



Republic of the Philippines
CAVITE STATE UNIVERSITY
Don Severino de las Alas Campus
 Indang, Cavite, Philippines
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 www.cvsu.edu.ph

INVITATION TO SUBMIT QUOTATION
Supply and Delivery of Office Supplies and Equipment

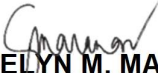
- The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project **“Supply and Delivery of Office Supplies and Equipment”** with an Approved Budget for the Contract (ABC) of **Seventy-Eight Thousand Eight Hundred Ninety-Nine Pesos and 62/100 Only (Php 78,899.00)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	1	Unit	Desktop Computer Processor: Intel Core i5 12 th Gen Motherboard: Intel H610 Chipset Memory: 8GB DDR4 3200MHz UDIMM Storage: 256GB M.2 2280 PCI-E SSD + 1TB 3.5inch 7200 RPM Graphics: NVIDIA GeForce GT 1030 with 2GB of DDR5 Audio: Integrated high-definition, 5.1 channel surround sound Networking: WLAN: 802.11 ac/b/g/n wireless LAN AND Bluetooth 4.2 LE LAN Gigabit Ethernet Display: 21.5" LED Monitor, Input VGA + HDMI + SPK, Max Res 1920 x 1080 @60Hz with VGA + HDMI Cable Keyboard and Mouse: USB Wired Keyboard & Wired Mouse Power Supply and Adapter: 300W Operating System: Windows 11 Home 64bit with MS Office 2019 Home & Student (Licensed)	49,999.00	49,999.00
2.	10	Rms	Copy Paper, A4, 80gsm	200.00	2,000.00
3.	10	Rms	Copy Paper, long, 8.5" x 13", 80gsm	250.00	2,500.00
4.	6	Pcs	Electrical Adding Machine, with tape and adaptor, 12 digits, desktop-sized body with large non-stick plastic keys, prints 2 lines per second in 2 different colors (positive values print in black and negative values print in red), percentage and cost/sell/profit margin calculation, mark-up/ mark-down keys, sign change, item total and grand total functions, tax and currency conversion, 4-key memory functionality, key rollover, powered by AC adapter and batteries	4,000.00	24,000.00
5.	4	Pcs	Stapler, HD, with remover #35	100.00	400.00
TOTAL AMOUNT					78,899.00

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