

Address: 783 REAL STREET, FATIMA VILLAGE
TACLOBAN CITY

Pages 1 of 12

PROCUREMENT SERVICE
PL. II - REGION 8
MARASBARAS, TACLOBAN CITY
RECEIVED

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Item & Specifications	Unit of Measure	Quantity Requirement																Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT		
		Jan	Feb	March	Q1	April	May	June	Q2	DATE	July	Aug	Sept	Q3	Oct	Nov	Dec			Q4	Total Quantity
A. AVAILABLE AT PROCUREMENT SERVICE STORES																					
COMMON ELECTRICAL SUPPLIES																					
1 BATTERY, size AA, alkaline, 2 pieces per blister pack	pack	3			3				0				0					0	3	18.00	53.99
2 BATTERY, size AAA, alkaline, 2 pieces per blister pack	pack	2			2				0				0					0	2	15.51	31.02
3 BATTERY, size D, alkaline, 2 pieces per blister pack	pack				0				0				0					0	0	80.26	-
4 FLUORESCENT LAMP, tubular, 28 watts	tube				0				0				0					0	0	120.12	-
5 FLUORESCENT LAMP, tubular, 36 watts	tube				0				0				0					0	0	43.58	-
6 COMPACT FLUORESCENT LAMP, 18 watts, 1 piece in individual box	piece	10			10				0				0					0	10	106.91	1,069.11
7 TAPE, electrical	roll	5			5				0				0					0	5	19.11	95.55
COMMON OFFICE SUPPLIES																					
1 ACETATE, gauge #3, 50m per roll	roll				0				0				0					0	0	655.20	-
2 AIR FRESHENER, 280ml/can	can	7	6		13	7	6		13	7	6		13	7	6		13	52	85.18	4,429.15	
3 ALCOHOL, 70%, ethyl, 500ml	bottle	22	3	3	28	8	3	3	14	17	3		20	8	3		11	73	45.30	3,306.68	
4 CARBON FILM, A4 size, 100 sheets per box	box	1			1				0				0				0	1	234.78	234.78	
5 CARBON FILM, PE, black, 216mm x 30mm, 100 sheets per	box	1			1				0				0				0	1	266.62	266.62	
6 CARTOLINA, assorted color, 20 pieces per pack	pack	1			1				0				0				0	1	74.03	74.03	
7 CHALK, white, dustless, 100 pieces per box	box				0				0				0				0	0	27.15	-	
8 CLEARBOOK, A4 size	piece				0				0				0				0	0	39.31	-	
9 CLEARBOOK, Legal size	piece	5			5				0				0				0	5	43.68	218.40	
10 CLIP, backfold, 19mm, 12 pieces per box	box	50			50				0	50			50				0	100	7.64	764.40	
11 CLIP, backfold, 25mm, 12 pieces per box	box	3			3				0	2			2				0	5	17.47	87.36	
12 CLIP, backfold, 32mm, 12 pieces per box	box	20			20				0	50			50				0	70	21.71	1,519.98	
13 CLIP, backfold, 50mm, 12 pieces per box	box	20			20				0	2			2				0	22	45.86	1,009.01	
14 CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic	piece	30	11	11	20	18	11	11	20	27	15	11	20	18	11	11	20	80	43.13	3,450.72	
15 DATA FILE BOX, made with chipboard, with closed ends	box	50	12	12	74	12			12	17			17	12			12	115	73.22	8,419.90	
16 DATA FOLDER, made with chipboard, tagila lock	piece	50			50				0				0				0	50	80.80	4,039.88	
17 ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box	box	3			3				0				0				0	3	423.70	1,271.09	
18 ENVELOPE, DOCUMENTARY, for Legal size document, 500	box	3			3				0				0				0	3	532.77	1,598.31	
19 ENVELOPE, EXPANDING, KRAFTBOARD, for legal size documents, 100 pieces per box	box	7			7				0	7			7				0	14	652.80	9,139.14	
20 ENVELOPE, EXPANDING, plastic	piece	62			62				0	50			50				0	112	36.78	4,119.53	
21 ENVELOPE, MAILING, 500 pieces per box	box	3			3				0				0				0	3	146.33	438.98	
22 ENVELOPE, MAILING, with window, 500 pieces per box	box	2			2				0				0				0	2	205.13	410.26	
23 ERASER, felt, for blackboard/whiteboard	piece	3			3				0				0				0	3	10.57	31.72	
24 ERASER, plastic or rubber	piece				0				0				0				0	0	2.27	-	
25 FASTENER, for paper, metal, 50 sets per box	box	22	1	2	25	5	5		10	12		4	16	4			4	55	59.94	3,296.95	
26 FILE ORGANIZER, expanding, legal, plastic, assorted colors	piece	20			20	5			5	5			5	5			5	35	87.01	3,045.47	
33 FOLDER, Pressboard, size 210mm x 370mm, 100s/box	box	3			4				0	2			2				0	6	982.68	5,896.11	

