



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 Photocopying Machine for CvSU Silang Campus**

1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project **“Supply and Delivery of Photocopying Machine for CvSU Silang Campus”** with an Approved Budget for the Contract (ABC) **Four Hundred Thousand Pesos Only (PhP 400,000.00)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	2	Units	PHOTOCOPYING MACHINE COLORED PRINTING • warm up time 2.1 seconds • continuous output speed 20 ppm • memory: 2GB • memory: maximum 4GB • hdd: 320 GB • dimensions; 587 x 685 x 913 mm • print resolution: maximum 1,200 x 1200dpi • copy resolution: 600 dpi minimum • zoom: from 25% to 400% in 1 % steps • scanner resolution: maximum 1,200 dpi • paper input: standard 1200 sheets • paper input: maximum 2300 sheets • paper output: standard 500 sheets • paper output: maximum 1625 sheets • with document feeder • 1 year warranty	200,000.00	400,000.00
<b>TOTAL AMOUNT</b>					<b>400,000.00</b>

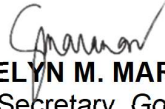
2. Delivery Period: \_\_\_\_ calendar days from the receipt of P.O.
3. Price quotations must be valid for a period of sixty (60) calendar days from date of submission and shall include all taxes, duties and/or levies payable. Bidders shall also indicate the brand and model of the items being offered.
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 February 14, 2024**.

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