



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 Supplies and Materials for CvSU Trece Martires City 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 Trece Martires City Campus”** with an Approved Budget for the Contract (ABC) **One Hundred Forty Thousand Five Hundred Fifty-Three Pesos Only (PhP 140,553.00)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	50	Pcs	BALLPEN, red	10.00	500.00
2.	30	Pcs	BATTERY, AA, 2's, HD	77.00	2,310.00
3.	30	Pcs	BATTERY, AAA, 2's, HD	77.00	2,310.00
4.	10	Pcs	CABLE, HDMI, 3m	130.00	1,300.00
5.	12	Btls	GLUE, multi-purpose, 130 g.	71.50	858.00
6.	12	Btls	GLUE, multi-purpose, 240 g.	132.30	1,587.60
7.	10	Pcs	GLUE STICK, big	11.00	110.00
8.	50	Pcs	GLUE STICK, small	5.00	250.00
9.	7	Btls	INK REFILL, permanent marker, black	88.20	617.40
10.	5	Btls	INK REFILL, permanent marker, blue	88.20	441.00
11.	5	Btls	INK REFILL, white boardmarker, black	146.00	730.00
12.	50	Packs	LAMINATING FILM, A4, 250 mic	1,323.00	66,150.00
13.	12	Pcs	MARKING PEN, permanent, Broad, black	38.50	462.00
14.	12	Pcs	MARKING PEN, permanent, Broad, blue	38.50	462.00
15.	24	Pcs	MARKING PEN, permanent, Broad, red	38.50	924.00
16.	12	Pcs	MARKING PEN, permanent, Fine, black	38.50	462.00
17.	12	Pcs	MARKING PEN, permanent, Fine, blue	38.50	462.00
18.	10	Rolls	TAPE, DOUBLE ADHESIVE, 1"	27.50	275.00
19.	25	Packs	PHOTO STICKER PAPER, A4, Glossy	95.00	2,375.00
20.	100	Pcs	FOLDER, PRESS BOARD / Expanded Folder / Expandable Folder, Green, A4	20.00	2,000.00
21.	12	Rolls	Paper Repair Transparent Invisible Tape Writable School Office Supplies	40.00	480.00
22.	54	Rolls	TAPE, Transparent Tape (1pc) 24mm x 25yards, Scotch Tape Stationery Tape 1 inch	24.00	1,296.00
23.	24	Rolls	TAPE, masking, 24mm	64.60	1,550.40
24.	24	Rolls	TAPE, MASKING, 48mm	116.60	2,798.40
25.	24	Rolls	TAPE, packaging, 48mm	35.00	840.00
26.	24	Rolls	TAPE, transparent, 48mm	25.00	600.00
27.	24	Pcs	High lighter Assorted Colors, (Flourescent + Pastel)	40.00	960.00
28.	30	Pcs	Glue, stick glue, 25g Non-Toxic – Extra Strength	95.00	2,850.00
29.	30	Pcs	Glue, stick glue, 15g Non-Toxic – Extra Strength	45.00	1,350.00

30.	30	Bxs	CLIP, backfold, 2", 51mm, 12's, HD	65.00	1,950.00
31.	2	Rms	COLORED BONDPAPER, A4, S24 (80 gsm), green	463.05	926.10
32.	2	Rms	COLORED BONDPAPER, long, S24 (80 gsm), green	463.05	926.10
33.	10	Rms	COPY PAPER, long (8.5"x13"), 70gsm	220.50	2,205.00
34.	150	Rms	COPY PAPER, A4, 80gsm	210.00	31,500.00
35.	15	Bundles	DAILY TIME RECORD, Form 48, White (50's bundle)	99.00	1,485.00
36.	25	Pcs	Paper Repair Transparent Invisible Tape Writable	62.00	1,550.00
37.	30	Bxs	PAPER CLIP, vinyl/plastic coated, 33mm	15.00	450.00
38.	30	Bxs	PAPER CLIP, vinyl/plastic coated, 50mm	30.00	900.00
39.	30	Bxs	Paper Clip Nickel Plated, 33mm	15.00	450.00
40.	30	Bxs	Paper Clip Nickel Plated, 50mm	30.00	900.00
TOTAL AMOUNT					140,553.00

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 September 26, 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