



Republic of the Philippines
CARAGA STATE UNIVERSITY
Ampayon, Butuan City 8600, Philippines
Competence Service Uprightness

PROCUREMENT OFFICE



PHONE: 0917 707 8713 Loc. 248 | EMAIL: csuprocurement@carsu.edu.ph



NOTICE OF AWARD

May 29, 2025

KIMSON COMMERCIAL
820 R. Calo St., Butuan City

Dear Sir / Madam:

We are happy to notify you that the PROVISION OF OFFICE SUPPLIES AND MATERIALS FOR THE OPERATIONS OF VARIOUS OFFICES, AT CSU-MAIN CAMPUS.IGF-164-25-04-126 is hereby awarded you as the bidder with the Lowest Calculated and Responsive Quotation at a Contract Price of Equivalent to FIVE HUNDRED TWENTY-THREE THOUSAND SIX HUNDRED NINETY-FOUR PESOS ONLY. (Php. 523,694 00).

QTY	Unit	Description	BID PRICE	TOTAL PRICE
1	LOT	AIR FRESHENER, *Aerosol, 280mL/150g min. UNIT: CAN, QUANTITY: 30 ALCOHOL, *Ethyl, 70%, scented, 500mL. UNIT: BOTTLE, QUANTITY: 6 BALLPEN, *Black UNIT: DOZEN, QUANTITY: 95 BALLPEN, *Blue. UNIT: DOZEN, QUANTITY: 3 BALLPEN, *Red. UNIT: DOZEN, QUANTITY: 22 BATTERY, *Dry cell, AA, 1.5 volts, alkaline, 2 piece per pack UNIT: PACK, QUANTITY: 29 BATTERY, *Dry cell, AAA, 1.5 volts, alkaline, 2 piece per pack UNIT: PACK, QUANTITY: 5 BATTERY, *Dry cell, AAA, 1.5 volts, alkaline, 4 piece per pack UNIT: PACK, QUANTITY: 24 BATTERY, *Rechargeable, 2x AA batteries 2300mAh UNIT: PACK, QUANTITY: 2 BROOM, *SOFT (TAMBO), weight: 200g min tiger grass. UNIT: PIECE, QUANTITY: 17 BROOM, *STICK (TING-TING), usable length: 760mm min. UNIT: PIECE, QUANTITY: 20 BUCKET, *20L Color: White Plastic Bucket with Handle; Height: 345mm; Width: 332mm; Bottom diameter: 280mm UNIT: PIECE, QUANTITY: 2 CABLE TIES, *#4 UNIT: PACK, QUANTITY: 30 CABLE TIES, *#8 UNIT: PACK, QUANTITY: 30 CALCULATOR, *COMPACT, electronic, 12 digits cap. UNIT: UNIT, QUANTITY: 2 CERTIFICATE HOLDER, *Size: A4. Color: Black UNIT: PIECE, QUANTITY: 27 CLEANER, *Type: TOILET BOWL AND URINAL. *Net content: 1000mL (1L) in rigid plastic bottle. *Color: clear or blue. *Bactericidal, fully miscible in water (not chlorine based), kills germs and bacteria (professional cleaning solution). UNIT: BOTTLE, QUANTITY: 23	523,694.00	523,694.00

