



INVITATION TO SUBMIT QUOTATION
Supply and Delivery of Furniture and Fixtures for CvSU Imus Campus – CSG Projects

1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project **“Supply and Delivery of Furniture and Fixtures for CvSU Imus Campus – CSG Projects”** with an Approved Budget for the Contract (ABC) of **Ninety-Seven Thousand Five Hundred Sixty-Three Pesos Only (PhP 97,563.00)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1.	unit	CABINET, Filing Cabinet with four drawer, Steel Metal, Built-In Lock with 2 Keys; 1 Lock Secure all Four Drawers, 2 Adjustable Hanging Bar for Each Drawer Suitable for Hanging File Folders (Legal Size, Letter Size, A4 Size), Only One Drawer at a Time can be Opened; Interlock Drawer Slide, Maximum Flexibility and Anti-Tilt; Ball Bearing, Slide, Smooth Runners, White, Length: 900mm Width: 450mm Height: 1380mm	2	10,600.00	21,200.00
2.	unit	OFFICE CHAIR, Mesh, Chromebase With Pu Casters, Tilting Mechanism, 360° Swivel Function, Black, Mesh Backrest Chromed Base	5	3,595.00	17,975.00
3.	unit	RACK, 6 Drawer Rolling Storage Cart, 14.5"D x 13"W x 29.5"H, 6 different color, 6 drawers of different sizes, Inner Size of Big Drawer: 13.5"×9"× 4.5" (L × W × Depth), Inner Size of Small Drawer: 13.5"×9"× 2" (L × W × Depth), 4 casters that can rotate 360 degrees under the whole shelf (2 lockable casters), Metal handrails, Track of Drawers, Rust-proof Galvanized Metal Frame	2	2,599.00	5,198.00
4.	pc	TABLE, Clerical, Glass top, with 3 side drawers, Locking system with key included, Dimension (W120 x D60 x H77 cm / W140 x D60 x H77 cm), Black/ Brown	2	7,500.00	15,000.00
5.	pc	TABLE, Rectangular Brown Wood Conference Table, Long (220*90*75cm), Wooden, Dark brown	2	7,495.00	14,990.00
6.	pc	MIRROR, Rectangular Studio/ Gym Mirrors, 9 x 12 ft., Plain Bevel	2	8,100.00	16,200.00
7.	pc	LONG BENCH SEAT, Wood Long bench with Backrest, 3-4 seater, Dimensions:	2	3,500.00	7,000.00

		Width: 180 cm - Depth: 65 cm - High: 92 cm			
		(Please see attached photo for reference)			
TOTAL AMOUNT					97,563.00

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 September 16, 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


PURCHASE REPORT

Entry Name: **CAVITE STATE UNIVERSITY**

Office/Section: **CSG- IMUS Campus**

Item Description	Pictures	Quantity	Unit Cost	Total Cost
<p style="text-align: center;">CABINET</p> <p>Specifications:</p> <ul style="list-style-type: none"> -Filing Cabinet with four drawer -Steel Metal -Built-In Lock with 2 Keys; 1 Lock Secure all Four Drawers -2 Adjustable Hanging Bar for Each Drawer Suitable for Hanging File Folders (Legal Size, Letter Size, A4 Size) -Only One Drawer at a Time can be Opened; Interlock Drawer Slide, Maximum Flexibility and Anti-Tilt; Ball Bearing Slide, Smooth Runners -White -Length: 900mm -Width: 450mm -Height: 1380mm 		2	10,600.00	21,200.00
<p style="text-align: center;">OFFICE CHAIR</p> <p>Specifications:</p> <ul style="list-style-type: none"> -Ergodynamic Best Chair Mesh Office Chair -Chromebase With Pu Casters -Tilting Mechanism -360° Swivel Function -Black Mesh Backrest Chromed Base 		5	3,595.00	17,975.00

<p>RACK Specification: -6 Drawer Rolling Storage Cart -14.5"D x 13"W x 29.5"H -6 different color -6 drawers of different sizes -Inner Size of Big Drawer: 13.5"x9"x 4.5" (L x W x Depth) -Inner Size of Small Drawer: 13.5" x9"x 2" (L x W x Depth) -4 casters that can rotate 360 degrees under the whole shelf (2 lockable casters) -Metal handrails -Track of Drawers -Rust-proof Galvanized Metal Frame</p>		2	2,599.00	5,198.00
<p>TABLE Specifications: -Glass top -With 3 side drawers -Locking system with key included -Dimension (W120 x D60 x H77 cm / W140 x D60 x H77 cm) -Black/ Brown</p>		2	7,500.00	15,000.00
<p>TABLE Specifications: -Rectangular Brown Wood Conference Table -Long (220*90*75cm) -Wooden -Dark brown -Wooden</p>		2	7,495.00	14,990.00
<p>MIRROR Specifications: -Rectangular Studio/ Gym Mirrors - 9 x 12 ft. -Plain Bevel</p>		2	8,100.00	16,200.00

<p>LONG BENCH SEAT Specifications: -Wood Long bench -with Backrest - 3-4 seater -Dimensions: Width: 180 cm - Depth: 65 cm - High: 92 cm</p>		<p>2</p>	<p>3,500.00</p>	<p>7,000.00</p>
<p style="text-align: right;">TOTAL</p>				<p>97,563.00</p>