

BATAAN PENINSULA STATE UNIVERSITY						
Balanga City, Bataan						
OFFICIAL BIDDING FORM						
Item No.	QTY	Unit	SPECIFICATIONS	OFFER; (Brand)	Unit Cost	Total Cost
	1	Lot	Supply and Delivery of Office Supplies and Consumables for 1st and 2nd Quarter for the Offices of BPSU Main Campus			
1	1	ream	ACETATE, thickness: 0.075mm min (gauge #3)			
2	16	can	AIR FRESHENER, aerosol, 280ml/150g min			
3	27	can	Air Freshner 320 ml spray			
4	146	bottle	Alcohol 70% Isoprophyl 500 ml			
5	5	pc	Ballpen - Black			
6	5	pc	Ballpen - Red			
7	36	pc	Ballpen Blue			
8	60	pack	Battery, 9V			
9	100	pack	BATTERY, dry cell, AA, 2 pieces per blister pack			
10	116	pack	BATTERY, dry cell, AAA, 2 pieces per blister pack			
11	12	pack	BATTERY, dry cell, D, 1.5 volts, alkaline			
12	4	box	Binder Clip 1"			
13	4	box	Binder Clip 1/2"			
14	3	box	Binder Clip 2"			
15	110	pc	BROOM, soft (tambo)			
16	50	pc	BROOM, stick (tingting)			
17	4	bottle	Brother Printer Ink, Black			
18	4	bottle	Brother Printer Ink, Cyan			
19	4	bottle	Brother Printer Ink, Magenta			
20	4	bottle	Brother Printer Ink, Yellow			
21	1	doz	Bulldog Clip 1 1/2"			
22	1	doz	Bulldog Clip 2 1/2"			
23	1	doz	Bulldog Clip 3"			
24	2	pc	CALCULATOR, compact, 12 digits			
25	4	Unit	Canon Photodrum (IR1024)			
26	10	Unit	Canon Toner (IR 1024)			
27	1	pack	CARTOLINA, assorted colors			
28	9	bottle	CLEANER, TOILET BOWL AND URINAL,500ml cap(branded)			
29	10	bottle	CLEANER,TOILET BOWL AND URINAL, 900ml-1000ml cap			
30	5	pc	CLEANSER, scouring pad (heavy duty)			
31	10	can	CLEANSER, SCOURING POWDER, 350g min./can			
32	10	pc	CLEARBOOK, 20 transparent pockets, for A4 size			
33	30	pc	CLEARBOOK, 20 transparent pockets, for LEGAL size			
34	2	box	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)			
35	2	box	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)			
36	11	ream	Construction/ Colored Paper (Assorted Colors) Long (reams)			
37	3	btl	Correction fluid			
38	10	pc	Correction Pen 7ml			
39	114	pc	CORRECTION TAPE, film base type, UL 6m min			
40	4	ream	Coupon Bond, Long, substance 20			
41	4	ream	Coupon Bond, Short, substance 20			
42	30	pc	DATA FILE BOX, made of chipboard, with closed ends			
43	35	pc	DATA FOLDER, made of chipboard, taglia lock			
44	12	pc	DETERGENT BAR, 140 grams as packed			
45	47	pouch	DETERGENT POWDER, all purpose, 1kg			
46	5	Unit	Developer Assembly IR 1024			
47	14	pouch	Dishwashing Liquid, ANTIBAC Refill 600ml			
48	52	can	DISINFECTANT SPRAY, aerosol type, 400-550 grams			
49	4	btl	DISINFECTANT, bleaching solution 1L			
50	12	btl	DISINFECTANT, bleaching solution 500ml			
51	30	gal	DISINFECTANT, bleaching solution Gallon			
52	30	pc	Door Mat - Cotton			
53	4	pc	Door Mat - Rubber			
54	22	roll	Double Sided Tape 1" - w/out foam			
55	24	roll	Double Sided Tape 1/2" - w/ foam			
56	41	roll	Double Sided Tape 3/4" - w/ foam			
57	20	pc	DUST PAN, non-rigid plastic, w/ detachable handle			
58	1	Unit	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade			
59	2	Unit	ELECTRIC FAN, ORBIT type, ceiling, metal blade			
60	2	Unit	ELECTRIC FAN, STAND type, plastic blade			
61	2	Unit	ELECTRIC FAN, WALL type, plastic blade			
62	5	pc	Envelope - Plastic w/ lock (Long) assorted color			
63	5	pc	Envelope - Plastic w/ lock (Short) assorted color			
64	75	pc	Envelope, brown - long			
65	1	box	ENVELOPE, DOCUMENTARY, for A4 size document			
66	6	box	ENVELOPE, DOCUMENTARY, for legal size document			
67	15	box	ENVELOPE, EXPANDING, KRAFTBOARD,for legal size doc			
68	10	pc	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min			

