



ABSTRACT OF QUOTATION
SOLICITATION Number: RSU-2020-0088
ABC: PhP1,286,517.00
QTY: 16,621

PROCUREMENT OF JANITORIAL SUPPLIES, OFFICE SUPPLIES, AND OFFICE DEVICES AND ACCESSORIES

LOT – 1 COMMON JANITORIAL SUPPLIES (ABC:PhP147,446.00, QTY:842)

Unit	(Item Description)	QTY	Estimated Cost	Total Estimated Cost
can	Air freshener 320ml	37		
pc	Antibacterial Hand soap, Regular size	35		
pc	Broom, stick(ting-ting)	25		
pc	Broom, Soft (Tambo), weight: 200g min tiger grass	52		
can	Cleanser, Scouring Powder	9		
bag	Detergent Bar soap 390g	25		
bottle	Dishwashing liquid 500ml	47		
can	Disinfectant Spray 340grams net content	6		
pc	Door Mat, Cotton	66		
set	Floor Mop with Mop wringer, Tornado 360°	12		
roll	Garbage Bag, Large 10pcs/roll	22		
roll	Garbage Bag, XL 10pcs/roll	13		
bottle	Hand Sanitizer (with pump) 500mL Hygienic rub-in preparation for hands. Hypoallergenic. Dermatologically tested. Bactericidal. Fungicidal. Tuberculocidal. Virus inactivating	24		
bottle	Hand Soap, Liquid 500ml	30		
bottle	Isoprophyl Alcohol 500ml	169		
can	Multi- insect Killer water based, 500ml	8		
pc	Mophandle, Screw type aluminum	1		
liter	Muriatic Acid 1000ml	28		
pc	Pail with Metal handle,16 liters	20		
pc	Plastic Dust Pan(Medium Size)	18		
pack	Tissue 2 ply 12rolls/pack	78		
bottle	Toilet Bowl and Urinal Cleaner,900-1000ml cap	100		
pc	Toilet bowl brush	48		
pc	Toilet deodorizer 50g	61		
pc	Waste Basket, Big(Plastic)	11		
pc	Waste Basket, Small(Plastic)	10		
dozen	Detergent powder 50g/pack	25		
kg	Rags, All cotton	11		
pc	Dipper	4		
set	Dish Cabinet 2 Drawers	2		
set	Plastic Container/ Utility can with Cover 100lit. Cap.	1		
pc	Glass and Home Window Wiper Cleaner Two-way(Wood Handle)	2		
bottle	Liquid Glass and multi- surface cleaner 500ml	6		
dozen	Paper Cups 200ml	10		
pc	Dish Sponge(Good Quality)	10		
TOTAL		QTY 842		



LOT-2 COMMON-USE OFFICE SUPPLIES (ABC:PhP712,836.00, QTY:15,006)

UNIT	Item Description	QTY	Estimated Cost	Total Cost
box	Ballpen (0.7mm Ballpoint, Black, 12pc/box)	70		
box	Ballpen (0.7mm, Ballpoint, Blue)	30		
box	Ballpen, 0.7mm ballpoint (Red)	41		
unit	Calculator (Scientific, FX 991 ES Plus)	2		
pack	Cartolina	10		
pcs	Cartolina (light blue, golden yellow, light green, red) 10 pcs per color	80		
pc	CD-RW with Case	55		
roll	Celluloid (G-4)	1		
pc	Certificate Holder (Letter Size)	291		
pcs	Certificate Holder (Transparent, Acrylic, A4 Size)	30		
pc	Certificate Holder (Legal Size)	111		
box	Chalk (White, Dustless)	135		
pc	Class Record (30-Levels, 5 1/2" x 11")	180		
box	Clip, Binder, backfold, 1", 12pcs/box	48		
box	Clip, Binder, backfold, 1-1/4", 12 pcs/box	46		
box	Clip, Binder, Backfold (1 5/8", 12pc/box)	28		
box	Clip, Binder, backfold, 2", 12pcs/box	35		
box	Binder Clip (Backfold, 12 pc/box, 3/4")	41		
box	Clip, Binder, Backfold (1/2", 12pc/box)	20		
pc	Columnar Book (3columns, 50-Level, 216mm x 280mm)	2		
pc	Compact Calculator (12 Digits, 2-Way Power)	5		
boxes	Continuous form 3-Ply (Carbonless, 500 sheets/box)	12		
pc	Correction Fluid (15mL)	39		
pc	Correction Tape (5mmx12m)	327		
pc	Cutter 6", heavy duty for paper, w/ lock	35		
pc	Data File box, made of chipboard, with closed ends (5" x 9" x 15-3/4)	85		
pc	Dating and Stamping Machine (Self ink date) approved or received	9		
pc	Documentary Tray, 3 Layers, Legal Size, Aluminum	24		
rolls	Electrical Tape (1", Big Roll)	5		
pc	Brown Envelope (Legal Size)	3711		
pcs	Brown Envelope (Letter Size)	1,720		
pc	Expanding Envelope (Plastic, Legal Size, with Garter)	110		
pc	Expanding Envelope (Kraft, with Garter, Legal Size)	810		
pc	Expanding File Organizer (Plastic, 12 Inside Pockets & Index Tabs)	10		
pcs	Felt Eraser (for Whiteboard or Blackboard)	80		
pcs	File Arch w/ 2-ring level arm (D-type, Legal Size)	45		
pc	File Arch (with Lever Arm, 3-Ring, Legal Size, D-Type)	100		
pc	File Box (made with Chipboard, with Closed End)	32		
pc	Folder, white 14 pts. 9" x 14.5", Legal	450		
pc	Folder, white, 14 pts 9" x 11.5", Letter	450		
pc	Glue gun, Full sized (Big)	16		
pcs	Glue Stick (Hot Melt Glue, Medium Size)	100		
bottle	Glue, Multi Purpose 130grams, White 118ml	152		
pc	Multipurpose Glue (White, 473mL)	8		
pcs	ID Holder w/ Lace	150		



