



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**

February 22, 2024

KIMSON COMMERCIAL  
820 R. Calo St., Butuan City

Dear Sir / Madam:

We are happy to notify you that the PROVISION OF OFFICE AND OTHER SUPPLIES AND MATERIALS FOR THE OPERATION OF THE DIFFERENT CSU ADMIN OFFICES, HIGHER EDUCATION, RESEARCH AND EXTENSION PROGRAM. RAF-101-24-02-45 is hereby awarded you as the bidder with the Lowest Calculated and Responsive Quotation at a Contract Price of Equivalent to SEVEN HUNDRED SIXTY SIX THOUSAND SEVEN HUNDRED TWENTY-THREE PESOS ONLY. (Php. 766,723.00).

QTY	Unit	Description	BID PRICE	TOTAL PRICE
1	LOT	AIR FRESHENER, *Aerosol, 280mL/150g min. UNIT: CAN, QUANTITY: 78 ALCOHOL, *Ethyl, 70%, scented, 4L. UNIT: GALLON, QUANTITY: 1 ALCOHOL, *Ethyl, 70%, scented, 500mL. UNIT: BOTTLE, QUANTITY: 124 BALLPEN, *Black, 0.5mm tip. *NV liquid gel pen. *Medium line capped. UNIT: DOZEN, QUANTITY: 50 BALLPEN, *Blue, 0.7mm tip. *NV liquid gel pen. *Medium line capped. UNIT: DOZEN, QUANTITY: 31 BALLPEN, *Blue. UNIT: DOZEN, QUANTITY: 2 BALLPEN, *Red. UNIT: DOZEN, QUANTITY: 5 BALLPEN, *Tip size 0.5mm. *Clear body, retractable top button, plastic. *Diameter-grip 11.0mm. *Diameter-max 11.0mm. *Grip material-rubber. UNIT: PIECE, QUANTITY: 2 BATHROOM CLEANER, *900ml *Removes tough soap scum & grime *Disinfects by killing 99.9% of viruses and bacteria on hard, non-porous *surfaces *Leaves a fresh scent *Leaves surfaces sparkling clean *For fast & easy cleaning *For use on enamel, plastic, porcelain, bathtubs and	766,723.00	766,723.00

P.O. #: RAF-101-24-02-43

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. keep one copy and return the other to Caraga State University

Very truly yours,

**ROLYN C. DAGUIL, Ph.D**  
University President

I acknowledge receipt of this Notice on:  
Name of the Representative of the Bidder:  
Authorized Signature:

02-07-2024  
Ignacio Daguil



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QTY	Unit	Description	BID PRICE	TOTAL PRICE
		sinks *With Fresh or Floral fragrances UNIT: BOTTLE, QUANTITY: 40 BATTERY, *Dry cell, AA, 1.5 volts, alkaline, 2 piece per pack UNIT: PACK, QUANTITY: 7 BATTERY, *Dry cell, AAA, 1.5 volts, alkaline, 2 piece per pack UNIT: PACK, QUANTITY: 2  BOOK COVER, *PVC. *Size: legal/long. UNIT: REAM, QUANTITY: 1 BROOM, *SOFT (TAMBO), weight: 200g min tiger grass. UNIT: PIECE, QUANTITY: 46 BROOM, *STICK (TING-TING), usable length: 760mm min. UNIT: PIECE, QUANTITY: 50  BRUSH, *For floor, with 1m plastic handle. UNIT: PIECE, QUANTITY: 5 BRUSH, *plastic with holder, for toilet UNIT: SET, QUANTITY: 3 CARTOLINA, *Assorted color, 20 pieces per pack *Bristol board *Size: 572mm x 724mm (23" x 29") (-3mm) *Basis weight: 100gsm *Thickness: 0.12mm UNIT: PACK, QUANTITY: 10 CERTIFICATE HOLDER, *Holder/jacket. *Material: plastic (transparent). *Size: A4 size. UNIT: PIECE, QUANTITY: 28 CHLORINE POWDER, *Purity 99.99% (Sanitation) UNIT: KILOGRAM, QUANTITY: 25 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: 5 CLIP BACKFOLD, *All metal, 12 pieces per box *Size: 1/2" (-1mm) *Color: black UNIT: BOX, QUANTITY: 30 CLIP BACKFOLD, *All metal, 12 pieces per box *Size: 25mm or 1" (-1mm) *Color: black UNIT: BOX, QUANTITY: 10 CLIP BACKFOLD, *All metal, 12 pieces per box *Size: 32mm or 1 1/4" (-1mm) *Color: black UNIT: BOX, QUANTITY: 30		

