

# Section VI. Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Item/ Lot No.	Description	Qty.	Unit	Total	Delivered, Weeks/ Months
<b>I.</b>	<b>ELECTRICAL/ HARDWARE SUPPLIES</b>	<b>1</b>	<b>lot</b>		
1	Anti Slip/Safety Walk Outdoor Thread Tape	5	sets		
2	Battery AA 4 pcs/pack	2	packs		
3	BATTERY, dry cell, AA, 2 pieces per blister pack	20	packs		
4	BATTERY, dry cell, AAA, 2 pieces per blister pack	5	packs		
5	Electrical Extension Cord with 3 gang outlet, 5 meters	3	pieces		
6	Electrical tape, Green, Big	10	pieces		
7	Electrical tape, Red, Big	10	pieces		
8	Electrical tape, White, Big	30	rolls		
9	Electrician Tool Set	1	set		
10	Emergency Light, Rechargeable, LED	2	units		
11	Extension Cord, 5 meters, with 3 outlets	15	pieces		
12	Masking Tape, 1" x 50m	20	rolls		
13	Paint Brush, #4, Good quality	10	pieces		
14	Paint, latex, gloss, white	2	gallons		
15	Rechargeable AA and AAA Battery Charger with 4 AA NiMH Rechar	2	units		
16	Soldering Station with Complete Accessories	1	unit		
<b>II.</b>	<b>IT SUPPLIES</b>	<b>1</b>	<b>lot</b>		
1	Battery GP 1272 F2 12V 28W (non Spillable) for APC Back UPS	4	units		
2	CMOS Battery	24	pieces		
3	Compact on-camera smartphone video for vlogging microphone	5	pieces		
4	Correctible Film Ribbon for Electric Typewriter Model Brother GX8250	30	pieces		
5	Digital Voice Recorder, memory: 4GB (Expandable)	1	unit		
6	Earphones/Headset with Microphone (for Cellphone and Laptop use)	53	sets		
7	Electric Typewriter Ribbon Brother AX10/12/15/20/25: 8mm x 125mm	24	carts		
8	External Hard Drive, 1TB	4	units		
9	External Hard Drive, 2 TB	2	units		
10	Ink, Epson BCMY (T6641-T6644), Original	84	sets		
11	Ink, Epson T6641 Black, Original	113	bottles		
12	Ink, Epson T6642 Cyan, Original	5	carts		
13	Ink, Epson T6643 Magenta, Original	5	carts		
14	Ink, Epson T6644 Yellow, Original	5	carts		
15	Ink, HP 415 Black , Original	2	carts		
16	Ink, HP 678 Black, Original	3	pcs		
17	International/ Universal All-In- One Adapter	1	piece		
18	Mini Display Port to VGA Adapter	3	pieces		
19	Mouse pad with wrist support, Good Quality	3	pieces		
20	Network Technician Tool Set	2	sets		

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21	Ring Light	2	pieces		
22	Tablet Mount/Microphone Mount Holder	5	pieces		
23	Tablet, Graphic/Digital	5	units		
24	Toner, Brother TN3448, Original	2	carts		
25	Toner, HP85A, Original	6	pieces		
26	Toner, HPCF226A (HP26A), Black, Original	4	pieces		
27	Tripod Stand for Camera	1	piece		
28	Type-C to Ethernet	3	pieces		
29	UPS 650VA	2	carts		
30	USB Flash Drive, 16GB	10	pieces		