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34 FOLDER, Tagboard, A4, 100 pieces per pack	pack	3			3				0				0				0	3	260.99	782.96
35 FOLDER, Tagboard, Legal size, 100 pieces per pack	pack	4			4	1			1				0				0	5	314.98	1,574.90
36 GLUE, all purpose, 300 grams min.	jar	4			4				0	4			4	1			1	9	51.32	461.92
37 INDEX TAB, self-adhesive, 5 set/box, assorted colors	box				0				0				0				0	0	53.38	-
38 LOOSELEAF COVER, 50sets per bundle	bundle				0				0				0				0	0	566.75	-
39 MAGAZINE FILE BOX, LARGE	piece				0				0				0				0	0	46.03	-
40 MARKER, fluorescent, 3 colors per set	set				0				0				0				0	0	37.33	-
41 MARKER, whiteboard, bullet type, black	piece	7	1	1	9	1	1	1	3	1	1	1	3	1	1	1	3	18	12.39	223.02
42 MARKER, whiteboard, bullet type, blue	piece	1			1			1	1				0				0	2	12.39	24.78
43 MARKER, whiteboard, bullet type, red	piece				0				0				0				0	0	12.39	-
44 MARKER, permanent, bullet type, black	piece	5			5				0	5			5				0	10	10.13	101.33
45 MARKER, permanent, bullet type, blue	piece	3			3				0	2			2				0	5	10.13	50.66
46 MARKER, permanent, bullet type, red	piece	3			3				0	2			2				0	5	10.13	50.66
47 NOTE BOOK, stenographer's, 40 leaves, spiral	piece				0				0				0				0	0	10.82	-
48 NOTE PAD, stick-on, (2"x3"), 100 sheets per pad	pad	7	1	2	10	5	2	1	8	6	1	2	9	5	2	1	8	35	32.76	1,146.60
49 NOTE PAD, stick-on, (3"x3"), 100 sheets per pad	pad	20	5	5	30	8	5	5	18	20	5	5	30	8	5	5	18	96	40.30	3,868.70
50 NOTE PAD, stick-on, (3"x4"), 100 sheets per pad	pad	5	1	1	7	4	1		5	5		1	6	4	1		5	23	56.76	1,305.55
51 PAD PAPER, Ruled	pad				0				0				0				0	0	18.34	-
52 PAPER CLIP, gem type, 48mm, 100 pieces per box	box	4		1	5	3	1		4	4		1	5	3	1		4	18	14.20	255.53
53 PAPER CLIP, gem type, 32mm, 100 pieces per box	box	4	1	1	6	4	1	1	6	4	1	1	6	4	1	1	6	24	7.10	170.35
54 PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream				0				0				0				0	0	123.72	-
55 PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream				0				0				0				0	0	138.62	-
56 PAPER, Multi-Purpose (COPY) A4, 70gsm	ream	33	15	17	65	26	17	15	58	33	15	17	65	28	15	17	60	248	107.51	26,662.36
57 PAPER, Multi-Purpose (COPY), Legal size, 70gsm	ream	28	6	6	40	21	8	6	35	26	8	6	40	23	6	6	35	150	120.61	18,092.03
58 PARCHMENT PAPER, A4 size, 80 gsm, 100 sheets per pack]	ream				0				0				0				0	0	96.64	-
59 PAPER, Thermal, 216mm x 30m	roll				0				0				0				0	0	37.45	-
60 PENCIL, lead, w/eraser, one(1) dozen per box	box	18	2	3	23	6	3	2	11	10	2	3	15	2	3	2	7	56	20.60	1,153.66
61 PHILIPPINE NATIONAL FLAG	piece	1			1				0				0				0	1	314.50	314.50
62 RECORD BOOK, 300 pages, size: 214mm x 278mm min	book	20	1	1	20	2			2	5	1		6	1	1	1	3	31	63.34	1,963.42
63 RECORD BOOK, 500 pages, size: 214mm x 278mm min	book	18			18	1			1	6			6				0	25	91.19	2,279.81
64 RING BINDER, Plastic 32mm, 10 pieces per bundle	bundle	6			6				0				0				0	6	269.71	1,618.28
65 RUBBER BAND, 70mm min lay flat length (#8)	box	5			5				0	1			1				0	6	111.14	666.86
66 RULER, plastic, 450mm, 1 piece in individual plastic	piece	9			9		1		1	1		1	2				0	12	16.38	196.56
67 SIGN PEN, black	piece	17	5	7	29	15	7	5	27	12	7	7	26	13	5		18	100	46.21	4,621.05
68 SIGN PEN, blue	piece	6	4	4	14	4	4	4	12	4	4	4	12	4	4		8	46	46.21	2,125.68
69 SIGN PEN, red	piece	4			4				0	3			3	3			3	10	46.21	462.11
70 STAMP PAD INK, violet, 50ml	bottle	5			5				0	5			5				0	10	24.02	240.24
71 STAMP PAD, felt pad, min 60mm x 100mm	piece	9			9	3	1		4	5			5	2			2	20	32.63	652.68
72 STAPLE WIRE, Heavy duty, 23/13	box				0				0				0				0	0	31.94	-
73 STAPLE WIRE, Standard	box	18		1	19	6	1	1	8	12	1	1	14	6			6	47	19.87	933.70
74 TAPE, masking, 24mm, 50 meters length	roll	10			10				0	10			10				0	20	57.88	1,157.52
75 TAPE, masking, 48mm, 50 meters length	roll	3			3				0	2			2				0	5	110.29	551.46

