

PR Number: GF-2025-08-00951

PPMP Number: PPMP-2025-031725-1039

Office: CSCRHS

Purpose: office supplies

No.	Item Name	Quantity	Quarter	MOP	Status
1	7 in 1 set Office Supplies Organizer	1	3	Competitive Bidding	
2	A4 Bond Paper, 70 GSM (5 reams/box)	5	2	Competitive Bidding	
3	A4 Bond Paper, 70 GSM (5 reams/box)	10	3	Competitive Bidding	
4	Ballpen 50 Pieces, Blue	2	3	Competitive Bidding	
5	Clip Board, Plastic, with PVC Cover, A4, any color	3	3	Competitive Bidding	
6	Clip Board, Plastic, with PVC Cover, Long, any color	1	3	Competitive Bidding	
7	Correction Fluid, waterbase, 15 mL	5	3	Competitive Bidding	
8	Correction Tape, 10 meters	10	3	Competitive Bidding	
9	Document Storage Box / Document Filing Case, plastic, transparent, A4 (30.7x23.2cm)	5	3	Competitive Bidding	
10	Document Storage Box / Document Filing Case, plastic, transparent, Legal (36x27x4.5cm)	5	3	Competitive Bidding	
11	Envelope, Document, Brown, 150 lbs, Short	30	3	Competitive Bidding	
12	Envelope, Documentary, Brown, 150 lbs, Long	30	3	Competitive Bidding	
13	Envelope, Expanding, Plastic, Long	20	3	Competitive Bidding	
14	Envelope, Expanding, plastic, A4	20	3	Competitive Bidding	
15	Fastener, Paper, plastic, 50 sets/box	10	3	Competitive Bidding	
16	File Organizer (Accordion), Expanding, w/ 13 inside pockets & index tabs, Legal	5	3	Competitive Bidding	
17	Folder, File, Long, 14pts, White	25	3	Competitive Bidding	
18	Folder, File, Short, 14pts, White	25	3	Competitive Bidding	
19	Folder, Morocco, Long, w/ plastic binder, Light Blue	5	3	Competitive Bidding	
20	Folder, Morocco, Short, w/ plastic binder, Blue	5	3	Competitive Bidding	
21	Glue Pen, Clear, 50mL	5	3	Competitive Bidding	
22	Glue Stick, All-purpose, at least 21g	5	3	Competitive Bidding	
23	Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Double)	3	3	Competitive Bidding	
24	Paper Clips Small Vinyl (33MM)	7	3	Competitive Bidding	
25	Pen, Permanent Marker, black, broad tip	10	3	Competitive Bidding	
26	Pen, Permanent Marker, blue, broad tip	10	3	Competitive Bidding	
27	Pen, Whiteboard Marker, red	10	3	Competitive Bidding	
28	Pen, Whiteboard Marker, black	10	3	Competitive Bidding	
29	Pen, Whiteboard Marker, blue,	10	3	Competitive Bidding	
30	Pencil, Lead, #2, w/ eraser	10	3	Competitive Bidding	
31	Puncher, 2 holes, heavy duty	3	3	Competitive Bidding	

No.	Item Name	Quantity	Quarter	MOP	Status
32	Record Book, 200 Pages	10	3	Competitive Bidding	
33	Scissors, 6" heavy duty, good quality	5	3	Competitive Bidding	
34	Scotch Tape 1 inch x 100 meters	5	3	Competitive Bidding	
35	Scotch Tape 4.7cm	3	3	Competitive Bidding	
36	Staple Wire, #35	20	3	Competitive Bidding	
37	Staple wire remover	3	3	Competitive Bidding	
38	Stapler, HD No.35	5	3	Competitive Bidding	
39	Sticky Note, 2 x 3, Yellow	8	3	Competitive Bidding	
40	Whiteboard eraser, dimension: around 11 x 2 x 6 cm	2	3	Competitive Bidding	
41	Whiteboard, Wall Mount, 2' x 3', w/ aluminum frame	1	3	Competitive Bidding	
42	bond paper, long	10	3	Competitive Bidding	