



Republic of the Philippines  
**CAVITE STATE UNIVERSITY**  
**Don Severino de las Alas Campus**  
Indang, Cavite, Philippines

☎ (046) 4150-010 / 📠 (046) 4150-0013 loc 203

[www.cvsu.edu.ph](http://www.cvsu.edu.ph)

**INVITATION TO SUBMIT PROPOSAL**  
**Supply and Delivery of Office Supplies, Materials and Equipment for CvSU Tanza Campus**

1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project **“Supply and Delivery of Office Supplies, Materials and Equipment for CvSU Tanza Campus”** with an Approved Budget for the Contract (ABC) of **Eighty-Eight Thousand Four Hundred Fifty Pesos Only (PhP 88,450.00)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	5	pcs	Whiteboard with stand, 120cm x 90cm	3,000.00	15,000.00
2.	4	pcs	Stand fan, 18", metal blade	2,000.00	8,000.00
3.	10	pcs	Wall fan, 16", 5 blades, with remote control	1,800.00	18,000.00
4.	5	box	Whiteboard marker, black, 12 pcs.	150.00	750.00
5.	5	pack	Specialty board, 200gsm, A4, white, 10s	60.00	300.00
6.	3	pack	Laminating film, A4, 250 microns	400.00	1,200.00
7.	3	pack	Laminating film, A4, 125 microns	400.00	1,200.00
8.	10	pcs	Extension cords, 5 gang, 6 meters w/ switch	700.00	7,000.00
9.	3	sheet	Acrylic sheet, 3ftx4ft, 3mm, clear plastic glass	2,000.00	6,000.00
10.	1	sheet	Acrylic sheet, 3ftx6ft, 3mm, clear plastic glass	3,000.00	3,000.00
11.	30	pcs	PVC moulding, 3/4", 4 meters	100.00	3,000.00
12.	2	unit	Multifunction Printer • print, scan, copy with wifi, borderless printing • Resolution : 5760 x 1440 dpi • Print speed : up to 33 ppm/15 ppm, approx. 69 sec per photo (border)/ 90 sec per photo (borderless) • Output capacity : 30 sheets, A4 plain paper, 20 sheets, premium glossy photo paper • Paper size : legal, A4, letter, envelopes, hagaki • Paper feed : friction feed • Interface : USB 2.0, Wifi, TCP/IPv4 - IPv6 • Dimension : 375 x 347 x 179 mm • Scan function : Flatbed colour image scanner, CIS	12,500.00	25,000.00
<b>TOTAL AMOUNT</b>					<b>88,450.00</b>

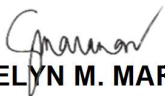
2. Delivery Period: \_\_\_\_ calendar days from the receipt of P.O.
3. Price quotations must be valid for a period of sixty (60) calendar days from date of submission and shall include all taxes, duties and/or levies payable. Bidders shall also

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 5:00 PM of November 6, 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