

Section VII. Technical Specifications

Notes for Preparing the Technical Specifications

A set of precise and clear specifications is a prerequisite for Bidders to respond realistically and competitively to the requirements of the Procuring Entity without qualifying their Bids. In the context of Competitive Bidding, the specifications (*e.g.* production/delivery schedule, manpower requirements, and after-sales service/parts, descriptions of the lots or items) must be prepared to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, and performance of the goods and services to be procured. Only if this is done will the objectives of transparency, equity, efficiency, fairness, and economy in procurement be realized, responsiveness of bids be ensured, and the subsequent task of bid evaluation and post-qualification facilitated. The specifications should require that all items, materials and accessories to be included or incorporated in the goods be new, unused, and of the most recent or current models, and that they include or incorporate all recent improvements in design and materials unless otherwise provided in the Contract.

Samples of specifications from previous similar procurements are useful in this respect. The use of metric units is encouraged. Depending on the complexity of the goods and the repetitiveness of the type of procurement, it may be advantageous to standardize the General Technical Specifications and incorporate them in a separate subsection. The General Technical Specifications should cover all classes of workmanship, materials, and equipment commonly involved in manufacturing similar goods. Deletions or addenda should then adapt the General Technical Specifications to the particular procurement.

Care must be taken in drafting specifications to ensure that they are not restrictive. In the specification of standards for equipment, materials, and workmanship, recognized Philippine and international standards should be used as much as possible. Where other particular standards are used, whether national standards or other standards, the specifications should state that equipment, materials, and workmanship that meet other authoritative standards, and which ensure at least a substantially equal quality than the standards mentioned, will also be acceptable. The following clause may be inserted in the Special Conditions of Contract or the Technical Specifications.

Sample Clause: Equivalency of Standards and Codes

Wherever reference is made in the Technical Specifications to specific standards and codes to be met by the goods and materials to be furnished or tested, the provisions of the latest edition or revision of the relevant standards and codes shall apply, unless otherwise expressly stated in the Contract. Where such standards and codes are national or relate to a particular country or region, other authoritative standards that ensure substantial equivalence to the standards and codes specified will be acceptable.

Reference to brand name and catalogue number should be avoided as far as possible; where unavoidable they should always be followed by the words "*or at least equivalent.*" References to brand names cannot be used when the funding source is the GOP.

Where appropriate, drawings, including site plans as required, may be furnished by the Procuring Entity with the Bidding Documents. Similarly, the Supplier may be requested to provide drawings or samples either with its Bid or for prior review by the Procuring Entity during contract execution.

Bidders are also required, as part of the technical specifications, to complete their statement of compliance demonstrating how the items comply with the specification.

Technical Specifications

Item	Specification	Statement of Compliance
		<i>[Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</i>
1	ACETATE, thickness: 0.075mm min (gauge #3)	
7	ASEAN Flag, 100% polyester, 3' x 5'	
8	BALLPEN, Fine Tips, Green	
9	BATTERY, dry Cell, size AA, 2 pieces per blister pack	
9	BATTERY, dry Cell, size AA, 2 pieces per blister pack	
11	BATTERY, dry Cell, size D, 1.5 volts, alkaline	
14	Brother Ink (Original) for DCP-T310 - D60BK - set of colors (Cyan, Magenta, Yellow & Black)	
15	BULB, Ultra Violet/ Money Discerner Bulb, 6.0"/152mm MOL, 0.63"/16mm MOD, 115 Approx Initial Lumens	
16	CALCULATOR, compact, 12 digits, assorted color	

Technical Specifications - Re-bidding of the Proposed Procurement for the Supply and Delivery of Common Office Supplies and Equipment for USTP-CDO (1st Quarter 2022)

File

17	CARBON PAPER, Long size, blue, 100pcs/pack		
18	CARTOLINA, assorted colors, 10 pcs/pack		
19	CELL CARD, 2 GLOBE and 2 TM, worth 500 each		
20	CERTIFICATE JACKET, with plastic cover, black, 210mm x 297mm (A4)		
22	CLEARBOOK, 20 Transparent pockets for A4 size, assorted color		
23	CLEARBOOK, 20 Transparent pockets, for Legal size, assorted color		
24	CLIP, backfold, all metal, clamping: 19mm (-1mm), 12pcs/box		
25	CLIP, backfold, all metal, clamping: 25mm (-1mm), 12pcs/box		
26	CLIP, backfold, all metal, clamping: 32mm (-1mm), 12pcs/box		
27	CLIP, backfold, all metal, clamping: 50mm (-1mm), 12pcs/box		
28	CONTINUOUS FORM, 1 ply, 280 X 241mm, carbonless, 450 Cuts/pages		
29	CONTINUOUS FORM, 3 ply, 280 X 241mm, carbonless, 450 Cuts/pages		
30	CONSTRUCTION PAPER, Asstd colors, A4, 10 pcs/pack		
31	CORRECTION TAPE, film base type, min 6m		
32	CUTTER KNIFE, for general purpose, 17.7 mm, assorted color		
33	DATA FILE BOX, made of chipboard, with closed ends, 15" x 12" x 10"		
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		
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		
36	DATING AND STAMPING MACHINE, heavy duty		
37	DESK FILE ORGANIZER, 3-4 tier Metal mesh trays, Stackable Rack, Black		
42	ENVELOPE, documentary, for A4 size document, Kraft, 100 pcs/box		
43	ENVELOPE, DOCUMENTARY, for legal size document, Kraft, 100 pcs/box		
44	ENVELOPE, expanding, kraftboard, for legal size doc, assorted color, 100 pcs/box		

