

## *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.

<b>Item No.</b>	<b>Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Delivered, Weeks/Months</b>
1	ACETATE, thickness: 0.075mm min (gauge #3)	2	rolls	Sixty (60) calendar days
7	ASEAN Flag, 100% polyester, 3' x 5'	5	pcs	Sixty (60) calendar days
8	BALLPEN, Fine Tips, Green	105	pcs	Sixty (60) calendar days
9	BATTERY, dry Cell, size AA, 2 pieces per blister pack	262	packs	Sixty (60) calendar days
10	BATTERY, dry Cell, size AAA, 2 pieces per blister pack	273	packs	Sixty (60) calendar days
11	BATTERY, dry Cell, size D, 1.5 volts, alkaline	10	packs	Sixty (60) calendar days
14	Brother Ink (Original) for DCP-T310 - D60BK - set of colors (Cyan, Magenta, Yellow & Black)	12	sets	Sixty (60) calendar days
15	BULB, Ultra Violet/ Money Discerner Bulb, 6.0"/152mm MOL, 0.63"/16mm MOD, 115 Approx Initial Lumens	10	pcs	Sixty (60) calendar days
16	CALCULATOR, compact, 12 digits, assorted color	7	units	Sixty (60) calendar days
17	CARBON PAPER, A4 size, blue, 100pcs/pack	5	packs	Sixty (60) calendar days
18	CARTOLINA, assorted colors, 10 pcs/pack	113	packs	Sixty (60) calendar days
19	CELL CARD, 2 GLOBE and 2 TM, worth 500 each	4	pcs	Sixty (60) calendar days
20	CERTIFICATE JACKET, with plastic cover, black, 210mm x 297mm (A4)	10	pcs	Sixty (60) calendar days
22	CLEARBOOK, 20 Transparent pockets for A4 size, assorted color	10	pcs	Sixty (60) calendar days
23	CLEARBOOK, 20 Transparent pockets, for Legal size, assorted color	200	pcs	Sixty (60) calendar days
24	CLIP, backfold, all metal, clamping: 19mm (-1mm), 12pcs/box	229	boxes	Sixty (60) calendar days
25	CLIP, backfold, all metal, clamping: 25mm (-1mm), 12pcs/box	252	boxes	Sixty (60) calendar days
26	CLIP, backfold, all metal, clamping: 32mm (-1mm), 12pcs/box	266	boxes	Sixty (60) calendar days

*Schedule of Requirements - Proposed Procurement for the Supply and Delivery of Common Office Supplies and Equipment for USTP-CDO (1<sup>st</sup> Quarter 2022)*