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QTY	Unit	Description	BID PRICE	TOTAL PRICE
		CLIP BACKFOLD, *All metal, 12 pieces per box *Size: 41mm or 1 5/8" (-1mm) *Color: black UNIT: BOX, QUANTITY: 15		
		CLIPBOARD, *Size: 8.5 x 13", *Material: plastic. *Can accommodate legal size paper without cover. UNIT: PIECE, QUANTITY: 12		
		CLOTH RUG, *Round cloth. UNIT: PIECE, QUANTITY: 11		
		CORK BOARD, *Dimension: *2ft. x 3ft., with aluminum frame UNIT: PIECE, QUANTITY: 2		
		CORRECTION TAPE, *ROLLER TYPE, usable length: 6m min UNIT: PIECE, QUANTITY: 56		
		DATA FILE BOX, *Material: board. *Product dimension (LxWxH): 47 x 29 x 34cm. *Color: black. *Product weight: 0.10kg. UNIT: PIECE, QUANTITY: 16		
		DATA FILE BOX, *Materials: made of chipboard 4cm thick, with closed ends. *Dimension (WxHxL): 10.5" x 6" x 9". *Customized box. UNIT: PIECE, QUANTITY: 10		
		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: 30		
		DATA FOLDER, *With Ring Binder, *Color: Black, *Size(LxWxH): Approx. 28.19 x 7.62 x 35.306cm (11.1 x 3 x 13.9inches). *Material: Hard Cardboard, UNIT: PIECE, QUANTITY: 10		
		DATER STAMP, *Manual (please see attached design). *Year band good for 10 years. (Use with stamp pad). UNIT: PIECE, QUANTITY: 2		
		DETERGENT POWDER, *All purpose, 1kg per pack. UNIT: PACK, QUANTITY: 153		
		DISHWASHING LIQUID, *250mL, lemon scent with antibacterial and can eliminates dirt and tough dirt, with sponge. UNIT: BOTTLE, QUANTITY: 30		
		DISHWASHING LIQUID, *600mL, antibacterial and can eliminates dirt and tough dirt, with sponge. UNIT: BOTTLE, QUANTITY: 15		
		DISHWASHING PAD/SPONGE, *Heavy duty with green pad (scrub). *Size (HxWxD): 75 x 75 x 30mm. UNIT: PIECE, QUANTITY: 32		

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		DISHWASHING PASTE, *400 grams, lemon scent and anti bacterial with free sponge. UNIT: PIECE, QUANTITY: 71		
		DISINFECTANT SPRAY, *Aerosol type, 400 grams (min). UNIT: CAN, QUANTITY: 30		
		DOCUMENT TRAY, *3 layers. UNIT: PIECE, QUANTITY: 5		
		DUST PAN, *Non-rigid plastic, with detachable handle. UNIT: PIECE, QUANTITY: 15		
		ENVELOPE, *EXPANDING, KRAFT for legal size document, with string and eyelet or elastic strap, 100 pieces per box. UNIT: BOX, QUANTITY: 1		
		ENVELOPE, *EXPANDING, PLASTIC, 0.50mm thickness min, legal UNIT: PIECE, QUANTITY: 55		
		ENVELOPE, *MAILING, white, with window, 70gsm, *Envelope size: width: 105mm (-3mm), length: 241mm (-3mm), 500 pieces per box. UNIT: BOX, QUANTITY: 2		
		ENVELOPE, *Plastic with holder, transparent *Size: legal/long. UNIT: PIECE, QUANTITY: 30		
		ERASER, *PLASTIC/RUBBER, for pencil draft/writing *Rectangular *Dimension (L x W x T) (min.): equivalent volume of 8,350mm <sup>3</sup> /1/2 *Erases clean and clear without abrading the paper UNIT: PIECE, QUANTITY: 45		
		EXTENSION WIRE, *4 available sockets/outlet, 10 meters, universal female socket. UNIT: PIECE, QUANTITY: 3		
		FACE MASK, *Surgical mask, disposable, Earloop, 3 ply Packaging.: 50pcs per pack UNIT: BOX, QUANTITY: 5		
		FASTENER, *Plastic, 50s/box, assorted color, for paper UNIT: BOX, QUANTITY: 5		
		FILE TAB DIVIDER, *Bristol board, A4 UNIT: SET, QUANTITY: 10		
		FILE TRAY, *Office Desktop File Tray Holder Document Letter Organizer 3 Tier UNIT: PIECE, QUANTITY: 2		
		FLOOR MOP, *360 rotating head magic floor spin mop. UNIT: PIECE, QUANTITY: 2		
		FOLDER, *EXPANDING, plastic. *Size: legal/long. *Color: black. UNIT: PIECE, QUANTITY: 15		
		FOLDER, *EXPANDING, plastic. *Size: legal/long. *Color: red. UNIT: PIECE, QUANTITY: 22		
		FOLDER, *KRAFT. *Size: legal/long.		

