

ANNUAL PROCUREMENT PLAN FOR 2013

For Common-Use Supplies and Equipment

Department/Bureau/Office: **DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT**
 Region: **FIELD OFFICE 10**
 Address: **FR. MASTERSON AVENUE, UPPER CARMEN, CAGAYAN DE ORO CITY**

Contact Person: **MR. ELMER G. CANIOS**
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Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (09.12.2011)	Total Amount		
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total	
A. AVAILABLE AT PROCUREMENT SERVICE STORES																	
COMMON ELECTRICAL SUPPLIES																	
1. BALLAST, 18 watts	piece														0	70.63	-
2. BALLAST, 36 watts	piece														0	76.17	-
3. BATTERY, size AA, alkaline, 2 pcs./packet	packet			13				1							14	38.22	535.08
4. BATTERY, size AAA, alkaline, 2 pcs./packet	packet	10	1	12	10			10	1		10				54	15.29	825.55
5. BATTERY, size D, alkaline, 2 pcs./packet	packet														0	71.53	-
6. FLUORESCENT LIGHTING FIXTURE, 1 x 20W	set														0	294.57	-
7. FLUORESCENT LIGHTING FIXTURE, 1 x 40W	set														0	387.39	-
8. FLUORESCENT LAMP, tubular, 18 watts	piece	6			6			6			6				24	33.75	809.93
9. FLUORESCENT LAMP, tubular, 36 watts	piece	8			8			8			8				32	35.54	1,137.36
10. COMPACT FLUORESCENT LIGHT, 18 watts	piece														0	108.98	-
11. FUSE, 30 amperes	piece			1											1	10.87	10.87
12. FUSE, 60 amperes	piece														0	26.75	-
13. STARTER, 4-40 watts	piece														0	3.92	-
14. TAPE, electrical	roll														0	19.11	-
SUB-TOTAL																	
COMMON COMPUTER SUPPLIES/CONSUMABLES																	
1. COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9-1/2", 2000 sheets/box	box														0	546.00	-
2. COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14-7/8", 2000 sheets/box	box														0	859.40	-
3. COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 9-1/2", 1000 sets/box	box														0	610.75	-
4. COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 14-7/8", 1000 sets/box	box														0	998.63	-
5. COMPUTER CONTINUOUS FORMS, 3 ply, 11 x 9-1/2", 500 sets/box	box														0	504.50	-
6. COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 14-7/8", 500 sets/box	box														0	817.91	-

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7. COMPUTER CONTINUOUS FORMS, 4 ply, 11 x 9-1/2", 250 sets/box	box													0	354.90	-
8. COMPUTER CONTINUOUS FORMS, 4 ply, 11" x 14-7/8", 250 sets/box	box													0	758.94	-
9. COMPACT DISK CASE, 50 CDs capacity	piece	200						200						400	53.38	21,352.80
10. COMPACT DISK DRIVE CLEANER	piece													0	67.43	-
11. COMPACT DISK RECORDABLE, min. of 700MB, 1x - 52x minimum speed, 80 min recording time	piece	50	130	280	20	220	100	20	80	260	20	20	60	1,260	9.23	11,629.17
12. COMPACT DISK REWRITABLE, 700MB min. capacity, 80 minutes recording time, 4x - 10x min speed	piece	200			100			100						400	17.45	6,980.40
13. DVD RECORDABLE, 16x speed, 4.7GB capacity	piece	20		50			50			50			50	220	12.29	2,702.70
14. DVD RE-WRITABLE, 4x speed, 4.7GB capacity	piece	120						100						220	20.96	4,610.76
15. FLASH DRIVE, 4GB, USB 2.0, plug and play	piece													0	306.68	-
16. FLASH DRIVE, 8GB, USB 2.0, plug and play	piece	227		8			2	100		8			2	347	491.40	170,515.80
17. INK CARTRIDGE, HP 51645A (HP 45)	cart													0	1,277.70	-
18. INK CARTRIDGE, HP C6615DA (HP 15)	cart													0	1,207.02	-
19. INK CARTRIDGE, HP C1823DA (HP 23)	cart													0	1,563.66	-
20. INK CARTRIDGE, HP C6625A (HP 17)	cart													0	1,313.05	-
21. INK CARTRIDGE, HP C6578A/D (HP 78)	cart													0	1,420.15	-
22. INK CARTRIDGE, HP C6614D (HP 20)	cart													0	1,411.58	-
23. INK CARTRIDGE, HP C4844A (HP 10)	cart													0	1,472.63	-
24. INK CARTRIDGE, HP C8727AA (HP 27)	cart													0	780.76	-
25. INK CARTRIDGE, HP C8728AA (HP 28)	cart													0	916.78	-
26. INK CARTRIDGE, HP C6656AA (HP 56)	cart													0	851.45	-
27. INK CARTRIDGE, HP C6657AA (HP 57)	cart													0	1,420.15	-
28. INK CARTRIDGE, HP C9351AA (HP 21)	cart													0	645.81	-
29. INK CARTRIDGE, HP C9352AA (HP 22)	cart													0	744.35	-
30. INK CARTRIDGE, HP C8765WA (HP 94)	cart													0	861.08	-
31. INK CARTRIDGE, HP C8766WA (HP 95)	cart													0	1,033.52	-
32. INK CARTRIDGE, HP C9361WA (HP 93)	cart													0	826.81	-
33. INK CARTRIDGE, HP C9362WA (HP 92)	cart													0	617.97	-
34. INK CARTRIDGE, HP CB314A (HP 900), black	cart													0	268.82	-
35. INK CARTRIDGE, HP CB315A (HP 900), tri-color	cart													0	345.93	-
36. INK CARTRIDGE, Epson TO17	cart													0	0.00	-
37. INK CARTRIDGE, Epson TO18	cart													0	0.00	-
38. INK CARTRIDGE, Lexmark # 27, colored	cart													0	1,231.65	-
39. INK CARTRIDGE, Lexmark # 17, black	cart													0	1,033.52	-
40. INK CARTRIDGE, Epson TO38	cart													0	506.58	-
41. INK CARTRIDGE, Epson TO39	cart													0	793.61	-
42. MOUSE, optical, USB conection type	piece													0	207.48	-
43. TONER CARTRIDGE, HP C3906A	cart													0	3,216.21	-

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44. TONER CARTRIDGE,HP C3903A	cart													0	3,767.40	-
45. TONER CARTRIDGE,HP C4092A	cart													0	2,789.96	-
46. TONER CARTRIDGE,HP C4096A	cart													0	4,318.27	-
47. TONER CARTRIDGE,HP C7115A	cart													0	2,649.65	-
48. TONER CARTRIDGE,HP 92298A	cart													0	4,723.11	-
49. TONER CARTRIDGE,HP C4127X	cart													0	5,724.50	-
50. TONER CARTRIDGE, HP Q2613X	cart													0	4,228.31	-
51. TONER CARTRIDGE,HP Q2612A	cart													0	3,009.51	-
52. TONER CARTRIDGE,HP Q5942A	cart													0	6,411.01	-
53. TONER CARTRIDGE, HP Q6511A	cart													0	5,331.44	-
54. TONER CARTRIDGE, HP C9720A	cart													0	6,758.01	-
55. TONER CARTRIDGE, HP C9721A	cart													0	9,146.34	-
56. TONER CARTRIDGE, HP C9722A	cart													0	9,146.34	-
57. TONER CARTRIDGE, HP C9723A	cart													0	9,325.68	-
58. TONER CARTRIDGE, HP Q1338A	cart													0	6,814.08	-
59. TONER CARTRIDGE, HP Q2610A	cart													0	5,126.29	-
60. TONER CARTRIDGE, HP Q3960A	cart													0	3,641.40	-
61. TONER CARTRIDGE, HP Q3961A	cart													0	4,396.46	-
62. TONER CARTRIDGE, HP Q3962A	cart													0	4,396.46	-
63. TONER CARTRIDGE, HP Q3963A	cart													0	4,396.46	-
64. TONER CARTRIDGE, HP Q5949A	cart													0	3,074.84	-
65. TONER CARTRIDGE, HP Q7553A	cart													0	3,466.83	-
66. TONER CARTRIDGE, Lexmark 34217HR(12A8400)	cart													0	4,852.70	-
67. TONER CARTRIDGE, Lexmark 1382920	cart													0	14,908.32	-
68. TONER CARTRIDGE, Brother TN3060	cart													0	4,787.37	-
69. TONER CARTRIDGE, for Kyocera Mita KM-1505/1510/1810	cart													0	4,036.03	-
70. TONER CARTRIDGE, TK 100, for Kyocera Mita KM-1500	cart													0	2,985.74	-
71. TONER CARTRIDGE, Samsung ML-2250D5	cart													0	4,230.45	-
72. TONER CARTRIDGE, Samsung ML-2010D3	cart													0	3,105.90	-
73. TONER CARTRIDGE, Kyocera TK-120	cart													0	5,516.72	-
74. RIBBON, Epson RN 8755	cart													0	89.00	-
75. RIBBON, Epson RN 8750	cart													0	80.59	-
76. RIBBON, Epson RN 7754	cart													0	133.88	-
77. RIBBON, Epson RN SO 15083/SO 15086	cart													0	761.12	-
78. RIBBON, Epson RN SO 15327	cart													0	344.86	-
SUB-TOTAL																217,791.63
COMMON OFFICE SUPPLIES																
1. ACETATE, gauge #3, 50m in length	roll	2	2	10	1	1	1	1	1	1	1	1	1	22	633.36	13,933.92
2. AIR FRESHENER, 280mL/can	can	10	8	10	8	10	6	10	8	8	8	10	6	102	97.19	9,913.18
3. ALCOHOL, 70%, ethyl	bottle	130	76	94	114	82	76	123	85	94	105	91	76	32	39.59	1,266.72

