



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](http://www.cvsu.edu.ph)

**INVITATION TO SUBMIT QUOTATION**  
**Supply and Delivery of Office and Laboratory Supplies**


1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project “**Supply and Delivery of Office and Laboratory Supplies**” with an Approved Budget for the Contract (ABC) of **Eighty Thousand Eight Hundred Pesos Only (PhP 80,800.00)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	2	boxes	Laboratory markers, permanent, bullet, red, 12's	350.00	700.00
2.	2	boxes	Laboratory markers, permanent, bullet, blue, 12's	350.00	700.00
3.	2	boxes	Laboratory markers, permanent, bullet, black, 12's	350.00	700.00
4.	10	boxes	Mask, earloop	300.00	3,000.00
5.	50	pcs	Disposable coverall	300.00	15,000.00
6.	20	packs	Interfolded Paper Towels	100.00	2,000.00
7.	10	boxes	Laboratory gloves Small, nitrile	400.00	4,000.00
8.	25	boxes	Laboratory gloves Medium, , Nitrile	500.00	12,500.00
9.	25	boxes	Laboratory gloves Large, , Nitrile	500.00	12,500.00
10.	5	pcs	Laboratory gown small	500.00	2,500.00
11.	5	pcs	Laboratory gown medium	500.00	2,500.00
12.	5	pcs	Laboratory gown large	500.00	2,500.00
13.	5	pcs	Laboratory slippers small	300.00	1,500.00
14.	5	pcs	Laboratory slippers medium	300.00	1,500.00
15.	5	pcs	Laboratory slippers large	300.00	1,500.00
16.	10	packs	Hazardous waste trashbag x-large (yellow) 100's/pack	600.00	6,000.00
17.	20	ream	Copy paper, a4, 80gsm	210.00	4,200.00
18.	200	pcs	Brown envelope, a4	2.00	400.00
19.	200	pcs	Expanded, envelop, brown, long	15.00	3,000.00
20.	200	pcs	Folder, plastic, L-type, legal	9.00	1,800.00
21.	200	pcs	Folder, plastic, L-type, a4	7.00	1,400.00
22.	10	pcs	Magazine File, close end, Long, black	90.00	900.00
<b>TOTAL AMOUNT</b>					<b>80,800.00</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 November 03, 2022**.

Address : Supply Office, Administration Building  
Cavite State University  
Indang, Cavite  
E-mail : [supplyoffice@cvsu.edu.ph](mailto: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