



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 Various Supplies, Materials 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 Various Supplies, Materials and Equipment for Accounting Office”** with an Approved Budget for the Contract (ABC) **One Hundred Fifty-Three Thousand Four Hundred Ninety-Nine Pesos and 15/100 Only (PhP 153,499.15)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	3	pcs	5m Nano double side sticker reusable traceless nano transparent self adhesive sticker water proof	50.00	150.00
2.	1	pc	8 SEATERS SYNTHETIC RATTAN DINNING TABLE SET WITH TOP GLASS	7,000.00	7,000.00
3.	5	pcs	ARCH FILE, 2-hole, landscape, legal (blue)	331.00	1,655.00
4.	2	bottle	Hand Wash Soap	500.00	1,000.00
5.	10	pcs	Bathroom Tissue, Coreless plain	165.00	1,650.00
6.	10	pack	BATTERY, AA, 2's, HD	80.00	800.00
7.	2	pack	BATTERY, dry Cell, size AA	40.00	80.00
8.	1	bottle	Canon Fixma 790 black, continuous ink	350.00	350.00
9.	1	bottle	Canon Fixma 790 cyan, continuous ink	350.00	350.00
10.	1	bottle	canon Fixma 790 magenta, continuous ink	350.00	350.00
11.	1	bottle	canon Fixma 790 yellow, continuous ink	350.00	350.00
12.	10	pcs	CD-RW, with case	50.00	500.00
13.	10	pcs	CD-RW, without case	38.00	380.00
14.	1	pc	Coffee Maker, Automatic, 12 cups	2,000.00	2,000.00
15.	10	bottle	Continuous ink for printer, black 003	385.00	3,850.00
16.	107	reams	Copy paper, 70gsm, A4	250.00	26,750.00
17.	13	reams	COPY PAPER, long (8.5" x 13")	270.00	3,510.00
18.	10	pcs	Dishwashing Liquid, 500ml	66.00	660.00
19.	3	bundle	Disposable Garbage bag, 32x52cm, black, (50pcs)	30.00	90.00
20.	6	bundle	DOORMAT, cotton	30.00	180.00
21.	1	pc	Electronic Smart Weighing Scale, Human Scale	250.00	250.00
22.	2	pcs	Extension cord, 3-universal plug, HD, 3m	450.24	900.48
23.	3	pcs	Extension cord, 3-universal plug, HD, 6m	940.00	2,820.00
24.	10	boxes	FASTENER, for paper, Plastic coated, 50 sets per box	60.00	600.00
25.	10	pcs	FLOURESCENT MARKER, blue	39.00	390.00
26.	10	pcs	FLOURESCENT MARKER, green	39.00	390.00
27.	10	pcs	FLOURESCENT MARKER, yellow	39.00	390.00
28.	1	pcs	FOLDER, clear, L-type, legal	245.00	245.00
29.	100	pcs	FOLDER, sliding, morroco, blue, short	10.00	1,000.00

