

REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS

Regional Office I  
City of San Fernando (La Union)

|  |                             |                            |
|--|-----------------------------|----------------------------|
| Name of Procuring Entity : DPWH-ROI  | Request for Quotation No. : | 2025-06-031                |
| Revised on :   | Date :                      | June 10, 2025              |
| Standard Form/Title  | REQUEST FOR QUOTATION       | Office/End-User : DPWH ROI |
| <b>COMPANY</b><br><b>NAME :</b><br><b>ADDRESS :</b><br><b>TEL. NO./FAX</b><br><b>NO. :</b> |                             |                            |
| <b>TIN No.</b>   |                             |                            |

Please quote your lowest price on the item(s) listed below, subject to the Terms and Conditions stated below and submit your quotation duly signed by your representative not later than 10:00 AM of June 16, 2025 manually thru sealed envelop, to the BAC Secretariat, DPWH Regional Office I, Aguila Road, San Fernando City (La Union).

**TERMS and CONDITIONS**

1. All entries must be typewritten or legibly written.
2. Delivery period: within 20 ( Twenty ) calendar days upon receipt of the approved funded Purchase Order (P.O), Administrative penalties pursuant to Sec. 69 of the Revised IRR RA 9184 shall be imposed for non-delivery without valid reason.
3. Warranty shall be for a minimum of three (3) months for supplies & materials; one year for Equipment; 3 years for IT Equipment from date of acceptance by the end-user.
4. Price validity shall be for a period of sixty (60) calendar days.
5. Mayor's/ Business Permit, PhilGEPS Registration Certificate, shall be attached upon submission of the quotation.
6. Bidders shall submit original brochures showing certifications of the product.
7. Please indicate the brand of each items being offered.
8. The approved budget ceiling for this procurement is : **PHP 919,853.30**

  
**CLARENCE B. RIMANDO**  
 Chief, ROWALD  
 BAC Chairman

|  | ITEM & DESCRIPTION                                 | QTY.   | UNIT    | UNIT PRICE | TOTAL PRICE |
|--|--|--------|---------|------------|-------------|
|  | Ballpen, Ordinary, black, 0.5mm, ball needle point | -200-  | pieces  |            |             |
|  | Ballpen, Ordinary, blue, 0.5mm, ball needle point  | -200-  | pieces  |            |             |
|  | Battery, AA, 2pcs/packets                          | -30-   | packets |            |             |
|  | Battery, AAA, 2 pcs/packets                        | -30-   | packets |            |             |
|  | Clip, Backfold, 3/4", 12's                         | -30-   | boxes   |            |             |
|  | Clip, Backfold, 1", 12's                           | -30-   | boxes   |            |             |
|  | Clip, Blackfold, 1 1/4", 12's                      | -30-   | boxes   |            |             |
|  | Clip, Backfold, 2", 12's                           | -30-   | boxes   |            |             |
|  | Correction tape, Paper, jumbo/big, 5mm x 10m       | -50-   | pieces  |            |             |
|  | Paper tray, 3 layers, metal                        | -10-   | pieces  |            |             |
|  | Envelope, Kraft, (brown), long                     | -100-  | pieces  |            |             |
|  | Envelope, Kraft, (brown), short                    | -100-  | pieces  |            |             |
|  | Envelope, Kraft, (brown), A4                       | -100-  | pieces  |            |             |
|  | Envelope, Mailing, white, long                     | -1000- | pieces  |            |             |
|  | Fastener, Paper, non-rust metal, 50's              | -40-   | boxes   |            |             |

**TOTAL AMOUNT IN FIGURES:**

**TOTAL AMOUNT IN WORDS:**

**PURPOSE:** Purchase and Delivery of Office Supplies for use of DPWH Regional Office I (2nd Quarter 2025) City of San Fernando, La Union

|                        |                        |
|------------------------|------------------------|
| Brand and Model: _____ | Warranty : _____       |
| Delivery Period: _____ | Price Validity : _____ |