*Jack*

27	CLIP, backfold, all metal, clamping: 50mm (-1mm), 12pcs/box	248	boxes	Sixty (60) calendar days
28	CONTINUOUS FORM, 1 ply, 280 X 241mm, carbonless, 450 Cuts/pages	15	boxes	Sixty (60) calendar days
29	CONTINUOUS FORM, 3 ply, 280 X 241mm, carbonless, 450 Cuts/pages	68	boxes	Sixty (60) calendar days
30	CONSTRUCTION PAPER, Asstd colors, A4, 10 pcs/pack	5	packs	Sixty (60) calendar days
31	CORRECTION TAPE, film base type, min 6m	680	pcs	Sixty (60) calendar days
32	CUTTER KNIFE, for general purpose, 17.7 mm, assorted color	38	pcs	Sixty (60) calendar days
33	DATA FILE BOX, made of chipboard, with closed ends, 15" x 12" x 10"	133	pcs	Sixty (60) calendar days
34	DATA FOLDER, made of chipboard, taglia lock, 8 5/8 inches in height (for the front flap), 9 5/8 inches in height (for the back flap) and 11 3/4 inches in width, BLUE	180	pcs	Sixty (60) calendar days
35	DATA FOLDER, made of chipboard, taglia lock, 8 5/8 inches in height (for the front flap), 9 5/8 inches in height (for the back flap) and 11 3/4 inches in width, RED	100	pcs	Sixty (60) calendar days
36	DATING AND STAMPING MACHINE, heavy duty	36	pcs	Sixty (60) calendar days
37	DESK FILE ORGANIZER, 3-4 tier Metal mesh trays, Stackable Rack, Black	2	pcs	Sixty (60) calendar days
42	ENVELOPE, documentary, for A4 size document, assorted color, 100 pcs/box	11	boxes	Sixty (60) calendar days
43	ENVELOPE, DOCUMENTARY, for legal size document, assorted color, 100 pcs/box	111	boxes	Sixty (60) calendar days
44	ENVELOPE, expanding, kraftboard, for legal size doc, assorted color, 100 pcs/box	114	boxes	Sixty (60) calendar days
45	ENVELOPE, expanding, plastic, 0.50mm thickness min, assorted color	7	pcs	Sixty (60) calendar days
46	ENVELOPE, mailing, white, 70gsm, A4 size, 100 pcs/box	13	boxes	Sixty (60) calendar days
47	ENVELOPE, mailing, white, with window, Legal size, 100 pcs/box	2	boxes	Sixty (60) calendar days
48	EPSON 103 EcoTank Ink Set	25	boxes	Sixty (60) calendar days
49	EPSON, 003 BT, INK BLACK	50	carts	Sixty (60) calendar days
50	EPSON, 003 BT, INK CYAN	50	carts	Sixty (60) calendar days
51	EPSON, 003 BT, INK MAGENTA	50	carts	Sixty (60) calendar days

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*John*

52	EPSON, 003 BT, INK YELLOW	50	carts	Sixty (60) calendar days
53	ERASER, FELT, for blackboard/whiteboard, 5" x 2" x 1"	5	pcs	Sixty (60) calendar days
56	FASTENER, metal, non-sharp edges, 70mm between prongsm, 50 sets/box	153	boxes	Sixty (60) calendar days
57	FASTENER, PLASTIC, 25mm, 50 sets/box	14	boxes	Sixty (60) calendar days
58	FILE ORGANIZER, expanding, plastic, legal, 12 pockets, assorted color	87	pcs	Sixty (60) calendar days
59	FILE TAB DIVIDER, bristol board, for A4, 5pcs/set	85	sets	Sixty (60) calendar days
60	FILE TAB DIVIDER, bristol board, for legal, 5pcs/set	10	sets	Sixty (60) calendar days
63	FOLDER, Expanded, Legal, Brown	50	pcs	Sixty (60) calendar days
64	FOLDER, fancy, with slide, for A4 size documents, assorted color, 50pcs/bundle	134	bundles	Sixty (60) calendar days
65	FOLDER, fancy, with slide, for legal size documents, assorted color, 50pcs/bundle	166	bundles	Sixty (60) calendar days
66	FOLDER, L-type, PLASTIC, for A4 size documents, assorted color, 50pcs/pack	135	packs	Sixty (60) calendar days
67	FOLDER, L-type, PLASTIC, for legal size documents, assorted color, 50pcs/pack	121	packs	Sixty (60) calendar days
68	FOLDER, pressboard, size: 240mm x 370mm (-5mm), assorted color, 100pcs/box	5	boxes	Sixty (60) calendar days
69	FOLDER, TAGBOARD, with tab, for A4 size documents, assorted color, 50pcs/box	25	packs	Sixty (60) calendar days
70	FOLDER, TAGBOARD, with tab, for legal size documents, assorted color, 50pcs/box	23	packs	Sixty (60) calendar days
72	GLUE, all purpose, gross weight: 200 grams min	95	jars	Sixty (60) calendar days
74	INDEX TAB, self-adhesive, transparent, 5set/box	295	boxes	Sixty (60) calendar days
75	INK BOTTLE, BROTHER BT 6000 (black)	2	bottles	Sixty (60) calendar days
76	INK BOTTLE, Epson L200 model C4123 ink, Black	2	bottles	Sixty (60) calendar days
77	INK BOTTLE, Epson L200 model C4123 ink, Colored	2	bottles	Sixty (60) calendar days
78	INK BOTTLE, EPSON L3110, 65ml, 003BK, BLACK	11	bottles	Sixty (60) calendar days
79	INK BOTTLE, EPSON L3110, 65ml, 003C, CYAN	11	bottles	Sixty (60) calendar days
80	INK BOTTLE, EPSON L3110, 65ml, 003M, MAGENTA	10	bottles	Sixty (60) calendar days

