



VISAYAS
STATE UNIVERSITY

PHILIPPINE BIDDING DOCUMENTS

(As Harmonized with Development Partners)

Supply and Delivery of Office and Janitorial Supplies and Other General Merchandise Products (VSU-GOODS-23-45)

Government of the Republic of the Philippines

**November 7, 2023; 9:00 AM
BAC Conference Room, VSU Market, Visca, Baybay City, Leyte
and via Zoom**

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Glossary of Acronyms, Terms, and Abbreviations

ABC – Approved Budget for the Contract.

BAC – Bids and Awards Committee.

Bid – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

Bidder – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

Bidding Documents – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

Consulting Services – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

CDA - Cooperative Development Authority.

Contract – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

CIF – Cost Insurance and Freight.

CIP – Carriage and Insurance Paid.

CPI – Consumer Price Index.

DDP – Refers to the quoted price of the Goods, which means “delivered duty paid.”

DTI – Department of Trade and Industry.

EXW – Ex works.

FCA – “Free Carrier” shipping point.

FOB – “Free on Board” shipping point.

Foreign-funded Procurement or Foreign-Assisted Project– Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

Framework Agreement – Refers to a written agreement between a procuring entity and a supplier or service provider that identifies the terms and conditions, under which specific purchases, otherwise known as “Call-Offs,” are made for the duration of the agreement. It is in the nature of an option contract between the procuring entity and the bidder(s) granting the procuring entity the option to either place an order for any of the goods or services identified in the Framework Agreement List or not buy at all, within a minimum period of one (1) year to a maximum period of three (3) years. (GPPB Resolution No. 27-2019)

GFI – Government Financial Institution.

GOCC – Government-owned and/or –controlled corporation.

Goods – Refer to all items, supplies, materials and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term “related” or “analogous services” shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

GOP – Government of the Philippines.

GPPB – Government Procurement Policy Board.

INCOTERMS – International Commercial Terms.

Infrastructure Projects – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PhilGEPS - Philippine Government Electronic Procurement System.

Procurement Project – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

Supplier – refers to a citizen, or any corporate body or commercial company duly organized and registered under the laws where it is established, habitually established in business and engaged in the manufacture or sale of the merchandise or performance of the general services covered by his bid. (Item 3.8 of GPPB Resolution No. 13-2019, dated 23 May 2019). Supplier as used in these Bidding Documents may likewise refer to a distributor, manufacturer, contractor, or consultant.

UN – United Nations.

Section I. Invitation to Bid



**INVITATION TO BID FOR SUPPLY AND DELIVERY OF
OFFICE AND JANITORIAL SUPPLIES AND OTHER GENERAL
MERCHANDISE PRODUCTS**

- The *Visayas State University* through the *GF, STF, and TF* intends to apply the sum of *Two Million Eight Hundred Sixty-Four Thousand Pesos (PhP 2,864,000.00)* being the ABC to payments under the contract for *Supply and Delivery of Office and Janitorial Supplies and Other General Merchandise Products (VSU-GOODS-23-45)*. Bids received in excess of the ABC shall be automatically rejected at bid opening.

The *Visayas State University*, through the *GF, STF, and TF* intends to apply the following ABC per item to payments under the contract for each item, to wit:

Item #	Description	Unit	Qty	Unit Price	Total Price
1	2 ply Toilet Paper	roll	50	10.00	500.00
2	360° Rotatable Spin Mop with Handle	unit	11	500.00	5,500.00
	<i>Easy Magic Floor Spin Mop Microfiber Rotating Head</i>				
	<i>100% Brand New and High Quality</i>				
	<i>Easy to install • Super-absorbent</i>				
	<i>360 Easy Magic Floor Spin Mop Microfiber Rotating Head with stainless drainer</i>				
3	4 Layer File Tray (Office Organizer)	unit	1	550.00	550.00
	<input checked="" type="checkbox"/> Folder Storage Box				
	<input checked="" type="checkbox"/> Date Document Storage Shelf				
	<input checked="" type="checkbox"/> Product Color: Black				
	<input checked="" type="checkbox"/> Product Description:				
	◀ All Metal material				
	◀ Firm				
	◀ Durable				
	<input checked="" type="checkbox"/> Easy to assemble				
	<input checked="" type="checkbox"/> Not easy to shake				
	<input checked="" type="checkbox"/> Hollow out design				
	<input checked="" type="checkbox"/> Ventilated and Dry				
	<input checked="" type="checkbox"/> Not easy to accumulate dust				
4	Acetate, transparent, guage #6, approx. 50m/roll	roll	3	1,700.00	5,100.00
5	Acetate, transparent, guage #8, approx. 50m/roll	roll	1	2,940.00	2,940.00
6	Air Freshener, Scented Gel, at least 180g, Lemon/Orange Scent	pc	49	200.00	9,800.00

7	Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	tube	241	220.00	53,020.00
8	Alcohol, Ethyl, 70% solution, 1 gallon	gal	14	600.00	8,400.00
9	Alcohol, Ethyl, 70% solution, 500mL	btl	120	125.00	15,000.00
	☑Eliminates at least 99.9% of germs				
	☑Safe on skin				
	☑At least 70% solution Rubbing alcohol				
	☑Each 100ml contains at least 70ml Ethyl Alcohol and at least 10 mg Triclosan				
	☑Brand offer should be at least 10 years in the market				
	☑at least 5 years expiry				
10	Alcohol, Isoprophyl, 70% solution, 500ml pump type	btl	30	250.00	7,500.00
11	Alcohol, Isopropyl, 70% solution, 500mL	btl	90	140.00	12,600.00
12	Alcohol, Rubbing, 70% Isoprophyl, 1ltr.	btl	10	200.00	2,000.00
13	Apron, Plastic, for Adult	pc	4	120.00	480.00
14	Ballpen 50pc/box, Blue	box	23	500.00	11,500.00
	Specification:				
	Line Weight: 0.5mm				
	Ink Type: Oil gel ink				
15	Basin, Utility, Durable Plastic, Size: at least 15cm depth x 40.5cm diameter, any Color	pc	12	205.00	2,460.00
16	Basin, Utility, Durable Plastic, Size: at least 15cm depth x 45cm diameter, any Color	pc	5	230.00	1,150.00
17	Bathroom Deodorizer, with holder, at least 100g, any scent	pc	67	80.00	5,360.00
18	Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	pack	55	115.00	6,325.00
19	Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack	pack	60	125.00	7,500.00
20	Battery, Rechargeable, Nickel-Metal Hydride, Size: AA, 2 pcs/pack	pack	6	785.00	4,710.00
21	Battery, Rechargeable, Nickel-Metal Hydride, Size: AAA, 2 pcs/pack	pack	5	785.00	3,925.00
22	Binder Clip, 1.5", black	pc	168	7.50	1,260.00
23	Binder Clip, 2", black	pc	13	8.50	110.50
24	Binder Clip, 2-inch, 12 pcs/box	box	10	100.00	1,000.00
	- Extra Large Binder Clips 2-Inch (12pcs/box), Big Paper Clamps for Office Supplies, Black				
25	Bleach, liquid, 99.9% antibac, 1 gallon	gal	32	220.00	7,040.00
26	Bleach, liquid, 99.9% antibac, 1 gallon	gal	10	450.00	4,500.00
27	Bleach, Liquid, 99.9% Antibacterial, Disinfectant, at least 3785 mL	gal	109	220.00	23,980.00
28	Board, Illustration, 20" x 30" (2 Ply)	pc	50	30.00	1,500.00
29	Broom, Soft (Tambo), Large, Heavy Duty	pc	39	250.00	9,750.00
30	Broom, Stick Broom, Tukog	pc	10	35.00	350.00
	☑Good Quality Broom Stick				

	☑Approx. 370pcs per stick bundle				
32	Broom, Stick Broom, Tukog	pc	50	40.00	2,000.00
	☑Good Quality Broom Stick				
	☑Approx. 370pcs per stick bundle				
33	Bucket, Plastic	pc	10	100.00	1,000.00
	☑2-gallon capacity bucket with cover				
34	Calculator, desktop-type, 12 digits, 2-way power, plastic keys	unit	3	530.00	1,590.00
35	Calculator, heavy duty, 12 digit display solar and battery	pc	4	500.00	2,000.00
36	Car Freshener, Gel, at least 70g, Lemon/Orange scent	can	13	180.00	2,340.00
37	Cartolina, US, Black, at least 160gsm	pc	15	14.00	210.00
38	Cartolina, US, Green, at least 160gsm	pc	15	14.00	210.00
39	Cartolina, US, Light Blue, at least 160gsm	pc	10	14.00	140.00
40	Cartolina, US, Neon Gold, at least 160gsm	pc	10	14.00	140.00
41	Cartolina, US, Neon Green, at least 160gsm	pc	10	14.00	140.00
42	Cartolina, US, Neon Orange, at least 160gsm	pc	10	14.00	140.00
43	Cartolina, US, White, at least 160gsm	pc	15	14.00	210.00
44	Certificate Frame	pc	25	200.00	5,000.00
	<i>Wooden Frame</i>				
	<i>Black</i>				
	<i>A4 Size</i>				
45	Certificate Holder (A4)	pc	203	65.00	13,195.00
46	Certificate Jacket	pc	100	30.00	3,000.00
	<i>Certificate Jacket for Winning Athletes, Short Landscape (1335 pcs)</i>				
	<i>Certificate Jacket for Winning Coaches, Short Landscape (108 pcs)</i>				
	<i>Certificate Jacket Special Certificate (Best Board and Individual Highest Point Winner) (108 pcs)</i>				
47	Chlorine Granules, 1kg/pack	pack	7	200.00	1,400.00
48	Chlorine, Granular 45kg/drum	drum	10	12,000.00	120,000.00
49	Chopping Board (Plastic)	pc	2	200.00	400.00
	<i>made of Plastic 22 cm x 34 cm</i>				
50	Cleaner, Glass, 500mL, spray type, any scent	btl	24	200.00	4,800.00
51	Cleanser, Powder, 500g, any scent	btl	5	76.00	380.00
52	Clear Book (Display Book), Refillable, A4, 20 shts, any color	pc	10	67.00	670.00
53	Clear Book (Display Book), Refillable, Legal, 20 shts, any color	pc	10	78.00	780.00
54	Clear Plastic Wrap 100 square feet, 30M×30cm	roll	20	100.00	2,000.00
55	Clip Board, Plastic, with PVC Cover, A4, any color	pc	12	198.00	2,376.00
56	Clip Board, Plastic, with PVC Cover, Long, any color	pc	4	222.00	888.00
57	Clip, Double Binder, 1" (approx. 25mm), Black, 12 pcs/box	box	6	20.00	120.00

58	Clip, Double Binder, 1-1/4" (approx. 32mm), Black, 12 pcs/box	box	2	28.00	56.00
59	Clip, Double Binder, 1-5/8" (approx. 41mm), Black, 12 pcs/box	box	6	50.00	300.00
60	Clip, Double Binder, 2" (approx. 51mm) , Black, 12 pcs/box	box	20	70.00	1,400.00
61	Clip, Double Binder, 3/4" (approx. 19mm) , Black, 12 pcs/box	box	2	13.00	26.00
62	Clip, Double Binder, 3/4" (approx. 19mm) , Black, 12 pcs/box	box	5	20.00	100.00
63	Clip, Metal Bulldog, 2-1/2" (approx. 63.5mm), 12 pcs/box	box	1	143.00	143.00
64	Clip, Metal Bulldog, 3" (approx. 76.2mm), 12 pcs/box	box	1	192.00	192.00
65	Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	box	60	30.00	1,800.00
66	Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	box	57	14.00	798.00
67	Concentrate Antibac Dishwashing Liquid refill, 375ml	pack	25	150.00	3,750.00
68	Cork Board, Wall Mount, w/ aluminum frame, 3' x 6'	pc	1	2,300.00	2,300.00
69	Cork Board, Wall Mount, w/ aluminum frame, 4' x 8'	pc	1	3,670.00	3,670.00
70	Correction Tape, 10 meters	pc	4	32.00	128.00
71	Correction Tape, 8m x 5mm wide	pc	35	40.00	1,400.00
72	Data filer A4 Size	pc	10	250.00	2,500.00
73	Data Filer, Big size, Legal	pc	45	500.00	22,500.00
74	Deodorizer (Paradichlorobenzene) Lemon, Refill 100g	pc	15	50.00	750.00
75	Dishwashing Liquid Soap, Refill 350ml	pack	3	120.00	360.00
	<i>Concentrated Dishwashing Liquid Antibac with Power of Safeguard, 350ml</i>				
76	Dishwashing Sponge	pc	5	10.00	50.00
77	Disinfectant Cleaner, multi-surface, scented	gal	10	420.00	4,200.00
78	Disinfectant Spray, 170g	can	28	280.00	7,840.00
79	Disinfectant Spray, 340g	can	10	465.00	4,650.00
80	Disinfectant spray, 400gms, lavender moist	tube	5	500.00	2,500.00
81	Document Storage Box / Document Filing Case, plastic, transparent, A4 (30.7x23.2cm)	pc	5	252.00	1,260.00
82	Double Sided Glossy Photo Paper A4 (50sheets per pack)	pack	10	150.00	1,500.00
	<i>Double Sided Glossy Photo Papers are ideal when it comes to printing photos, with both sides of the paper specially coated which gives prints that maximum shiny finish and vividness that are true to the image. These photo papers doesn't wrinkle or curl during printing and with a nice weight added to it. These are available in A4 & A3 size and in different paper thickness.</i>				
	<i>Paper Size - A4</i>				
	<i>Number of Sheets - 50</i>				
	<i>Paper Texture - Glossy</i>				
	<i>Paper Grammage - 220gsm</i>				
83	Drinking glass cup glassware, set	set	4	300.00	1,200.00
	■6 pcs/set				

	☐High quality drinking glassware				
	☐Clear				
	☐230 ml				
84	Duct Tape	pc	10	100.00	1,000.00
	50mm x 20m, Black;				
85	Dust Bin (Trash Bin), durable plastic, w/ swing-type cover, approx. 15L capacity	pc	17	240.00	4,080.00
86	Dust Bin (Trash Bin), durable plastic, w/ swing-type cover, approx. 50L capacity	pc	4	520.00	2,080.00
87	Dust pan, plastic, stand-up handle, large	pc	3	140.00	420.00
88	ECO Pouch	pc	1430	5.00	7,150.00
	Medium Size				
	at least 10" wide and 13" long				
	Color - Green				
89	Envelope, brown, ordinary, A4 size	pc	48	10.00	480.00
90	Envelope, Document, Brown, 150 lbs, Long	pc	517	7.00	3,619.00
91	Envelope, Document, Brown, 150 lbs, Short	pc	15	5.00	75.00
92	Envelope, Expanding, Plastic, Long	pc	10	54.00	540.00
93	Envelope, Expanding, Plastic, Long, with Handle	pc	20	100.00	2,000.00
94	Envelope, Expanding, with garter tie, blue, long	pc	311	15.00	4,665.00
95	Envelope, Expanding, with garter tie, blue, long	pc	50	20.00	1,000.00
96	Envelope, Expanding, with garter tie, brown, long	pc	110	15.00	1,650.00
97	Envelope, Expanding, with garter tie, brown, short	pc	10	11.00	110.00
98	Envelope, Expanding, with garter tie, green, long	pc	60	15.00	900.00
99	Envelope, Expanding, with garter tie, red, short	pc	50	18.00	900.00
100	Eraser, whiteboard, magnetic flannel	pc	5	60.00	300.00
101	Fabric Conditioner, 4L, any scent	gal	16	1,210.00	19,360.00
102	Fabric Conditioner, Antibacterial, Refill, 1.5L, any scent	pack	123	330.00	40,590.00
103	Face Mask, Surgical, Disposable, 3-ply, 50 pcs/box	box	14	150.00	2,100.00
104	Fastener, Paper, non-rust metal, 50 sets/box	box	64	50.00	3,200.00
105	Fastener, Paper, plastic, 50 sets/box	box	78	38.00	2,964.00
106	File Organizer (Accordion), Expanding, w/ 13 inside pockets & index tabs, Legal	pc	10	368.00	3,680.00
107	First Aid Kit Set (Medical Bag)	set	36	800.00	28,800.00
	☐1x Tube 15gm Burn Ointment				
	☐1x pc. Elastic Bandage 3x 5				
	☐1x pc. Digital Thermometer				
	☐1x pc. Rechargeable Flashlight				
	☐1x pc. Whistle				
	☐2x pcs. Exam or Latex Gloves				
	☐4x pcs. Gauze pad 4x4				