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31	USB Flash Drive, 32GB	5	pieces		
32	VGA Cable	3	pieces		
33	VGA Gender Changer, female to female	3	pieces		
34	Web camera for desktop	5	units		
35	Wi-Fi Router	1	unit		
36	Wi-Fi Router	1	unit		
37	Wireless Mouse and Keyboard	3	sets		
38	Wireless Optical Mouse	1	piece		
<b>III.</b>	<b>JANITORIAL SUPPLIES</b>	<b>1</b>	<b>lot</b>		
1	Air Freshener, aerosol 280ml/150g min	12	cans		
2	Alcohol with Dispenser 500 ml. capacity, table type	56	pieces		
3	Alcohol, ethyl/isopropyl, 70%, 500ml	351	bottles		
4	Alcohol, ethyl/isopropyl, 70%, 500ml	2	gallons		
5	Automatic Alcohol Dispenser with Built-in Rechargeable Battery-USB Supported, Wall Mountable (GTBI Supplies)	1	unit		
6	Bathroom Tissue 3 ply, 12 rolls	2	packs		
7	Bleach, 900ml, color safe	24	bottles		
8	Cleaner, for Glass, anti-bacterial, 500ml	26	bottles		
9	Cleaner, Multi-purpose, 250g	8	packs		
10	Cleaner, Toilet Bowl and Urinal, 900ml-1000ml cap	6	bottles		
11	Detergent Powder, all purpose, 1kg	39	pouches		
12	DISINFECTANT BLEACHING SOLUTION	10	liters		
13	Disinfectant Spray, aerosol type, 400-550 grams	13	cans		
14	Disinfectant Spray, aerosol type 340 grams	29	cans		
15	Disinfectant, Multipurpose, 1 Liter	30	bottles		
16	Diswashing Liquid, 500ml, Lemon Scent	5	bottles		
17	Doormat, Cloth, standard size	15	pieces		
18	Doormat, rubber w/ dirt trap 18"x24"	5	pieces		
19	Face Shield, Good Quality	120	pieces		
20	Insect Repellent, Non-Irritating Spray, 600ml	16	bottles		
21	Insecticide, aerosol type, net content: 600ml min	10	cans		
22	Liquid Hand Soap 500 ml., anti-bacterial, with dispenser	14	bottles		
23	Liquid Hand Soap 500 ml, with pump type dispenser	11	bottles		
24	Liquid Hand Soap, Antiseptic	67	liters		
25	Muriatic Acid, Gallon	5	gallons		
26	Pail, Plastic, Regular Size, Good Quality	5	pcs		
27	Tissue Paper, 24's	22	packs		

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28	Toilet Bowl Brush, Good Quality	20	pcs		
29	Toilet Bowl Cleaner, 709ml	30	bottles		
30	Trash bin, yellow for infectious disease	1	piece		
31	Trash Can	2	pieces		
32	Trashbag, Black, 940mm x 1016mm, 10pcs per roll/pack	70	packs		
33	Trashbag, Black, XXL	10	pieces		
<b>IV.</b>	<b>OFFICE SUPPLIES</b>	<b>1</b>	<b>lot</b>		
1	Archive Folder 1" with refill 100's, size A4	10	pieces		
2	Archive Folder 3" Dark Blue	30	pieces		
3	Ballpen, fine, black, 50's	4	boxes		
4	Ballpoint, fine, black	100	pieces		
5	Ballpoint, fine, blue	50	pieces		
6	Book ends, steel 9" high vinyl coated	70	pairs		
7	Brown Paper Bag (4 x 8 1/2" x 2 1/2"), 100's	10	packs		
8	Carbonless paper, top white, yellow green, pink, Long Size	12	reams		
9	Clear File Folder 100 leaves, long	2	pieces		
10	Clearbook w/ 100 leaves, long, green	6	pieces		
11	CLIP, BACKFOLD, all metal, clamping: 19mm, 12's	12	boxes		
12	CLIP, BACKFOLD, all metal, clamping: 25mm, 12's	15	boxes		
13	CLIP, BACKFOLD, all metal, clamping: 32mm, 12's	7	boxes		
14	CLIP, BACKFOLD, all metal, clamping: 50mm, 12's	17	boxes		
15	CONSTRUCTION PAPER, Short, assorted, 20's	2	packs		
16	Correction pen, fast drying, non-clogging tip	40	pieces		
17	CORRECTION TAPE, film base type, UL 6m min	90	rolls		
18	CUTTER BLADE, BIG, 10'S	10	tubes		
19	CUTTER KNIFE, for general purpose	5	pieces		
20	Data File Box with closed ends and finger ring. 127mm x 229mm x 400mm (5"x9"x15-3/4")	25	pieces		
21	DATA FILE BOX, made of chipboard, with closed ends	30	pieces		
22	Data Filer 3 Ring binder 3 inches thick, A4 Size with plastic lamination all over with opening on top	5	pieces		
23	Desk Lamp, Adjustable Stand, Good Quality	10	units		
24	Electric Thermo Pot Hot Water	1	unit		
25	Envelope, Documentary, for legal size, 500's	1	box		