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*Jack*

81	INK BOTTLE, EPSON L3110, 65ml, 003Y, YELLOW	11	bottles	Sixty (60) calendar days
82	INK BOTTLE, HP Deskjet advantage 2645 Black	2	bottles	Sixty (60) calendar days
83	INK BOTTLE, HP Deskjet advantage 2645 Colored	2	bottles	Sixty (60) calendar days
84	INK BOTTLE, HP GT51, Black	42	bottles	Sixty (60) calendar days
85	INK BOTTLE, HP GT52, Cyan	31	bottles	Sixty (60) calendar days
86	INK BOTTLE, HP GT52, Magenta	36	bottles	Sixty (60) calendar days
87	INK BOTTLE, HP GT52, Yellow	36	bottles	Sixty (60) calendar days
88	INK CART, BROTHER (BT5000C), Cyan	48	carts	Sixty (60) calendar days
89	INK CART, BROTHER (BT5000M), Magenta	48	carts	Sixty (60) calendar days
90	INK CART, BROTHER (BT5000Y), Yellow	48	carts	Sixty (60) calendar days
91	INK CART, BROTHER (BTD60BK), Black	56	carts	Sixty (60) calendar days
92	INK CART, BROTHER LC40BK, Black	8	carts	Sixty (60) calendar days
93	INK CART, BROTHER LC40C, Cyan	7	carts	Sixty (60) calendar days
94	INK CART, BROTHER LC40M, Magenta	7	carts	Sixty (60) calendar days
95	INK CART, BROTHER LC40Y, Yellow	7	carts	Sixty (60) calendar days
96	INK CART, BROTHER LC67B, Black	9	carts	Sixty (60) calendar days
97	INK CART, BROTHER MFC-T810W, Color: YELLOW, Magenta, Black, Cyan	1	carts	Sixty (60) calendar days
98	INK CART, CANON CL-741, Colored	7	carts	Sixty (60) calendar days
99	INK CART, CANON PG-740, Black	8	carts	Sixty (60) calendar days
100	INK CART, EPSON C13T664100 (T6641), Black	134	carts	Sixty (60) calendar days
101	INK CART, EPSON C13T664200 (T6642), Cyan	134	carts	Sixty (60) calendar days
102	INK CART, EPSON C13T664300 (T6643), Magenta	134	carts	Sixty (60) calendar days
103	INK CART, EPSON C13T664400 (T6644), Yellow	134	carts	Sixty (60) calendar days
104	INK CART, HP Laserjet Pro M101-M104	2	carts	Sixty (60) calendar days

