


**SUPPLEMENTAL BID BULLETIN NO. 1**  
**21 JULY 2025**

**Supply and Delivery of Common-use Supplies (Not Available in PS-DBM) for  
 the PCO for the FY 2025 (Round 2) [Procurement/Contract No.  
 2025-04-028-2]**

Anent to the scheduled Pre-Bid Conference to be held on **15 July 2025** for the above-cited procurement project by the Bids and Awards Committee, please be informed of the following clarifications made and the amendments on the Bidding Documents:

Amendments shall be highlighted in “red”

Inquiry	Clarification / Response
Can we pay the bidding documents fee online? What is the process for payment?	<p>Payment of the bidding documents fee can only be made physically at the Cash Section located at the 2nd Floor, Gate 3, New Executive Building, San Miguel, Manila.</p> <p>For more information, please refer to this link on the Office of the President-Visitor Managements System on how to fill up:</p> <p> Visitor Management System Regi...</p>
Is submission of a digital copy of the physically submitted documents required?	No. Bidders may choose between online submission (via email) or physical submission (manual drop-off at PCO-NEB). For physical submissions, ensure that the documents must be submitted during office hours to ensure receipt by the secretariat.
Can the mini date stamp be placed above the presented technical specifications of the EU?	Yes, suppliers may include the mini date stamp above the technical specifications.

What is the GSM requirement for Glossy Photo Paper?	Between 200 gsm, waterproof paper
Is 400 sheets per cube or 80 sheets per color the required standard quantity?	Our requirement provides “250 sheets per cube”  Color variants must be different for each individual cube of note pad
Is the required tape specification 25 meters only, with a standard of 45mm x 25m?	For double-sided tapes - minimum length requirements are provided:  12mm and 24 mm tissue type - 30 meters 48 mm tissue type - 10 meters 24mm foam type - 10 meters  For duct tape - minimum length requirement is 48mm x 50 meters
Is the Certificate Holder frame-type?	No. please see attached photo reference.
Are brochures required as part of the bid submission?	No. Only legal, technical, and financial documents are required during bid opening.
Is an attachment required for the Statement of All Ongoing Contracts?	No, attachments are not required for the Statement of All Ongoing Contracts. However, attachments (e.g., Purchase Order, Delivery Receipt, Notice of Award, Final Acceptance, or Contract) are required for the SLCC (Single Largest Completed Contract).
Can we deliver items that have a different quantity per packaging? E.g instead of 20sheets per pack, we deliver 100sheets per pack but the overall quantity will be the same	No, since it does not meet our specified requirement of 20pcs per pack. Said packaging requirement has been defined based on the average requirement and issuance pattern to end users.  If your standard packaging is 100pcs, we request that you repack or bundle the items into 20pcs per pack to align with our requirement.
Can we provide specifications above the requirements? E.g. Specialty paper gsm required is 170gsm, and our available specialty paper is 180gsm	All specifications provided are generic and generally available off-the-shelf. Hence, we will only accept items that meet specified requirements to avoid

	<p>defeating its intended purpose.</p> <p>The only exception is where specification clearly states the word “at least”. In such cases, we can consider provided that approval of sample for each item shall be made prior to delivery</p>
Can suppliers provide items in larger sizes than those specified, if functionally compliant?	<p>All specifications provided are generic and generally available off-the-shelf. Hence, we will only accept items that meet specified requirements to avoid compatibility issues and to prevent defeating its intended purpose.</p> <p>The only exception is where specification clearly states the word “at least”. In such cases, we can consider, provided that approval of sample for each item shall be made prior to delivery</p>
Request for Reference Photo of each item	Please see attached Annex “A”

Furthermore, due to the recent adverse weather conditions which have resulted in the temporary suspension of work, the deadline for submission of has been extended. This extension is intended to provide all interested bidders with sufficient time to finalize and submit their bids under fair and reasonable conditions.:

From	To
<p><b>Deadline of Submission:</b></p> <p>29 July 2025 at 9:00 AM</p> <p><b>Opening of Bid:</b></p> <p>29 July 2025 at 10:00 AM</p>	<p><b>Deadline of Submission:</b></p> <p>31 July 2025 at 9:00 AM</p> <p><b>Opening of Bid:</b></p> <p>31 July 2025 at 10:00 AM</p>

Pursuant to Section 22.5 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, this Supplemental/Bid Bulletin is issued for the information and guidance of all prospective bidders and shall form an integral part of the Bidding Documents issued for said the project.