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45	ENVELOPE, expanding, plastic, 0.50mm thickness min, assorted color		
46	ENVELOPE, mailing, white, 70gsm, A4 size, 100 pcs/box		
47	ENVELOPE, mailing, white, with window, Legal size, 100 pcs/box		
48	EPSON 103 EcoTank Ink Set		
49	EPSON, 003 BT, INK BLACK		
50	EPSON, 003 BT, INK CYAN		
51	EPSON, 003 BT, INK MAGENTA		
52	EPSON, 003 BT, INK YELLOW		
53	ERASER, FELT, for blackboard/whiteboard, 5" x 2" x 1"		
56	FASTENER, metal, non-sharp edges, 70mm between prongsm, 50 sets/box		
57	FASTENER, PLASTIC, 25mm, 50 sets/box		
58	FILE ORGANIZER, expanding, plastic, legal, 12 pockets, assorted color		
59	FILE TAB DIVIDER, bristol board, for A4, 5pcs/set		
60	FILE TAB DIVIDER, bristol board, for legal, 5pcs/set		
63	FOLDER, Expanded, Legal, Assorted Color		
64	FOLDER, fancy, with slide, for A4 size documents, assorted color, 50pcs/bundle		
65	FOLDER, fancy, with slide, for legal size documents, assorted color, 50pcs/bundle		
66	FOLDER, L-type, PLASTIC, for A4 size documents, assorted color, 25pcs/pack		
67	FOLDER, L-type, PLASTIC, for legal size documents, assorted color, 25pcs/pack		
68	FOLDER, pressboard, size: 240mm x 370mm (-5mm), assorted color, 50pcs/box		
69	FOLDER, TAGBOARD, with tab, for A4 size documents, assorted color, 25 pcs/packs		
70	FOLDER, TAGBOARD, with tab, for legal size documents, assorted color, 25pcs/packs		
72	GLUE, all purpose, gross weight: 200 grams min		
74	INDEX TAB, self-adhesive, transparent, 5set/box		
75	INK BOTTLE, BROTHER BT 6000 (black)		
76	INK BOTTLE, Epson L200 model C4123 ink, Black		

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77	INK BOTTLE, Epson L200 model C4123 ink, Colored		
78	INK BOTTLE, EPSON L3110, 65ml, 003BK, BLACK		
79	INK BOTTLE, EPSON L3110, 65ml, 003C, CYAN		
80	INK BOTTLE, EPSON L3110, 65ml, 003M, MAGENTA		
81	INK BOTTLE, EPSON L3110, 65ml, 003Y, YELLOW		
82	INK BOTTLE, HP Deskjet advantage 2645 Black		
83	INK BOTTLE, HP Deskjet advantage 2645 Colored		
84	INK BOTTLE, HP GT51, Black		
85	INK BOTTLE, HP GT52, Cyan		
86	INK BOTTLE, HP GT52, Magenta		
87	INK BOTTLE, HP GT52, Yellow		
88	INK CART, BROTHER (BT5000C), Cyan		
89	INK CART, BROTHER (BT5000M), Magenta		
90	INK CART, BROTHER (BT5000Y), Yellow		
91	INK CART, BROTHER (BTD60BK), Black		
92	INK CART, BROTHER LC40BK, Black		
93	INK CART, BROTHER LC40C, Cyan		
94	INK CART, BROTHER LC40M, Magenta		
95	INK CART, BROTHER LC40Y, Yellow		
96	INK CART, BROTHER LC67B, Black		
97	INK CART, BROTHER MFC-T810W, Color: YELLOW, Magenta, Black, Cyan		
98	INK CART, CANON CL-741, Colored		
99	INK CART, CANON PG-740, Black		
100	INK CART, EPSON C13T664100 (T6641), Black		
101	INK CART, EPSON C13T664200 (T6642), Cyan		
102	INK CART, EPSON C13T664300 (T6643), Magenta		
103	INK CART, EPSON C13T664400 (T6644), Yellow		
104	INK CART, HP Laserjet Pro M101-M104		