	☐1x bot 10ml Ammonia Spirit				
	☐1x bot 10ml Povidone Iodine				
	☐1x bot 60ml 70% Isopropyl Alcohol				
	☐1x pack Cotton balls 50's				
	☐1x pc. Surgical Tape				
	☐1x pc. Bandage Scissor				
	☐1x pc. Triangular Bandage				
	☐1x pc. First Aid Kit Bag				
108	Flashlight, rechargeable, LED, 220-240V 50/60Hz, duration time: 10 hrs (low torch), 2.5 hrs (high torch)	pc	1	1,675.00	1,675.00
109	Floor Mop	pc	6	250.00	1,500.00
	<i>plastic, with handle, heavy duty</i>				
110	Floor mop with bucket, microfiber spin rotating 360	pc	3	1,500.00	4,500.00
111	Floor Mop with wooden handle, heavy duty	pc	2	240.00	480.00
112	Foil, Aluminum, 16m x 30cm (approx. 260g)	box	3	290.00	870.00
113	Folder, Expanded, Long (Light Blue)	pc	8	20.00	160.00
114	Folder, Expanded, Long (Light Blue)	pc	186	30.00	5,580.00
115	Folder, Expanded, Long (Red Color)	pc	50	20.00	1,000.00
	<i>Folder Pressboard File Folder Long Red Easily to Organize Paper Works</i>				
	<i>* Pressboard file folder is perfect for home, school, and office document filing and presentation needs.</i>				
	<i>* Made of thicker materials to protect documents</i>				
	<i>* Has smooth texture * Can fit long and legal paper size</i>				
	<i>* Color: Red * Easily to organize paper works</i>				
	<i>* Durable and Affordable</i>				
	<i>* Tough and heavyweight folder</i>				
116	Folder, File, Long, 14pts, White	pc	1765	10.00	17,650.00
117	Folder, File, Short, 14pts, White	pc	110	8.00	880.00
118	Folder, Ordinary, A4	pc	1380	7.00	9,660.00
119	Folder, Pressboard, A4, US Green, Double Fold	pc	10	40.00	400.00
120	Folder, Pressboard, US, Blue, Long	pc	150	30.00	4,500.00
121	Folder, Pressboard, US, Green, Long	pc	337	30.00	10,110.00
122	Folder, Pressboard, US, Green, Short	pc	20	29.00	580.00
123	Folder, Sliding, Plastic, w/ binder, Long, transparent	pc	15	10.00	150.00
124	Folding Bed - Nylon Type	pc	1	1,500.00	1,500.00
	<i>6ft length 70 cm</i>				
	<i>Folding Bed Stripe Design</i>				
125	Folding table	pc	10	2,000.00	20,000.00
	<i>Black</i>				
	<i>Blister board</i>				

	<i>Foldable</i>				
	<i>120cm x 60cm x 75cm</i>				
126	Frame, for certificates, A4 size	pc	30	380.00	11,400.00
	<i>Hard border, with color black or brown color. Glass type.</i>				
127	garden bolo/ guna	pc	4	550.00	2,200.00
	<i>weeding knife with a very short and wide dull blade with a perpendicular blunt end. It is an agricultural tool used mainly for digging roots and weeding gardens, approximating the functions of a garden hoe. It is the smallest type of bolo.</i>				
128	Gel Ink Sign Pen 0.5, black	pc	48	25.00	1,200.00
129	Gel Ink Sign Pen 0.5, blue	pc	100	25.00	2,500.00
130	Gel Ink Sign Pen 0.5, red	pc	108	25.00	2,700.00
131	Glue, Multi-Purpose, White, at least 130g (118mL)	btl	20	78.00	1,560.00
132	Glue, White, All-purpose, 1 gallon	gal	4	510.00	2,040.00
133	Golf Umbrella	pcs	4	300.00	1,200.00
	<i>High Quality Golf Umbrella, BIG, Green Color, 30 inches</i>				
134	good morning kit	kit	7000	30.00	210,000.00
	<i>**Guest kit sets will not be individually repacked to avoid damage during shipment</i>				
	<i>Includes:</i>				
	<i>1pc generic guest kit box</i>				
	<i>1pc white roundhead 155mm toothbrush / white diamondhead 157mm toothbrush</i>				
	<i>1pc 3g toothpaste sachet</i>				
	<i>1pc 5g shampoo sachet</i>				
	<i>1pc 10g white rectangular soap in glassine wrapper</i>				
135	Hairnet	pack	5	80.00	400.00
	<i>disposable, 12 pcs/pack</i>				
136	Hand Towel, cloth, cotton	pc	10	35.00	350.00
137	Hand Towel, cloth, cotton, 12 pcs/pack	pack	1	258.00	258.00
138	heavy duty gloves(for garbage collector and utility)	pair	10	100.00	1,000.00
139	Ice box, insulated cooler, 45 liters capacity	pc	1	2,500.00	2,500.00
140	ID holder	pcs	1050	45.00	47,250.00
	<i>necklace type, green color printed with "VISAYAS STATE UNIVERSITY" in yellow color, 1" wide and 16" long</i>				
142	Index Tab, PVC self adhesive 6" x 1", 25pcs/box	set	5	400.00	2,000.00
143	Ink, Epson Premium Dye Ink, 1 liter, black	btl	7	1,700.00	11,900.00
	<i>can be used for Epson L series printers;</i>				
144	Ink, Epson Premium Dye Ink, 1 liter, Cyan	btl	3	1,700.00	5,100.00
	<i>can be used for Epson L series printers;</i>				
145	Ink, Epson Premium Dye Ink, 1 liter, magenta	btl	3	1,700.00	5,100.00
	<i>can be used for Epson L series printers;</i>				

146	Ink, Epson Premium Dye Ink, 1 liter, Yellow	btl	3	1,700.00	5,100.00
	<i>can be used for Epson L series printers;</i>				
147	Ink, for stamp pad, violet, 30mL, w/ applicator	btl	1	35.00	35.00
148	Ink, Refill, for Permanent Marker, Black, 30mL	btl	3	115.00	345.00
149	Ink, Refill, for Permanent Marker, Blue, 30mL	btl	4	115.00	460.00
150	Ink, Refill, for Whiteboard Marker, Black, 30mL	btl	18	165.00	2,970.00
151	Ink, Refill, for Whiteboard Marker, Red, 30mL	btl	5	165.00	825.00
153	Keyboard Cleaning Brush	pc	1	80.00	80.00
	<i>Color: any color</i>				
	<i>Length: Approx. 193mm/ 7.6"</i>				
	<i>Weight: 20g</i>				
	<i>Material: Plastic</i>				
154	Kitchen paper towel	pack	25	80.00	2,000.00
155	Laminating Film, A4, 100 shts/box, 250 microns	box	30	1,430.00	42,900.00
156	Laminating Film, Short, 100 shts/box, 250 microns	box	8	1,640.00	13,120.00
157	Lei Necklace	pc	20	200.00	4,000.00
	<i>Cloth</i>				
	<i>Green/Gold/Yellow</i>				
158	Lever Arch File Folder, Vertical, with Ring Binder & Metal Finger Pull, Size: 3", A4 (Black)	pcs	20	140.00	2,800.00
159	Liquid Hand Soap	gal	12	500.00	6,000.00
160	Liquid Hand Soap, 500 ml.	btl	20	100.00	2,000.00
	<i>Liquid Hand Soap, 500 ml, assorted variants - apple, aloe vera, strawberry, melon, lavender</i>				
161	Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Double)	pc	113	195.00	22,035.00
162	Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Single)	pc	35	200.00	7,000.00
163	Magfile double, black, legal	pc	15	260.00	3,900.00
164	Magnetic White Board with stand	pc	10	7,000.00	70,000.00
	<i>size 4x5 feet material aluminum in frame with ABS corner Type Standing Surface Magnetic full length foldable pen tray in the stand 4 casters wheel with lock</i>				
165	Masking Tape, 1"	roll	120	60.00	7,200.00
166	Memo Notebooks, 60 leaves	pc	50	22.00	1,100.00
167	Memo Notebooks, 80 leaves	pc	10	29.00	290.00
168	Meter Stick, wood	pc	2	60.00	120.00
169	Meter Stick, wood	pc	10	60.00	600.00
170	Meter Stick, wood, 100 cm, yellow background w/ black markings	pc	2	150.00	300.00
171	Multi-Insect Killer Spray, 250mL	tube	80	300.00	24,000.00
172	Multi-Insect Killer Spray, 600mL	tube	20	600.00	12,000.00
173	Multi-Purpose Glue, 130 g	btl	10	60.00	600.00

174	Multi-Purpose Cleaner, Liquid, 1000mL, any scent	btl	6	205.00	1,230.00
175	My-Gel Gel Ink Pen refill 0.5mm, Blue	pc	20	25.00	500.00
176	Neck lanyard or ID sling (black)	pc	1250	25.00	31,250.00
177	Non-Spill Sticker, Blue	pc	20000	0.50	10,000.00
178	Note Pad, 3" x 3", post-it, assorted colors	pad	3	35.00	105.00
179	Note Pad, 4" x 5", post-it, assorted colors	pad	3	50.00	150.00
180	Notebook, ordinary 60 leaves, 60 gsm	pc	1430	13.00	18,590.00
181	Nylon, #300, for grass cutter	kl	39	450.00	17,550.00
182	Padlock, Brass 40mm	pc	23	1,900.00	43,700.00
	<i>crafted with intense durability and utmost security. Solid brass Hardened steel shackle Double locking mechanism 5-pin keying mechanism Pick, cut, pry and rust resistant</i>				
	<i>2-Pack Brass Padlock 40mm</i>				
183	Pail, Plastic, 10 li cap.	Pc	128	200.00	25,600.00
184	Pail, Plastic, 5 gallons cap. Measurement at least L35.3xW32.3xH33cm	pc	20	290.00	5,800.00
185	Pail, Utility, Plastic, at least 16 liter cap,	pc	17	250.00	4,250.00
186	Paper Board, 180gsm White LONG, 50sheets per packs	pack	6	250.00	1,500.00
187	Paper Clips Small Vinyl (50mm), 100pc/box	Box	7	40.00	280.00
188	PAPER CLIPS VINYL COATED ASSORTED 33MM, 100pcs/ box	box	5	25.00	125.00
189	Paper Laid A4, 90 gsm White	box	3	850.00	2,550.00
190	Paper towel, interfolded, 2 ply, approx. 150 pulls/pack	pack	15	80.00	1,200.00
191	Paper, Bond, A3, S-24, 80 gsm	ream	11	580.00	6,380.00
	<i>bright white, high premium quality;</i>				
192	Paper, Bond, A4, S-20, 70 gsm	ream	335	253.00	84,755.00
	<i>bright white, high premium quality;</i>				
193	Paper, Bond, A4, S-24, 80 gsm	ream	545	289.00	157,505.00
	<i>bright white, high premium quality;</i>				
194	Paper, Bond, Colored, Long, S-16, 56gsm, Blue	ream	1	315.00	315.00
195	Paper, Bond, Colored, Long, S-16, 56gsm, Green	ream	1	315.00	315.00
196	Paper, Bond, Colored, Long, S-16, 56gsm, Pink	ream	1	315.00	315.00
197	Paper, Bond, Colored, Long, S-16, 56gsm, Yellow	ream	1	315.00	315.00
198	Paper, Bond, Long, S-20, 70 gsm	ream	33	286.00	9,438.00
	<i>bright white, high premium quality;</i>				
199	Paper, Bond, Long, S-24, 80 gsm	ream	228	328.00	74,784.00
	<i>bright white, high premium quality;</i>				
200	Paper, Bond, Short, S-20, 70 gsm	ream	14	245.00	3,430.00
	<i>bright white, high premium quality;</i>				
201	Paper, Bond, Short, S-24, 80 gsm	ream	59	277.00	16,343.00
	<i>bright white, high premium quality;</i>				
202	Paper, Construction, Assorted Colors, 20 shts/pack	pack	10	46.00	460.00

203	Paper, Laid 8 x 11 90gsm Diamond White	box	3	850.00	2,550.00
204	Paper, Laid 8 x 11 90gsm Ivory	box	2	850.00	1,700.00
205	Paper, Laid 8 x 13 90gsm Ivory	box	2	1,415.00	2,830.00
206	Paper, Manila	pcs	252	6.00	1,512.00
207	Paper, Parchment, A4, cream, 100 sheets/pack	pack	2	500.00	1,000.00
208	Paper, Photo, high gloss, A4, 230G, 20 shts/pack	pack	13	250.00	3,250.00
209	Paper, Special (for Certificates)	pack	100	350.00	35,000.00
	A4				
	200 gsm				
210	Paper, Specialty 200gsm 8-1/2x11, 10s, Cream	pack	190	38.00	7,220.00
211	Paper, Specialty 200gsm 8-1/2x11, 10s, White	pack	41	38.00	1,558.00
212	Paper, Specialty 200gsm 8-1/2x11,10s, LightGreen	pack	2	38.00	76.00
213	Paper, Specialty Vellum	pack	10	80.00	800.00
	A4 size				
	220 gsm				
	White or Pale Cream Color				
	Ideal use for your printing needs, in special occasion / program sheets and creative applications				
	20 pcs per pack				
214	Pen Sign 0.7mm Gel type, blue	pc	5	49.00	245.00
215	Pen, Permanent Marker, black, broad tip	pc	22	60.00	1,320.00
216	Pen, Permanent Marker, black, fine tip	pc	1038	60.00	62,280.00
217	Pen, Permanent Marker, blue, broad tip	pc	12	60.00	720.00
218	Pen, Permanent Marker, blue, fine tip	pc	31	60.00	1,860.00
219	Pen, Permanent Marker, red, broad tip	pc	2	60.00	120.00
220	Pen, Ball, black	pc	3	10.00	30.00
221	Pen, Ball, blue	pc	1618	10.00	16,180.00
222	Pen, Ball, red	pc	3	10.00	30.00
223	Pen, Highlighter, orange	pc	13	46.00	598.00
224	Pen, Highlighter, violet	pc	3	47.00	141.00
225	Pen, Highlighter, yellow	pc	14	45.00	630.00
226	Pen, Pentel Pen, Fine blue & black	pc	85	50.00	4,250.00
227	Pen, Sign, .5mm, Gel-type, Black	pc	6	35.00	210.00
228	Pen, Sign, .5mm, Gel-type, Blue	pc	512	35.00	17,920.00
229	Pen, Sign, .5mm, Gel-type, Red	pc	156	35.00	5,460.00
230	Pen, Whiteboard Marker, black	pc	228	50.00	11,400.00
231	Pen, Whiteboard Marker, blue,	pc	40	50.00	2,000.00
232	Pencil, #2, Medium, Yellow, 12pcs/box	Box	8	120.00	960.00
	Attr: Pencil Medium #2 with black lead				
	Color: Yellow				

	☐Packaging Size: 12 pencils per box				
233	Pencil, Lead, #2, w/ eraser	pc	388	10.00	3,880.00
234	Plastic bag (sando bag) 100pcs/pack large	pack	5	95.00	475.00
235	Plastic bag (sando bag)100 pc./pack medium	pack	5	65.00	325.00
236	Plastic High Quality Trash Can with Rotating Cover, approx. 45 liters capacity	pc	10	350.00	3,500.00
237	Plastic Pail, 10L capacity	pc	2	130.00	260.00
238	Plastic pail, 15 liter capacity	pc	1	250.00	250.00
239	Plastic Straw Rope, Heavy Duty, at least 200m, Flat Film Packing Rope for Cardboard Boxes	pc	5	180.00	900.00
240	Plastic Twine, 1kl/roll	roll	12	110.00	1,320.00
241	Puncher, 2 holes, heavy duty	pc	11	315.00	3,465.00
242	Puncher, Heavy Duty	pc	11	450.00	4,950.00
243	Puncher, plier-type	pc	1	380.00	380.00
	☐Single hole, puncher for making tree tags				
244	Rags, large, good quality, size 24"x15", water absorbent	pc	73	40.00	2,920.00
245	Record Book, 200 Pages	pc	300	90.00	27,000.00
246	Record Book, Big, 300 pages	pc	34	110.00	3,740.00
247	Record Book, Big, 500 pages	pc	18	115.00	2,070.00
248	Reeves Acrylic Paint Color Set 120ml x 12 tubes/colors	set	1	2,500.00	2,500.00
	Brand: Reeves				
	One set contains 12 tubes/colors				
	120ml per tube				
249	Rescue whistle survival whistle emergency whistle- orange	pc	35	60.00	2,100.00
	Rescue whistle survival whistle emergency whistle- orange	pc			
	Bright orange whistle can clip onto your life jacket or used with included lanyard to hang around your neck or wrist. Whistle has no parts or balls that can jam or corrode 2 3/4" x 7/8" x 1/2" 36" orange lanyard				
250	Ring Binder, plastic, 25mm ,1" black	pc	7	30.00	210.00
251	Ring Binder, plastic, 38mm , 1-1/2" black	pc	7	46.00	322.00
252	Roll up banner stand, compatible with tarpaulin (2 ft x 5 ft), material: Aluminum with carrying bag	pc	3	800.00	2,400.00
253	Rolled Paper Towel, 2 plys good qlty (Jumbo Towel)	roll	30	88.00	2,640.00
	☐2 Ply				
	☐at least 70 pulls or 140 Sheets				
	☐Sheet size: at least 275mm x 230mm				
	☐No artificial whiteners & elemental chlorine				
254	Rubberband, #18, 350 gms/box	box	2	270.00	540.00
255	Ruler, Plastic, 12"	pc	17	15.00	255.00
256	Scissors, 6" heavy duty, good quality	pc	11	68.00	748.00
257	Scissors, 8" heavy duty, good quality	pc	25	75.00	1,875.00