Should you have further concerns, you may contact the BAC Secretariat through the details below:

**BIDS AND AWARDS COMMITTEE SECRETARIAT**

Presidential Communications Office New Executive Building,  
JP Laurel St., San Miguel, Manila,  
Metro Manila, Philippines

(02) 8734-5968

Email: [bac1@pco.gov.ph](mailto:bac1@pco.gov.ph) Website: <https://pco.gov.ph>

For information and guidance.

**Original Signed**



**ASEC. JOSE MARIA M. VILLARAMA II**





*Chairperson*




Bids and Awards Committee




# PHOTO REFERENCE

**Disclaimer:** The images provided below are for reference purposes only and are intended to give bidders a general idea of the type of items we intend to procure. Bidders may offer different brands, types, or models, provided that all offered items fully comply with the required technical specifications. Please note that some of the images may appear brand-specific; however, this is not intended to limit or favor any particular brand. Bidders are encouraged to ensure their submissions meet the specifications without relying solely on the visual references.





Supply and Delivery of Common-use Supplies (Not Available in PS-DBM) for the PCO for the FY 2025 (Round 2) [Procurement/Contract No. 2025-04-028-2]			
Unit	Technical Specification	Qty	Photo Reference
piece	<b>3-Layer File Tray</b> Material: metal • Heavy duty Color: Black • Fits long paper size Packaging: Individually wrap to prevent against damage	60	
piece	<b>Ballpen, black</b> • Ballpoint Pen Ink Color: black Tip: 0.5mm Type: Retractable or with cap Packaging: 12 pieces per box or standard packaging of the manufacturer	5,000	





piece	<b>Ballpen, blue</b> <ul style="list-style-type: none"> <li>• Ballpoint Pen</li> <li>Ink Color: blue</li> <li>Tip: 0.5mm</li> <li>Type: Retractable or with cap</li> <li>Packaging: 12 pieces per box or standard packaging of the manufacturer</li> </ul>	5,000	
piece	<b>Binder Folder, 3-Ring</b> <ul style="list-style-type: none"> <li>Size: Legal</li> <li>• 3-inch side thickness</li> <li>• Clearsheet protector</li> <li>• Can fit Legal size paper</li> </ul>	50	<div>Outside View</div>  <hr/> <div>Inside View</div> 
pack	<b>Board Paper, A4</b> <ul style="list-style-type: none"> <li>• Vellum Board Paper</li> <li>Grammage: 220gsm</li> <li>Size: A4</li> <li>Color: White</li> <li>Packaging Size: 10 sheets per pack</li> </ul>	280	





pack	<b>Board Paper, Letter</b> • Vellum Board Paper Grammage: 220gsm Size: Letter Color: White Packaging Size: 10 sheets per pack	50	
pack	<b>Cable Tie</b> Size: 7.6 x 450 mm Color: Black only Packaging: 100 pieces per pack	30	 <div data-bbox="976 952 1173 1052">7.6x450 100pcs</div> <div data-bbox="1173 996 1444 1052">Nylon Cable Ties</div>
pack	<b>Cardstock Paper</b> Size: Letter or 8.5 x 11 inch Color: Yellow Grammage: 200gsm Packaging: 100 sheets per ream/pack	10	

pack	<p><b>Cartolina</b>  Size (-3mm): 572mm x 724mm  Color: White  Grammage (min.): 100gsm  Packaging: Ten (10) pieces per pack, should be wrapped in a kraft paper to avoid dust/damage (do not fold or roll)</p>	50	
piece	<p><b>Clipboard with Cover</b>  Size: Legal  Color: Black  Material: Plastic, Polypropylene Foam  Fastener Material: Metal  • Double Clip (vertical and horizontal)  Packaging: Individually packed to prevent against dust and damage</p>	50	
ream	<p><b>Colored Paper</b>  • Assorted pastel colors  Size: 8.5x 11" Letter  Substance: 24 (80gsm)  Packaging: 250 sheets per ream</p>	8	