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|                            |   |   |
|----------------------------|---|---|
| Publication: June 10, 2025 | Telefax: (072) 242-93-51<br>c/o BAC Secretariat | Printed Name / Signature / Date<br>_____<br>Tel. No. / Cellphone No. / E-mail Address |
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|  | ITEM & DESCRIPTION   | QTY.  | UNIT   | UNIT PRICE | TOTAL PRICE |
|--|--|-------|--------|------------|-------------|
|  |  |       |        |            |             |
|  | Folder Long (tagboard), white, 100/pack                                | -10-  | boxes  |            |             |
|  | Folder, A4 (tagboard), white, 100/pack                                 | -5-   | boxes  |            |             |
|  | Folder, Loose leaf, green  | -100- | pairs  |            |             |
|  | Marking Pen, Permanent, black, bullet type                             | -20-  | pieces |            |             |
|  | Marking Pen, Fluorescent, asstd. Colors, Chisel type                   | -20-  | pieces |            |             |
|  | Marking Pen, Permanent, Twin marker, bullet type                       | -20-  | pieces |            |             |
|  | Paper, Bond, subs. 20, short, 70 gsm                                   | -100- | reams  |            |             |
|  | Paper, Bond, subs. 20 A3, 70 gsm                                       | -100- | reams  |            |             |
|  | Paper, Specialty Board A4, white, 10's, 220 GSM                        | -20-  | packs  |            |             |
|  | Paper, Carbon, Long, Black, 100 sheets                                 | -5-   | packs  |            |             |
|  | Pencil, With eraser, #2  | -30-  | pieces |            |             |
|  | Puncher, heavy duty, 2 hole, punch up to 30 sheets, 70mm hole distance | -15-  | pieces |            |             |
|  | Ruler, 12", steel  | -10-  | pieces |            |             |

**TOTAL AMOUNT IN FIGURES:**

**TOTAL AMOUNT IN WORDS:**

**PURPOSE: Purchase and Delivery of Office Supplies for use of DPWH Regional Office I (2nd Quarter 2025) City of San Fernando, La Union**

Brand and Model: \_\_\_\_\_  
Delivery Period: \_\_\_\_\_

Warranty : \_\_\_\_\_  
Price Validity : \_\_\_\_\_

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| <br><b>CLARENCE B. RIMANDO</b><br>Chief, ROWALD<br>BAC Chairman   |   |   |             |
|  | <b>ITEM &amp; DESCRIPTION</b>                     | <b>QTY.</b>   | <b>UNIT</b> |
|  | <b>UNIT PRICE</b>                                 | <b>TOTAL PRICE</b>  |             |
|  | Sign pen, gel, 0.5mm ball needle point, black     | -100-   | pieces      |
|  | Sign pen, gel, 0.5mm ball needle point, blue      | -100-   | pieces      |
|  | Sign pen, gel, 0.5mm ball needle point, green     | -50-  | pieces      |
|  | Staple wire, Standard #35mm                       | -30-  | boxes       |
|  | Stapler with staple wire remover No. 35           | -20-  | pieces      |
|  | Stick on Notes, Post it, 3" x 3", assorted color  | -50-  | pads        |
|  | Stick on Notes, Post it, 3" x 4", assorted color  | -50-  | pads        |
|  | Stick on Notes, Post it, flag                     | -50-  | pieces      |
|  | Tape, Masking, 1", 24mm x 20 meters               | -30-  | rolls       |
|  | Tape, Masking, 2", 48mm x 20 meters               | -30-  | rolls       |
|  | Tape, Scotch (transparent), 1", 24mm x 100mm, 100 | -50-  | rolls       |
|  | Tape, Scotch (transparent), 2", 200 meters        | -20-  | rolls       |
| <b>TOTAL AMOUNT IN FIGURES:</b>  |   |   |             |
| <b>TOTAL AMOUNT IN WORDS:</b>  |   |   |             |
| <b>PURPOSE: Purchase and Delivery of Office Supplies for use of DPWH Regional Office I (2nd Quarter 2025) City of San Fernando, La Union</b>   |   |   |             |
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| <div style="border: 1px solid black; padding: 5px; width: fit-content;">         The awarding for this RFQ will be on a lump-sum basis. Prospective suppliers must quote for all of the items, otherwise, they will be subjected for disqualification.       </div>  |   |   |             |
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|  | ITEM & DESCRIPTION                               | QTY.  | UNIT    | UNIT PRICE | TOTAL PRICE |
|--|--|-------|---------|------------|-------------|
|  |  |       |         |            |             |
|  | Tape, Double sided , 1", white, 12mm x 10meters  | -30-  | rolls   |            |             |
|  | Tape, Adhesive duct tape, silver, 2", 48mm x 10m | -10-  | rolls   |            |             |
|  | Tape Dispenser, For 1"                           | -10-  | pieces  |            |             |
|  | CDRW with case, 700MB, 80min                     | -50-  | pieces  |            |             |
|  | External hard drive 1TB, HDD                     | -15-  | pieces  |            |             |
|  | External hard drive 1TB, SSD                     | -2-   | pieces  |            |             |
|  | Flash Drive, USB, 16GB                           | -20-  | pieces  |            |             |
|  | Flash drive, USB, 32GB                           | -30-  | pieces  |            |             |
|  | Flash drive, USB, 64GB                           | -30-  | pieces  |            |             |
|  | Ink Bottle, Epson 003, Black                     | -120- | bottles |            |             |
|  | Ink Bottle, Epson 003, Cyan                      | -100- | bottles |            |             |
|  | Ink Bottle, Epson 003, Magenta                   | -100- | bottles |            |             |
|  | Ink Bottle, Epson 003, Yellow                    | -100- | bottles |            |             |

