

Republic of the Philippines  
**ROMBLON STATE UNIVERSITY**  
Odiongan, Romblon  
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## BIDS AND AWARDS COMMITTEE

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**Technical Specifications**  
**Solicitation No. RSU-2021-07-063**  
**ABC: PhP312,530.00**  
**QTY: 1862**

**Procurement of Various Office Supplies for the Different Units/Offices/Campus of Romblon State University**

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| UNIT    | ITEM DESCRIPTION   | STATEMENT OF COMPLIANCE |
|---------|--|-------------------------|
| bottles | Ink for Printer, Epson Genuine (Black) 65ml Refill Bottle        |                         |
| bottles | Ink for Printer, Epson Genuine (Cyan) 65ml Refill Bottle         |                         |
| bottles | Ink for Printer, Epson Genuine (Magenta) 65ml Refill Bottle      |                         |
| bottles | Ink for Printer, Epson Genuine (Yellow) 65ml Refill Bottle       |                         |
| box     | Pencil #2 with eraser  |                         |
| box     | <b>Sign Pen:</b> Hi-tech Point V5, Blue                          |                         |
| boxes   | Ballpen, 0.7 mm ballpoint (Black)                                |                         |
| boxes   | Clip, Binder, backfold, 1", 12 pcs/box                           |                         |
| boxes   | Clip, Binder, backfold, 1-1/4", 12 pcs/box                       |                         |
| boxes   | Clip, Binder, backfold, 1-5/8", 12 pcs /box                      |                         |
| boxes   | Clip, Binder, backfold, 2", 12 pcs/box                           |                         |
| boxes   | Index Tab, Self-Adhesive, Clear (Letter Tabbing) 5 sets/box      |                         |
| boxes   | Paper Clip, Big 50 mm, Vinyl Coated                              |                         |
| boxes   | Paper Clip, Small 28 mm, Vinyl Coated                            |                         |
| boxes   | Paper Fastener, plastic coated, 50 sets/box                      |                         |
| boxes   | Paper Highlighter/Marker   |                         |
| boxes   | Paper Highlighter/Marker (Mint Green)                            |                         |
| boxes   | Sign Pen, Black, Liquid/gel ink, 0.5 mm needle tip               |                         |
| boxes   | Sign Pen, Blue, Liquid/gel ink, 0.5 mm needle tip                |                         |
| boxes   | Staple wire #35 5,000 pcs  |                         |
| pack    | Carbon Film, 8.5" x 13" 100 sheets/pack Blue                     |                         |
| packs   | Folder, white 14 pts 9" x 14.5", Legal                           |                         |
| packs   | Paper, Sticker, A4 Matte 10 sheets/pack                          |                         |
| packs   | Specialty Board Paper 8.5"x11" Letter size, 220 gsm (10pcs/pack) |                         |
| packs   | Specialty Board Paper 8.5"x13" Legal size, 220 gsm (10pcs/pack)  |                         |
| packs   | Specialty paper 8.5" x 13" Legal size (10 pcs/pack)              |                         |
| packs   | Specialty paper 8.5" x11" Letter size (10 pcs/pack)              |                         |

*Serving with Honor and Excellence!*



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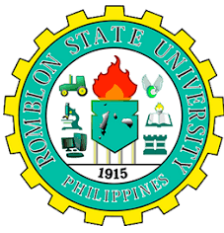
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|       |   |  |
|-------|---|--|
| pads  | Sticky Notes 1 1/2" x 2"  |  |
| pads  | Sticky Notes 2" x 2"  |  |
| pads  | Sticky Notes 3" x 3"  |  |
| pads  | <b>Sticky Notes:</b> Assorted Color   |  |
| pc    | <b>Ring Binder:</b> Heavy Duty, 24 Holes  |  |
| pcs   | Certificate Holder, Letter size 8.5x11  |  |
| pcs   | Correction Tape (5mm x 12m)   |  |
| pcs   | Cutter 6", heavy duty for paper, w/ lock  |  |
| pcs   | Data File Box, Made of Chipboard, with closed ends (5"x9"x15-3/4)   |  |
| pcs   | Envelope, Brown Legal size  |  |
| pcs   | Envelope, Expanding, kraft, legal size with garter  |  |
| pcs   | Envelope, Expanding, plastic, legal size with garter  |  |
| pcs   | File Arch w/ lever arm 2-ring, D-type (2.5") Legal size (Black)   |  |
| pcs   | File Arch w/ lever arm 76mm x 230mm x 380mm, Legal size (horizontal) black                                    |  |
| pcs   | <b>File Tray:</b> 3 LAYER METAL TRAY Stackable Paper Tray<br>Metal Mesh Desktop File Organizer                |  |
| pcs   | Flash Drive 32 GB capacity USB 3.0 Plug and Play  |  |
| pcs   | <b>Flash Drive/OTG:</b> 64GB  |  |
| pcs   | Glue Gun, Full sized (big)  |  |
| pcs   | Glue Multi Purpose 454grams, White 473ml  |  |
| pcs   | Magfile Double Closed Horizontal Legal Size (File Box-Black)  |  |
| pcs   | Magfile Single Closed Horizontal, Legal size (File box)   |  |
| pcs   | Marker, Permanent, Refillable, Fine (Black)   |  |
| pcs   | <b>Office Chair:</b> Swivel Chair with arm rest, Black  |  |
| pcs   | Scissors 6" (Medium Size, Heavy Duty)   |  |
| pcs   | Spiral, Plastic (Ring Binder) 1 1/2"  |  |
| pcs   | Spiral, Plastic (Ring Binder) 1"  |  |
| pcs   | Spiral, Plastic (Ring Binder) 3/4"  |  |
| pcs   | Stapler with remover (Heavy Duty) use 24/6-26/6 staples   |  |
| pcs   | Stick Glue (Hot Melt Glue)  |  |
| pcs   | Tape Dispenser, Heavy duty for 1" tape  |  |
| pcs   | Tv Mount Wall Bracket, Tilting Swivel Mount Stand Holder, Heavy Duty Capacity, for 52" Flat TV LED LCD Screen |  |
| reams | Neon Colored papers, Letter 8.5" x 11"  |  |
| reams | Neon Colored papers, Legal 8.5" x 13"   |  |
| reams | Paper, Bond, 8.5"x11", Letter size, subs, 20, Ultra White   |  |

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| reams | Paper, Bond, 8.5"x13", Legal size, subs, 20, Ultra White |  |
| reams | PVC Binding Film, Legal 217 x 331 mm, mic.250            |  |
| reams | PVC Binding Film, Letter 217 x 283 mm, mic.250           |  |
| rolls | Tape, Double Sided 24 mm (1") width                      |  |
| rolls | Tape, Masking 24 mm (2") width, usable length 50 mm      |  |
| rolls | Tape, Transparent, 24mm(1") width, usable length 50m     |  |
| unit  | External Hhard Drive 1TB, USB 3.0                        |  |
| units | Calculator, Compact 12 digits Two-way Power              |  |
| units | Calculator, Scientific FX 991 ES Plus                    |  |