



ROMBLON STATE UNIVERSITY
BIDS AND AWARDS COMMITTEE

Community Outreach Center, RSU-Main Campus, Liwanag, Odiangan, Romblon 5505
 Telephone: (042) 567-5952
 Email: bac@rsu.edu.ph
 Website: rsu.edu.ph



Management System
 ISO 9001:2015



www.tuv.com
 ID 900018803

TECHNICAL SPECIFICATIONS
Solicitation No. RSU-2024-04-035
ABC: PhP1,980,491.20

Supply and Delivery of Office and Janitorial Supplies for Romblon State University

ITEM NO.	UNIT	ITEM DESCRIPTION	QTY	STATEMENT OF COMPLIANCE ¹
1	box	Ballpen, Black 12 pc/box,0.5mm ballpoint	40	
2	box	Ballpen, Blue 12 pc/box, 0.5mm ballpoint	40	
3	piece	Battery, size AA, dry cell	20	
4	piece	Battery, size AAA, dry cell	20	
5	piece	Calculator, 16 Digits (Scientific)	3	
6	piece	Calculator, Compact 12 digits Two-way power	10	
7	pack	Cartolina, Assorted (100pc/pack)	3	
8	pack	Cartolina, Green (100pc/pack)	1	
9	pack	Cartolina, Pink (100pc/pack)	1	
10	pack	Cartolina, Red (100pc/pack)	1	
11	pack	CD-RW, 50 Pcs per Shrink Wrap	2	
12	piece	CD-RW with Case	20	
13	piece	Certificate Holder 8.5"x13" , Legal size	100	
14	piece	Certificate Holder, 8.5" x 11", Letter Size,	100	
15	piece	Certificate Holder, A4 Size	100	
16	piece	Class Record 30lvs 5 1/2" x 11"	40	
17	box	Clip, Binder, Backfold, 1", 12pcs/box	25	
18	box	Clip, Binder, Backfold, 1-1/4", 12pcs/box	25	
19	box	Clip, Binder, Backfold, 2", 12pcs/box	25	
20	box	Clip, Binder, Backfold 1-5/8" 12 pcs/box	25	
21	box	Correction tape (5mm x12m) (24pc/box)	5	
22	piece	Cutter 6" Heavy Duty for paper w/ lock	15	
23	piece	File Box, Made of Chipboard, Single Leaf	20	
24	piece	Digital Timer Material: Plastic Powered by: AAA battery Color: black Size: 78x73x25mm/3.07x2.87x0.99 LCD: 60x2833/2.36x1.10 Please see attached picture	10	
25	piece	Document Tray 3 Layer Legal Size	10	
26	box	Dustless Chalk, 100pc/box	10	
27	pack	Envelope Mailing, Letter 80gsm 100 pc/box	10	

¹ [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.]



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28	pack	Envelope Mailing, Long 80gsm 100 pc/box	10	
29	pack	Envelope, brown Legal size (100pcs/pack)	20	
30	pack	Envelope, brown Letter size (100pcs/pack)	10	
31	piece	Eraser, for Pencil, 1.5 × 2 × 4 cm	30	
32	pack	Expanded Envelope. Legal, with Garter, 100 pcs/pack	2	
33	pack	Expanded Folder, Legal Size, 100pcs/pack	1	
34	pack	Expanded Folder, Letter Size, 100pcs/pack	1	
35	piece	Folder, Sliding, Morocco, Legal Size	50	
36	piece	Folder, Sliding, Morocco, Letter Size	50	
37	pack	Folder, White 14 pts. 9" x 14.5", legal, 100 pc/pack	40	
38	piece	Glue, Multi-Purpose 473mL, white	10	
39	piece	Glue, Multi-Purpose 130g, White	30	
40	box	Index Tab, Self-Adhesive, Clear (Letter Tab) 5 sets/box	10	
41	liter	Ink for Printer (Black) Universal, 1Liter, Refill	25	
42	liter	Ink for Printer (Cyan) Universal, 1Liter, Refill	20	
43	liter	Ink for Printer (Magenta) Universal, 1Liter, Refill	20	
44	liter	Ink for Printer (Yellow) Universal, 1Liter, Refill	20	
45	bottle	Ink for Printer Canon, Black (IP2770-PG 810)	3	
46	bottle	Ink for Printer Canon, Cyan (IP2770-PG 810)	2	
47	bottle	Ink for Printer Canon, Magenta (IP2770-PG 810)	2	
48	bottle	Ink for Printer Canon, Yellow (IP2770-PG 810)	2	
49	bottle	Ink for Printer Epson 001, (Black), 127ml/bottle	20	
50	bottle	Ink for Printer Epson 001, (Cyan), 70ml/bottle	20	
51	bottle	Ink for Printer Epson 001, (Magenta), 70ml/bottle	20	
52	bottle	Ink for Printer Epson 001, (Yellow), 70ml/bottle	20	
53	bottle	Ink for Printer Epson 003, (Black), 65ml/bottle	20	
54	bottle	Ink for Printer Epson 003, (Cyan), 65ml/bottle	20	
55	bottle	Ink for Printer Epson 003, (Magenta), 65ml/bottle	20	
56	bottle	Ink for Printer Epson 003, (Yellow), 65ml/bottle	20	
57	bottle	Ink for Printer Epson, 008 (Black), 127ml/bottle	20	
58	bottle	Ink for Printer Epson, 008 (Cyan), 70ml/bottle	20	
59	bottle	Ink for Printer Epson, 008 (Magenta), 70ml/bottle	20	
60	bottle	Ink for Printer Epson, 008 (Yellow), 70ml/bottle	20	
61	bottle	Ink for Stamp Pad, Purple 50ml	10	
62	bottle	Ink White board marker, 25ml, black	20	
63	bottle	Ink White board marker, 25ml, blue	20	
64	ream	Laminating film, Legal size	15	
65	ream	Laminating film, Letter size	10	
66	piece	File Arch w/ lever arm 76mmx230mmx380mm, Legal size	150	