P.O. #: IGF-164-25-05-128

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Very truly yours,


ALEXANDER T. DEMETILLO, D. Eng
Vice President for Administration and Finance

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		CLEARBOOK, *20 transparent pockets, for legal size. UNIT: PIECE, QUANTITY: 10		
		CLIP BACKFOLD, *All metal, 12 pieces per box		
		*Size: 19mm or 3/4" (-1mm)		
		*Color: black UNIT: BOX, QUANTITY: 20		
		CLIP BACKFOLD, *All metal, 12 pieces per box		
		*Size: 25mm or 1" (-1mm)		
		*Color: black UNIT: BOX, QUANTITY: 25		
		CLIP BACKFOLD, *All metal, 12 pieces per box		
		*Size: 50mm or 2" (-1mm)		
		*Color: black UNIT: BOX, QUANTITY: 5		
		CLIP BACKFOLD, *BULLDOG, All metal		
		*Size: 73mm or 3" (-1mm)		
		*Color: black UNIT: PIECE, QUANTITY: 66		
		CLOTH RUG, *Type: Oval Cloth UNIT: PIECE, QUANTITY: 6		
		CORRECTION TAPE, *ROLLER TYPE, usable length: 6m min UNIT: PIECE, QUANTITY: 72		
		DATA FILE BOX, *Materials: made of chipboard 3mm thick with closed ends wxhxl 5"x9"x16' UNIT: PIECE, QUANTITY: 12		
		DATA FILE BOX, *Materials: made of chipboard 4cm thick, with closed ends. *Dimension (WxHxL): 3.5" x 6" x 9". UNIT: PIECE, QUANTITY: 310		
		DATA FOLDER, *Customized, Material: board, Color: blue., Size: legal/long UNIT: PIECE, QUANTITY: 10		
		DATA FOLDER, *Materials: made of chipboard 2.5mm thick. *Deminsion (WxHxL): approx .28.19x 7.62 mm x 35.306cm (11.1 x 3 x 13.98 inches) *Color: Blue *With all steel lever arch file mechanism and taglia lock. UNIT: PIECE, QUANTITY: 12		
		DATA FOLDER, *Materials: made of chipboard 2.5mm thick. *Deminsion (WxHxL): 75mm (3") x 230mm (9") x 380mm (15"). *With all steel lever arch file mechanism and taglia lock. UNIT: PIECE, QUANTITY: 51		
		DATER STAMP, *Year Bond Good for 10 year. *See attached sample. UNIT: PIECE, QUANTITY: 1		
		DESK PEN WITH STAND, *Spring Bullet Tip 0.5mm. *Pen Size: 62 x 40 x 155 mm. *Permanent foam adhesive on the base. *Note: The pen features a permanent adhesive base designed to securely fix it in a designated location. UNIT: PIECE, QUANTITY: 24		
		DESK TRAY ORGANIZER, *Color: black, wire mesh 4 layers, all metal materials m firm and durable easy to assemble, easy to use ,stable. UNIT: PIECE, QUANTITY: 1		

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		DETERGENT POWDER, *All purpose, 1kg per pack. UNIT: PACK, QUANTITY: 104 DISHWASHING LIQUID, *4L per gallon. *Liquid, odorless, antibacterial. *For utensils and equipment. UNIT: GALLON, QUANTITY: 3 DISHWASHING LIQUID, *Size: 250ml, Lemon UNIT: BOTTLE, QUANTITY: 52 DISHWASHING PAD/SPONGE, *Heavy duty with green pad (scrub). *Size (HxWxD): 75 x 75 x 30mm. UNIT: PIECE, QUANTITY: 50 DISHWASHING PASTE, *400 grams, lemon scent and anti bacterial with free sponge. UNIT: PIECE, QUANTITY: 50 DISINFECTANT SPRAY, *Aerosol type, 400 grams (min). UNIT: CAN, QUANTITY: 10 DOORMAT, *Type : Cloth , large size UNIT: PIECE, QUANTITY: 20 DUST PAN, *Non-rigid plastic, with detachable handle. UNIT: PIECE, QUANTITY: 1 ENVELOPE, *DOCUMENTARY, KRAFT for legal size document, 500 pieces per box. UNIT: BOX, QUANTITY: 15 ENVELOPE, *MAILING, white, 70gsm. *Envelope size: width: 105mm (-3mm), length: 241mm (-3mm), 500 pieces per box. UNIT: BOX, QUANTITY: 2 ENVELOPE, *MAILING, white, with window, 70gsm. *Envelope size: width: 105mm (-3mm), length: 241mm (-3mm), 500 pieces per box. UNIT: BOX, QUANTITY: 5 ERASER, *FELT, for blackboard/whiteboard. *Overall size (L x W x T) (min.): 125mm x 45mm x 19mm UNIT: PIECE, QUANTITY: 30 ESSENTIAL OIL, *For Humidifier. *Eucalyptus scent. *100ml. UNIT: PIECE, QUANTITY: 4 EXTENSION WIRE, *4 gang universal Outlet, AC 110-250 volts, 10A-16A, 2500W-3,000W, 5 meters length UNIT: PIECE, QUANTITY: 14 FEATHER DUSTER, *Soft feather duster, strong adsorption capacity, wooden-dowel handle. UNIT: PIECE, QUANTITY: 5 FOLDER, *EXPANDING, plastic. *Size: legal/long. *Color: gray. UNIT: PIECE, QUANTITY: 20 FOLDER, *KRAFT, Size: legal/long, Color: white UNIT: BUNDLE, QUANTITY: 1 FOLDER, *PRESSBOARD. *Size: LONG. *100 pieces per box.. *Collor: Green UNIT: BOX, QUANTITY: 3 FOLDER, *TAGBOARD, with tab, for legal size documents. *100 pieces per pack. *Color: White UNIT: PACK, QUANTITY: 1 GLASS CLEANER, *Glass and multi-surface cleaner, 500ml, in plastic spray bottle. *Removes dirt for a streak-free long lasting shine. UNIT: BOTTLE, QUANTITY: 17 GLUE, *All-purpose, dries clear, non-toxic, paste with applicator. *Gross weight: 200 grams.		

