



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 Supplies and Materials for Carmona Campus

1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project **“Supply and Delivery of Office Supplies and Materials for Carmona Campus”** with an Approved Budget for the Contract (ABC) of **One Hundred Forty-Three Thousand Six Hundred Five Pesos Only (PhP 143,605.00)**. 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 | box | ACETATE (transparency film) A4 | 300.00 | 600.00 |
| 2. | 2 | box | ACETATE (transparency film) long (8.5" x 13") | 600.00 | 1,200.00 |
| 3. | 100 | pc | BALLPEN, black | 5.00 | 500.00 |
| 4. | 50 | pc | BALLPEN, blue | 5.00 | 250.00 |
| 5. | 50 | pc | BALLPEN, red | 5.00 | 250.00 |
| 6. | 100 | pc | CD-RW, with case | 46.00 | 4,600.00 |
| 7. | 1 | pc | FLAG, Campus, 4 x 8 | 5,500.00 | 5,500.00 |
| 8. | 1 | pc | FLAG, Cavite, 4 x 8 | 4,961.25 | 4,961.25 |
| 9. | 1 | pc | FLAG, Cavite State University, 4 x 8 | 5,512.50 | 5,512.50 |
| 10. | 10 | pack | LAMINATING FILM, A4, 125 mic | 661.50 | 6,615.00 |
| 11. | 5 | pack | LAMINATING FILM, A4, 250 mic | 1,323.00 | 6,615.00 |
| 12. | 25 | pack | PHOTO PAPER, glossy, 20pcs/pack, 180gsm, A4 | 110.25 | 2,756.25 |
| 13. | 20 | pack | PHOTO PAPER, matte, 20pcs/pack, 180gsm, A4 | 110.25 | 2,205.00 |
| 14. | 50 | pack | SPECIALTY BOARD,10's/pack, 180gsm, CREAM, A4 | 38.60 | 1,930.00 |
| 15. | 50 | pack | SPECIALTY BOARD,10's/pack, 180gsm, WHITE, A4 | 38.60 | 1,930.00 |
| 16. | 50 | pack | SPECIALTY BOARD,10's/pack, 180gsm, VELLUM, A4 | 38.60 | 1,930.00 |
| 17. | 100 | pack | STICKER PAPER MATTE,10's/pack, A4 | 38.60 | 3,860.00 |
| 18. | 4 | pc | EPSON INK 673 CYAN | 500 | 2,000.00 |
| 19. | 4 | pc | EPSON INK 673 MAGENTA | 500 | 2,000.00 |
| 20. | 4 | pc | EPSON INK 673 L-MAGENTA | 500 | 2,000.00 |
| 21. | 4 | pc | EPSON INK 673 L- CYAN | 500 | 2,000.00 |
| 22. | 10 | pc | EPSON INK 673 BLACK | 500 | 5,000.00 |
| 23. | 5 | pc | EPSON INK 673 YELLOW | 500 | 2,500.00 |
| 24. | 10 | pc | EPSON INK 003 BLACK | 350 | 3,500.00 |
| 25. | 5 | pc | EPSON INK 003 CYAN | 350 | 1,750.00 |
| 26. | 1 | pc | TONER TN 116 | 7,170.23 | 7,170.23 |
| 27. | 5 | Unit | Bulletin board, whiteboard, 4' x 8', with stand | 7,938.00 | 39,690.00 |
| 28. | 5 | Pc | Calculator, scientific, 12 digits | 523.69 | 2,618.44 |
| 29. | 5 | Pc | Desk tray, metal, 3 layers | 523.69 | 2,618.44 |
| 30. | 1 | Unit | ID laminator, HD | 5,071.50 | 5,071.50 |
| 31. | 10 | Pc | Wall clock, quartz | 330.75 | 3,307.50 |

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|---------------------|---|------|--|-------------------|-------------------|
| 32. | 1 | Unit | Automatic multi-currency money cash bill counter | 3,479.04 | 3,479.04 |
| 33. | 2 | Unit | Money detector UV | 700.00 | 1,400.00 |
| 34 | 1 | Unit | Electronic printing calculator | 6,284.85 | 6,284.85 |
| TOTAL AMOUNT | | | | 143,605.00 | 143,605.00 |

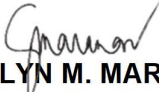
2. Delivery Period: ____ calendar days from the receipt of P.O.
3. Price quotations must be valid for a period of sixty (60) calendar days from date of submission and shall include all taxes, duties and/or levies payable. Bidders shall also indicate the brand and model of the items being offered.
4. 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 April 08, 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