258	Scotch Tape	pc	73	30.00	2,190.00
	<i>Scotch tape 50m 1/2"</i>				
259	Sediment Filter 1 micron	pc	50	500.00	25,000.00
	<i>for water purification use</i>				
260	Sediment Filter 5 micron	pc	50	500.00	25,000.00
	<i>for water purification use</i>				
261	Sharpener, Pencil Heavy Duty good qlty	pc	2	350.00	700.00
	<i>Table Type</i>				
262	Sign pen, 0.5mm ball needle point, Blue color, Liquid Gel Ink	pc	52	90.00	4,680.00
263	Sign pen, Fine Tech, 0.3mm. blue	pc	144	30.00	4,320.00
264	Soap, Detergent, Liquid, 1 gal, any scent	gal	258	400.00	103,200.00
265	Soap, Detergent, Liquid, 1 gal, any scent	gal	2	350.00	700.00
266	Soap, Detergent, Powder, 1 kilo/pack, any scent	kl	727	105.00	76,335.00
267	Soap, Dishwashing Liquid Refill, 375ml	pack	9	200.00	1,800.00
	<i>Antibacterial Concentrate Dishwashing Liquid</i>				
268	Soap, Dishwashing, Liquid, 250mL	btl	171	150.00	25,650.00
269	Soap, Hand, 60g per pack	Sachet	10	25.00	250.00
270	Soap, Toilet, regular size	pc	44	35.00	1,540.00
	<i>at least 60 grams</i>				
	<i>eliminates at least 99% of bacteria</i>				
271	Soft Broom (Tambo) 200g minimum, heavy duty	pc	39	220.00	8,580.00
272	soft head pillow	pc	20	400.00	8,000.00
	<i>dewfoam soft pillow;</i>				
273	Spatula	pc	2	600.00	1,200.00
	<i>Stainless Steel Lab. Micro Spatula</i>				
	<i>Flat Square/spoon ends</i>				
	<i>Flat End is 1-7/8" long, and Spoon End is 1-1/8" long x 9/16" Wide</i>				
	<i>Overall Length is 9"</i>				
274	Specialty Board, long 8-1/2 x 13, 220 gsm, Cream (10pcs/pack)	pack	40	85.00	3,400.00
275	Specialty Paper, A4, Ivory	pack	10	500.00	5,000.00
276	Spin Mop, w/ stainless steel wringer bucket, w/ durable & ergonomic PP plastic mop handle, 360deg. spin microfiber mop head, 180deg. flexible mop pole	pc	17	1,500.00	25,500.00
277	Sprinkler, plastic 3 liters	pc	3	600.00	1,800.00
278	Squeegee (4 inches)	pc	5	120.00	600.00
279	Stainless Steel Knives, 12"	pc	2	500.00	1,000.00
280	Standard Bath Towel-White	pc	215	500.00	107,500.00
	<i>25"X50"44NT450GWhite100% Cotton</i>	pc			
281	Staple wire remover	pc	6	40.00	240.00

282	Staple Wire, #35	box	110	35.00	3,850.00
283	Staple Wire, #35	box	4	30.00	120.00
284	Stapler Flat clinch Standard Half strip	pc	2	1,000.00	2,000.00
	▣SPECIFICATIONS				
	◀Product name: HD-50F				
	◀Staples:24/6(No.3), 26/6(No.35)				
	◀Stapling capacity:30 sheets(64gsm) / 24 sheets(80gsm)				
	◀Loading capacity:50 staples(24/6), 100 staples(26/6)				
	◀Dimensions: W40 x D135 x H60(mm)				
	◀Weight(Net): 270g				
	◀Insertion depth: 47mm				
	◀Carton Quantity:1/5/50				
	◀Product Color: Black or Dark Blue				
	◀Built-in staple remover.				
	▣FEATURES				
	◀Flat Clinch				
	◀Enable to bend the staple ends flat without deforming the clinched staple. Papers stack neatly and evenly.				
	◀Ergonomic design				
	◀Comfortable rubber surface is a perfect fit for any gripping style.				
285	Stapler, HD No.35	pc	30	350.00	10,500.00
286	Stapler, HD-# 10	pc	4	120.00	480.00
287	Stapler, Heavy Duty, 23/6-23/23 (210 sheets), Black	pc	2	1,500.00	3,000.00
	210 sheets stapling capacity, durable all-metal components, full 2-5/8" throat depth				
288	Stick Broom (tingting) 6" from the top, approx 370 pcs	pc	40	40.00	1,600.00
289	Sticker Paper, high gloss A4 size, 50 sheets/pack	pack	7	155.00	1,085.00
290	STICKY NOTE 3 X 3 ASSORTED COLORS	pad	1	79.00	79.00
291	Sticky Note, 2 x 3, Yellow	pad	14	79.00	1,106.00
292	Sticky Note, 3 x 3, Yellow	pad	14	84.00	1,176.00
293	Sticky Note, 3 x 4, Yellow	pad	3	140.00	420.00
294	Sticky Note, 3x5 Colored	pad	4	50.00	200.00
295	STICKY NOTES 2 X 3 ASSORTED COLORS	pad	6	79.00	474.00
296	STICKY NOTES 3 X 4 ASSORTED COLORS	pad	31	79.00	2,449.00
297	Sticky Notes for Meta Cards	pc	45	150.00	6,750.00
	at least 6" wide & 4" long				
	Assorted Pastel Colors				
298	Storage box	pc	1	900.00	900.00
	plastic storage box, max 120L capacity				
299	Table Fork, Stainless steel, 1 doz	dozen	6	205.00	1,230.00

300	Table Spoon, Stainless steel	dozen	6	205.00	1,230.00
301	Tape, Double Sided, 1" x 10m	rolls	10	35.00	350.00
302	Tape, Double Sided, 1" x 10m	roll	50	45.00	2,250.00
303	Tape, Double Sided, 2" x 10m	roll	2	70.00	140.00
304	Tape, Duct, 2" x 25m, Black/Grey	roll	2	180.00	360.00
305	Tape, Foam, Double Sided, 1/2" x 5m	roll	3	52.00	156.00
306	Tape, Masking, 1" x 25 yards	roll	50	48.00	2,400.00
307	Tape, Masking, 1/2" x 25 yards	roll	15	25.00	375.00
308	Tape, Masking, 2" x 25 yards	roll	20	95.00	1,900.00
309	Tape, Masking, 3" x 25 yards	roll	10	143.00	1,430.00
310	Tape, Masking, 3/4" x 25 yards	roll	5	36.00	180.00
311	Tape, Packaging, 2" x 100 yards, Clear	roll	10	75.00	750.00
312	Tape, Transparent, 12mm x 50m	roll	10	68.00	680.00
313	Tape, Transparent, 24mm x 50m	roll	13	120.00	1,560.00
314	Tissue, Bathroom, 2 Ply, 12rolls/pack	pack	682	204.00	139,128.00
315	Toilet Bowl and Urinal Cleaner, at least 500mL	btl	19	125.00	2,375.00
316	Toilet Bowl Cleaner, at least 1 gallon	gal	4	395.00	1,580.00
317	Toilet Bowl Cleaner, at least 1 liter	btl	1	250.00	250.00
318	Toilet Bowl Cleaner, at least 500ml	btl	2	180.00	360.00
319	Toilet Brush with Holder	set	14	180.00	2,520.00
320	Transparency Film, A4, 100pcs/pack	pack	5	372.00	1,860.00
321	Transparent Tape (1")	roll	68	25.00	1,700.00
322	Transparent Tape (2")	roll	10	40.00	400.00
323	Transparent Ziplock Bags (14 x 20cm)	bag	5	150.00	750.00
324	Trapal/Lona, heavy duty, 20 meters	rolls	1	4,000.00	4,000.00
325	Trash Bag (Garbage Bag), Large (15x15x37 inches), 10pcs/pack, Black	pack	65	56.00	3,640.00
326	Trash Bag (Garbage Bag), Medium (13x13x32 inches), 10pcs/pack, Black	pack	70	40.00	2,800.00
327	Trash Bag (Garbage Bag), Small (11x11x24 inches), 10pcs/pack, Black	pack	50	25.00	1,250.00
328	Trash bins (with color coded cover) 55L (green)	pc	10	1,400.00	14,000.00
329	Trash bins (with color coded cover) 55L (yellow)	pc	10	1,400.00	14,000.00
330	Umbrella Seal	pc	20000	0.50	10,000.00
331	Vat/Kawa	pc	1	20,000.00	20,000.00
	<i>Diameter 126 cm</i>				
	<i>Depth 50cm</i>				
332	Vellum Board, Canary, Long, 220 GSM, 10 sheets/pack	pack	100	70.00	7,000.00
	<i>Product: Vellum Board</i>				
	<i>Size: 8.5 x 13 inches (Long)</i>				
	<i>Color: Canary</i>				

	Quantity: 10 sheets per pack				
	220 GSM				
333	Vellum Board, Pale Cream, A4, 220 GSM, 10 sheets/pack	pack	110	60.00	6,600.00
	Product: Vellum Board				
	Size: 8.25 x 11.75 inches (A4)				
	Color: Pale Cream				
	Quantity: 10 sheets per pack				
	220 GSM				
334	Vellum Board, Pale Cream, Long, 220 GSM, 10 sheets/pack	pack	100	70.00	7,000.00
	Product: Vellum Board				
	Size: 8.5 x 13 inches (Long)				
	Color: Pale Cream				
	Quantity: 10 sheets per pack				
	220 GSM				
335	Vellum Board, White, Size: 8.5" x 11" (Letter), 180gsm, 10pcs/pack	pack	10	50.00	500.00
336	Video Camera Battery	pcs	1	11,000.00	11,000.00
	NP-F970				
	L-Series F970				
	Info-Lithium Battery Pack (6300mAh)				
	Output Voltage 7.2 VDC				
	Dimensions (WxHxD) 2.25 x 2.88 x 1.5" / 57 x 73 x 38 mm				
	Weight 12.3 oz / 350 g				
337	voile sheer fabric white	yard	50	150.00	7,500.00
338	Washable Shower Curtains, Hotel	pc	50	400.00	20,000.00
	Material: Polyester				
	180cm x 180cm				
	Pattern: Plain				
	Feature: Black cut, hook included weighted hem				
	Color: Cream/Beige/Grey/Light Brown/White				
339	Water Dipper (Tabo)	pc	58	45.00	2,610.00
340	White Board	pc	1	700.00	700.00
	35x50cm whiteboard				
342	White Folders, 0.14mm long 100pcs/pack	pack	2	430.00	860.00
343	White Folders, 0.14mm long 100pcs/pack	pack	9	485.00	4,365.00
344	White folders, short 100 pcs/pack	pack	1	350.00	350.00
345	White Silk Screen Cloth	meter	248	100.00	24,800.00
	Material: Polyester				
	Color: White				
	Size: approx. 100*127cm				

	Mesh: 110 mesh 43T				
346	Window Blinds Block-out Roll-up Roller Shade, 71" x 76"	pc	3	8,000.00	24,000.00
	<i>Fabricated exactly according to indicated size: 71"(W)x 76"(H)</i>				
	<i>HEAVY-DUTY Block-out Roller Shades</i>				
	<i>Material: 100% polyester fabric coated with 100% blackout white backing</i>				
	<i>Protected Thermal Insulated Fabric, UV Protection</i>				
	<i>Lift or lower smoothly using a chord</i>				
	<i>Can easily be cleaned by simply wiping with a damp cloth</i>				
	<i>Color: off-white or close to similar</i>				
	<i>All mounting hardware included</i>				
	<i>On-site installation included</i>				
347	Wooden coffee stirrer, approx. 110-140mm, 500 pcs/pack	pack	1	285.00	285.00
348	Yarn, Ply Milk Cotton Yarn Cotton Chunky Hand-woven Crochet Knitting Wool Yarn	roll	10	20.00	200.00
349	Zim cleanser refill pack	pack	50	40.00	2,000.00
	<i>scent: floral, calamnse, fresh</i>				
	<i>fomulation : powder all purposed cleaner</i>				
	<i>weight: 350g</i>				
	Rebidding from GOODS-23-28				
1	4 Layer File Tray (Office Organizer)	unit	5	550.00	2,750.00
	☑Folder Storage Box				
	☑Date Document Storage Shelf				
	☑Product Color: Black				
	☑Product Description:				
	◀All Metal material				
	◀Firm				
	◀Durable				
	☑Easy to assemble				
	☑Not easy to shake				
	☑Hollow out design				
	☑Ventilated and Dry				
	☑Not easy to accumulate dust				
26	Birdseye Cotton Lampin, Size: 24x27 in, (Set of 6pcs)	pack	4	500.00	2,000.00
71	Clip, Metal Bulldog, 1-1/2" (approx. 38.1mm), 12 pcs/box	box	5	70.00	350.00
75	Cloth for table cover and chair cover, white, katrina cloth, 60 inches width	meters	5	250.00	1,250.00
79	Crayons, 48 colors	box	5	400.00	2,000.00
108	Envelope, Expanding, with garter tie, blue, short	pc	10	18.00	180.00
111	Envelope, Expanding, with garter tie, red, short	pc	10	18.00	180.00
147	Grumbacher Acrylic Paint Color Set 120ml x 12 tubes/colors	set	1	2,600.00	2,600.00

	One set contains 12 tubes/colors				
	120ml per tube				
154	Index Tab, PVC self adhesive 6" x 1", 25pcs/box	set	5	400.00	2,000.00
158	Kitchen paper towel	pack	30	80.00	2,400.00
177	Multi-Insect Killer Spray, 250mL	tubes	3	300.00	900.00
192	Paper towel, interfolded, 2 ply, approx. 150 pulls/pack	packs	11	100.00	1,100.00
236	Plastic Pail, 5L capacity	pc	20	70.00	1,400.00
237	Plastic polypropylene (PP) Bag	kgs	5	400.00	2,000.00
238	Polyethylene Bag, autoclavable, 10" x 16" x .002	kgs	4	400.00	1,600.00
292	Stapler Flat clinch Standard Half strip	piece	6	1,000.00	6,000.00
	☐SPECIFICATIONS				
	◀Product name: HD-50F				
	◀Staples:24/6(No.3), 26/6(No.35)				
	◀Stapling capacity:30 sheets(64gsm) / 24 sheets(80gsm)				
	◀Loading capacity:50 staples(24/6), 100 staples(26/6)				
	◀Dimensions: W40 x D135 x H60(mm)				
	◀Weight(Net): 270g				
	◀Insertion depth: 47mm				
	◀Carton Quantity:1/5/50				
	◀Product Color: Black or Dark Blue				
	◀Built-in staple remover.				
	☐FEATURES				
	◀Flat Clinch				
	◀Enable to bend the staple ends flat without deforming the clinched staple. Papers stack neatly and evenly.				
	◀Ergonomic design				
	◀Comfortable rubber surface is a perfect fit for any gripping style.				
336	Vat/Kawa	piece	1	20,000.00	20,000.00
	Diameter 126 cm				
	Depth 50cm				
398	Paper towel, interfolded, 2 ply, approx. 150 pulls/pack	packs	24	100.00	2,400.00
413	Polyethylene bags 12 x 18, autoclavable	packs	24	400.00	9,600.00
439	Water Container / Water Drum / Utility Pail, durable plastic, at least 168L capacity	pcs	1	3,500.00	3,500.00
				TOTAL	2,864,000.00

Bids received in excess of the ABC for each item shall be automatically rejected at bid opening.

2. The *Visayas State University* now invites bids for the above Procurement Project. Delivery of the Goods is required by *thirty (30) calendar days upon receipt of Notice to Proceed (NTP)*. Bidders should have completed, within *two (2) years* from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.

4. Prospective Bidders may obtain further information from *Visayas State University* and inspect the Bidding Documents at the address given below during *Mondays - Fridays (8:00 AM-5:00 PM)*.
5. A complete set of Bidding Documents may be acquired by interested Bidders on *16 October – 07 November 2023 until 8:30 AM* from the given address and website(s) below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Five Thousand Pesos (PhP 5,000.00). The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, by facsimile, or through electronic means.
6. The *Visayas State University* will hold a Pre-Bid Conference on *October 24, 2023; 2:00 PM* at the *BAC Conference Room, VSU Market, Visca, Baybay City, Leyte* and/or through video conferencing or webcasting *via Zoom*, which shall be open to prospective bidders.

Bidders are advised to contact the BAC Secretariat before the scheduled Pre-Bid Conference for the Zoom Meeting ID and Passcode.

7. Bids must be duly received by the BAC Secretariat through (i) manual submission at the office address indicated below, (ii) online or electronic submission as indicated below, or (iii) both on or before *07 November 2023 until 8:30 AM*. Late bids shall not be accepted.
8. For bidders who opt to submit their bids electronically, a hardcopy (original, copy 1, and copy 2) of the bid must be sent to the BAC through preferred couriers. A proof (e.g. courier receipt/waybill, etc.) that a hardcopy of the bid is on transit must be presented upon submission of the electronic bid.
9. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.

10. Bid opening shall be on *07 November 2023; 9:00 AM* at the *BAC Conference Room, VSU Market, Visca, Baybay City, Leyte* and/or via *Zoom*. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

Bidders are advised to contact the BAC Secretariat before the scheduled Bid Opening for the Zoom Meeting ID and Passcode.

