



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 CAS

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 CAS”** with an Approved Budget for the Contract (ABC) **Two Hundred Forty-Seven Thousand One Hundred Sixty-Four Pesos and 20/100 Only (PhP 247,164.20)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1	27	Gal	Alcohol, ethyl, 68%-72%, 1 gallon	38792	10,473.84
2	6	Pcs	Protective safety goggles	156.00	936.00
3	800	Pcs	Surgical mask, 3ply	1.53	1,224.00
4	5	Bxs	Acetate (transparency film) A4	300.00	1,500.00
5	260	Pcs	Ballpen, black	5.00	1,300.00
6	130	Pcs	Ballpen, blue	5.00	650.00
7	280	Pcs	Ballpen, red	5.00	1,400.00
8	20	Pcs	Battery, AA, 2's, HD	77.00	1,540.00
9	20	Pcs	Battery, AAA, 2's, HD	77.00	1,540.00
10	10	Pcs	Battery, 9V, HD	170.00	1,700.00
11	2	Pcs	DVI to VGA Converter	520.00	1,040.00
12	4	Pcs	Cable, HDMI, 3m	780.00	3,120.00
13	20	Pcs	Certificate holder, A4, plastic with board	38.00	760.00
14	10	Pcs	Certificate holder, A4, with board	42.00	420.00
15	10	Pcs	Corrugated box, A4 size	60.00	600.00
16	10	Pcs	Corrugated box, legal size	71.00	710.00
17	10	Pcs	Flourescent marker, yellow	39.00	390.00
18	3	Btls	Glue, multi-purpose, 130g	71.50	214.50
19	2	Btls	Glue, multi-purpose, 240g	132.30	264.60
20	5	Pcs	Glue stick, big	11.00	55.00
21	5	Btls	Ink refill, permanent marker, black	88.20	441.00
22	24	Btls	Ink refill, whiteboard marker, black	146.00	3,504.00
23	20	Pcs	Marking pen, permanent, broad, black	38.50	770.00
24	20	Pcs	Marking pen, permanent, fine, black	38.50	770.00
25	38	Pcs	Marking pen, permanent, superfine, black	49.50	1,881.00
26	2	Bxs	Pencil #1, 12's	88.20	176.40
27	12	Bxs	Pencil #2, 12's	88.20	1,058.40
28	185	Pcs	Signpen, black, 0.5	68.00	12,580.00
29	24	Pcs	Signpen, black, 0.7	68.00	1,632.00
30	15	Pcs	Signpen, blue, 0.5	68.00	1,020.00
31	110	Pcs	Signpen, red, 0.5	68.00	7,480.00
32	24	Pcs	Signpen, red, 0.7	68.00	1,632.00
33	3	Btls	Stamp pad ink, black	70.00	210.00
34	15	Bxs	Staple wire, std#25	32.00	480.00
35	10	Bxs	Staple wire, HD, 23/17, HD stapler, metal, non-rust	49.50	495.00
36	5	Rolls	Tape, double adhesive, 1"	27.50	137.50
37	5	Rolls	Tape, double adhesive, 2"	55.00	550.00
38	31	Rolls	Tape, double adhesive, 3"	82.70	2,563.70
39	5	Bxs	Thumbtacks	11.00	55.00

40	7	Rms	Colored bondpaper, A4, S20, 70gsm, green	390.25	2,731.75
41	13	Rms	Colored bondpaper, A4, S20, 70gsm, yellow	390.25	5,073.25
42	2	Rms	Colored bondpaper, A4, S20, 70gsm, assorted colors	390.25	780.50
43	10	Rms	Copy paper, long, 8.5 x 13", 80gsm	264.60	2,646.00
44	90	Rms	Copy paper, A4, 80gsm	200.00	18,000.00
45	20	Pcs	Morocco paper, 30 x 40, white	46.30	926.00
46	7	Pads	Notepad, 3 x 4", 100's	104.75	733.25
47	26	Packs	Specialty board, 10's, 180gsm, cream, A4	38.60	1,003.60
48	26	Packs	Specialty board, 10's, 180gsm, white, A4	38.60	1,003.60
49	5	Packs	Specialty board, 10's, 180gsm, vellum, A4	38.60	193.00
50	100	Pcs	Sticky note pads, yellow, 2 x 3"	60.65	6,065.00
51	8	Pcs	Sticky note pads, yellow, 3 x 3"	66.15	529.20
52	7	Pcs	Arch file, 2-hole, landscape, legal	330.75	2,315.25
53	250	Pcs	Brown envelope, A4	1.75	437.50
54	150	Pcs	Brown envelope, long	1.90	285.00
55	5	Pcs	Clearbook, long, refillable, plastic	49.60	248.00
56	10	Pcs	Envelope, plastic, A4	7.75	77.50
57	10	Pcs	Envelope, plastic, expanding, A4	55.10	551.00
58	20	Pcs	Envelope, expanding, long, kraft	16.55	331.00
59	2	Pcs	File organizer, plastic, expanding, with divider, A4	99.25	198.50
60	7	Pcs	File organizer, plastic, expanding, with divider, without handle (accordion file) long	132.30	926.10
61	100	Pcs	Folder, tagboard, legal, white	4.40	440.00
62	20	Pcs	Index tab, self adhesive, 5's, assorted colors	71.60	1,432.00
63	5	Bundle	Ring binder, 3/8", plastic, 10's, black	77.10	385.50
64	5	Bundle	Ring binder, 1/2", plastic, 10's, black	93.70	468.50
65	10	Bundle	Ring binder, 2", plastic, 10's, black	452.00	4,520.00
66	10	Bundle	Ring binder, 3", plastic, 10's, black	661.50	6,615.00
67	70	Btls	Epson ink, T6641, black	290.00	20,300.00
68	35	Btls	Epson ink, T6642, cyan	325.00	11,375.00
69	35	Btls	Epson ink, T6642, magenta	325.00	11,375.00
70	35	Btls	Epson ink, T6642, yellow	325.00	11,375.00
71	71	Bts	Epson ink, 003, black	290.00	20,590.00
72	38	Bts	Epson ink, 003, magenta	290.00	11,020.00
73	38	Btls	Epson ink, 003, yellow	290.00	11,020.00
74	38	Btls	Epson ink, 003, cyan	290.00	11,020.00
75	5	Pcs	Extension cord, 3-universal plug, HD, 3m	441.00	2,205.00
76	2	Pcs	Extension cord, 3-universal plug, HD, 6m	937.13	1,874.26
77	8	Pcs	Extension cord, 4-universal plug, HD with individual switches	1,102.50	8,820.00
TOTAL AMOUNT				247,164.20	

2. Delivery Period: ____ calendar days from the receipt of P.O.

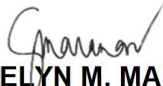
3. Price quotations must be valid for a period of sixty (60) calendar days from date of submission and shall include all taxes, duties and/or levies payable. Bidders shall also indicate the brand and model of the items being offered.

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 28, 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