



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

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 www.cvsu.edu.ph

INVITATION TO SUBMIT QUOTATION
Supply and Delivery of Supplies and Materials for Bacoor Campus

1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project **“Supply and Delivery of Supplies and Materials for Bacoor Campus”** with an Approved Budget for the Contract (ABC) of **Five Hundred Fifty-One Thousand Five Hundred Forty-Three Pesos and 03/100 Only (PhP 551,543.03)**. 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	pc	ACETATE, gauge #2.6, 50m per roll (plastic cover)	775.00	1,550.00
2.	100	pc	BAG, kraft, 10x5x10, plain	44.00	4,400.00
3.	100	pc	BAG, kraft, 12x6x12, plain	55.00	5,500.00
4.	489	pc	BALLPEN, black	5.00	2,445.00
5.	20	pc	BALLPEN, blue	5.00	100.00
6.	5	pc	BALLPEN, green	5.00	25.00
7.	5	pc	BALLPEN, red	5.00	25.00
8.	45	pc	BATTERY, AA, 2's, HD	77.00	3,465.00
9.	10	pc	BATTERY, AAA, 2's, HD	77.00	770.00
10.	6	bot	BROTHER INK, in bottle, BT5000C, cyan	441.00	2,646.00
11.	6	bot	BROTHER INK, in bottle, BT5000M, magenta	463.05	2,778.30
12.	6	bot	BROTHER INK, in bottle, BT5000Y, yellow	463.05	2,778.30
13.	6	bot	BROTHER INK, in bottle, BT6000BK, black	463.05	2,778.30
14.	250	pc	BROWN ENVELOPE, for A4 size document	1.75	437.50
15.	450	pc	BROWN ENVELOPE, for Long size document	1.90	855.00
16.	4	pc	CABLE, HDMI, 3m	780.00	3,120.00
17.	4	pc	CABLE, VGA, 1m	440.00	1,760.00
18.	4	pc	CABLE, VGA, 3m	550.00	2,200.00
19.	3	set	CANON INK 71 black or 71 COLORED for G2020	1,393.00	4,179.00
20.	6	cart	CANON INK CART, 745XL, BLACK	1,069.43	6,416.58
21.	4	cart	CANON INK CART, 746XL, COLORED	1,212.75	4,851.00
22.	10	pack	CATALOG CARD, 3" x 5", 100's, index card	22.00	220.00
23.	100	pc	CD-RW, with case	46.00	4,600.00
24.	10	pc	CERTIFICATE HOLDER, A4 SIZE", clear plastic	28.00	280.00
25.	105	pc	CERTIFICATE HOLDER, A4 SIZE", plastic with board	38.00	3,990.00
26.	5	pc	CERTIFICATE HOLDER, 8.5 x11", clear plastic	28.00	140.00
27.	5	pc	CERTIFICATE HOLDER, A4, with board	42.00	210.00
28.	2	pc	CLEARBOOK, long, refillable, plastic	49.60	99.20
29.	2	pc	CLEARBOOK, short, refillable, plastic	66.15	132.30
30.	16	ream	COLORED BONDPAPER, A4, S20 (70 gsm), assorted colors	390.25	6,244.00

