



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

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

**INVITATION TO SUBMIT QUOTATION**  
**Supply and Delivery of Office Supplies and Equipment for Accounting Office**

1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project **“Supply and Delivery of Office Supplies and Equipment for Accounting Office”** with an Approved Budget for the Contract (ABC) **Sixty-Nine Thousand Seven Hundred Ninety-Seven Pesos Only (PhP 69,797.00)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	50	Rms	Paper, Multi copy, A4, 80gsm	250.00	12,500.00
2.	50	Pcs	Ballpen, Black	9.00	450.00
3.	10	Bxs	Pencil, #2, 12's/box	90.00	900.00
4.	8	Btls	Printer ink, 001 in Blk, 127ml	500.00	4,000.00
5.	8	Btls	Printer ink, 001 in Cyan, 65ml	350.00	2,800.00
6.	8	Btls	Printer ink, 001 in Magenta, 65ml	350.00	2,800.00
7.	8	Btls	Printer ink, 001 in Yellow, 65ml	350.00	2,800.00
8.	5	Pcs	Stapler, HD with Remover #35	150.00	750.00
9.	5	Bxs	Staple wire, std. No. 25	35.00	175.00
10.	1	Unit	Cellphone Dimension: Height 163.0mm width: 76.03mm thickness: 7.98mm, Display: 6.67" 120Hz AMOLED Display, Dolby Vision support, HDR10+support, Over 1 billion colors, Support DC-P3 color gamut, Touch sampling rate:Up to 240Hz, Brightness: HBM 900nits Processor: Media Tek Dimensity 1080 6nm power-efficient manufacturing process 2x <a href="#">Cortex-A78@2.6GHz</a> , GPU: ARM Mali-G68 MC4 (up to 950MHz) Battery: 5000mAh, Side Fingerprint sensor, Support 5G/4G/3G Operating System: MIUI13, Android 12, Rear Camera: 50MP, Front Camera: 16MP selfie camera	15,000.00	15,000.00
11.	1	Pc	Body Digital Weighing Scale	1,000.00	1,000.00
12.	3	Pcs	Headset with mic for Desktop	700.00	2,100.00
13.	2	Units	Printer, Multifunction with continuous ink	12,261.00	24,522.00
<b>TOTAL AMOUNT</b>				<b>69,797.00</b>	<b>69,797.00</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 Procurement Office through mail, fax or email at the contact details listed below **on or before 5:00 PM of March 30, 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) 889-6373

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