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.

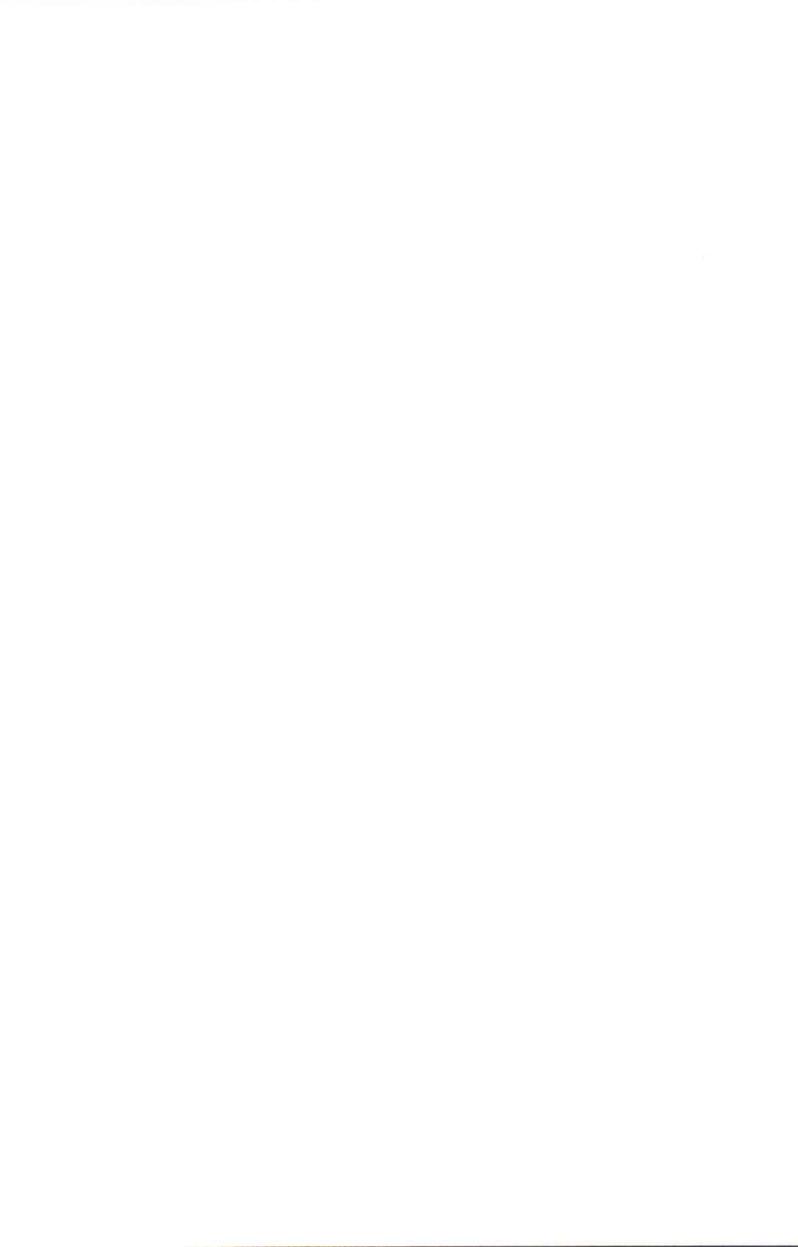| Item Number	Description	Quantity	Total	Delivered, Weeks/Months
1	Arch File Folder with 2 ring (long)	10		
2	AAA Battery, 1.2V, Min. 550 mAh, 2pcs/pack, rechargeable (branded)	15		
3	Battery - 9 V , Dry cell, alkaline	12		
4	Battery - AA, 2pcs/pack, drycell, alkaline, 1.5V	122		
5	Battery - AAA, 2pcs/pack, drycell, alkaline, 1.5V	63		
6	Battery, 4A, Alkaline battery, 2 pcs/pack, 1.5V	10		
7	Battery, D Size, 2 pcs/pack, 1.6V	11		
8	Battery, Rechargeable - 2 pcs/pack Size , AAA w/ Charger, 1.2V (set)	14		
9	Binder - 2 ring binder, D Type Ring, w/ side hole, heavy duty, 3"	30		
10	Binder - 3 ring binder, D Type Ring, w/ side hole, heavy duty, 1"	5		
11	Binder - 3 ring binder, D Type Ring, w/ side hole, heavy duty, 2"	35		
12	Binder - 3 ring binder, D Type Ring, w/ side hole, heavy duty, 3"	60		
13	CLIP, BACKFOLD, all metal, clamping: 1 INCH, 12 pcs/pack	189		
14	CLIP, BACKFOLD, all metal, clamping: 2 INCHES, 12 pcs/pack	180		
15	Book end, Metal book ends for shelves, 20.8 * 16.8 * 13.8cm	28		
16	Storage Box, 75L, with cover, plastic, durable	3		
17	Storage Box, 95L, with cover, plastic, durable	36		
18	Calculator - Office Calculator, large font, 14 digit, Solar, and battery	11		
19	Calculator - Scientific, 417 Functions, Functions: Equation Solver, Differentiation and Numerical Integration, Multi-relay function, 40 scienctific constant / 40 metric conversion	1		