piece	<b>Dater Stamp, mini</b> Size: 3.8mm tall font size <ul style="list-style-type: none"> <li>• Black Ink only</li> <li>• Four band date and 12-year band</li> </ul> Date Format: MMM-DD-YYYY <ul style="list-style-type: none"> <li>• Self-inking stamp pad</li> <li>• With locking Mechanism</li> <li>• With removable and refillable ink pad, single color</li> </ul> Packaging: One (1) piece, individually box	20	
piece	<b>File Box with Lid</b> Outside Dimension: at least W12 x H11 x L15" Chipboard: 3mm thick (min) <ul style="list-style-type: none"> <li>• Leatherette paper for outside cover</li> </ul> Front of the box: With pocket for label insert Color: Red only Packaging: Individually wrap to prevent against scratches and damage	150	
pack	<b>File Tab Divider</b> Size: Letter / Short Color: Multicolored <ul style="list-style-type: none"> <li>• No holes for clean hole-punching</li> <li>• Made of 220gsm hard paper</li> <li>• With additional 2cm tab-ears for bigger labeling</li> <li>• High Quality</li> </ul> Packaging: 5 tabs per pack, 100 tabs per ream	120	
piece	<b>Fineliner Pen, black</b> Tip: Superfine 0.4mm metal clad tip Color: Black <ul style="list-style-type: none"> <li>• Water-based ink, provides smooth writing experience</li> <li>• Hexagonal barrel for superior writing comfort</li> </ul>	60	

piece	<b>Fineliner Pen, blue</b> Tip: Superfine 0.4mm metal clad tip Color: Blue <ul style="list-style-type: none"> <li>• Water-based ink, provides smooth writing experience</li> <li>• Hexagonal barrel for superior writing comfort</li> </ul>	60	
piece	<b>Flash Drive</b> Capacity: 16gb USB 3.0, with built-in USB Compatibility: <ul style="list-style-type: none"> <li>• All photocopying machines for scan purposes</li> <li>• Desktops and Laptops</li> <li>• With carrying strap (neck or wrist)</li> </ul> Packaging: Individually packed to protect against damage or Standard packaging of the manufacturer	200	
piece	<b>Folder, Thermal Binding</b> Cover, short, 18mm Paper/Thermal Size: 8.5 x 11" or Letter Spines Color: Black <ul style="list-style-type: none"> <li>• Made with a reversible clear cover</li> <li>• Heat resistant (Thermal binding)</li> <li>• Heat-activated steel spines</li> </ul> Packaging: 50 pieces per box or 25 pieces per pack	200	
piece	<b>Folder, Thermal Binding</b> Cover, A4, 12mm Paper/Thermal Size: A4 Spines Color: Black <ul style="list-style-type: none"> <li>• Made with a reversible clear cover</li> <li>• Heat resistant (Thermal binding)</li> <li>• Heat-activated steel spines</li> </ul> Packaging: 50 pieces per box or 25 pieces per pack	50	

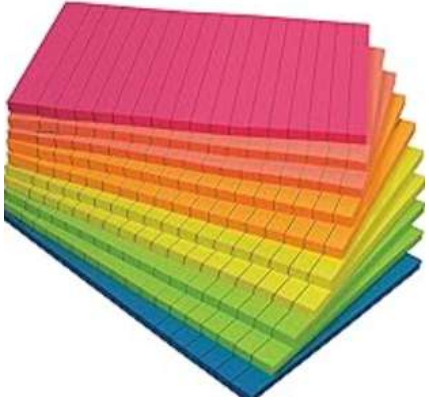



piece	<b>Glue Stick (Paste)</b> <ul style="list-style-type: none"> <li>• at least 21g</li> <li>• All-Purpose Glue Stick</li> <li>• Safe and non-toxic</li> <li>• Acid-free</li> </ul> Packaging: 12 pieces per box	180	
piece	<b>ID Jacket</b> Vertical with lock Size: Can fit 54x86mm size of ID Color: Clear Waterproof Made of premium plastic to protect ID card from fading and damage With insertion of ID holder Packaging: Individually packed to avoid damage	500	<b>Double Sided PP Card Holder</b> 
pack	<b>Index Card</b> Size: 5"x8" <ul style="list-style-type: none"> <li>• Plain white</li> </ul> Packaging: 100 sheets per pack	200	
pack	<b>Index Tab Stickers</b> Size: 44x12mm Color in 1 pack: Pink, Orange, Yellow, Green, Blue <ul style="list-style-type: none"> <li>• Strong Adhesive</li> <li>• Five (5) colors per pack</li> <li>• Suitable for ballpoint and pencil for smooth writing experience</li> </ul> Packaging: at least 20 tabs x 5 color, total of 100 tabs per pack	150	