69	2	box	ENVELOPE, MAILING,white, 80gsm (-5%)
70	31	btl	Epson Ink 003 - Black
71	27	btl	Epson Ink 003 - Cyan
72	27	btl	Epson Ink 003 - Magenta
73	27	btl	Epson Ink 003 - Yellow
74	193	btl	Epson Ink, T6641, black
75	63	btl	Epson Ink, T6642, cyan
76	63	btl	Epson Ink, T6643, magenta
77	62	btl	Epson Ink, T6644, yellow
78	15	btl	EPSON Pinter Ink, CYAN
79	15	btl	EPSON Printer Ink, BLACK
80	15	btl	EPSON Printer Ink, MAGENTA
81	5	btl	EPSON Printer Ink, T6731 - BLACK
82	5	btl	EPSON Printer Ink, T6732 - CYAN
83	5	btl	EPSON Printer Ink, T6733 - MAGENTA
84	5	btl	EPSON Printer Ink, T6734 - YELLOW
85	5	btl	EPSON Printer Ink, T6735 - Light Cyan
86	5	btl	EPSON Printer Ink, T6736 - Light Magenta
87	15	btl	EPSON Printer Ink, YELLOW
88	18	pc	ERASER, FELT, for blackboard/whiteboard
89	7	pc	ERASER, PLASTIC/RUBBER, for pencil draft/writing
90	10	pc	Expanding Envelope w/ garter - brown, long
91	216	pc	Expanding Folder (Long) - assorted color/Green
92	8	Unit	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0
93	5	pouch	Fabric Conditioner 1L
94	2	pc	Feather Duster
95	2	pc	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs
96	19	Unit	FLASH DRIVE, 16 GB capacity
97	42	pc	FLUORESCENT LAMP, 18 WATTS, linear tubular (T8)
98	16	pc	Foldable Tables (2.5ft x 6 ft x 3 ft)
99	1	bundle	FOLDER, FANCY, for A4 size documents
100	7	bundle	FOLDER, FANCY, for legal size documents
101	3	box	FOLDER, L-TYPE, PLASTIC, for legal size documents
102	3	box	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)
103	2	box	FOLDER, TAGBOARD, for legal size documents
104	26	can	FURNITURE CLEANER, aerosol type, 300ml min per can
105	45	pc	Gel pen - Blue
106	2	can	GLASS CLEANER, 500 ML
107	22	btl	Glue 130g
108	1	btl	GLUE, all purpose, gross weight: 200 grams min
109	4	pc	Hand Soap Bar 50gms
110	20	pc	HAND, TOWEL
111	20	pc	HDMI Male to VGA Female Video Adapter
112	10	pc	Highlighter Pen - Blue
113	15	pc	Highlighter Pen - Yellow
114	2	cart	HP Original Ink 932 Black
115	4	pack	INDEX TAB, self-adhesive, transparent
116	21	can	INSECTICIDE, aerosol type, net content: 600ml min
117	2	Unit	Laminating Machine
118	20	pc	LED bulb
119	23	pc	Ligth Bulb, LED, 7 watts 1 pc in individual box
120	10	btl	Liquid Hand Soap
121	1	bundle	LOOSELEAF COVER, made of chipboard, for legal (50 pcs)
122	14	pc	MAGAZINE FILE BOX, LARGE size, made of chipboard
123	30	pack	MARKER, FLUORESCENT, 3 assorted colors per set
124	17	pc	MARKER, PERMANENT, bullet type, black
125	150	pc	MARKER, whiteboard, black, felt tip, bullet type
126	40	pc	MARKER, whiteboard, blue, felt tip, bullet type
127	30	pc	MARKER, whiteboard, red, felt tip, bullet type
128	20	roll	Masking Tape 1"
129	40	pc	Morocco Folder w/ slider (Long) - assorted color
130	36	Unit	MOUSE, optical, USB connection type
131	5	pc	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min
132	7	pc	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min
133	10	pc	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves
134	44	box	PAPER CLIP, vinyl/plastic coat, length: 32mm min
135	44	box	PAPER CLIP, vinyl/plastic coat, length: 48mm min
136	2	box	Paper Fastener - plastic
137	10	ream	Bond Paper/Coupon Bond (Short) 80 GSM
138	75	ream	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm
139	470	ream	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm
140	124	ream	PAPER, Multi-Purpose (COPY) A4, 70 gsm
141	384	ream	PAPER, Multi-Purpose (COPY) Legal, 70 gsm
142	3	pc	PAPER, PAD, ruled, size: 216mm x 330mm (± 2mm)
143	24	pc	Pencil No. 1
144	6	pc	Pencil Sharpener - Desk type/Heavy Duty (XL)
145	17	pc	PENCIL, lead, w/ eraser, wood cased, hardness: HB
146	70	pack	Photo Paper A4 High Gloss 240gsm
147	12	pack	Photo Paper A4 High Gloss 260gsm
148	3	pack	Push Pin - 100's
149	35	kl	RAGS, all cotton, 32 pieces per kilogram min