11. The *Visayas State University* reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

12. For further information, please refer to:

Mr. Leopoldo S. Escala Jr. (BAC Secretariat)

Office of the Head for Procurement,

VSU-Main, Visca, Baybay City, Leyte

Mobile: 053 565 0600 local 1093 or 09639629709

Email: leopoldo.escala@vsu.edu.ph

or

Mr. Toni Marc L. Dargantes (BAC Secretariat)

Office of the VP for Planning, Resource Generation & Auxiliary Services

VSU-Main, Visca, Baybay City, Leyte


Mobile: 0977 7186594

Email: tmdargantes@vsu.edu.ph

13. You may visit the following websites:

For downloading of Bidding Documents: *<https://www.vsu.edu.ph/philgeps-opportunities>*

October 11, 2023


DILBERTO O. FERRAREN
Chairperson, VSU BAC

Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, *Visayas State University*, wishes to receive Bids for the *Supply and Delivery of Office and Janitorial Supplies and Other General Merchandise Products*, with identification number *VSU-GOODS-23-45*.

The Procurement Project (referred to herein as “Project”) is composed of *464 items*, the details of which are described in Section VII (Technical Specifications).

2. Funding Information

2.1. The GOP through the source of funding as indicated below for 2022 in the amount of *Two Million Eight Hundred Sixty-Four Thousand Pesos (PhP 2,864,000.00)*.

2.2. The source of funding is: NGA, the General Appropriations Act, Special Trust Fund, and Trust Fund.

3. Bidding Requirements

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manuals and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or **IB** by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

4. Corrupt, Fraudulent, Collusive, and Coercive Practices

The Procuring Entity, as well as the Bidders and Suppliers, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex “I” of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

5. Eligible Bidders

5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.

- 5.2. Foreign ownership limited to those allowed under the rules may participate in this Project.
- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to:

Bidder should comply with the following requirements:

- i. Completed at least two (2) similar contracts, the aggregate amount of which should be equivalent to at least *twenty-five percent (25%)* of the ABC for this Project; and
 - ii. The largest of these similar contracts must be equivalent to at least half of the percentage of the ABC as required above.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

6. Origin of Goods

There is no restriction on the origin of goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN, subject to Domestic Preference requirements under **ITB** Clause 18.

7. Subcontracts

- 7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than twenty percent (20%) of the Project.

The Procuring Entity has prescribed that: **Subcontracting is not allowed.**

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address and/or through videoconferencing/webcasting as indicated in paragraph 6 of the **IB**.

9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the **IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

10. Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within **two (2 years)** prior to the deadline for the submission and receipt of bids.
- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

11. Documents comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

12. Bid Prices

- 12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:
 - a. For Goods offered from within the Procuring Entity's country:
 - i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
 - ii. The cost of all customs duties and sales and other taxes already paid or payable;

- iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
 - iv. The price of other (incidental) services, if any, listed in e.
- b. For Goods offered from abroad:
- i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
 - ii. The price of other (incidental) services, if any, as listed in **Section VII (Technical Specifications)**.

13. Bid and Payment Currencies

- 13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies, shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.
- 13.2. Payment of the contract price shall be made in: Philippine Pesos.

14. Bid Security

- 14.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 14.2. The Bid and bid security shall be valid until *March 7, 2024*. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

15. Sealing and Marking of Bids

Each Bidder shall submit one copy of the first and second components of its Bid.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

16. Deadline for Submission of Bids

- 16.1. The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 of the **IB**.

17. Opening and Preliminary Examination of Bids

- 17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

- 17.2. The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

18. Domestic Preference

- 18.1. The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No. 9184.

19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*," using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.
- 19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case maybe. In this case, the Bid Security as required by **ITB** Clause 15 shall be submitted for each lot or item separately.
- 19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.
- 19.4. The Project shall be awarded as follows: One Project having several items, which shall be awarded as separate contracts per item.

- 19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

20. Post-Qualification

- 20.1. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the **BDS**.

21. Signing of the Contract

- 21.1. The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

Section III. Bid Data Sheet

Bid Data Sheet

ITB Clause	
5.3	For this purpose, contracts similar to the Project shall be: <ul style="list-style-type: none"> a. <i>Office Supplies, Janitorial Supplies, General Merchandise Products, or a combination of the foregoing</i> b. completed within two (2) years prior to the deadline for the submission and receipt of bids.
7.1	Subcontracting is not allowed.
12	The price of the Goods shall be quoted DDP <i>VSU Main, Visca, Baybay City, Leyte</i> or the applicable International Commercial Terms (INCOTERMS) for this Project.
14.1	The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts: <ul style="list-style-type: none"> a. The amount of not less than <i>Fifty Seven Thousand Two Hundred Eighty Pesos (PhP 57,280.00) or two percent (2%) of ABC</i>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or b. The amount of not less than <i>One Hundred Forty Three Thousand Two Hundred Pesos (PhP 143,200.00) or five percent (5%) of ABC</i> if bid security is in Surety Bond.
15	Bidders are requested to submit two (2) more copies of its bid (Copy 1 and Copy 2) in addition to the required original hardcopy. For filing purposes, the bidders are urged to use Gray envelopes for its Technical and Financial Component envelopes, including the Mother (outer) Envelope.
19.3	<i>See Section I. Invitation to Bid (Item 1) for the list of items and their corresponding total Approved Budget for the Contract (ABC).</i>
20.2	In case the PhilGEPS Platinum Certificate of Registration is not available during bid submission, it shall be submitted as a post-qualification requirement, in accordance with Section 34.2 of the 2016 Revised IRR of R.A. 9184.
21.2	<i>Not Applicable.</i>

Section IV. General Conditions of Contract

1. **Scope of Contract**

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC)**.

2. **Advance Payment and Terms of Payment**

2.1. Advance payment of the contract amount is provided under Annex “D” of the revised 2016 IRR of RA No. 9184.

2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

3. **Performance Security**

Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than prior to the signing of the Contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR of RA No. 9184.

4. **Inspection and Tests**

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the **SCC, Section IV (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

5. Warranty

- 6.1. In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.
- 6.2. The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

6. Liability of the Supplier

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.

Section V. Special Conditions of Contract

Special Conditions of Contract

GCC Clause	
1	<p>Delivery and Documents –</p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p>The delivery term applicable to this Contract is delivered <i>VSU Main Campus, Visca, Baybay City, Leyte</i>. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site is:</p> <p style="text-align: center;"><i>Vivian V. Balbarino</i> <i>Head, Supply and Property Management Office</i> <i>VSU-Main, Visca, Baybay City, Leyte</i> <i>Contact #: 053 565 0600 local 1082/ 09175518871</i> <i>Email: sppmo@vsu.edu.ph</i></p> <p>Incidental Services –</p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:</p> <ol style="list-style-type: none"> a. performance or supervision of on-site assembly and/or start-up of the supplied Goods; b. furnishing of tools required for assembly and/or maintenance of the supplied Goods; c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods; d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and e. training of the Procuring Entity’s personnel, at the Supplier’s plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.

The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.

Spare Parts –

The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:

- a. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and
- b. in the event of termination of production of the spare parts:
 - i. advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure needed requirements; and
 - ii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested.

The spare parts and other components required are listed in **Section VI (Schedule of Requirements)** and the cost thereof are included in the contract price.

The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of 3 years.

Spare parts or components shall be supplied as promptly as possible, but in any case, within 1 month of placing the order.

Packaging –

The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.

The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.

The outer packaging must be clearly marked on at least four (4) sides as follows:
Name of the Procuring Entity

	<p>Name of the Supplier Contract Description Final Destination Gross weight Any special lifting instructions Any special handling instructions Any relevant HAZCHEM classifications</p>
	<p>A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.</p> <p>Transportation – Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price. Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p>
	<p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure. The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p> <p>Intellectual Property Rights – The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.</p>
2.2	<p>Payment of staggered deliveries shall be allowed. Payment shall be on “as per cost of the items delivered” subject to inspection and acceptance.</p>
4	<p>The inspections and tests that will be conducted will be specified by the appropriate technical team of VSU to confirm conformity to the contract specifications at no extra cost to VSU.</p>

Section VI. Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Item #	Qty	Unit	Description	Delivered, Weeks/Month
1	50	roll	2 ply Toilet Paper	All Items Should Be Delivered to VSU Main Campus, Visca, Baybay City, Leyte within 30 Calendar Days From Receipt Of Notice To Proceed And Purchase Order
2	11	unit	360° Rotatable Spin Mop with Handle	
			Easy Magic Floor Spin Mop Microfiber Rotating Head	
			100% Brand New and High Quality	
			Easy to install • Super-absorbent	
			360 Easy Magic Floor Spin Mop Microfiber Rotating Head with stainless drainer	
3	1	unit	4 Layer File Tray (Office Organizer)	
			☐Folder Storage Box	
			☐Date Document Storage Shelf	
			☐Product Color: Black	
			☐Product Description:	
			◀All Metal material	
			◀Firm	
			◀Durable	
			☐Easy to assemble	
			☐Not easy to shake	
			☐Hollow out design	
			☐Ventilated and Dry	
			☐Not easy to accumulate dust	
4	3	roll	Acetate, transparent, guage #6, approx. 50m/roll	
5	1	roll	Acetate, transparent, guage #8, approx. 50m/roll	
6	49	pc	Air Freshener, Scented Gel, at least 180g, Lemon/Orange Scent	
7	241	tube	Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	
8	14	gal	Alcohol, Ethyl, 70% solution, 1 gallon	
9	120	btl	Alcohol, Ethyl, 70% solution, 500mL	
			☐Eliminates at least 99.9% of germs	
			☐Safe on skin	
			☐At least 70% solution Rubbing alcohol	
			☐Each 100ml contains at least 70ml Ethyl Alcohol and at least 10 mg Triclosan	
			☐Brand offer should be at least 10 years in the market	
			☐at least 5 years expiry	
10	30	btl	Alcohol, Isoprophyl, 70% solution, 500ml pump type	
11	90	btl	Alcohol, Isopropyl, 70% solution, 500mL	
12	10	btl	Alcohol, Rubbing, 70% Isoprophyl, 1ltr.	
13	4	pc	Apron, Plastic, for Adult	
14	23	box	Ballpen 50pc/box, Blue	
			Specification:	
			Line Weight: 0.5mm	
			Ink Type: Oil gel ink	

15	12	pc	Basin, Utility, Durable Plastic, Size: at least 15cm depth x 40.5cm diameter, any Color
16	5	pc	Basin, Utility, Durable Plastic, Size: at least 15cm depth x 45cm diameter, any Color
17	67	pc	Bathroom Deodorizer, with holder, at least 100g, any scent
18	55	pack	Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack
19	60	pack	Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack
20	6	pack	Battery, Rechargeable, Nickel-Metal Hydride, Size: AA, 2 pcs/pack
21	5	pack	Battery, Rechargeable, Nickel-Metal Hydride, Size: AAA, 2 pcs/pack
22	168	pc	Binder Clip, 1.5", black
23	13	pc	Binder Clip, 2", black
24	10	box	Binder Clip, 2-inch, 12 pcs/box
			- Extra Large Binder Clips 2-Inch (12pcs/box), Big Paper Clamps for Office Supplies, Black
25	32	gal	Bleach, liquid, 99.9% antibac, 1 gallon
26	10	gal	Bleach, liquid, 99.9% antibac, 1 gallon
27	109	gal	Bleach, Liquid, 99.9% Antibacterial, Disinfectant, at least 3785 mL
28	50	pc	Board, Illustration, 20" x 30" (2 Ply)
29	39	pc	Broom, Soft (Tambo), Large, Heavy Duty
30	10	pc	Broom, Stick Broom, Tukog
			☑Good Quality Broom Stick
			☑Approx. 370pcs per stick bundle
32	50	pc	Broom, Stick Broom, Tukog
			☑Good Quality Broom Stick
			☑Approx. 370pcs per stick bundle
33	10	pc	Bucket, Plastic
			☑2-gallon capacity bucket with cover
34	3	unit	Calculator, desktop-type, 12 digits, 2-way power, plastic keys
35	4	pc	Calculator, heavy duty, 12 digit display solar and battery
36	13	can	Car Freshener, Gel, at least 70g, Lemon/Orange scent
37	15	pc	Cartolina, US, Black, at least 160gsm
38	15	pc	Cartolina, US, Green, at least 160gsm
39	10	pc	Cartolina, US, Light Blue, at least 160gsm
40	10	pc	Cartolina, US, Neon Gold, at least 160gsm
41	10	pc	Cartolina, US, Neon Green, at least 160gsm
42	10	pc	Cartolina, US, Neon Orange, at least 160gsm
43	15	pc	Cartolina, US, White, at least 160gsm
44	25	pc	Certificate Frame
			Wooden Frame
			Black
			A4 Size
45	203	pc	Certificate Holder (A4)
46	100	pc	Certificate Jacket

			<i>Certificate Jacket for Winning Athletes, Short Landscape (1335 pcs)</i>
			<i>Certificate Jacket for Winning Coaches, Short Landscape (108 pcs)</i>
			<i>Certificate Jacket Special Certificate (Best Board and Individual Highest Point Winner) (108 pcs)</i>
47	7	pack	Chlorine Granules, 1kg/pack
48	10	drum	Chlorine, Granular 45kg/drum
49	2	pc	Chopping Board (Plastic)
			<i>made of Plastic 22 cm x 34 cm</i>
50	24	btl	Cleaner, Glass, 500mL, spray type, any scent
51	5	btl	Cleanser, Powder, 500g, any scent
52	10	pc	Clear Book (Display Book), Refillable, A4, 20 shts, any color
53	10	pc	Clear Book (Display Book), Refillable, Legal, 20 shts, any color
54	20	roll	Clear Plastic Wrap 100 square feet, 30M×30cm
55	12	pc	Clip Board, Plastic, with PVC Cover, A4, any color
56	4	pc	Clip Board, Plastic, with PVC Cover, Long, any color
57	6	box	Clip, Double Binder, 1" (approx. 25mm), Black, 12 pcs/box
58	2	box	Clip, Double Binder, 1-1/4" (approx. 32mm), Black, 12 pcs/box
59	6	box	Clip, Double Binder, 1-5/8" (approx. 41mm), Black, 12 pcs/box
60	20	box	Clip, Double Binder, 2" (approx. 51mm) , Black, 12 pcs/box
61	2	box	Clip, Double Binder, 3/4" (approx. 19mm) , Black, 12 pcs/box
62	5	box	Clip, Double Binder, 3/4" (approx. 19mm) , Black, 12 pcs/box
63	1	box	Clip, Metal Bulldog, 2-1/2" (approx. 63.5mm), 12 pcs/box
64	1	box	Clip, Metal Bulldog, 3" (approx. 76.2mm), 12 pcs/box
65	60	box	Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms
66	57	box	Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)
67	25	pack	Concentrate Antibac Dishwashing Liquid refill, 375ml
68	1	pc	Cork Board, Wall Mount, w/ aluminum frame, 3' x 6'
69	1	pc	Cork Board, Wall Mount, w/ aluminum frame, 4' x 8'
70	4	pc	Correction Tape, 10 meters
71	35	pc	Correction Tape, 8m x 5mm wide
72	10	pc	Data filer A4 Size
73	45	pc	Data Filer, Big size, Legal
74	15	pc	Deodorizer (Paradichlorobenzene) Lemon, Refill 100g
75	3	pack	Dishwashing Liquid Soap, Refill 350ml
			<i>Concentrated Dishwashing Liquid Antibac with Power of Safeguard, 350ml</i>

76	5	pc	Dishwashing Sponge
77	10	gal	Disinfectant Cleaner, multi-surface, scented
78	28	can	Disinfectant Spray, 170g
79	10	can	Disinfectant Spray, 340g
80	5	tube	Disinfectant spray, 400gms, lavender moist
81	5	pc	Document Storage Box / Document Filing Case, plastic, transparent, A4 (30.7x23.2cm)
82	10	pack	Double Sided Glossy Photo Paper A4 (50sheets per pack)
			<i>Double Sided Glossy Photo Papers are ideal when it comes to printing photos, with both sides of the paper specially coated which gives prints that maximum shiny finish and vividness that are true to the image. These photo papers doesn't wrinkle or curl during printing and with a nice weight added to it. These are available in A4 & A3 size and in different paper thickness.</i>
			<i>Paper Size - A4</i>
			<i>Number of Sheets - 50</i>
			<i>Paper Texture - Glossy</i>
			<i>Paper Grammage - 220gsm</i>
83	4	set	Drinking glass cup glassware, set
			☑6 pcs/set
			☑High quality drinking glassware
			☑Clear
			☑230 ml
84	10	pc	Duct Tape
			50mm x 20m, Black;
85	17	pc	Dust Bin (Trash Bin), durable plastic, w/ swing-type cover, approx. 15L capacity
86	4	pc	Dust Bin (Trash Bin), durable plastic, w/ swing-type cover, approx. 50L capacity
87	3	pc	Dust pan, plastic, stand-up handle, large
88	1430	pc	ECO Pouch
			Medium Size
			at least 10" wide and 13" long
			Color - Green
89	48	pc	Envelope, brown, ordinary, A4 size
90	517	pc	Envelope, Document, Brown, 150 lbs, Long
91	15	pc	Envelope, Document, Brown, 150 lbs, Short
92	10	pc	Envelope, Expanding, Plastic, Long
93	20	pc	Envelope, Expanding, Plastic, Long, with Handle
94	311	pc	Envelope, Expanding, with garter tie, blue, long
95	50	pc	Envelope, Expanding, with garter tie, blue, long
96	110	pc	Envelope, Expanding, with garter tie, brown, long
97	10	pc	Envelope, Expanding, with garter tie, brown, short
98	60	pc	Envelope, Expanding, with garter tie, green, long
99	50	pc	Envelope, Expanding, with garter tie, red, short
100	5	pc	Eraser, whiteboard, magnetic flannel
101	16	gal	Fabric Conditioner, 4L, any scent
102	123	pack	Fabric Conditioner, Antibacterial, Refill, 1.5L, any scent
103	14	box	Face Mask, Surgical, Disposable, 3-ply, 50 pcs/box
104	64	box	Fastener, Paper, non-rust metal, 50 sets/box