**TOTAL AMOUNT IN FIGURES:**

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|  | ITEM & DESCRIPTION                        | QTY. | UNIT    | UNIT PRICE | TOTAL PRICE |
|--|---|------|---------|------------|-------------|
|  | Ink Bottle, Epson 001, Black              | -80- | bottles |            |             |
|  | Ink Bottle, Epson 001, Cyan               | -80- | bottles |            |             |
|  | Ink Bottle, Epson 001, Magenta            | -80- | bottles |            |             |
|  | Ink Bottle, Epson 001, Yellow             | -80- | bottles |            |             |
|  | Air freshener, 280 ml                     | -30- | tubes   |            |             |
|  | Alcohol, 1 gallon                         | -20- | gallons |            |             |
|  | Broom, soft (tambo)                       | -20- | pieces  |            |             |
|  | Broom, Coconut midrib, (Tingting)         | -20- | pieces  |            |             |
|  | Brush, Floor, with long wooden handle 5ft | -15- | pieces  |            |             |
|  | Detergent Bar, 400g                       | -20- | pieces  |            |             |
|  | Detergent, Powder, all purpose 1 kg       | -20- | pouches |            |             |
|  | Disinfectant, 340 grams                   | -20- | tubes   |            |             |

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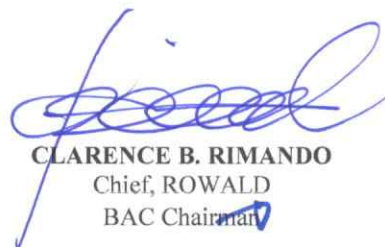
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|  | ITEM & DESCRIPTION                                 | QTY.  | UNIT    | UNIT PRICE | TOTAL PRICE |
|--|--|-------|---------|------------|-------------|
|  | Dust cloth, Pranela, 15.5" x 17.5"                 | -20-  | pieces  |            |             |
|  | Floormat, Oblong, 20 inch x 17 inch                | -50-  | pieces  |            |             |
|  | Rags, cotton, 8" dia                               | -20-  | kilos   |            |             |
|  | Garbage Bag, Plastic, black, 30" x 40", 10pcs/pack | -100- | rolls   |            |             |
|  | Glass Cleaner, 500ml                               | -20-  | pieces  |            |             |
|  | Insecticide, 500ml                                 | -20-  | tubes   |            |             |
|  | Muriatic Acid, Industrial, 1 ltr./btl.             | -15-  | bottles |            |             |
|  | Toilet bowl cleaner, 500ml                         | -20-  | pieces  |            |             |
|  | Toilet deodorant cake, 50g                         | -20-  | pieces  |            |             |
|  | Tissue paper, 3 ply, 1000 sheets, size: 100x100mm  | -700- | rolls   |            |             |
|  | Tissue paper, table napkin, 2 ply, 80 sheets       | -100- | packs   |            |             |
|  | Liquid Hand Soap with Pump, 225ml                  | -30-  | bottles |            |             |

