

Technical Requirements for

## DATA FOLDER

### PRODUCT SPECIFICATIONS

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- Dimension:
  - Width (min.): 75mm
  - Height (min.): 230mm
  - Length (min.): 380mm
- Material:
  - Chipboard (min.): 2.5mm thick
  - Leatherette paper and/or Polypropylene (PP) material made of linen design for outside cover
  - Coated paper for inside cover including spine portion
- With all steel lever arch file mechanism and taglia lock
- Spine is provided with finger ring and clear plastic pocket for the insert
- Assorted colors (red, green, blue, brown and maroon) one shade only

### EVIDENCE and VERIFICATION

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- **In-House Test:**
  - Determine the dimensions using steel ruler:
    - Width (min.): 75mm
    - Height (min.): 230mm
    - Length (min.): 380mm
  - Determine the chipboard thickness by using a Digital Vernier Caliper:
    - Chipboard (min.): 2.5mm thick
  - Material:
    - Leatherette paper and/or Polypropylene (PP) material made of linen design for outside cover
    - Coated paper for inside cover including spine portion
  - With all steel lever arch file mechanism and taglia lock
  - Spine is provided with finger ring and clear plastic pocket for the insert
  - Assorted colors (red, green, blue, brown and maroon) one shade only
- Two (2) pieces prototype sample, two (2) swatches [Chipboard (2"x2")] and two (2) sheets inside and outside cover, A4 with marking/labeling shall be provided by the bidder during the submission of additional post-qualification documents for verification of the product specifications.

*Handwritten initials and marks:*  
a, n, va, G, je, cos, mhv, p, and other scribbles.

## PACKAGING

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- One (1) piece  
Six (6) pieces per bundle or Standard Packaging of the Manufacturer.
- Additional Requirement on Packaging, refer to the attached Annex "A."

## MARKING/LABELING

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- Shall conform with the minimum Marking and Labeling Requirements under Article 77 of Republic Act 7394 (Consumer Act of the Philippines) whichever is/are applicable among those requirements to this item.

## REFERENCES

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- *None*

*Handwritten notes in blue ink:*  
a S A  
/ n  
pc  
ar  
p  
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