



Republic of the Philippines  
**CAVITE STATE UNIVERSITY**  
**Don Severino de las Alas Campus**  
 Indang, Cavite, Philippines

**INVITATION TO SUBMIT QUOTATION**  
**Supply and Delivery of Office Supplies, Materials and Equipment for CVMBS**

1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project **“Supply and Delivery of Office Supplies, Materials and Equipment for CVMBS”** with an Approved Budget for the Contract (ABC) of **One Hundred Sixteen Thousand Three Hundred Sixteen Pesos and 71/100 Only (PhP 116,316.71)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

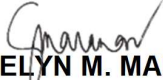
Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	10	pcs	Arch File, 3-hole, A4, D-Type, 3", with label	385.80	3,858.00
2.	4	bottle	Brother, Ink in Bottle, BT5000C, cyan	441.00	1,764.00
3.	4	bottle	Brother, Ink in Bottle, BT5000M, magenta	463.05	1,852.20
4.	4	bottle	Brother, Ink in Bottle, BT5000Y, yellow	463.05	1,852.20
5.	5	bottle	Brother, Ink in Bottle, BT5000K, black	463.05	2,315.25
6.	3	bottle	Epson Ink, C13T664200 (T6642), Cyan	325.00	975.00
7.	3	bottle	Epson Ink, C13T664300 (T6643), Magenta	325.00	975.00
8.	3	bottle	Epson Ink, C13T664400 (T6644), Yellow	325.00	975.00
9.	4	bottle	Epson Ink, C13T664100 (T6641), Black	290.00	1,160.00
10.	7	pcs	Folder, Plastic, L-type, A4	150.00	1,050.00
11.	2	pcs	Gestetner, MP C2011, Black 841957	6,500.00	13,000.00
12.	1	pc	Gestetner, MP C2011, Yellow 841961	11,500.00	11,500.00
13.	1	pc	Gestetner, MP C2011, Magenta 841962	11,500.00	11,500.00
14.	1	pc	Gestetner, MP C2011, Cyan 841963	11,500.00	11,500.00
15.	2	roll	Aluminum Foil, 300m	622.91	1,245.83
16.	3	gal	Alcohol 70%, ethyl gallon	550.00	1,650.00
17.	5	box	Band- Aid, non-stick medicated pad, antiseptic (with benzalkonium chloride), 100's	181.91	909.56
18.	5	roll	Cotton, 400g	226.01	1,130.06
19.	5	box	Disposable Gloves	264.60	1,323.0
20.	10	box	Face Mask, Earloop	93.71	937.13
21.	10	roll	Microtape Tape, 1"	55.13	551.25
22.	10	pc	Sterile Gloves, size 6.5	27.29	272.87
23.	10	pc	Sterile Gloves, size 7	27.29	272.87
24.	10	pc	Sterile Gloves, size 8	27.56	275.63
25.	2	box	Syringe 3cc	248.06	496.13
26.	5	pcs	Thermometer, digital	165.38	826.88
27.	12	pc	Document Storage Box, Plastic with wheels, 68cmx48cmx40cm, 87L	992.25	11,907.00
28.	1	unit	ID Laminator, HD	5,071.50	5,071.50
29.	1	Unit	Paper Shredder, HD, 5sheets	14,500.00	14,500.00
30.	1	Unit	Puncher, 3hole, HD	1,212.75	1,212.75
31.	4	pc	Ruler, 12inches, plastic	49.61	198.45
32.	2	pc	Stapler, HD, with remover, #35	121.28	242.55
33.	1	pc	Tape Dispenser, handheld	55.13	55.13
34.	2	pc	Wall Clock, quartz	330.75	661.50

35.	10	Unit	Mouse, Optical, USB	350.00	3,500.00
36.	3	Unit	Web Camera	1,600.00	4,800.00
<b>TOTAL AMOUNT</b>					<b>116,316.71</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 March 15, 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