



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 Raise Project 2**

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 Raise Project 2”** with an Approved Budget for the Contract (ABC) of **Sixty-Two Thousand Eighty-Seven Pesos and 38/100 Only (Php 62,087.38)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

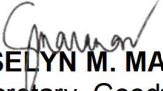
Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	40	Packs	Battery, dry cell, AA	36.30	1,452.00
2.	40	Packs	Battery, dry cell, AAA	19.73	789.20
3.	5	Bxs	Clip, backfold, 50mm	54.60	273.00
4.	20	Rms	Paper, multicopy, A4, 80gsm	136.66	2,733.20
5.	10	Rms	Paper, multicopy, legal, 80gsm	127.71	1,277.10
6.	5	Pcs	Record Book, 300pages, 214mm x 278mm min	70.72	353.60
7.	20	Cart	Ink Cart, Epson C13T664100 (T6641), Black	249.60	4,992.00
8.	20	Cart	Ink Cart, Epson C13T664200 (T6642), Cyan	249.60	4,992.00
9.	20	Cart	Ink Cart, Epson C13T664200 (T6643), Magenta	249.60	4,992.00
10.	20	Cart	Ink Cart, Epson C13T664200 (T6644), Yellow	249.60	4,992.00
11.	4	Can	Air Freshener, aerosol type	90.22	360.88
12.	12	Btls	Alcohol, Ethyl, 68-72%, 500ml	66.56	798.72
13.	20	Pcs	Battery, 9V, HD	170.00	3,400.00
14.	10	Packs	Index Tab Flags, Sign Here, Yellow	187.50	1,875.00
15.	14	Packs	Photo Paper, glossy, A4, 180gsm, 20pcs/pack	110.25	1,543.50
16.	2	Units	Extension Cord, 4-universal plug, HD with individual plug	1,102.50	2,205.00
17.	2	Units	External Hard Drive, 1TB	2,598.84	5,197.68
18.	8	Pcs	Document Box, board, HD	330.75	2,646.00
19.	2	Units	UPS	3,197.25	6,394.50
20.	1	Unit	Clicker / Wireless Presenter	2,000.00	2,000.00
21.	2	Units	Chair, Office, Mid back, fabric	4,410.00	8,820.00
<b>TOTAL AMOUNT</b>					<b>62,087.38</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 September 14, 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