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4. AUDIO CASSETTE TAPE, 90min. recording time	piece													0	16.93	-
5. TAPE, blank, for micro-cassette recorder, 60 mins. recording time	pack													0	96.08	-
6. CARBON FILM, polyethylene, 210mm x 297mm(A-4), 100s/box	box	1	1		2			1			1			6	366.91	2,201.47
7. CARBON FILM, polyethylene, 216mm x 330mm, 100s/box	box	2	1		1			2			1			7	382.20	2,675.40
8. CARTOLINA, assorted color, 20s/pack	pack	268	1	0	17	0	14	262	0	0	12			574	76.44	43,876.56
9. CARTOLINA, white, 20s/pack	pack	10	10	10	10	10	10	10	10	10	10	10	10	120	60.06	7,207.20
10. CHALK, white, dustless, 100 pcs/box	box	1			1			2	1		1			6	36.55	219.30
11. CLIP, bulldog (3")	piece													0	8.84	-
12. CLIP, backfold, 25mm, 12s/box	box													0	16.38	-
13. CLIP, backfold, 50mm, 12s/box	box													0	45.86	-
14. CLIP, backfold, 19mm, 12s/box	box													0	7.92	-
15. CLIP, backfold, 32mm, 12s/box	box													0	18.29	-
16. COLUMNAR PAD, 4 cols, 50 gsm min.	pad													0	22.93	-
17. COLUMNAR PAD, 14 cols, 50 gsm min.	pad													0	48.05	-
18. COLUMNAR PAD, 16 cols, 50 gsm min.	pad													0	48.05	-
19. COLUMNAR PAD, 18 cols, 50 gsm min.	pad													0	70.98	-
20. COLUMNAR NOTEBOOK, 12 cols	piece													0	20.62	-
21. CORRECTION FLUID, water based, min 15mL.	bottle	34	20	5	9	30	5	9	20	5	9	5	5	156	10.31	1,608.52
22. DATA FILE BOX, (5"x9"x15-3/4")	box	48	3	4	3	3	3	4	3	3	3	3	4	84	67.69	5,686.25
23. DATA FOLDER, w/ finger ring, (3" x 9" x 15")	piece													0	70.42	-
24. ENVELOPE, documentary (10"x15"), 500s/box	box													0	588.59	-
25. ENVELOPE, expanding, kraft, legal size, 100s/box	box	23	9	37	15	11	9	17	10	39	17	9	10	206	709.65	146,188.52
26. ENVELOPE, mailing white, 500s/box	box													0	167.77	-
27. ENVELOPE, mailing white with window, 500s	box													0	217.96	-
28. ENVELOPE, pay, kraft, (4"x7-1/2"), 500s/box	box													0	125.58	-
29. ENVELOPE, expanding, plastic, legal size	piece													0	41.80	-
30. ENVELOPE, documentary, A4, 500s/box	box													0	552.55	-
31. ERASER, blackboard/whiteboard	piece													0	12.01	-
32. ERASER, rubber	piece													0	4.91	-
33. FILE ORGANIZER, expanding, legal, plastic, assorted colors	piece													0	87.36	-
34. FOLDER, pressboard, plain, legal, 100s/box	pack	27	9	8	17	8	8	22	9	8	16	9	11	152	894.22	135,921.74
35. FOLDER, tagboard, legal size, 100s/box	pack													0	434.62	-
36. FOLDER, tagboard, A4 size, 100s/box	pack													0	266.45	-
37. FOLDER, morocco/fancy, legal size, 50s/pack	pack													0	316.68	-
38. FOLDER, morocco/fancy, A4 size, 50s/pack	bundle													0	327.60	-
39. FOLDER, clear plastic, L-type, A4 size, 50s/pack	pack													0	259.90	-
40. FOLDER, clear plastic, L-type, legal size, 50s/pack	pack	20			60			60			60			200	240.24	48,048.00
41. GLUE, all purpose, 300 grams min.	jar	128	34	34	64	24	22	103	23	53	34	24	26	569	39.30	22,362.55
42. ILLUSTRATION BOARD, (30"x40"), 2 ply	piece													0	34.62	-
43. INDEX CARD, 3"x 5", ruled both sides, 500s/pack	pack	2	0	0	1	0	0	2	1	0	1	0	1	8	46.67	373.38

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44. INDEX CARD, 5" x 8",ruled both side, 500s/pack	pack													0	104.83	-
45. INDEX CARD BOX, 4-3/8"x5-5/8" x 4"(3" x 5")	box													0	43.58	-
46. INDEX CARD BOX, 5-3/8"x8-7/8" x 6"(5" x 8")	box													0	59.51	-
47. INDEX TAB, self-adhesive, 5 sets/box	box	3	3		2	2	2	2	2	2	2	2	2	24	70.98	1,703.52
48. LEAD, for mechanical pencil,0.5mm, 12 pcs/tube	tube			8										8	12.01	96.10
49. LOOSELEAF COVER, 214mm x 354mm, 50 pcs/bundle	bundle													0	518.22	-
50. MAGAZINE FILE BOX, 110mm x 220mm x 265mm, with open end	piece													0	46.84	-
51. MAGAZINE FILE BOX, 112mm x 200mm x 240mm, with open end	piece													0	52.04	-
52. MAP PIN, round head, 100s/box	box													0	38.22	-
53. MARKER, fluorescent, 3 colors/set	set													0	43.68	-
54. MARKING PEN, whiteboard, black	piece	292	541	1	605	31	5	666	37	18	173	4	1	2374	15.83	37,589.92
55. MARKING PEN, whiteboard, blue	piece													0	15.83	-
56. MARKING PEN, whiteboard, red	piece													0	15.83	-
57. MARKER, permanent, black	piece	384	60	1	131	29	0	209	24	5	133			976	14.18	13,834.80
58. MARKER, permanent, blue	piece													0	14.18	-
59. MARKER, permanent, red	piece													0	14.18	-
60. MARKING PEN, for transparency	set													0	88.45	-
61. NOTE BOOK, stenographer's, 40 leaves	piece													0	7.86	-
62. NOTE PAD, (3"x3"), 100 sheets/pad	pad													0	38.22	-
63. NOTE PAD, (3"x4"), 100 sheets/pad	pad													0	54.60	-
64. NOTE PAD, (2"x2"), 400 sheets/pad	pad													0	117.94	-
69. NOTE PAD, (2"x3"), 100 sheets/pad	pad													0	32.76	-
66. OIL, for general purpose, 120 mL	bottle													0	32.54	-
67. PAPER, bond, Premium Grade,210mm x 297mm (A4), 70 gsm	ream	40	36	36	26	28	28	32	28	28	28	8	8	326	110.04	35,873.04
68. PAPER, mimeo, Groundwood, 210mm x 297mm (A4), 60gsm	ream													0	58.86	-
70. PAPER, mimeo,WhiteWove, 210mm x 297mm (A4)	ream													0	152.88	-
71. PAPER, for Plain Paper Copier, 210mm x 297mm (A4) 70gsm	ream													0	151.57	-
72. PAPER, for Plain Paper Copier, 254mm 356mm(B4), 70gsm	ream													0	204.39	-
73. PAPER, ruled pad,216mmx330mm, 90 sheets/pad	pad													0	21.60	-
74. PAPER, thermal,210mmx30M, 1/2" core	roll													0	38.22	-
75. PAPER, thermal, 216mmx30M, 1/2" core	roll													0	39.31	-
76. PAPER,multicopy, 210mm x 297mm(A4), 80gsm	ream													0	146.29	-
77. PARCHMENT PAPER, A4 size, 80 gsm,100sheets/pack	ream													0	169.26	-
78.PAPER FASTENER, for paper, metal, 50 sets/box	box	1	1	1	1	1	1	1	1	1	1	1	1	12	86.14	1,033.70
79.. PAPER CLIP, gem type,jumbo, 48mm, 100s/box	box	137	13	14	19	14	13	75	13	14	19	14	13	358	16.38	5,864.04
80. PAPER CLIP, gem type, 32mm, 100s/box	box	70	60	11	14	11	10	20	10	11	64	11	10	302	9.28	2,803.16
81. PENCIL, lead, w/eraser, One(1) dozen per box	box	147	95	103	104	105	105	120	105	105	114	105	105	1,313	26.13	34,314.60

