

Department of Social Welfare and Development (DSWD-X)

**REGIONAL FIELD OFFICE 10**

(Name of Office/Bureau/Services/Unit/Project)

**CONSOLIDATED ANNUAL PROCUREMENT PLAN FOR 2014**

**For Common-Use Supplies and Equipment**

**INSTRUCTIONS IN FILLING OUT THE ANNUAL PROCUREMENT PLAN (APP) FORM:**

1. Indicate the agency's monthly requirement per item in the PPMP form. The form will automatically compute for the Total Amount per item and the Grand Total.
2. Do not delete any field in the APP Form.
3. PART II are items not available/listed in the form but regularly purchased from other sources, agency must specify/indicate the item name under each category and unit price based on their last purchase of the item/s. These items will be evaluated by the Procurement Service and may be considered Common Supplies or Equipment (CSE). Items will be added to the electronic catalogue / virtual store as soon as it is procured and made available by the Procurement Service.
4. Submit the duly accomplished PPMP form in one (1) hard copy (duly signed by the Head of the Office as per MC no. 13 series of 2012) to the Budget Division
5. ONLY submit soft (electronic) file copy to the Bids and Awards Committee (BAC) Secretariat or Supply Unit on or before September 23, 2013
6. For further assistance/clarification, BAC Secretariat Staff -Mr. Bong Radaza, Supply Unit

Department/Bureau/Office: **Department of Social Welfare and Development**

Region: **Field Office 10, Cagayan de Oro City**

Address: **Fr. Masterson Avenue, Upper Carmen,  
Cagayan de Oro City**

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Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (06.30.2012)	Total Amount		
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total	
<b>I. AVAILABLE AT PROCUREMENT SERVICE STORES</b>																	
<b>COMMON ELECTRICAL SUPPLIES</b>																	
BALLAST, 18 watts	piece	12						12							24	77.43	1,858.25
BALLAST, 36 watts	piece	12						12							24	73.11	1,754.68
BATTERY, 9volts dry cell	packet	10													10	38.22	382.20
BATTERY, size AA, alkaline, 2 pcs./packet	packet	4	3	9	4	3	3	4	3	9	4	3	3	52	38.22	1,987.44	
BATTERY, size AAA, alkaline, 2 pcs./packet	packet	3	3	9	3	3	3	3	3	9	3	3	3	48	16.37	785.74	
BATTERY, size D, alkaline, 2 pcs./packet	packet			12						12				24	75.95	1,822.72	
COMPACT FLUORESCENT LIGHT, 18 watts	piece	6				6				6				18	108.98	1,961.63	
FLUORESCENT LAMP, tubular, 18 watts	piece	12				12				12				36	35.98	1,295.41	
FLUORESCENT LAMP, tubular, 36 watts	piece	12				12				16				40	38.17	1,526.70	
FLUORESCENT LIGHTING FIXTURE, 1 x 20W	set	24				24				24				72	343.98	24,766.56	
FUSE, 30 amperes	piece	12								12				24	10.87	260.82	
FUSE, 60 amperes	piece	12								12				24	26.75	642.10	
STARTER, 4-40 watts	piece				48									48	4.10	196.56	
TAPE, electrical	roll	4			24					25				53	19.11	1,012.83	

