



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**

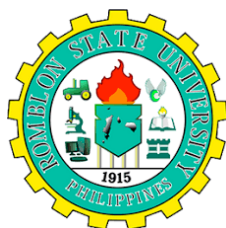
**Solicitation No. RSU-2021-10-085**

**ABC: PhP417,790.00**

**QTY: 449**

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

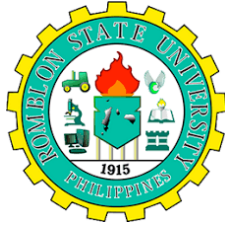
UNIT	ITEM DESCRIPTION	STATEMENT OF COMPLIANCE
ream	Groundwood Mimeo paper long (50 reams)	
bundles	Brown envelopes long (10 bundles)	
pcs	Envelope, Expanding, Kraft, Legal size with garter	
box	Ballpen (Blue), 0.5mm ballpoint	
box	Ballpen (Black), 0.5mm ballpoint	
pc	Correction Tape (1.25mm x 7.5m)	
box	Staple Wire (no.35)	
pcs	Flash Drive 32GB capacity USB 3.0 Plug and Play (OTG)	
pcs	Tissue 2ply	
pcs	Accession Record – 15x13 book record	
pcs	Arch File, Large capacity, Legal size (Black)	
box	Ballpen, 0.7mm ballpoint (Black)	
box	Binder Clips (1" 25mm)	
box	Binder Clips (1/1/4" 32mm)	
box	Binder Clips (2" 51mm)	
box	Correction tape (5mmX12m)	
btl.	Ink for Printer, Epson Genuine (Black) 1 lit./color (Refill)	
btl.	Ink for Printer, Epson Genuine (Cyan) 1 lit./color (Refill)	
btl.	Ink for Printer, Epson Genuine (Magenta) 1 lit./color (Refill)	
btl.	Ink for Printer, Epson Genuine (Yellow) 1 lit./color (Refill)	
btl.	Ink, Stamp pad, Purple or violet, 50ml.	
pad	Pad Paper, Yellow	
boxes	Paper Clip, 33mm, Vinyl Coated	
boxes	Paper Clip, 50mm, Vinyl Coated	
boxes	Paper Fastener, Plastic Coated 50 sets/box	
boxes	Paper Highlighter/Marker	
reams	Paper, Bond, 8.5" X 11", Letter size. Subs. 20 Ultra White	
reams	Paper, Bond, 8.5" X 13", Legal size. Subs. 20 Ultra White	
boxes	Pencil #2 with eraser	
pc	Puncher, 2 Hole (Heavy Duty)	
reams	PVC Binding Covers (Letter Size, Clear)	
reams	PVC Binding Covers (Legal Size, Clear)	
pcs	Record Book 500 pages	
pcs	Ruler 12", Plastic (Clear)	
pcs	Scissor 6" (Medium size, Heavy Duty)	
pcs	Sign pen, black liquid/gel ink, 0.5 mm needle tip	
packs	Specialty Paper 8.5x11" Letter Size (10 pcs/pack)	