20	Cartolina - assorted colors, fine texture, thick, good quality	28		
21	Cartolina, green, fine texture thick, good quality	20		
22	Cartolina, yellow, fine texture, thick, good quality	10		
23	Chalk - white , dustless, big size, 100pcs/box	8		
24	Clear Book, 8.5 in x 13 in 60 pockets, blue, non refillable	80		
25	Clear Book, 8.5 in x 13 in 60 pockets, red, non refillable	2		
26	Clear Book, 8.5 x 13 in 60 pockets, light blue, non refillable	15		
27	Clear Book Refill - 8.5 in x 13 in, 10 pcs/pack	10		
28	Clock - Wall clock, good quality, battery operated, with 2pcs extra battery, Big size over 24 inches	1		
29	Digital Wall Clock with temperature & humidity, 8.6", large display time/date/week, Alarm clock	3		
30	Colored Bond Paper - A4, Blue , subs 24	7		
31	Colored Bond Paper - A4, Green , subs 24	7		
32	Colored Bond Paper - A4, in,assorted colors, subs 24	13		
33	Colored Bond Paper - A4, Pink , subs 24	7		
34	Colored Bond Paper - A4, Yellow , subs 24	10		
35	Combo Ring Binder, 1.2 meters length - 1 in, Black	40		
36	Combo Ring Binder, 1.2 meters length - 1/2 in, Black	70		
37	Combo Ring Binder, 1.2 meters length - 1/4 in. Black	45		
38	Combo Ring Binder, 1.2 meters length - 2 in., Good Quality , White	20		
39	Combo Ring Binder, 1.2 meters length - 3/4 in, black	35		
40	Container - water container with faucet, 5 gallon	6		
41	Cork Board - 2 ft. X 3 ft. with aluminum Frame, good quality	6		
42	Correction Pen - Liquid paper Correction pen, 7mL	37		
43	Correction Tape - 20 m x 5 mm	414		

44	Cutter - Desktop paper cutter/ , trimmer (18"x24"), heavy duty, rust free	1		
45	Cutter - large, heavy duty, metal case	19		
46	Dater Stamp - 5 mm, gray (Format MM/DD/YYYY) - Ex. 12/12/2025	33		
47	Dater Stamp - received stamp with date , medium	31		
48	digistamp Ink, water-based, Purple, 10ml	33		
49	3-Tier, 3 Compartment Vertical File Storage, Desktop Organizer, File Organization, Metal, Mesh, FIXED, color black	)		
50	Document Holder - Desktop document holder, With Adjustable Clip Document Reading Stand,12" (h) x 9-3/8" (w) x 2" (d) , made of plastic, supports up to 150 sheets, black color, 9x12 inches, heavy duty	:2		
51	Envelope - brown , long, good quality	1(50		
52	Envelope - brown, short, good quality	4 [1		
53	Envelope - expandable w/ garter , long, good quality, brown	4 38		
54	Envelope - expandable, plastic, long, good quality	1 !0		
55	Eraser - Black/whiteboard eraser	: 0		
56	Eraser for pencil and ballpen, thick, large	! 6		
57	Fastener - paper fastener, plastic, multi-colored, 50pcs/box	: 3		
58	Fastener - Plastic, double lock, transparent, for 100 pages and up, 10pcs/pack, 8cm	1 37		
59	Fastener -fastener good quality, stainless, non sharp edge, 50pcs/box	! 8		
60	File Box - big with cover, blue, good quality, 6 in x 15.5 in x 11 in	2 35		
61	File Box - medium with cover, blue, good quality, 5 in x 15.5 in x 11 in	1 34		
62	File Box, big without cover, blue, good quality, 6 in x 15.5 in x 11 in	1 32		
63	Expandable folder, blue, long, Canvass cover with top metal fastener, can hold up to 100pcs paper	: 0		
64	Folder - Folder , 14pts, Long Size (white)	8 86		
65	Folder - green , long , pressboard expanded with plastic tab , good quality, thick	£ 30		
66	Folder , A4 Size (white)	1 15		

