



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 CvSU 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 CvSU Bacoor Campus”** with an Approved Budget for the Contract (ABC) of **Four Hundred Seventy Thousand Three Hundred Seventy-Nine Pesos Only (PhP 470,379.00)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	100	Pcs	BAG, kraft paper, 10x5x10, plain	44.00	4,400.00
2.	100	Pcs	BAG, kraft paper, 12x6x12, plain	55.00	5,500.00
3.	400	Pcs	BALLPEN, black, 0.5mm	5.00	2,000.00
4.	45	Pcs	BATTERY, AA, 2's, HD	77.00	3,465.00
5.	250	Pcs	BROWN ENVELOPE, for A4 size document	1.75	437.50
6.	450	Pcs	BROWN ENVELOPE, for Long size document	1.90	855.00
7.	100	Pcs	CD-RW, with case, 700MB capacity	46.00	4,600.00
8.	105	Pcs	CERTIFICATE HOLDER, A4 SIZE", plastic with board	38.00	3,990.00
9.	200	Rms	COPY PAPER, A4, 80gsm	200.00	40,000.00
10.	20	Pcs	CORRUGATED BOX, for A4 size documents, brown, plain	60.00	1,200.00
11.	20	Pcs	CORRUGATED BOX, for Long size documents, brown, plain	71.00	1,420.00
12.	200	Pcs	ENVELOPE, expanding, A4, GREEN, with garter	13.75	2,750.00
13.	100	Pcs	ENVELOPE, expanding, A4, KRAFT, with garter	13.75	1,375.00
14.	40	Pcs	ENVELOPE, expanding, Long, GREEN, with garter	16.55	662.00
15.	100	Pcs	ENVELOPE, plastic, expanding, long, with handle	77.20	7,720.00
16.	100	Btls	EPSON INK, C13T6664100 (T6641), Black	290.00	29,000.00
17.	100	Btls	EPSON INK, C13T664200 (T6642), Cyan	325.00	32,500.00
18.	100	Btls	EPSON INK, C13T664300 (T6643), Magenta	325.00	32,500.00
19.	100	Btls	EPSON INK, C13T664300 (T6644), Yellow	325.00	32,500.00
20.	10	Cart	EPSON INK CART, C13T103190 (103), Black	955.00	9,550.00
21.	5	Cart	EPSON INK CART, C13T103290 (103), Cyan	636.00	3,180.00
22.	5	Cart	EPSON INK, C13T664300 (T6643), Magenta	636.00	3,180.00

23.	5	Cart	EPSON INK CART, C13T103490 (103), Yellow	636.00	3,180.00
24.	200	Btls	EPSON INK, BOTTLE, 003, black	290.00	58,000.00
25.	200	Btls	EPSON INK, BOTTLE, 003, magenta	290.00	58,000.00
26.	200	Btls	EPSON INK, BOTTLE, 003, cyan	290.00	58,000.00
27.	200	Btls	EPSON INK, BOTTLE, 003, yellow	290.00	58,000.00
28.	400	Pcs	FOLDER, sliding, morroco, brown, A4, with side clip	10.00	4,000.00
29.	200	Pcs	ID JACKET, clear plastic, A1 (100x67mm - transverse)	11.00	2,200.00
30.	40	Bxs	PENCIL, #2, 12's/bxs	88.20	3,528.00
31.	20	Pcs	PHOTO FRAME, with stand, A4 SIZE	93.00	1,860.00
32.	10	Packs	SPECIALTY BOARD, 10s/pack, 180gsm, CREAM, A4	38.60	386.00
33.	10	Packs	SPECIALTY PAPER, 10s/pack, WHITE, A4	35.25	352.50
34.	20	Pcs	FOLDER, A4, white	4.40	88.00
TOTAL AMOUNT					470,379.00

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 May 10, 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