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76 TAPE, transparent, 24mm, 50 meters	roll	13	1	1	15	1	1	1	3	9	1	1	11	1	1	1	3	32	18.24	583.63
77 TAPE, transparent, 48mm, 50 meters	roll	4		1	5		1		1	1		1	2		1		1	9	34.94	314.50
78 TAPE, packaging, 48mm, 50 meters length	roll	5			5				0	5			5				0	10	34.94	349.44
79 TOILET TISSUE, 12 rolls per pack	pack	62	12	12	86	62	12	12	86	62	12	12	86	62	12	12	86	344	79.35	27,295.88
80 TWINE, plastic, one kilo per roll	roll				0				0				0				0	0	56.78	-
81 WRAPPING PAPER, kraft, 50 sheets per pack	pack				0				0				0				0	0	118.36	-
COMMON OFFICE DEVICES																				
1 CUTTER BLADE, heavy duty cutter, 10 pieces per tube	tube	1			1				0				0				0	1	8.24	8.24
2 CUTTER KNIFE, heavy duty	piece	14			14	1	1		2	1		1	2				0	18	20.40	367.23
3 DATING AND STAMPING MACHINE	piece	2			2				0				0				0	2	502.30	1,004.60
4 PENCIL SHARPENER, 1 piece in individual plastic case	piece	3			3				0				0				0	3	196.56	589.68
5 PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box	piece	6			6			1	1				0				0	7	129.60	907.21
6 SCISSORS, (6")	pair	16			16			2	2	1			1	1			1	20	16.31	326.13
7 STAPLER, standard	piece	4			4				0	1			1				0	5	96.84	484.21
8 STAPLER, binder type, heavy duty for high volume stapling, 25-135 sheets of 70gsm bond paper stapling capacity, min 100 staples, with adjustable paper guide	piece				0				0				0				0	0	1,112.75	-
9 STAPLE REMOVER, plier type	piece	1			1				0	1			1				0	2	18.51	37.02
10 TAPE DISPENSER, table top	piece	3			3			1	1				0				0	4	50.11	200.42
11 WASTE BASKET, non-rigid plastic	piece	15			15			1	1				0				0	16	32.21	515.42
COMMON JANITORIAL SUPPLIES																				
1 BROOM, soft (tambo)	piece	2			2	2			2	2			2				0	6	109.20	655.20
2 BROOM, stick (tingting)	piece	2			2	2			2	2			2				0	6	25.12	150.70
3 CLEANER, TOILET BOWL AND URINAL, 900-1000ml cap	bottle	1	1	1	3	1	1	1	3	1	1	1	3	1	1	1	3	12	43.68	524.16
4 CLEANSER, scouring powder, 350grams/can	can	1	1	1	3	1	1	1	3	1	1	1	3	1	1	1	3	12	19.11	229.32
5 DETERGENT POWDER, all purpose, 1kilo/pouch	pouch	1	1	1	3	1	1	1	3	1	1	1	3	1	1	1	3	12	43.68	524.16
6 DISINFECTANT SPRAY, 400-550 grams	can	1			1	1			1	1			1	1			1	4	120.12	480.48
7 DUST PAN, non-rigid plastic	piece	4			4				0	4			4				0	8	38.09	304.75
8 FLOOR WAX, Paste, red	can				0				0				0				0	0	240.24	-
9 FURNITURE CLEANER, aerosol, 300ml/can	can	2			2			1	1				0				0	3	89.00	266.99
10 INSECTICIDE, aerosol type, 600ml/can	can	2			2	2			2	2			2	2			2	8	123.40	987.17
11 MOPBUCKET	piece				0				0				0				0	0	1,965.60	-
12 MOPHANDLE, screw type, aluminum handle	piece	2			2				0	2			2				0	4	136.50	546.00
13 MOPHEAD, made of rayon	piece	2			2	2			2				0	2			2	6	103.74	622.44
14 RAG, all cotton, 32 pieces per kilo per bundle	bundle	2			2				0				0				0	2	45.86	91.73
15 SCOURING PAD, 5 pieces per pack	pack				0				0				0				0	0	125.58	-
16 TRASHBAG, plastic, transparent, 10pcs/roll	roll	30			30				0				0				0	30	146.87	4,406.22