pack	<b>Index Tab with sign here</b> <ul style="list-style-type: none"> <li>• Sign Here flags</li> </ul> Size: 25 x 43 mm Color: Yellow only <ul style="list-style-type: none"> <li>• Ideal for conveniently filling up important documents at work</li> </ul> Packaging: at least 50 flags per pack	850	 <p><b>Product information</b></p> <p>50 stickers per box, there are 25 boxes, 1250 stickers in total</p> <p>4.8cm/1.92inch</p> <p>6cm/2.4inch</p> <p>4.4cm/1.76inch</p> <p>2.5cm/1inch</p>
pack	<b>Laminating Film</b> Size: A3 Microns: 125 Color: Clear Packaging: 100s per pack	3	
pack	<b>Laminating Film</b> Size: A3 Microns: 250 Color: Clear Packaging: 100s per pack	3	

pack	<b>Laminating Film</b> Size: A4 Microns: 125 Color: Clear Packaging: 20s per pack	50	
pack	<b>Laminating Film</b> Size: A4 Microns: 250 Color: Clear Packaging: 20s per pack	50	
pack	<b>Laminating Film</b> Size: Legal Microns: 125 Color: Clear Packaging: 20s per pack	50	
pack	<b>Laminating Film</b> Size: Legal Microns: 250 Color: Clear Packaging: 20s per pack	50	





roll	<b>Laminating Film Roll</b> Size: 9in x 100m Microns: 125 Color: Clear Packaging: plastic sealed, 100m / roll Texture: Glossy Finished	2	 <p><b>LAMINATING FILM ROLL</b></p> <ul style="list-style-type: none"> <li>125 MICRONS</li> <li>100 METERS</li> <li>9 INCH</li> <li>PROTECT FROM SCRATCH</li> </ul>
roll	<b>Laminating Film Roll</b> Size: 12in x 100m Microns: 125 Color: Clear Packaging: plastic sealed, 100m / roll Texture: Glossy Finished	2	 <p><b>LAMINATING FILM ROLL</b></p> <ul style="list-style-type: none"> <li>125 MICRONS</li> <li>100 METERS</li> <li>12 INCH</li> <li>PROTECT FROM SCRATCH</li> </ul>
piece	<b>Marker, Permanent</b> Ink Color: Black Tip Size: Fine Point Marker <ul style="list-style-type: none"> <li>• With cap</li> <li>• Quick-drying ink, waterproof, smear proof and fade-resistant</li> </ul> Packaging: 12 pcs per box	144	
pad	<b>Note Pad, 2x2</b> Size: 51 x 51 mm or 2 x 2 inches (mini cube) Color: Assorted Colors Adhesive Strength: Standard Ability: Stick and re-stick <ul style="list-style-type: none"> <li>• Adhesive must stick for at least 30 days from the first use</li> <li>• Must be easily removed from pad/surface without adhesive transfer</li> </ul> Packaging: at least 250 sheets per cube	400	







pad	<b>Note Pad, 4x6</b> Size: 4 x 6 inches • Sticky notes with lines Adhesive Strength: Standard Ability: Stick and re-stick • Adhesive must stick for at least 30 days from the first use • Must be easily removed from pad/surface without adhesive transfer Packaging: at least 100 sheets per pad	350	
piece	<b>Pen Holder</b> • Round Material: Metal Color: black Packaging: Individually packed to avoid damage or scratches	50	
pack	<b>Photo Paper, Glossy</b> Size: A4 • Glossy Packaging: 10 sheets per pack	150	
piece	<b>Plastic Envelope Expanding with Handle</b> Size: Legal • With Grid Lines Design/Checkered • With Handle Color: Black • Zipper Lock • Fits Legal size documents • With front and rear pockets for organizing and storing files or documents Packaging: Individually wrap to avoid scratches or damage	10	

piece	<b>Plastic Envelope Expanding with Handle</b> Size: Short • With Grid Lines Design/Checkered • With Handle Color: Black • Zipper Lock • Fits Short or A4 size documents • With front and rear pockets for organizing and storing files or documents Packaging: Individually wrap to avoid scratches or damage	10	
piece	<b>Ring Bind Spines, plastic, A4 size</b> Comb size: 8mm Sheet Capacity: at least 40 Color: black only	100	
piece	<b>Ring Bind Spines, plastic, A4 size</b> Comb size: 12mm Sheet Capacity: at least 80 Color: black only	100	
piece	<b>Ring Bind Spines, plastic, A4 size</b> Comb size: 16mm Sheet Capacity: at least 120 Color: black only	100	
piece	<b>Sign Pen</b> Color: Green Tip: 0.5mm Ink Type: Gel pen only Packaging: 12 pieces per box	60	



