



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, Materials and Equipment for CvSU BEAN
Program – Project 4

1. The Cavite State University (CvSU) invites interested firms/supplier to submit quotation for the project “**Supply and Delivery of Various Supplies, Materials and Equipment for CvSU BEAN Program – Project 4**” with an Approved Budget for the Contract (ABC) of **Fifty-One Thousand Fifty-Four Pesos and 58/100 Only (PhP 51,054.58)**. Quotation received in excess of the ABC shall be automatically rejected at the opening.

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1.	packs	Sticker paper, vinyl, glossy, 10 sheets per pack	2	339.79	679.58
2.	sets	Wireless mouse and keyboard	5	700.00	3,500.00
3.	reams	Bond Paper A4, sub-70	37	175.00	6,475.00
4.	unit	Multifunction printer • Print, Scan, Copy function • Continuous Ink	1	10,000.00	10,000.00
5.	unit	Customized sofa box (see attached design) • Dimension: 16" x 16" x 50" • Inside covered with laminate or linoleum material • Back side provided with mesh window • Cover made of black leather material	1	7,000.00	7,000.00
6.	unit	5L coffee percolator	1	3,000.00	3,000.00
7.	units	Paper Shredder Mini, 16L capacity	1	7,250.00	7,250.00
8.	units	Portable mini electric desk fan	6	600.00	3,600.00
9.	pcs	Magazine file box, long, light blue	10	110.00	1,100.00
10.	pcs	Ordinary folder, A4	50	5.00	250.00
11.	pcs	Ordinary folder, Long	50	7.00	350.00
12.	units	Heavy duty extension cord, 6m	5	400.00	2,000.00
13.	pcs	Expanding folder, green, A4	25	18.00	450.00
14.	unit	Electric Kettle, Gooseneck spout, Black, 600 mL capacity, stainless steel material, 40-100 degree Celsius temperature control	1	5,400.00	5,400.00
TOTAL AMOUNT					51,054.58

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 May 6, 2025.**

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