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Authorized Signature: *[Signature]*





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QTY	Unit	Description	BID PRICE	TOTAL PRICE
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\*Color: brown. UNIT: PIECE, QUANTITY: 20  
FOLDER, \*PRESSBOARD  
\*Size: LONG  
\*100 pieces per box.  
\*Collor: Green UNIT: BOX, QUANTITY: 2  
FOLDER, \*PRESSBOARD.  
\*Expanding.  
\*Size: legal/long.  
\*Color: green. UNIT: PIECE, QUANTITY: 50  
FOLDER, \*TAGBOARD, with tab, for A4 size documents,  
\*100 pieces per pack. UNIT: PACK, QUANTITY: 1  
FOLDER, \*TAGBOARD, with tab, for legal size documents,  
\*100 pieces per pack. UNIT: PACK, QUANTITY: 2  
GARBAGE BAG, \*Size: extra large.  
\*5's per pack. UNIT: PACK, QUANTITY: 50  
GARBAGE BAG, \*Size: large.  
\*100's per pack. UNIT: PACK, QUANTITY: 63  
GARBAGE BAG, \*Size: medium.  
\*100 pcs per pack. UNIT: PACK, QUANTITY: 10  
GARBAGE BAG, \*Size: small.  
\*100's per pack. UNIT: PACK, QUANTITY: 120  
GLASS CLEANER, \*Glass and multi-surface cleaner, 500ml, in plastic spray bottle.  
\*Removes dirt for a streak-free long lasting shine. UNIT: BOTTLE, QUANTITY: 22  
GLUE, \*Instant glue, big. UNIT: PIECE, QUANTITY: 2  
GLUE, \*Multi-purpose glue, white liquid.  
\*Strong formula: dry fast safe & non-toxic.  
\*240g per bottle. UNIT: BOTTLE, QUANTITY: 5  
HAND SANITIZER, \*Type: pump hand sanitizer.  
\*70% alcohol antibacterial sanitizing gel, kills germs more than 99.9%.  
\*Content: 250mL. UNIT: PIECE, QUANTITY: 5  
INDEX TAB, \*Self-adhesive, transparent, 5 sets per box UNIT: BOX, QUANTITY: 10  
LAMINATING FILM, \*Size: A4 size.  
\*100's with pair per ream. UNIT: REAM, QUANTITY: 2  
LIQUID BLEACH, \*Disinfectant (99% antibac), whitens, remove stains/odor/germs,

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QTY	Unit	Description	BID PRICE	TOTAL PRICE
		multipurpose bleach, 3785ml per gallon (3 in 1 total clean). UNIT: GALLON, QUANTITY: 65		
		LIQUID FABRIC CONDITIONER, *50FL Oz UNIT: GALLON, QUANTITY: 5		
		MARKER INK REFILL, *Whiteboard marker, artline refill ink 500A.509A.550A UNIT: BOTTLE, QUANTITY: 300		
		MARKER, *FLUORESCENT, 3 assorted colors per set UNIT: SET, QUANTITY: 25		
		MARKER, *Highlighter pen		
		*Assorted, 12's UNIT: BOX, QUANTITY: 1		
		MARKER, *PERMANENT, black,		
		*Tip: felt, bullet type,		
		*Point: medium. UNIT: PIECE, QUANTITY: 116		
		MARKER, *WHITEBOARD, black,		
		*Tip: felt, bullet type. UNIT: PIECE, QUANTITY: 230		
		MARKER, *WHITEBOARD, blue,		
		*Tip: felt, bullet type. UNIT: PIECE, QUANTITY: 210		
		MARKER, *WHITEBOARD, red,		
		*Tip: felt, bullet type. UNIT: PIECE, QUANTITY: 100		
		MOPHANDLE, *Heavy duty, screw type, wooden UNIT: PIECE, QUANTITY: 10		
		MOPHEAD, *Made of rayon, weight: 400 grams min UNIT: PIECE, QUANTITY: 2		
		MURIATIC ACID, *With power clean chemicals, removes dust stain, hard water deposits & disinfectants. UNIT: GALLON, QUANTITY: 40		
		NOTEPAD, *STICK-ON, 2 x 3, 100 sheets per pad UNIT: PAD, QUANTITY: 5		
		NOTEPAD, *STICK-ON, 3 x 3, 100 sheets per pad UNIT: PAD, QUANTITY: 1		
		NOTEPAD, *STICK-ON, 3 x 4, 100 sheets per pad UNIT: PAD, QUANTITY: 4		
		NOTEPAD, *STICK-ON, 4 x 4 UNIT: PAD, QUANTITY: 20		
		NOTEPAD, *STICK-ON, with "Sign Here". UNIT: PACK, QUANTITY: 15		
		PAPER CLIP, *VINYL COATED, 50mm (2"). 120 grams, 100 pieces per box UNIT: BOX, QUANTITY: 11		
		PAPER, *CARDBOARD PAPER.		
		*Size: A4.		
		*200gsm, 10 sheets per pack.		
		*Color: white. UNIT: PACK, QUANTITY: 25		
		PAPER, *CERTIFICATE PAPER, embossed, size: 210mm x 297mm (A4), pastel color, 10's per pack UNIT: PACK, QUANTITY: 60		
		PAPER, *CERTIFICATE PAPER, with border, size: 210mm x 297mm (A4), 10's per pack		