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105	INK CARTRIDGE, BROTHER LC 3617BK (black)		
106	Ink Cartridge, HP T6L89AA (HP905) Cyan		
107	Ink Cartridge, HP T6L93AA (HP905) Magenta		
108	Ink Cartridge, HP T6L97AA (HP905) Yellow		
109	Ink Cartridge, HP T6M01AA (HP905) Black		
110	INK, for stamp pad, violet/purple		
111	INK, HP Ink Tank 315, genuine, black		
112	INK, HP Ink Tank 315, genuine, cyan		
113	INK, HP Ink Tank 315, genuine, magenta		
114	INK, HP Ink Tank 315, genuine, yellow		
119	MAGAZINE FILE BOX, LARGE size, made of chipboard, assorted color		
120	MARKER, fluorescent, 3 assorted colors per set		
121	MARKER, permanent, black, bullet type		
122	MARKER, permanent, blue, bullet type		
123	MARKER, permanent, red, bullet type		
124	MARKER, whiteboard, black, felt tip, bullet type		
125	MARKER, whiteboard, blue, felt tip, bullet type		
126	MARKER, whiteboard, red, felt tip, bullet type		
128	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min, 100 sheets/pad		
129	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min, 100 sheets/pad		
130	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min, 100 sheets/pad		
131	NOTEBOOK, stenographer, spiral, 40 leaves		
132	PAPER BOOK, subs. 20, A4, 500 sheets/Ream		
133	PAPER BOOK, subs. 20, legal, 500 sheets/Ream		
134	PAPER BOOK, subs. 20, Short, 500 sheets/Ream		
135	PAPER CLIP, vinyl/plastic coated, length: 32mm min, 100pcs/box		
136	PAPER CLIP, vinyl/plastic coated, length: 50mm min, 100pcs/box		
137	PAPER, Multicopy, 80 gsm, size: A3, 500 sheets/Ream		
138	PAPER, MULTICOPY, A4, 80 gsm, size: 210mm x 297mm, 500 sheets/Ream		

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File

139	PAPER, MULTICOPY, Legal, 80gsm, size: 216mm x 330mm, 500 sheets/Ream		
140	PAPER, Multi-Purpose Copy, A4, 70 gsm, size: 210mm x 297mm, 500 sheets/Ream		
141	PAPER, multi-purpose Copy, legal, 70gsm, size: 216mm x 330mm, 500 sheets/Ream		
142	Pen Holder, metal, cylinder, black		
143	PENCIL SHARPENER, manual, single cutter head, Heavy Duty, assorted colors		
144	PENCIL, lead, with eraser, wood cased, hardness: HB, 12pcs/box		
145	PHILIPPINE NATIONAL FLAG, 100% polyester, 3' x 5'		
146	PORTAFILE, color Red, long		
150	PUNCHER, paper, heavy duty, with two hole guide, blue		
152	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min		
153	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min		
154	RIBBON CART, EPSON C13S015531 (S015086), Black		
155	RIBBON CART, EPSON C13S015327 (For FX-2190), Black		
156	RIBBON CARTRIDGE, LQ310		
157	RIBBON Cartridge, LX 300+II		
158	RIBBON, EPSON LQ 680 Pro		
159	RIBBON, Fujitsu Printer DL 38500+ black (KA02004-C801) -		
160	RING BINDER, plastic, 32mm, 84 rings, Blue, 5rolls/bundle		
161	RUBBER BAND, 70mm min lay flat length (#18)		
162	RULER, plastic, 450mm, width: 38mm min		
164	SCISSORS, symmetrical, blade length: 65mm min, Blue		
166	SIGN PEN, black, liquid/gel ink, 0.5mm needle tip		
167	SIGN PEN, blue, liquid/gel ink, 0.5mm needle tip		
168	SIGN PEN, red, liquid/gel ink, 0.5mm needle tip		
170	STAMP PAD, felt, bed dimension: 60mm x 100mm min, violet/purple		
171	STAPLE REMOVER, plier type, Stainless Steel		

172	Staple Wire, 23/6		
173	STAPLE WIRE, for heavy duty staplers, (23/13) or heavy duty, binder type		
174	STAPLE WIRE, standard No. 35, (26/6)		
175	STAPLER, standard type, load cap: 200 staples min, Blue		
176	STICKER PAPER, A4, Matte, 50 pcs/reams		
178	TAPE DISPENSER, table top, for 24mm width tape, blue		
179	Tape, Double adhesive, 2", 48mm x 30m		
180	TAPE, electrical, 18mm x 16mm min		
181	TAPE, masking, width: 24mm (±1mm)		
182	TAPE, MASKING, width: 48mm (±1mm)		
183	TAPE, packaging, width: 48mm (±1mm)		
184	TAPE, transparent, width: 24mm (±1mm)		
185	TAPE, transparent, width: 48mm (±1mm)		
189	TONER CART, HP CB435A, Black		
190	TONER CART, HP CE278A, Black		
191	TONER CART, HP CE285A (HP85A), Black		
192	TONER CART, Kyocera TK-1175, Black		
193	TONER CART, SAMSUNG MLT-D105L, Black		
194	TONER CARTRIDGE, BROTHER TN-1000		
195	Toner Cartridge, HP CF217A (HP17A) Black Laser Jet		
196	TONER CCART, Kyocera, TK 1147		
197	TONER POWDER, BROTHER TN-1000 (150g)		
198	TONER, Brother 2280		
199	TONER, HP Laserjet, genuine, CF 230A		
202	Whiteboard Magnetic brackout type mobile writing board home office children blackboards teaching training magnetic white class erasable kanban double sided, 4X8 Ft with Stand, white green		
***** Nothing Follows*****			

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