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			Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity		
COMMON OFFICE EQUIPMENT																					
1	BINDING AND PUNCHING MACHINE, two(2) hand lever system, 34cm or 13" (24 holes) punching, width adjustable to any format, binds 425 sheets, or up to 2" thick, all metal construction	unit				0				0				0				0	0	10,918.91	-
2	CALCULATOR, COMPACT, electronic, 12 digits cap, 1 unit in individual box	unit	1			1			1	1				0				0	2	161.62	323.23
3	CALCULATOR, SCIENTIFIC, 1 unit per box	unit				0				0				0				0	0	434.62	-
4	CHAIR, monobloc, without amrest, beige	piece				0				0				0				0	0	294.84	-
5	CHAIR, monobloc, without amrest, white	piece				0				0				0				0	0	294.84	-
6	DIGITAL VOICE RECORDER, 4GB (expandable), 1 unit in individual box	unit	1			1				0				0				0	1	6,541.08	6,541.08
7	DOCUMENT CAMERA, four(4) reference points demarcate viewing area, 16x(1600x) consecutive zoom, PC and Doc Cam video switcher, plug and play	unit				0				0				0				0	0	26,426.40	-
8	ELECTRIC FAN, industrial	unit				0				0				0				0	0	1,201.20	-
9	ELECTRIC FAN, orbit type	unit				0				0				0				0	0	1,310.40	-
10	ELECTRIC FAN, stand type	unit	4			4				0				0				0	4	1,088.72	4,354.90
11	ELECTRIC FAN, wall type	unit				0				0				0				0	0	980.62	-
12	FACSIMILE MACHINE, uses thermal paper, 50m/roll, for documents 216mm x 600mm, 15 sec, transmission speed, running width 2018mm, document feeder holds 10 pages, with automatic paper cutter, redial, and fax/tel switchove	unit			1	1				0				0				0	1	3,677.86	3,677.86
13	FIRE EXTINGUISHER, dry chemical, for ABC class of fire, stored pressure type,non-electrical conductor,non-toxic, non-corrosive, 4.5kg (10lbs.), brand new	unit	2			2				0				0				0	2	1,360.63	2,721.26
14	FIRE EXTINGUISHER, pure HCFC 123, with fire rating of 1A, 1BC, for ABC class of fire, stored pressure type, non-electrical conductor, non-corrosive, 4.5kg (10 lbs), brand new	unit				0				0				0				0	0	4,136.50	-
15	MULTIMEDIA PROJECTOR, 4000 ansi Lumens, 3600 hours lamp life, supports SVGA to SXGA, (compressed) resolution	unit				0				0				0				0	0	43,172.54	-
16	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4, 30 sheets cutting cap., automatic clamping, stationery blade guard, A4-A6 format indications	unit				0				0				0				0	0	8,353.80	-
17	PAPER SHREDDER, 0.06m/sec shred speed, cuts 6-8 sheets of 70gsm paper	unit				0				0				0				0	0	5,765.76	-
18	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column, 480 cps print speed	unit				0				0				0				0	0	19,338.03	-
19	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 column, 337 cps print speed	unit				0				0				0				0	0	6,123.10	-
20	PRINTER, INKJET, wireless capable, 55ppm speed, 512MB memory, duplex printing capable	unit				0				0				0				0	0	10,500.00	-
21	PRINTER, LASER, monochrome, 24ppm speed, 1200 x 1200 dpi	unit				0				0				0				0	0	1,736.28	-
22	TABLE, monobloc, square, 36" X 36", white, four(4) seater, for indoor and outdoor use	unit				0				0	1			1				0	1	1,294.02	1,294.02
23	TABLE, monobloc, square, 36" X 36", beige, four(4) seater, for indoor and outdoor use	unit				0				0				0				0	0	1,295.07	-

Pages 5 of 12

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COMMON COMPUTER SUPPLIES																					
1. COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9-1/2", 2000 sheets/box	box				0				0				0				0	0	632.00		
2. COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14-7/8", 2000 sheets/box	box				0				0				0				0	0	926.56		
3. COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 9-1/2", 1000 sets/box	box				0				0				0				0	0	717.66		
4. COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 14-7/8", 1000 sets/box	box				0				0				0				0	0	998.09		
5. COMPUTER CONTINUOUS FORMS, 3 ply, 11 x 9-1/2", 500 sets/box	box				0				0				0				0	0	599.46		
6. COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 14-7/8", 500 sets/box	box				0				0				0				0	0	955.50		
7. DVD REWRITABLE, 4x speed, 4.7GB capacity	piece				0				0				0				0	0	22.44		
8. EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0, backward compatible with USB 2.0, 5400 rpm, with dual color LED light to indicate USB 3.0/USB 2.0 transmission, USB powered, System Requirements: USB 3.0: Windows XP/Vista/7/MacOSX 10.4 or above, with USB 3.0 cable and product guide	piece	1			1				0				0				0	1	3,247.61	3,247.61	
9. FLASH DRIVE, 16GB, USB 2.0, plug and play	piece	5	1		6				0	1			1				0	7	245.70	1,719.90	
10. MOUSE, optical, USB connection type	unit	10			10		1		1	1			1	1			1	13	144.14	1,873.87	
HANDBOOK ON PROCUREMENT																					
1. HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT, RA 9184(6th Edition), 6" x 9", 296 pages,	piece	5			5				0				0				0	5	30.35	151.73	
CONSUMABLES																					
1. INK CART, BROTHER LC39BK, Black	cart				0				0				0				0	0	698.23		
2. INK CART, BROTHER LC39C, Cyan	cart				0				0				0				0	0	469.56		
3. INK CART, BROTHER LC39M, Magenta	cart				0				0				0				0	0	469.56		
4. INK CART, BROTHER LC39Y, Yellow	cart				0				0				0				0	0	469.56		
5. INK CART, BROTHER LC67B, Black	cart				0				0				0				0	0	955.50		
6. INK CART, BROTHER LC67C, Cyan	cart				0				0				0				0	0	573.30		
7. INK CART, BROTHER LC67M, Magenta	cart				0				0				0				0	0	573.30		
8. INK CART, BROTHER LC67Y, Yellow	cart				0				0				0				0	0	1,681.68		
9. INK CART, BROTHER LC67HYBK, Black	cart				0				0				0				0	0	911.82		
10. INK CART, BROTHER LC67HYC, Cyan	cart				0				0				0				0	0	911.82		
11. INK CART, BROTHER LC67HYM, Magenta	cart				0				0				0				0	0	911.82		
12. INK CART, BROTHER LC67HY, Yellow	cart				0				0				0				0	0	650.83		
13. INK CART, CANON PG-810, Black	cart				0				0				0				0	0	737.10		
14. INK CART, CANON PG-740, Black	cart				0				0				0				0	0	516.52		
15. INK CART, CANON PGI-725, Black	cart				0				0				0				0	0	488.12		
16. INK CART, CANON CLI-726, Black	cart				0				0				0				0	0	860.50		
17. INK CART, CANON CL-811, Colored	cart				0				0				0				0	0	860.50		
18. INK CART, CANON CL-741, Colored	cart				0				0				0				0	0			

