

Section III- BID DATA SHEET – PROCUREMENT OF OFFICE & IT SUPPLIES

Piece	File box (3 holes, LD 300), green	14	154.00
Piece	File box , (3 holes, LD 300)dark green	20	154.00
Piece	File box,(3 holes, LD 300) Red	3	154.00
Piece	File box, (3 holes, LD 300)Yellow	3	154.00
Set	File box with cover	5	150.00
Set	File Tab Divider, A4 with index tab, assorted color per set, 10 pcs./set	10	90.00
Set	File Tab Divider, Legal with index tab, assorted color per set, 10 pcs./set	10	90.00
Piece	File Organizer	3	350.00
Piece	Folder A4,white,pre-punched,14points	601	8.50
Piece	Folder, short, white, pre-punched, 14 points	387	7.30
Piece	Folder,long,white,pre-punched,14points	1765	8.50
Ream	Folder, long, white, pre-punched, 14 points	10	400.00
Piece	Folder expanding, for legal size doc, white	730	15.40
Piece	Folder Expanding, Long, blue	3	25.47
Piece	Folder Expanding, Long, red	3	25.47
Piece	Folder Expanding, Long, green	2	25.47
Piece	Folder Expanding, Long, yellow	2	25.47
Piece	Folder L Type Clear A4 (Pink, Blue, White)	30	12.00
Piece	Folder Morocco, A4, 14 pts, white	166	26.14
Piece	Folder Morocco, A4, blue	13	26.39
Piece	Folder Morocco, A4, red	12	26.39
Piece	Folder Morocco, A4, green	12	26.39
Piece	Folder Morocco, A4, yellow	13	26.39
Piece	Folder Morocco, A4, light blue	10	26.39
Piece	Folder Morocco, A4, purple	10	26.39
Piece	Folder Morocco, Long, white	30	20.50
Piece	Folder Morocco, Long, blue	3	20.50
Piece	Folder Morocco, Long, red	2	20.50
Piece	Folder Morocco, Long, green	2	20.50
Piece	Folder Morocco, Long, yellow	3	20.50
Piece	Folder Morocco, Long, light blue	10	20.50
Piece	Folder Morocco, Long, orange	10	20.50
Piece	Folder Morocco, Long, 14 pts, blue	6	20.50
Piece	Folder Morocco, Long, 14 pts (dark blue)	50	20.50
Piece	Folder Morocco, Long	3	20.50
Piece	Folder Morocco Short	3	18.20
Piece	Folder Morocco, Short, 14 points, red	6	18.20
Piece	Folder Morocco, Short, White	50	18.20
Piece	Folder Morocco, Short, light blue	10	18.20
Piece	Folder (plastic) sliding	10	11.50
Piece	Frixion pen, erasable	1	90.62
Piece	Frixion Pen (Erasable pen) blue 0.5	4	90.62
Piece	Gelpen Brown 0.5	5	30.00
Piece	Glue, 130 gms	39	163.00
Piece	Glue 240ml bottle	6	150.00
Piece	Glue, multi-purpose, non toxic, liquid 130 gms	31	63.80
Piece	Glue all purpose in jar w/ applicator, min. of 200 gms	2	153.50
Piece	Glue Gun, Big	2	182.60

