



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 Various Supplies and Materials for CvSU Maragondon Campus

- The Cavite State University (Cvsu) invites interested firms/supplier to submit quotation for the project **“Supply and Delivery of Various Supplies and Materials for CvSU Maragondon Campus”** with an Approved Budget for the Contract (ABC) **One Hundred Fifty-Two Thousand Three Hundred Ninety-Eight Pesos Only (PhP 152,398.00)**. 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	roll	ACETATE, gauge #4 50m per roll, plastic cover	1,100.00	2,200.00
2.	3	pc	ARCH FILE, 3 hole, A4, D type 1.5", with label (accreditation ISO)	274.00	822.00
3.	3	pc	ARCH FILE, 3 hole, A4, D type 2", with label (accreditation ISO)	320.00	960.00
4.	3	pc	ARCH FILE, 3 hole, A4, D type 3", with label (accreditation ISO)	340.00	1,020.00
5.	100	pc	Ballpen, Black	5.00	500.00
6.	100	pc	Ballpen, Blue	5.00	500.00
7.	100	pc	Ballpen, Red	5.00	500.00
8.	10	pc	Battery AA 2's, HD	70.00	700.00
9.	10	pc	Battery AAA 2's, HD	70.00	700.00
10.	100	pc	Brown Envelop, for A4 size document	2.00	200.00
11.	50	pc	Brown Envelop, for Long size document	3.00	150.00
12.	5	pc	Cable, HDMI, 3m	300.00	1,500.00
13.	10	pc	Certificate Holder 8.5x11", clear plastic	26.00	260.00
14.	10	pc	Certificate Holder , A4 SIZE, clear plastic	25.00	250.00
15.	10	pc	Certificate Holder , A4 SIZE, clear plastic with board	44.00	440.00
16.	10	pc	Certificate Holder, A4, with board	44.00	440.00
17.	5	box	Clip, Backfold, 15mm, 12's	12.00	60.00
18.	2	box	Clip, Backfold, 41mm, 12's	55.00	110.00
19.	2	box	Clip, bulldog, 23mm, 12's	35.00	70.00
20.	2	box	Clip, bulldog, 38mm, 12's	55.00	110.00
21.	2	box	Clip, bulldog, 51mm, 12's	66.50	133.00
22.	2	box	Clip, bulldog, 75mm, 12's	120.00	240.00
23.	2	ream	Colored Bond Paper, A4, S20 (70gsm) assorted colors	250.00	500.00
24.	85	ream	COPY PAPER, A4 70gsm	175.00	14,875.00
25.	10	ream	COPY PAPER, A4 80GSM	210.00	2,100.00
26.	25	pc	ENVELOPE, expanding A4, Green	14.00	350.00
27.	50	pc	ENVELOPE, expanding A4, KRAFT	14.00	700.00
28.	25	pc	ENVELOPE, expanding, LONG, GREEN	14.00	350.00
29.	50	pc	ENVELOPE, expanding, LONG, KRAFT	14.00	700.00
30.	5	pc	ENVELOPE, Plastic, expanding, A4 with handle	67.00	335.00