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82. PENCIL, mechanical, for 0.5mm lead	piece	10		8										18	19.11	343.98
83. PUSH PIN, flat head type, assorted colors, 100s/box	box	37	5	5	5	15	5	8	5	15	5	5	5	115	31.50	3,622.50
84. RECORD BOOK, 300 pages, smyth sewn	book	58	17	27	22	21	56	29	26	30	25	20	30	361	52.96	19,119.28
85. RECORD BOOK, 500 pages, smyth sewn	book	12	0	10	0	0	10	0	0	10	0	0	10	52	92.82	4,826.64
86. RIBBON, nylon, manual typewriter	spool													0	16.60	-
87. RIBBON, nylon, for Kitano Bundy Clock	piece		1								1			2	677.04	1,354.08
88. RIBBON CARTRIDGE, fabric, Iwata E2A time recorder	piece													0	491.40	-
89. RING BINDER, (1/2"x44"), plastic	piece													0	4.59	-
90. RING BINDER, (3/4"x44"), plastic	piece													0	13.10	-
91. RING BINDER, (1" x 44"), plastic	piece													0	13.10	-
92. RING BINDER, (2" x 44"), plastic	piece	3	3	3	3	3	3	3	3	3	3	3	3	36	29.54	1,063.31
93. RUBBER BAND, 1.0mm min thickness, min. 350grams/box or approx 220pcs	box	24	2	3	4	6	2	5	2	3	6	3	2	62	139.31	8,637.47
94. RULER, plastic, 300mm	piece			12										12	3.82	45.86
95. RULER, plastic, 450mm	piece													0	38.22	-
96. SIGN PEN, black	piece	212	65	99	75	111	161	296	185	219	195	209	161	1988	43.55	86,585.35
97. SIGN PEN, blue	piece													0	43.55	-
98. SIGN PEN, red	piece													0	43.55	-
99. STAMP PAD INK, violet, 50mL	bottle	59	5	5	57	5	5	59	5	5	57	5	5	272	28.39	7,722.62
100. STAMP PAD, felt pad, min 60mm x 100mm	piece	55	5	5	55	5	5	55	5	5	55	5	5	260	26.21	6,814.08
101. STAPLE WIRE, standard, #35	box	71	15	25	16	25	15	40	15	25	26	45	15	333	27.28	9,083.91
102. TAPE, adding machine, GSP bond	roll													0	11.19	-
103. TAPE, masking, 24mm, 50 meters length	roll	15	5	18	11	6	5	26	5	6	11	18	5	131	43.68	5,722.08
104. TAPE, masking, 48mm, 50 meters length	roll	242	16	12	10	7	5	214	5	7	10	7	5	540	88.01	47,525.94
105. TAPE, transparent, 24mm, 50 meters	roll													0	11.41	-
106. TAPE, transparent, 48mm, 50 meters	roll													0	21.40	-
107. TAPE, packaging, 48mm, 50 meters length	roll	260	10	10	5	5	5	255	5	5	5	5	5	575	20.20	11,616.15
108. TIME CARD, for Amano Bundy Clock,100s/bndl	bundle		1					1						2	102.65	205.30
109. TIME CARD, for Kitano Time Recorder,100s/bndl	bundle													0	91.73	-
110. TOILET TISSUE, 12 rolls/pack	pack	325	225	225	225	225	225	325	225	225	225	109	59	2618	64.21	168,095.24
111. TWINE, plastic, one kilo per roll	roll													0	60.06	-
112. WRAPPING PAPER, kraft, 65gsm, approx. 40m	roll													0	174.72	-
SUB-TOTAL																956,979.39
COMMON OFFICE DEVICES																
1. BLADE, heavy duty cutter(L500), 10 pcs./pack	pack													0	10.92	-
2. CUTTER, heavy duty	piece	10	1				10	1						22	28.39	624.62
3. PUNCHER, heavy duty	piece	77	5				4	12					4	102	120.12	12,252.24
4. SCISSORS, (6")	pair	80	0				0	55						135	19.66	2,653.56
5. SHARPENER, single cutterhead	piece													0	154.72	-
6. STAMPING DATER, self-inking stamp	piece													0	458.64	-

Item & Specifications	Unit of Measure	Quantity Requirement													** PS Price Catalogue as of (09.12.2011)	Total Amount
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total		
7. STAPLER, heavy duty, standard	piece	180	60	60	60	60	60	160	60	60	60	60	60	940	170.98	160,723.08
8. STAPLE REMOVER, twin jaws	piece	3												3	20.62	61.87
9. TAPE DISPENSER, heavy duty, for 24mm(1")	piece													0	42.24	-
10. WASTE BASKET, plastic	piece													0	22.04	-
SUB-TOTAL																176,315.37
COMMON JANITORIAL SUPPLIES																
1. BATHROOM SOAP, 70gms.	piece													0	15.29	-
2. BROOM, soft (tambo)	piece	3	3	3	3	3	3	3	3	3	3	3	3	36	125.58	4,520.88
3. BROOM, STICK (tingting)	piece	3	3	3	3	3	3	3	3	3	3	3	3	36	20.75	746.93
4. CLEANSER, powder, 350gms.	canister													0	18.19	-
5. DETERGENT POWDER, all purpose, 500gms.	pouch													0	18.02	-
6. DETERGENT BAR, min 392 grams net mass, four(4) pcs per bar	bar													0	25.12	-
7. DISINFECTANT SPRAY, 400 grams net content	can	1	1	1	1	1	1	1	1	1	1	1	1	12	251.16	3,013.92
8. DUST PAN, non-rigid plastic, with detachable handle	piece													0	27.30	-
9. FLOOR WAX, paste, natural, 2kgs.	can													0	322.14	-
10. FLOOR WAX, paste, red, 2kgs.	can	3			3			3				3		12	322.14	3,865.68
11. FLOOR WAX, liquid type, 3.75L	can	3			3			3				3		12	348.08	4,176.90
12. FURNITURE CLEANER, 300mL/can min	can													0	117.94	-
13. INSECTICIDE, 600mL (420g) /can	can	3	3	3	3	3	3	3	3	3	3	3	3	36	122.30	4,402.94
14. MOPHANDLE, screw type, wooden handle	piece													0	87.36	-
15. MOPHEAD, 100% rayon, 400g	piece													0	75.35	-
16. RAG, COTTON, (7") in diameter	kilo													0	45.86	-
17. SCOURING PAD, economy size	pack													0	138.56	-
18. TOILET BOWL & URINAL CLEANER, 900ml	bottle													0	65.52	-
19. TOILET DEODORANT CAKE, 99% paradichlorobenzene, 50gms, 3 pcs/pack	box													0	34.94	-
20. TRASHBAG, plastic, black, (XL)	roll													0	108.98	-
SUB-TOTAL																20,727.25
LEGAL SIZE PAPER																
1. PAPER, bond, Premium Grade	ream	959	828	822	848	823	832	934	826	823	858	826	822	10201	125.18	1,276,971.38
2. PAPER, mimeo, Groundwood	ream		25											25	96.10	2,402.40
3. PAPER, mimeo, Whitewove	ream													0	126.02	-
4. PAPER, for PPC	ream													0	182.00	-
5. PAPER, multicopy, legal, for laser printing	ream													0	183.46	-
SUB-TOTAL																1,279,373.78
COMMON OFFICE EQUIPMENT																
1. AIRPOT, 4.0 liters, w/ dispenser	unit													0	1,201.20	-

Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (09.12.2011)	Total Amount	
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total
2. FILING CABINET, four (4) drawers, steel, plain finish, w/ 8 ball bearing rollers, gauge 24	unit	3	2	1										6	8,351.62	50,109.70
3. FILING CABINET, four (4) drawers, steel, plain finish, w/ 8 ball bearing rollers, gauge 20	unit													0	9,869.50	-
4. FILING CABINET, four(4) drawers, three (3) drawers + one (1) safe, plain finish, gauge 20	unit													0	14,171.98	-
5. FILING CABINET, lateral, four (4) drawers, beige, plain finish, 55"x18"x35.5(HxWxL) body, 6" x 16" x 32" (H x W x L), gauge 20	unit													0	12,763.30	-
6.. CALCULATOR, desktop, heavy duty printing, 12 digits, two(2) color print/illuminated display AC power source, Canon	unit													0	1,987.44	-
7. CALCULATOR, desktop, mini-printer type,12 digits, AC/DC power source, with ink roller & adaptor	unit													0	971.88	-
8. CALCULATOR, scientific, 10 digits, dot matrix display, programmable, with case	unit													0	358.18	-
9. CALCULATOR, compact, electronic, LCD, desktop display, 12 digits, two-way power source	unit	73	1	5			4	105	0	0	0	0	4	192	169.13	32,473.73
10. CHAIR, monobloc, without armrest,beige/white	unit	62	1											63	251.16	15,823.08
11. DOCUMENT CAMERA, w/ DVI port, four (4) reference points demarcate viewing area, 8 times (800%) consecutive zoom, PC and Doc Cam VS	unit	1												1	20,529.60	20,529.60
12. ELECTRIC FAN, orbit type	unit													0	1,413.57	-
13. ELECTRIC FAN, with stand	unit													0	802.62	-
14. ELECTRIC FAN, wall type	unit													0	782.96	-
15. INDUSTRIAL FAN, 18" metal blade	unit													0	981.58	-
16. FACSIMILE TRANSCIEVER, uses thermal paper 50m/roll, for documents 216mm x 600mm, 15 sec transmission speed, scanning width 208mm, document feeder holds 10 pages, with automatic paper cutter, redial, and fax/tel switchover	unit													0	4,673.76	-
17. FIRE EXTINGUISHER, dry chemical, for ABC class of fire, squeeze type,non-electrical conductor,non-toxic, non-corrosive, 4.5kg (10lbs.), brand new	unit													0	1,187.00	-
18. FIRE EXTINGUISHER, pure HCFC 123, with fire rating of 1A, 1BC for ABC class of fire, squeeze type non-electrical conductor, 4.5kg (10 lbs), brand new	unit													0	4,963.14	-
19. MULTIMEDIA PROJECTOR, 2000 ansi Lumens, 2000 hours lamp life, supports SVGA to SXGA (compressed) resolution	unit		1											1	26,186.16	26,186.16