Item & Specifications	Unit of Measure	Quantity Requirement																Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT	
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			Total Quantity
19 INK CART, CANON CLI-726, Cyan	cart				0				0				0				0	0	562.38	-
20 INK CART, CANON CLI-726, Magenta	cart				0				0				0				0	0	562.38	-
21 INK CART, CANON CLI-726, Yellow	cart				0				0				0				0	0	562.38	-
22 INK CART, EPSON C13T038190 (To 38), Black	cart				0				0				0				0	0	516.52	-
23 INK CART, EPSON C13T039090 (To 39), Colored	cart				0				0				0				0	0	809.17	-
24 INK CART, EPSON C13T105190(73N)(91N),Black	cart				0				0				0				0	0	447.72	-
25 INK CART, EPSON C13T105290(73N)(91N),Cyan	cart				0				0				0				0	0	447.72	-
26 INK CART, EPSON C13T105390(73N)(91N),Magenta	cart				0				0				0				0	0	447.72	-
27 INK CART, EPSON C13T105490(73N)(91N),Yellow	cart				0				0				0				0	0	447.72	-
28 INK CART, EPSON C13T6664100 (T6641), Black	cart				0				0				0				0	0	267.54	-
29 INK CART, EPSON C13T664200 (T6642), Cyan	cart				0				0				0				0	0	267.54	-
30 INK CART, EPSON C13T664300 (T6643), Magenta	cart				0				0				0				0	0	267.54	-
31 INK CART, EPSON C13T664400 (T6644), Yellow	cart				0				0				0				0	0	267.54	-
32 INK CART, HP 51645A, (HP45), Black	cart				0				0				0				0	0	1,375.92	-
33 INK CART, HP C1823A, (HP23), Tri-color	cart				0				0				0				0	0	1,692.60	-
34 INK CART, HP C4844A, (HP10), Black	cart				0				0				0				0	0	1,567.02	-
35 INK CART, HP C4906AA, (HP940XL), Black	cart				0				0				0				0	0	1,599.78	-
36 INK CART, HP C4907AA, (HP940XL), Cyan	cart				0				0				0				0	0	1,081.08	-
37 INK CART, HP C4908AA, (HP940XL), Magenta	cart				0				0				0				0	0	1,081.08	-
38 INK CART, HP C4909AA, (HP940XL), Yellow	cart				0				0				0				0	0	1,081.08	-
39 INK CART, HP C4936A, (HP18), Black	cart				0				0				0				0	0	935.84	-
40 INK CART, HP C4937A, (HP18), Cyan	cart				0				0				0				0	0	706.52	-
41 INK CART, HP C4938A, (HP18), Magenta	cart				0				0				0				0	0	706.52	-
42 INK CART, HP C4939A, (HP18), Yellow	cart				0				0				0				0	0	706.52	-
B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																				
COMMON ELECTRICAL SUPPLIES																				
1 BALLAST, 36 watts	piece				0				0				0				0	0	78.52	-
2 FLUORESCENT LAMP, tubular, 14 watts	tube				0				0				0				0	0	92.82	-
3 FLUORESCENT LIGHTING FIXTURE, 1 x 36W	set				0				0				0				0	0	382.20	-
COMMON OFFICE EQUIPMENT																				
1 CALCULATOR, MINI-PRINTING, 1 unit per box	unit				0				0				0				0	0	977.34	-
2 CALCULATOR, PRINTING, DESKTOP, 1 unit per box	unit				0				0				0				0	0	2,063.88	-
3 ELECTRONIC TIME RECORDER OR BUNDY CLOCK, electronic, compact design with large clock face, 2-color ribbon, with dot matrix printer, wall or desk mount, 220 volts	unit				0				0				0				0	0	3,481.30	-
4 MEGAPHONE, portable sound system, all ABS resin body, 330mm length, 200mm Horn Diameter, 16 watts(min), 300 meters(min), rechargeable, with built-in siren, red or blue color	unit				0				0				0				0	0	2,839.20	-