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67	box	Marker Permanent, Refillable (Black) Fine, 12pcs/box	10	
68	box	Marker Permanent, Refillable (Blue) Fine, 12pcs/box	10	
69	box	Marker Permanent, Refillable (Black) Broad, 12pcs/box	10	
70	box	Marker, White Board Refillable Broad (Black) 12pcs/box	10	
71	box	Marker, White Board Refillable Broad (Blue) 12pcs/box	10	
72	ream	Neon Colored Paper, Assorted Color, Legal size 250pc	10	
73	ream	Neon Colored Paper, Assorted Color, Letter size 250pcs/ream	5	
74	box	Paper bond, 8.5"x11", Letter Size, (subs 20) Ultra White, 5 reams/box	200	
75	box	Paper bond, 8.5"x13", Legal Size, (subs 20) Ultra White, 5 reams/box	300	
76	box	Paper Clip big, 50mm vinyl coated 100 pcs/box	100	
77	box	Paper Clip small 28mm vinyl coated 100 pcs/box	100	
78	pack	Paper Cups (Small), 50pcs/pack	20	
79	piece	Paper Cutter 18 inches x 15 inches Metal Base Trimmer (heavy duty)	1	
80	box	Paper Fastener, Plastic Coated 50 sets/ box	30	
81	box	Paper Highlighter/Marker, Assorted, 12pcs/box	10	
82	ream	Paper, Mimeo, Whitewove, Legal Size	100	
83	ream	Paper, Mimeo, Whitewove, Letter Size	30	
84	pack	Paper, Sticker, A4, Matte 10 sheet/pack	60	
85	pack	Paper, Sticker, A4, Glossy 10sheets/ pack	60	
86	piece	Paste with Spreader, 200g	15	
87	box	Pencil #2 with eraser 12 pcs	40	
88	pack	Photopaper, Glossy A4 size, 220 gsm (10 pc/pack)	50	
89	pack	Photopaper, RC Woven, Satin, 260gsm A4 Size(20 sheet/pack)	50	
90	unit	Plastic Ring Binder Manual Machine, Plastic Comb, Clamp Strap, Maximum: 25 Sheets (80g paper) per manual punch (Heavy duty) Please see attached picture	1	
91	piece	Puncher, 2 hole (heavy duty)	10	
92	box	Pushpin Flat head, 100 pcs/box	30	
93	ream	PVC Binding Film, (Acetate/PVC) Legal Size, 217x331mm, mic. 300, 100pcs/ream	30	
94	ream	PVC Binding Film, (Acetate/PVC) Letter Size, 217x331mm, mic. 300, 100pcs/ream	10	
95	piece	Record Book , 7" x 11", (300 leaves)	30	
96	piece	Ruler Plastic, 12" (Clear)	20	
97	pair	Scissor 6", Large Size	20	
98	piece	Sharpener, Single Cutterhead, Heavy Duty	5	