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packs	Specialty Paper 8.5x13" Legal Size (10 pcs/pack)	
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"	
pc	Spiral, Plastic (Ring Binder) 3/4"	
pc	Spiral, Plastic (Ring Binder) 2"	
pcs	Stapler with remover (Heavy Duty) use 24/6-26/6 staples	
boxes	Staple Wire #35 5,000 pcs.	
roll	Tape, Transparent 24mm (1") width, usable length 50m	
boxes	Thumb Tacks No. 153, 20g	
pcs	Scientific Calculator	
unit	<p><b>Laser Printer</b>            Maximum Print Resolution: Up to 1200x1200 dpi Processor: Deal Core 450 MHz Memory (Min/Max) 1GB Maximum Monthly Duty Cycle*1: up to 120,000 pages/month            Printer Control Language Emulations: PCL6, PCL5 Post Script 3, PDFI. 7 sident Typefaces: Scable: 84 ESC/Page, 95 PCL5, 80 PCL6, 136 PS3 Print Speed: Draft, A4 (Black/Colour): 31 ppm/ 31ppm First page out Time from Ready Mode (Black/Colourless than 12.4 seconds Warm Up time: Less than 38 Seconds            Standard Paper Input: Up to 350 Sheets (100Sheets MP Tray+250 sheets STD Cassette Maximum Paper Unit Up to 850 Sheets (100 sheets MP Tray + 250 Sheets Std Paper Cassette +1 optional 500 sheets paper cassette) Paper Sizes: A4, A5, A6, B5, LTHLT, GLT, LGT, EXE, F4, Moarch, DL C6 Cusatom size 92x148 mm-216x356mm Paper Weight: 60-210g/m2            Paper Types: Plane Paper, Recycled Paper, Thick Paper, Coated Paper, Envelopes, Labels Cards, Post cards, Letter Head Duplex: Standard Maximum Paper output: up to 200 sheets</p>	
unit	<p><b>Paper Shredder Machine 401043.9mm Strip Cut - Deskside</b>            Feed width: 220mm Shred capacity A4 70 gsm: 16 sheets shred capacity A4 80 gsm: 13 sheets Shred size:3.9 mm Security level: P-2, T-2, E-2            Operation: Electronics Shred speed: 6m/min Waste volume: 30 liters db (A) when idle: 49 db Motor: 350 watts Voltage: 230 Volts Dimensions HxWxD: Weight: 22 kg</p>	
unit	<p><b>External Hard Drive 2TB, USB 3.0</b> 2TB Solid Aluminum with Built-in Shock Sensor            Capacity: 2TB, High Transfer Speed with USB 3.0 Using USB 3,0 prt to make sure that all files are transferred smoothly. This hard drive is preformatted NTFS for Windows XP, 7,8 and 10 but you can reformat it to HFS + to work for MAC. Sleek and Solid aluminium casing with built-in Shock S</p>	
unit	<p>Refrigerator, 6.6 cu.ft. Slim Design, Manual Defrost System, Adjustable Wire Shelves, C-Type Freezer, Gross Capacity (L): 187, Net Capacity (L) - Total: 182, Net Capacity (L) - Refrigerator: 136, Net Capacity: (L) - Freezer: 46, Temperature Control: Interio, Refrigerant: R600a</p>	
unit	<p>Water Dispenser, Freestanding, Hot and Cold Water Selection, Capacity: 192L, With Cabinet, 550 W Hot 85 W Cold</p>	
unit	<p>Coffee Maker, Power: 220-240V~50/60Hz 950W, Capacity: 1.25L 10 cups, Anti-drip Function Upward filter holder With clear water level indicator.</p>	
pc	<p>Fire Extinguisher, ABC Dry chemical, 4.5 kg, Portable, Rechargeable, Wall Hanger, Pressure Gauge</p>	



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unit	Rice Cooker, 10 Liters Capacity, 3000 WATTS, 230V a.c. 60Hz, Soft Touch Switch, Removable Aluminum Inner Pot, Stainless Steel cover, Level indicator With measuring Spoon and Cup Accessory.	
unit	Gas Stove, Double burner, Brass-capped cast iron burners, Heat resistant tempered glass top, Stainless steel body, Automatic Ignition Switch.	
pc	WiFi Display Dongle Receiver, HD 1080p TV DLNA Airplay Miracast	
pc	VGA Splitter, 1 meter	
pc	Wireless Lavalier Microphone System with Portable Camera, Mountable Receiver	
pc	Printer, ADF, Inkjet, print, scan, copy, fax, 530 mm x 398 mm x 304 mm, <b>Paper size:</b> A3, A4, LGR, LTR, EXE, LGL, Folio, A5, A6, Photo(102x152mm/4x6"), Indexcard (127x203mm/5x8"), Photo-2L(127x178mm/5x7"), C5 Envelope, Com-10, DL Envelope, Monarch, <b>Resolution:</b> Up to 1200 x 4800 dpi, <b>Printing Width:</b> A3: 291 mm/297 mm (With Border/Borderless) LGR: 273.4 mm/279.4 mm (Width Border/Borderless)	

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Name and Signature of the Bidder/Authorized Representative

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Name of the Company