



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 Various Supplies and Materials**

1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project “**Supply and Delivery of Various Supplies and Materials**” with an Approved Budget for the Contract (ABC) of **One Hundred Ten Thousand Three Hundred Seventy-Eight Pesos Only (PhP 110,378.00)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	30	pcs	MARKER, permanent, black, bullet type	8.98	269.40
2.	30	pcs	MARKER, whiteboard, black	13.38	401.40
3.	30	pcs	CORRECTION TAPE, 8m	11.68	350.40
4.	20	boxes	PAPER CLIP, vinyl/plastic coated, 50mm	13.78	275.60
5.	10	boxes	PENCIL, lead, with eraser	20.79	207.90
6.	40	packs	TISSUE, interfolded paper towel	34.84	1,393.60
7.	10	rolls	TAPE, transparent, 48mm	19.97	199.70
8.	200	pcs	GLOVES, NITRILE	3.07	614.00
9.	1,000	pcs	SURGICAL MASK, 3 ply	1.53	1,530.00
10.	5	pairs	SCISSORS, symmetrical	40.56	202.80
11.	3	unit	TAPE DISPENSER, table top	64.20	192.60
12.	200	pcs	BALLPEN, black	5.00	1,000.00
13.	10	pcs	BATTERY, AA, 2's, HD	77.00	770.00
14.	30	boxes	STAPLE WIRE, standard	22.41	672.30
15.	2	pcs	CABLE,HDMI,3m	780.00	1,560.00
16.	40	ream	COPY PAPER, A4 70gsm	180.00	7,200.00
17.	42	ream	COPY PAPER, A4 80gsm	200.00	8,400.00
18.	20	packs	PHOTO PAPER,matte,180gsm,4A	110.25	2,205.00
19.	10	packs	STICKER PAPERGLOSSY, 4A	38.50	385.00
20.	20	pcs	STICKY NOTE PAD,yellow,3 x 5	108.05	2,161.00
21.	10	pcs	CLEARBOOK, long, refillable, plastic	49.60	496.00
22.	30	pcs	ENVELOPE, expanding, long, KRAFT	16.55	496.50
23.	20	pcs	CLIPBOARD	80.00	1,600.00
24.	5	pcs	ADAPTOR	30.00	150.00
25.	20	pcs	HIGHLIGHTER PEN	20.00	400.00
26.	22	pcs	CUSTOMIZED POLO SHIRT	700.00	15,400.00
27.	8	bottle	EPSON INK, BOTTLE, 003, black	290.00	2,320.00
28.	5	bottle	EPSON INK, BOTTLE, 003, magenta	290.00	1,450.00
29.	5	bottle	EPSON INK, BOTTLE, 003, yellow	290.00	1,450.00
30.	5	bottle	EPSON INK, BOTTLE, 003, cyan	290.00	1,450.00
31.	2	pcs	EXTENSION CORD, 4-universal plug, HD with individual switches	1,102.50	2,205.00
32.	5	gal	ALCOHOL 70% , ethyl gallon	550.00	2,750.00
33.	10	pcs	MAGAZINE FILE, close end, long, navy blue	88.20	882.00
34.	2	pcs	EXTERNAL HARDDRIVE, 2TB	6,615.00	13,230.00
35.	5	pcs	STAPLER, HD, with remover, #35	121.28	606.40
36.	3	pcs	ACRYLIC TABLE NAME PLATE WITH HOLE, 12 IN X 3 IN	500.00	1,500.00
37.	1	Unit	PRINTER, MULTIFUNCTION	12,000.00	12,000.00

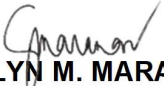
38	1	unit	COFFEE MAKER/PERCOLATOR, 15.5L, up to 90 cups	7,135.51	7,135.51
39	1	unit	UPS	3,197.25	3,197.25
40	1	unit	COPY PAPER, A4 80gsm	200.00	4,000.00
41	20	ream	ALCOHOL 70% , ethyl gallon	550.00	1,650.00
42	3	gal	DISINFECTANT SPRAY 510g	570.00	3,420.00
43	6	cans	EXTERNAL HARD DRIVE, 1 TB	2,598.84	2,598.84
<b>TOTAL AMOUNT</b>					<b>110,378.00</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 April 25, 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