pcs	Illustration Board (Double-Face, 30" x 40")	10		
pack	Index Card (5" x 8", 100pc/pack)	5		
box	Index Tab, Self-adhesive,Clear(Letter Tabings)5 sets/box	9		
pc	Ink Cartridge (Canon #810, Black)	5		
pc	Ink Cartridge (Canon #811, Tri-Color)	5		
pc	Ink Cartridge (for HP704, TriColor)	20		
bottle	Ink for Printer(Black) Universal 1 lit./color(Refill)	7		
bottle	Ink for Printer, Epson Genuine (Cyan) 70ml/bottle	4		
bottle	Ink for Printer, Epson Genuine (Magenta) 70ml/bottle	4		
bottle	Ink for Printer(Yellow) Universal 1 lit./color(Refill)	2		
bottle	Ink for Printer, Epson Genuine (Black) 70ml/bottle	3		
bottle	Ink for Printer, Epson Genuine (Yellow) 70ml/bottle	2		
bottle	Ink, Permanent marker,Black,30ml	61		
pc	Magfile (Horizontal, Legal Size, Single Closed)	20		
pc	Mailing Envelope (80gsm, 105mm x 241mm)	520		
bundle	Mailing Envelope (Long, 15pc/bundle)	3		
pcs	Manila Paper	350		
rolls	Masking Tape (24mm width, 50m usable length)	5		
rolls	Masking Tape (48mm width, 50m usable length)	5		
rolls	Packaging Tape (48mm width, 50m usable length)	32		
pads	Pad Paper (Yellow)	1		
boxes	Paper clip (Vinyl Coated, 28mm)	48		
box	Paper Clip, Big 50mm, Vinyl Coated	33		
pc	Paper Highlighter/Marker (red,yellow, orange,green) 20 pcs per color	80		
pack	Sticker Paper (Matte, A4, 10sheet/pack)	175		
bottle	Paste with Spreader (200g)	28		
boxes	Pencil (#2, with Eraser, 12pcs/box)	211		
box	Permanent Marker (Black, Refillable, Broad, 12pc/box)	36		
box	Permanent Marker (Black, Refillable, Fine, 12pc/box)	2		
box	Permanent Marker (Blue, Refillable, Fine, 12pc/box)	1		
box	Permanent Marker (Refillable, Blue, Broad Tip)	98		
bottle	Permanent Marker Ink Refill (Black, 30mL)	3		
pcs	Philippine National Flag (3' x 6', Satin)	2		
pack	Photopaper, Glossy A4 Size 220 gsm(10pcs/pack)	44		
rolls	Plastic Cover (G-4)	1		
pc	Record Book (300 pages, 214mm x 278mm)	31		
pc	Record Book 500 pages	47		
pcs	Refillable Whiteboard Marker (Round Tip, Black)	283		
box	Rubber Band (Flat No. 18, 350g)	2		
pcs	Ruler (Clear Plastic, 12")	3		
pc	Scientific Calculator (FX991ES Plus)	1		
pc	Scissors 6"(Medium size, Heavy duty)	35		
pc	Sharpener, (Single Cutterhead, Heavy Duty)	1		
pc	Sign Pen (0.5mm Needle Tip, Black)	24		
box	Sign Pen (0.5mm Needle Tip, Liquid/Gel Ink, Black)	44		
pc	Sliding Folder (Morocco, Legal Size)	200		
boxes	Sign Pen (0.5mm Neelde Tip, Blue, Liquid/Gel Ink 12pcs/box)	5		
pc	Sliding Folder (Morocco, Letter Size, Green,Orange and Yellow)	260		
pack	Specialty Board Paper (Letter, 220gsm, 10pc/pack)	150		
pack	Specialty paper 8.5" x 11" Letter size (10pcs/pack)	310		
pcs	Spiral Plastic Ring Binder (1 1/2")	5		
pcs	Spiral Ring Binder (Plastic, 1")	95		
pcs	Spiral Plastic Ring Binder(1/8")	5		
pcs	Spiral Plastic Ring Binder (2")	15		
pcs	Spiral Ring Binder (Plastic, 1 1/2")	60		
pcs	Spiral Plastic Ring Binder (1/2")	15		