105	78	box	Fastener, Paper, plastic, 50 sets/box
106	10	pc	File Organizer (Accordion), Expanding, w/ 13 inside pockets & index tabs, Legal
107	36	set	First Aid Kit Set (Medical Bag)
			☐1x Tube 15gm Burn Ointment
			☐1x pc. Elastic Bandage 3x 5
			☐1x pc. Digital Thermometer
			☐1x pc. Rechargeable Flashlight
			☐1x pc. Whistle
			☐2x pcs. Exam or Latex Gloves
			☐4x pcs. Gauze pad 4x4
			☐1x bot 10ml Ammonia Spirit
			☐1x bot 10ml Povidone Iodine
			☐1x bot 60ml 70% Isopropyl Alcohol
			☐1x pack Cotton balls 50's
			☐1x pc. Surgical Tape
			☐1x pc. Bandage Scissor
			☐1x pc. Triangular Bandage
			☐1x pc. First Aid Kit Bag
108	1	pc	Flashlight, rechargeable, LED, 220-240V 50/60Hz, duration time: 10 hrs (low torch), 2.5 hrs (high torch)
109	6	pc	Floor Mop
			<i>plastic, with handle, heavy duty</i>
110	3	pc	Floor mop with bucket, microfiber spin rotating 360
111	2	pc	Floor Mop with wooden handle, heavy duty
112	3	box	Foil, Aluminum, 16m x 30cm (approx. 260g)
113	8	pc	Folder, Expanded, Long (Light Blue)
114	186	pc	Folder, Expanded, Long (Light Blue)
115	50	pc	Folder, Expanded, Long (Red Color)
			<i>Folder Pressboard File Folder Long Red Easily to Organize Paper Works</i>
			<i>* Pressboard file folder is perfect for home, school, and office document filing and presentation needs.</i>
			<i>* Made of thicker materials to protect documents</i>
			<i>* Has smooth texture * Can fit long and legal paper size</i>
			<i>* Color: Red * Easily to organize paper works</i>
			<i>* Durable and Affordable</i>
			<i>* Tough and heavyweight folder</i>
116	1765	pc	Folder, File, Long, 14pts, White
117	110	pc	Folder, File, Short, 14pts, White
118	1380	pc	Folder, Ordinary, A4
119	10	pc	Folder, Pressboard, A4, US Green, Double Fold
120	150	pc	Folder, Pressboard, US, Blue, Long
121	337	pc	Folder, Pressboard, US, Green, Long
122	20	pc	Folder, Pressboard, US, Green, Short
123	15	pc	Folder, Sliding, Plastic, w/ binder, Long, transparent
124	1	pc	Folding Bed - Nylon Type
			<i>6ft length70 cm</i>
			<i>Folding Bed Stripe Design</i>

125	10	pc	Folding table
			<i>Black</i>
			<i>Blister board</i>
			<i>Foldable</i>
			<i>120cm x 60cm x 75cm</i>
126	30	pc	Frame, for certficates, A4 size
			<i>Hard border, with color black or brown color. Glass type.</i>
127	4	pc	garden bolol/ guna
			<i>weeding knife with a very short and wide dull blade with a perpendicular blunt end. It is an agricultural tool used mainly for digging roots and weeding gardens, approximating the functions of a garden hoe. It is the smallest type of bolo.</i>
128	48	pc	Gel Ink Sign Pen 0.5, black
129	100	pc	Gel Ink Sign Pen 0.5, blue
130	108	pc	Gel Ink Sign Pen 0.5, red
131	20	btl	Glue, Multi-Purpose, White, at least 130g (118mL)
132	4	gal	Glue, White, All-purpose, 1 gallon
133	4	pcs	Golf Umbrella
			<i>High Quality Golf Umbrella, BIG, Green Color, 30 inches</i>
134	7000	kit	good morning kit
			<i>**Guest kit sets will not be individually repacked to avoid damage during shipment</i>
			<i>Includes:</i>
			<i>1pc generic guest kit box</i>
			<i>1pc white roundhead 155mm toothbrush / white diamondhead 157mm toothbrush</i>
			<i>1pc 3g toothpaste sachet</i>
			<i>1pc 5g shampoo sachet</i>
			<i>1pc 10g white rectangular soap in glassine wrapper</i>
135	5	pack	Hairnet
			<i>disposable, 12 pcs/pack</i>
136	10	pc	Hand Towel, cloth, cotton
137	1	pack	Hand Towel, cloth, cotton, 12 pcs/pack
138	10	pair	heavy duty gloves(for garbage collector and utility)
139	1	pc	Ice box, insulated cooler, 45 litrs capacity
140	1050	pcs	ID holder
			<i>necklace type, green color printed with "VISAYAS STATE UNIVERSITY" in yellow color, 1" wide and 16" long</i>
142	5	set	Index Tab, PVC self adhesive 6" x 1", 25pcs/box
143	7	btl	Ink, Epson Premium Dye Ink, 1 liter, black
			<i>can be used for Epson L series printers;</i>
144	3	btl	Ink, Epson Premium Dye Ink, 1 liter, Cyan
			<i>can be used for Epson L series printers;</i>
145	3	btl	Ink, Epson Premium Dye Ink, 1 liter, magenta
			<i>can be used for Epson L series printers;</i>
146	3	btl	Ink, Epson Premium Dye Ink, 1 liter, Yellow
			<i>can be used for Epson L series printers;</i>
147	1	btl	Ink, for stamp pad, violet, 30mL, w/ applicator

148	3	btl	Ink, Refill, for Permanent Marker, Black, 30mL
149	4	btl	Ink, Refill, for Permanent Marker, Blue, 30mL
150	18	btl	Ink, Refill, for Whiteboard Marker, Black, 30mL
151	5	btl	Ink, Refill, for Whiteboard Marker, Red, 30mL
153	1	pc	Keyboard Cleaning Brush
			<i>Color: any color</i>
			<i>Length: Approx. 193mm/ 7.6"</i>
			<i>Weight: 20g</i>
			<i>Material: Plastic</i>
154	25	pack	Kitchen paper towel
155	30	box	Laminating Film, A4, 100 shts/box, 250 microns
156	8	box	Laminating Film, Short, 100 shts/box, 250 microns
157	20	pc	Lei Necklace
			<i>Cloth</i>
			<i>Green/Gold/Yellow</i>
158	20	pcs	Lever Arch File Folder, Vertical, with Ring Binder & Metal Finger Pull, Size: 3", A4 (Black)
159	12	gal	Liquid Hand Soap
160	20	btl	Liquid Hand Soap, 500 ml.
			<i>Liquid Hand Soap, 500 ml, assorted variants - apple, aloe vera, strawberry, melon, lavender</i>
161	113	pc	Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Double)
162	35	pc	Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Single)
163	15	pc	Magfile double, black, legal
164	10	pc	Magnetic White Board with stand
			<i>size 4x5 feet material aluminum in frame with ABS corner Type Standing Surface Magnetic full length foldable pen tray in the stand 4 casters wheel with lock</i>
165	120	roll	Masking Tape, 1"
166	50	pc	Memo Notebooks, 60 leaves
167	10	pc	Memo Notebooks, 80 leaves
168	2	pc	Meter Stick, wood
169	10	pc	Meter Stick, wood
170	2	pc	Meter Stick, wood, 100 cm, yellow background w/ black markings
171	80	tube	Multi-Insect Killer Spray, 250mL
172	20	tube	Multi-Insect Killer Spray, 600mL
173	10	btl	Multi-Purpose Glue, 130 g
174	6	btl	Multi-Purpose Cleaner, Liquid, 1000mL, any scent
175	20	pc	My-Gel Gel Ink Pen refill 0.5mm, Blue
176	1250	pc	Neck lanyard or ID sling (black)
177	20000	pc	Non-Spill Sticker, Blue
178	3	pad	Note Pad, 3" x 3", post-it, assorted colors
179	3	pad	Note Pad, 4" x 5", post-it, assorted colors
180	1430	pc	Notebook, ordinary 60 leaves, 60 gsm
181	39	kl	Nylon, #300, for grass cutter
182	23	pc	Padlock, Brass 40mm
			<i>crafted with intense durability and utmost security. Solid brass Hardened steel shackle Double locking mechanism 5-pin keying mechanism Pick, cut, pry and</i>

			<i>rust resistant</i>
			<i>2-Pack Brass Padlock 40mm</i>
183	128	Pc	Pail, Plastic, 10 li cap.
184	20	pc	Pail, Plastic, 5 gallons cap. Measurement at least L35.3xW32.3xH33cm
185	17	pc	Pail, Utility, Plastic, at least 16 liter cap,
186	6	pack	Paper Board, 180gsm White LONG, 50sheets per packs
187	7	Box	Paper Clips Small Vinyl (50mm), 100pc/box
188	5	box	PAPER CLIPS VINYL COATED ASSORTED 33MM, 100pcs/ box
189	3	box	Paper Laid A4, 90 gsm White
190	15	pack	Paper towel, interfolded, 2 ply, approx. 150 pulls/pack
191	11	ream	Paper, Bond, A3, S-24, 80 gsm
			<i>bright white, high premium quality;</i>
192	335	ream	Paper, Bond, A4, S-20, 70 gsm
			<i>bright white, high premium quality;</i>
193	545	ream	Paper, Bond, A4, S-24, 80 gsm
			<i>bright white, high premium quality;</i>
194	1	ream	Paper, Bond, Colored, Long, S-16, 56gsm, Blue
195	1	ream	Paper, Bond, Colored, Long, S-16, 56gsm, Green
196	1	ream	Paper, Bond, Colored, Long, S-16, 56gsm, Pink
197	1	ream	Paper, Bond, Colored, Long, S-16, 56gsm, Yellow
198	33	ream	Paper, Bond, Long, S-20, 70 gsm
			<i>bright white, high premium quality;</i>
199	228	ream	Paper, Bond, Long, S-24, 80 gsm
			<i>bright white, high premium quality;</i>
200	14	ream	Paper, Bond, Short, S-20, 70 gsm
			<i>bright white, high premium quality;</i>
201	59	ream	Paper, Bond, Short, S-24, 80 gsm
			<i>bright white, high premium quality;</i>
202	10	pack	Paper, Construction, Assorted Colors, 20 shts/pack
203	3	box	Paper, Laid 8 x 11 90gsm Diamond White
204	2	box	Paper, Laid 8 x 11 90gsm Ivory
205	2	box	Paper, Laid 8 x 13 90gsm Ivory
206	252	pcs	Paper, Manila
207	2	pack	Paper, Parchment, A4, cream, 100 sheets/pack
208	13	pack	Paper, Photo, high gloss, A4, 230G, 20 shts/pack
209	100	pack	Paper, Special (for Certificates)
			<i>A4</i>
			<i>200 gsm</i>
210	190	pack	Paper, Specialty 200gsm 8-1/2x11, 10s, Cream
211	41	pack	Paper, Specialty 200gsm 8-1/2x11, 10s, White
212	2	pack	Paper, Specialty 200gsm 8-1/2x11,10s, LightGreen
213	10	pack	Paper, Specialty Vellum
			<i>A4 size</i>
			<i>220 gsm</i>
			<i>White or Pale Cream Color</i>
			<i>Ideal use for your printing needs, in special occasion / program sheets and creative applications</i>
			<i>20 pcs per pack</i>

214	5	pc	Pen Sign 0.7mm Gel type, blue
215	22	pc	Pen, Permanent Marker, black, broad tip
216	1038	pc	Pen, Permanent Marker, black, fine tip
217	12	pc	Pen, Permanent Marker, blue, broad tip
218	31	pc	Pen, Permanent Marker, blue, fine tip
219	2	pc	Pen, Permanent Marker, red, broad tip
220	3	pc	Pen, Ball, black
221	1618	pc	Pen, Ball, blue
222	3	pc	Pen, Ball, red
223	13	pc	Pen, Highlighter, orange
224	3	pc	Pen, Highlighter, violet
225	14	pc	Pen, Highlighter, yellow
226	85	pc	Pen, Pentel Pen, Fine blue & black
227	6	pc	Pen, Sign, .5mm, Gel-type, Black
228	512	pc	Pen, Sign, .5mm, Gel-type, Blue
229	156	pc	Pen, Sign, .5mm, Gel-type, Red
230	228	pc	Pen, Whiteboard Marker, black
231	40	pc	Pen, Whiteboard Marker, blue,
232	8	Box	Pencil, #2, Medium, Yellow, 12pcs/box
			☐Attr: Pencil Medium #2 with black lead
			☐Color: Yellow
			☐Packaging Size: 12 pencils per box
233	388	pc	Pencil, Lead, #2, w/ eraser
234	5	pack	Plastic bag (sando bag) 100pcs/pack large
235	5	pack	Plastic bag (sando bag)100 pc./pack medium
236	10	pc	Plastic High Quality Trash Can with Rotating Cover, approx. 45 liters capacity
237	2	pc	Plastic Pail, 10L capacity
238	1	pc	Plastic pail, 15 liter capacity
239	5	pc	Plastic Straw Rope, Heavy Duty, at least 200m, Flat Film Packing Rope for Cardboard Boxes
240	12	roll	Plastic Twine, 1kl/roll
241	11	pc	Puncher, 2 holes, heavy duty
242	11	pc	Puncher, Heavy Duty
243	1	pc	Puncher, plier-type
			☐Single hole, puncher for making tree tags
244	73	pc	Rags, large, good quality, size 24"x15", water absorbent
245	300	pc	Record Book, 200 Pages
246	34	pc	Record Book, Big, 300 pages
247	18	pc	Record Book, Big, 500 pages
248	1	set	Reeves Acrylic Paint Color Set 120ml x 12 tubes/colors
			Brand: Reeves
			One set contains 12 tubes/colors
			120ml per tube
249	35	pc	Rescue whistle survival whistle emergency whistle-orange
		pc	Rescue whistle survival whistle emergency whistle-orange
			Bright orange whistle can clip onto your life jacket or used with included lanyard to hang around your neck or

