

Section VII. Technical Specifications

Bidders must state “**Comply**” in the column “**Statement of Compliance**” against each of the individual parameters of each “Specifications.”

EARLY PROCUREMENT OF VARIOUS OFFICE SUPPLIES NOT AVAILABLE IN PROCUREMENT SERVICE - DBM				
LOT I-GENERAL SUPPLIES				
NO.	UNIT OF MEASUREMENT	ITEM/DESCRIPTION	QTY	STATEMENT OF COMPLIANCE
1	piece	<p>2-layer Metal desk tray/organizer In-Out Tray Heavy duty Color: Black Material: Metal ideal for office filing use Can hold Legal size paper, folders, magazines and envelope</p>	20	
2	piece	<p>3-layer Metal desk tray/organizer In - Out Tray Heavy duty Color: black Material: Metal ideal for office filing use Can hold Legal size paper, folders, magazines and envelope</p>	20	
3	piece	<p>Balikbayan Box (Travel Box) Size: 20x20x20 thickness: 3ply, 4.5-5mm</p>	300	
4	piece	<p>Ballpoint Pen, red tip: 0.7mm with cap</p>	144	
5	piece	<p>Corkboard, 2x3 ft / 60 x 90cm Thick resilient cork framed in aluminum For use with push pins</p>	10	
6	piece	<p>Eraser, Electric Typewriter (Compatible with Olympia Model: Carrera de luxe MD)</p>	24	
7	piece	<p>File Box with flip cover, half size Outside Dimension: width: 5 height: 11 length: 15 Chipboard: 3mm thick (min) Leatherette paper for outside cover Front of the Box: with pocket for label insert color: red only</p>	100	

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LOT I-GENERAL SUPPLIES				
NO.	UNIT OF MEASUREMENT	ITEM/DESCRIPTION	QTY	STATEMENT OF COMPLIANCE
8	piece	<p>File Box with lid Outside Dimension: width: 12 height: 11 length: 15 Chipboard: 3mm thick (min) Leatherette paper for outside cover Front of the Box: with pocket for label insert color: red only</p>	250	
9	pack	<p>File/Folder Divider Made of 220 gsm hard paper material Size: lettersize / 216 x 279mm Colors: multi-color High quality No holes for clean hole-punching With additional 2cm tab-ears for bigger labeling 100 pieces per pack</p>	80	
10	piece	<p>Flash Drive, 32gb USB 3.0, with built-in USB interface cover, compatible with all photocopying machines for scan purposes (e.g Swivel, slide/retractable type) with carrying strap (neck or wrist)</p>	100	
11	pack	<p>Index Tab, permanent Size: 45*28mm tab Colors: assorted, white Quantity: 10x3 sheets Material thickness: 100 Description: -Writing doesn't smudge or rub off -Permanent adhesive and ensures tabs will not fall off over time -Made from unbreakable polyester with wood-free paper -Permanent long lasting adhesive</p>	150	
12	pack	<p>Push Pins, thumb tack multi color 3/8" 100 pieces per box</p>	20	

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LOT I-GENERAL SUPPLIES				
NO.	UNIT OF MEASUREMENT	ITEM/DESCRIPTION	QTY	STATEMENT OF COMPLIANCE
13	pad	Note Pad, stick on, cube (2" x 2") min 400 sheets per cube Adhesive strength: standard Ability: stick and re-stick Adhesive must stick for at least 30 days from the first use Must be easily removed from pad/surface without adhesive transfer	400	
14	pad	Note Pad, stick on, lined (4" x 6") min 100 sheets per pad Adhesive strength: standard Ability: stick and re-stick Adhesive must stick for at least 30 days from the first use Must be easily removed from pad/surface without adhesive transfer	250	
15	reams	Paper, Multicopy, Lettersize 80 gsm	150	
16	pack	Photo Paper, glossy A4, 10 sheets per pack, white	50	
17	pack	Photo Paper, matte A4, 10 sheets per pack, white	30	
18	piece	Ring Bind spines, plastic, A4 size Comb size: 8mm Sheet Capacity: 40 Color: black only	300	
19	piece	Ring Bind spines, plastic, A4 size Comb size: 12mm Sheet Capacity: 80 Color: black only	300	
20	piece	Ring Bind spines, plastic, A4 size Comb size: 16mm Sheet Capacity: 120 Color: black only	300	
21	piece	Ring Bind spines, plastic, A4 size Comb size: 18mm Sheet Capacity: 140 Color: black only	300	
22	piece	Ring Bind spines, plastic, A4 size Comb size: 22mm Sheet Capacity: 180 Color: black only	300	

