



Republic of the Philippines
ROMBLON STATE UNIVERSITY
 Odiongan, Romblon
 Tel No. (042) 567-6281
 Email: romblonstateu@gmail.com
 URL: rsu.edu.ph

BIDS AND AWARDS COMMITTEE

TECHNICAL SPECIFICATIONS
Solicitation No. RSU-2021-08-073
ABC: PhP549,320.00
QTY: 2,576

Procurement of Office Equipment and Supplies for the Different Units of Romblon State University

UNIT	ITEM DESCRIPTION	STATEMENT OF COMPLIANCE
Roll	Celluloid (Thick)	
Box	Sign Pen, Blue 12pcs/box	
Box	Continuous Forms, 9 1/2"x11", 3ply, Carbonless	
pc	CD-RW with Case	
pc	Scotch Tape, 1"	
pc	Double Adhesive Tape, 1"	
pc	Envelope, Expanded, Legal Size	
Pair	Scissors, 10"	
Pack	Photopaper, A4 Size, 20pcs/pack	
Bottle	Refill Ink, Universal, Black	
Pack	Sticker Paper, A4 Size, Glossy	
Ream	Coupon Bond, Long, Subs. 20	
Ream	Coupon Bond, Short, Subs. 20	
Pad	Note Pad, 3"x4"	
Pad	Note Pad, 3"x3"	
Ream	Coupon Bond, A4 Size, 210mmx297mm,70gsm	
Pack	Specialty Board Paper, Legal Size 220gsm	
Pack	Specialty Board Paper, Letter Size 220gsm	
pc	File Folder w/ lever arm, 89x26x24.5cm (BLACK)	
pc	Battery, AA	
pc	Magazine File Box, Large Size, Made of Chipboard	
Box	Fastener, 50sets/box	
Pack	Specialty Paper, Letter Size	
Pack	Specialty Paper, Legal Size	
Box	Clip, Binder, backfold, 1", 12pcs/box	
Box	Clip, Binder, backfold, 1-1/4", 12pcs/box	
Box	Clip, Binder, backfold, 1-5/8", 12pcs/box	
Box	Clip, Binder, backfold, 2", 12pcs/box	
Box	Clip, Binder, backfold, 3/4", 12pcs/box	
pc	Cutter, 6" Heavy Duty, For Paper w/Lock	
pc	Spiral, Plastic (Ring Binder) 1"	
pc	Spiral, Plastic (Ring Binder) 1 1/2"	
pc	Spiral, Plastic (Ring Binder) 1/2"	
pc	Spiral, Plastic (Ring Binder) 1/4"	
Unit	Heavy Duty Ream Cutter: Adjustable Action Clamp, Side-lay with Measuring Scale Fine Adjustment of Measurement with Calibration Pressing tightly, easily cutting and changing blade Cutting rate is very high Sharp knife edge Durable Accurate cutting Regular Cutting Surface Heavy Duty Size: A3 size with measuring scale Finished: Metal, Size table paper indicator, Auto paper pressing bar, Plastic Handle.	



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Unit	Photocopier Machine-M2701: Multi: Copying up to 99 copies 800 dpi Resolution 50% to 200% Zoom Printer: 800dpi Print Resolution Standard Usb 2.0 Interface scanner: max. 800 17 origs/mins Scanning Speed: 8w Max 17 orig/min.	
pcs	Spiral, Plastic (Ring Binder) 1"	
pcs	Spiral, Plastic (Ring Binder) 2"	
pcs	Spiral, Plastic (Ring Binder) 1/2"	
pcs	Spiral, Plastic (Ring Binder) 1 1/2"	
Box	Staple Wire #35	
Box	Correction Tape	
Ream	Paper, Bond, 8.5"x13", Legal Size, 20 subs	
Box	Ball Pen 0.7 mm, Black 12pcs/Box	
Box	Ball Pen 0.7 mm, Blue 12pcs/Box	
Box	Clip, Binder, Backfold 1"	
Box	Clip, Binder, Backfold 1-5/8"	
Pack	Folder, White, 14 pts. 9" x 14.5", Legal Size (500pcs/pack)	
Box	Correction Tape	
Box	Paper, Bond, 8.5"x13", Legal Size, 20 subs	