



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 CEMDS**

1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project **“Supply and Delivery of Various Supplies and Materials for CEMDS”** with an Approved Budget for the Contract (ABC) of **Three Hundred Fifty-Two Thousand Five Hundred Eighty-Three Pesos and 60/100 Only (PhP 352,583.60)**. 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	pc	Certificate Holder, A4 Size, plastic with board	44.00	2,200.00
2	50	box	Certificate Holder, A4 with board	44.00	2,200.00
3	50	pc	Clip, bulldog, 75mm, 12's	120.00	6,000.00
4	100	pack	Eraser, dust-free, big	15.00	1,500.00
5	25	ream	Laminating film, A4, 125mic	560.00	14,000.00
6	10	ream	Colored Bond paper, A4, S24(80gsm) green	464.00	4,640.00
7	700	ream	Copy paper, A4, 80gsm	210.00	147,000.00
8	50	bottle	Copy paper, long (8.5" x 13") 80gsm	240.00	12,000.00
9	100	bottle	Epson ink, Bottle, 003 black	310.00	31,000.00
10	85	bottle	Epson ink, Bottle, 003 cyan	310.00	26,350.00
11	85	bottle	Epson ink, Bottle, 003 magenta	310.00	26,350.00
12	85	pc	Epson ink, Bottle, 003 yellow	310.00	26,350.00
13	30	pc	HP GT52 Bottle Ink Refill Black	320.00	9,600.00
14	30	pc	HP GT52 Bottle Ink Refill Cyan	320.00	9,600.00
15	30	pc	HP GT52 Bottle Ink Refill Magenta	320.00	9,600.00
16	30	set	HP GT52 Bottle Ink Refill Yellow	320.00	9,600.00
17	10	pc	Tornado mop • Bucket- made of PP plastic • Pole - made of stainless steel • 360-degree rotating mop head • Bucket measurements: L 46 x W 26 x H 23 cm • Pole height measures 126 cm	1,450.00	14,500.00
18	2	pc	Dust-pan, non-grid plastic • Dustpan plastic with handle • Long handle type. • Size 29 x 27 x 71 cm.	46.80	93.60
<b>TOTAL AMOUNT</b>					<b>352,583.60</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 March 11, 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