



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 Supplies and Equipment**

1. 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 **Eight Hundred Eighty Thousand Five Hundred Twelve Pesos and 97/100 Only (PhP 880,512.97)**. 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	BULLETIN BOARD, cork board, 3'x5'	1,653.75	1,653.75
2.	3	unit	BULLETIN BOARD, cork board, 4'x8'	3,197.25	9,591.75
3.	3	unit	BULLETIN BOARD, whiteboard, 4'x8'	4,299.75	12,899.25
4.	6	unit	BULLETIN BOARD, whiteboard, 4'x8', with stand	7,938.00	47,628.00
5.	2	pc	CALCULATOR, SCIENTIFIC, 12 digits	523.69	1,047.38
6.	7	pc	DOCUMENT BOX, board, HD	330.75	2,315.25
7.	2	unit	PAPER CUTTER, 15"x18"	1,323.00	2,646.00
8.	8	unit	PUNCHER, 3-hole, HD	1,212.75	9,702.00
9.	3	pc	STAPLER, HD, with remover, #35	121.28	363.84
10.	1	pc	WALL CLOCK, quartz	330.75	330.75
11.	5	unit	GLASS CBOARD, LENGTH (195cm); HEIGHT (125cm) THICKNESS (4mm), BACKGROUND Brilliant White, MOUNTING OPTION: Stand-Off edge, MATERIAL Tempered Glass	10,000.00	50,000.00
12.	8	unit	AVR	551.25	4,410.00
13.	2	unit	EXTERNAL HARDDRIVE, 2TB	6,615.00	13,230.00
14.	15	unit	PRINTER, Multifunction, CONTINUOUS INK	8,000.00	120,000.00
15.	3	unit	PREPAID WIFI MODEM, 4 LAN Ports, 3G & 4G, Dual band 2.4GHz and 5.0GHz	1,500.00	4,500.00
16.	64	unit	HEAD SET with microphone	250.00	16,000.00
17.	5	unit	WEB CAMERA, FHD 1080P 1920 x 1080, 30fps, single digital mic, full HD glass lens, fixed focus	1,600.00	8,000.00
18.	2	unit	FOOT PEDAL ALCOHOL DIPENSER	2,800.00	5,600.00
19.	4	unit	AIRCON, 2HP, wall mounted, inverter, split-type (installation included)	55,000.00	220,000.00
20.	1	unit	PODIUM/ROSTRUM	33,075.00	33,075.00
21.	1	unit	SOUND SYSTEM, Pro Quality Cardioid Mic with LED Ring mounted on 46cm Gooseneck mic, push to talk and push to lock mic activation. High quality Transducer.	22,050.00	22,050.00

22.	1	unit	CAMERA, DSLR, 24.1MP APS-C CMOS sensor + 4k video recording, 3.0 LCD Monitor, 1,040.00 LCD Monitor Resolutions, Digic 8, 32GB SD Card,	55,125.00	55,125.00
23.	3	unit	TELEVISION, 43", LED, 4k Ultra Smart TV	29,767.50	89,302.50
24.	3	unit	TELEVISION, 50" , Smart TV, Picture UHD Up-Scaling, 120 (60Hz) motion rate, 1,300 picture quality index, high dynamic range premium	33,075.00	99,225.00
25.	1	unit	TELEVISION, 55", Smart TV, 4k Ultra HD, QLED, high dynamic range premium, dynamic contrast ratio mega contrast	51,817.50	51,817.50
<b>TOTAL AMOUNT</b>					<b>880,512.97</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 Procurement Office through mail, fax or email at the contact details listed below **on or before 5:00 PM of February 06, 2023.**

Address : Procurement Office, Administration Building  
Cavite State University  
Indang, Cavite

E-mail : [procurementoffice@cvsu.edu.ph](mailto:procurementoffice@cvsu.edu.ph) / [rfqmain@cvsu.edu.ph](mailto:rfqmain@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 Consulting Services