31.	8	ream	COLORED BONDPAPER, A4, S20 (70 gsm), green	390.25	3,122.00
32.	8	ream	COLORED BONDPAPER, A4, S20 (70 gsm), yellow	390.25	3,122.00
33.	8	ream	COLORED BONDPAPER, A4, S20 (70 gsm), blue	390.25	3,122.00
34.	16	ream	COLORED BONDPAPER, short, S20 (70 gsm), assorted colors	390.25	6,244.00
35.	20	ream	COPY PAPER, A4 70gsm	180.00	3,600.00
36.	106	ream	COPY PAPER, A4 80gsm	200.00	21,200.00
37.	20	pc	CORRUGATED BOX, for A4 size documents	60.00	1,200.00
38.	20	pc	CORRUGATED BOX, for legal size documents	71.00	1,420.00
39.	15	pc	ENVELOPE, expanding, A4, BLUE	13.75	206.25
40.	225	pc	ENVELOPE, expanding, A4, GREEN	13.75	3,093.75
41.	100	pc	ENVELOPE, expanding, A4, KRAFT	13.75	1,375.00
42.	40	pc	ENVELOPE, expanding, long, GREEN	16.55	662.00
43.	1	box	ENVELOPE, mailing (long), 500 pcs/box	375.80	375.80
44.	1	box	ENVELOPE, mailing (short) 500 pcs/box	198.45	198.45
45.	100	pc	ENVELOPE, plastic, expanding, long, with handle	77.20	7,720.00
46.	120	bot	EPSON INK, C13T6664100 (T6641), Black	290.00	34,800.00
47.	110	bot	EPSON INK, C13T664200 (T6642), Cyan	325.00	35,750.00
48.	110	bot	EPSON INK, C13T664300 (T6643), Magenta	325.00	35,750.00
49.	110	bot	EPSON INK, C13T664400 (T6644), Yellow	325.00	35,750.00
50.	10	cart	EPSON INK CART, C13T103190 (103), Black	955.00	9,550.00
51.	5	cart	EPSON INK CART, C13T103290 (103), Cyan	636.00	3,180.00
52.	5	cart	EPSON INK CART, C13T103390 (103), Magenta	636.00	3,180.00
53.	5	cart	EPSON INK CART, C13T103490 (103), Yellow	636.00	3,180.00
54.	200	bot	EPSON INK, BOTTLE, 003, black	290.00	58,000.00
55.	200	bot	EPSON INK, BOTTLE, 003, magenta	290.00	58,000.00
56.	200	bot	EPSON INK, BOTTLE, 003, yellow	290.00	58,000.00
57.	200	bot	EPSON INK, BOTTLE, 003, cyan	290.00	58,000.00
58.	5	pc	ERASER, dust-free, small	16.00	80.00
59.	5	pc	ERASER, dust-free, big	22.00	110.00
60.	5	pc	FLOURESCENT MARKER, blue	39.00	195.00
61.	5	pc	FLOURESCENT MARKER, green	39.00	195.00
62.	5	pc	FLOURESCENT MARKER, orange	39.00	195.00
63.	5	pc	FLOURESCENT MARKER, pink	39.00	195.00
64.	5	pc	FLOURESCENT MARKER, yellow	39.00	195.00
65.	400	pc	FOLDER, sliding, morroco, brown, A4	10.00	4,000.00
66.	1	bot	GLUE, multi-purpose, 1010 g.	352.80	352.80
67.	10	pc	ID JACKET, clear plastic, A1 (100x75mm - transverse)	11.00	110.00
68.	5	pack	INDEX CARD, 3"x5", 500 pieces per pack	113.50	567.50
69.	5	pack	INDEX CARD, 5"x8", 500 pieces per pack	192.90	964.50
70.	3	pack	LAMINATING FILM, 8.5"x11", 125mic	606.00	1,818.00
71.	3	pack	LAMINATING FILM, 8.5"x11", 250mic	1,185.00	3,555.00
72.	3	pack	LAMINATING FILM, A4, 125mic	661.50	1,984.50
73.	3	pack	LAMINATING FILM, A4, 250mic	1,323.00	3,969.00
74.	1	pack	MANILA PAPER, 10sheets per pack	33.00	33.00
75.	40	box	PENCIL, #2, 12's/bx	88.20	3,528.00

76.	20	pc	PHOTO FRAME, with stand, A4 SIZE	93.00	1,860.00
77.	100	pc	RJ45	5.00	500.00
78.	5	pc	SIGN PEN, black, 0.5	68.00	340.00
79.	5	pc	SIGN PEN, black, 0.7	68.00	340.00
80.	5	pc	SIGN PEN, black, 1.0	68.00	340.00
81.	5	pc	SIGN PEN, blue, 0.5	68.00	340.00
82.	5	pc	SIGN PEN, blue, 0.7	68.00	340.00
83.	5	pc	SIGN PEN, blue, 1.0	68.00	340.00
84.	5	pc	SIGN PEN, red, 0.5	68.00	340.00
85.	5	pc	SIGN PEN, red, 0.7	68.00	340.00
86.	5	pc	SIGN PEN, red, 1.0	68.00	340.00
87.	15	pack	SPECIALTY BOARD, 10s/pack, 180gsm, CREAM, A4	38.60	579.00
88.	5	pack	SPECIALTY BOARD, 10s/pack, 180gsm, WHITE, A4	38.60	193.00
89.	5	pack	SPECIALTY BOARD, 10s/pack, 180gsm, VELLUM, A4	38.60	193.00
90.	10	pack	SPECIALTY PAPER, 10s/pack, WHITE, A4	35.25	352.50
91.	4	bxs	STAPLE WIRE, HD, 23/17, for heavy duty staplers, metal, non-rust	49.50	198.00
92.	10	roll	TAPE, DOUBLE ADHESIVE, 1"	27.50	275.00
93.	10	roll	TAPE, DOUBLE ADHESIVE, 2"	55.00	550.00
94.	10	roll	TAPE, DOUBLE ADHESIVE, 3"	82.70	827.00
95.	5	roll	TAPE, DUCT, 2"	171.00	855.00
96.	5	roll	TAPE, DUCT, 3"	231.50	1,157.50
97.	1	box	THUMB TACKS	11.00	11.00
98.	20	pc	US FOLDER, A4, white	4.40	88.00
TOTAL AMOUNT					551,543.03

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 8:00 AM of April 13, 2023.**

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

E-mail : procurementoffice@cvsu.edu.ph / 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