



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 and Equipment for CvSU Trece Campus

1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project “**Supply and Delivery of Office Supplies and Equipment for CvSU Trece Campus**” with an Approved Budget for the Contract (ABC) **One Hundred Sixty-Six Thousand Ninety-Five Pesos and 41/100 Only (PhP 166,095.41)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1	4	unit	BULLETIN BOARD, cork board, 3'x5'	1,653.75	6,615.00
2	1	unit	BULLETIN BOARD, cork board, 3'x5', with stand	5,622.76	5,622.76
3	50	pc	MAGAZINE FILE, close end, long, green	88.20	4,410.00
4	6	pc	STAPLER, HD, with remover, #35	121.28	727.65
5	4	pcs	Puncher, Heavy Duty, Double hole puncher w/ measurement	180.00	720.00
6	1	set	PRINTER, LaserJet Pro Color Printer, Wireless <ul style="list-style-type: none">● Print Quality black (best) – up to 600 x 600dpi● Print Quality color (best) – up to 600 x 600dpi● Print technology – Laser Energy Efficiency● Print Resolution Technologies – ImageRET 3600● Duty cycle (monthly, A4) – Up to 30,000 pages	10,000.00	10,000.00
7	12	unit	PRINTER, Multifunction, CONTINUOUS INK	8,000.00	96,000.00
8	1	unit	LASER CUTTER MACHINE/Printer for acrylic and sticker, 40W Laser Engraving and cutting Machine with WIFI Function Working Size: 390*410MM Engraving Speed :0-5,000 MM/Min Electric Power: 20 W Luminous Power: 5500Mw	30,000.00	30,000.00
9	2	set	Heavy Commercial Mop Squeezer Bucket Mop Squeezer Bucket Heavy Mop, Removable divider insert, 36 LITRES SINGLE MOP WRINGER TROLLEY	6,000.00	12,000.00
TOTAL AMOUNT					166,095.41

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 June 20, 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