



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 Supplies and Materials for ATBI Phase II**

1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project **“Supply and Delivery of Various Supplies and Materials for ATBI Phase II”** with an Approved Budget for the Contract (ABC) of **Fifty-Three Thousand Two Hundred Eighty-Five Pesos and 90/100 Only (Php 53,285.90)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	100	Pc	BALLPEN, black	5.00	500.00
2.	20	Pc	BALLPEN, red	5.00	100.00
3.	6	Pc	BATTERY, AA, 2's, HD	77.00	462.00
4.	6	Pc	BATTERY, AAA, 2's, HD	77.00	462.00
5.	1	Pc	CABLE, DVI	275.00	275.00
6.	1	Pc	CABLE, HDMI, 3m	780.00	780.00
7.	2	Pc	CABLE, VGA, 3m	550.00	1,100.00
8.	50	Pc	CERTIFICATE HOLDER, A4 SIZE", plastic with board	38.00	1,900.00
9.	3	Bx	CLIP, backfold, 15mm, 12's	13.00	39.00
10.	5	Bx	CLIP, backfold, 32mm, 12's	30.00	150.00
11.	1	Pc	DVI to VGA Converter	520.00	520.00
12.	3	Pc	ERASER, dust-free, big	22.00	66.00
13.	2	Pc	ERASER, felt, for white/black boards	26.00	52.00
14.	2	Pc	FLOURESCENT MARKER, green	39.00	78.00
15.	2	Pc	FLOURESCENT MARKER, orange	39.00	78.00
16.	3	Pc	FLOURESCENT MARKER, yellow	39.00	117.00
17.	100	Pc	ID JACKET, clear plastic, A2 (105x82mm - transverse)	13.00	1,300.00
18.	100	Pc	ID LACE- Customized	49.50	4,950.00
19.	10	Pack	INDEX TAB FLAGS, SIGN HERE, yellow	187.50	1,875.00
20.	3	Btl	INK REFILL, permanent marker, black	88.20	264.60
21.	1	Btl	INK REFILL, white boardmarker, black	146.00	146.00
22.	2	Pc	MARKING PEN, permanent, Broad, black	38.50	77.00
23.	2	Pc	MARKING PEN, permanent, Fine, black	38.50	77.00
24.	3	Pc	MARKING PEN, permanent, Superfine, black	49.50	148.50
25.	3	Pc	MARKING PEN, permanent, Superfine, red	49.50	148.50
26.	3	Bx	PENCIL, #2, 12's/bx	88.20	264.60
27.	5	Pc	SIGN PEN, blue, 0.7	68.00	340.00
28.	3	Pc	SIGN PEN, red, 0.7	68.00	204.00
29.	3	Bx	STAPLE WIRE, HD, 23/17, for heavy duty staplers, metal, non-rust	49.50	148.50
30.	5	Roll	TAPE, DOUBLE ADHESIVE, 1"	27.50	137.50
31.	5	Roll	TAPE, masking, 24mm	54.60	273.00

32.	1	Unit	PAPER CUTTER, 15"x18"	1,323.00	1,323.00
33.	1	Unit	PAPER SHREDDER, HD, 5 sheets	14,500.00	14,500.00
34.	4	Pc	RULER, 12 inches, plastic	49.61	198.45
35.	1	Pc	TAPE DISPENSER, table top	333.00	333.00
36.	2	Pc	PENCIL SHARPENER, manual, single cutter	202.67	405.34
37.	5	Pc	MARKER, white board, black	34.00	170.00
38.	2	Pc	CALCULATOR, compact 12 digits	374.00	748.00
39.	50	Pc	BROWN ENVELOPE, for Long size document	1.90	95.00
40.	1	Bx	ENVELOPE, mailing (long), 500 pcs/box	375.80	375.80
41.	4	Bx	FASTENER, metal, non-sharp edges	83.41	333.64
42.	100	Pc	BROWN ENVELOPE, for A4 size document	1.75	175.00
43.	50	Pc	FOLDER, plastic, L-type, A4	7.00	350.00
44.	40	Pc	FOLDER, plastic, L-type, legal	8.25	330.00
45.	100	Pc	FOLDER, TAGBOARD, Legal size, white	4.40	440.00
46.	2	Pc	INDEX TAB, self adhesive, 5's, assorted colors	71.60	143.20
47.	50	Pc	US FOLDER, A4, white	4.40	220.00
48.	3	Pc	ACRYLIC BROCHURE STAND	400.00	1,200.00
49.	2	Pc	WOODEN CLIP BOARD	100.00	200.00
50.	5	Rm	COPY PAPER, long (8.5"x13"), 80gsm	264.60	1,323.00
51.	8	Pc	CORRECTION TAPE, 8m	20.00	160.00
52.	2	Pack	PHOTO PAPER, glossy, 20pcs/pack, 180gsm, A4	110.25	220.50
53.	2	Pack	PHOTO PAPER, matte, 20pcs/pack, 180gsm, A4	110.25	220.50
54.	10	Pack	SPECIALTY BOARD, 10's/pack, 180gsm, CREAM, A4	38.60	386.00
55.	8	Pack	SPECIALTY BOARD, 10's/pack, 180gsm, WHITE, A4	38.60	308.80
56.	8	Pc	STICKY NOTE PADS, yellow, 2"x3"	60.65	485.20
57.	8	Pc	STICKY NOTE PADS, yellow, 3"x3"	66.15	529.20
58.	25	Rm	COPY PAPER, A4 70gsm	180.00	4,500.00
59.	6	Pack	ARROW SIGN STICKY NOTE assorted color	40.00	240.00
60.	4	Btl	EPSON INK , C13T664200 (T6642) , Cyan	325.00	1,300.00
61.	4	Btl	EPSON INK , C13T664300 (T6643) , Magenta	325.00	1,300.00
62.	4	Btl	EPSON INK , C13T664400 (T6644) , Yellow	325.00	1,300.00
63.	8	Btl	EPSON INK , C13T6664100 (T6641) , Black	290.00	2,320.00
64.	6	Pc	NOTE BOOK, flag-type, 30-60 leaves, spiral	19.85	119.07
<b>TOTAL AMOUNT</b>					<b>53,285.90</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 19, 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