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Authorized Signature: [Signature]





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QTY	Unit	Description	BID PRICE	TOTAL PRICE
		UNIT: PACK, QUANTITY: 25 PAPER, *MANILA PAPER, 1 whole. UNIT: PIECE, QUANTITY: 55 PAPER, *MULTI-PURPOSE, 70 gsm., size: 210mm x 297mm (A4) UNIT: REAM, QUANTITY: 243 PAPER, *MULTI-PURPOSE, 70 gsm., size: 8.5 x 11 (letter/short). UNIT: REAM, QUANTITY: 35 PAPER, *MULTICOPY, 80gsm, size: 210mm x 297mm (A4) UNIT: REAM, QUANTITY: 309 PAPER, *MULTICOPY, 80gsm, size: 216mm x 330mm (legal/long) UNIT: REAM, QUANTITY: 632 PAPER, *PHOTO PAPER, size: 210mm x 297mm (A4), 180 gsm, matte, 20's per pack UNIT: PACK, QUANTITY: 30 PAPER, *PHOTO PAPER, size: 210mm x 297mm (A4), 230 gsm, high glossy, 20's per pack. UNIT: PACK, QUANTITY: 5 PAPER, *PHOTO PAPER, size: 210mm x 297mm (A4), 80 gsm, matte, 20's per pack UNIT: PACK, QUANTITY: 25 PAPER, *PHOTO PAPER, size: 216mm x 330mm (legal/long), 80 gsm. UNIT: PACK, QUANTITY: 45 PAPER, *SPECIALTY BOARD, size: 8.5" x 13" (legal/long), gsm: 185 *Color: cornfield cream UNIT: PACK, QUANTITY: 10 PAPER, *SPECIALTY BOARD, size: A4, gsm: 240. *20 sheets per pack. UNIT: PACK, QUANTITY: 25 PAPER, *SPECIALTY PAPER. *Size: A4. *Gsm: 85. *Colored, 20's per pack UNIT: PACK, QUANTITY: 35 PAPER, *STICKER PAPER, size: 210mm x 297mm (A4) UNIT: PACK, QUANTITY: 50 PAPER, *STICKER PAPER, size: 8.5" x 13" (legal/long) UNIT: PACK, QUANTITY: 10 PAPER, *STICKER PAPER, size: 8.5" x 13" (legal/long), matte, vinyl, high quality, ideal for inventory items. UNIT: PACK, QUANTITY: 10 PENCIL SHARPENER, *Manual, 1 piece in individual plastic ca. single cutter head UNIT: PIECE, QUANTITY: 3 PENCIL SHARPENER, *Ordinary, plastic. UNIT: PIECE, QUANTITY: 20 PENCIL, *LEAD WITH ERASER, 12 pieces per box, wood cased, hardness: HB UNIT: BOX, QUANTITY: 35		