31.	5	pc	ENVELOPE, Plastic, expanding, long with handle	78.00	390.00
32.	7	bottle	EPSON INK, BOTTLE, 003, black	310.00	2,170.00
33.	3	bottle	EPSON INK, BOTTLE, 003, cyan	310.00	930.00
34.	3	bottle	EPSON INK, BOTTLE, 003, magenta	310.00	930.00
35.	3	bottle	EPSON INK, BOTTLE, 003, yellow	310.00	930.00
36.	1	pc	EPSON INK, T05B1 (Black)	24,000.00	24,000.00
37.	1	pc	EPSON INK, T05B2 (Cyan)	10,000.00	10,000.00
38.	1	pc	EPSON INK, T05B3 (Magenta)	10,000.00	10,000.00
39.	1	pc	EPSON INK, T05B4 (Yellow)	10,000.00	10,000.00
40.	25	pc	Eraser Felt for white/black boards	18.00	450.00
41.	5	pc	Flourescent Marker, blue	20.00	100.00
42.	5	pc	Flourescent Marker, green	20.00	100.00
43.	5	pc	Flourescent Marker, orange	20.00	100.00
44.	5	pc	Flourescent Marker, pink	20.00	100.00
45.	5	pc	Flourescent Marker, yellow	20.00	100.00
46.	50	pc	GLUE STICK, small	5.00	250.00
47.	20	bottle	GLUE, multi purpose, 40g	25.00	500.00
48.	2	bottle	GLUE, multi purpose, 473g	305.00	610.00
49.	5	pack	INDEX TAB FLAGS, SIGN HERE, yellow	192.00	960.00
50.	4	pack	INDEX TAB FLAGS, transparent film, arrow shape, assorted color	35.00	140.00
51.	10	pc	INDEX TAB, self adhesive, 5's, assorted colors	74.00	740.00
52.	5	bottle	Ink Refill, permanent marker, black	84.00	420.00
53.	5	bottle	Ink Refill, white board marker, black	83.00	415.00
54.	2	pack	Laminating Film, 8.5x11", 250 mic	1,185.00	2,370.00
55.	2	pack	Laminating Film, A4, 125 mic	560.00	1,120.00
56.	2	pack	Laminating Film, A4, 250 mic	1,020.00	2,040.00
57.	10	pc	Marking Pen, permanent, Fine, black	35.00	350.00
58.	10	pc	Marking Pen, permanent, Fine, blue	35.00	350.00
59.	10	pc	Marking Pen, permanent, Fine, red	35.00	350.00
60.	3	pad	NOTE PAD, (3"X4") 100 sheets per pad	105.00	315.00
61.	2	ream	PARCHMENT PAPER, 8.5"X11", Subs 20	260.00	520.00
62.	5	box	PENCIL #2, 12's/bx	75.00	375.00
63.	5	box	Push Pin, flat head type, assorted colors, 50 pcs/case	20.00	100.00
64.	5	pc	Sign Pen, black 0.5	64.00	320.00
65.	10	pc	Sign Pen, black 1.0	64.00	640.00
66.	5	pc	Sign Pen, blue 0.5	64.00	320.00
67.	10	pc	Sign Pen, blue 1.0	64.00	640.00
68.	5	pc	Sign Pen, red 0.5	64.00	320.00
69.	10	pc	Sign Pen, red 1.0	64.00	640.00
70.	30	pack	Specialty Board, 10's/pack, 180gsm, CREAM, A4	28.00	840.00
71.	30	pack	Specialty Board, 10's/pack, 180gsm, WHITE, A4	28.00	840.00
72.	10	pack	Sticker Paper, Glossy, 10's/pack, A4	35.00	350.00
73.	10	pack	Sticker Paper, MATTE, 10's/pack, A4	35.00	350.00
74.	1	pc	STICKY NOTE PAD, yellow, 3x5	109.00	109.00
75.	2	pc	STICKY NOTE PAD, 2" x 2", 400's, astd	172.00	344.00
76.	1	pc	STICKY NOTE PAD, yellow, 2"x3"	61.00	61.00
77.	1	pc	STICKY NOTE PAD, yellow, 3"x3"	67.00	67.00
78.	2	roll	TAPE, DOUBLE ADHESIVE, 1"	25.00	50.00
79.	2	roll	TAPE, DOUBLE ADHESIVE, 3"	82.00	164.00

80.	2	roll	TAPE, DUCT, 3"	232.00	464.00
81.	2	roll	TAPE, MAGIC, 1"	251.00	502.00
82.	10	box	THUMB TACKS	10.00	100.00
83.	25	pc	ALBATROSS, small	40.00	1,000.00
84.	10	liter	ALCOHOL 70%, ethyl with pump, 1000ml	250.00	2,500.00
85.	2	roll	Aluminum Foil, 300m	625.00	1,250.00
86.	60	pc	Ballast, 36 watts	100.00	6,000.00
87.	10	dz	Bathroom Tissue, Coreless plain	67.00	670.00
88.	10	pc	Bleaching Solution, 1L	44.00	440.00
89.	10	pc	Brush with long plastic handle	125.00	1,250.00
90.	10	pc	BRUSH, plastic	40.00	400.00
91.	30	pc	BULB Fluorescent, 36 watts	386.00	11,580.00
92.	2	roll	Clingwrap	355.00	710.00
93.	10	pc	Dipper	30.00	300.00
94.	10	pc	Dishwashing Scouring Pad with Foam	43.00	430.00
95.	10	pc	Electric Switch, 2 gang	150.00	1,500.00
96.	10	pc	Electric Switch, single	170.00	1,700.00
97.	10	pc	Electrical Tape, big	45.00	450.00
98.	2	bottle	Glass Cleaner, 500ml	225.00	450.00
99.	5	bottle	Hand Soap Liquid, 500ml	205.00	1,025.00
100.	15	pack	Interfolded Paper Towels	62.00	930.00
101.	10	bottle	Muriatic Acid, 1L	114.00	1,140.00
102.	10	pc	Scotch Brite, big	50.00	500.00
103.	100	pc	Starter, 4-40 watts	10.00	1,000.00
104.	10	pc	PAIL, 10L	120.00	1,200.00
105.	2	pc	Dating and Stamping Machine, HD	386.00	772.00
106.	2	pc	Stapler HD with remover, #35	130.00	260.00
107.	2	pc	Tape Dispenser, handheld	160.00	320.00
108.	10	pc	Wall Clock, quartz	350.00	3,500.00
TOTAL AMOUNT					152,398.00

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 March 21, 2024.**

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