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## Technical Specifications

Item	Specification	Statement of Compliance			
		<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>			
Procurement of Office Supplies (Fund 101)					
Item No.	Specification	Unit	Qty.	Brand	Statement of Compliance
1	Ballpen, black, 0.5 mm, 12pcs/box		9		
2	Ballpen, blue, 0.5 mm, 12pcs/box		1		
3	Ballpen, red, 0.5 mm, 12pcs/box		1		
4	Battery, AA, 2pcs/pack, drycell, alkaline		5		
5	Battery, AAA, 2pcs/pack, drycell, alkaline		4		
6	Binder Clips, backfold clips, all metal, clamping: 1", 12's		7		
7	Binder Clips, backfold clips, all metal, clamping: 2", 12's		6		
8	Binder Clips, bulldog, all metal, clamping: 3", 12's		2		
9	Boxes, storage box, plastic, 95L		11		



Item No.	Specification	Unit	Qty.	Brand	Statement of Compliance
10	Calculator, scientific, good quality		1		
11	Class Record, 140mmx279mm, 30 sheets, 230gsm		200		
12	Clear Book, A4, 60 pockets, thick plastic sheet		2		
13	Clear Book, 8.5" x 13", 60 pockets, thick plastic sheet		21		
14	Correction Pen, liquid paper correction pen		12		
15	Correction Tape, 20 m x 5 mm		13		
16	Cutter, big, 18mm blade, heavy duty		6		
17	Cutter Blade Refill, big, 10pcs/tube		2		
18	Envelope, brown, long, good quality		85		
19	Envelope, short, long, good quality		20		
20	Envelope, expandable w/garter, long, beige/brown, good quality		10		
21	Envelope, expandable, plastic, long, with handle, good quality		2		
22	Eraser, black/whiteboard eraser, good quality		2		
23	Fastener, paper fastener, plastic, multi-colored		4		
24	Fastener, plastic, double lock, for 100 pages and up		2		
25	File Box, big, with cover, blue		10		
26	File Box, big, without cover, blue		5		
27	Folder, A4, white, 14pts, 100pcs/ream		3		
28	Folder, green, long, pressboard, expandable without tab		170		
29	Folder, green, long, expanded with tab, good quality		65		
30	Folder, long size, white, 14pts, 100pcs/ream		11		
31	Glue, 130gms, multipurpose glue, safe and non-toxic		17		
32	Glue, instant glue, fast drying, 10g		2		
33	Glue Gun, big, heavy duty		6		
34	Glue Gun, small, heavy duty		1		
35	Glue Stick, big, good quality		55		
36	Glue Stick, small, good quality		10		
37	Guntacker Wire, 12mm		4		
38	Highlighter, assorted colors, good quality		13		
39	Mimeographing Paper, 8.5" x 13", whitewove, subs 18, rough texture		500		



Item No.	Specification	Unit	Qty.	Brand	Statement of Compliance
40	Notebook, 178 x 254mm, green, spiral type, 80 leaves		200		
41	Pad, memo pad, 1.5" x 2"		5		
42	Pad, memo pad, 3" x 5"		6		
43	Paint Brush, 1" fine bristles		2		
44	Paint Brush, 2" fine bristles		3		
45	Paint Brush, 4" fine bristles		3		
46	Paper, bond paper , 8.5" x 13", premium grade, subs 20		150		
47	Paper, bond paper , A4, premium grade, subs 20		410		
48	Paper, bond paper, A4, subs 16		15		
49	Paper, photo paper, A4, glossy, 10's, high quality, inkjet friendly		25		
50	Paper, photo paper, A4, matte, 10's, high quality, inkjet friendly		2		
51	Paper, board paper, long, 220gsm, biege, 10's		28		
52	Paper, board paper, A4, 220gsm, biege, 10's		28		
53	Paper, board paper, long, 180gsm, biege, 10's		58		
54	Paper, board paper, A4, 180gsm, biege, 10's		41		
55	Paper, sticker paper, A4, matte, assorted color		32		
56	Paper, sticker paper, A4, matte, white		76		
57	Paper, vellum paper, 8.5" x 13", 10's		3		
58	Paper Clips, big, assorted color, vinyl coated		11		
59	Paper Clips, regular, 33mm, assorted colors, vinyl coated		7		
60	Pen, permanent marker, fine, black		8		
61	Pen, permanent marker, fine, blue		2		
62	Pen, permanent marker, broad, black		30		
63	Pen, permanent marker, broad, blue		20		
64	Pen, permanent marker, broad, red		22		
65	Pen, whiteboard marker, black, refillable, bullet tip		32		
66	Pen, whiteboard marker, blue, refillable, bullet tip		6		
67	Pen, whiteboard marker, red, refillable, bullet tip		4		
68	Pencil, #1, durable, woodclinched complastic lead, 12's		11		



Item No.	Specification	Unit	Qty.	Brand	Statement of Compliance
69	Pencil, #2, durable, woodclinched complastic lead, 12's		21		
70	Pins, push pins with colored heads		5		
71	Puncher, big, heavy duty		6		
72	Record Book, 150 pages, hardbound		3		
73	Record Book, 300 pages, hardbound		26		
74	Ruler, 1ft, plastic		4		
75	Ruler, 1ft, stainless steel		6		
76	Scissors, big, tailoring scissors, comfortable handle, premium quality		2		
77	Scissors, small, tailoring scissors, comfortable handle, premium quality		6		
78	Sign Pens, G-Tec C4, 0.4mm, black, gel ink pen, refillable		240		
79	Sign Pens, G-Tec C4, 0.4 mm, blue, gel ink pen, refillable		12		
80	Sign Pens, 0.7 mm, black, gel ink, refillable		42		
81	Sign Pens, 0.7 mm, blue, gel ink, refillable		30		
82	Sign Pens, 0.7 mm, red, gel ink, refillable		3		
83	Sign Pens, pigment ink, water based, water resistant, acid free, drawing system, 0.5, black		12		
84	Stamp Pad, 4" x 6" (no.1), clear stamp, quality standard		2		
85	Stamp Pad Ink, purple, plastic container, 30ml		8		
86	Staple Wire, #35 mm, heavy duty		13		
87	Staple Wire Remover , plier type, heavy duty		5		
88	Stapler, #35, with staple remover, high quality		6		
89	Sticky Note, 1" x 3", assorted neon color		5		
90	Sticky Note, 3" x 4", assorted neon color		2		
91	Tape, double sided with foam, 1", standard length		5		
92	Tape, double sided without foam, 1", standard length		20		
93	Tape, duct, 3", standard length		3		
94	Tape, masking, 1", standard length		42		
95	Tape, masking, 2", standard length		6		
96	Tape, packing, 2", standard length		11		



Item No.	Specification	Unit	Qty.	Brand	Statement of Compliance
97	Tape, transparent, 1", standard length		8		
98	Tape, transparent, 1", standard length		8		
99	Tape, transparent, 2", standard length		22		
100	Tape Flags, assorted color, plastic, 1"		2		
101	Tape Flags, with please sign here message, 1"		21		
102	Thumbtacks, 3/8", gold, steel, flat-round head shape		7		
103	Thumbtacks, colored heads		2		
104	Tray, desk tray, steel, 3 layers		5		
105	Yellow Pad, 215 x 330 mm, 90 leaves, 64gsm, good quality		10		