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QTY	Unit	Description	BID PRICE	TOTAL PRICE
		PUNCHER, *Paper, heavy duty, with two hole guide, 1 UNIT: PIECE, QUANTITY: 2 PUSH PIN, *Flat head type. UNIT: CASE, QUANTITY: 10 RECORD BOOK, *500 PAGES, size: 214mm x 278mm min UNIT: BOOK, QUANTITY: 6 RULER, *PLASTIC, 450mm (18"), width: 38mm min, 1 piece in individual plast UNIT: PIECE, QUANTITY: 10 SCISSORS, *Stainless, max size: 8" UNIT: PIECE, QUANTITY: 4 SIGN PEN, *BLACK, 0.3mm needle tip UNIT: PIECE, QUANTITY: 44 SIGN PEN, *BLACK, 0.7mm needle tip. UNIT: DOZEN, QUANTITY: 23 SIGN PEN, *BLACK, liquid/gel ink, 0.5mm needle tip UNIT: PIECE, QUANTITY: 100 SIGN PEN, *BLUE, 0.3mm needle tip UNIT: PIECE, QUANTITY: 40 SIGN PEN, *BLUE, 0.7mm needle tip. UNIT: DOZEN, QUANTITY: 22 SIGN PEN, *RED, 0.3mm needle tip UNIT: PIECE, QUANTITY: 40 SIGN PEN, *RED, 0.7mm needle tip. UNIT: DOZEN, QUANTITY: 10 SOAP, *Type: hand soap liquid/gel. *1000mL, antibacterial, scented, kills germs more than 99.9% with vitamin A. UNIT: BOTTLE, QUANTITY: 20 SOAP, *Type: hand soap liquid/gel. *750mL, antibacterial, scented, kills germs more than 99.9%. UNIT: BOTTLE, QUANTITY: 40 SOAP, *Type: hand soap liquid/gel. *75mL, antibacterial, scented, kills germs more than 99.9%. UNIT: BOTTLE, QUANTITY: 70 STAMP PAD INK, *Black UNIT: BOTTLE, QUANTITY: 2 STAMP PAD INK, *Blue UNIT: BOTTLE, QUANTITY: 10 STAMP, *Type of material: rubberized. *Received, 2" x 1.5" (please see attached design). UNIT: PIECE, QUANTITY: 2 STAPLE REMOVER, *PLIER-TYPE UNIT: PIECE, QUANTITY: 2 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: 12		

STAPLE WIRE, \*STANDARD, (26/6) or No.35, full strips staples,

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		*5000 wires per box, *Number of wires per strip: 100. UNIT: BOX, QUANTITY: 24 STAPLE WIRE, *standard type *load cap : 200 satples min UNIT: BOX, QUANTITY: 6 STAPLER, *STANDARD TYPE, load cap: 200 staples min UNIT: PIECE, QUANTITY: 8 STORAGE BOX, *Big plastic container. *Capacity: 120L. UNIT: PIECE, QUANTITY: 4 TAPE, *DOUBLE SIDED, with foam, width: 24mm (1"). UNIT: ROLL, QUANTITY: 8 TAPE, *DOUBLE SIDED, without foam, width: 24mm (1"). UNIT: ROLL, QUANTITY: 52 TAPE, *MASKING, width: 1". UNIT: ROLL, QUANTITY: 3 TAPE, *MASKING, width: 24mm (1") (Å±1mm) UNIT: ROLL, QUANTITY: 13 TAPE, *MASKING, width: 48mm (2") (Å±1mm) UNIT: ROLL, QUANTITY: 15 TAPE, *PACKAGING, width: 48mm (2") (Å±1mm) UNIT: ROLL, QUANTITY: 5 TAPE, *TRANSPARENT, width: 24mm (1") (Å±1mm), plastic UNIT: ROLL, QUANTITY: 30 TAPE, *TRANSPARENT, width: 48mm (2") (Å±1mm), plastic UNIT: ROLL, QUANTITY: 24 TAPE, *TRANSPARENT, width: 72mm (3"), plastic. UNIT: ROLL, QUANTITY: 5 TOILET DEODORANT CAKE, *Sampaguita scent, paradichlorobenzene, 99%, 100g, with holder. UNIT: PIECE, QUANTITY: 13 TRASH BIN, *Type: plastic. *Capacity: small. *With cover. UNIT: PIECE, QUANTITY: 15 TRASHBAG, *GPP specs, black, 940mm x 1016mm (38" x 40"), 10pcs per roll UNIT: ROLL, QUANTITY: 105 TRASHBAG, *Plastic, black, gusseted type, 32" x 24", 10 pcs per pack UNIT: PACK, QUANTITY: 5 WINDOW CLEANING, *retractable wiper glass and window aluminum handle wiper cleaner with sponge mop UNIT: PIECE, QUANTITY: 1		

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**TOTAL AMOUNT:**

**766,723.00**

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*[Signature]*