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LOT I-GENERAL SUPPLIES				
NO.	UNIT OF MEASUREMENT	ITEM/DESCRIPTION	QTY	STATEMENT OF COMPLIANCE
23	piece	Ring Bind spines, plastic, A4 size Comb size: 25mm Sheet Capacity: 220 Color: black only	300	
24	piece	Ring Bind spines, plastic, A4 size Comb size: 32mm Sheet Capacity: 260 Color: black only	300	
25	piece	Ring Bind spines, plastic, A4 size Comb size: 51mm Sheet Capacity: 450 Color: black only	300	
26	piece	Sign Pen, green liquid/gel ink, 0.5mm	84	
27	pack	Specialty Paper, 160-170gsm Size: legal Color: Ivory 10 sheets per pack (for printing of certificates)	125	
28	pack	Sticker Paper, matte, 80gsm size: A4 10 sheets per pack	75	
29	rolls	Tape, Double-sided, 12mm white, strong adhesive on both sides, cotton paper	80	
30	rolls	Tape, Double-sided, 24mm white, strong adhesive on both sides, cotton paper	80	
31	rolls	Tape, Double-sided, 48mm white, strong adhesive on both sides, cotton paper	80	
32	rolls	Tape, Duct, 48mm (2"), 25 meters High tensile strength Designed for Heavy duty packaging	200	
33	packs	Sticky/Index Tab with Sign Here 100 flags/pieces per dispenser Adhesive Strength: Standard Ability: Stick and re-stick Adhesive must stick for at least 30 days from the first use Must be easily removed from pad/surface without adhesive transfer	480	
Other detailed Technical Specifications:				
*All printer inks and toners should be brand new, original, and genuine.				
*In the event that the model indicated in the technical specifications has reached its end of life, original replacements will be accepted.				

EARLY PROCUREMENT OF VARIOUS OFFICE SUPPLIES NOT AVAILABLE IN PROCUREMENT SERVICE - DBM				
LOT I-GENERAL SUPPLIES				
NO.	UNIT OF MEASUREMENT	ITEM/DESCRIPTION	QTY	STATEMENT OF COMPLIANCE
*No re-manufactured, refilled, or compatible printer inks and toners will be accepted.				
*The Letter of Authenticity, Manufacturer's Certification or Reseller's Certificate shall be submitted by the winning supplier after award and upon delivery of the item.				
The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract.				
Delivery Terms: Delivery is within 30 days after receipt of Notice to Proceed				
Manufacturing defects shall be corrected by the Supplier, and the latter shall repair or replace the defective goods without cost to the OPS.				
One percent (1%) of the total contract price shall be retained by the OPS to cover the Supplier's warranty obligations pursuant to Section 62.1 of the 2016 RIRR of RA No. 9184, which shall only be released after the lapse of the warranty period of three (3) months reckoned from the complete delivery of the goods.				

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EARLY PROCUREMENT OF VARIOUS OFFICE SUPPLIES NOT AVAILABLE IN PROCUREMENT SERVICE - DBM				
LOT II-PRINTER INKS AND TONERS				
NO.	UNIT OF MEASUREMENT	ITEM/DESCRIPTION	QTY	STATEMENT OF COMPLIANCE
1	cart	Drum Cartridge, Brother DR-2255	5	
2	cart	Drum Cartridge, Ricoh (Model: MP 2014HS)	12	
3	botls	Ink Bottle, Brother BT-D60, black	20	
4	botls	Ink Bottle, Canon GI - 790Bk (black)	5	
5	botls	Ink Bottle, Canon GI - 790C (cyan)	5	
6	botls	Ink Bottle, Canon GI - 790M (magenta)	5	
7	botls	Ink Bottle, Canon GI - 790Y (yellow)	5	
8	botls	Ink Bottle, Epson 003, black	12	
9	botls	Ink Bottle, Epson 003, cyan	12	
10	botls	Ink Bottle, Epson 003, magenta	12	
11	botls	Ink Bottle, Epson 003, yellow	12	
12	cart	Toner Cartridge, Brother TN-2280	6	
13	cart	Toner Cartridge, Ricoh (Model: MP2014HS)	60	
Other detailed Technical Specifications:				
*All printer inks and toners should be brand new, original, and genuine.				
*In the event that the model indicated in the technical specifications has reached its end of life, original replacements will be accepted.				
*No re-manufactured, refilled, or compatible printer inks and toners will be accepted.				
*The Letter of Authenticity, Manufacturer's Certification or Reseller's Certificate shall be submitted by the winning supplier after award and upon delivery of the item as part of the post-qualification				

The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract.	
*at least 1 year expiration date of all inks and toners before the delivery to OPS	
Delivery Terms: Delivery is within 30 days after receipt of Notice to Proceed	
Manufacturing defects shall be corrected by the Supplier, and the latter shall repair or replace the defective goods without cost to the OPS.	
One percent (1%) of the total contract price shall be retained by the OPS to cover the Supplier's warranty obligations pursuant to Section 62.1 of the 2016 RIRR of RA No. 9184, which shall only be released after the lapse of the warranty period of three (3) months reckoned from the complete delivery of the goods.	

Conforme:

- For Lot 1 only
- For Lot 2 only
- For Lots 1 & 2

Full Name and Signature
of Bidder/Authorized Rep. : _____
Designation : _____
Name of Company : _____