



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**  
**Venue Lay-Out and Decor for Graduation of CvSU General Trias City Campus**

1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project **"Venue Lay-Out and Decor for Graduation of CvSU General Trias City Campus"** with an Approved Budget for the Contract (ABC) of **Sixty-Eight Thousand Eight Hundred Pesos Only (PhP 68,800.00)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	1	Lot	Venue Lay-Out and Décor  Theme: Filipiniana • Thematic Stage Design with Backdrop (Filipiniana Theme) accentuated with green leaves and white asters • Presidential Table on Stage • Skirted Long Tables for awards, plaques, etc. • Thematic Welcome Arc • Aisle Design/Styling • Grass Carpet • Photo Op Backdrop at the Lobby • Additional Monobloc Chairs for all attendees • Chair cloth for all the chairs to be used • Ceiling treatment (stage area only)	68,800.00	68,800.00
<b>TOTAL AMOUNT</b>					<b>68,800.00</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 7:00 AM of September 4, 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