150	13	pc	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min		
151	40	pc	Ring Binder 1" - plastic		
152	60	pc	Ring Binder 1/2" - plastic		
153	20	pc	Ring Binder 2" - plastic		
154	9	bundle	RING BINDER, 80 rings, plastic, 32mm x 1.12m		
155	100	pc	Ruler 12" - Plastic		
156	7	pc	RULER, plastic, 450mm (18"), width: 38mm min		
157	10	pc	Sanitizing Footbath Mat		
158	10	pc	SCISSORS, symmetrical, blade length: 65mm min		
159	11	pc	SCOURING PAD, made of synthetic nylon, 140 x 220mm		
160	10	pc	Sign pen - Black 0.5		
161	32	pc	Sign pen - Blue 0.3		
162	60	pc	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip		
163	125	pc	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip		
164	30	pc	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip		
165	20	pack	Specialty Board Paper (White or Cream) S.24 - A4, in packs		
166	22	pack	Specialty Board Paper (White or Cream) S.24 - Long, in packs		
167	2	pc	STAMP "Received" and others (Self-Inking/Customized)		
168	6	btl	STAMP Ink (Self Inking/Customized)		
169	1	btl	STAMP PAD INK, purple or violet		
170	1	pc	STAMP PAD, FELT, bed dimension: 60mm x 100mm min		
171	40	pc	Standard Plastic Chairs w/o arm chairs		
172	5	pc	STAPLE REMOVER, PLIER-TYPE		
173	5	box	Staple Wire No. 35		
174	25	box	STAPLE WIRE, for heavy duty staplers, (23/13)		
175	37	box	STAPLE WIRE, STANDARD, (26/6)		
176	7	pc	Stapler HD 35 - 50/R with remover		
177	3	pc	STAPLER, BINDER TYPE, heavy duty, desktop		
178	4	pc	STAPLER, STANDARD TYPE, load cap: 200 staples min		
179	70	pack	Sticker Paper Non glossy - A4		
180	13	pack	Sticker Paper Non glossy - long		
181	2	pc	Sticky Note 3x5		
182	10	pc	TAPE DISPENSER, TABLE TOP, for 24mm width tape		
183	15	roll	TAPE, ELECTRICAL, 18mm x 16M min		
184	37	roll	TAPE, MASKING, width: 24mm (±1mm)		
185	25	roll	TAPE, MASKING, width: 48mm (±1mm)		
186	22	roll	TAPE, PACKAGING, width: 48mm (±1mm)		
187	43	roll	TAPE, TRANSPARENT, width: 24mm (±1mm)		
188	26	roll	TAPE, TRANSPARENT, width: 48mm (±1mm)		
189	10	pc	Toilet Brush with Cap Holder		
190	28	pc	Toilet Deodorizer 50gms refill		
191	32	pc	Toilet Deodorizer 50gms with case		
192	2	pc	TORNADO MOP- Refill		
193	3	pc	TORNADO MOP-Big (Heavy Duty)		
194	30	roll	Transparent/Scotch Tape 1"		
195	10	pc	Trash Bin with cover, plastic		
196	1	roll	TRASHBAG, plastic, black, 10pcs/roll - Extra-Large		
197	30	roll	TRASHBAG, plastic, black, 10pcs/roll - Large		
198	50	roll	TRASHBAG, plastic, black, 10pcs/roll - XX-Large		
199	55	roll	TRASHBAG, plastic, transparent		
200	20	pc	Ultra HD HDMI Cable V2.0 High Speed 10m		
201	165	pc	White Board Marker - Black		
202	57	bottle	White Board Marker Refill Ink - Black		
			FOR DATA CENTER		
203	30	btl	Ink for Epson L5190 (Epson 003), Black		
204	10	set	Ink for Epson L5190 (Epson 003), Cyan, Magenta, Yellow		
			FOR CLASSROOM PREPARATION		
205	75	roll	Colored Duct Tape, Green, 2"		
206	75	roll	Colored Duct Tape, Yellow, 2"		
			*****nothing follows*****		

NOTE:

1. All Entries must be typewritten
2. Delivery period within _____ calendar days
3. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment from date of acceptance by the procuring entity.
4. Price validity shall be for a period of _____ calendar days
5. G-EPS Registration Certificate shall be attached upon submission of the quotation.
6. Bidders shall submit original brochures showing certifications of the product being offered.

After having carefully read and accepted your General conditions, I / We quote on the item / s at prices noted above.

Printed Name / Signature

Tel. No. / Cellphone no.

E-mail Address