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BAC Chairman

|  | ITEM & DESCRIPTION  | QTY. | UNIT    | UNIT PRICE | TOTAL PRICE |
|--|---|------|---------|------------|-------------|
|  | Dishwashing Sponge, 2 in 1 scrub 100mm X75mm  | -20- | pieces  |            |             |
|  | Extension Wire, with 4gang universal 5 mtrs.  | -20- | pieces  |            |             |
|  | Keyboard, with numpad, Round edge, Dimension: 449 x 150 x 23mm, Cable Length: 150cm | -5-  | pieces  |            |             |
|  | Extension wire, Universal Tower Extension Cord, 12-Gang with Switch                 | -10- | pieces  |            |             |
|  | Fluorescent Lamp, 18 watts, LED, 2160 lumens, Daylight                              | -20- | pieces  |            |             |
|  | Fluorescent tube, 36W, 2500 lumens, Cool Daylight                                   | -20- | pieces  |            |             |
|  | Stick Up- Adhesive Roller Correction Tape 8Mx6mm                                    | -10- | pieces  |            |             |
|  | Chlorox, color safe, 450 ml   | -30- | bottles |            |             |
|  | Tissue, wipes, 80 sheets per/pack   | -60- | packs   |            |             |
|  |   |      |         |            |             |
|  |   |      |         |            |             |
|  |   |      |         |            |             |

**TOTAL AMOUNT IN FIGURES:**

**TOTAL AMOUNT IN WORDS:**

**PURPOSE: Purchase and Delivery of Office Supplies for use of DPWH Regional Office I (2nd Quarter 2025) City of San Fernando, La Union**

Brand and Model: \_\_\_\_\_  
Delivery Period: \_\_\_\_\_

Warranty : \_\_\_\_\_  
Price Validity : \_\_\_\_\_

*After having carefully read and accepted your General Conditions, I / We quote you on the item(s) at Prices noted above. If the space for Delivery Period, Warranty and Price Validity are left blank, it means that I concur with the Terms and Conditions specified by DPWH.*


The awarding for this RFQ will be on a lump-sum basis. Prospective suppliers must quote for all of the items, otherwise, they will be subjected for disqualification.

Printed Name / Signature / Date


Publication: June 10, 2025





Telefax: (072) 242-93-51  
BAC Secretariat

Tel. No. / Cellphone No. / E-mail Address




**DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS**  
Regional Office I  
Aguila Road, Sevilla, San Fernando City, La Union








|   |  |   |
|---|--|---|
| <b>Ballpen Ordinary</b><br>0.5mm, ball needle point | <i>- a pen that has a small metal ball as the point of transfer of ink to paper.</i>                   |  |
| <b>Ballpen Ordinary</b><br>0.5mm, ball needle point | <i>- a pen that has a small metal ball as the point of transfer of ink to paper.</i>                   |  |
| <b>Battery, AAA</b><br>2 pcs/packets                | <i>- are commonly used in cameras, watches, handheld electronics, alarms, and even in power tools.</i> |  |
| <b>Battery, AA</b><br>2pcs/packets                  | <i>- are commonly used in cameras, watches, handheld electronics, alarms, and even in power tools.</i> |  |

**Leila L. Collado**  
*Chief, Supply and Property Management Section*



**DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS**  
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Aguila Road, Sevilla, San Fernando City, La Union



|  |   |   |
|--|---|---|
| <b>Clip, Backfold, 3/4"</b><br><small>- 0009-AAE</small> | <i>- used to bind papers together for productivity and portability.</i> |  |
| <b>Clip, Backfold, 1"</b><br><small>- 0009-AAE</small>   | <i>- used to bind papers together for productivity and portability.</i> |  |
| <b>Clip, Backfold, 1 1/4" 12's</b>                       | <i>- used to bind papers together for productivity and portability.</i> |  |
| <b>Clip, Backfold 2 inch 12's</b>                        | <i>- used to bind papers together for productivity and portability.</i> |  |

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Aguila Road, Sevilla, San Fernando City, La Union





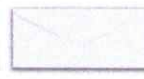


|   |  |   |
|---|--|---|
| <b>Correction tape</b><br>Paper, Jumbo/big, 5mm x 10m | <i>- an alternative to correction fluid used to correct mistakes during writing.</i>                     |  |
| <b>Paper Tray, 3 Layers Metal</b>                     | <i>- It comes in black color. It is made of metal. It has check design. It has compact construction.</i> |  |
| <b>Envelope, Kraft, (brown), short</b>                | <i>- an envelope made of Kraft paper that seems to remind us of the "good old days."</i>                 |  |
| <b>Envelope, Kraft, (brown), long</b>                 | <i>- an envelope made of Kraft paper that seems to remind us of the "good old days."</i>                 |  |