			<i>wrist. Whistle has no parts or balls that can jam or corrode 2 3/4" x 7/8" x 1/2" 36" orange lanyard</i>
250	7	pc	Ring Binder, plastic, 25mm ,1" black
251	7	pc	Ring Binder, plastic, 38mm , 1-1/2" black
252	3	pc	Roll up banner stand, compatible with tarpaulin (2 ft x 5 ft), material: Aluminum with carrying bag
253	30	roll	Rolled Paper Towel, 2 plys good qlty (Jumbo Towel)
			☑2 Ply
			☑at least 70 pulls or 140 Sheets
			☑Sheet size: at least 275mm x 230mm
			☑No artificial whiteners & elemental chlorine
254	2	box	Rubberband, #18, 350 gms/box
255	17	pc	Ruler, Plastic, 12"
256	11	pc	Scissors, 6" heavy duty, good quality
257	25	pc	Scissors, 8" heavy duty, good quality
258	73	pc	Scotch Tape
			<i>Scotch tape 50m 1/2"</i>
259	50	pc	Sediment Filter 1 micron
			<i>for water purification use</i>
260	50	pc	Sediment Filter 5 micron
			<i>for water purification use</i>
261	2	pc	Sharpener, Pencil Heavy Duty good qlty
			<i>Table Type</i>
262	52	pc	Sign pen, 0.5mm ball needle point, Blue color, Liquid Gel Ink
263	144	pc	Sign pen, Fine Tech, 0.3mm. blue
264	258	gal	Soap, Detergent, Liquid, 1 gal, any scent
265	2	gal	Soap, Detergent, Liquid, 1 gal, any scent
266	727	kl	Soap, Detergent, Powder, 1 kilo/pack, any scent
267	9	pack	Soap, Dishwashing Liquid Refill, 375ml
			<i>Antibacterial Concentrate Dishwashing Liquid</i>
268	171	btl	Soap, Dishwashing, Liquid, 250mL
269	10	Sachet	Soap, Hand, 60g per pack
270	44	pc	Soap, Toilet, regular size
			<i>at least 60 grams</i>
			<i>eliminates at least 99% of bacteria</i>
271	39	pc	Soft Broom (Tambo) 200g minimum, heavy duty
272	20	pc	soft head pillow
			<i>dewfoam soft pillow;</i>
273	2	pc	Spatula
			<i>Stainless Steel Lab. Micro Spatula</i>
			<i>Flat Square/spoon ends</i>
			<i>Flat End is 1-7/8" long, and Spoon End is 1-1/8" long x 9/16" Wide</i>
			<i>Overall Lenght is 9"</i>
274	40	pack	Specialty Board, long 8-1/2 x 13, 220 gsm, Cream (10pcs/pack)
275	10	pack	Specialty Paper, A4, Ivory
276	17	pc	Spin Mop, w/ stainless steel wringer bucket, w/ durable & ergonomical PP plastic mop handle, 360deg. spin microfiber mop head, 180deg. flexible

			mop pole
277	3	pc	Sprinkler, plastic 3 liters
278	5	pc	Squeegie (4 inches)
279	2	pc	Stainless Steel Knives, 12"
280	215	pc	Standard Bath Towel-White
		pc	25"X50"44NT450GWhite100% Cotton
281	6	pc	Staple wire remover
282	110	box	Staple Wire, #35
283	4	box	Staple Wire, #35
284	2	pc	Stapler Flat clinch Standard Half strip
			☐SPECIFICATIONS
			◀Product name: HD-50F
			◀Staples:24/6(No.3), 26/6(No.35)
			◀Stapling capacity:30 sheets(64gsm) / 24 sheets(80gsm)
			◀Loading capacity:50 staples(24/6), 100 staples(26/6)
			◀Dimensions: W40 x D135 x H60(mm)
			◀Weight(Net): 270g
			◀Insertion depth: 47mm
			◀Carton Quantity:1/5/50
			◀Product Color: Black or Dark Blue
			◀Built-in staple remover.
			☐FEATURES
			◀Flat Clinch
			◀Enable to bend the staple ends flat without deforming the clinched staple. Papers stack neatly and evenly.
			◀Ergonomic design
			◀Comfortable rubber surface is a perfect fit for any gripping style.
285	30	pc	Stapler, HD No.35
286	4	pc	Stapler, HD-# 10
287	2	pc	Stapler, Heavy Duty, 23/6-23/23 (210 sheets), Black
			210 sheets stapling capacity, durable all-metal components, full 2-5/8" throat depth
288	40	pc	Stick Broom (tingting) 6" from the top, approx 370 pcs
289	7	pack	Sticker Paper, high gloss A4 size, 50 sheets/pack
290	1	pad	STICKY NOTE 3 X 3 ASSORTED COLORS
291	14	pad	Sticky Note, 2 x 3, Yellow
292	14	pad	Sticky Note, 3 x 3, Yellow
293	3	pad	Sticky Note, 3 x 4, Yellow
294	4	pad	Sticky Note, 3x5 Colored
295	6	pad	STICKY NOTES 2 X 3 ASSORTED COLORS
296	31	pad	STICKY NOTES 3 X 4 ASSORTED COLORS
297	45	pc	Sticky Notes for Meta Cards
			at least 6" wide & 4" long
			Assorted Pastel Colors
298	1	pc	Storage box
			plastic storage box, max 120L capacity
299	6	dozen	Table Fork, Stainless steel, 1 doz
300	6	dozen	Table Spoon, Stainless steel

301	10	rolls	Tape, Double Sided, 1" x 10m
302	50	roll	Tape, Double Sided, 1" x 10m
303	2	roll	Tape, Double Sided, 2" x 10m
304	2	roll	Tape, Duct, 2" x 25m, Black/Grey
305	3	roll	Tape, Foam, Double Sided, 1/2" x 5m
306	50	roll	Tape, Masking, 1" x 25 yards
307	15	roll	Tape, Masking, 1/2" x 25 yards
308	20	roll	Tape, Masking, 2" x 25 yards
309	10	roll	Tape, Masking, 3" x 25 yards
310	5	roll	Tape, Masking, 3/4" x 25 yards
311	10	roll	Tape, Packaging, 2" x 100 yards, Clear
312	10	roll	Tape, Transparent, 12mm x 50m
313	13	roll	Tape, Transparent, 24mm x 50m
314	682	pack	Tissue, Bathroom, 2 Ply, 12rolls/pack
315	19	btl	Toilet Bowl and Urinal Cleaner, at least 500mL
316	4	gal	Toilet Bowl Cleaner, at least 1 gallon
317	1	btl	Toilet Bowl Cleaner, at least 1 liter
318	2	btl	Toilet Bowl Cleaner, at least 500ml
319	14	set	Toilet Brush with Holder
320	5	pack	Transparency Film, A4, 100pcs/pack
321	68	roll	Transparent Tape (1")
322	10	roll	Transparent Tape (2")
323	5	bag	Transparent Ziplock Bags (14 x 20cm)
324	1	rolls	Trapal/Lona, heavy duty, 20 meters
325	65	pack	Trash Bag (Garbage Bag), Large (15x15x37 inches), 10pcs/pack, Black
326	70	pack	Trash Bag (Garbage Bag), Medium (13x13x32 inches), 10pcs/pack, Black
327	50	pack	Trash Bag (Garbage Bag), Small (11x11x24 inches), 10pcs/pack, Black
328	10	pc	Trash bins (with color coded cover) 55L (green)
329	10	pc	Trash bins (with color coded cover) 55L (yellow)
330	20000	pc	Umbrella Seal
331	1	pc	Vat/Kawa
			<i>Diameter 126 cm</i>
			<i>Depth 50cm</i>
332	100	pack	Vellum Board, Canary, Long, 220 GSM, 10 sheets/pack
			<i>Product: Vellum Board</i>
			<i>Size: 8.5 x 13 inches (Long)</i>
			<i>Color: Canary</i>
			<i>Quantity: 10 sheets per pack</i>
			<i>220 GSM</i>
333	110	pack	Vellum Board, Pale Cream, A4, 220 GSM, 10 sheets/pack
			<i>Product: Vellum Board</i>
			<i>Size: 8.25 x 11.75 inches (A4)</i>
			<i>Color: Pale Cream</i>
			<i>Quantity: 10 sheets per pack</i>
			<i>220 GSM</i>
334	100	pack	Vellum Board, Pale Cream, Long, 220 GSM, 10 sheets/pack

			<i>Product: Vellum Board</i>
			<i>Size: 8.5 x 13 inches (Long)</i>
			<i>Color: Pale Cream</i>
			<i>Quantity: 10 sheets per pack</i>
			<i>220 GSM</i>
335	10	pack	Vellum Board, White, Size: 8.5" x 11" (Letter), 180gsm, 10pcs/pack
336	1	pcs	Video Camera Battery
			<i>NP-F970</i>
			<i>L-Series F970</i>
			<i>Info-Lithium Battery Pack (6300mAh)</i>
			<i>Output Voltage 7.2 VDC</i>
			<i>Dimensions (WxHxD) 2.25 x 2.88 x 1.5" / 57 x 73 x 38 mm</i>
			<i>Weight 12.3 oz / 350 g</i>
337	50	yard	voile sheer fabric white
338	50	pc	Washable Shower Curtains, Hotel
			<i>Material: Polyester</i>
			<i>180cm x 180cm</i>
			<i>Pattern: Plain</i>
			<i>Feature: Black cut, hook included weighted hem</i>
			<i>Color: Cream/Beige/Grey/Light Brown/White</i>
339	58	pc	Water Dipper (Tabo)
340	1	pc	White Board
			<i>35x50cm whiteboard</i>
342	2	pack	White Folders, 0.14mm long 100pcs/pack
343	9	pack	White Folders, 0.14mm long 100pcs/pack
344	1	pack	White folders, short 100 pcs/pack
345	248	meter	White Silk Screen Cloth
			<i>Material: Polyester</i>
			<i>Color: White</i>
			<i>Size: approx. 100*127cm</i>
			<i>Mesh: 110 mesh 43T</i>
346	3	pc	Window Blinds Block-out Roll-up Roller Shade, 71" x 76"
			<i>Fabricated exactly according to indicated size: 71"(W)x 76"(H)</i>
			<i>HEAVY-DUTY Block-out Roller Shades</i>
			<i>Material: 100% polyester fabric coated with 100% blackout white backing</i>
			<i>Protected Thermal Insulated Fabric, UV Protection</i>
			<i>Lift or lower smoothly using a chord</i>
			<i>Can easily be cleaned by simply wiping with a damp cloth</i>
			<i>Color: off-white or close to similar</i>
			<i>All mounting hardware included</i>
			<i>On-site installation included</i>
347	1	pack	Wooden coffee stirrer, approx. 110-140mm, 500 pcs/pack
348	10	roll	Yarn, Ply Milk Cotton Yarn Cotton Chunky Hand-woven Crochet Knitting Wool Yarn
349	50	pack	Zim cleanser refill pack

			scent: floral, calamse, fresh
			fomulation : powder all purposed cleaner
			weight: 350g
			Rebidding from GOODS-23-28
1	5	unit	4 Layer File Tray (Office Organizer)
			☐Folder Storage Box
			☐Date Document Storage Shelf
			☐Product Color: Black
			☐Product Description:
			◀All Metal material
			◀Firm
			◀Durable
			☐Easy to assemble
			☐Not easy to shake
			☐Hollow out design
			☐Ventilated and Dry
			☐Not easy to accumulate dust
26	4	pack	Birdseye Cotton Lampin, Size: 24x27 in, (Set of 6pcs)
71	5	box	Clip, Metal Bulldog, 1-1/2" (approx. 38.1mm), 12 pcs/box
75	5	meters	Cloth for table cover and chair cover, white, katrina cloth, 60 inches width
79	5	box	Crayons, 48 colors
108	10	pc	Envelope, Expanding, with garter tie, blue, short
111	10	pc	Envelope, Expanding, with garter tie, red, short
147	1	set	Grumbacher Acrylic Paint Color Set 120ml x 12 tubes/colors
			One set contains 12 tubes/colors
			120ml per tube
154	5	set	Index Tab, PVC self adhesive 6" x 1", 25pcs/box
158	30	pack	Kitchen paper towel
177	3	tubes	Multi-Insect Killer Spray, 250mL
192	11	packs	Paper towel, interfolded, 2 ply, approx. 150 pulls/pack
236	20	pc	Plastic Pail, 5L capacity
237	5	kgs	Plastic polypropylene (PP) Bag
238	4	kgs	Polyethylene Bag, autoclavable, 10" x 16" x .002
292	6	piece	Stapler Flat clinch Standard Half strip
			☐SPECIFICATIONS
			◀Product name: HD-50F
			◀Staples:24/6(No.3), 26/6(No.35)
			◀Stapling capacity:30 sheets(64gsm) / 24 sheets(80gsm)
			◀Loading capacity:50 staples(24/6), 100 staples(26/6)
			◀Dimensions: W40 x D135 x H60(mm)
			◀Weight(Net): 270g
			◀Insertion depth: 47mm
			◀Carton Quantity:1/5/50
			◀Product Color: Black or Dark Blue
			◀Built-in staple remover.
			☐FEATURES
			◀Flat Clinch
			◀Enable to bend the staple ends flat without

			deforming the clinched staple. Papers stack neatly and evenly.	
			◀Ergonomic design	
			◀Comfortable rubber surface is a perfect fit for any gripping style.	
336	1	piece	Vat/Kawa	
			Diameter 126 cm	
			Depth 50cm	
398	24	packs	Paper towel, interfolded, 2 ply, approx. 150 pulls/pack	
413	24	packs	Polyethylene bags 12 x 18, autoclavable	
439	1	pcs	Water Container / Water Drum / Utility Pail, durable plastic, at least 168L capacity	

Section VII. Technical Specifications

Technical Specifications

Item #	Qty	Unit	Description	Statement of Compliance
1	50	roll	2 ply Toilet Paper	<p><i>[Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder’s statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</i></p>
2	11	unit	360° Rotatable Spin Mop with Handle	
			Easy Magic Floor Spin Mop Microfiber Rotating Head	
			100% Brand New and High Quality	
			Easy to install • Super-absorbent	
			360 Easy Magic Floor Spin Mop Microfiber Rotating Head with stainless drainer	
3	1	unit	4 Layer File Tray (Office Organizer)	
			☐Folder Storage Box	
			☐Date Document Storage Shelf	
			☐Product Color: Black	
			☐Product Description:	
			◀All Metal material	
			◀Firm	
			◀Durable	
			☐Easy to assemble	
			☐Not easy to shake	
			☐Hollow out design	
			☐Ventilated and Dry	
			☐Not easy to accumulate dust	
4	3	roll	Acetate, transparent, guage #6, approx. 50m/roll	
5	1	roll	Acetate, transparent, guage #8, approx. 50m/roll	
6	49	pc	Air Freshener, Scented Gel, at least 180g, Lemon/Orange Scent	
7	241	tube	Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	
8	14	gal	Alcohol, Ethyl, 70% solution, 1 gallon	
9	120	btl	Alcohol, Ethyl, 70% solution, 500mL	
			☐Eliminates at least 99.9% of germs	
			☐Safe on skin	
			☐At least 70% solution Rubbing alcohol	
			☐Each 100ml contains at least 70ml Ethyl Alcohol and at least 10 mg Triclosan	
			☐Brand offer should be at least 10 years in the market	
			☐at least 5 years expiry	
10	30	btl	Alcohol, Isoprophyl, 70% solution, 500ml pump type	
11	90	btl	Alcohol, Isopropyl, 70% solution, 500mL	
12	10	btl	Alcohol, Rubbing, 70% Isoprophyl, 1ltr.	
13	4	pc	Apron, Plastic, for Adult	
14	23	box	Ballpen 50pc/box, Blue	
			Specification:	
			Line Weight: 0.5mm	
			Ink Type: Oil gel ink	
15	12	pc	Basin, Utility, Durable Plastic, Size: at least 15cm depth x 40.5cm diameter, any Color	
16	5	pc	Basin, Utility, Durable Plastic, Size: at least 15cm	

			depth x 45cm diameter, any Color
17	67	pc	Bathroom Deodorizer, with holder, at least 100g, any scent
18	55	pack	Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack
19	60	pack	Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack
20	6	pack	Battery, Rechargeable, Nickel-Metal Hydride, Size: AA, 2 pcs/pack
21	5	pack	Battery, Rechargeable, Nickel-Metal Hydride, Size: AAA, 2 pcs/pack
22	168	pc	Binder Clip, 1.5", black
23	13	pc	Binder Clip, 2", black
24	10	box	Binder Clip, 2-inch, 12 pcs/box
			- Extra Large Binder Clips 2-Inch (12pcs/box), Big Paper Clamps for Office Supplies, Black
25	32	gal	Bleach, liquid, 99.9% antibac, 1 gallon
26	10	gal	Bleach, liquid, 99.9% antibac, 1 gallon
27	109	gal	Bleach, Liquid, 99.9% Antibacterial, Disinfectant, at least 3785 mL
28	50	pc	Board, Illustration, 20" x 30" (2 Ply)
29	39	pc	Broom, Soft (Tambo), Large, Heavy Duty
30	10	pc	Broom, Stick Broom, Tukog
			☑Good Quality Broom Stick
			☑Approx. 370pcs per stick bundle
32	50	pc	Broom, Stick Broom, Tukog
			☑Good Quality Broom Stick
			☑Approx. 370pcs per stick bundle
33	10	pc	Bucket, Plastic
			☑2-gallon capacity bucket with cover
34	3	unit	Calculator, desktop-type, 12 digits, 2-way power, plastic keys
35	4	pc	Calculator, heavy duty, 12 digit display solar and battery
36	13	can	Car Freshener, Gel, at least 70g, Lemon/Orange scent
37	15	pc	Cartolina, US, Black, at least 160gsm
38	15	pc	Cartolina, US, Green, at least 160gsm
39	10	pc	Cartolina, US, Light Blue, at least 160gsm
40	10	pc	Cartolina, US, Neon Gold, at least 160gsm
41	10	pc	Cartolina, US, Neon Green, at least 160gsm
42	10	pc	Cartolina, US, Neon Orange, at least 160gsm
43	15	pc	Cartolina, US, White, at least 160gsm
44	25	pc	Certificate Frame
			Wooden Frame
			Black
			A4 Size
45	203	pc	Certificate Holder (A4)
46	100	pc	Certificate Jacket
			Certificate Jacket for Winning Athletes, Short Landscape (1335 pcs)
			Certificate Jacket for Winning Coaches, Short