Item & Specifications	Unit of Measure	Quantity Requirement																	Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity		
WIRELESS N-ROUTER, wireless speed: 300 Mbps, standard: IEEE 802.11g, IEEE 802.11n, IEEE 802.3, interface: 4 x 10/100 ports, 1 x 10/100 WAN port, LED indicator: Power, WLAN, LAN(10/100), Internet Status, with patch cable and power adapter, warranty: one(1) year warranty, frequency band: 2.4 GHz, one(1) unit/box	unit				0				0				0				0	0	1,089.82	-
COMMON OFFICE SUPPLIES																				
1 CARTOLINA, white, 20 pieces per pack	pack				0				0				0				0	0	54.60	-
2 CLIP, bulldog, 73mm (3")	piece				0				0				0				0	0	8.74	-
3 COLUMNAR PAD, 18 cols, 50 gsm min.	pad				0				0				0				0	0	68.80	-
4 ENVELOPE, PAY, 500 pieces per box	box				0				0				0				0	0	120.45	-
5 ILLUSTRATION BOARD, (30"x40")	piece				0				0				0				0	0	36.80	-
6 INDEX CARD BOX, 3"x5"	piece				0				0				0				0	0	38.22	-
7 INDEX CARD BOX, 5"x8"	piece				0				0				0				0	0	57.88	-
8 INDEX CARD, 3"x5", 500 pieces per pack	pack				0				0				0				0	0	53.83	-
9 INDEX CARD, 5"x8", 500 pieces per pack	pack				0				0				0				0	0	146.31	-
10 MANILA PAPER, 10 sheets per pack	pack				0				0				0				0	0	27.30	-
11 MAP PIN, round head, 100 pieces per case	case				0				0				0				0	0	42.37	-
12 OIL, for general purpose lubricant, 120 mL	bottle	1			1	1			1		1		1				0	3	38.75	116.24
13 PAPER, Thermal, 210mm x 30m	roll				0				0				0				0	0	31.45	-
14 PUSH PIN, flat head type, assorted colors, 100 pieces per case	case				0				0				0				0	0	26.21	-
15 RIBBON, for manual typewriter, in box, with each spool individually wrapped in plastic	spool				0				0				0				0	0	16.93	-
16 RING BINDER, Plastic 25mm, 10 pieces per bundle	bundle	10			10				0				0				0	10	158.34	1,583.40
17 RING BINDER, Plastic 50mm, 10 pieces per bundle	bundle	10			10				0				0				0	10	305.58	3,055.82
18 STAPLE WIRE, Heavy duty, 23/17	1.11E+26				0				0				0				0	0	43.55	-
19 TAPE DISPENSER, handheld	piece	2			2	2			2	1			1				0	5	30.56	152.78
20 TAPE, for adding machine	roll				0				0				0				0	0	8.52	-
21 TIME CARD, for Amano Bundy Clock, 100 pieces bundle	bundle				0				0				0				0	0	72.94	-
COMMON JANITORIAL SUPPLIES																				
1 FLOOR WAX, Liquid type, natural	can	3			3	3			3				0	3			3	9	389.03	3,501.23
2 FLOOR WAX, Paste type, natural	can				0				0				0				0	0	234.78	-
3 SOAP, BATHROOM, 90 grams, 1 piece in individual box	piece	10			10				0				0				0	10	23.48	234.78
CONSUMABLES																				
1 INK CART, EPSON C13T103190 (103), Black	cart				0				0				0				0	0	909.64	-
2 INK CART, EPSON C13T103290 (103), Cyan	cart				0				0				0				0	0	606.06	-
3 INK CART, EPSON C13T103390 (103), Magenta	cart				0				0				0				0	0	606.06	-
4 INK CART, EPSON C13T103490 (103), Yellow	cart				0				0				0				0	0	606.06	-
5 INK CART, EPSON C13T143190 (143), Black	cart				0				0				0				0	0	616.98	-

Item & Specifications	Unit of Measure	Quantity Requirement																	Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity		
4 INK CART, EPSON C13T143290 (143), Cyan	cart				0				0				0				0	0	489.22	-
7 INK CART, EPSON C13T143390 (143), Magenta	cart				0				0				0				0	0	489.22	-
8 INK CART, EPSON C13T143490 (143), Yellow	cart				0				0				0				0	0	489.22	-
9 INK CART, EPSON C13T166190 (166XL), Black	cart				0				0				0				0	0	185.64	-
10 INK CART, EPSON C13T166290 (166XL), Cyan	cart				0				0				0				0	0	349.44	-
11 INK CART, EPSON C13T166390 (166XL), Magenta	cart				0				0				0				0	0	349.44	-
12 INK CART, EPSON C13T166490 (166XL), Yellow	cart				0				0				0				0	0	349.44	-
13 INK CART, HP C4836A, (HP11), Cyan	cart				0				0				0				0	0	1,611.79	-
14 INK CART, HP C4837A, (HP11), Magenta	cart				0				0				0				0	0	1,611.79	-
15 INK CART, HP C4838A, (HP11), Yellow	cart				0				0				0				0	0	1,611.79	-
16 RIBBON CART, LEXMARK 3070169 (11A3550)	cart				0				0				0				0	0	819.00	-
17 RIBBON CART, FUJITSU DL 3850	cart				0				0				0				0	0	469.56	-
18 TONER CART, BROTHER TN-150BK, Black	cart				0				0				0				0	0	3,401.58	-
19 TONER CART, BROTHER TN-150C, Cyan	cart				0				0				0				0	0	3,892.98	-
20 TONER CART, BROTHER TN-150M, Magenta	cart				0				0				0				0	0	3,892.98	-
21 TONER CART, BROTHER TN-150Y, Yellow	cart				0				0				0				0	0	3,892.98	-
22 TONER CART, BROTHER TN-155BK, Black	cart				0				0				0				0	0	4,804.80	-
23 TONER CART, FUJI XEROX CWAA0762, Black	cart				0				0				0				0	0	5,967.78	-
24 TONER CART, HP CE250A, Black	cart				0				0				0				0	0	5,678.40	-
25 TONER CART, HP CE251A, Cyan	cart				0				0				0				0	0	11,079.43	-
26 TONER CART, HP CE252A, Yellow	cart				0				0				0				0	0	11,079.43	-
27 TONER CART, HP CE253A, Magenta	cart				0				0				0				0	0	11,079.43	-
28 TONER CART, HP Q1338A, Black	cart				0				0				0				0	0	7,010.64	-
29 TONER CART, HP Q6511A, Black	cart				0				0				0				0	0	6,187.27	-
30 TONER CART, HP Q7551A, Black	cart				0				0				0				0	0	6,470.10	-
31 TONER CART, LEXMARK 34217HR, Black	cart				0				0				0				0	0	4,947.85	-
32 TONER CART, SAMSUNG ML-2250D5, Black	cart				0				0				0				0	0	5,023.20	-
33 TONER CART, SAMSUNG ML-D3050B, Black	cart				0				0				0				0	0	6,988.80	-
Office Equipment and Accessories		unit																		
1 Dry Seal		1			1				0				0				0	1	500.00	500.00
2 Steel Book ends	unit	6			6				0				0				0	6	600.00	3,600.00
3					0				0				0				0	0		-
4					0				0				0				0	0		-
5					0				0				0				0	0		-
Office Supplies																				
1 Ballpen black	doz	20	✓		20	7			7	7			7	4			4	38	75.00	2,850.00
2 Ballpen blue	doz	2			2				0				0				0	2	75.00	150.00
3 Ballpen red	doz	1	✓		1				0				0				0	1	75.00	75.00
4 Tape, double sided, 1 inch	pcs	13			13				0	12			13				0	26	50.00	1,300.00
5 Epson Ink, T664100 black	bot	15	✓		15	10			10	15			15				0	40	350.00	14,000.00
6 Epson Ink, T664200 cyan	bot	12	✓		12				0	9			9				0	21	350.00	7,350.00
7 Epson Ink, T664300 magenta	bot	10	✓		10				0	11			10				0	20	350.00	7,000.00
8 Epson Ink, T664400 yellow	bot	10	✓		10				0	10			10				0	20	350.00	7,000.00

