

Technical Requirements for
STENO NOTEBOOK

PRODUCT SPECIFICATIONS

- Spiral
- Basis Weight (-5%): 55gsm, bond
- Thickness (min.): 0.075mm
- Size (min.): 150mm x 225mm
- Top Margin (min.): 25mm
- Bottom Margin: 5mm
- Number of Spaces (min.): 22
- Cover Thickness (-0.02mm): 0.40mm
- Sixty (60) leaves, ruled both sides
- Horizontal ruling (blue or black) shall have equal spacing
- Vertical ruling shall be single line (not blue or black) at the middle of the pages
- Paper shall be at least Elemental Chlorine Free (ECF)

EVIDENCE and VERIFICATION

- **Documentary Evidence to be submitted during Post-qualification:**
 - Technical dossier from the manufacturer with evidence that the Elemental Chlorine Free (ECF) is met.
- **In-House Test:**
 - Spiral
 - Determine the basis weight by using a digital weighing scale:
 - Basis Weight (-5%): 55gsm, bond
 - $\text{Grammage} = \frac{\text{Weight in grams}}{(\text{length in meters} \times \text{width in meters})}$
 - Determine the thickness by using a Digital Micrometer:
 - Thickness (min.): 0.075mm
 - Cover Thickness (-0.02mm): 0.40mm
 - Determine the dimensions by using the steel ruler:
 - Size (min.): 150mm x 225mm

- Bottom Margin: 5mm
- Number of Spaces (min.): 22
- Sixty (60) leaves, ruled both sides
- Horizontal ruling (blue or black) shall have equal spacing
- Vertical ruling shall be single line (not blue or black) at the middle of the pages
- Three (3) pieces with marking/labeling shall be provided by the bidder during the submission of additional post-qualification documents for verification of the product specifications.

PACKAGING

- Twenty (20) pieces per pack or Standard packaging of the manufacturer.
- Additional Requirement on Packaging, refer to the attached Annex "A"

MARKING/LABELING

- 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

- *None*

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MHR