



Republic of the Philippines  
**CAVITE STATE UNIVERSITY**  
**Don Severino de las Alas Campus**  
 Indang, Cavite, Philippines

**INVITATION TO SUBMIT QUOTATION**  
**Supply and Delivery of Photocopier Machine for CvSU Cavite City Campus**

1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project “**Supply and Delivery of Photocopier Machine for CvSU Cavite City Campus**” with an Approved Budget for the Contract (ABC) **Three Hundred Eighteen Thousand Eight Hundred Thirty Pesos Only (PhP 318,830.00)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

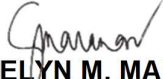
Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	1	Unit	Photocopying Machine <ul style="list-style-type: none"> <li>● Warm up Time: 21seconds</li> <li>● First output speed: 5.1seconds</li> <li>● First output speed full colours: 57.4seconds</li> <li>● Continuous output speed: 25ppm</li> <li>● Memory standard: 2GB</li> <li>● Memory maximum: 4GB</li> <li>● HDD Standard &amp; Maximum: 320GB</li> <li>● ARDF Capacity: 100sheets</li> <li>● SPDF Capacity: 220sheets</li> <li>● Dimension: 587D x 685D x 913mmH</li> </ul> COPIER <ul style="list-style-type: none"> <li>● Multiple copying: up to 999 copies</li> <li>● Resolution: 600dpi</li> <li>● Zoom: From 25% to 400% in 1% steps</li> </ul> PRINTER <ul style="list-style-type: none"> <li>● CPU: 1.3GHz</li> <li>● Printer resolution: 1200 x 1200dpi</li> </ul> SCANNER <ul style="list-style-type: none"> <li>● Scanning Speed:ARDF 80ipm (200/300dpi)</li> <li>● Scanning Speed SPDF: 120ipm simplex 240ipm duplex</li> </ul> FAX OPTION <ul style="list-style-type: none"> <li>● Transmission speed: 2seconds</li> <li>● Modem speed: maximum 33.6kbps</li> <li>● Scanning speed: 68spm</li> <li>● Memory standard: 4MB (320pages)</li> <li>● Memory maximum: 60MB (4,800pages)</li> </ul> PAPER HANDLING <ul style="list-style-type: none"> <li>● Paper Input standard: 1,200sheets</li> <li>● Paper input maximum: 2,300sheets</li> <li>● Paper output standard: 500sheets</li> <li>● Paper output maximum: 1,625sheets</li> </ul>	318,830.00	318,830.00
<b>TOTAL AMOUNT</b>					<b>318,830.00</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