67	Folder green, Long size, pressboard expandable without tab	1324		
68	Folder, Short Size White 100pcs/ream	1		
69	Frames - A4, in, good quality	62		
70	Frames - Certificate/Picture 8.5 in.x13in, in good quality	30		
71	Clear Glue with Sponge Tip, NET WEIGHT:50CC	31		
72	Glue - 130 gms (118ML), multipurpose glue, safe and non toxic	176		
73	Glue, instant glue, instant drying, strip pack	10		
74	Glue Gun - small, heavy duty	5		
75	Glue Stick - big, heavy duty, transparent	155		
76	Glue Stick - small, heavy duty, transparent	50		
77	Guntacker,T50, with additional 2 boxes of wire	1		
78	Heavy Duty Guntacker, JT21, with additional 1 box of wire	1		
79	Guntacker Wire, 12 mm for T51	7		
80	Guntacker Wire, 8 mm for JT21	6		
81	Highlighter - assorted colors	249		
82	Pen Holder Multifunction Desktop Office Organizer	6		
83	ID Holder - Transparent B4 size for ARTA ID	116		
84	Illustration Board - standard size (40 x 30 inches)	10		
85	Illustration Board - standard size, (40 x 30 inches) both side white	8		
86	Index Tabs - Clear, Transparent @5 sets per box	115		
87	Marker Refill Ink Black, 30 ml	72		
88	Marker Refill Ink Blue, 30 ml	50		
89	Marker Refill Ink Red, 30 ml	50		
90	Laminating Film - 1" core , 1.5 mil 9" X 500" ,	2		
91	Laminating Film - Laminating Film , A4 size , 10 sheets/pack	22		
92	Meter Stick, stainlesss, good quality	2		
93	Mimeographing Paper - 8.5 in x 11 in,whitewove, subs 18	30		
94	Mimeographing Paper - 8.5 in x 13 in,whitewove, subs 18	250		
95	Wire mesh file tray, 5 layers, all metal, firm, and durable, fixed	8		

96	Memo Pad (1.5x2 inches), assorted colors	80	
97	Memo Pad (3 x 5 inches) assorted colors	118	
98	Paint Brush - 1" Fine Bristles	1	
99	Paint Brush - 2" Fine Bristles	17	
100	Paint Brush - 4" Fine Bristles	5	
101	Bond Paper - 8.5 in x 13 in,premium grade, subs 20	3012	
102	Bond Paper - A3, premium grade, subs 20	16	
103	Bond Paper - A3, premium grade, subs 20	20	
104	Bond Paper - A4 8.27" x 11.69" premium grade, subs 20	2734	
105	Laid Paper, A4, cream (500 sheets/ream)	6	
106	Paper - Art Paper Blue 500 Sheets Long Size	2	
107	Parchment Paper - A4, cellulose , natural color,10 pcs/pack	440	
108	Parchment Paper - cellulose , natural color , size 8.5x13, 10pcs/pack	30	
109	Photo Paper - Photo paper A4, matte (10 sheets/pack)	148	
110	Special Board Paper - Board Paper, A4, 180 gsm, biege, 10 sheets/pack	160	
111	Special Board Paper - Board Paper, A4, 220gsm, biege, 10 sheets/pack	204	
112	Special Board Paper - Board Paper, long 180gsm, biege, 10 sheets/pack	92	
113	Special Board Paper - Board Paper, long 220gsm, biege, 10 sheets/pack	203	
114	Special Board Paper, 8.5 x 13 (long) Assorted Colors, 220 gsm, 10sheets/pack	25	
115	Special Board Paper, short size, beige, cream, 10 pcs/pack	107	
116	Special Board Paper, short size, blue, 10 pcs/pack	54	
117	Special Laid Board - Long Assorted Colors (10 sheets/pack)	8	
118	Sticker Paper - A4, matte, assorted color, (10 sheets/pack)	122	
119	Vellum Board - A4, original packaging (10 sheets/pack)	185	
120	Vellum Paper - 8.5 x 13 inches, original packaging (10 sheets/pack)	175	
121	Paper Clips, big, assorted color, vinyl coated	152	