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26	EXPANDABLE FOLDER, blue, long	150	pieces		
27	Expanding Envelope Brown	115	pieces		
28	Fastener, long 6", 50's	3	boxes		
29	Fastener, metal, 70mm between prongs, 50's	5	boxes		
30	Fastener, plastic, 50's	39	boxes		
31	Filing Box with cover, for Long Folders and Envelopes	15	pieces		
32	Filing box with cover, long Color, Red	120	pieces		
33	Folder, long, expanding, green	60	pieces		
34	Folder, long, white	100	pieces		
35	Folder, short, white or cream	30	pieces		
36	Glue Gun for Glue Stick size: 11mm	5	pieces		
37	Glue Stick size: 11mm	50	pieces		
38	Glue, all purpose, gross weight: 200 grams min	6	jars		
39	Highlighter Pen 3's	3	sets		
40	Karaoke with Microphone	1	set		
41	Liquid Glue, small	2	pieces		
42	Marker, permanent, Broad Type, Black	20	pieces		
43	Marker, permanent, Broad Type, Green	20	pieces		
44	Marker, permanent, Broad Type, Red	20	pieces		
45	Marker, permanent, bullet type, Black	31	pieces		
46	Marker, permanent, bullet type, Black, Refillable	13	pieces		
47	Marker, permanent, bullet type, Blue	32	pieces		
48	Marker, whiteboard, felt tip, bullet type, black	24	pieces		
49	Marker, whiteboard, felt tip, bullet type, blue	24	pieces		
50	Molar Box, 4"	10	pieces		
51	Paper Clip, Gem type jumbo, vinyl coated, 100's	32	boxes		
52	Paper Clip, Gem type small, vinyl coated, 100's	2	boxes		
53	Paper Shredder	1	unit		
54	Paper, Carbonless 8.5" x 13" plain without perforation 4-ply (Top White, Pink, Yellow, Bottom Green),50's	8	pads		
55	Paper, Specialty, for Certificates, 8.5" x 11", 10's, Mint Green/Cream	28	packs		
56	Paper, Specialty, for Certificates, 8.5" x 11", 10's, Cream	25	packs		
57	Paper, Specialty, 8.5" x 11", White, 10's	50	packs		
58	Paper, Specialty, 8.5 x 13, Subs 20, White, 10's	2	packs		
59	Paper, Sticker, A4, Matte, White, 10's	35	packs		

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60	Paper, Sticker, A4, Matte, White	30	pieces		
61	Paper, Sticker, 8.5" x 11", Matte, White, 10's	40	packs		
62	Pencil Sharpener, Table Installed, Heavy Duty	3	units		
63	Pencil with eraser, No. 2	8	pieces		
64	Pencil with eraser, No. 2, 12's	10	boxes		
65	Pencil, lead, w/ eraser, Good Quality, 12's	5	boxes		
66	Photopaper, A4, 10's	1	pack		
67	Plastic Envelope, Legal Size	100	pieces		
68	POS Thermal Paper 80mmx70mm (Cash Reg)	10	rolls		
69	Post-it Page Markers, 1/2" x 1 3/4", Assorted Bright Colors, 50's, 10 pads/pack (GTBI Supplies)	1	pack		
70	Post-It, paper, sticky, highlighter index, small	10	boxes		
71	Prepaid Cell Card (100), Globe	5	pieces		
72	Prepaid Cell Card (100), Smart	5	pieces		
73	Prepaid Cell Card (300), Globe	12	pieces		
74	Prepaid Cell Card (300), TNT	12	pieces		
75	Puncher, paper, heavy duty, with two hole guide	15	pieces		
76	Push Pins, Assorted Colors, 100's	40	boxes		
77	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	35	pieces		
78	Refillable Ink for Permanent Marker, Black	5	bottles		
79	Rubber Band, Large	5	boxes		
80	RULER, plastic, 300mm (12"), width: 28mm min	5	pieces		
81	Scissors, Big	2	pairs		
82	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	8	pieces		
83	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	9	pieces		
84	Sign Pen, gel type, black 12's	6	boxes		
85	Sign Pen, gel type, blue 12's	9	boxes		
86	Staple Wire No. 35	23	boxes		
87	STAPLE WIRE, No. 10, 10 Small boxes/box	14	boxes		
88	Stapler No. 35 with short handle and staple wire remover	12	pieces		
89	STAPLER, Heavy Duty, #10	1	piece		
90	STAPLER, Heavy Duty, #35	6	pieces		
91	Table Organizer, with plastic drawer, Multipurpose	5	pcs		
92	TAPE DISPENSER, TABLE TOP, for 24mm width tape	5	boxes		
93	Tape, Double Sided adhesive, 1" x 50m	50	rolls		
94	Tape, Double Sided adhesive, 1/2" x 50m	5	rolls		

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95	Tape, Double-sided adhesive, 22mm x 4.6m, High Strength	4	rolls		
96	Tape, Masking, 1" x 50m	10	rolls		
97	Tape, Packaging, 2" x 50m	25	rolls		
98	Tape, Transparent 1" x 50m	175	rolls		
99	Ultra Violet (UV) Lamp for Terminal Disinfection	2	pieces		
100	Wall fan, Good Quality	6	units		
101	Water Dispenser, table top, hot and cold	1	unit		
102	Whitewove, Long (Advance)	6	reams		
	<i>--Nothing Follows--</i>				

Name of Bidder: \_\_\_\_\_

Submitted by: \_\_\_\_\_

Designation: \_\_\_\_\_

Date: \_\_\_\_\_