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QTY	Unit	Description	BID PRICE	TOTAL PRICE
		UNIT: JAR, QUANTITY: 5 GLUE, *Glue Stick with Rotating base; Weight 36g; Dimensions 11.5 x 3 x 3 cm UNIT: PIECE, QUANTITY: 50 GLUE, *Washable Clear Glue, Weight: 0.661kg; 50cc Clear Glue Pen with sponge head. Tube Type; Product Dimension: (W x H x L) 5.3in x 6.1in x 1.1in. UNIT: PIECE, QUANTITY: 20 HAND SOAP, *Liquid. *Antibacterial. *With moisturizer, Citrus Scent. *750 mL. UNIT: BOTTLE, QUANTITY: 10 HAND TOWEL, *Interfold Hand towel, 1 fly 175 pulls per pack UNIT: PACK, QUANTITY: 41 LAMINATING FILM, *Size: 3 x 5min, width: 9". *Clear. UNIT: ROLL, QUANTITY: 2 LIQUID BLEACH, *Disinfectant (99% antibac), whitens, remove stains/odor/germs, multipurpose bleach, 3785ml per gallon (3 in 1 total clean). UNIT: GALLON, QUANTITY: 26 LIQUID FABRIC CONDITIONER, *Fresh Fabric Conditioner 1.6 L Long Lasting freshness UNIT: BOTTLE, QUANTITY: 10 MARKER, *PERMANENT, black, *Tip: felt, bullet type, *Point: medium. UNIT: PIECE, QUANTITY: 10 MARKER, *PERMANENT, blue, *Tip: felt, bullet type, *Point: medium. UNIT: PIECE, QUANTITY: 5 MARKER, *PERMANENT, red, *Tip: felt, bullet type, *Point: medium. UNIT: PIECE, QUANTITY: 5 MARKER, *WHITEBOARD, black, *Tip: felt, bullet type. UNIT: PIECE, QUANTITY: 12 MARKER, *WHITEBOARD, black, Refillable , *Tip: felt, bullet type. UNIT: PIECE, QUANTITY: 5 MARKER, *WHITEBOARD, black, *Tip: felt, bullet type. UNIT: PIECE, QUANTITY: 100 MARKER, *WHITEBOARD, blue, *Tip: felt, bullet type. UNIT: PIECE, QUANTITY: 12 MARKER, *WHITEBOARD, blue, *Tip: felt, bullet type. UNIT: PIECE, QUANTITY: 100 METER STICK, *Heavy Duty, steel 1-meter UNIT: PIECE, QUANTITY: 2 MICROFIBER TOWEL, *Heavy Duty. *Type: Cotton UNIT: PIECE, QUANTITY: 10 MOUSE PAD, *With wrist rest UNIT: PIECE, QUANTITY: 3		