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99	box	Sign Pen, Blue, liquid/gel ink, 0.5mm needle tip	50	
100	pack	Specialty Board Paper 8.5"x11" Letter size, 220 gsm, white (10sheets/pack)	50	
101	pack	Specialty Board Paper 8.5"x13" Legal size, 220 gsm, white (10sheets/pack)	50	
102	pack	Specialty Board Paper, A4 size (10 sheet/pack),220gsm	50	
103	pack	Specialty Board Paper, Letter Size (10 Sheets/pack) - cream	30	
104	pack	Specialty Board Paper, Legal Size (10 Sheets/pack) - green	20	
105	pack	Specialty Paper Legal size, white (10sheets/pack)	50	
106	pack	Specialty Paper Letter size, white (10sheets/pack)	50	
107	piece	Spiral, Plastic (Ring Binder) 1 1/2"	50	
108	piece	Spiral, Plastic (Ring Binder) 1/2"	50	
109	piece	Spiral, Plastic (Ring Binder) 1 1/4"	50	
110	piece	Spiral, Plastic (Ring Binder) 1"	50	
111	piece	Spiral, Plastic (Ring Binder) 2"	50	
112	piece	Stapler w/ staple wire remover	20	
113	pad	Stick Glue, Big	20	
114	pad	Sticky Note Pad-1 1/2" x 2" (assorted colors)	40	
115	pad	Sticky Note Pad-2" x2" (assorted colors)	40	
116	pad	Sticky Note Pad-3" x 3" (assorted colors)	40	
117	piece	Storage Corrugated/Carton Box L 15" x W 12" x H 10"	50	
118	piece	Tape Dispenser, Heavy Duty for 1 inch tape	5	
119	roll	Tape, Double Sided, 24mm (1"), width, usable length 50m	30	
120	roll	Tape, Double Sided, 48mm (2"), width, usable length 50m	30	
121	roll	Tape, Masking 24mm (1") width, usable length 50m	50	
122	roll	Tape, Masking 48mm (2") width, usable length 50m	30	
123	roll	Tape, Packaging 48mm (2"), width, usable length 50m	40	
124	roll	Tape, Transparent 24mm (1") width, usable length 50m	100	
125	roll	Tape, Transparent 48mm (2") width, usable length 50m	50	
126	piece	Three-Tier Metal File Frame Magazine Organizer	5	
127	box	Thumbtacks No. 153, 20g	15	
128	can	Air freshener, Spray, 320ml	20	
129	piece	Air Freshener, Scented Gel, 180g	20	
130	gallon	Disinfecting Bleach, gallon	10	
131	piece	Broom Soft (Tambo) weight, 200g min tiger grass	10	
132	piece	Broom Stick (Walis Ting-ting)	10	



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133	bar	Detergent Bar Soap	25	
134	pack	Detergent Powder 1kl	10	
135	can	Disinfectant Spray, 510g	10	
136	bottle	Dishwashing Liquid 475ml	50	
137	piece	Doormat, Cotton, Big, Rectangle	20	
138	piece	Dust Pan, Plastic, Heavy duty	15	
139	piece	Floor Mop with Mop Wringer, Tornado 360 degrees	7	
140	roll	Garbage bags X-Large 10pcs/roll	50	
141	roll	Garbage bags Large 10pcs/roll	50	
142	piece	Glass and Home Window Wiper Cleaner Two-way	1	
143	bottle	Liquid Glass and multi- surface cleaner 500ml	1	
144	can	Multi-Insect Killer water base, 500ml	10	
145	bottle	Muriatic Acid 1lit	10	
146	piece	High Quality Pail with Metal handle, 16 liters,	10	
147	kilo	Rags, (all cotton)	10	
148	piece	Dishwashing Sponge	20	
149	pack	Tissue, bathroom, 3 ply 12rolls/pack, 100% virgin pulp	50	
150	bottle	Toilet Bowl and Urinal Cleaner, 900-1000ml cap	20	
151	set	Toilet Bowl Brush and holder set	20	
152	piece	Toilet deodorizer 50g	50	
153	piece	Trash Can, Big Size	10	
154	piece	Bulb, LED 20 Watts	50	
155	box	Electric Wire, FC # 16	2	
156	unit	Electrical Outlet with 3 Socket	10	
157	piece	Electrical Plug	10	
158	piece	Electrical Switch	30	
159	roll	Tape, Electrical 1" Big Roll	10	
160	piece	Heavy Duty Padlock, 50mm	2	
161	piece	Axe (Heavy Duty) 700mm length, 1250g Please see attached picture	15	
162	piece	Bolo/Itak (Cutting Tools) 50cm long, with wooden scabbard Please see attached picture	15	
163	piece	Safety Rescue Utility Rope (50meters) Please see attached picture	1	
TOTAL			4,720	

Name and Signature of the Bidder/Authorized Representative

Name of the Company



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Item No. 24



Item No. 90



Item No. 161





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Item No. 162



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