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		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total
20. PAPER TRIMMER/CUTTING MACHINE, 350MM cutting size, 30 sheets cutting cap. automatic clamping, stationery blade guard, A4-A6 format indications	unit													0	9,280.91	-
21. PAPER SHREDDER, 220mm feed opening, 4mm shred width, 0.06m/sec shred speed, 6-8 sheets performance, approx 5kg in weight	unit													0	6,550.91	-
22. PRINTER, automatic data processing, impact dot matrix, 9-pins, 136 columns, complete w/ ribbons, cables and manual, Epson FX-2190	unit													0	30,106.44	-
23. PRINTER, automatic data processing, impact dot matrix, 24-pins, 136 columns, complete w/ ribbons, cables and manual, Epson LQ-2180	unit													0	37,652.16	-
24. PRINTER, impact dot matrix, 9-pin, 80 columns, with ribbon, cables and manual ribbons, cables and manual, Epson LX-300+	unit	2		2		2		2		2		2		12	7,480.20	89,762.40
25. PRINTER, laser, 20ppm printing speed, 1200 x 1200 dpi, with power cord, interface cable software drivers and complete documentation, ML-2250	unit													0	4,346.16	-
26. PRINTER, automatic data processing, impact dot matrix, 24-pins, 136 columns, complete w/ ribbons, cables and manual, Epson LQ-2190	unit													0	32,541.60	-
27. PUNCHING/BINDING 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	10,918.91	-
28. RADIO CASSETTE RECORDER, with AM/FM Radio	unit	2												2	1,736.28	3,472.56
29. TIME RECORDER, (for attendance), electronic, stylish/compact design, large display, 2-color ribbon, with dot matrix printer, bell and buzzer, wall or desk mount, 220 volts	unit													0	6,497.40	-
30. UNINTERRUPTIBLE POWER SUPPLY(UPS) line interactive topology,with sealed maintenance free batteries, 520VA-600VA	unit													0	2,140.32	-
SUB-TOTAL																238,357.22
HANDBOOKS ON PROCUREMENT																
HANDBOOK ON PUBLIC BIDDING DOCUMENTS, 8-1/2" x 11", offset printing, one color print, laminated kromcote cover, newsprint inside pages, perfect binding for:																
a. Procurement of Goods & Services, 110-115 pages	piece													0	33.85	-

Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (09.12.2011)	Total Amount		
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total	
b. Procurement of Civil Works, 139-149 pages	piece													0	39.53	-	
c. Procurement of Consulting Services, 139-149 pages	piece													0	23.48	-	
d. Sample Forms, 8-1/4" x 11-3/4", 328 pages	piece													0	92.82	-	
HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT(5th Edition), 6" x 9", 228 pages,	piece													0	34.02	-	
HANDBOOK ON PUBLIC BIDDING CHECKLIST, 6" x 9", 70 pages	piece													0	14.20	-	
HANDBOOK ON GENERIC PROCUREMENT MANUAL (GPM), A-4 size(210mm x 297mm), foldcote 12 w/ plastic lamination, one(1) set of four (4) volumes as follows:	set													0	136.50	-	
Volume I (103 pages) - white color																	
Volume II (138 pages) - light blue color																	
Volume III (124 pages) - light yellow color																	
Volume IV (118 pages) - light green color																	
OTHER CONSUMABLES																	
1. INK CARTRIDGE, HP C4902AA(HP13), black, 28 ml	cart													0	1,030.30	-	
2. INK CARTRIDGE, HP C4815A(HP 13), cyan	cart													0	1,030.30	-	
3. INK CARTRIDGE, HP C4816A (HP 13), magenta, 14 ml	cart													0	1,030.30	-	
4. INK CARTRIDGE, HP C4817A (HP 13), yellow , 14 ml	cart													0	1,030.30	-	
5. INK CARTRIDGE, HP C4836A(HP 11), cyan 28 ml	cart													0	1,398.73	-	
6. INK CARTRIDGE, HP C4837A (HP 11), magenta, 28 ml	cart													0	1,398.73	-	
7. INK CARTRIDGE, HP C483A(HP 11) , yellow 28 ml	cart													0	1,398.73	-	
8. INK CARTRIDGE, HP C4906AA (HP940), black	cart													0	1,021.73	-	
9. INK CARTRIDGE, HP C4906AA(HP 940XL), black	cart													0	1,413.72	-	
10. INK CARTRIDGE, HPC4907AA(HP 940XL), cyan	cart													0	1,021.73	-	
11. INK CARTRIDGE, HP C4908AA(HP 940XL), magenta	cart													0	1,021.73	-	
12. INK CARTRIDGE, HP C4909AA(HP 940XL) , yellow	cart													0	1,021.73	-	
13. INK CARTRIDGE, HP C4936A(HP 18) , black	cart													0	850.37	-	
14. INK CARTRIDGE, HP C4937A(HP 18) , cyan	cart													0	637.25	-	
15. INK CARTRIDGE, HP C4938A(HP 18) , magenta	cart													0	637.25	-	
16. INK CARTRIDGE, HP C4939A (HP18) , yellow	cart													0	637.25	-	
17. INK CARTRIDGE, HP C8721A (HP 02), black , 10 ml	cart													0	774.33	-	
18. INK CARTRIDGE, HP C8767WA(HP96), black , 21 ml	cart													0	1,291.63	-	
19. INK CARTRIDGE, HP C8771WA(HP 02), cyan , 4 ml	cart													0	413.41	-	
20. INK CARTRIDGE, HP C8772WA(HP 02), magenta, 3.5 ml	cart													0	413.41	-	
21. INK CARTRIDGE, HP C8773WA(HP 02), yellow, 6 ml	cart													0	413.41	-	
22. INK CARTRIDGE, HP C8774WA(HP 02), light cyan , 5.5 ml	cart													0	413.41	-	

Item & Specifications	Unit of Measure	Quantity Requirement													** PS Price Catalogue as of (09.12.2011)	Total Amount	
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23. INK CARTRIDGE, HP C8775WA(HP 02), light magenta , 5.5 ml	cart														0	413.41	-
24. INK CARTRIDGE, HP C9363WA (HP 97), tricolor , 14 ml	cart														0	1,434.07	-
25. INK CARTRIDGE, HP C9364WA (HP 98), black , 11 ml	cart														0	716.50	-
26. INK CARTRIDGE, HP C9391A(HP 88XL), cyan , 17 ml	cart														0	1,021.73	-
27. INK CARTRIDGE, HP C9392A(HP 88XL), magenta 17 ml	cart														0	1,021.73	-
28. INK CARTRIDGE, HP C9393A(HP 88XL), yellow 17 ml	cart														0	1,021.73	-
29. INK CARTRIDGE, HP C9396A(HP 88XL), black 58.5 ml	cart														0	1,431.93	-
30. INK CARTRIDGE, HP CB316WA(HP 564), black	cart														0	490.48	-
31. INK CARTRIDGE, HP CB317WA(HP 564), photo	cart														0	410.19	-
32. INK CARTRIDGE, HP CB318WA(HP 564), cyan	cart														0	410.19	-
33. INK CARTRIDGE, HP CB319WA(HP 564), magenta	cart														0	410.19	-
34. INK CARTRIDGE, HP CB320WA (HP 564), yellow	cart														0	410.19	-
35. INK CARTRIDGE, HP CB335WA(HP74), black , 4.5 ml	cart														0	659.74	-
36. INK CARTRIDGE, HP CB336WA (HP74XL), black , 18 ml	cart														0	1,293.77	-
37. INK CARTRIDGE, HP CB337WA (HP75),tricolor, 3.5 ml	cart														0	758.27	-
38. INK CARTRIDGE, HP CB338WA (HP 75XL), tricolor, 12 ml	cart														0	1,434.07	-
39. INK CARTRIDGE, HP CC640WA (HP 60), black, 4 ml	cart														0	617.97	-
40. INK CARTRIDGE, HP CC641WA (HP60XL), black 12 ml	cart														0	1,235.93	-
41. INK CARTRIDGE, HP CC643WA (HP 60), tricolor,13 ml	cart														0	742.20	-
42. INK CARTRIDGE, HP CC644WA (HP60XL), tricolor , 11 ml	cart														0	1,443.71	-
43. INK CARTRIDGE, HP CC653AA (HP 901), black officejet , 4 ml	cart														0	619.35	-
44. INK CARTRIDGE, HP CC656AA(HP 901), tricolor officejet, 9 ml	cart														0	948.91	-
45. INK CARTRIDGE, HP CC660AA(HP702), black, 20 ml	cart														0	1,033.52	-
46. INK CARTRIDGE, HP CD887AA (HP703), black deskjet	cart	3	3	3	3	3	3	3	3	3	3	3	3	3	36	348.94	12,561.70
47. INK CARTRIDGE, HP CD888AA(HP 703), tricolor deskjet	cart	3	3	3	3	3	3	3	3	3	3	3	3	3	36	338.44	12,183.70
48. INK CARTRIDGE, HP CD971AA (HP 920), black	cart														0	785.04	-
49. INK CARTRIDGE, HP CD972AA (HP920XL), cyan	cart														0	589.05	-
50. INK CARTRIDGE, HP CD973AA (HP920XL), magenta	cart														0	589.05	-
51. INK CARTRIDGE, HP CD974AA (HP 920XL), yellow	cart														0	589.05	-
52. INK CARTRIDGE, HP CD975AA (HP920XL), black	cart														0	1,178.10	-
53. INK CARTRIDGE, HP CN692AA(HP 704), black	cart	25	20	15	25	20	15	25	20	15	25	20	15	240	348.94	83,744.64	
54. INK CARTRIDGE, HP CN693AA (HP704), tricolor	cart	19	14	9	19	14	9	19	14	9	19	14	9	168	348.94	58,621.25	
55. INK CARTRIDGE, Brother LC67HYBK, black	cart														0	1,627.92	-
56. INK CARTRIDGE, Brother LC67HYC, cyan	cart														0	985.32	-
57. INK CARTRIDGE, Brother LC67HYM, magenta	cart														0	985.32	-
58. INK CARTRIDGE, Brother LC67HYH, yellow	cart														0	985.32	-
59. INK CARTRIDGE, Brother LC 39BK, black	cart														0	715.43	-
60. INK CARTRIDGE, Brother LC 39Y, yellow	cart														0	476.60	-

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		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total
61. INK CARTRIDGE, Brother LC 39C, cyan	cart													0	476.60	-
62. INK CARTRIDGE, Brother LC 39M, magenta	cart													0	476.60	-
63. INK CARTRIDGE, Lexmark Black #14, PN 18C2090A	cart													0	1,033.52	-
66. INK CARTRIDGE, Lexmark Color #15, PN 18C2110A	cart													0	1,283.06	-
67. INK CARTRIDGE, Lexmark Photo #31, PN 18C0031A	cart													0	2,179.49	-
68. INK CARTRIDGE, Lexmark Black #34, PN 18C0034A	cart													0	1,745.73	-
69. INK CARTRIDGE, Lexmark Color #35, PN 18C0035A	cart													0	2,109.87	-
70. INK CARTRIDGE, Epson C13T028091, black, for printer Stylus C60/CX3100	cart													0	1,195.24	-
71. INK CARTRIDGE, Epson C13T029091, color, for printer Stylus C60/ C50/ CX3100	cart													0	1,091.35	-
72. INK CARTRIDGE, Epson C13T032190, black, for printer Stylus C80/C82/ CX5100	cart													0	1,289.48	-
73. INK CARTRIDGE, Epson C13T032290, Cyan, for printer Stylus C80	cart													0	615.83	-
74. INK CARTRIDGE, Epson C13T032390, Magenta, for printer Stylus C80	cart													0	615.83	-
75. INK CARTRIDGE, Epson C13T032490, Yellow, for printer Stylus C80	cart													0	615.83	-
76. INK CARTRIDGE, Epson C13T038190, black, for printer Stylus C41SX/UX	cart													0	506.58	-
77. INK CARTRIDGE, Epson C13T038191, black, for printer Stylus C41SX/UX (Double Pack)	cart													0	893.21	-
78. INK CARTRIDGE, Epson C13T039090, color, for printer Stylus C41SX/UX	cart													0	793.61	-
79. INK CARTRIDGE, Epson C13T042290, Cyan, for printer Stylus C82/CX5100	cart													0	561.20	-
80. INK CARTRIDGE, Epson C13T042390, Magenta, for printer Stylus C82/CX5100	cart													0	561.20	-
81. INK CARTRIDGE, Epson C13T042490, Yellow, for printer Stylus C82/CX5100	cart													0	561.20	-
82. INK CARTRIDGE, Epson C13T046190, black, for printer Stylus C63/C83	cart													0	644.74	-
83. INK CARTRIDGE, Epson C13T047290, Cyan, for printer Stylus C63/C83	cart													0	397.34	-
84. INK CARTRIDGE, Epson C13T047390, Magenta, for printer Stylus C63/C83	cart													0	397.34	-
85. INK CARTRIDGE, Epson C13T047490, Yellow, for printer Stylus C63/C83	cart													0	397.34	-

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		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total
86. INK CARTRIDGE, Epson C13T062190, black, High Cap, for printer Stylus CX3700/4700/C67	cart													0	659.74	-
87. INK CARTRIDGE, Epson C13T063190, black, Std Cap, for printer Stylus CX3700/4700/C67	cart													0	506.58	-
88. INK CARTRIDGE, Epson C13T063290, Cyan, Std Cap, for printer Stylus CX3700/4700/C67	cart													0	406.98	-
89. INK CARTRIDGE, Epson C13T063390, Magenta, Std Cap, for printer Stylus CX3700/4700/C67	cart													0	406.98	-
90. INK CARTRIDGE, Epson C13T063490, Yellow, Std Cap, for printer Stylus CX3700/4700/C67	cart													0	406.98	-
91. INK CARTRIDGE, Epson C13T075190, Black, for printer Stylus color C59/CX2900	cart													0	303.09	-
92. INK CARTRIDGE, Epson C13T075290, Cyan, for printer Stylus color C59/CX2900	cart													0	303.09	-
93. INK CARTRIDGE, Epson C13T075390, Magenta, for printer Stylus color C59/CX2900	cart													0	303.09	-
94. INK CARTRIDGE, Epson C13T075490, Yellow, for printer Stylus color C59/CX2900	cart													0	303.09	-
95. INK CARTRIDGE, Epson C13T103190, Black, for printer Stylus T40W/TX600FW	cart													0	892.14	-
96. INK CARTRIDGE, Epson C13T103290, Cyan, for printer StylusT40W/TX600FW	cart													0	594.41	-
97. INK CARTRIDGE, Epson C13T103390, Magenta, for printer Stylus T40W/TX600FW	cart													0	594.41	-
98. INK CARTRIDGE, Epson C13T103490, Yellow, for printer Stylus T40W/TX600FW	cart													0	594.41	-
99. INK CARTRIDGE, Epson C13T104190, black, for printer C110, CX7300/8300, TX200/400, Pigment High Cap	cart													0	594.41	-
100. INK CARTRIDGE, Epson C13T104193, Black, for printer C110, CX7300/8300, TX200/400 Pigment High Cap - Double Pack	cart													0	990.68	-
101. INK CARTRIDGE, Epson C13T105190, Black, for printer Stylus T10/T11/ T13/ T30/T20E/C79/C90/TX100/TX110/TX111/TX200/TX210/TX400/TX550W /TX300F/TX510FN/TX600FW/CX3900/CX5500/CX5900/CX6900F/CX 8300/CX9300F, Pigment - 73N	cart													0	445.54	-

Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (09.12.2011)	Total Amount	
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total
102. INK CARTRIDGE, Epson C13T105290, Cyan, for printer Stylus T10/T11/ T13/ T30/T20E/C79/C90/TX100/TX110/TX111/TX200/TX210/TX400/TX550W /TX300F/TX510FN/TX600FW/CX3900/CX5500/CX5900/CX6900F/CX8300/CX9300F, Pigment - 73N	cart													0	445.54	-
103. INK CARTRIDGE, Epson C13T105390, Magenta, for printer Stylus T10/T11/ T13/ T30/T20E/C79/C90/TX100/TX110/TX111/TX200/ TX210/TX400/TX550W/ TX300F/TX510FN/TX600FW/CX3900/CX5500/CX5900/CX6900F/CX8300/CX9300F, Pigment - 73N	cart													0	445.54	-
104. INK CARTRIDGE, Epson C13T105490, Yellow, for printer Stylus T10/T11/ T13/ T30/T20E/C79/C90/TX100/TX110/TX111/TX200/ TX210/TX400/TX550W/ TX300F/TX510FN/TX600FW/CX3900/CX5500/CX5900/CX6900F/CX8300/CX9300F, Pigment - 73N	cart													0	445.54	-
105. INK CARTRIDGE, Epson C13T107190, Black, for printer T10/T11/ T13/T20E/ TX100/TX110/TX111/CX5500) Pigment - 91N	cart													0	293.45	-
106. INK CARTRIDGE, Epson C13T107290, Cyan, for printer T10/T11/ T13/T20E/ TX100/TX110/TX111/CX5500) Pigment - 91N	cart													0	293.45	-
107. INK CARTRIDGE, Epson C13T107390, Magenta, for printer T10/T11/ T13/ T20E/TX100/TX110/TX111/CX5500) Pigment - 91N	cart													0	293.45	-
108. INK CARTRIDGE, Epson C13T107490, Yellow, for printer T10/T11/ T13/T20E/ TX100/TX110/TX111/CX5500) Pigment - 91N	cart													0	293.45	-
109. INK CARTRIDGE, Epson C13T111190, Black, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart													0	987.46	-
110. INK CARTRIDGE, Epson C13T111290, Cyan, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart													0	987.46	-
111. INK CARTRIDGE, Epson C13T111390, Magenta, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart													0	987.46	-
112. INK CARTRIDGE, Epson C13T111490, Yellow, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart													0	987.46	-
113. INK CARTRIDGE, Epson C13T111590, Light Cyan, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart													0	987.46	-

Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (09.12.2011)	Total Amount	
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total
114. INK CARTRIDGE, Epson C13T111690, Light Magenta, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart													0	987.46	-
115. INK CARTRIDGE, Epson C13T112190, Black, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart													0	689.72	-
116. INK CARTRIDGE, Epson C13T112290, Cyan, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart													0	689.72	-
117. INK CARTRIDGE, Epson C13T112390, Magenta, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart													0	689.72	-
118. INK CARTRIDGE, Epson C13T112490, Yellow, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart													0	689.72	-
119. INK CARTRIDGE, Epson C13T112590, Light Cyan, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart													0	689.72	-
120. INK CARTRIDGE, Epson C13T112690, Light Magenta, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart													0	689.72	-
121. INK CARTRIDGE, Epson C13T141190, Black, for ME 32/320/620F-141	cart													0	318.09	-
122. INK CARTRIDGE, Epson C13T141290, Cyan, for ME 32/320/620F-141	cart													0	318.09	-
123. INK CARTRIDGE, Epson C13T141390, Magenta, for ME 32/320/620F - 141	cart													0	318.09	-
124. INK CARTRIDGE, Epson C13T141490, Yellow, for ME 32/320/620F - 141	cart													0	318.09	-
125. INK CARTRIDGE, Epson C13T143190, Black, for printer ME 960FWD/900WD - 143	cart													0	605.12	-
126. INK CARTRIDGE, Epson C13T143290, Cyan, for printer ME Office 960FWD/ 900WD - 143	cart													0	476.60	-
127. INK CARTRIDGE, Epson C13T143390, Magenta, for printer ME Office 960FWD/ 900WD - 143	cart													0	476.60	-
128. INK CARTRIDGE, Epson C13T143490, Yellow, for printer ME Office 960FWD/ 900WD - 143	cart													0	476.60	-
129. TONER CARTRIDGE, HP C3906F, black	cart													0	3,216.21	-
130. TONER CARTRIDGE, HP CB435A, black	cart													0	2,616.45	-
131. TONER CARTRIDGE, HP CB436A, black	cart													0	3,070.56	-
132. TONER CARTRIDGE, HP CB540A, black	cart													0	3,030.93	-
133. TONER CARTRIDGE, HP CB541A, cyan	cart													0	2,784.60	-
134. TONER CARTRIDGE, HP CB542A, yellow	cart													0	2,784.60	-
135. TONER CARTRIDGE, HP CB543A, magenta	cart													0	2,784.60	-
136. TONER CARTRIDGE, HP CC364A, black	cart													0	6,640.20	-
137. TONER CARTRIDGE, HP CC530A, black	cart	2			2				1				1	6	5,317.52	31,905.09
138. TONER CARTRIDGE, HP CC531A, cyan	cart	1			1				1				1	4	4,987.65	19,950.59

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		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total
139. TONER CARTRIDGE, HP CC532A, yellow	cart	1			1			1			1			4	4,987.65	19,950.59
140. TONER CARTRIDGE, HP CC533A, magenta	cart	1			1			1			1			4	4,987.65	19,950.59
141. TONER CARTRIDGE, HP CE250A, black	cart													0	5,516.72	-
142. TONER CARTRIDGE, HP CE251A, cyan	cart													0	10,866.37	-
143. TONER CARTRIDGE, HP CE252A, yellow	cart													0	10,866.37	-
144. TONER CARTRIDGE, HP CE253A, magenta	cart													0	10,866.37	-
145. TONER CARTRIDGE, HP CE255A, black	cart													0	6,544.88	-
146. TONER CARTRIDGE, HP CE260A, black	cart													0	6,465.63	-
147. TONER CARTRIDGE, HP CE261A, cyan	cart													0	11,744.59	-
148. TONER CARTRIDGE, HP CE262A, yellow	cart													0	11,744.59	-
149. TONER CARTRIDGE, HP CE263A, magenta	cart													0	11,744.59	-
150. TONER CARTRIDGE, HP CE278A, black	cart													0	3,161.59	-
151. TONER CARTRIDGE, HP CE285A, black	cart													0	2,787.81	-
152. TONER CARTRIDGE, HP CE505A, black	cart	1	1		1	1		1			1			6	3,769.92	22,619.52
153. TONER CARTRIDGE, HP CE505X, high cap, black	cart													0	6,921.87	-
154. TONER CARTRIDGE, HP Q6000A, black	cart													0	3,270.83	-
155. TONER CARTRIDGE, HP Q6001A, cyan	cart													0	3,565.36	-
156. TONER CARTRIDGE, HP Q6002A, yellow	cart													0	3,565.36	-
157. TONER CARTRIDGE, HP Q6003A, magenta	cart													0	3,565.36	-
158. TONER CARTRIDGE, HP Q6470A, black	cart													0	5,691.29	-
159. TONER CARTRIDGE, HP Q6471A, cyan	cart													0	5,659.16	-
160. TONER CARTRIDGE, HP Q6472A, yellow	cart													0	5,659.16	-
161. TONER CARTRIDGE, HP Q6473A, magenta	cart													0	5,659.16	-
162. TONER CARTRIDGE, HP Q7581A, cyan	cart													0	7,326.71	-
163. TONER CARTRIDGE, HP Q7582A, yellow	cart													0	7,326.71	-
164. TONER CARTRIDGE, HP Q7583A, magenta	cart													0	7,326.71	-
165. TONER CARTRIDGE, Brother TN-155BK, black	cart													0	4,433.94	-
166. TONER CARTRIDGE, Brother TN-155M, magenta	cart													0	5,944.05	-
167. TONER CARTRIDGE, Brother TN-155Y, yellow	cart													0	5,944.05	-
168. TONER CARTRIDGE, Brother TN-155C, cyan	cart													0	5,944.05	-
169. TONER CARTRIDGE, Brother TN-2025	cart													0	2,731.05	-
170. TONER CARTRIDGE, Brother TN-2130	cart													0	1,874.25	-
171. TONER CARTRIDGE, TN-3250, low yield, for Brother HL5350DN	cart													0	3,427.20	-
172. TONER CARTRIDGE, Lexmark X340A11G	cart													0	6,265.35	-
173. TONER CARTRIDGE, Lexmark E360H11P	cart													0	12,365.77	-

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174. TONER CARTRIDGE, Lexmark E450A11P	cart													0	7,018.26	-
175. TONER CARTRIDGE, Lexmark T650A11P	cart													0	9,917.46	-
176. TONER CARTRIDGE, Lexmark T650H11P	cart													0	26,866.04	-
177. TONER CARTRIDGE, Developer, Epson C13SO50005, for printer EPL-5500	cart													0	3,267.62	-
178. TONER CARTRIDGE, Developer, Epson C13SO50010, for printer EPL-5700L/5800	cart													0	5,350.72	-
179. TONER CARTRIDGE, Developer, Epson C13SO50087, for printer EPL-5900/5900L	cart													0	5,454.60	-
180. TONER CARTRIDGE, Developer, Epson C13SO50166, 6K, for printer EPL-6200	cart													0	5,305.73	-
181. TONER CARTRIDGE, Developer, Epson C13SO50167, 3K, for printer EPL-6200/6200L	cart													0	3,372.58	-
182. TONER CARTRIDGE, Epson C13SO50440, Std Cap, for printer AL-M2010D/DN	cart													0	5,659.16	-
183. TONER CARTRIDGE, Developer, Epson C13SO50520, 1.8K, for printer AL-M1200	cart													0	3,719.58	-
184. TONER CARTRIDGE, Developer, Epson C13SO50521, 3.2K, for printer AL-M1200	cart													0	5,503.87	-
185. TONER CARTRIDGE, Samsung Part No. SCX-D655A for printer model MFP 6545	cart													0	10,710.00	-
186. TONER CARTRIDGE, Samsung Part No. ML D3050B for printer ML-D3050 / ML-D3051	cart													0	7,336.35	-
187. TONER CARTRIDGE, Samsung Part No. ML T-D105L, for printer ML 2580n	cart													0	2,945.25	-
188. TONER CARTRIDGE, Samsung Part No. ML D2850B, for printer ML D2851ND	cart													0	5,006.93	-
189. TONER CARTRIDGE, Samsung Part No. ML TD104-S, for Samsung ML 1660	cart													0	3,127.32	-
190. RIBBON CARTRIDGE, for Fujitsu DL3850	cart													0	472.29	-
191. RIBBON CARTRIDGE, for OKI ML 1120	cart													0	7,480.20	-
192. RIBBON CARTRIDGE, Lexmark 11A3550 for Printer Models 23xx series	cart													0	1,199.52	-
193. RIBBON CARTRIDGE, Epson C13SO15505 for printer DFX-9000	cart													0	1,185.60	-
194. RIBBON CARTRIDGE, Epson C13SO15506(7753) Fabric, for printer LQ 300/300+II & 580	cart													0	125.31	-
195. RIBBON CARTRIDGE, Epson C13SO15508(S015016), black, for printer LQ 670/680/680Pro	cart													0	362.00	-

Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (09.12.2011)	Total Amount	
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total
196. RIBBON CARTRIDGE, Epson C13SO15568, Color, for printer LX-300	cart													0	1,285.20	-
197. RIBBON CARTRIDGE, Epson C13SO15577(#8766), for printer DFX-5000+/ 8000/8500 Black Ribbon (S015055)	cart													0	987.46	-
198. RIBBON CARTRIDGE, Epson C13SO15587, black for printer DLQ-3000/3000+/3500	cart													0	1,081.71	-
199. RIBBON CARTRIDGE, Epson C13SO15589(S015337), for printer LQ-590	cart													0	391.99	-
200. PRINthead, HP 11, black, C4810A , 8 ml	cart													0	1,434.07	-
201. PRINthead, HP 11, cyan, 8 ml	cart													0	1,434.07	-
202. PRINthead, HP 11, magenta C4812A, 8 ml	cart													0	1,434.07	-
203. PRINthead, HP 11 yellow, 8 ml	cart													0	1,434.07	-
204. Photoconductor Kit, Lexmark PN 12A8302	cart													0	4,326.84	-
205. Photoconductor Kit, Lexmark PN E260X22G	cart													0	2,409.75	-
206. Photoconductor Kit, Lexmark PN E250X22G	cart													0	2,409.75	-
207. PHOTOCONDUCTOR UNIT, Epson C13S051099, for printer EPL 6200/6200L	cart													0	3,561.08	-
SUB-TOTAL																281,487.65
B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																
Office Equipment and Accessories																
1. Office Table	pc	2	1	1	1									5	5,000.00	25,000.00
2. Typewriter ribbon	pc	5												5	4,000.00	20,000.00
3. Typewriter	pc	1												1	1,200.00	1,200.00
4. Filing Tray	pc	9		8			6	8						31	300.00	9,300.00
5. Multi-purpose Rack	unit	5												5	2,500.00	12,500.00
6. Electronic typewriter ribbon (black)	unit	25	13	13	12	12	12	12	12	12	12	12	12	159	125.00	19,875.00
7. Electronic Typewriter	unit	1												1	10,000.00	10,000.00
8. Check Writer Ribbon	pieces	1	1	1	1	1	1	1	1	1	1	1	1	12	3,750.00	45,000.00
9. Check Writer	unit	1												1	18,000.00	18,000.00
10. Dictionary latest visayan Edt.	pc	1												1	1,000.00	1,000.00
11. Dictionary latest english Edt.	pc	1												1	1,000.00	1,000.00
12. Telephone Set	unit	1												1	6,000.00	6,000.00
SUB-TOTAL																168,875.00
Office Supplies																
1. Ballpen - Black	pc	1,664	1,540	1,279	1,468	1,341	1,336	1,478	1,331	1,255	1,424	1,451	1,319	16,886	5.00	84,430.00
2. Folder, Long Expanded	pc	115	115	115	115	115	15	115	115	15	115	115	15	1,080	4.30	4,644.00
3. Log Books (100 leaves)	pc	3						3						6	50.00	300.00
4. Envelope - short size	pc	100	100	0	100	100	0	100	100	0	100	100	0	800	3.00	2,400.00

Item & Specifications	Unit of Measure	Quantity Requirement													** PS Price Catalogue as of (09.12.2011)	Total Amount
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total		
5. Ballpen - Blue	pc	1004	1000	1000	1004	1000	1000	1004	1000	1000	1004	1000	1000	12,016	5.00	60,080.00
6. Ballpen - Red	pc	1004	1000	1004	1000	1009	1005	1009	1005	1009	1005	1009	1005	12064	5.00	60,320.00
7. Post - It	pc	10	5	5	10	5	5	10	5	5	10	5	5	80	28.00	2,240.00
8. Post - T Pad	pc	75												75	15.00	1,125.00
9. Black board eraser	pc	2						2						4	65.00	260.00
5. Cork board 8" x 16"	pc	9										2		11	250.00	2,750.00
6. Correction Tape	pc	3158	16	28	3099	26	26	3169	26	26	3109	28	1026	13737	35.00	480,795.00
7. Correction Pen	pc	32	7	7	7	32	7	7	7	32	7	7	5	157	50.00	7,850.00
8. Columnar Notebook 10 columns	pc	2	2	2		2		2		2		2		14	50.00	700.00
9. Columnar Notebook 12 columns	pc	1												1	50.00	50.00
10. Columnar Notebook 24 columns	pc	43			25			25		25				118	250.00	29,500.00
11. Highlighter Marker	pc	562	10	24	35	12	10	541	10	24	10	12	35	1285	25.00	32,125.00
12. Notebook (Steno)	pc	400	255	100	80	170	115	100	160	140	50	80	50	1700	40.00	68,000.00
13. Record Book (100 leaves)	pc	5												5	50.00	250.00
14. Brown Envelope - long	pc	946	106	0	944	128	76	868	128	28	868	128	228	4448	3.00	13,344.00
15. Paper Fastener (plastic)	pc	139	8	50	12	40	8	79	38	10	42	10	8	444	25.00	11,100.00
16. Facial Tissue	box	3	3	3	3	3	3	3	3	3	3	3	3	36	55.00	1,980.00
17. ID Holder/Sling	pc	650	100	100	100	50	50	100	50	50	100	50	50	1450	15.00	21,750.00
18. Scotch Tape	pc	36	7	11	7	11	7	36	7	11	7	11	7	158	30.00	4,740.00
19. Rubber bands - small	box	1	1	1	1	1	1	1	1	1	1	1	1	12	50.00	600.00
20 Rubber Stamp	pc							10						10	200.00	2,000.00
21. Folders Short - color white	pc	240	4	0	240	4	24	240	4	0	220	4	20	1000	5.00	5,000.00
22. Accountable Forms (General Ledger)	pc	500											500	2.50	1,250.00	3,125.00
23.. Glue Stick	pc	0	5	0	5	0	5	25	5	0	5	0	5	55	15.00	825.00
24. Glue Gun	pc	1	0	0	0	0	0	2	0	0	0	0	0	3	150.00	450.00
25. Liquid Eraser	pc			12										12	9.00	108.00
26. Double sided tape	pc	55	5	5	2	2	2	2	2	2	2	2	2	83	50.00	4,150.00
27. Straw Rope	roll	300				300				300			100	1000	10.00	10,000.00
28.. Plastic Box	box	100		100		100		100		100		300		800	650.00	520,000.00
SUB-TOTAL																1,436,991.00

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		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total	
Audio and visual presentation and composing equipment																	
1														0			-
2														0			-
Photographic or filming or video equipment																	
1														0			-
2														0			-
Cleaning Equipment and Supplies																	
1. Glass Cleaner	tubes	8			8			8			8			32	80.00		2,560.00
2. Rubber mats(CR)	pc	4	1	1	2	1	1	1	1	1	1	1	1	16	180.00		2,880.00
3. Door mats(CR)	pc	3	3	3	3	3	3	3	3	3	3	3	3	36	249.00		8,964.00
4. Assorted flowering/in-door plants Fertilizer & Insectides	sacks	1						1						2	2,000.00		4,000.00
5. Feather Duster - made of yarn/cellophane	pc	1												1	25.00		25.00
SUB-TOTAL																	18,429.00
Paper Materials and Products																	
1. Laid Paper Long (biege) @ 25pcs/pack	pack	7	3	3	7	3	3	3	3	3	3	3	3	44	25.00		1,100.00
2. Bond Paper Short (sub.20)	rms	938	827	823	832	817	819	921	818	818	838	822	815	10088	160.00		1,614,080.00
3. Carbon Paper-Long	box					2					2			4	150.00		600.00
4. Cash Book (Hard Bound) Gen. form No. 103	pieces	12						12						24	380.00		9,120.00
5. Warrant Register Form 105	pieces	12						12						24	350.00		8,400.00
6. Ply continuous forms (11x10 5/8)	boxes	4	4	4	4	4	4	4	4	4	4	4	4	48	180.00		8,640.00
7. Ply continuous forms (11x14 7/8)	boxes	4	4	4	4	4	4	4	4	4	4	4	4	48	220.00		10,560.00
8. Payroll paper-13 1/4 x 9 5/8 x 7	box	2	2	2	2	2	2	2	2	2	4	3	5	30	1,500.00		45,000.00
9. Payroll paper-15 1/4 x 11 1/4 x 5 1/2	box	5						5						10	1,500.00		15,000.00
10. Bond paper long w/ DSWD stationary	rms	9	0	1	6	1	0	9	0	1	6	1	0	34	600.00		20,400.00
11. Bond paper short w/ DSWD stationary	rms	9	1	2	6	2	1	9	1	2	6	2		41	500.00		20,500.00
12. Sticker paper (short)	pc	100						100					100	300	15.00		4,500.00
13. Sticker paper (long) colored	pads		100	0	0	8	108	8	8	8	8	108	8	364	450.00		163,800.00
14. Fax paper	pcs	20	20	20	10	10	10	10	10	10	10	10	10	150	75.00		11,250.00
15. Memeo Paper Short	reams	753	758	753	753	753	753	753	753	753	753	753	753	9041	180.00		1,627,380.00
16. Memeo Paper Long	reams	3	3	3	3	3	3	3	3	3	3	3	3	36	185.00		6,660.00
17. Manila Paper	pcs	5200	0	0	0	0	0	5100	0	0	0	0	0	10300	4.00		41,200.00
18. Yellow Pad	pads	6		7	1	13	7	1	1	6				42	18.00		756.00
19. Meta Cards Assorted	pcs	2200	1000	0	200	200	0	1510	200	0	200	200	0	5710	32.00		182,720.00
20. Vellum Board	pc	5000		5000		5000	15000	5000		5000		5000	15000	60000	5.00		300,000.00
21. Laminating pouch	pc	5000		5000		5000	15000	5000		5000		5000	15000	60000	5.00		300,000.00
SUB-TOTAL																	4,391,666.00

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Lighting and fixtures and accessories																	
1															0		-
2															0		-
3															0		-
Electrical equipment and components and supplies																	
1. Fluorescents w/ assembly 36 watt	doz.	1				1				1					3	2,160.00	6,480.00
2. Fluorescents w/ assembly 18 watt	doz.			1				1				1			3	600.00	1,800.00
3. CFL Bulb	doz.	16	0	0	15	0	0	16	0	0	15	5	5	72	180.00	12,960.00	
4. Switch	doz.			1											1	1,280.00	1,280.00
5. Outlets	Roll	1													1	1,000.00	1,000.00
6. Electrical Wire	sets	3						3							6	700.00	4,200.00
7. Door knobs	doz.	1													1	240.00	240.00
8. Sockets	doz.	1													1	900.00	900.00
9. Chicago Screw 3"	pieces	30	30	30	30	30	30	30	30	30	30	30	30	360	12.00	4,320.00	
10. Chicago Screw 2"	pieces	20	20	20	20	20	20	20	20	20	20	20	20	240	10.00	2,400.00	
11. Uninterrupted Power Supply	unit	1													1	1,000.00	1,000.00
12. Extension Wire	unit	11						10							21	150.00	3,150.00
SUB-TOTAL																	39,730.00
Computer Supplies																	
1. Computer Upgrading	unit	1													1	30,000.00	30,000.00
2. Digital Presenter with laser pointer	pc	1	1												2	573.00	1,146.00
3. Upgrade of Internet Bandwidth	job	1	1	1	1	1	1	1	1	1	1	1	1	12	1,000.00	12,000.00	
4. Repair and Maintenance on ICT equipment	job	1						1							2	10,000.00	20,000.00
5. Dock Tape	pcs		1					1			1				3	500.00	1,500.00
6. Computer Printer	unit		2	1				1			1				5	4,000.00	20,000.00
7. Desktop Computer	set	2						1							3	30,000.00	90,000.00
8. Memory card reader	pc	4													4	1,500.00	6,000.00
9. Computer speakers	pc	3													3	1,500.00	4,500.00
10. Computer earphone	pc	3													3	1,800.00	5,400.00
11. Wifi Wireless Adapter	pc	1													1	1,000.00	1,000.00
12. Epson-Fx-7175 Ribbon	pcs.	6	6	6	6	6	6	6	6	6	6	6	6	72	500.00	36,000.00	
13. Computer ribbon fx 2175	pc	2	2	2	2	2	2	5	2	2	2	2	6	31	300.00	9,300.00	
14. Ink Refilled - Printer	ltr.	1													1	150.00	150.00
9. Ink Refilled - Pentel Pen	Bottes	112	0	0	12	0	0	110	0	0	10	100	0	344	75.00	25,800.00	
10. Whiteboard Pen - Refilled Ink	Bottle	101	0	0	0	0	0	101	0	0	0	100	0	302	150.00	45,300.00	
11. Floppy Diskettes	boxes	2		2		2		2		2		2		12	300.00	3,600.00	
SUB-TOTAL																	311,696.00

Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (09.12.2011)	Total Amount		
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total	
Computer Equipment and Accessories																	
1. Ink cartridge Canon 810 black	pc	41	40	43	40	43	43	44	42	44	42	44	43	509	500.00	254,500.00	
2. Ink cartridge Canon 811 colored	pc	35	35	38	35	37	40	37	37	40	37	37	40	448	800.00	358,400.00	
3. Canon Printer CL-811	pcs	1			1			1			1			4	700.00	2,800.00	
4. Canon Printer PG-810	pcs	81	1	1	1	1	1	1	1	1	1	1	1	92	700.00	64,400.00	
5. Canon 820 PGBK	pcs	1	1	1	1	1	1	1	1	1	1	1	1	12	700.00	8,400.00	
6. Canon 820 black	cart.	200	200	200	200	200	200	200	200	200	200	200	200	2400	600.00	1,440,000.00	
7. Canon 821 (blue,yellow,majenta)	cart.	816	800	800	816	800	800	816	800	800	816	800	800	9664	980.00	9,470,720.00	
8. Canon PIXMA IP2772 INK - Black	cart.	4	4	4	4	4	4	4	4	4	4	4	4	48	900.00	43,200.00	
9. Canon PIXMA IP2772 INK - Colored	cart.	2	2	2	2	2	2	2	2	2	2	2	2	24	950.00	22,800.00	
10. HP Laserjet P1102 ink	pcs	4					3	3	3	3	3	3	3	28	2,500.00	70,000.00	
11. Broadband	pc	50						50						100	1,400.00	140,000.00	
12. PC Webcam	pc	5						5						10	1,000.00	10,000.00	
13. Router	pc	1												1	2,500.00	2,500.00	
14. Ink cartridge HP 21 black	pc	16	4	4	4	10	10	10	10	10	9	9	9	105	450.00	47,250.00	
15. Ink cartridge HP 22 colored	pc	2	2	2	2	4	4	4	4	4	4	4	4	40	450.00	18,000.00	
16. Toner Cartridge HP 85A	pc	26	26	23	23	23	26	26	21	23	25	23	24	289	3,000.00	867,000.00	
17.. Computer ink t60	sets	1	1	1	1	1	1	1	1	1	1	1	1	12	900.00	10,800.00	
18. Purchase Printer	pc	10						10						20	8,000.00	160,000.00	
19. Purchase Scanner	pc	2												2	5,000.00	10,000.00	
20. Toner Samsung 1610(ML)	pcs			3			3			3			3	12	3,500.00	42,000.00	
21. Toner Samsung 2950ND	cart.	20	20	20	20	20	20	20	20	20	20	20	20	240	3,500.00	840,000.00	
22. Toner - HP 1102	pcs	6												6	3,000.00	18,000.00	
23. Computer Ink (black) - Canon 111	pcs	20												20	900.00	18,000.00	
24. Portable External Hard Drive (2 TB)	unit	1	2				1							4	4,500.00	18,000.00	
25. IT assorted tools	set	1						1						2	5,000.00	10,000.00	
26. CCTV Camera (data center and regional office)	unit	1												1	150,000.00	150,000.00	
27. Cable Tester	box			1										1	3,000.00	3,000.00	
28. DSLR Camera with stand	pcs			1										1	40,000.00	40,000.00	
29. Digital Camera	unit	1	0	0	0	0	0	0	0	0	0	0	0	1	15,000.00	15,000.00	
30. Scanner	pcs			1										1	10,000.00	10,000.00	
31. Crimping Tool	pcs			1										1	500.00	500.00	
32. Laptop	unit	2	0	0	0	0	0	0	0	0	0	0	0	2	30,000.00	60,000.00	
33. Computer Monitor	unit	1												1	5,000.00	5,000.00	
34. HP Laser Jet printer	unit	1												1	4,000.00	4,000.00	
35. HP laser Jet Toner	unit	1			1			2			2			6	3,500.00	21,000.00	
SUB-TOTAL																	14,255,270.00

Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (09.12.2011)	Total Amount	
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total
*Other Categories																-
1. Cellphone Load Prepaid	pc	54	55	46	55	100	46	149	55	46	173	55	46	880	300.00	264,000.00
2. Furnitures and fixtures	sets	2												2	79,000.00	158,000.00
3. Mobile Internet Connectivity Plan	account	2												2	1,000.00	2,000.00
4. Transportation:	cars													0		-
Preventive	9 and 3 motor-cycle													0	50,000/mo. car x 9 cars and 46,000 3 motorcycle/yr.	5,538,000.00
Maintainance														0		
Servicing with														0		
Materials and labor,														0		
5. Vehicle/Maintenance/Services:																222,496.00
6. Janitorial Services																754,070.00
7. Security Services																514,502.00
Security guards + BONUS																
8. Trainings & Seminar:	trng.															2,698,648.00
9. Retainer Fees	job	1														148,000.00
10. TEV Expenses	job	1														540,000.00
11. Meetings/Celebrations/Sectoral	mtgs															793,500.00
12. Repair and Maintenance Bldg.																2,947,673.50
13. Centers:																
14. Goods/Services																5,343,358.20
15. Educational Expenses																65,809.00
16. Health Services, Drugs/Meds.																276,500.00
17. Furniture/Fixtures/Equipments																401,594.00
18. Clothing/Shoes/Slippers																228,732.68
19. Kitchen wares:																162,456.38
20. IT Maintenance																97,073.00
21. Skills Training																200,000.00
22. Homelife Services																253,130.50
23. Professional Services																50,000.00
24. Musical Instruments and Maintenance:																7,530.00
25. Recreational Materials:																7,610.00
SUB-TOTAL																21,674,683.26

Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (09.12.2011)	Total Amount
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec		
***GRAND TOTAL:														45,471,691.35	

**Other categories that are not indicated herein*

****Grand total for items under A and B*

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:

(SIGNED)
MR. ELMER G. CANIOS
 Property/Supply Officer

Certified Funds Available /
 Certified Appropriate Funds Available:

(SIGNED)
MR. ROGELIO S. JABLA

 Budget Officer

Approved:

(SIGNED)
ATTY. ARACELI F. SOLAMILLO, CESO III
 Head of Office/Agency

Date Prepared: SEPTEMBER 17, 2012