Item & Specifications	Unit of Measure	Quantity Requirement																	Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity		
9 Paper Clamp Binder 1 inch	pcs	100			100		1		1	50		1	51				0	152	5.00	760.00
10 Paper Clamp Binder 1 1/2 inch	pcs	100			100		1		1	50		1	51				0	152	3.00	456.00
11 Notary Seal	box	1	1		2			1	1				0			1	1	4	65.00	260.00
12 Plastic Envelope	pcs	5	5	5	15	5	5	5	15	5	5	5	15	5	5	5	15	60	35.00	2,100.00
13 Elmer's Glue	pcs	14			14	3	1	1	5	6	1		7	1			1	27	50.00	1,350.00
14 Desk Drawer Organizer	pcs	10			10			1	1				0				0	11	200.00	2,200.00
Calculator (MS-270 TV)	unit	1			1				0				0				0	1	800.00	800.00
Ink Refill (Permanent Marker, black)	pcs	4			4		2		2		2		2				0	8	60.00	480.00
15 Stapler with remover	pcs	2			2			1	1				0				0	3	50.00	150.00
Note Pad 4x4"	pcs	4		1	5		1			1		1			1			5	65.00	325.00
Pen Organized, table top	pcs	3			3													3	120.00	360.00
Cork Board 3x4 ft	pcs	2			2													2	500.00	1,000.00
White Board 3x4 ft	pcs	1			1													1	800.00	800.00
Self Stamp Date	pcs	2			2													2	200.00	400.00
Self Stamp Received	pcs	2			2													2	200.00	400.00
Self Stamp Certified true copy	pcs	2			2													2	200.00	400.00
Bill Counter for Cashier	unit	1			1													1	500.00	500.00
Money Detector	unit	1			1													1	500.00	500.00
OR Acctable Forms	booklet																	1	500.00	500.00
Paper Clamp Binder 1 inch	pcs				50												50	50	100.00	5,000.00
16 Paper Clamp Binder 2 inch	pcs	50			50				0								0	50	10.00	500.00
Audio and visual presentation and composing equipment																				
1					0				0				0				0	0		-
2					0				0				0				0	0		-
3					0				0				0				0	0		-
4					0				0				0				0	0		-
5					0				0				0				0	0		-
6					0				0				0				0	0		-
7					0				0				0				0	0		-
8					0				0				0				0	0		-
9					0				0				0				0	0		-
10					0				0				0				0	0		-
Photographic or filming or video equipment																				
1					0				0				0				0	0		-
2					0				0				0				0	0		-
3					0				0				0				0	0		-
4					0				0				0				0	0		-
5					0				0				0				0	0		-
6					0				0				0				0	0		-
7					0				0				0				0	0		-
8					0				0				0				0	0		-
9					0				0				0				0	0		-
10					0				0				0				0	0		-
Cleaning Equipment and Supplies																				

