



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**  
**Printing, Supply and Delivery of Trifold Brochure for GADRC**

- The Cavite State University (Cvsu) invites interested firms/supplier to submit quotation for the project **“Printing, Supply and Delivery of Trifold Brochure for GADRC”** with an Approved Budget for the Contract (ABC) of **Two Hundred Eleven Thousand Two Hundred Pesos Only (PhP 211,200.00)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
		TRIFOLD BROCHURE • Size: A4 • Paper: C2S 100lbs • Color: Full color • Binding: 3 folds • Layout is upon request			
1.	Copies	7 Kinds Brochures • Paper Stock: C2S 80lbs • Color: Full color – sides print • Pages: 1 Page • Binding: Tri-fold Brochure • Others: With Delivery • With 1 copy of Digital Print for proofing	12,000	1.72	144,480.00
2.	Copies	Booklet • Paper Stock: C2S 160lbs • Inside: Book Paper 60lbs • Color: Full color both cover and inside page • Pages: 10 Pages • Binding: Saddle Stitch • Others: With Delivery • Print Ready / File Supplied • With 1 copy of Digital Print for proofing	7,000	9.53	66,710.00
					<b>211,200.00</b>

- Delivery Period: \_\_\_\_ calendar days from the receipt of P.O.
- 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.
- 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 17, 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