



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, Materials and Equipment for Silang Campus

1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project **“Supply and Delivery of Office Supplies, Materials and Equipment for Silang Campus”** with an Approved Budget for the Contract (ABC) of **Seven Hundred Seventy-Eight Thousand One Hundred Ninety-Eight Pesos and 51/100 Only (PhP 778,198.51)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	5	Roll	Acetate, gauge #2.6, 50m per roll, plastic cover	775.00	3,875.00
2.	5	Roll	Acetate, gauge #4, 50m per roll, plastic cover	1,160.00	5,800.00
3.	20	Box	Acetate, transparency film A4	300.00	6,000.00
4.	20	Box	Acetate transparency film short 8.5" x11"	315.00	6,300.00
5.	20	Box	Acetate transparency film long 8.5"x13"	600.00	12,000.00
6.	1000	Pc	Ball pen, black	5.00	5,000.00
7.	1000	pc	Ball pen, blue	5.00	5,000.00
8.	500	Pc	Ball pen, green	5.00	2,500.00
9.	100	Pc	Ball pen, red	5.00	2,500.00
10.	50	Pc	Battery AA, 2's, HD	77.00	3,850.00
11.	50	Pc	Battery, AAA, 2's, HD	77.00	3,850.00
12.	50	Pc	Battery, 9V, HD	170.00	8,500.00
13.	20	Pc	Black, Bag for accreditation	440.00	8,800.00
14.	50	Pc	Cable, DVI	275.00	13,750.00
15.	50	Pc	DVI to VGA converter	520.00	26,000.00
16.	10	Pc	Cable, HDMI, 3m	780.00	7,800.00
17.	500	Pc	Cable Tie	5.00	2,500.00
18.	500	Pc	CD-RW, without case	38.00	19,000.00
19.	100	Pc	CD-RW, with case	46.00	4,600.00
20.	20	Box	Clip, back fold, 15mm, 12's	13.00	260.00
21.	20	Box	Clip, back fold, 32mm, 12's	30.00	600.00
22.	20	Box	Clip, back fold, 41mm, 12's	55.00	1,100.00
23.	50	bottle	Glue, multi-purpose, 40g	52.00	2,600.00
24.	50	Pc	Glue stick, big	11.00	550.00
25.	20	Pack	Index tab flags, sign here, yellow	187.50	3,750.00
26.	20	Bottle	Ink refill, permanent marker, black	88.20	1,764.00
27.	20	Bottle	Ink refill, white board marker, black	146.00	2,920.00
28.	10	Pack	Laminating film, A4 125mic	661.50	6,615.00
29.	5	Pack	Laminating film, A4, 250mic	1,323.00	6,615.00
30.	100	Pc	Marking pen, permanent broad, black	38.50	3,850.00
31.	50	box	Push pin, flat head type, assorted colors, 50's	19.00	950.00
32.	500	Pc	RJ45	5.00	2,500.00
33.	200	Pc	Sign pen, black, 0.5	68.00	13,600.00

34.	200	Pc	Sign pen, black 0.7	68.00	13,600.00
35.	200	Pc	Sign pen, black 1.0	68.00	13,600.00
36.	20	pc	Sign pen, blue 0.5	68.00	3,400.00
37.	50	box	Staple wire, std, no 25	32.00	1,600.00
38.	50	roll	Tape, double adhesive, 1"	27.50	1,375.00
39.	50	roll	Tape, double adhesive, 2"	55.00	2,750.00
40.	20	roll	Tape, double adhesive, 3"	82.70	1,654.00
41.	50	roll	Tape, duct, 2"	171.00	8,550.00
42.	50	roll	Tape, duct, 3"	231.50	11,575.00
43.	10	roll	Tape, magic, 1"	251.00	2,510.00
44.	50	Box	Thumbtacks	11.00	550.00
45.	5	ream	Colored bond paper, A4, S20, 70gsm, green	390.25	1,951.25
46.	5	ream	Colored bond paper, A4, S20, 70gsm, yellow	390.25	1,951.25
47.	5	ream	Colored bond paper, A4, S20, 70gsm, blue	390.25	1,951.25
48.	5	ream	Colored bond paper, A4, S20, 70gsm, orange	390.25	1,951.25
49.	200	ream	Copy paper, long, 8x5" x 13", 80gsm	264.60	52,920.00
50.	300	ream	Copy paper, A4, 80gsm	200.00	60,000.00
51.	50	pc	Morocco paper, 30x40. Blue	46.30	2,315.00
52.	20	ream	Parchment paper, 8.5" x 11", subs 20	280.00	5,600.00
53.	20	pack	Photo paper, glossy, 20pcs/pack, 180gsm, A4	110.25	2,205.00
54.	100	pack	Specialty board, 10's/pack, 180gsm, cream A4	38.60	3,860.00
55.	100	pack	Specialty board, 10's/pack, 180gsm, white A4	38.60	3,860.00
56.	30	pack	Sticker paper matte. 10's/pack, A4	38.50	1,115.00
57.	50	pc	Sticky note pad, yellow, 1.5" x 2"	30.90	1,545.00
58.	50	pc	Sticky note pad, yellow, 2" x 3"	60.65	3,032.50
59.	50	pc	Sticky note pad, yellow, 3" x 3"	66.15	3,307.50
60.	50	pc	Sticky note pad, yellow, 3" x 4"	93.70	4,685.00
61.	50	pc	Sticky note pad, yellow, 3" x 5"	108.05	5,402.25
62.	10	pc	Sticky note pad, 2" x 2", 400's, asstd	171.25	1,712.50
63.	20	Bundle	Time card, for bundy clock, 100 pcs bundle	99.25	1,985.00
64.	30	pc	Arch file, 3 hole, A4, D-type, 1.5" with label	276.60	8,268.00
65.	30	pc	Arch file, 3 hole, A4, D-type, 2" with label	330.75	9,922.50
66.	30	pc	Arch file, 3 hole, A4, D-type, 3" with label	385.80	11,574.00
67.	1000	pc	Brown envelope, A4 size document	1.75	1,750.00
68.	1000	pc	Brown envelope, long size document	1.90	1,900.00
69.	50	Box	Fastener, for paper, plastic coated, 50's	55.10	2,755.00
70.	500	Pc	Folder, Tag board, legal size, white	4.40	2,200.00
71.	20	bundle	Ring binder, 3/8", plastic, 10 pcs/bundle, black	77.10	1,542.00
72.	20	bundle	Ring binder, 1/2", plastic, 10 pcs/bundle, black	93.70	1,847.00
73.	20	bundle	Ring binder, 3/4", plastic, 10 pcs/bundle, black	176.40	3,528.00
74.	20	bundle	Ring binder, 1", plastic, 10 pcs/bundle, black	264.60	5,292.00
75.	10	bundle	Ring binder, 2", plastic, 10 pcs/bundle, black	452.00	4,520.00
76.	10	bundle	Ring binder, 3", plastic, 10 pcs/bundle, black	661.50	6,615.00
77.	500	Pc	White folder, short	8.00	4,000.00
78.	405	pc	White folder, long	12.00	4,860.00
79.	5	bottle	Brother, ink in bottle, BT5000C, Cyan	441.00	2,205.00
80.	5	bottle	Brother, ink in bottle, BT5000M, Magenta	463.05	2,315.25
81.	5	bottle	Brother, ink in bottle, BT5000Y, Yellow	463.05	2,315.25
82.	10	bottle	Brother, ink in bottle, BT6000B, Black	463.05	4,630.50
83.	200	bottle	Epson Ink, C13T6664100 (T6641), Black	290.00	58,000.00
84.	50	bottle	Epson Ink, C13T6664200 (T6642), Cyan	325.00	16,250.00