pcs	Spiral Plastic Ring Binder (1/4")	15		
pcs	Spiral Ring Binder (Plastic, 3/4")	70		
pc	Spiral Ring Binder 0.5"	20		
bottle	Stamp Pad Ink Refill (Purple/Violet, 50mL)	34		
box	Staple Wire (#35, 5000pc/box)	95		
pcs	Stick Glue (Hot Melt Glue)	70		
pad	Sticky Notes (1 1/2" x 2")	21		
pad	Sticky Notes (2" x 2")	21		
pad	Sticky Notes (3" x 3")	59		
pad	Sticky notes 1 1/2" x 2"	4		
pc	Tape Dispenser, Heavy duty for 1" tape	8		
pc	Tape Dispenser, Heavy duty for 2" tape	2		
rolls	Double-Sided Tape (24mm)	29		
roll	Tape, Masking 48mm(2") width, usable length 50m	3		
roll	Tape, Packaging 48mm(2"), width, usable length 50m	10		
box	Thumbtacks (No. 153, 20g)	20		
rolls	Transparent Tape (24mm width, 50m usable length)	102		
rolls	Transparent Tape (48mm width, 50m usable length)	20		
pcs	UPS (1500VA)	1		
pcs	Wall Clock (for CMC & Conference Room)	2		
pcs	White Board (2' x 3', Aluminum Frame)	1		
pcs	White Board (4' x 8', Aluminum Frame)	1		
packs	White Folder (Legal Size, 14pts, 100pcs/pack)	13		
pack	White Folder (14pts, Letter Size)	5		
pcs	White Folder (14pts, Letter Size)	50		
doz	Whiteboard Marker (Black Refillable, Fine)	2		
boxes	Whiteboard Marker (Refillable, Black, 12pcs/box)	376		
pc	Whiteboard Marker, Refillable(Black)	644		
bottle	Whiteboard Marker Ink Refill (Black, 30mL)	10		
pc	Whiteboard Marker (Refillable, Blue)	112		
TOTAL		QTY	15026	



LOT – 3 COMMON OFFICE DEVICES AND ACCESSORIES (ABC:PhP426,235.00, QTY:773)

UNIT	Item Description	QTY	Estimated Cost	Total Cost
unit	Auto Voltage Regulator(Heavy duty) with time delay 2000watts	3		
pc	Battery, size AAA, dry cell	41		
pc	Battery, size AA, dry cell	53		
pc	Bulb, LED 13watts	65		
pcs	Bulb, LED (10watts)	20		
pc	Bulb, LED 9watts	15		
pc	Chair, Monobloc,with backrest, w/o armrest	100		
pc	Children's Chair with backrest	15		
pc	Computer Keyboard USB connection type	1		
pcs	Cork Board (2' x 3', with Frame)	1		
pcs	Cork Board (3' x 5', with frame)	3		
panel	Curtain(Aqua Marine)	9		
pc	DVD-RW (No Case)	150		
pc	Extension Wire Universal 3-gang 6 feet (Heavy duty)	4		
pc	External Drive (DVD/CD Rom, 24x)	3		
unit	External Hard Disk Drive (1TB, USB 3.0)	3		
pcs	External Hard Disk Drive (USB 3.0 Connection Type)	1		
pc	Flash Drive (32GB Capacity, USB 3.0, OTG)	8		
pcs	Flash Drive (32GB, USB 3.0)	5		
set	Flash Lights heavy duty	6		
pc	HDMI Cable (Heavy Duty, 5m)	10		
set	Hot & Cold Water Dispenser	2		
pcs	Keyboard (USB Connection Type)	1		
pcs	Monobloc Chair (with Backrest, for Conference Room)	100		
pc	Padlock, 50mm	7		
pc	Paper Cutter 18" x 15" Metal Base Trimmer(Heavy Duty)	1		
pc	Philippine National Flag 3' x 6'(Satin)	2		
L	Printer Ink Refill (Universal, Black)	11		
L	Printer Ink Refill (Universal, Cyan)	7		
bottle	Printer Ink (Epson Genuine, Cyan, 70mL)	13		
bottle	Printer Ink (Epson Genuine, Magenta, 70mL)	13		
L	Printer Ink (Epson Genuine, Yellow)	1		
bottles	Printer Ink (for HP Deskjet GT5810, Genuine, Black, 100mL)	3		
bottles	Printer Ink Refill (Epson Genuine, Yellow, 70mL)	59		
L	Printer Ink (Epson Genuine, Magenta)	7		
L	Printer Ink Refill (Universal, Yellow)	6		
pc	Printer Ribbon (for EPSON FX-2175)	10		
unit	UPS, 1500VA	1		
pc	Wall Clock(Heavy duty) 12" dia.	9		
unit	Water Dispenser (Hot & Cold; Compressor Type Cooling; with mini cabinet storage; 500W; L-12.25", W-12", H-39")	2		
pc	White Board with Aluminum Frame 4' x 8'(Good Quality)	1		
pc	Whiteboard with Aluminum Frame 2' x 3'(Good Quality)	1		
TOTAL		QTY 773		