30.	1	bundle	GARBAGE BAG, medium, transparent, 100's	335.00	335.00
31.	5	bundle	Garbage bag, small, transparent	50.00	250.00
32.	1	bundle	GARBAGE BAG, XL, transparent, 100's	452.00	452.00
33.	1	bottle	HAND SOAP, Liquid, 500ml	205.92	205.92
34.	1	pc	HAND TROLLEY CART, PLATFORM TYPE, 150 KGS	4,200.00	4,200.00
35.	1	pc	High Back Designer Chair <ul style="list-style-type: none"> ● Pneumatic Height Adjustment ● Modern Armrests ● Chrome Base Footing ● Tilt Lock Mechanism ● Product Dimension: W55XL45Xh50cm 	5,000.00	5,000.00
36.	1	pc	High Quality Mechanical Weighing Scale, Human Scale	250.00	250.00
37.	5	bottle	Dishwashing Liquid, , Joy, Lemon, 1L	250.00	1,250.00
38.	3	pcs	L Type Folder, long, 50`s	350.00	1,050.00
39.	1	pack	Laminating Film, A4, 250mic	1,323.00	1,323.00
40.	1	bundle	Loose leaf folder	1,500.00	1,500.00
41.	10	pcs	MAGAZINE FILE, close end, long, green	90.00	900.00
42.	20	pcs	MAGAZINE FILE, Close End, Long, Red	90.00	1,800.00
43.	25	pcs	Magazine file, Closed, long, navy blue	90.00	2,250.00
44.	2	pcs	Mid Back Designer Chair <ul style="list-style-type: none"> ● Pneumatic Height Adjustment ● Modern Armrests ● Chrome Base Footing ● Tilt Lock Mechanism ● Product Dimension: W55XL45Xh50cm 	3,050.00	6,100.00
45.	1	pack	Magnetic Pin Nail Button round, yellow, 20pcs	200.00	200.00
46.	1	pc	Multi Tray 5- Drawers	1,500.00	1,500.00
47.	1	pc	PAPER CUTTER, 15"x18"	2,000.00	2,000.00
48.	2	box	Pentel Pen, Fine, black	247.26	494.52
49.	3	pack	Post it (sign here), 50s	150.00	450.00
50.	1	pcs	Press board, green, long, 50`s (folder)	1,100.00	1,100.00
51.	3	set	Rechargable battery, 4`s AA with charger set	1,500.00	4,500.00
52.	3	set	Rechargable battery, 6`s AAA with charger set	1,500.00	4,500.00
53.	1	bundle	RING BINDER, 1/2", plastic, 10pcs/bundle, black	89.25	89.25
54.	1	bundle	RING BINDER, 3/4", plastic, 10pcs/bundle, black	168.00	168.00
55.	1	bundle	RING BINDER, 3/8", plastic, 10pcs/bundle, black	73.50	73.50
56.	2	box	RUBBER BAND, No. 18	120.24	240.48
57.	6	pcs	RULER, 12 inches, plastic	50.00	300.00
58.	1	pc	Self inking dater paid	120.00	120.00
59.	5	pcs	Service Tray with LID	250.00	1,250.00
60.	50	pcs	Shoe lace, white	25.00	1,250.00
61.	1	pc	Sintra Board, 5x3ft	2,250.00	2,250.00
62.	2	pc	Soft broom	200.00	400.00
63.	12	pcs	Stamp pad Ink (violet)	35.00	420.00
64.	3	pcs	STAMPING DATE, self-inking stamp, shiny	450.00	1,350.00

65.	1	pcs	STAMPS (IA STAMP)	1,500.00	1,500.00
66.	1	pc	STAMPS (NOTE)	450.00	450.00
67.	1	pc	STAMPS (Received)	1,300.00	1,300.00
68.	30	pc	STICKER PAPER, Glossy, 10's/pack. A4	39.00	1,170.00
69.	20	pack	STICKY NOTE PADS, yellow, 1.5"x2"	35.00	700.00
70.	10	pack	SYNTHETIC RATTAN CHAIRS	500.00	5,000.00
71.	3	pcs	TAPE DISPENSER, table top	70.00	210.00
72.	20	pcs	Tape transparent, 1"	10.09	201.80
73.	3	pcs	TAPE, transparent, 24mm	11.00	33.00
74.	20	pcs	TISSUE, interfolded paper towel	35.00	700.00
75.	19	pcs	TOILET TISSUE PAPER, 2-ply, 100% recycled	87.40	1,660.60
76.	3	pcs	UPS	3,500.00	10,500.00
77.	98	pcs	US Folder, white, long	4.20	411.60
78.	2	pc	TOWERFAN W/IONIZE General Specifications: <ul style="list-style-type: none"> ● Silver vacuum coated ● 8 speed ● Motor: 40W ● Fan speed: 1,425 RPM ● With remote control ● With IONIZER ● 90degree oscillation ● 4 hours timer ● Sleep/breeze function ● LCD display panel ● Height: 0.8 meters / 32 inches Dimensions <ul style="list-style-type: none"> ● Net Dimensions: 280 x 280 x 870 mm ● Gross Dimensions: 890 x 200 x 247mm Weight <ul style="list-style-type: none"> ● Net weight: 4.80 kg ● Gross weight: 5.50 kg 	6,500.00	13,000.00
79.	5	pc	Battery, AAA, 2's, HD	77.00	385.00
80.	5	pc	Battery, AA, 2's, HD	77.00	385.00
81.	1	pc	12 Mini Drawers Organizer	230.00	230.00
82.	1	unit	STAPLER, heavy duty, binder type	1,000.00	1,000.00
83.	3	unit	Calculator, compact	400.00	1,200.00
84.	20	pc	BATTERY, AA, 2's, HD	73.50	1,470.00
85.	1	pc	Chopping board, wood (9inx12in)	200.00	200.00
86.	1	unit	3 Hole Punch Puncher	300.00	300.00
87.	1	unit	3in1 Round Corner Trimmer (R4mm/R7mm/R10mm For Card Photo Papers)	200.00	200.00
88.	1	unit	Power Blender Extreme w/ 2 Extra Bottles PBRX (portable)	1,930.00	1,930.00
89.	2	units	Air Purifier Revitalizer Black and White, 1.8 Liters	600.00	1,200.00
TOTAL AMOUNT					153,499.15

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 April 05, 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