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|   |  |   |
|---|--|---|
| <b>Envelope, Kraft, (brown), A4</b>           | <i>- an envelope made of Kraft paper that seems to remind us of the "good old days."</i>   |  |
| <b>Envelope, Mailing, white, long</b>         | <i>- used for sending letters or documents using regular postal mail. Envelopes are usually made of paper or hardened paper.</i> |  |
| <b>Fastener Paper, non-rust metal, 50's</b>   | <i>- to mechanically join two or more objects together, either permanently or non-permanently.</i>                               |  |
| <b>Folder Long (tagboard), white 100/pack</b> | <i>- a kind of folder that holds papers together for organization and protection.</i>  |  |

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**DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS**  
Regional Office I  
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**BAGONG PILIPINAS**

|   |  |   |
|---|--|---|
| <b>Folder, Loose leaf, green</b>                            | <i>- are large folders that contain file folders or hole punched papers</i>                                |  |
| <b>Marking pen, Permanent black, bullet type</b>            | <i>- Permanent markers are used for writing on metals, plastics, ceramics, wood, stone, cardboard etc.</i> |  |
| <b>Marking pen, Fluorescent, asstd. Colors, chisel type</b> | <i>- markers are used for writing on metals, plastics, ceramics, wood, stone, cardboard etc.</i>           |  |
| <b>Marking Pen, Permanent, Twin marker, bullet type</b>     | <i>- Permanent markers are used for writing on metals, plastics, ceramics, wood, stone, cardboard etc.</i> |  |

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**BAGONG PILIPINAS**

|  |  |   |
|--|--|---|
| <b>Paperbond, short subs. 20, 70 gsm</b>               | <i>- a superior quality of strong durable white writing paper, originally made for printing documents</i>  |  |
| <b>Paperbond, A3 subs. 20, 70 gsm</b>                  | <i>- a superior quality of strong durable white writing paper, originally made for printing documents</i>  |  |
| <b>Paper, Specialty Board A4, white, 10's, 220 GSM</b> | <i>- types of paper with special purposes and a relatively small output</i>                                |  |
| <b>Paper, Carbon, Long, Black, 100 sheets</b>          | <i>- used for creating duplicate copies of documents, particularly invoices, receipts, and other forms</i> |  |





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**BAGONG PILIPINAS**

|   |   |   |
|---|---|---|
| <b>Pencil, With eraser, #2</b>  | <i>- tool that leaves marks on surface by transferring a thin layer of graphite or colored pigment. It's commonly used for writing, drawing, sketching, and shading</i> |  |
| <b>Puncher, heavy duty, 2 hole, punch up to 30 sheets, 70mm hole distance</b> | <i>- an office tool that is used to create holes in sheets of paper</i>   |  |
| <b>Ruler, 12" (Steel) - 3052-AAD</b>  | <i>- a device or tool for measuring the length of objects and drawing straight lines</i>  |  |
| <b>Scissors, 7" 8053-AAA</b>  | <i>- a cutting device consisting of two blades, each with a ring-shaped handle</i>  |  |





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**BAGONG PILIPINAS**

|  |  |   |
|--|--|---|
| <b>Sign Pen, Gel 0.5mm ball needle point black</b> | <i>- a pen that has a small metal ball as the point of transfer of ink to paper.</i> |  |
| <b>Sign Pen, Gel 0.5mm ball needle point blue</b>  | <i>- a pen that has a small metal ball as the point of transfer of ink to paper.</i> |  |
| <b>Sign Pen, Gel 0.5mm ball needle point green</b> | <i>- a pen that has a small metal ball as the point of transfer of ink to paper.</i> |  |
| <b>Staple wire, Standard #35mm</b>                 | <i>- a short, thin piece of wire used to fasten sheets of paper together</i>         |  |

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|   |  |  |
|---|--|--|
| Stapler,<br>with staple wire remover No. 35 | - a mechanical device used for joining papers together.  |  |
| Stick on notes, Post it, 3" x 3" yellow     | - writing quick reminders, to-do lists, or important messages that can be easily stuck on desks, walls, or computer screens. |  |
| Stick on notes, Post it, 3" x 4" yellow     | - writing quick reminders, to-do lists, or important messages that can be easily stuck on desks, walls, or computer screens. |  |
| Stick on notes, Post it, flag<br>0061-AAC   | - make it simple to mark, flag or highlight important information  |  |

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|   |  |  |
|---|--|--|
| Tape, Masking, 1" 24mm x 20 meters        | - writing quick reminders, to-do lists, or important messages that can be easily stuck on desks, walls, or computer screens. |  |
| Tape, Masking, 2" 24mm x 20 meters        | - It serves as a versatile tool for creating sharp edges, masking off areas for paint or glass application.                  |  |
| Tape, Scotch (transparent), 1" - 0063-AAO | - used to bond or join objects together instead of using fasteners, screws, or welding                                       |  |
| Tape, Scotch (transparent), 2" 200 meters | - make it simple to mark, flag or highlight important information  |  |

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|  |   |  |
|--|---|--|
| Tape, Double sided<br>- 0063-AAH                 | - This tape can replace screws and bolts, clips or fasteners, glue, and staples with a clean finish   |  |
| Tape, Adhesive duct tape,<br>(Silver) - 0063-AAK | - used for packing, sealing ductwork, holding insulation materials in place, sealing carpet padding, dust proofing filter banks, and other general purposes such as repair, mending, or patching. |  |
| Tape Dispenser For 1"                            | - This is a handheld device used to tape boxes or other shipping material   |  |
| CDRW with case 700MB, 80min                      | - a digital optical disc storage format   |  |

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|                              |  |  |
|------------------------------|--|--|
| External Hard Drive 1TB, HDD | - It provides extra storage capacity for backing up your data and storing files that you do not have your computer's internal drive  |  |
| External Hard Drive 1TB, SSD | - It provides extra storage capacity for backing up your data and storing files that you do not have your computer's internal drive. |  |
| Flash Drive, USB, 16 GB      | - storage, data backup, and transferring files between devices.  |  |
| Flash Drive, USB, 32 GB      | - storage, data backup, and transferring files between devices.  |  |