piece	<b>Sign Pen</b> Color: Blue Tip: 1.0mm Ink Type: Gel pen only Packaging: 12 pieces per box	60	
pack	<b>Specialty Paper</b> Grammage: 170gsm Size: Letter Color: Ivory Packaging: 10 sheets per pack	100	
pack	<b>Specialty Paper</b> Grammage: 180gsm Size: A4 Color: White Packaging: 10 sheets per pack	300	
bottle	<b>Stamp Pad Ink</b> Ink Color: black Bottle size: at least 30ml Bottle type: Squeeze bottle type with removable cap Smudge free impression Holds ink for a longer period and does not sag Durable plastic case Ink refill for self-inking stamp Packaging: Individually box	20	

pack	<b>Sticker Paper, Glossy</b> Size: A4 Grammage: 80gsm Packaging: 10 sheets per pack	20	
pack	<b>Sticker Paper, Matte</b> Size: A4 Grammage: 80gsm Packaging: 10 sheets per pack	100	
pack	<b>Sticker Paper, Matte, Vinyl</b> Size: A4 <ul style="list-style-type: none"> <li>• Made of high-quality vinyl sticker material</li> <li>• Fully waterproof and tough durability</li> <li>• Best result with Sinergy pigment ink printers</li> </ul> Packaging: at least 20 sheets per pack	150	
roll	<b>Tape, Double Sided, 12mm</b> Size: at least 12mm x 30m <ul style="list-style-type: none"> <li>• Tissue Type</li> </ul> Color: White Packaging: Individually wrapped	75	<p><b>DOUBLE SIDED Tissue Tape</b></p> 





roll	<b>Tape, Double Sided, 24mm</b> Size: at least 24mm x 30m • Tissue Type Color: White Packaging: Individually wrapped	150	
roll	<b>Tape, Double Sided, 48mm</b> Size: at least 48mm x 10m • Tissue Type Color: White Packaging: Individually wrapped	50	
roll	<b>Tape, Double Sided, 24mm</b> Size: at least 24mm x 10m • Foam Type Color: White Packaging: Individually wrapped	24	
roll	<b>Tape, Duct, 48mm</b> Size: at least 48mm x 50m Color: Gray or Silver • PE (Polyethylene) Cloth Adhesive Type: Synthetic Rubber Adhesive • Heavy-duty • Extra Strength hold Packaging: Individually wrapped	500	 <small>48mm x 50m Silver Duct Tape      GREY DUCT TAPE 50m</small>




piece	<p><b>Balikbayan Box, 20x20x20</b>  Reusable Storage Box  Material: Corrugated, double wall, 5 ply  Dimension: L20 x W20 x H20 inches  Thickness: 6 -7 mm  Supported Weight (min): 50kg  Packaging: Individual wrap to prevent against damage</p>	215	 <p>DOUBLE WALL</p>
piece	<p><b>Balikbayan Box, 24x18x24</b>  Reusable Storage Box  Material: Corrugated, double wall, 5 ply  Dimension: at least L24 x W18 x H24 inches  Thickness: 6 -7 mm  Supported Weight (min): 50kg  Packaging: Individual wrap to prevent against damage</p>	300	 <p>DOUBLE WALL</p>
unit	<p><b>Battery Charger</b>  •For Rechargeable batteries  •Charges at least 2 or 4 AA or AAA batteries at a time  •Charge only with standard Nickel-metal hydride (Ni-MH) batteries  •Automatic switch on and off  •With audio and light charging status indicators  •Bad Battery Detection Alert  Color: Black  Plug Type: Type A  Dimensions (mm):116 x 70 x 50 (H x L x W)  •Universal Voltage 100-240V AC, 50/60Hz  Packaging: Brand and details shall be printed on the packaging of the item</p>	15	

roll	<b>Bubble Wrap</b> Size: at least 20 inches (W) x 50 meters (L) Color: white • 2-ply Packaging: Individually wrapped	3	
box	<b>Bundy Clock Ribbon Dual</b> Color: Black and Red Compatible with Iwata Time Recorder Model: Iwata 2CRH and Iwata E2A Packaging: Individually box	12	
piece	<b>Certificate (Diploma) Frame</b> Size: A4 Color: blue only Frame: PVC frame with glass • With wall hanger and stand • Fits A4 size paper/certificate Packaging: Individually wrap to prevent against scratches	4,000	