			<i>Landscape (108 pcs)</i>
			<i>Certificate Jacket Special Certificate (Best Board and Individual Highest Point Winner) (108 pcs)</i>
47	7	pack	Chlorine Granules, 1kg/pack
48	10	drum	Chlorine, Granular 45kg/drum
49	2	pc	Chopping Board (Plastic)
			<i>made of Plastic 22 cm x 34 cm</i>
50	24	btl	Cleaner, Glass, 500mL, spray type, any scent
51	5	btl	Cleanser, Powder, 500g, any scent
52	10	pc	Clear Book (Display Book), Refillable, A4, 20 shts, any color
53	10	pc	Clear Book (Display Book), Refillable, Legal, 20 shts, any color
54	20	roll	Clear Plastic Wrap 100 square feet, 30M×30cm
55	12	pc	Clip Board, Plastic, with PVC Cover, A4, any color
56	4	pc	Clip Board, Plastic, with PVC Cover, Long, any color
57	6	box	Clip, Double Binder, 1" (approx. 25mm), Black, 12 pcs/box
58	2	box	Clip, Double Binder, 1-1/4" (approx. 32mm), Black, 12 pcs/box
59	6	box	Clip, Double Binder, 1-5/8" (approx. 41mm), Black, 12 pcs/box
60	20	box	Clip, Double Binder, 2" (approx. 51mm) , Black, 12 pcs/box
61	2	box	Clip, Double Binder, 3/4" (approx. 19mm) , Black, 12 pcs/box
62	5	box	Clip, Double Binder, 3/4" (approx. 19mm) , Black, 12 pcs/box
63	1	box	Clip, Metal Bulldog, 2-1/2" (approx. 63.5mm), 12 pcs/box
64	1	box	Clip, Metal Bulldog, 3" (approx. 76.2mm), 12 pcs/box
65	60	box	Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms
66	57	box	Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)
67	25	pack	Concentrate Antibac Dishwashing Liquid refill, 375ml
68	1	pc	Cork Board, Wall Mount, w/ aluminum frame, 3' x 6'
69	1	pc	Cork Board, Wall Mount, w/ aluminum frame, 4' x 8'
70	4	pc	Correction Tape, 10 meters
71	35	pc	Correction Tape, 8m x 5mm wide
72	10	pc	Data filer A4 Size
73	45	pc	Data Filer, Big size, Legal
74	15	pc	Deodorizer (Paradichlorobenzene) Lemon, Refill 100g
75	3	pack	Dishwashing Liquid Soap, Refill 350ml
			<i>Concentrated Dishwashing Liquid Antibac with Power of Safeguard, 350ml</i>
76	5	pc	Dishwashing Sponge
77	10	gal	Disinfectant Cleaner, multi-surface, scented
78	28	can	Disinfectant Spray, 170g

79	10	can	Disinfectant Spray, 340g
80	5	tube	Disinfectant spray, 400gms, lavender moist
81	5	pc	Document Storage Box / Document Filing Case, plastic, transparent, A4 (30.7x23.2cm)
82	10	pack	Double Sided Glossy Photo Paper A4 (50sheets per pack)
			<i>Double Sided Glossy Photo Papers are ideal when it comes to printing photos, with both sides of the paper specially coated which gives prints that maximum shiny finish and vividness that are true to the image. These photo papers doesn't wrinkle or curl during printing and with a nice weight added to it. These are available in A4 & A3 size and in different paper thickness.</i>
			<i>Paper Size - A4</i>
			<i>Number of Sheets - 50</i>
			<i>Paper Texture - Glossy</i>
			<i>Paper Grammage - 220gsm</i>
83	4	set	Drinking glass cup glassware, set
			☑6 pcs/set
			☑High quality drinking glassware
			☑Clear
			☑230 ml
84	10	pc	Duct Tape
			<i>50mm x 20m, Black;</i>
85	17	pc	Dust Bin (Trash Bin), durable plastic, w/ swing-type cover, approx. 15L capacity
86	4	pc	Dust Bin (Trash Bin), durable plastic, w/ swing-type cover, approx. 50L capacity
87	3	pc	Dust pan, plastic, stand-up handle, large
88	1430	pc	ECO Pouch
			<i>Medium Size</i>
			<i>at least 10" wide and 13" long</i>
			<i>Color - Green</i>
89	48	pc	Envelope, brown, ordinary, A4 size
90	517	pc	Envelope, Document, Brown, 150 lbs, Long
91	15	pc	Envelope, Document, Brown, 150 lbs, Short
92	10	pc	Envelope, Expanding, Plastic, Long
93	20	pc	Envelope, Expanding, Plastic, Long, with Handle
94	311	pc	Envelope, Expanding, with garter tie, blue, long
95	50	pc	Envelope, Expanding, with garter tie, blue, long
96	110	pc	Envelope, Expanding, with garter tie, brown, long
97	10	pc	Envelope, Expanding, with garter tie, brown, short
98	60	pc	Envelope, Expanding, with garter tie, green, long
99	50	pc	Envelope, Expanding, with garter tie, red, short
100	5	pc	Eraser, whiteboard, magnetic flannel
101	16	gal	Fabric Conditioner, 4L, any scent
102	123	pack	Fabric Conditioner, Antibacterial, Refill, 1.5L, any scent
103	14	box	Face Mask, Surgical, Disposable, 3-ply, 50 pcs/box
104	64	box	Fastener, Paper, non-rust metal, 50 sets/box
105	78	box	Fastener, Paper, plastic, 50 sets/box
106	10	pc	File Organizer (Accordion), Expanding, w/ 13 inside

			pockets & index tabs, Legal
107	36	set	First Aid Kit Set (Medical Bag)
			☐1x Tube 15gm Burn Ointment
			☐1x pc. Elastic Bandage 3x 5
			☐1x pc. Digital Thermometer
			☐1x pc. Rechargeable Flashlight
			☐1x pc. Whistle
			☐2x pcs. Exam or Latex Gloves
			☐4x pcs. Gauze pad 4x4
			☐1x bot 10ml Ammonia Spirit
			☐1x bot 10ml Povidone Iodine
			☐1x bot 60ml 70% Isopropyl Alcohol
			☐1x pack Cotton balls 50's
			☐1x pc. Surgical Tape
			☐1x pc. Bandage Scissor
			☐1x pc. Triangular Bandage
			☐1x pc. First Aid Kit Bag
108	1	pc	Flashlight, rechargeable, LED, 220-240V 50/60Hz, duration time: 10 hrs (low torch), 2.5 hrs (high torch)
109	6	pc	Floor Mop
			<i>plastic, with handle, heavy duty</i>
110	3	pc	Floor mop with bucket, microfiber spin rotating 360
111	2	pc	Floor Mop with wooden handle, heavy duty
112	3	box	Foil, Aluminum, 16m x 30cm (approx. 260g)
113	8	pc	Folder, Expanded, Long (Light Blue)
114	186	pc	Folder, Expanded, Long (Light Blue)
115	50	pc	Folder, Expanded, Long (Red Color)
			<i>Folder Pressboard File Folder Long Red Easily to Organize Paper Works</i>
			<i>* Pressboard file folder is perfect for home, school, and office document filing and presentation needs.</i>
			<i>* Made of thicker materials to protect documents</i>
			<i>* Has smooth texture * Can fit long and legal paper size</i>
			<i>* Color: Red * Easily to organize paper works</i>
			<i>* Durable and Affordable</i>
			<i>* Tough and heavyweight folder</i>
116	1765	pc	Folder, File, Long, 14pts, White
117	110	pc	Folder, File, Short, 14pts, White
118	1380	pc	Folder, Ordinary, A4
119	10	pc	Folder, Pressboard, A4, US Green, Double Fold
120	150	pc	Folder, Pressboard, US, Blue, Long
121	337	pc	Folder, Pressboard, US, Green, Long
122	20	pc	Folder, Pressboard, US, Green, Short
123	15	pc	Folder, Sliding, Plastic, w/ binder, Long, transparent
124	1	pc	Folding Bed - Nylon Type
			<i>6ft length70 cm</i>
			<i>Folding Bed Stripe Design</i>
125	10	pc	Folding table
			<i>Black</i>

			<i>Blister board</i>
			<i>Foldable</i>
			<i>120cm x 60cm x 75cm</i>
126	30	pc	Frame, for certificates, A4 size
			<i>Hard border, with color black or brown color. Glass type.</i>
127	4	pc	garden bolo/ guna
			<i>weeding knife with a very short and wide dull blade with a perpendicular blunt end. It is an agricultural tool used mainly for digging roots and weeding gardens, approximating the functions of a garden hoe. It is the smallest type of bolo.</i>
128	48	pc	Gel Ink Sign Pen 0.5, black
129	100	pc	Gel Ink Sign Pen 0.5, blue
130	108	pc	Gel Ink Sign Pen 0.5, red
131	20	btl	Glue, Multi-Purpose, White, at least 130g (118mL)
132	4	gal	Glue, White, All-purpose, 1 gallon
133	4	pcs	Golf Umbrella
			<i>High Quality Golf Umbrella, BIG, Green Color, 30 inches</i>
134	7000	kit	good morning kit
			<i>**Guest kit sets will not be individually repacked to avoid damage during shipment</i>
			<i>Includes:</i>
			<i>1pc generic guest kit box</i>
			<i>1pc white roundhead 155mm toothbrush / white diamondhead 157mm toothbrush</i>
			<i>1pc 3g toothpaste sachet</i>
			<i>1pc 5g shampoo sachet</i>
			<i>1pc 10g white rectangular soap in glassine wrapper</i>
135	5	pack	Hairnet
			<i>disposable, 12 pcs/pack</i>
136	10	pc	Hand Towel, cloth, cotton
137	1	pack	Hand Towel, cloth, cotton, 12 pcs/pack
138	10	pair	heavy duty gloves(for garbage collector and utility)
139	1	pc	Ice box, insulated cooler, 45 liters capacity
140	1050	pcs	ID holder
			<i>necklace type, green color printed with "VISAYAS STATE UNIVERSITY" in yellow color, 1" wide and 16" long</i>
142	5	set	Index Tab, PVC self adhesive 6" x 1", 25pcs/box
143	7	btl	Ink, Epson Premium Dye Ink, 1 liter, black
			<i>can be used for Epson L series printers;</i>
144	3	btl	Ink, Epson Premium Dye Ink, 1 liter, Cyan
			<i>can be used for Epson L series printers;</i>
145	3	btl	Ink, Epson Premium Dye Ink, 1 liter, magenta
			<i>can be used for Epson L series printers;</i>
146	3	btl	Ink, Epson Premium Dye Ink, 1 liter, Yellow
			<i>can be used for Epson L series printers;</i>
147	1	btl	Ink, for stamp pad, violet, 30mL, w/ applicator
148	3	btl	Ink, Refill, for Permanent Marker, Black, 30mL
149	4	btl	Ink, Refill, for Permanent Marker, Blue, 30mL
150	18	btl	Ink, Refill, for Whiteboard Marker, Black, 30mL
151	5	btl	Ink, Refill, for Whiteboard Marker, Red, 30mL

153	1	pc	Keyboard Cleaning Brush
			<i>Color: any color</i>
			<i>Length: Approx. 193mm/ 7.6"</i>
			<i>Weight: 20g</i>
			<i>Material: Plastic</i>
154	25	pack	Kitchen paper towel
155	30	box	Laminating Film, A4, 100 shts/box, 250 microns
156	8	box	Laminating Film, Short, 100 shts/box, 250 microns
157	20	pc	Lei Necklace
			<i>Cloth</i>
			<i>Green/Gold/Yellow</i>
158	20	pcs	Lever Arch File Folder, Vertical, with Ring Binder & Metal Finger Pull, Size: 3", A4 (Black)
159	12	gal	Liquid Hand Soap
160	20	btl	Liquid Hand Soap, 500 ml.
			<i>Liquid Hand Soap, 500 ml, assorted variants - apple, aloe vera, strawberry, melon, lavender</i>
161	113	pc	Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Double)
162	35	pc	Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Single)
163	15	pc	Magfile double, black, legal
164	10	pc	Magnetic White Board with stand
			<i>size 4x5 feet material aluminum in frame with ABS corner Type Standing Surface Magnetic full length foldable pen tray in the stand 4 casters wheel with lock</i>
165	120	roll	Masking Tape, 1"
166	50	pc	Memo Notebooks, 60 leaves
167	10	pc	Memo Notebooks, 80 leaves
168	2	pc	Meter Stick, wood
169	10	pc	Meter Stick, wood
170	2	pc	Meter Stick, wood, 100 cm, yellow background w/ black markings
171	80	tube	Multi-Insect Killer Spray, 250mL
172	20	tube	Multi-Insect Killer Spray, 600mL
173	10	btl	Multi-Purpose Glue, 130 g
174	6	btl	Multi-Purpose Cleaner, Liquid, 1000mL, any scent
175	20	pc	My-Gel Gel Ink Pen refill 0.5mm, Blue
176	1250	pc	Neck lanyard or ID sling (black)
177	20000	pc	Non-Spill Sticker, Blue
178	3	pad	Note Pad, 3" x 3", post-it, assorted colors
179	3	pad	Note Pad, 4" x 5", post-it, assorted colors
180	1430	pc	Notebook, ordinary 60 leaves, 60 gsm
181	39	kl	Nylon, #300, for grass cutter
182	23	pc	Padlock, Brass 40mm
			<i>crafted with intense durability and utmost security. Solid brass Hardened steel shackle Double locking mechanism 5-pin keying mechanism Pick, cut, pry and rust resistant</i>
			<i>2-Pack Brass Padlock 40mm</i>
183	128	Pc	Pail, Plastic, 10 li cap.
184	20	pc	Pail, Plastic, 5 gallons cap. Measurement at least L35.3xW32.3xH33cm

185	17	pc	Pail, Utility, Plastic, at least 16 liter cap,
186	6	pack	Paper Board, 180gsm White LONG, 50sheets per packs
187	7	Box	Paper Clips Small Vinyl (50mm), 100pc/box
188	5	box	PAPER CLIPS VINYL COATED ASSORTED 33MM, 100pcs/ box
189	3	box	Paper Laid A4, 90 gsm White
190	15	pack	Paper towel, interfolded, 2 ply, approx. 150 pulls/pack
191	11	ream	Paper, Bond, A3, S-24, 80 gsm <i>bright white, high premium quality;</i>
192	335	ream	Paper, Bond, A4, S-20, 70 gsm <i>bright white, high premium quality;</i>
193	545	ream	Paper, Bond, A4, S-24, 80 gsm <i>bright white, high premium quality;</i>
194	1	ream	Paper, Bond, Colored, Long, S-16, 56gsm, Blue
195	1	ream	Paper, Bond, Colored, Long, S-16, 56gsm, Green
196	1	ream	Paper, Bond, Colored, Long, S-16, 56gsm, Pink
197	1	ream	Paper, Bond, Colored, Long, S-16, 56gsm, Yellow
198	33	ream	Paper, Bond, Long, S-20, 70 gsm <i>bright white, high premium quality;</i>
199	228	ream	Paper, Bond, Long, S-24, 80 gsm <i>bright white, high premium quality;</i>
200	14	ream	Paper, Bond, Short, S-20, 70 gsm <i>bright white, high premium quality;</i>
201	59	ream	Paper, Bond, Short, S-24, 80 gsm <i>bright white, high premium quality;</i>
202	10	pack	Paper, Construction, Assorted Colors, 20 shts/pack
203	3	box	Paper, Laid 8 x 11 90gsm Diamond White
204	2	box	Paper, Laid 8 x 11 90gsm Ivory
205	2	box	Paper, Laid 8 x 13 90gsm Ivory
206	252	pcs	Paper, Manila
207	2	pack	Paper, Parchment, A4, cream, 100 sheets/pack
208	13	pack	Paper, Photo, high gloss, A4, 230G, 20 shts/pack
209	100	pack	Paper, Special (for Certificates)
210	190	pack	Paper, Specialty 200gsm 8-1/2x11, 10s, Cream
211	41	pack	Paper, Specialty 200gsm 8-1/2x11, 10s, White
212	2	pack	Paper, Specialty 200gsm 8-1/2x11, 10s, LightGreen
213	10	pack	Paper, Specialty Vellum A4 size 220 gsm White or Pale Cream Color <i>Ideal use for your printing needs, in special occasion / program sheets and creative applications</i> 20 pcs per pack
214	5	pc	Pen Sign 0.7mm Gel type, blue
215	22	pc	Pen, Permanent Marker, black, broad tip
216	1038	pc	Pen, Permanent Marker, black, fine tip
217	12	pc	Pen, Permanent Marker, blue, broad tip
218	31	pc	Pen, Permanent Marker, blue, fine tip
219	2	pc	Pen, Permanent Marker, red, broad tip
220	3	pc	Pen, Ball, black

221	1618	pc	Pen, Ball, blue
222	3	pc	Pen, Ball, red
223	13	pc	Pen, Highlighter, orange
224	3	pc	Pen, Highlighter, violet
225	14	pc	Pen, Highlighter, yellow
226	85	pc	Pen, Pentel Pen, Fine blue & black
227	6	pc	Pen, Sign, .5mm, Gel-type, Black
228	512	pc	Pen, Sign, .5mm, Gel-type, Blue
229	156	pc	Pen, Sign, .5mm, Gel-type, Red
230	228	pc	Pen, Whiteboard Marker, black
231	40	pc	Pen, Whiteboard Marker, blue,
232	8	Box	Pencil, #2, Medium, Yellow, 12pcs/box
			☐Attr: Pencil Medium #2 with black lead
			☐Color: Yellow
			☐Packaging Size: 12 pencils per box
233	388	pc	Pencil, Lead, #2, w/ eraser
234	5	pack	Plastic bag (sando bag) 100pcs/pack large
235	5	pack	Plastic bag (sando bag)100 pc./pack medium
236	10	pc	Plastic High Quality Trash Can with Rotating Cover, approx. 45 liters capacity
237	2	pc	Plastic Pail, 10L capacity
238	1	pc	Plastic pail, 15 liter capacity
239	5	pc	Plastic Straw Rope, Heavy Duty, at least 200m, Flat Film Packing Rope for Cardboard Boxes
240	12	roll	Plastic Twine, 1kl/roll
241	11	pc	Puncher, 2 holes, heavy duty
242	11	pc	Puncher, Heavy Duty
243	1	pc	Puncher, plier-type
			☐Single hole, puncher for making tree tags
244	73	pc	Rags, large, good quality, size 24"x15", water absorbent
245	300	pc	Record Book, 200 Pages
246	34	pc	Record Book, Big, 300 pages
247	18	pc	Record Book, Big, 500 pages
248	1	set	Reeves Acrylic Paint Color Set 120ml x 12 tubes/colors
			Brand: Reeves
			One set contains 12 tubes/colors
			120ml per tube
249	35	pc	Rescue whistle survival whistle emergency whistle-orange
		pc	Rescue whistle survival whistle emergency whistle-orange
			Bright orange whistle can clip onto your life jacket or used with included lanyard to hang around your neck or wrist. Whistle has no parts or balls that can jam or corrode 2 3/4" x 7/8" x 1/2" 36" orange lanyard
250	7	pc	Ring Binder, plastic, 25mm ,1" black
251	7	pc	Ring Binder, plastic, 38mm , 1-1/2" black
252	3	pc	Roll up banner stand, compatible with tarpaulin (2 ft x 5 ft), material: Aluminum with carrying bag
253	30	roll	Rolled Paper Towel, 2 plys good qlty (Jumbo

