

**Republic of the Philippines  
CAVITE STATE UNIVERSITY  
Don Severino de las Alas Campus**

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**INVITATION TO SUBMIT QUOTATION  
Supply and Delivery of Office Supplies and Materials for Cvsu Silang Campus**

- 1. The Cavite State University (Cvsu) invites interested firms/supplier to submit quotation for the project "Supply and Delivery of Office Supplies and Materials for Cvsu Silang Campus" with an Approved Budget for the Contract (ABC) Nine Hundred Sixty One Thousand One Hundred Forty Five Pesos Only (PhP 961,145.00). Quotation received in excess of the ABC shall be automatically rejected at the opening**

<b>Item No.</b>	<b>Quantity</b>	<b>Q</b>	<b>ooperi</b>	<b>0</b>	<b>0</b>	<b>, e</b>	<b>~ 4</b>	<b>~</b>	<b>4</b>
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29	50	bottle	GLUE, multi purpose, 130g	5200	2,60000
30	50	box	PENCIL, #1, 12s/bx	8820	4,41000
31	50	box	PENCIL, #2, 12s/bx	8820	4,41000
32	50	pack	PHOTO PAPER, glossy, 20pcs/pack, 180gsm, A4	11025	5,51250
33	50	pack	PHOTO PAPER, matte, 20pcs/pack, 180gsm, A4	11025	5,51250
34	500	pc	SIGN PEN, BLACK, 05	6800	34,00000
35	500	pc	SIGN PEN, BLACK, 07	6800	34,00000
36	200	pack	SPECIALTY BOARD, 10s/pack, 180GSM, CREAM, A4	3860	7,72000
37	300	pack	SPECIALTY BOARD, 10s/pack, 180GSM, WHITE, A4	3860	11,58000
38	700	ream	COPY PAPER, A4 80GSM	21000	147,00000
39	500	pc	FOLDER A4 (ORDINARY)	1000	5,00000
40	300	pc	FOLDER LONG (GREEN)	2500	7,50000
<b>TOTAL AMOUNT</b>					<b>961,14500</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 February 14, 2024**

**Address : Procurement Office, Administration Building  
Cavite State University  
Indang, Cavite**

**E-mail : [procurementoffice@cvsu.edu.ph](mailto:procurementoffice@cvsu.edu.ph)**