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105	INK CARTRIDGE, BROTHER LC 3617BK (black)	4	carts	Sixty (60) calendar days
106	Ink Cartridge, HP T6L89AA (HP905) Cyan	15	carts	Sixty (60) calendar days
107	Ink Cartridge, HP T6L93AA (HP905) Magenta	15	carts	Sixty (60) calendar days
108	Ink Cartridge, HP T6L97AA (HP905) Yellow	15	carts	Sixty (60) calendar days
109	Ink Cartridge, HP T6M01AA (HP905) Black	15	carts	Sixty (60) calendar days
110	INK, for stamp pad, violet/purple	30	bottles	Sixty (60) calendar days
111	INK, HP Ink Tank 315, genuine, black	17	pcs	Sixty (60) calendar days
112	INK, HP Ink Tank 315, genuine, cyan	8	pcs	Sixty (60) calendar days
113	INK, HP Ink Tank 315, genuine, magenta	8	pcs	Sixty (60) calendar days
114	INK, HP Ink Tank 315, genuine, yellow	8	pcs	Sixty (60) calendar days
119	MAGAZINE FILE BOX, LARGE size, made of chipboard, assorted color	105	pcs	Sixty (60) calendar days
120	MARKER, fluorescent, 3 assorted colors per set	189	sets	Sixty (60) calendar days
121	MARKER, permanent, black, bullet type	215	pcs	Sixty (60) calendar days
122	MARKER, permanent, blue, bullet type	203	pcs	Sixty (60) calendar days
123	MARKER, permanent, red, bullet type	37	pcs	Sixty (60) calendar days
124	MARKER, whiteboard, black, felt tip, bullet type	168	pcs	Sixty (60) calendar days
125	MARKER, whiteboard, blue, felt tip, bullet type	166	pcs	Sixty (60) calendar days
126	MARKER, whiteboard, red, felt tip, bullet type	117	pcs	Sixty (60) calendar days
128	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min, 100 sheets/pad	325	pads	Sixty (60) calendar days
129	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min, 100 sheets/pad	385	pads	Sixty (60) calendar days
130	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min, 100 sheets/pad	400	pads	Sixty (60) calendar days
131	NOTEBOOK, stenographer, spiral, 40 leaves	20	pcs	Sixty (60) calendar days
132	PAPER BOOK, subs. 20, A4, 500 sheets/Ream	70	reams	Sixty (60) calendar days
133	PAPER BOOK, subs. 20, legal, 500 sheets/Ream	65	reams	Sixty (60) calendar days

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134	PAPER BOOK, subs. 20, Short, 500 sheets/Ream	14	reams	Sixty (60) calendar days
135	PAPER CLIP, vinyl/plastic coated, length: 32mm min, 100pcs/box	219	boxes	Sixty (60) calendar days
136	PAPER CLIP, vinyl/plastic coated, length: 50mm min, 100pcs/box	194	boxes	Sixty (60) calendar days
137	PAPER, Multicopy, 80 gsm, size: A3, 500 sheets/Ream	4	reams	Sixty (60) calendar days
138	PAPER, MULTICOPY, A4, 80 gsm, size: 210mm x 297mm, 500 sheets/Ream	870	reams	Sixty (60) calendar days
139	PAPER, MULTICOPY, Legal, 80gsm, size: 216mm x 330mm, 500 sheets/Ream	637	reams	Sixty (60) calendar days
140	PAPER, Multi-Purpose Copy, A4, 70 gsm, size: 210mm x 297mm, 500 sheets/Ream	841	reams	Sixty (60) calendar days
141	PAPER, multi-purpose Copy, legal, 70gsm, size: 216mm x 330mm, 500 sheets/Ream	695	reams	Sixty (60) calendar days
142	Pen Holder, metal, cylinder, black	5	pcs	Sixty (60) calendar days
143	PENCIL SHARPENER, manual, single cutter head, Heavy Duty, assorted colors	7	pcs	Sixty (60) calendar days
144	PENCIL, lead, with eraser, wood cased, hardness: HB, 12pcs/box	36	boxes	Sixty (60) calendar days
145	PHILIPPINE NATIONAL FLAG, 100% polyester, 3' x 5'	5	pcs	Sixty (60) calendar days
146	PORTAFILE, color Red, long	134	pcs	Sixty (60) calendar days
150	PUNCHER, paper, heavy duty, with two hole guide, blue	18	pcs	Sixty (60) calendar days
152	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	70	books	Sixty (60) calendar days
153	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	299	books	Sixty (60) calendar days
154	RIBBON CART, EPSON C13S015531 (S015086), Black	20	carts	Sixty (60) calendar days
155	RIBBON CART, EPSON C13S015327 (For FX-2190), Black	11	carts	Sixty (60) calendar days
156	RIBBON CARTRIDGE, LQ310	95	pcs	Sixty (60) calendar days
157	RIBBON Cartridge, LX 300+II	35	pcs	Sixty (60) calendar days
158	RIBBON, EPSON LQ 680 Pro	20	pcs	Sixty (60) calendar days
159	RIBBON, Fujitsu Printer DL 38500+ black (KA02004-C801)	5	ribbons	Sixty (60) calendar days
160	RING BINDER, plastic, 32mm, 84 rings, Blue	13	bundles	Sixty (60) calendar days