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<b>COMMON COMPUTER SUPPLIES/CONSUMABLES</b>																
AIR FRESHENER, 280mL/can	can	4	2	2	4	2	2	4	2	2	4	2	2	32	93.91	3,005.18
ALCOHOL, 70%, ethyl	bottle	15	5	0	15	5	0	15	5	0	15	5	0	80	42.04	3,363.36
CARBON FILM, polyethylene, 216mm x 330mm, 100s/box	box				1									1	348.08	348.08
CARTOLINA, assorted color, 20s/pack	pack	28	5		3	2000	850	8			3	5		2902	73.38	212,961.82
CARTOLINA, white, 20s/pack	pack	3			3			3	5		3			17	43.68	742.56
CHALK, white, dustless, 100 pcs/box	box								2					2	36.04	72.07
CLIP, backfold, 25mm, 12s/box	box	40							25					65	15.29	993.72
CLIP, bulldog (3")	piece		20						20					40	8.06	322.56
COMPACT DISK RECORDABLE, min. of 700MB, 1x - 52x minimum sp	piece	100	6											106	10.92	1,157.52
COMPACT DISK REWRITABLE, 700MB min. capacity, 80 minutes re	piece	100	6	100	300									506	19.09	9,659.03
COMPACT DISK STORAGE CASE, 50 CDs capacity, min, made of dur	piece	10	2			121								133	55.69	7,407.04
COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14-7/8", 2000 sheets	box													0	793.39	-
COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 14-7/8", 1000 sets/bc	box													0	915.37	-
COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 14-7/8", 500 sets/bc	box													0	751.30	-
COMPUTER CONTINUOUS FORMS, 3 ply, 11 x 9-1/2", 500 sets/box	box	5			5			5			5			20	485.39	9,707.88
COMPUTER CONTINUOUS FORMS, 4 ply, 11 x 9-1/2", 250 sets/box	box													0	341.03	-
COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9-1/2", 2000 sheets/t	box													0	534.35	-
COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 9-1/2", 1000 sets/box	box													0	589.24	-
COMPUTER CONTINUOUS FORMS, 4 ply, 11" x 14-7/8", 250 sets/bo	box													0	555.39	-
CORRECTION TAPE, disposable, usable length of 6 meters(min), 5r	pair	22	25	10	1937	1210	210	33	10	10	18	10	10	3505	21.79	76,365.19
DATA FILE BOX, (5"x9"x15-3/4")	box	30												30	64.43	1,932.84
DVD RECORDABLE, 16x speed, 4.7GB capacity	piece	50	6											56	14.72	824.38
DVD RE-WRITABLE, 4x speed, 4.7GB capacity	piece	51	7	1	1	122	1	1	1	1	1	1	1	189	23.46	4,433.37
EDP BINDER, TB, for 11" X 9-1/2" CCF	piece				30									30	34.94	1,048.32
ENVELOPE, documentary (10"x15"), 500s/box	box								2					2	614.80	1,229.59
ENVELOPE, expanding, kraft, legal size, 100s/box	box	200				550	5	200						955	683.10	652,359.07
ENVELOPE, expanding, plastic, legal size	piece							50						50	48.05	2,402.40
ENVELOPE, mailing white with window, 500s	box	5	1						1					7	205.84	1,440.89
ENVELOPE, mailing white, 500s/box	box		1											1	160.22	160.22
ERASER, blackboard/whiteboard	piece						285	6						291	11.12	3,235.77
ERASER, rubber	piece	8			4			38			4			54	5.44	293.71
FILE ORGANIZER, expanding, legal, plastic, assorted colors	piece				1750	1700		10						3460	82.99	287,152.32
FLASH DRIVE, 8GB, USB 2.0, plug and play	piece	58	8	150	100		1							317	390.94	123,926.71
FOLDER, clear plastic, L-type, A4 size, 50s/pack	pack	1			1			1			1			4	206.39	825.55
FOLDER, clear plastic, L-type, legal size, 50s/pack	pack	1001			1			1			1			1004	219.49	220,369.97
FOLDER, morocco/fancy, legal size, 50s/pack	pack	60			60			60			60			240	270.82	64,995.84
FOLDER, pressboard, plain, legal, 100s/box	pack	2												2	894.22	1,788.44
FOLDER, tagboard, legal size, 100s/box	pack	1			1			1			1			4	343.98	1,375.92
GLUE, all purpose, 300 grams min.	jar	10			27	5		10			4			56	48.05	2,690.69
IMAGING UNIT, Samsung SCXR6555A	cart													0	10,710.00	
INDEX CARD, 5" x 8",ruled both side, 500s/pack	pack	1	5	1										7	98.28	687.96
INK CARTRIDGE, Brother LC 39BK, black	cart	2	2	2	2	2	2	2	2	2	2	2	2	24	722.93	17,350.20
INK CARTRIDGE, Brother LC 39C, cyan	cart	1			1			1			1			4	476.60	1,906.38
INK CARTRIDGE, Brother LC 39M, magenta	cart	1			1			1			1			4	476.60	1,906.38
INK CARTRIDGE, Brother LC 39Y, yellow	cart	1			1			1			1			4	476.60	1,906.38
INK CARTRIDGE, Brother LC67HYBK, black	cart													0	1,627.92	-
INK CARTRIDGE, Brother LC67HYC, cyan	cart													0	985.32	-
INK CARTRIDGE, Brother LC67HYM, magenta	cart													0	985.32	-
INK CARTRIDGE, Brother LC67HYY, yellow	cart													0	985.32	-
INK CARTRIDGE, Epson C13To28091, black, for printer Stylus C60/C	cart													0	1,195.24	-
INK CARTRIDGE, Epson C13To29091, color, for printer Stylus C60/C	cart													0	1,091.35	-
INK CARTRIDGE, Epson C13To32190, black, for printer Stylus C80/C	cart													0	1,289.48	-
INK CARTRIDGE, Epson C13To32290, Cyan, for printer Stylus C80	cart													0	615.83	-

