

Republic of the Philippines
ILOILO STATE COLLEGE OF FISHERIES - Main Campus
Tiwi, Barotac Nuevo, Iloilo

BIDDER'S TENDER
PURCHASE OF OFFICE SUPPLIES FOR 1ST & 2ND QUARTER OF FY 2022 (Within Iloilo Only)
ISCOF MAIN CAMPUS

ABC-Php556,288.85
Duration: 30 Calendar Days

Sir/Madam:

In connection with your invitation of Bid dated _____
deliver in conformity with the specification of the articles which I/We quoted as specified below and do hereby bind myself/ourselves to accept only the award of any or all the articles subject to the conditions of this proposal, except that these are hereby expressly modified. (See our letter accompanying this tender).

To guarantee the faithful compliance with the conditions in the Invitation to Bid, I/We file herewith a cash bond in the amount of _____ representing the _____

Item No.	Quantity	Unit	Articles and Description	Unit Cost	Total Cost
1	7	roll	Acetate (0.075mm,gauge #3)		
2	500	pc	Ballpen (black)		
3	350	pc	Ballpen (blue)		
4	100	pck	Board paper (10's, long)		
5	75	pck	Board paper (10's, short)		
6	1000	rm	Bond paper (sub. 20, A4)		
7	250	rm	Bond paper (sub. 20, Long)		
8	100	rm	Bond paper (sub. 20, Short)		
9	1500	pc	Brown envelope (A4)		
10	1000	pc	Brown envelope (long)		
11	150	pc	Brown envelope (short)		
12	25	pc	Calculator, (compact, 12 digits)		
13	4	box	Carbon Film (A4)		
14	10	pck	Cartolina Paper (assorted Colors)		
15	150	pc	Certificate holder (A4)		
16	50	pc	Certificate holder (short)		
17	10	pc	Certificate stand		
18	5	box	Chalk (White, Enamel)		
19	15	pc	Clearbook, (20 pockets, A4)		
20	20	pc	Clearbook, (20 pockets, legal)		
21	2	pc	Clipboard (long)		
22	100	box	Clip (backfold,metal: 19mm		
23	100	box	Clip (backfold,metal: 25mm)		
24	100	box	Clip (backfold,metal: 32mm)		

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Item No.	Quantity	Unit	Articles and Description	Unit Cost	Total Cost
25	100	box	Clip (backfold, metal: 50mm)		
26	300	pc	Correction tape		
27	16	pc	Correction liquid		
28	30	pc	Correction pen		
29	50	pc	Cutter (big, heavy duty)		
30	25	tube	Cutter blade (10's, big)		
31	300	pc	Data Man File		
32	16	pc	Dating and Stamping Machine		
33	19	pc	Document tray organizer (2 layer)		
34	25	pc	Eraser (felt, for blackboard & Whiteboard)		
35	30	pc	Eraser (rubber, small)		
36	100	pc	Expanded folder (long)		
37	50	pc	Expanding envelope		
38	30	box	Fastener (metal,70mm)		
39	30	box	Fastener (plastic)		
40	12	jar	Glue (all purpose, 130 grams)		
41	26	tube	Glue (pencil style)		
42	22	tube	Glue (super glue)		
43	8	pc	Glue gun (big, heavy duty)		
44	40	pc	Glue stick (big)		
45	10	pc	Glue stick (small)		
46	100	pc	Highlighter pen (assorted colors)		
47	100	box	Index Tab (self-adhesive,transparent)		
48	11	btl	Ink refill (pentel pen, black)		

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Item No.	Quantity	Unit	Articles and Description	Unit Cost	Total Cost
49	33	pck	Inkjet paper (matte, 145 gsm, A4)		
50	8	pc	Long range stapler		
51	10	box	Mailing Envelope		
52	50	box	Notary Gold Seal (size 25)		
53	100	pad	Note Pad (stick on, 50mm x 76mm) 2x3		
54	100	pad	Note Pad (stick on, 76mm x 100mm) 3x4		
55	100	pad	Note Pad (stick on, 76mm x 76mm) 3x3		
56	2	pc	Notebook (spiral, 40 leaves)		
57	120	box	Paper Clip (32mm min)		
58	120	box	Paper Clip (50mm min)		
59	50	box	Parchment Paper (short)		
60	10	pc	Pencil Sharpener (manual)		
61	50	box	Pencil (lead, w/ eraser)		
62	50	pc	Permanent Marker (broad, black)		
63	50	pc	Permanent Marker (fine, black)		
64	16	pc	Photo frame (A4)		
65	50	pck	Photo paper (glossy)		
66	50	pck	Photo paper (matte)		
67	50	pc	Plastic envelope (long)		
68	30	pc	Plastic envelope (short)		
69	10	pc	Puncher (heavy duty, 2 hole guide)		
70	3	pc	Puncher (3 holes, HD)		
71	6	roll	Receipt paper (76mm)		
72	150	pc	Record Book (300 leaves)		

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Item No.	Quantity	Unit	Articles and Description	Unit Cost	Total Cost
73	175	pc	Record Book (500 leaves)		
74	80	pc	Ring binder (½")		
75	80	pc	Ring binder (¾")		
76	100	pc	Ring binder (1")		
77	80	pc	Ring binder (1½")		
78	100	pc	Ring binder (2")		
79	10	box	Rubber Band (70mm, #18)		
80	50	pc	Ruler (plastic, 12")		
81	50	pair	Scissors		
82	200	pc	Sign pen (0.4, black)		
83	100	pc	Sign pen (0.4, blue)		
84	150	pc	Sign pen (black, 0.5mm)		
85	100	pc	Sign pen (blue, 0.5mm)		
86	50	pc	Sign pen (red, 0.5mm)		
87	100	pc	Sign pen (1.0, black)		
88	35	pc	Sign pen (1.0, blue)		
89	35	pck	Special paper (long, 20's)		
90	35	pck	Special paper (short, 20's)		
91	10	blt	Stamp Pad Ink (50ml, Purple/Violet)		
92	10	pc	Stamp Pad Felt (60mm x 100mm)		
93	12	pc	Staple Remover (Plier-Type)		
94	30	box	Staple Wire (#10)		
95	100	box	Staple Wire (#35)		
96	11	pc	Stapler (#10)		

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Item No.	Quantity	Unit	Articles and Description	Unit Cost	Total Cost
97	30	pc	Stapler (#35)		
98	75	pck	Sticker paper (glossy)		
99	100	pck	Sticker paper (matte)		
100	1	pc	Tape Dispenser		
101	50	roll	Tape (double-sided, 24mm)		
102	35	roll	Tape (duct tape)		
103	120	roll	Tape (masking, width:24mm)		
104	120	roll	Tape (masking, width: 48mm)		
105	100	roll	Tape (packaging, width: 48mm)		
106	200	roll	Tape (transparent, width: 24mm)		
107	200	roll	Tape (transparent, width: 48mm)		
108	15	roll	Thermal Paper (55 GSM; 216mmx30m)		
109	15	box	Thumb tacks		
110	50	pc	Whiteboard Marker (Black)		
111	25	pc	Whiteboard Marker (Blue)		
112	25	pc	Whiteboard Marker (Red)		
113	100	pc	Whiteboard pen (black)		

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