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QTY	Unit	Description	BID PRICE	TOTAL PRICE
		MURIATIC ACID, *With power clean chemicals, removes dust stain, hard water deposits & disinfectants. UNIT: GALLON, QUANTITY: 10		
		NOTEPAD, *STICK-ON, 1 x 3, 100 sheets per pad UNIT: PAD, QUANTITY: 5		
		NOTEPAD, *STICK-ON, 2 x 3, 100 sheets per pad UNIT: PAD, QUANTITY: 5		
		NOTEPAD, *STICK-ON, 3 x 4, 100 sheets per pad. UNIT: PAD, QUANTITY: 20		
		NOTEPAD, *STICK-ON, 4 x 4 UNIT: PAD, QUANTITY: 6		
		NOTEPAD, *STICK-ON, Arrow design. UNIT: PAD, QUANTITY: 12		
		NOTEPAD, *STICK-ON, with "Sign Here". UNIT: PAD, QUANTITY: 5		
		OFFICE DESKTOP FILE TRAY HOLDER, *Heavy Duty. *3 layer, metal, colored black UNIT: PIECE, QUANTITY: 7		
		PAIL, *Plastic (LxH) 12.5" X 11.5" UNIT: PIECE, QUANTITY: 10		
		PAPER TOWEL, *2ply, 100pcs, sheet per roll UNIT: ROLL, QUANTITY: 1		
		PAPER, *CERTIFICATE PAPER, with border, size: 210mm x 297mm (A4), color gold, 10's per pack UNIT: PACK, QUANTITY: 50		
		PAPER, *CHECK PAPER. *Color: yellow. *Size: 8.5" x 13". *500 sheets. UNIT: REAM, QUANTITY: 60		
		PAPER, *MIMEO, size: 8.5" x 13" (legal/long), substance 20, white wove UNIT: REAM, QUANTITY: 51		
		PAPER, *MULTI-PURPOSE, 70 gsm., size: 210mm x 297mm (A4) UNIT: REAM, QUANTITY: 75		
		PAPER, *MULTI-PURPOSE, 70 gsm., size: 216mm x 330mm (legal/long) UNIT: REAM, QUANTITY: 136		
		PAPER, *MULTICOPY, 80gsm, size: 210mm x 297mm (A4) UNIT: REAM, QUANTITY: 35		
		PAPER, *MULTICOPY, 80gsm, size: 216mm x 330mm (legal/long) UNIT: REAM, QUANTITY: 20		
		PAPER, *PHOTO PAPER, size: 210mm x 297mm (A4), 180 gsm, matte, 20's per pack UNIT: PACK, QUANTITY: 51		
		PAPER, *PHOTO PAPER, size: 210mm x 297mm (A4), 230 gsm, high glossy, 20's per pack. UNIT: PACK, QUANTITY: 50		
		PAPER, *PHOTO PAPER, size: 210mm x 297mm (A4), 80 gsm, glossy, 20's per pack UNIT: PACK, QUANTITY: 2		
		PAPER, *SPECIALTY BOARD, size: 8.5" x 11" (letter/short), gsm: 185 *Color: cornfield cream *10pcs per pack UNIT: PACK, QUANTITY: 50		
		PAPER, *SPECIALTY BOARD, size: 8.5" x 13" (legal/long), gsm: 185. *Color: cornfield		