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INK CARTRIDGE, Epson C13T032390, Magenta, for printer Stylus C80	cart													0	615.83	-
INK CARTRIDGE, Epson C13T032490, Yellow, for printer Stylus C80	cart													0	615.83	-
INK CARTRIDGE, Epson C13T038190, black, for printer Stylus C41SX	cart													0	506.58	-
INK CARTRIDGE, Epson C13T042290, Cyan, for printer Stylus C82/C80	cart													0	561.20	-
INK CARTRIDGE, Epson C13T042390, Magenta, for printer Stylus C82/C80	cart													0	561.20	-
INK CARTRIDGE, Epson C13T042490, Yellow, for printer Stylus C82/C80	cart													0	561.20	-
INK CARTRIDGE, Epson C13T046190, black, for printer Stylus C63/C60	cart													0	644.74	-
INK CARTRIDGE, Epson C13T047290, Cyan, for printer Stylus C63/C60	cart													0	397.34	-
INK CARTRIDGE, Epson C13T047390, Magenta, for printer Stylus C63/C60	cart													0	397.34	-
INK CARTRIDGE, Epson C13T047490, Yellow, for printer Stylus C63/C60	cart													0	397.34	-
INK CARTRIDGE, Epson C13T062190, black, High Cap, for printer Stylus C63/C60	cart													0	659.74	-
INK CARTRIDGE, Epson C13T063190, black, Std Cap, for printer Stylus C63/C60	cart													0	506.58	-
INK CARTRIDGE, Epson C13T063290, Cyan, Std Cap, for printer Stylus C63/C60	cart													0	406.98	-
INK CARTRIDGE, Epson C13T063390, Magenta, Std Cap, for printer Stylus C63/C60	cart													0	406.98	-
INK CARTRIDGE, Epson C13T063490, Yellow, Std Cap, for printer Stylus C63/C60	cart													0	406.98	-
INK CARTRIDGE, Epson C13T075190, Black, for printer Stylus color C63/C60	cart													0	303.09	-
INK CARTRIDGE, Epson C13T075290, Cyan, for printer Stylus color C63/C60	cart													0	303.09	-
INK CARTRIDGE, Epson C13T075390, Magenta, for printer Stylus color C63/C60	cart													0	303.09	-
INK CARTRIDGE, Epson C13T075490, Yellow, for printer Stylus color C63/C60	cart													0	303.09	-
INK CARTRIDGE, Epson C13T103190, Black, for printer Stylus T40W/T40	cart													0	892.14	-
INK CARTRIDGE, Epson C13T103290, Cyan, for printer StylusT40W/T40	cart													0	594.41	-
INK CARTRIDGE, Epson C13T103390, Magenta, for printer Stylus T40W/T40	cart													0	594.41	-
INK CARTRIDGE, Epson C13T103490, Yellow, for printer Stylus T40W/T40	cart													0	594.41	-
INK CARTRIDGE, Epson C13T104190, black, for printer C110, CX7300	cart													0	594.41	-
INK CARTRIDGE, Epson C13T104193, Black, for printer C110, CX7300	cart													0	990.68	-
INK CARTRIDGE, Epson C13T105190, Black, for printer Stylus T10/T11	cart													0	445.54	-
INK CARTRIDGE, Epson C13T105290, Cyan, for printer Stylus T10/T11	cart													0	445.54	-
INK CARTRIDGE, Epson C13T105390, Magenta, for printer Stylus T10/T11	cart													0	445.54	-
INK CARTRIDGE, Epson C13T105490, Yellow, for printer Stylus T10/T11	cart													0	445.54	-
INK CARTRIDGE, Epson C13T107190, Black, for printer T10/T11/ T13/T11	cart													0	293.45	-
INK CARTRIDGE, Epson C13T107290, Cyan, for printer T10/T11/ T13/T11	cart													0	293.45	-
INK CARTRIDGE, Epson C13T107390, Magenta, for printer T10/T11/ T13/T11	cart													0	293.45	-
INK CARTRIDGE, Epson C13T107490, Yellow, for printer T10/T11/ T13/T11	cart													0	293.45	-
INK CARTRIDGE, Epson C13T111190, Black, for printer Stylus Photo F110	cart													0	987.46	-
INK CARTRIDGE, Epson C13T112190, Cyan, for printer Stylus Photo F110	cart													0	987.46	-
INK CARTRIDGE, Epson C13T113190, Magenta, for printer Stylus Photo F110	cart													0	987.46	-
INK CARTRIDGE, Epson C13T114190, Yellow, for printer Stylus Photo F110	cart													0	987.46	-
INK CARTRIDGE, Epson C13T115190, Light Cyan, for printer Stylus Photo F110	cart													0	987.46	-
INK CARTRIDGE, Epson C13T116190, Light Magenta, for printer Stylus Photo F110	cart													0	987.46	-
INK CARTRIDGE, Epson C13T112190, Black, for printer Stylus Photo F110	cart													0	689.72	-
INK CARTRIDGE, Epson C13T112290, Cyan, for printer Stylus Photo F110	cart													0	689.72	-
INK CARTRIDGE, Epson C13T112390, Magenta, for printer Stylus Photo F110	cart													0	689.72	-
INK CARTRIDGE, Epson C13T112490, Yellow, for printer Stylus Photo F110	cart													0	689.72	-
INK CARTRIDGE, Epson C13T112590, Light Cyan, for printer Stylus Photo F110	cart													0	689.72	-
INK CARTRIDGE, Epson C13T112690, Light Magenta, for printer Stylus Photo F110	cart													0	689.72	-
INK CARTRIDGE, Epson C13T141190, Black, for ME 32/320/620F - 141	cart													0	318.09	-
INK CARTRIDGE, Epson C13T141290, Cyan, for ME 32/320/620F - 141	cart													0	357.71	-
INK CARTRIDGE, Epson C13T141390, Magenta, for ME 32/320/620F - 141	cart													0	357.71	-
INK CARTRIDGE, Epson C13T141490, Yellow, for ME 32/320/620F - 141	cart													0	357.71	-
INK CARTRIDGE, Epson C13T143190, Black, for printer ME 960FWD/960	cart													0	605.12	-
INK CARTRIDGE, Epson C13T143290, Cyan, for printer ME Office 960	cart													0	476.60	-
INK CARTRIDGE, Epson C13T143390, Magenta, for printer ME Office 960	cart													0	476.60	-
INK CARTRIDGE, Epson C13T143490, Yellow, for printer ME Office 960	cart													0	476.60	-
INK CARTRIDGE, Epson C13T038191, black, for printer Stylus C41SX	cart													0	893.21	-

