



Republic of the Philippines  
**CAVITE STATE UNIVERSITY**  
**Don Severino de las Alas Campus**  
 Indang, Cavite, Philippines  
 ☎ (046) 889-6373  
[www.cvsu.edu.ph](http://www.cvsu.edu.ph)

**INVITATION TO SUBMIT QUOTATION**  
**Supply and Delivery of Various Supplies and Materials for CvSU Carmona Campus**

1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project **“Supply and Delivery of Office Supplies for CvSU Carmona Campus”** with an Approved Budget for the Contract (ABC) **Two Hundred Ten Thousand One Hundred Ninety-Seven Pesos and 81/100 Only (PhP 210,197.81)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	10	Pcs	ARCH FILE, 2-hole, landscape, legal	330.75	3,307.50
2.	25	Pcs	ARCH FILE, 2-hole, landscape, AA	330.75	8,268.75
3.	25	Pcs	ARCH FILE, 3-hole, A4, D-type, 1.5", with label	275.60	6,890.00
4.	25	Pcs	ARCH FILE, 3-hole, A4, D-type, 2", with label	330.75	8,268.75
5.	25	Pcs	ARCH FILE, 3-hole, A4, D-type, 3", with label	385.80	9,645.00
6.	50	Pcs	DATA FILE BOX	77.20	3,860.00
7.	15	Pcs	DATA FOLDER	68.64	1,029.60
8.	10	Bxs	ENVELOPE, mailing, with window	433.68	4,336.80
9.	25	Bxs	INDEX TAB, self-adhesive, transparent	56.68	1,417.00
10.	30	Pcs	MARKER, permanent, black, bullet type	8.98	269.40
11.	15	Pcs	MARKER, permanent, blue, bullet type	8.98	134.70
12.	10	Pcs	MARKER, permanent, red, bullet type	8.98	89.80
13.	100	Pcs	MARKER, whiteboard, black	13.38	1,338.00
14.	25	Pcs	MARKER, whiteboard, blue	13.38	334.50
15.	25	Pcs	MARKER, whiteboard, red	13.38	334.50
16.	20	Pads	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	37.06	741.20
17.	140	Rms	PAPER, MULTICOPY, A4, 80 gsm	136.66	19,132.40
18.	60	Rms	PAPER, MULTICOPY, Legal, 80gsm	127.71	7,662.60
19.	30	Bxs	PAPER, parchment	98.05	2,941.50
20.	15	Bxs	PENCIL, lead, with eraser	20.79	311.85
21.	100	Pcs	SIGN PEN, black	20.26	2,026.00
22.	50	Pcs	SIGN PEN, blue	20.26	1,013.00
23.	50	Pcs	SIGN PEN, red	20.26	1,013.00
24.	20	Bxs	STAPLE WIRE, heavy duty, binder type, 23/13	19.76	395.20
25.	15	Bxs	STAPLE WIRE, standard	22.41	336.15
26.	10	rolls	TAPE, masking, 24mm	54.60	546.00
27.	10	rolls	TAPE, MASKING, 48mm	106.60	1,066.00
28.	10	rolls	TAPE, transparent, 24mm	10.09	100.90
29.	10	rolls	TAPE, transparent, 48mm	19.97	199.70
30.	20	Cans	AIR FRESHENER, aerosol type	90.22	1,804.40
31.	20	Pcs	BROOM, soft, tambo	136.24	2,724.80
32.	20	Pcs	BROOM, stick, ting-ting	18.20	364.00

33.	5	Btls	CLEANER, toilet and urinal, 1L	166.40	832.00
34.	5	Cans	CLEANSER, scouring powder, 750g	119.60	598.00
35.	25	Packs	DETERGENT BAR, 140g	8.30	207.50
36.	20	Packs	DETERGENT POWDER, all-purpose, 1kg	54.08	1,081.60
37.	30	Cans	DISINFECTANT SPRAY, aerosol type	128.96	3,868.80
38.	25	Cans	FURNITURE CLEANER, aerosol type	120.12	3,003.00
39.	25	Cans	INSECTICIDE, aerosol type	139.36	3,484.00
40.	50	Pcs	LIGHT BULB, Light Emitting Diode (LED)	82.16	4,108.00
41.	30	Pcs	LINEAR TUBE, Light Emitting Diode (LED), 18 watts	343.03	10,290.99
42.	50	Btls	LIQUID HAND SANITIZER, 500mL	151.43	7,571.50
43.	50	Btls	LIQUID HAND SOAP, 500mL	102.96	5,148.00
44.	10	Pcs	MOPHEAD, made of rayon	123.76	1,237.60
45.	20	Bundles	RAGS, all cotton	53.82	1,076.40
46.	20	Packs	SCOURING PAD	112.32	2,246.40
47.	10	Rolls	TAPE, ELECTRICAL	18.67	186.70
48.	50	Packs	TISSUE, interfolded paper towel	34.84	1,742.00
49.	25	Packs	TOILET TISSUE PAPER, 2-ply, 100% recycled	86.84	2,171.00
50.	25	Packs	TABLE NAPKIN	33.08	826.88
51.	60	Packs	TRASHBAG, GPP specs, transparent, 940mmx1016mm	134.68	8,080.80
52.	40	Pcs	ALBATROSS, big	52.92	2,116.80
53.	70	Gals	ALCOHOL, ethyl, 68%-72%, 1 Gallon	387.92	27,154.40
54.	120	Btls	ALCOHOL, Ethyl, 68%-72%, 500 ml	66.56	7,987.20
55.	10	Dozen	BATHROOM TISSUE, Coreless plain	165.38	1,653.75
56.	25	Pcs	DISHWASHING FOAM	27.56	689.06
57.	10	Btls	DISHWASHING LIQUID, 1000mL	110.25	1,102.50
58.	7	Pcs	DOORKNOB, HD	330.52	2,313.64
59.	15	Pcs	DOORMAT, cotton	27.56	413.44
60.	20	Pcs	DOORMAT, rubber	44.10	882.00
61.	10	Unit	FABRIC CONDITIONER, 500ml	110.25	1,102.50
62.	10	Btls	GLASS CLEANER, 500ml	220.50	2,205.00
63.	25	Pcs	LED Bulb, 12 watts	253.58	6,339.38
64.	10	Btls	MURIATIC ACID, 250ml	49.61	496.13
65.	5	Pcs	PADLOCK, 60mm, HEAVY DUTY	782.78	3,913.90
66.	15	Pcs	SCOTCH BRITE with foam	33.08	496.13
67.	25	Pcs	STARTER, 4-40 watts	5.51	137.81
68.	1,000	Pcs	SURGICAL MASK, 3 ply	1.53	1,530.00
<b>TOTAL AMOUNT</b>					<b>210,197.81</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 July 24, 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