piece	<p><b>Certificate Holder</b></p> <p>Size: A4</p> <p>Color: blue only</p> <ul style="list-style-type: none"> <li>• With flap to prevent certificates from falling off</li> <li>• With 2 hangers for portrait and landscape orientations</li> </ul> <p>Packaging: Individually wrap to prevent against scratches</p>	500	<p>Front</p>  <p>Back</p> 
bottle	<p><b>Dishwashing Liquid</b></p> <ul style="list-style-type: none"> <li>• at least 500ml</li> <li>• Bottle with pump</li> <li>• Can remove grease, fats and oils</li> <li>• Effectively kills germs and bacteria from dishes, pots, pans, and other kitchen utensils</li> <li>• Mild and gentle to the hands</li> <li>• Assorted variants (ex. Lemon, Kalamansi, Anti-bac, etc.)</li> </ul> <p>Packaging: Individually wrapped to avoid leakage</p>	120	






box	<b>Disposable Gloves</b> <ul style="list-style-type: none"> <li>• Synthetic vinyl</li> <li>Color: blue only</li> <li>Size: Large</li> <li>• Latex-free and Powder Free</li> <li>• Heavy Duty</li> </ul> Packaging: at least 100 pcs/box	5	
piece	<b>Door Hasp</b> <ul style="list-style-type: none"> <li>Size: at least 4 inches</li> <li>Material: Stainless Steel</li> <li>Color: Silver</li> <li>• Stainless safety hasp</li> </ul> Packaging: Individually packed	18	
piece	<b>Eco bag, Sando bag type</b> <ul style="list-style-type: none"> <li>• Eco Sando Bag</li> </ul> Size: Small: at least 10W x 15.5H x 5.5D inches Material: Non-woven fabric Color: Plain Blue <ul style="list-style-type: none"> <li>• Made of recyclable, non-toxic, allergy-free and non-reactive to human skin</li> </ul> Capacity: can carry at least three (3) kilograms Packaging: With cover/plastic to avoid dust and damage	150	
piece	<b>Eco bag, Sando bag type</b> <ul style="list-style-type: none"> <li>• Eco Sando Bag</li> </ul> Size: Large: at least 13.5W x 23.5H x 7D inches Material: Non-woven fabric Color: Plain Blue <ul style="list-style-type: none"> <li>• Made of recyclable, non-toxic, allergy-free and non-reactive to human skin</li> </ul> Capacity: at least three (3) kilograms Packaging: With cover/plastic to avoid dust and damage	150	

piece	<p><b>Eco bag, Shoulder bag type</b></p> <ul style="list-style-type: none"> <li>• Expandable Shoulder Bag</li> </ul> <p>Size: Jumbo or at least L20 x H16 x 8 Gusset inches</p> <p>Material: Non-woven fabric</p> <p>Color: Plain Blue</p> <ul style="list-style-type: none"> <li>• Made of recyclable, non-toxic, allergy-free and non-reactive to human skin</li> </ul> <p>Capacity: at least three (3) kilograms</p> <p>Packaging: With cover/plastic to avoid dust and damage</p>	150	
unit	<p><b>External Hard Drive</b></p> <ul style="list-style-type: none"> <li>• Portable Hard Drive</li> </ul> <p>Storage Capacity: 4 TB</p> <p>System Requirements: Compatible with most Windows, macOS and Chrome OS systems</p> <p>Compatibility: USB 2.0 and USB 3.0 connection options</p> <p>Packaging: Individually wrap to prevent against damage</p>	10	
piece	<p><b>Flash Memory Card</b></p> <ul style="list-style-type: none"> <li>• Micro SD Card</li> </ul> <p>Size: 64 GB</p> <p>Compatibility: Compatible with all microSDHC, microSDXC supporting host devices</p> <ul style="list-style-type: none"> <li>• Works with Smartphones and Tablets</li> </ul> <ul style="list-style-type: none"> <li>• Transfer Speeds of up to 100MB/S</li> </ul> <p>Packaging: Individually packed to avoid damage</p>	2	