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INK CARTRIDGE, Epson C13TO39090, color, for printer Stylus C41S7	cart														0	793.61	-
INK CARTRIDGE, HP C4937A (HP 18) , cyan, for HP Officejet Pro K5	cart														0	637.25	-
INK CARTRIDGE, HP C8771WA(HP 02), cyan , 4 ml, for HP Photosm	cart														0	413.41	-
INK CARTRIDGE, HP C9364WA (HP 98), black , 11 ml, HP Deskjet D	cart														0	716.50	-
INK CARTRIDGE, HP C9393A(HP 88XL ), yellow 17 ml, for HP Office	cart														0	1,021.73	-
INK CARTRIDGE, HP C9396A(HP 88XL), black 58.5 ml, for HP Offic	cart														0	1,431.93	-
INK CARTRIDGE, HP 51645A (HP 45), black, for HP Deskjet 710c, 720	cart														0	1,277.70	-
INK CARTRIDGE, HP C1823DA (HP 23), tricolor, for HP Deskjet 710c,	cart														0	1,563.66	-
INK CARTRIDGE, HP C4814AA (HP13), black, 28 ml, for HP Officejet	cart														0	1,030.30	-
INK CARTRIDGE, HP C4815A (HP 13), cyan, for HP Officejet Pro K85	cart														0	1,030.30	-
INK CARTRIDGE, HP C4816A (HP 13), magenta, 14 ml, for HP Officej	cart														0	1,030.30	-
INK CARTRIDGE, HP C4817A (HP 13), yellow , 14 ml, HP Officejet Pro	cart														0	1,030.30	-
INK CARTRIDGE, HP C4836A (HP 11), cyan 28 ml, HP Officejet 9110,	cart														0	1,398.73	-
INK CARTRIDGE, HP C4837A (HP 11), magenta, 28 ml, for HP Office	cart														0	1,398.73	-
INK CARTRIDGE, HP C483A (HP 11) , yellow 28 ml, for HP Officejet	cart														0	1,398.73	-
INK CARTRIDGE, HP C4844A (HP 10), black, 69mL, for HP Officejet	cart														0	1,398.73	-
INK CARTRIDGE, HP C4902AA (HP940), black, for HP Officejet Pro	cart														0	1,021.73	-
INK CARTRIDGE, HP C4906AA (HP 940XL), black, HP Officejet Pro	cart														0	1,413.72	-
INK CARTRIDGE, HP C4908AA (HP 940XL), magenta, for HP Officej	cart														0	1,021.73	-
INK CARTRIDGE, HP C4909AA (HP 940XL ), yellow, for HP Officejet	cart														0	1,021.73	-
INK CARTRIDGE, HP C4936A (HP 18 ) , black, for HP Officejet Pro K5	cart														0	850.37	-
INK CARTRIDGE, HP C4938A (HP 18) , magenta, for HP Officejet Pr	cart														0	637.25	-
INK CARTRIDGE, HP C4939A (HP18) , yellow, for HP Officejet Pro K	cart														0	637.25	-
INK CARTRIDGE, HP C6578A/D (HP 78), tricolor, for HP Deskjet 920	cart														0	1,420.15	-
INK CARTRIDGE, HP C6614D (HP 20), black, 28mL, for HP Deskjet 6	cart														0	1,340.89	-
INK CARTRIDGE, HP C6615DA (HP 15), black, for HP Deskjet 810c, 8	cart														0	1,207.02	-
INK CARTRIDGE, HP C6625A (HP 17), tricolor, for HP Deskjet 840c,	cart														0	1,313.05	-
INK CARTRIDGE, HP C6656AA (HP 56), black, for HP Deskjet 840c,	cart														0	851.45	-
INK CARTRIDGE, HP C6657AA (HP 57), tri-color, for HP Deskjet 450	cart														0	1,420.15	-
INK CARTRIDGE, HP C8721A (HP 02), black , 10 ml, for HP Photosma	cart														0	771.18	-
INK CARTRIDGE, HP C8727AA (HP 27), black, 10mL, for HP Deskjet	cart														0	780.76	-
INK CARTRIDGE, HP C8728AA (HP 28), tri-color, for HP Deskjet 3320	cart														0	916.78	-
INK CARTRIDGE, HP C8765WA (HP 94), black, 11 mL, for HP Deskjet	cart														0	861.08	-
INK CARTRIDGE, HP C8766WA (HP 95), tri-color, for HP Deskjet 46	cart														0	1,033.52	-
INK CARTRIDGE, HP C8767WA(HP 96), black , 21 ml, for HP Deskjet	cart														0	1,291.63	-
INK CARTRIDGE, HP C8772WA(HP 02), magenta, 3.5 ml, for HP Pho	cart														0	413.41	-
INK CARTRIDGE, HP C8773WA(HP 02), yellow, 6 ml, for HP Photos	cart														0	413.41	-
INK CARTRIDGE, HP C8774WA(HP 02), light cyan , 5.5 ml, for HP Ph	cart														0	413.41	-
INK CARTRIDGE, HP C8775WA(HP 02), light magenta , 5.5 ml, for H	cart														0	413.41	-
INK CARTRIDGE, HP C9351AA (HP 21), black, for HP Deskjet 3920, 3	cart														0	645.81	-
INK CARTRIDGE, HP C9352AA (HP 22), tri-color, for HP Deskjet 3920	cart														0	744.35	-
INK CARTRIDGE, HP C9361WA (HP 93), tri-color, for HP Deskjet D41	cart														0	826.81	-
INK CARTRIDGE, HP C9362WA (HP 92), black, for HP Deskjet 5440,	cart														0	617.97	-
INK CARTRIDGE, HP C9363WA (HP 97), tricolor , 14 ml, for HP Desk	cart														0	1,434.07	-
INK CARTRIDGE, HP C9391A(HP 88XL), cyan , 17 ml, for HP Officeje	cart														0	1,021.73	-
INK CARTRIDGE, HP C9392A (HP 88XL), magenta 17 ml, for HP Offi	cart														0	1,021.73	-
INK CARTRIDGE, HP CB314A (HP 900), black, for HP Deskjet 900, 9	cart														0	268.82	-
INK CARTRIDGE, HP CB315A (HP 900), tri-color, for HP Deskjet 900	cart														0	345.93	-
INK CARTRIDGE, HP CB316WA( HP 564), black, for HP Photosmart	cart														0	490.52	-
INK CARTRIDGE, HP CB317WA(HP 564), photo, for HP Photosmart	cart														0	410.19	-
INK CARTRIDGE, HP CB318WA(HP 564), cyan, for HP Photosmart D	cart														0	410.19	-
INK CARTRIDGE, HP CB319WA(HP 564), magenta, for HP Photosma	cart														0	410.19	-
INK CARTRIDGE, HP CB320WA ( HP 564), yellow, for HP Photosma	cart														0	410.19	-
INK CARTRIDGE, HP CB323WA(HP 564XL), cyan, for HP Photosmar	cart														0	815.03	-