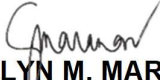
85.	50	bottle	Epson Ink, C13T664300 (T6643), Magenta	325.00	16,250.00
86.	50	bottle	Epson Ink, C13T664400 (T6644), Yellow	325.00	16,250.00
87.	50	bottle	Epson ink, bottle, 003, black	290.00	14,500.00
88.	20	bottle	Epson ink, bottle, 003, magenta	290.00	5,800.00
89.	20	bottle	Epson ink, bottle, 003, yellow	290.00	5,800.00
90.	20	bottle	Epson ink, bottle, 003, cyan	290.00	5,800.00
91.	5	Unit	Bulletin board, cork board, 3' x 5'	1,653.75	8,268.75
92.	5	Unit	Bulletin board, whiteboard, 4' x 8'	4,299.75	21,498.75
93	6	Pc	Desk tray, metal, 3 layers	523.69	3,142.13
94.	6	pc	Document storage box, plastic with wheels, 68cm x 48cm, 87 liters	992.25	5,953.50
95.	1	Unit	Digital Camera, 12mp	7,717.50	7,717.50
96.	2	Unit	Electric fan, industrial, 20", banana blade	3,417.75	6,835.50
97.	10	Pc	Magazine file, close end, long, black	88.20	882.00
98.	4	Unit	Puncher, 3-hole, HD	1,212.75	4,851.00
99.	20	pc	Stapler, HD, with remover, #35	121.28	2,245.50
100	1	Pc	Angle Grinder	5,512.50	5,512.50
101.	5	Pcs	Claw Hammer	198.45	992.25
102.	1	Pc	Drill, Electric Hand	7,056.00	7,056.00
103.	5	Pcs	Exhaust Fan, 10" x 10"	1,323.00	6,615.00
104.	3	Pcs	Flat screw driver set, 6's	716.63	2,149.88
105.	2	Pcs	Philip Screw set	165.38	330.75
106.	2	Units	Pipe wrench, 12", HD	771.75	1,543.50
107.	4	Pairs	Pliers	220.50	882.00
108.	1	Set	Socket Wrench Set	2,756.25	2,756.25
109.	2	Pairs	Vise Grip, HD	385.88	771.75
110.	1	Pc	VOM MultitesteR, Digital -1556	2,756.25	2,756.25
111.	1	Set	Plier set, HD	2,976.75	2,976.75
112.	2	Units	Safety Shoes, Steel toe, Safety Jogger	2,205.00	4,410.00
113.	1	Unit	Coffee Maker, 10cups	1,653.75	1,653.75
114.	1	Unit	Coffee Maker/Percolator, 30-50cups	5,181.75	5,181.75
115.	5	Sets	Tornado mop, big	1,433.25	1,433.25
116.	1	Unit	Automatic Alcohol Dispenser with Stand	3,600.00	3,600.00
117.	1	Unit	Digital Air Disinfecting Machine	6,000.00	6,000.00
118.	1	Unit	Air Purifier ABS Filte Element Hepa + UV Lamp	14,900.00	14,900.00
119.	1	Unit	Foot Pedal Alcohol Dispenser	2,800.00	2,800.00
TOTAL AMOUNT					778,198.51

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 January 03, 2023.**

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