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161	RUBBER BAND, 70mm min lay flat length (#18)	6	boxes	Sixty (60) calendar days
162	RULER, plastic, 450mm, width: 38mm min	11	pcs	Sixty (60) calendar days
164	SCISSORS, symmetrical, blade length: 65mm min, Blue	26	pairs	Sixty (60) calendar days
166	SIGN PEN, black, liquid/gel ink, 0.5mm needle tip	973	pcs	Sixty (60) calendar days
167	SIGN PEN, blue, liquid/gel ink, 0.5mm needle tip	865	pcs	Sixty (60) calendar days
168	SIGN PEN, red, liquid/gel ink, 0.5mm needle tip	535	pcs	Sixty (60) calendar days
170	STAMP PAD, felt, bed dimension: 60mm x 100mm min, violet/purple	20	pcs	Sixty (60) calendar days
171	STAPLE REMOVER, plier type, Stainless Steel	26	pcs	Sixty (60) calendar days
172	Staple Wire, 23/6	10	boxes	Sixty (60) calendar days
173	STAPLE WIRE, for heavy duty staplers, (23/13) or heavy duty, binder type	52	boxes	Sixty (60) calendar days
174	STAPLE WIRE, standard No. 35, (26/6)	326	boxes	Sixty (60) calendar days
175	STAPLER, standard type, load cap: 200 staples min, Blue	45	pcs	Sixty (60) calendar days
176	STICKER PAPER, A4, Matte, 50 pcs/reams	15	reams	Sixty (60) calendar days
178	TAPE DISPENSER, table top, for 24mm width tape, blue	6	pcs	Sixty (60) calendar days
179	Tape, Double adhesive, 2", 48mm x 30m	5	rolls	Sixty (60) calendar days
180	TAPE, electrical, 18mm x 16mm min	5	rolls	Sixty (60) calendar days
181	TAPE, masking, width: 24mm ( $\pm 1$ mm)	228	rolls	Sixty (60) calendar days
182	TAPE, MASKING, width: 48mm ( $\pm 1$ mm)	156	rolls	Sixty (60) calendar days
183	TAPE, packaging, width: 48mm ( $\pm 1$ mm)	144	rolls	Sixty (60) calendar days
184	TAPE, transparent, width: 24mm ( $\pm 1$ mm)	394	rolls	Sixty (60) calendar days
185	TAPE, transparent, width: 48mm ( $\pm 1$ mm)	183	rolls	Sixty (60) calendar days
189	TONER CART, HP CB435A, Black	37	carts	Sixty (60) calendar days
190	TONER CART, HP CE278A, Black	2	carts	Sixty (60) calendar days
191	TONER CART, HP CE285A (HP85A), Black	108	carts	Sixty (60) calendar days

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192	TONER CART, Kyocera TK-1175, Black	11	carts	Sixty (60) calendar days
193	TONER CART, SAMSUNG MLT-D105L, Black	3	carts	Sixty (60) calendar days
194	TONER CARTRIDGE, BROTHER TN-1000	20	carts	Sixty (60) calendar days
195	Toner Cartridge, HP CF217A (HP17A) Black Laser Jet	31	carts	Sixty (60) calendar days
196	TONER CCART, Kyocera, TK 1147	4	carts	Sixty (60) calendar days
197	TONER POWDER, BROTHER TN-1000 (150g)	20	packs	Sixty (60) calendar days
198	TONER, Brother 2280	4	pcs	Sixty (60) calendar days
199	TONER, HP Laserjet, genuine, CF 230A	10	carts	Sixty (60) calendar days
202	Whiteboard brackout type mobile writing board home office children blackboards teaching training magnetic white class erasable kanban double sided, 50x70cm, white green	1	pc	Sixty (60) calendar days
<b>***** Nothing Follows*****</b>				

*Jack*