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INK CARTRIDGE, HP CB324WA(564XL), magenta, for HP Photosma	cart													0	815.03	
INK CARTRIDGE, HP CB325WA(564XL), yellow, for HP Photosmart	cart													0	815.03	
INK CARTRIDGE, HP CB335WA(HP74 ), black , 4.5 ml, for HP Deskje	cart													0	659.74	-
INK CARTRIDGE, HP CB336WA (HP74XL), black , 18 ml, for HP Desk	cart													0	1,293.77	-
INK CARTRIDGE, HP CB337WA (HP75),tricolor, 3.5 ml, for HP Deskj	cart													0	758.27	-
INK CARTRIDGE, HP CB338WA (HP 75XL), tricolor, 12 ml, for HP De	cart													0	1,434.07	-
INK CARTRIDGE, HP CC640WA (HP 60), black, 4 ml, for HP Deskjet	cart													0	617.97	-
INK CARTRIDGE, HP CC641WA (HP60XL), black 12 ml, for HP Deskj	cart													0	1,235.93	-
INK CARTRIDGE, HP CC643WA (HP 60), tricolor,13 ml, for HP Deskj	cart													0	742.20	-
INK CARTRIDGE, HP CC644WA (HP60XL), tricolor , 11 ml, for HP De	cart													0	1,443.71	-
INK CARTRIDGE, HP CC653AA (HP 901), black officejet , 4 ml	cart													0	619.04	-
INK CARTRIDGE, HP CC656AA(HP 901), tricolor officejet, 9 ml	cart													0	948.91	-
INK CARTRIDGE, HP CC660AA(HP702), black, 20 ml, for HP Officeje	cart													0	1,033.52	-
INK CARTRIDGE, HP CD887AA (HP703), black deskjet, for HP Deskj	cart													0	338.44	-
INK CARTRIDGE, HP CD888AA(HP 703), tricolor deskjet, for HP Des	cart													0	338.44	-
INK CARTRIDGE, HP CD971AA (HP 920), black, for HP Officejet 600	cart													0	785.04	-
INK CARTRIDGE, HP CD972AA (HP920XL), cyan, for HP Officejet 60	cart													0	589.05	-
INK CARTRIDGE, HP CD973AA (HP920XL), magenta, for HP Officeje	cart													0	589.05	-
INK CARTRIDGE, HP CD974AA (HP 920XL), yellow, for HP Officejet	cart													0	589.05	-
INK CARTRIDGE, HP CD975AA (HP920XL), black, for HP Officejet 60	cart													0	1,178.10	-
INK CARTRIDGE, HP CN692AA(HP 704), black, for HP Ink Advantag	cart	1	1	1	1	1	1	1	1	1	1	1	1	12	338.44	4,061.23
INK CARTRIDGE, HP CN693AA (HP704), tricolor, for HP Ink Advant	cart	1	1	1	1	1	1	1	1	1	1	1	1	12	338.44	4,061.23
INK CARTRIDGE, HPC4907AA (HP 940XL), cyan, for HP Officejet Pr	cart													0	1,021.73	-
INK CARTRIDGE, Lexmark # 17, black, PN 10N0217	cart													0	1,033.52	-
INK CARTRIDGE, Lexmark # 27, colored, PN 10N0227	cart													0	1,231.65	-
INK CARTRIDGE, Lexmark Black #14, PN 18C2090A	cart													0	1,033.52	-
INK CARTRIDGE, Lexmark Black #34, PN 18C0034A	cart													0	1,745.73	-
INK CARTRIDGE, Lexmark Color #15, PN 18C2110A	cart													0	1,283.06	-
INK CARTRIDGE, Lexmark Color #35, PN 18C0035A	cart													0	2,109.87	-
INK CARTRIDGE, Lexmark Photo #31, PN 18C0031A	cart													0	2,179.49	-
MAP PIN, round head, 100s/case	case		5											5	38.22	191.10
MARKER, fluorescent, 3 colors/set	set	9			6			29			6			50	43.13	2,156.70
MARKER, permanent, black	piece	101	1	201	1	1321	67	301	1	1	1	1	1	1998	12.86	25,699.28
MARKER, permanent, blue	pcs	100						150						250	12.86	3,215.63
MARKER, permanent, red	piece													0	12.86	-
MARKING PEN, whiteboard, black	piece	21	1	201	1	1	26	51	1	1	1	1	1	307	12.45	3,823.07
MARKING PEN, whiteboard, blue	piece							30						30	12.45	373.50
MARKING PEN, whiteboard, red	piece													0	12.45	-
MOUSE, optical, USB conection type	piece	1		3										4	183.46	733.82
NOTE BOOK, stenographer's, 40 leaves, ruled both sides	pcs	500						550						1050	13.90	14,595.00
NOTE PAD, (2"x2"), 400 sheets/pad	pad													0	117.94	-
NOTE PAD, (2"x3"), 100 sheets/pad	pad	10						24						34	32.76	1,113.84
NOTE PAD, (3"x3"), 100 sheets/pad	pad						700							700	36.04	25,225.20
NOTE PAD, (3"x4"), 100 sheets/pad	pad	20						20						40	60.06	2,402.40
PAPER CLIP, gem type, 32mm, 100s/box	box	10	15	50	20	10	150	10		5	5			275	8.19	2,252.25
PAPER CLIP, gem type,jumbo, 48mm, 100s/box	box	15	15	50	20	10	150	15		5	5			285	14.74	4,201.47
PAPER FASTENER, for paper, metal, 50 sets/box	box	5			415	2480	500	5			5			3410	86.14	293,744.22
PAPER, for Plain Paper Copier, 210mm x 297mm (A4) 70gsm	ream	2	2	2	2	2	2	42	2	2	2	2	2	64	115.63	7,400.06
PAPER, for Plain Paper Copier, 254mm 356mm(B4), 70gsm	ream							10						10	204.39	2,043.93
PAPER, mimeo, Groundwood, 210mm x 297mm (A4), 60gsm	ream							30						30	73.58	2,207.52
PENCIL, lead, w/eraser, one(1) dozen per box	box	13	10		7		285	17			7			339	21.56	7,307.65
Photoconductor Kit, Lexmark PN 12A8302	cart													0	4,326.84	-
Photoconductor Kit, Lexmark PN E250X22G	cart													0	2,409.75	-
Photoconductor Kit, Lexmark PN E260X22G	cart													0	2,409.75	-