122	Paper Clips, regular, assorted colors, vinyl coated	137		
123	Pencil - #1, durable, Woodclinched Complastic Lead, 12/pack	11		
124	Pencil - #2, durable, Woodclinched Complastic Lead, 12/pack	166		
125	Pencil - #3, durable, Woodclinched Complastic Lead, 12/pack	12		
126	Pencil - mechanical pencil, drafting quality, 0.5mm	10		
127	Pencil Eraser - Soft Pencil, Rubber Eraser (30 pcs/Box) ,	7		
128	Pins - push pins with colored heads	32		
129	Pins - safety pins, small,100pcs/pack	8		
130	Ring Binder Plastic Refill Clearsheet Sheet Protector, long, 100 pieces	66		
131	Puncher - 3-hole puncher, extra large handle, punch capacity-30 sheets, metal gauge with scale	3		
132	Puncher - big , heavy duty, 2 hole, standard	10		
133	Official Record Book - 300 pages, hardbound	137		
134	Official Record Book - 500 pages, hardbound	180		
135	Rubber Bands - large , assorted color	5		
136	Rubber Bands - Regular Size, assorted color	7		
137	Ruler - 1 ft, plastic	57		
138	Ruler - 1 ft, stainless metal	39		
139	Scissors - big, for cloth/tailoring, comfortable handle, premium quality, 8"	52		
140	Scissors - small, for cloth/tailoring, comfortable handle, premium quality, 7"	64		
141	Sharpener - pencil sharpener, desktop 1 hole	16		
142	Sheet Protector - Clear Sheet protector (3 ring hole binder refill), 100 sheets/pack, 8.5 x13 inches	50		
143	Stamp Pad - clear stamp, No.1, quality standard	43		
144	Stamp Pad Ink - purple, water-based, plastic container, 30ml	63		
145	Staple Wire - #10 mm	5		
146	Staple Wire - #17mm	10		
147	Staple Wire - #23/13, Heavy Duty	15		
148	Staple Wire - #35 mm, Heavy Duty	191		
149	Staple Wire. #23/8, Heavy Duty	5		

150	Staple Wire Remover, claw	15		
151	Flat clinch standard full strip stapler, for 2 to 30 sheets, light effort, staple loading capacity 210 with staple wire	3		
152	Heavy Duty Stapler, Long Arm, 23/13 staple size, for thick papers, with staple wire	6		
153	Stapler - #35 , with staple remover, high quality, with staple wire	63		
154	Stapler with flat clinch mechanism, twin-level mechanism up to 30 sheets, big, effortless,with staple wire	6		
155	Sticker Paper , A4, color yellow, matte	15		
156	Sticker Paper, A4 size, white, matte	150		
157	Sticker Paper, A4, matte, assorted Colors	5		
158	Sticker Paper, A4, matte, Powder blue	41		
159	Sticky Note - Sticky note, 2 x 2 inches, assorted Neon Color	62		
160	Sticky note, 1 x 3 inches, assorted Neon Color	40		
161	Sticky note, 3 x 3 inches, assorted Neon Color	42		
162	Sticky note, 3 x 4 inches, assorted Neon Color	150		
163	Sticky note, 4 x 6 inches, assorted Neon Color	30		
164	Table Top Acrylic Table Sign Holder Size: 3" x 12"	12		
165	Table Top Acrylic Table Sign Holder Size: 8.5" x 11" - Vertical	4		
166	Magic Tape, width: 1 inch, standard length	31		
167	Tape, double sided with foam, width: 1 inch, standard length	70		
168	Tape, double sided without foam, width: 1 inch, standard length	144		
169	Tape, duct, width: 3 inch, standard length	72		
170	Tape, masking, width: 1 inch, standard length	230		
171	Tape, masking, width: 1/2 inch, standard length	13		

172	Tape, masking, width: 2 inch, standard length	151		
173	Tape, masking, width: 2.5 inch, standard length	13		
174	Tape, packing, width: 2 inch, standard length, 40 yards	142		
175	Tape, Reflective Hazard Warning tape - Black and Yellow	1		
176	Tape, transparent, width: 1 inch, standard length, 40 yards	415		
177	Tape, transparent, width: 2 inch, standard length, 40 yards	126		
178	Tape, transparent, width: 3 inch, standard length, 40 yards	66		
179	Tape Dispenser - Dispenser , 1 inch, Heavy Duty, table top	16		
180	Tape Dispenser - Dispenser , 2 inch, Heavy Duty, table top	2		
181	Tape Dispenser - Dispenser, Heavy Duty, table top	5		
182	Tape Flags - assorted color, plastic,1 inch., 50 sheets/pack, adhesive type	50		
183	Tape Flags - with Please Sign Here Message, 1 inch., 50 sheets/pack, adhesive type	193		
184	Tape Flags - with Please Sign Here Message, 1 inch., 50 sheets/pack, adhesive type	4		
185	Tape flags, 0.472 X 1.719 CLEAR DISPENSER 5 bundle/pack, adhesive type	63		
186	Thumbtacks - 3/8 in,gold , steel , flat-round head shape,	29		
187	Thumbtacks - colored heads	19		
	Delivery Period: 30 Calendar days Upon Receipt of the NTP			

Procurement Mechanism to be used is " By Lot "
ABC: PH 3,249,019.60

I hereby commit to comply and deliver the above requirements.

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Name of Supplier/Contractor(in Print)

_____
Name of Company Authorized Representative

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