			Towel)
			☑2 Ply
			☑at least 70 pulls or 140 Sheets
			☑Sheet size: at least 275mm x 230mm
			☑No artificial whiteners & elemental chlorine
254	2	box	Rubberband, #18, 350 gms/box
255	17	pc	Ruler, Plastic, 12"
256	11	pc	Scissors, 6" heavy duty, good quality
257	25	pc	Scissors, 8" heavy duty, good quality
258	73	pc	Scotch Tape
			<i>Scotch tape 50m 1/2"</i>
259	50	pc	Sediment Filter 1 micron
			<i>for water purification use</i>
260	50	pc	Sediment Filter 5 micron
			<i>for water purification use</i>
261	2	pc	Sharpener, Pencil Heavy Duty good qlty
			<i>Table Type</i>
262	52	pc	Sign pen, 0.5mm ball needle point, Blue color, Liquid Gel Ink
263	144	pc	Sign pen, Fine Tech, 0.3mm. blue
264	258	gal	Soap, Detergent, Liquid, 1 gal, any scent
265	2	gal	Soap, Detergent, Liquid, 1 gal, any scent
266	727	kl	Soap, Detergent, Powder, 1 kilo/pack, any scent
267	9	pack	Soap, Dishwashing Liquid Refill, 375ml
			<i>Antibacterial Concentrate Dishwashing Liquid</i>
268	171	btl	Soap, Dishwashing, Liquid, 250mL
269	10	Sachet	Soap, Hand, 60g per pack
270	44	pc	Soap, Toilet, regular size
			<i>at least 60 grams</i>
			<i>eliminates at least 99% of bacteria</i>
271	39	pc	Soft Broom (Tambo) 200g minimum, heavy duty
272	20	pc	soft head pillow
			<i>dewfoam soft pillow;</i>
273	2	pc	Spatula
			<i>Stainless Steel Lab. Micro Spatula</i>
			<i>Flat Square/spoon ends</i>
			<i>Flat End is 1-7/8" long, and Spoon End is 1-1/8" long x 9/16" Wide</i>
			<i>Overall Lenght is 9"</i>
274	40	pack	Specialty Board, long 8-1/2 x 13, 220 gsm, Cream (10pcs/pack)
275	10	pack	Specialty Paper, A4, Ivory
276	17	pc	Spin Mop, w/ stainless steel wringer bucket, w/ durable & ergonomical PP plastic mop handle, 360deg. spin microfiber mop head, 180deg. flexible mop pole
277	3	pc	Sprinkler, plastic 3 liters
278	5	pc	Squeegee (4 inches)
279	2	pc	Stainless Steel Knives, 12"
280	215	pc	Standard Bath Towel-White
		pc	<i>25"X50"44NT450GWhite100% Cotton</i>
281	6	pc	Staple wire remover

282	110	box	Staple Wire, #35
283	4	box	Staple Wire, #35
284	2	pc	Stapler Flat clinch Standard Half strip
			▣SPECIFICATIONS
			◀Product name: HD-50F
			◀Staples:24/6(No.3), 26/6(No.35)
			◀Stapling capacity:30 sheets(64gsm) / 24 sheets(80gsm)
			◀Loading capacity:50 staples(24/6), 100 staples(26/6)
			◀Dimensions: W40 x D135 x H60(mm)
			◀Weight(Net): 270g
			◀Insertion depth: 47mm
			◀Carton Quantity:1/5/50
			◀Product Color: Black or Dark Blue
			◀Built-in staple remover.
			▣FEATURES
			◀Flat Clinch
			◀Enable to bend the staple ends flat without deforming the clinched staple. Papers stack neatly and evenly.
			◀Ergonomic design
			◀Comfortable rubber surface is a perfect fit for any gripping style.
285	30	pc	Stapler, HD No.35
286	4	pc	Stapler, HD-# 10
287	2	pc	Stapler, Heavy Duty, 23/6-23/23 (210 sheets), Black
			210 sheets stapling capacity, durable all-metal components, full 2-5/8" throat depth
288	40	pc	Stick Broom (tingting) 6" from the top, approx 370 pcs
289	7	pack	Sticker Paper, high gloss A4 size, 50 sheets/pack
290	1	pad	STICKY NOTE 3 X 3 ASSORTED COLORS
291	14	pad	Sticky Note, 2 x 3, Yellow
292	14	pad	Sticky Note, 3 x 3, Yellow
293	3	pad	Sticky Note, 3 x 4, Yellow
294	4	pad	Sticky Note, 3x5 Colored
295	6	pad	STICKY NOTES 2 X 3 ASSORTED COLORS
296	31	pad	STICKY NOTES 3 X 4 ASSORTED COLORS
297	45	pc	Sticky Notes for Meta Cards
			at least 6" wide & 4" long
			Assorted Pastel Colors
298	1	pc	Storage box
			plastic storage box, max 120L capacity
299	6	dozen	Table Fork, Stainless steel, 1 doz
300	6	dozen	Table Spoon, Stainless steel
301	10	rolls	Tape, Double Sided, 1" x 10m
302	50	roll	Tape, Double Sided, 1" x 10m
303	2	roll	Tape, Double Sided, 2" x 10m
304	2	roll	Tape, Duct, 2" x 25m, Black/Grey
305	3	roll	Tape, Foam, Double Sided, 1/2" x 5m
306	50	roll	Tape, Masking, 1" x 25 yards
307	15	roll	Tape, Masking, 1/2" x 25 yards

308	20	roll	Tape, Masking, 2" x 25 yards
309	10	roll	Tape, Masking, 3" x 25 yards
310	5	roll	Tape, Masking, 3/4" x 25 yards
311	10	roll	Tape, Packaging, 2" x 100 yards, Clear
312	10	roll	Tape, Transparent, 12mm x 50m
313	13	roll	Tape, Transparent, 24mm x 50m
314	682	pack	Tissue, Bathroom, 2 Ply, 12rolls/pack
315	19	btl	Toilet Bowl and Urinal Cleaner, at least 500mL
316	4	gal	Toilet Bowl Cleaner, at least 1 gallon
317	1	btl	Toilet Bowl Cleaner, at least 1 liter
318	2	btl	Toilet Bowl Cleaner, at least 500ml
319	14	set	Toilet Brush with Holder
320	5	pack	Transparency Film, A4, 100pcs/pack
321	68	roll	Transparent Tape (1")
322	10	roll	Transparent Tape (2")
323	5	bag	Transparent Ziplock Bags (14 x 20cm)
324	1	rolls	Trapal/Lona, heavy duty, 20 meters
325	65	pack	Trash Bag (Garbage Bag), Large (15x15x37 inches), 10pcs/pack, Black
326	70	pack	Trash Bag (Garbage Bag), Medium (13x13x32 inches), 10pcs/pack, Black
327	50	pack	Trash Bag (Garbage Bag), Small (11x11x24 inches), 10pcs/pack, Black
328	10	pc	Trash bins (with color coded cover) 55L (green)
329	10	pc	Trash bins (with color coded cover) 55L (yellow)
330	20000	pc	Umbrella Seal
331	1	pc	Vat/Kawa
			<i>Diameter 126 cm</i>
			<i>Depth 50cm</i>
332	100	pack	Vellum Board, Canary, Long, 220 GSM, 10 sheets/pack
			<i>Product: Vellum Board</i>
			<i>Size: 8.5 x 13 inches (Long)</i>
			<i>Color: Canary</i>
			<i>Quantity: 10 sheets per pack</i>
			<i>220 GSM</i>
333	110	pack	Vellum Board, Pale Cream, A4, 220 GSM, 10 sheets/pack
			<i>Product: Vellum Board</i>
			<i>Size: 8.25 x 11.75 inches (A4)</i>
			<i>Color: Pale Cream</i>
			<i>Quantity: 10 sheets per pack</i>
			<i>220 GSM</i>
334	100	pack	Vellum Board, Pale Cream, Long, 220 GSM, 10 sheets/pack
			<i>Product: Vellum Board</i>
			<i>Size: 8.5 x 13 inches (Long)</i>
			<i>Color: Pale Cream</i>
			<i>Quantity: 10 sheets per pack</i>
			<i>220 GSM</i>
335	10	pack	Vellum Board, White, Size: 8.5" x 11" (Letter), 180gsm, 10pcs/pack

336	1	pcs	Video Camera Battery
			NP-F970
			L-Series F970
			Info-Lithium Battery Pack (6300mAh)
			Output Voltage 7.2 VDC
			Dimensions (WxHxD) 2.25 x 2.88 x 1.5" / 57 x 73 x 38 mm
			Weight 12.3 oz / 350 g
337	50	yard	voile sheer fabric white
338	50	pc	Washable Shower Curtains, Hotel
			Material: Polyester
			180cm x 180cm
			Pattern: Plain
			Feature: Black cut, hook included weighted hem
			Color: Cream/Beige/Grey/Light Brown/White
339	58	pc	Water Dipper (Tabo)
340	1	pc	White Board
			35x50cm whiteboard
342	2	pack	White Folders, 0.14mm long 100pcs/pack
343	9	pack	White Folders, 0.14mm long 100pcs/pack
344	1	pack	White folders, short 100 pcs/pack
345	248	meter	White Silk Screen Cloth
			Material: Polyester
			Color: White
			Size: approx. 100*127cm
			Mesh: 110 mesh 43T
346	3	pc	Window Blinds Block-out Roll-up Roller Shade, 71" x 76"
			Fabricated exactly according to indicated size: 71"(W)x76"(H)
			HEAVY-DUTY Block-out Roller Shades
			Material: 100% polyester fabric coated with 100% blackout white backing
			Protected Thermal Insulated Fabric, UV Protection
			Lift or lower smoothly using a chord
			Can easily be cleaned by simply wiping with a damp cloth
			Color: off-white or close to similar
			All mounting hardware included
			On-site installation included
347	1	pack	Wooden coffee stirrer, approx. 110-140mm, 500 pcs/pack
348	10	roll	Yarn, Ply Milk Cotton Yarn Cotton Chunky Hand-woven Crochet Knitting Wool Yarn
349	50	pack	Zim cleanser refill pack
			scent: floral, calamnse, fresh
			fomulation : powder all purposed cleaner
			weight: 350g
			Rebidding from GOODS-23-28
1	5	unit	4 Layer File Tray (Office Organizer)
			☑Folder Storage Box
			☑Date Document Storage Shelf
			☑Product Color: Black
			☑Product Description:

			◀All Metal material
			◀Firm
			◀Durable
			☑Easy to assemble
			☑Not easy to shake
			☑Hollow out design
			☑Ventilated and Dry
			☑Not easy to accumulate dust
26	4	pack	Birdseye Cotton Lampin, Size: 24x27 in, (Set of 6pcs)
71	5	box	Clip, Metal Bulldog, 1-1/2" (approx. 38.1mm), 12 pcs/box
75	5	meters	Cloth for table cover and chair cover, white, katrina cloth, 60 inches width
79	5	box	Crayons, 48 colors
108	10	pc	Envelope, Expanding, with garter tie, blue, short
111	10	pc	Envelope, Expanding, with garter tie, red, short
147	1	set	Grumbacher Acrylic Paint Color Set 120ml x 12 tubes/colors
			One set contains 12 tubes/colors
			120ml per tube
154	5	set	Index Tab, PVC self adhesive 6" x 1", 25pcs/box
158	30	pack	Kitchen paper towel
177	3	tubes	Multi-Insect Killer Spray, 250mL
192	11	packs	Paper towel, interfolded, 2 ply, approx. 150 pulls/pack
236	20	pc	Plastic Pail, 5L capacity
237	5	kgs	Plastic polypropylene (PP) Bag
238	4	kgs	Polyethylene Bag, autoclavable, 10" x 16" x .002
292	6	piece	Stapler Flat clinch Standard Half strip
			☑SPECIFICATIONS
			◀Product name: HD-50F
			◀Staples:24/6(No.3), 26/6(No.35)
			◀Stapling capacity:30 sheets(64gsm) / 24 sheets(80gsm)
			◀Loading capacity:50 staples(24/6), 100 staples(26/6)
			◀Dimensions: W40 x D135 x H60(mm)
			◀Weight(Net): 270g
			◀Insertion depth: 47mm
			◀Carton Quantity:1/5/50
			◀Product Color: Black or Dark Blue
			◀Built-in staple remover.
			☑FEATURES
			◀Flat Clinch
			◀Enable to bend the staple ends flat without deforming the clinched staple. Papers stack neatly and evenly.
			◀Ergonomic design
			◀Comfortable rubber surface is a perfect fit for any gripping style.
336	1	piece	Vat/Kawa
			Diameter 126 cm
			Depth 50cm
398	24	packs	Paper towel, interfolded, 2 ply, approx. 150 pulls/pack
413	24	packs	Polyethylene bags 12 x 18, autoclavable
439	1	pcs	Water Container / Water Drum / Utility Pail, durable plastic, at least 168L capacity

***Section VIII. Checklist of Technical and
Financial Documents***

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);

Technical Documents

- (b) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- (c) Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid in the amount of *at least 25% of the ABC or at least Seven Hundred Sixteen Thousand Pesos (PhP 716,000.00)*; **or**
Statement of at least two (2) similar completed contracts, the aggregate amount of which should be equivalent to *at least 25% of the ABC or at least Seven Hundred Sixteen Thousand Pesos (PhP 716,000.00)* and the largest of these similar contracts must be equivalent to at least half of the said aggregate amount or *at least Three Hundred Fifty-Eight Thousand Pesos (PhP 358,000.00)*; **and**
- (d) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission; **or**
Original copy of Notarized Bid Securing Declaration; **and**
- (e) Conformity with the Technical Specifications; **and**
- (f) Schedule of Requirements/production and delivery schedule; **and**
- (g) Manpower requirements; **and**
- (h) After-sales service/parts; **and**
- (i) Original duly signed Omnibus Sworn Statement (OSS); **and** if applicable, Original Notarized Secretary’s Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

- (j) The Supplier’s audited financial statements, showing, among others, the Supplier’s total and current assets and liabilities, stamped “received” by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; **and**
- (k) The prospective bidder’s computation of Net Financial Contracting Capacity (NFCC) – at least equal to ABC (**PhP 2,864,000.00**); **or**
A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation (at least 10% of ABC or **PhP 286,640.00**).

II. FINANCIAL COMPONENT ENVELOPE

- (a) Original of duly signed and accomplished Financial Bid Form; **and**
- (b) Original of duly signed and accomplished Price Schedule(s).

Guidelines on the Preparation of Electronic Bid (e-Bid)
(for bidders who prefer electronic bid submission)

1. Convert all documents into Portable Document Format (PDF) and should be printable.
2. Properly label all documents for prompt identification. Filename of documents, whichever are applicable to the bidder, should be as follows:

Document	Filename (in PDF form)
1. PhilGEPS Certificate of Registration (Platinum)	PhilGEPS
2. Statement of On-Going Government & Private Contracts	Statement of On-Going Contracts
3. Statement of Bidder's Single Largest Completed Contract	SLCC
4. Statement of at least two (2) similar completed contracts	Statement of Completed Contracts
5. Bid Security	Bid Security
6. Technical Specifications	Technical Specifications
7. SCHEDULE of Requirements/Production and delivery schedule	Schedule of Requirements
8. Manpower Requirements	Manpower Requirements
9. After Sales service/parts	After Sales
10. Omnibus Sworn Statement	Omnibus Sworn Statement
11. Audited Financial Statements	Audited Financial Statements
12. Net Financial Contracting Capacity	NFCC
13. Committed Line of Credit	CLC
14. Bid Form	Bid Form
15. Price Schedule	Price Schedule

3. Create two (2) folders that are password-protected. The first folder should contain all requirements under the Technical Component checklist as presented under Section VIII. The second folder should contain all requirements under the Financial Component checklist.
4. Compress the two (2) folders and name as follows: a) first folder: **Technical Documents**, b) second folder: **Financial Documents**.
5. Email the 2 compressed folders to Ms. Jessamine C. Ecleo at jessamine.ecleo@vsu.edu.ph before the deadline (July 5, 2023; 8:30 AM).



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