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PHOTOCONDUCTOR UNIT, Epson C13S051099, for printer EPL 6200	cart													0	3,561.08	-
PRINthead, HP 11 yellow, 8 ml, HP Officejet 9110, 9120, 9130 All-in-	cart													0	1,434.07	-
PRINthead, HP 11, black, C4810A , 8 ml, for HP Officejet 9110, 9120	cart													0	1,434.07	-
PRINthead, HP 11, cyan, 8 ml, HP Officejet 9110, 9120, 9130 All-in-O	cart													0	1,434.07	-
PRINthead, HP 11, magenta C4812A, 8 ml, HP Officejet 9110, 9120,	cart													0	1,434.07	-
PUSH PIN, flat head type, assorted colors, 100s/case	case	5	15					5						25	39.31	982.80
RECORD BOOK, 300 pages, Smythe sewn	book	25			5	500	20	25			5			580	60.06	34,834.80
RIBBON CARTRIDGE, Epson C13SO15505 for printer DFX-9000	cart													0	1,185.60	-
RIBBON CARTRIDGE, Epson C13SO15506(7753) Fabric, for printer L	cart													0	125.31	-
RIBBON CARTRIDGE, Epson C13SO15508(S015016), black, for printe	cart													0	362.00	-
RIBBON CARTRIDGE, Epson C13SO15568, Color, for printer LX-300	cart	6			6			6			6			24	1,285.20	30,844.80
RIBBON CARTRIDGE, Epson C13SO15577(#8766), for printer DFX-50	cart													0	987.46	-
RIBBON CARTRIDGE, Epson C13SO15587, black for printer DLQ-300	cart													0	1,081.71	-
RIBBON CARTRIDGE, Epson C13SO15589(S015337), for printer LQ-5	cart													0	391.99	-
RIBBON CARTRIDGE, for Fujitsu DL3850	cart													0	460.53	-
RIBBON CARTRIDGE, Lexmark 11A3550 for Printer Models 23xx ser	cart													0	1,199.52	-
RIBBON, Epson RN 7754	cart													0	133.88	-
RIBBON, Epson RN 8750	cart													0	79.04	-
RIBBON, Epson RN 8755	cart													0	87.29	-
RIBBON, Epson RN SO 15083/SO 15086	cart													0	746.49	-
RIBBON, Epson RN SO 15327	cart													0	344.86	-
RUBBER BAND, 1.0mm min thickness, min. 350grams/box or appro	box	2			5									7	139.31	975.20
RULER, plastic, 300mm	piece	5			1		50	31			1			88	3.82	336.34
RULER, plastic, 450mm	piece	4												4	38.22	152.88
SIGN PEN, blue	piece	82	2	122	107	2	2	132	2	2	7	2	2	20	45.30	905.94
STAMP PAD INK, violet, 50mL	bottle	8		101		1	100	14		1		1		226	22.93	5,182.63
STAMP PAD, felt pad, min 60mm x 100mm	piece	7		100										107	26.21	2,804.26
STAPLE WIRE, standard, #35	box	28			1835	703	200	25		3	25			2819	24.77	69,825.22
TAPE, masking, 24mm, 50 meters length	roll	20				200	25	10						255	48.05	12,252.24
TAPE, masking, 48mm, 50 meters length	roll	4			4			4			4			16	95.88	1,534.01
TAPE, packaging, 48mm, 50 meters length	roll	10		250		200	50	20						530	31.62	16,756.22
TAPE, transparent, 24mm, 50 meters	roll	22					25	22						69	15.29	1,054.87
TAPE, transparent, 48mm, 50 meters	roll						25							25	31.62	790.39
TIME CARD, for Amano Bundy Clock,100s/bndl	bundle					1764								1764	86.81	153,139.90
TOILET TISSUE, 12 rolls/pack	pack	38	3	3	8	3	3	38	3	3	28	3	3	136	76.44	10,395.84
TONER CARTRIDGE, Brother TN-155BK, black	cart													0	4,433.94	-
TONER CARTRIDGE, Brother TN-155C, cyan	cart													0	5,944.05	-
TONER CARTRIDGE, Brother TN-155M, magenta	cart													0	5,944.05	-
TONER CARTRIDGE, Brother TN-155Y, yellow	cart													0	5,944.05	-
TONER CARTRIDGE, Brother TN-2025	cart													0	2,929.19	-
TONER CARTRIDGE, Brother TN-2130	cart													0	1,917.09	-
TONER CARTRIDGE, Brother TN-2150	cart													0	2,945.25	-
TONER CARTRIDGE, Brother TN3060	cart													0	4,787.37	-
TONER CARTRIDGE, Developer, Epson C13S050087, for printer EPL	cart													0	5,454.60	-
TONER CARTRIDGE, Developer, Epson C13S050166, 6K, for printer	cart													0	5,305.73	-
TONER CARTRIDGE, Developer, Epson C13S050167, 3K, for printer	cart													0	3,372.58	-
TONER CARTRIDGE, Developer, Epson C13S050520, 1.8K, for printe	cart													0	3,719.58	-
TONER CARTRIDGE, Developer, Epson C13S050521, 3.2K, for printe	cart													0	5,503.87	-
TONER CARTRIDGE, Developer, Epson C13SO50005, for printer EPL	cart													0	3,267.62	-
TONER CARTRIDGE, Developer, Epson C13SO50010, for printer EPL	cart													0	5,350.72	-
TONER CARTRIDGE, for Kyocera FS4000DN printer TK330	cart													0	8,444.84	-
TONER CARTRIDGE, for Kyocera FS4020DN printer TK364	cart													0	8,735.08	-
TONER CARTRIDGE, for Kyocera Mita KM-1505/1510/1810	cart													0	4,036.03	-
TONER CARTRIDGE, HP 92298A, black, for HP Laserjet 4, 4m, 4plus	cart													0	4,723.11	-