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|---|---|---|
| Ink, Epson 003, Yellow  | - used for printing and printer/all-in-one maintenance, and all colors have to be installed for Printing. |                      |
| Ink, Epson 003, Black   | - used for printing and printer/all-in-one maintenance, and all colors have to be installed for Printing. |                      |
| Ink, Epson 003, Cyan  | - used for printing and printer/all-in-one maintenance, and all colors have to be installed for Printing. |                      |
| Ink, Epson 003, Magenta   | - used for printing and printer/all-in-one maintenance, and all colors have to be installed for Printing. |                      |
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|   |  |   |
|---|--|---|
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| <h1>Office Supplies Catalog</h1>  |  |   |
| <b>Ink Bottle, EPSON 001 Black</b>  | <i>- used for printing and printer/all-in-one maintenance, and all colors have to be installed for Printing.</i> |                          |
| <b>Ink Bottle, EPSON 001 Cyan</b>   | <i>- used for printing and printer/all-in-one maintenance, and all colors have to be installed for Printing.</i> |                          |
| <b>Ink Bottle, EPSON 001 Magenta</b>  | <i>- used for printing and printer/all-in-one maintenance, and all colors have to be installed for Printing.</i> |                          |
| <b>Ink Bottle, EPSON 001 Yellow</b>   | <i>- used for printing and printer/all-in-one maintenance, and all colors have to be installed for Printing.</i> |                          |
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|---|---|---|
| Flash Drive, USB,<br>64 GB  | - storage, data backup, and transferring files<br>between devices.  |                          |
| Air Freshener, 280 ml   | - to mask or remove persistent unpleasant odours or<br>to create a pleasant ambience due to the presence<br>of persistent nice smells |                          |
| Alcohol, 1 Gallon   | - containing a minimum of 60 to 95% alcohol are<br>effective germ killers.  |                          |
| Broom, Soft (Tambo)   | - use a broom for sweeping the floor and sweeping<br>walls of corridors and stairs.   |                          |
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|---|---|---|
| Broom, Coconut midrib,<br>(Tingting)  | <ul style="list-style-type: none"><li>- for cleaning rough ground and are ideal for stiff sweeping jobs such as sweeping fallen leaves and cleaning between stones.</li></ul> |  |
| Brush, Floor, with long<br>wooden handle 5ft  | <ul style="list-style-type: none"><li>- used to clean tools in wet or dry conditions</li></ul>  |  |
| Detergent Bar, 400g   | <ul style="list-style-type: none"><li>- used for removing stains, typically from various kinds of fabrics.</li></ul>  |  |
| Detergent, Powder, all Purpose:<br>(1 Kg)   | <ul style="list-style-type: none"><li>- used for removing stains, typically from various kinds of fabrics.</li></ul>  |  |
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|--|--|---|
| Disinfectant<br>340 grams  | - to kill germs on surfaces and objects.   |  |
| Dust cloth, Pranela,<br>15.5" x 17.5"  | - used for dusting and cleaning various surfaces, including cars, windows, glass, furniture, and more.   |  |
| Rags, Cotton, 8"   | - used to trap dirt and moisture, prevent slipping, protect the floor, and help keep the building clean. |  |
| Floormat, Oblong<br>20 inch x 17 inch  | - used to trap dirt and moisture, prevent slipping, protect the floor, and help keep the building clean. |  |
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|--|--|---|
| Garbage Bag, Plastic, Black<br>30" x 40", 10pcs/pack   | - used for lining litter or waste containers or bins, and useful for wrapping up garbage to minimize odor.     |  |
| Glass Cleaner, 500 ml  | - removes tough dirt, grime, and grease from glass surfaces.   |  |
| Insecticide, 500 ml  | - to control insects by killing them or preventing them from engaging in undesirable or destructive behaviors. |  |
| Muriatic Acid, Industrial,<br>1 ltr./btl.  | - can be an effective cleanser for concrete floors and blocks.   |  |
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|--|--|---|
| Toilet bowl cleaner, 500ml   | - are chemical solutions designed specifically for cleaning a toilet bowl, usually in conjunction with a toilet brush. |  |
| Toilet deodorant cake<br>50g   | - for toilet rim and flush to neutralize bad odors.  |  |
| Tissue paper, 3 ply<br>1000 sheets, size: 100x100mm  | - to cover mouth and nose while sneezing and coughing and the same should be thrown away in the dustbin.               |  |
| Tissue paper, Jumbo<br>200 meters, 2ply  | - to cover mouth and nose while sneezing and coughing and the same should be thrown away in the dustbin.               |  |
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|--|---|---|
| Liquid Hand Soap with Pump,<br>225ml   | - This type of soap is hygienic as it dispenses liquid soap in a controlled way.                                |  |
| Dishwashing Sponge,<br>2 in 1 scrub 100mm X75mm  | - used for general kitchen cleaning, including washing dishes, pots, pans, and even wiping spills.              |  |
| Extension Wire, with 4gang<br>universal 5 mtrs.  | - used for general kitchen cleaning, including washing dishes, pots, pans, and even wiping spills.              |  |
| Keyboard, with Numpad<br>Round edge, Dimension: 449 x 156 x 23mm,<br>Cable Length: 150cm   | - an input device used to enter characters and functions into the computer system by pressing buttons, or keys. |  |
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|   |   |   |
|---|---|---|
| Extension wire, Universal Tower Extension Cord, 12-Gang with Switch | - to extend the reach of power outlets and make it easier to plug in devices far away from an outlet.                             |  |
| Fluorescent Lamp, 18 watts, LED 2160 lumens, Daylight               | - to provide illumination for settings such as commercial lighting, industrial lighting, classroom lighting, and retail lighting. |  |
| Fluorescent tube, 36W 2500 lumens, Cool Daylight                    | - to provide illumination for settings such as commercial lighting, industrial lighting, classroom lighting, and retail lighting. |  |
| Stick Up- Adhesive Roller Correction Tape 8Mx6mm                    | - for gift wrapping, envelope sealing, and crafting   |  |

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|                                   |   |   |
|-----------------------------------|---|---|
| Clorox, color safe, 450ml         | - to remove stains and brighten garments with colors that can't be washed with regular bleach   |  |
| Tissue, wipes, 80 sheets per/pack | - hand washing, feminine and other personal cleansing, removing makeup, and applying products such as deodorants and sunless tanners. |  |
|                                   |   |   |
|                                   |   |   |

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