200 (T6642) , Cyan	315.00	3,150.00
44.	10	Btls	EPSON INK , C13T664300 (T6643) , Magenta	315.00	3,150.00
45.	10	Btls	EPSON INK , C13T664400 (T6644) , Yellow	315.00	3,150.00
46.	10	Btls	EPSON INK, BOTTLE, 003, black	267.50	2,675.00
47.	10	Btls	EPSON INK, BOTTLE, 003, magenta	267.50	2,675.00
48.	10	Btls	EPSON INK, BOTTLE, 003, yellow	267.50	2,675.00
49.	10	Btls	EPSON INK, BOTTLE, 003, cyan	267.50	2,675.00
50.	20	Packs	INTERFOLDED PAPER TOWELS	58.80	1,176.00
51.	100	pcs	PAPER CUPS	1.05	105.00
52.	20	Pcs	ALCOHOL, 70% isoprophyl, 500ml	76.65	1,533.00
53.	5	Dozen	BATHROOM TISSUE, Coreless plain	157.50	787.50
54.	2	Pcs	BLEACHING SOLUTION, 1L	42.00	84.00
55.	2	Pcs	CLEANING TOWEL, 12's / pack	120.75	241.50
56.	10	Bottles	DISHWASHING LIQUID, 1000mL	105.00	1,050.00
57.	10	Pcs	DOORMAT, cotton	26.25	262.50
58.	1	Pack	GARBAGE BAG, XL, transparent, 100's	429.00	429.00
59.	1	Pack	GARBAGE BAG, L, transparent, 100's	367.50	367.50
60.	1	Pack	GARBAGE BAG, medium, transparent, 100's	315.00	315.00
61.	1	Pack	GARBAGE BAG, small, transparent, 100's	262.50	262.50
62.	2	Btls	GLASS CLEANER	210.00	420.00
63.	10	Pcs	SCOTCH BRITE with foam	31.50	315.00
64.	2	Pcs	DESK TRAY, METAL, 3 layers	498.75	997.50
65.	1	Pc	Dish Cabinet Plastic big	3,675.00	3,675.00
66.	1	Set	kitchen Knife set	525.00	525.00
67.	1	Pc	STAMPING DATE, self-inking stamp, shiny	393.75	393.75
68.	1	Pc	PAPER CUTTER, 15"x18"	1,260.00	1,260.00
69.	1	Unit	UPS	3,045.00	3,045.00
70.	2	Pcs	KEYBOARD, WIRELESS	525.00	1,050.00
71.	2	pcs	MOUSE, Optical, WIRELESS	446.25	892.50

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 July 12, 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