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TONER CARTRIDGE, HP C3906F, black, for HP Laserjet 5L printer se	cart													0	3,216.21	-
TONER CARTRIDGE, HP C4092A, black, for HP Laserjet 1100 printer	cart													0	3,299.75	-
TONER CARTRIDGE, HP C4096A, balck, for HP Laserjet 2100, 2200 p	cart													0	5,512.44	-
TONER CARTRIDGE, HP C4127X, high cap, black, for HP Laserjet 210	cart													0	7,697.28	-
TONER CARTRIDGE, HP C4129X, balck, HP Laserjet 5000, 5100 print	cart													0	9,907.82	-
TONER CARTRIDGE, HP C7115A, black, for HP Laserjet 1000, 1200 pr	cart													0	3,382.22	-
TONER CARTRIDGE, HP C8543XC, high cap, black, for HP Laserjet 9	cart													0	12,210.47	-
TONER CARTRIDGE, HP CB380A, black, for HP Color LaserJet CP60	cart													0	9,015.68	-
TONER CARTRIDGE, HP CB381A, cyan, for HP Color LaserJet CP601	cart													0	14,094.36	-
TONER CARTRIDGE, HP CB382A, yellow, for HP Color LaserJet CP6	cart													0	14,094.36	-
TONER CARTRIDGE, HP CB383A, magenta, for HP Color LaserJet C	cart													0	14,094.36	-
TONER CARTRIDGE, HP CB390A, black, for HP Color LaserJet CM60	cart													0	2,921.69	-
TONER CARTRIDGE, HP CB435A, black, for HP Laserjet P1005, P100	cart													0	2,616.45	-
TONER CARTRIDGE, HP CB436A, black, for HP Laserjet P1505 printe	cart													0	3,070.56	-
TONER CARTRIDGE, HP CB540A, black, for HP Color LaserJet CP121	cart													0	3,030.93	-
TONER CARTRIDGE, HP CB541A, cyan, for HP Color LaserJet CP1215	cart													0	2,784.60	-
TONER CARTRIDGE, HP CB542A, yellow, for HP Color LaserJet CP12	cart													0	2,784.60	-
TONER CARTRIDGE, HP CB543A, magenta, for HP Color LaserJet C	cart													0	2,784.60	-
TONER CARTRIDGE, HP CC364A, black, for HP LaserJet P4014, P40	cart													0	6,640.20	-
TONER CARTRIDGE, HP CC364XC, high cap, black, for HP LaserJet P	cart													0	12,177.27	-
TONER CARTRIDGE, HP CC530A, black, for HP Color LaserJet CP20	cart	3												3	5,317.52	15,952.55
TONER CARTRIDGE, HP CC531A, cyan, for HP Color LaserJet CP202	cart	3												3	4,987.65	14,962.94
TONER CARTRIDGE, HP CC532A, yellow, for HP Color LaserJet CP20	cart	3												3	4,987.65	14,962.94
TONER CARTRIDGE, HP CC533A, magenta, for HP Color LaserJet CP	cart	3												3	4,890.00	14,669.99
TONER CARTRIDGE, HP CE250A, black, for HP Color LaserJet CP352	cart													0	5,516.72	-
TONER CARTRIDGE, HP CE251A, cyan, for HP Color LaserJet CP3520	cart													0	10,866.37	-
TONER CARTRIDGE, HP CE252A, yellow, for HP Color LaserJet CP35	cart													0	10,866.37	-
TONER CARTRIDGE, HP CE253A, magenta, for HP Color LaserJet CP	cart													0	10,866.37	-
TONER CARTRIDGE, HP CE255A, black, for HP LaserJet P3010 print	cart													0	6,544.88	-
