



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**  
**Improvement of Airconditioning Unit at CVMBS Classroom Building**

1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project "**Improvement of Airconditioning Unit at CVMBS Classroom Building**" with an Approved Budget for the Contract (ABC) **Five Hundred Thirty-Two Thousand One Hundred Seventy-Four Pesos and 13/100 Only (PhP 532,174.13)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Quantity	Unit	Description	Unit Cost	Total Cost
1.	1	Lot	Improvement of Airconditioning Unit at CVMBS Classroom Building  (See attached Request for Quotation)	532,174.13	532,174.13
<b>TOTAL AMOUNT</b>					<b>532,174.13</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 September 3, 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



**REQUEST FOR QUOTATION**

Date: \_\_\_\_\_  
 Ref. No. OS-7488-09-23

Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 TIN: \_\_\_\_\_

Sir/Madam:

Please quote your lowest price on the item/s listed below, subject to the **Terms and Conditions** on the last page, stating the shortest time of delivery and submit your quotation duly signed by your authorized representative not later than \_\_\_\_\_.

  
**PRECIOSA G. ERANA**  
 OIC, Procurement Office

**NOTE:**

- All entries must be written legibly or typewritten.
- Delivery Period: \_\_\_\_ calendar days from the receipt of P.O.
- 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.
- Price validity shall be for a period of \_\_\_\_\_ calendar days.
- Bidders shall indicate the brand and model of the items being offered.
- Approved Budget for the Contract (ABC): P** 532,174.13

ITEM	ITEM & DESCRIPTION	QTY.	UNIT PRICE	TOTAL PRICE
	<b>Improvement of Airconditioning Units at CVMBS Classroom Building</b>			
	SCOPE OF WORK			
	<b>A. Mobilization</b>			
	1. The project should be finished for 10 calendar days			
	2. Actual Site inspection is a must			
	3. The area should be cleared/cleaned before and after the construction work. Unusable used formworks, excessive soil fill and all other unwanted debris of construction works should be disposed properly			
	<b>B. Technical Description</b>			
	<b>Mechanical Works</b>			
	Supply and installation of airconditioning units including its electrical feeder line.			
	1. Supply and Installation of New Copper Pipes including Insulation			
	2. Supply and Installation of New AC Units			
	3. Supply and Installation of Hnagers, Support & Consumables			
	4. Supply and Installation of Thermo-stats and Control Wirings			
	5. Supply and Installation of NEMA-3R Enclosure			
	6. Supply and Installation of Exhaust Fan & Diffusers			
	7. Supply and Installation of Rough-ins of AC Electrical Works.			
	8. Testing and Commisioning			
	9. Supply of Tools & Equipments			
1	Airconditioning Unit, brand new, 2HP, wall-mounted, inverter, comply with the following requirements: - 2HP - wall mounted, split type - Inverter - Cooling Capacity: 18,900 KJ / hr - Power Supply: 230V / 1Ph / 60Hz - Remote controlled - With PS or ICC mark - With Installation - Warranty: One (1) year on parts & labor/service; Five (5) years on compressor	1 unit		
	(Page 1 of 2)			

After having carefully read and accepted your **Terms and Conditions**, I quote you on the item/s at prices noted above.

Printed Name/Signature

Tel. No./E-mail address

Date

Canvassed by:

Signature over Printed Name



**REQUEST FOR QUOTATION**

Date: \_\_\_\_\_  
 Ref. No. OS-7488-09-23

Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 TIN: \_\_\_\_\_

Sir/Madam:

Please quote your lowest price on the item/s listed below, subject to the **Terms and Conditions** on the last page, stating the shortest time of delivery and submit your quotation duly signed by your authorized representative not later than \_\_\_\_\_

  
**PRECIOSA G. ERANA**  
 OIC, Procurement Office

**NOTE:**

- All entries must be written legibly or typewritten.
- Delivery Period: \_\_\_\_\_ calendar days from the receipt of P.O.
- 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.
- Price validity shall be for a period of \_\_\_\_\_ calendar days.
- Bidders shall indicate the brand and model of the items being offered.
- Approved Budget for the Contract (ABC): P 532,174.13**

ITEM	ITEM & DESCRIPTION	QTY.	UNIT PRICE	TOTAL PRICE
2	Airconditioning Unit, brand new, 1.5HP, wall-mounted, inverter, comply with the following requirements: - 1.5HP - wall mounted - Inverter - Cooling Capacity: 12,000 KJ / hr - Power Supply: 220-230V / 1Ph / 60Hz - Remote controlled - With PS or ICC mark - With Installation - Warranty: One (1) year on parts & labor/service; Five (5) years on compressor	2 units		
<b>Supplies and Materials for Mechanical Works</b>				
1	Hard Drawn L Type Refrigerant Pipe with Insulation & Fittings Including Insulation	35 lm		
2	Nitrogen Leak Tet, Vacuum And Refrigerant Charging	3 sys		
3	Testing and Commissioning	1 lot		
4	Wired Thermostat	3 units		
5	Communication Cable Complete with EMT Pipe & Fittins Provision	1 lot		
6	G.I. Plain Sheet Gauge 22	12 sq.m.		
7	G.I. Plain Sheet Gauge 24	12 sq.m.		
8	Hepa Filter	1 lot		
9	Twin Flow Sirocco Cabinet Fan 220V	1 unit		
10	Exhaust Fan	3 units		
11	RAG 300 x 300	2 pcs		
12	Hangers & Supports	1 lot		
13	NEMA-3R	3 units		
14	3.5mm <sup>2</sup> THHN	65 lm		
15	25mm PVC Pipe	25 lm		
16	Rubber Insulation	25 lm		
17	Consumables	1 lot		
I hereby certify that the statement of compliance to the foregoing technical specifications are true and correct, otherwise, if found to be false either during bid evaluation or post-qualification, the same shall give rise to automatic disqualification of our bid.				
(Page 2 of 2)				

After having carefully read and accepted your **Terms and Conditions**, I quote you on the item/s at prices noted above.

\_\_\_\_\_  
 Printed Name/Signature  
 \_\_\_\_\_  
 Tel. No./E-mail address  
 \_\_\_\_\_  
 Date

Canvassed by:

\_\_\_\_\_  
 Signature over Printed Name

**IMPORTANT, PLEASE READ:**

**TERMS AND CONDITIONS**

1. Bidders must possess PhilGEPS Registration Certificate, Valid Business Permit, BIR Registration and Official Receipt (OR) duly registered with the BIR. Copy of the first three documents must be submitted to the BAC.
2. Bidders shall provide correct and accurate information required in this form.
3. Bidders may quote for any or all the items.
4. Price quotation/s must be valid for a period of sixty (60) calendar days from date of submission.
5. Price quotation/s shall include all taxes, duties and/or levies payable.
6. Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.
7. Any erasures or overwriting should be duly signed or initialed by you or your authorized representative.
8. Brochure and/or manual of operation of the product being offered must be attached with the quotation and the bidder/supplier must be able to demonstrate the operation of the machine upon request.
9. Terms of payment shall be **Charged Account** unless specified.
10. The item/s shall be delivered within the specified number of days of delivery.
11. Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The University shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.