Section III- BID DATA SHEET – PROCUREMENT OF OFFICE & IT SUPPLIES

Piece	Glue Stick, Big	60	11.00
Piece	Highlighter, neon colors	44	44.00
Pack	Highlighter, neon green	5	44.00
Pack	Highlighter, neon orange	10	44.00
Piece	Highlighter, Green	10	44.00
Piece	Highlighter, Pink	10	44.00
Piece	Highlighter, Yellow	10	44.00
Box	Index tab self-adhesive, yellow	11	83.60
Box	Index tab self-adhesive assorted 3 colors / set	23	83.60
Piece	Magfile Closed Horizontal (Blue, Legal)	5	150.00
Piece	Manila Paper	25	5.00
Box	Max Staples HD-3LS 10 mm, (1210Fa-H) crowd width 12mm, Leg length 10mm., 1000 pcs.	3	59.25
Box	Max Staples HD-3LS 17 mm, (1217Fa-H) crowd width 12mm, Leg length 17mm., 1000 pcs.	3	93.10
Unit	Measuring Tape (100m/330ft 13mm/1/2in)-Metric and English Measurement	1	3,500.00
Piece	Metal Book ends (125mmx190mmx155mm) (Red) Heavy Duty	80	250.00
Piece	Notebook, Stenographer, spiral, 40 Leaves	5	15.00
Pack	Note pad 3x2	7	135.00
Pad	Note pad 3x3	16	140.00
Pack	Note pad 3x5	9	165.00
Pack	Note pad 4x4	9	175.00
Piece	Overhead projector pen	2	1,200.00
Box	Paper Clip Vinyl Coated 33mm	3	38.50
Box	Paper Clip Vinyl Coated Jumbo	39	38.50
Box	Paper Clip Vinyl Coated Small	37	38.50
Piece	Paper cutter, 18-inch rotary paper trimmer, Heavy-duty 36-sheet rotary trimmer with carbide blade, patented rail system, calibrated metal base board, adjustable magnetic guide and storage compartment, A4 dimension	1	8,500.00
Box	Paper Fastener, plastic, colored, 70mm (2-3/4") centers, 50mm capacity	34	47.15
Piece	Paper Trimmer / Cutter	2	1,150.00
Unit	Paper Trimmer, A3 Paper Cutter Heavy Duty Photo Guillotine Craft Machine w/ 15-inch Cut Length Paper Cutting Board, Red	1	3,500.00
Ream	Paper, Multi-Copy paper, A3, white, 80GSM	16	681.80
Ream	Paper, MultiCopy Paper, A4, white, hard copy, 70gsm	661	287.50
Ream	Paper, Multi-Copy paper, short, white, hard copy, subs 20, 70gsm	110	258.65
Ream	Paper, MultiCopy Paper long white, hard copy, substance 20, 70gsm	840	310.00
Box	Paper, Multi-Copy Premium paper, A3, 100 GSM	3	2,500.00
Box	Paper, Multi-Copy Premium paper, A4, 80 GSM	5	1,250.00
Ream	Paper, Multi-Copy paper, short, white, 80GSM	14	261.80
Box	Paper, Multi-Copy Premium paper, Long, 80 GSM	3	1,450.00
Pack	Paper, photo, A4, Dual Sided Glossy (220 GSM) 20	48	142.65

30

Section III- BID DATA SHEET – PROCUREMENT OF OFFICE & IT SUPPLIES

	sheets/pk		
Piece	Puncher, Heavy Duty with Gauge 3 hole guide	1	1,210.00
Piece	Puncher, Heavy Duty with gauge,2 holes	1	275.00
Pack	Paper, sticker, white, long, inkjet friendly, glossy, 10 sheets/pack	8	71.35
Pack	Paper, sticker, white, A4, inkjet friendly, glossy, 10 sheets/pack	12	71.35
Piece	Pencil #1 (Fine, exact point, soft, non-smudge eraser)	85	9.70
Piece	Pencil #2 (Fine, exact point, soft, non-smudge eraser)	282	9.70
Piece	Pencil Sharpener, HD, single cutterhead, one hole guide	14	418.00
Piece	Permanent Marker (Assorted)	10	104.50
Piece	Permanent Marker, Black, fine, water resistant	7	104.50
Piece	Permanent Marker, Blue, fine, water resistant	6	104.50
Piece	Permanent Marker, Black broad, water resistant)	8	104.50
Piece	Permanent Marker, Red broad (water resistant)	5	104.50
Piece	Permanent Marker (Black)	7	104.50
Piece	Permanent Marker (Blue)	7	104.50
Piece	Permanent Marker (Red)	7	104.50
Piece	Puncher, Heavy Duty with gauge,2 holes	17	275.00
Piece	Puncher, Heavy Duty with Gauge 3 hole guide	7	1,210.00
Box	PVC Cover 200mic (plastic Cover Long)	18	1,033.55
Box	PVC Cover 200mic, (plastic cover, short)	4	987.39
Ream	PVC Cover 200mic (plastic Cover A4)	10	979.00
Book	Record Book 200 pages w/ printed "Official Record Book" Printing	38	165.00
Book	Record Book 300 pages w/ printed "Official Record Book" Printing	28	181.50
Book	Record Book 500 pages w/ printed "Official Record Book" Printing	24	214.50
Piece	Ring Binder (1/2" x 1.2 m") black	15	11.00
Piece	Ring Binder (1/2" x 44")Plastic, black	20	34.10
Piece	Ring Binder (3/4" x 44")Plastic, black	33	58.00
Piece	Ring Binder (1" x 44")Plastic, black	106	66.45
Piece	Ring Binder (1 1/2" x 44")Plastic, black	28	88.25
Box	Rubber Band Jumbo, all purpose, transparent size 18	12	200.00
Piece	Ruler Plastic 12"	28	9.70
Piece	Ruler Plastic 18"	14	23.50
Piece	Scissors,symmetrical,158 mm min. Overall length for office use	39	93.50
Piece	Scissors SP19004-B / 8" / Stainless steel with Plastic Handle / Black	5	67.00
Piece	Scissors SP23006-B / 8 1/4" / Stainless steel with Plastic Handle / Black	5	89.00
Piece	Self-Inking Date Stamp Dater, 4810, 12-year band, until 2029, 3mm print, break-proof with black inked pad	1	750.00
Piece	Sign Pen Black Liquid/gel Ink 0.5 mm needle tip	85	36.25