



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 Equipment for CvSU Carmona Campus

- 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 Carmona Campus”** with an Approved Budget for the Contract (ABC) of **One Hundred Twenty-Six Thousand Five Hundred Pesos Only (PhP 126,500.00)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

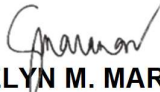
Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	200	Pcs	Expanding Folder (0.2 × 24 × 31 cm), red, long	25.00	5,000.00
2.	200	Pcs	Expanding Folder (0.2 × 24 × 31 cm), green, long	25.00	5,000.00
3.	25	Set	Specialty Paper, A4, Cream	50.00	1,250.00
4.	25	Set	Specialty Paper, A4, White	50.00	1,250.00
5.	10	Box	Bond Paper, A4, 5's ream/bx	1,000.00	10,000.00
6.	5	Box	Bond Paper, long, 5's ream/bx	1,000.00	5,000.00
7.	2	Pack	CD re-writable, 25's/pack	1,000.00	2,000.00
8.	1	Pc	External Hard drive, 2TB	3,000.00	3,000.00
9.	1	Pc	Colored Laser Printer <ul style="list-style-type: none"> ● Printer Type: Color Laser Duplex ● Main Function: Print, Scan, Copy, Fax ● Features: Automatic 2-sided Printing ● Print Speed: Up to 24/25 ppm (A4/LTR) ● Paper Size: A4, Letter, A5, A5(Long Edge), A6, Executive, Legal, Folio, Mexico Legal, India Legal ● Maximum Paper Capacity: 250 sheets (80 gsm) ● 2-Sided Paper Size: A4 	36,300.00	36,000.00
10.	1	Pc	Heavy Duty Scanner <ul style="list-style-type: none"> ● Dimensions (W x D x H):296 x 169 x 167 mm ● Weight:3.6kg ● Scanner Type:A4 sheet-fed, one-pass duplex colour scanner Sensor Type:Contact Image Sensor (CIS)Scanning Method:Fixed carriage & moving documentLight Source:RGB LEDOptical Resolution:600 x 600 dpi *1Output Resolution:50 - 1,200 dpi (in 1 dpi increments)Bit Depth:Each colour (RGB): 10 bit input / 8 bit outputMin Document Size:50.8 x 50.8 mm Max Document Size:215.9 x 6,096 mm 	50,000.00	50,000.00
11.	2	Pc	SATA SSD	4,000.00	8,000.00

			<ul style="list-style-type: none"> ● Size: 2.5" SATA SSD ● Capacity: 500GB ● Sequential Read: 560MB/s ● Sequential Write: 530MB/s ● Endurance: 200 TBW 		
TOTAL AMOUNT					126,500.00

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 October 05, 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