



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 Office Software and Applications for Carmona Campus


1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project “**Supply and Delivery of Office Software and Applications for Carmona Campus**” with an Approved Budget for the Contract (ABC) of **Three Hundred Sixty-Four Thousand Six Hundred Seventy-Three Pesos and 48/100 Only (PhP 364,673.48)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	10	Pcs	Microsoft 365 Business Standard <ul style="list-style-type: none"> • Chat, call, meet up to 300 attendees • Web and mobile versions of Office apps • 1 TB of cloud storage • Business-class email • Standard security • Anytime phone and web support • Desktop versions of Office apps with premium features • Easily host webinars • Attendee registration and reporting tools • Manage customer appointments 	6,582.84	65,828.40
2.	5	Pcs	Acrobat Pro <ul style="list-style-type: none"> • Desktop, web, and mobile access • 100GB of cloud storage, Adobe Portfolio, and Adobe Fonts 	12,981.36	64,906.80
3.	5	Pcs	Adobe Photoshop <ul style="list-style-type: none"> • Photoshop on desktop and iPad • 1100 GB of cloud storage, Adobe Fresco, Adobe Portfolio, • Adobe Fonts and access to the latest features and updates as soon as they are released 	17,313.42	86,567.10
4.	1	Pc	AutoCAD <ul style="list-style-type: none"> • Draft, annotate, and design 2D geometry and 3D models with solids, surfaces, and mesh objects • Automate tasks like comparing drawings, counting objects, adding blocks, creating schedules, and more • Customize your workspace with add-on apps and APIs 	97,371.18	97,371.18
5.	1	Pc	Nvivo Software <ul style="list-style-type: none"> • qualitative data analysis • Data Visualization, Media Analytics, Text Analytics • Mixed Methods Research, Sentiment Analysis 	50,000.00	50,000.00
TOTAL AMOUNT					364,673.48

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 February 17, 2022.**

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.


ROSELYN M. MARANAN
BAC Secretary, Goods and Services