unit	<p><b>Glue Gun</b>  Size: Big  • Ideal for use on fabrics, wood, jewelries and more  • With on and off feature  Voltage: 60W  Packaging: Individually packed to protect against damage or Standard packaging of the manufacturer</p>	10	
bundle	<p><b>Glue Gun Stick</b>  • For Glue Gun  Size: Big or 7.75"  • at least 12 pcs/set</p>	35	
piece	<p><b>Half Corkboard and Half Whiteboard</b>  Size: at least 20 x 30 cm  • Aluminum Frame  Packaging: Individually wrap to prevent against scratches or damage</p>	50	
piece	<p><b>Half Corkboard and Half Whiteboard</b>  Size: at least 45 x 60 cm  • Aluminum Frame  Packaging: Individually wrap to prevent against scratches or damage</p>	10	

roll	<p><b>Jumbo Roll Tissue</b></p> <ul style="list-style-type: none"> <li>• 2-ply</li> <li>• at least 300 meters</li> </ul> <p>Color: White Material Features: Biodegradable, Recycled Packaging: Individually wrapped to prevent against damage</p>	62	
unit	<p><b>Key Holder Cabinet</b></p> <p>Size: can carry at least 120 keys</p> <ul style="list-style-type: none"> <li>• With 120 Key Hook</li> </ul> <p>Material: Heavy duty metal</p> <ul style="list-style-type: none"> <li>• Secure lock with two keys</li> <li>• Inclusion of key tags that features label windows for easy viewing</li> <li>• Design for wall mounting and table laying</li> </ul> <p>Packaging: One (1) unit, individually box</p>	5	
piece	<p><b>Magazine File Holder (Desk Organizer)</b></p> <ul style="list-style-type: none"> <li>• Foldable/Collapsible</li> <li>• 3 Vertical compartments</li> </ul> <p>Color: Light Grey Size: at least 250*255*243mm Material: PP Material</p> <ul style="list-style-type: none"> <li>• 3.0mm board surface thickening</li> <li>• Stable and not easily deformed structure</li> </ul> <p>Packaging: Individually wrapped to avoid distortion</p>	50	

pack	<b>Rechargeable AA Battery</b> Type: Nickel-metal hydride batteries (NiMH) Capacity: 2000-2300mAh Voltage: 1.2V Packaging: Two (2) pieces per blister pack	50	
pack	<b>Rechargeable AAA Battery</b> Type: Nickel-metal hydride batteries (NiMH) Capacity: 800mAh Voltage: 1.5V Packaging: Two (2) pieces per blister pack	50	
piece	<b>Spaghetti Coil Matting</b> Size: at least W 1.2-meter x L2.5 meters Color: Black With Spike Bacszxking Anti slip mat	10	

unit	<b>Thermal Binding Machine</b> *Manually operated binder Bind documents up to 50 mm (both soft and hard covers) Document size: A5 to A3 Landscape System Capacity: Binds up to 500 sheets of 80gsm paper Document spine width: From 1.5 to 50mm Machine Finishing: PTC, Metal Material Power supply: 230V, 50/60Hz, 700W, 3.2A (maximum)	2	
roll	<b>Trash Bag (Garbage bag)</b> <ul style="list-style-type: none"> <li>• Disposable Drawstring</li> </ul> Size: Small or can fit in a trash bin with a size of at least H12xW10xD8 inches Color: Black Material: Plastic <ul style="list-style-type: none"> <li>• With string/rope for easy closing</li> </ul> Packaging: at least 15 bags in one roll. Individually packed per roll	1,200	
unit	<b>Trash Bin with lid</b> <ul style="list-style-type: none"> <li>• With lid included</li> <li>• With folding handle</li> </ul> Measurement: Lower outer measure, depth: at least 14.7cm (5 3/4") Lower outer measure, width: at least 20.1cm (7 7/8") Upper outer measure, depth: at least 21.2cm (8 3/8") Upper outer measure, width: at least 26.3cm (10 3/8") Height: at least 32.6cm (12 7/8") Volume: at least 10 Liters (3	50	

	gallon) • Stackable to save space Material: Bucket/ Lid/Hinge/Ring: Polypropylene plastic (min. 20% recycled) Handle: Reinforced polyamide plastic (min. 20% recycled) Packaging: One (1) piece, Individually box		
piece	<b>Universal Socket Adapter</b> • Compatible with multiple plugs • Durable and highly conductive • Maintain grip on plugs even after thousands of uses Packaging: Individually box	50	