Item & Specifications	Unit of Measure	Quantity Requirement																Price Catalogue as of Sept 9,2015	TOTAL AMOUNT	
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			Total Quantity
3) LCD/Glass Cleaning kit	unit	2			2				0				0				0	2	150.00	300.00
4) Water container with cover (big)	unit	1			1				0				0				0	1	1,000.00	1,000.00
5) Tissue Holder	pcs	1			1				0				0				0	1	200.00	200.00
6) Microfiber Cleaning Cloth	doz	2		2	4		2		2	2		2	4		2		2	12	25.00	300.00
7) GLASS Cleaner	bot	2	2	2	6	2	2	2	6	2	2	2	6	2	2	2	6	24	50.00	1,200.00
8)					0				0				0				0	0		-
9)					0				0				0				0	0		-
10)					0				0				0				0	0		-
Paper Materials and Products																				
1) Certificate Paper Conqueror texture Laid 90,Ultra White	ream	1			1				0	1			1				0	2	500.00	1,000.00
2) Yellow Pad	pads	2			2	1			1	1			1	1			1	5	50.00	250.00
3) Highlighter	pcs	2			2	2	1		3	8		1	9	1			1	15	25.00	375.00
4)					0				0				0				0	0		-
5)					0				0				0				0	0		-
6)					0				0				0				0	0		-
7)					0				0				0				0	0		-
8)					0				0				0				0	0		-
9)					0				0				0				0	0		-
10)					0				0				0				0	0		-
Lighting and fixtures and accessories																				
1)					0				0				0				0	0		-
2)					0				0				0				0	0		-
3)					0				0				0				0	0		-
4)					0				0				0				0	0		-
5)					0				0				0				0	0		-
6)					0				0				0				0	0		-
7)					0				0				0				0	0		-
8)					0				0				0				0	0		-
9)					0				0				0				0	0		-
10)					0				0				0				0	0		-
Electrical equipment and components and supplies																				
1) Battery 9 volts	pcs	10			10				0				0				0	10	50.00	500.00
2) Extension wire 100 meters	unit	1			1				0				0				0	1	3,000.00	3,000.00
3) Extension wire 10 meters	unit	1			1				0				0				0	1	500.00	500.00
4) 12 watts LED	unit	10			10				0				0				0	10	350.00	3,500.00
5)					0				0				0				0	0		-
6)					0				0				0				0	0		-
7)					0				0				0				0	0		-
8)					0				0				0				0	0		-
9)					0				0				0				0	0		-
10)					0				0				0				0	0		-
Computer Supplies																				
Mouse Pad with wrist rest	pcs	2			2				0				0				0	2	100.00	200.00
Flash drive 32 g	pcs	2			2				0				0				0	2	1,500.00	3,000.00

Pages 11 of 12

Item & Specifications	Unit of Measure	Quantity Requirement																Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT	
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			Total Quantity
3 LCD screen protector #3	pcs	1			1			1	1				0				0	2	150.00	300.00
					0				0				0				0	0		-
					0				0				0				0	0		-
					0				0				0				0	0		-
					0				0				0				0	0		-
					0				0				0				0	0		-
					0				0				0				0	0		-
Computer Equipment and Accessories					0				0				0				0	0		-
1 Office (microsoft)	pcs	1			1				0				0				0	1	2,500.00	2,500.00
2 Anti-Virus	pcs				0				0				0				0	0	3,000.00	-
3 USB Port Hub	pcs	7			7				0				0				0	7	50.00	350.00
4 Numeric key pad with space key	unit				0				0				0				0	0	500.00	-
5 Computer Filter Glass Anti-Radiation	unit				0				0				0				0	0	4,000.00	-
*Other Categories					0				0				0				0	0		-
1 Coffee Mug	doz	2			2				0				0				0	2	200.00	400.00
2 Glass	doz	2			2				0				0				0	2	150.00	300.00
3 Plates	doz	2			2				0				0				0	2	300.00	600.00
4 Spoon	doz	2			2				0				0				0	2	200.00	400.00
5 Fork	doz	2			2				0				0				0	2	200.00	400.00
6 Airpot	pcs	1			1				0				0				0	1	1,500.00	1,500.00
8 Tray	pcs	5			5				0				0				0	5	200.00	1,000.00
9 First Aide kit	unit	4			4				0				0				0	4	500.00	2,000.00
Spymomanometer	unit				0				0				0				0	0	3,000.00	-
Hand Wash	unit	1			1			1	1		1	1	2	1	1		2	6	100.00	600.00
MDS Check	bundle	2			2	2			2	2			2	2			2	8	500.00	4,000.00
Cabinet lock	unit	1			1				0				0				0	1	1,500.00	1,500.00
Phil Coop Code of 2008 RA 9520 and Its IRR	pcs	5			5				0				0				0	5	500.00	2,500.00
Paper Document colored separator	unit	884			884	884			884	884			884				0	2652	1.00	2,652.00
Rubber Stamp (Received CGS OR#, Amt Received, Released By	unit	2			2				0				0				0	2	150.00	300.00
Mosquito Spray (Kwik)	can	1			1	1			1	1			1	1			1	4	250.00	1,000.00
Paint Brush No. 3	pcs	1			1			1	1				0				0	2	50.00	100.00
C. TOTAL (A + B):																				310,142.59
D. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																				31,014.26
E. GRAND TOTAL (C + D)																				341,156.85
APPROVED BUDGET BY THE AGENCY HEAD																				180,200.00
Figures and Words:																				
MONTHLY CASH REQUIREMENTS																				

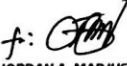
Item & Specifications	Unit of Measure	Quantity Requirement																Price Catalogue as of Sept 9,2015	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4		
G.1 Available at Procurement Service Stores					108120				29285.1				44798.3				27146.6		
G.2 Other Items not available at PS but regularly purchased from other sources					50030				5798				19233				1565		
TOTAL MONTHLY CASH REQUIREMENTS					158150				35083.1				64031.3				28711.6		

*Other categories that are not indicated herein

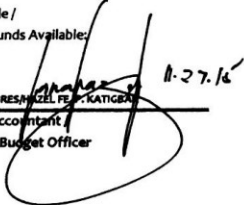
**Prices are FOB Manila/Applicable for items under A.

We hereby warrant that the total amount reflected in this Annual Supplies/ Equipment Procurement Plan to procure the listed common-use supplies, materials and equipment has been included in or is within our approved budget for the year.

Prepared by:


JORDAN A. MADJUS
Property/Supply Officer

Certified Funds Available /
Certified Appropriate Funds Available:


DARBY A. LUMBRES
Accountant
Local Budget Officer

Approved by:


RMCNIO P. PAA
Head of Office/Agency

Date Prepared: