



Republic of the Philippines
CAVITE STATE UNIVERSITY
Don Severino de las Alas Campus
Indang, Cavite, Philippines
(046) 889-6373
www.cvsu.edu.ph

INVITATION TO SUBMIT QUOTATION
Supply and Delivery of Various Office Equipment for UCC-CEIT

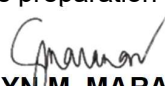
1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project **“Supply and Delivery of Various Office Equipment for UCC-CEIT”** with an Approved Budget for the Contract (ABC) **Eighty-Nine Thousand Eighteen Pesos and 75/100 Only (PhP 89,018.75)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	5	Units	PRINTER, Multifunction, All-In-One Ink Tank Printer	10,993.75	54,968.75
2.	1	Unit	Microwave Oven, Digital, 20L	4,000.00	4,000.00
3.	1	Unit	Paper Shredder • Size & Spec.: Shred capacity: 8 sheets; Shred size: 4*25mm; Security level: 4 • Fragile Type: CD/DVD, Paper, Card, Paper Clip, Staple) • Continuous run time: 5-10min • Bin capacity: 16L • Machine noise : <60dB • Machine power : 190W 330*195*495mm	8,000.00	8,000.00
4.	5	Units	Chair, Office Mid back, leather with armrest	4,410.00	22,050.00
TOTAL AMOUNT					89,018.75

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 July 04, 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