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QTY	Unit	Description	BID PRICE	TOTAL PRICE
		cream UNIT: PACK, QUANTITY: 1 PAPER, *STICKER PAPER, size: 8.5" x 13" (legal/long) UNIT: PACK, QUANTITY: 34 PENCIL SHARPENER, *Manual, 1 piece in individual plastic ca, single cutter head UNIT: PIECE, QUANTITY: 1 PENCIL, *LEAD WITH ERASER, 12 pieces per box, wood cased, hardness: HB UNIT: BOX, QUANTITY: 2 PUNCHER, *Paper, heavy duty, with two hole guide, 1 UNIT: PIECE, QUANTITY: 4 PVC COVER, *Size: legal. UNIT: REAM, QUANTITY: 3 RING BINDER, *PLASTIC, 2", black, 10's per bundle UNIT: BUNDLE, QUANTITY: 20 SCISSORS, *Symmetrical, blade length: 65mm min (2.5") UNIT: PAIR, QUANTITY: 4 SIGN PEN, *BLACK, 0.7mm needle tip. UNIT: DOZEN, QUANTITY: 4 SIGN PEN, *BLACK, liquid/gel ink, 0.5mm needle tip UNIT: PIECE, QUANTITY: 83 SIGN PEN, *BLUE, 0.7mm needle tip. UNIT: DOZEN, QUANTITY: 4 SIGN PEN, *BLUE, liquid/gel ink, 0.5mm needle tip UNIT: PIECE, QUANTITY: 44 SIGN PEN, *Black, 0.3mm needle tip. UNIT: PIECE, QUANTITY: 24 SIGN PEN, *RED, 0.7mm needle tip. UNIT: DOZEN, QUANTITY: 5 SIGN PEN, *RED, liquid/gel ink, 0.5mm needle tip UNIT: PIECE, QUANTITY: 12 STAMP PAD, *FELT, bed dimension: 60mm x 100mm min *Metal Case UNIT: PIECE, QUANTITY: 1 STAPLE WIRE, *HEAVY DUTY, 23/13, *Material: metal, non-rust, *Type: chisel point, *Number of staples per strip: 100, *Number of staples per box: 1000, *Binding capacity: 40-90 sheets of 70gsm multi-purpose paper UNIT: BOX, QUANTITY: 4 STAPLE WIRE, *STANDARD, (26/6) or No.35, full strips staples, *5000 wires per box, *Number of wires per strip: 100. UNIT: BOX, QUANTITY: 30 STAPLER, *BINDER TYPE, heavy duty, desktop UNIT: PIECE, QUANTITY: 1 STAPLER, *STANDARD TYPE, load cap: 200 staples min UNIT: PIECE, QUANTITY: 22 TAPE, *DOUBLE SIDED, with foam, width: 24mm (1"). UNIT: ROLL, QUANTITY: 5 TAPE, *DOUBLE SIDED, without foam, width: 24mm (1"). UNIT: ROLL, QUANTITY: 5 TAPE, *ELECTRICAL, 18mm x 16M min. UNIT: ROLL, QUANTITY: 3 TAPE, *MASKING, width: 24mm (1") ($\hat{A}\pm 1$ mm) UNIT: ROLL, QUANTITY: 10 TAPE, *MASKING, width: 24mm (1") ($\hat{A}\pm 1$ mm). UNIT: ROLL, QUANTITY: 20 TAPE, *MASKING, width: 48mm (2") ($\hat{A}\pm 1$ mm) UNIT: ROLL, QUANTITY: 7 TAPE, *MASKING, width: 3/4". UNIT: ROLL, QUANTITY: 10 TAPE, *PACKAGING, width: 48mm (2") ($\hat{A}\pm 1$ mm) UNIT: ROLL, QUANTITY: 5 TAPE, *TRANSPARENT, width: 24mm (1") ($\hat{A}\pm 1$ mm), plastic UNIT: ROLL, QUANTITY: 15		

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		TAPE, *TRANSPARENT, width: 24mm (1") ($\hat{A}\pm 1$ mm), plastic. UNIT: ROLL, QUANTITY: 10		
		TAPE, *TRANSPARENT, width: 48mm (2") ($\hat{A}\pm 1$ mm), plastic UNIT: ROLL, QUANTITY: 20		
		TOILET BRUSH, *Toilet bowl scrub double side cleaning brush, with plastic handle. UNIT: PIECE, QUANTITY: 10		
		TRASHBAG, *GPP specs, black, 940mm x 1016mm (38" x 40"), 10pcs per roll UNIT: ROLL, QUANTITY: 22		
		TRASHBAG, *Size: large. *100's per pack. UNIT: PACK, QUANTITY: 41		
		TRASHBIN, *Size: 45 Liter:36*36*60cm. *Material Type: Plastic w/ rotating cover UNIT: PIECE, QUANTITY: 3		
		WATER DIPPER, *Dimensions: L 255 mm x W 319 mm x H 88 mm. *Capacity: 1000 mL. *Color: White UNIT: PIECE, QUANTITY: 2		

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TOTAL AMOUNT:

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