TONER CARTRIDGE, HP CE255X, black, for HP LaserJet P3010 print	cart													0	9,250.23	-
TONER CARTRIDGE, HP CE260A, black, for HP Color LaserJet Enter	cart													0	6,465.63	-
TONER CARTRIDGE, HP CE261A, cyan, for HP Color LaserJet Enterp	cart													0	11,744.59	-
TONER CARTRIDGE, HP CE262A, yellow, for HP Color LaserJet Ente	cart													0	11,744.59	-
TONER CARTRIDGE, HP CE263A, magenta, for HP Color LaserJet Er	cart													0	11,744.59	-
TONER CARTRIDGE, HP CE270A, black, for HP Color LaserJet Enter	cart													0	10,412.26	-
TONER CARTRIDGE, HP CE271A, cyan, for HP Color LaserJet Enterp	cart													0	16,979.63	-
TONER CARTRIDGE, HP CE272A, yellow, for HP Color LaserJet Ente	cart													0	16,979.63	-
TONER CARTRIDGE, HP CE273A, magenta, for HP Color LaserJet Er	cart													0	16,979.63	-
TONER CARTRIDGE, HP CE278A, black, for HP LaserJet P1566, P160	cart													0	3,161.59	-
TONER CARTRIDGE, HP CE285A, black, for HP LaserJet P1102, P1102	cart	42	11	14	38	12	73	31	11	14	30	11	11	298	2,787.81	830,768.27
TONER CARTRIDGE, HP CE310A, black, for HP Color LaserJet Pro C	cart													0	2,319.79	-
TONER CARTRIDGE, HP CE311A, cyan, for HP Color LaserJet Pro CP	cart													0	2,506.14	-
TONER CARTRIDGE, HP CE312A, yellow, for HP Color LaserJet Pro C	cart													0	2,506.14	-
TONER CARTRIDGE, HP CE313A, magenta, for HP Color LaserJet Pr	cart													0	2,506.14	-
TONER CARTRIDGE, HP CE320A, black, for HP Color LaserJet Pro C	cart													0	2,979.52	-
TONER CARTRIDGE, HP CE321A, cyan, for HP Color LaserJet Pro CP	cart													0	2,828.51	-
TONER CARTRIDGE, HP CE322A, yellow, for HP Color LaserJet Pro C	cart													0	2,828.51	-
TONER CARTRIDGE, HP CE323A, magenta, for HP Color LaserJet Pr	cart													0	2,828.51	-
TONER CARTRIDGE, HP CE390A, black, for HP Laserjet Enterprise	cart													0	7,497.00	-
TONER CARTRIDGE, HP CE390X, high cap, black, for HP Laserjet Er	cart													0	12,517.85	-
TONER CARTRIDGE, HP CE400A, black, for HP Laserjet Enterprise 5	cart													0	6,792.28	-
TONER CARTRIDGE, HP CE401A, cyan, for HP Laserjet Enterprise 50	cart													0	9,943.16	-
TONER CARTRIDGE, HP CE402A, yellow, for HP Laserjet Enterprise	cart													0	9,943.16	-
TONER CARTRIDGE, HP CE403A, magenta, for HP Laserjet Enterpri	cart													0	9,943.16	-

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TONER CARTRIDGE, HP CE505A, black, for HP LaserJet P2035, P209	cart	3												3	3,769.92	11,309.76
TONER CARTRIDGE, HP CE505XC, high cap, black, for HP LaserJet P	cart													0	6,921.87	-
TONER CARTRIDGE, HP CE740A, black, for HP Color Laserjet Profes	cart													0	6,375.66	-
TONER CARTRIDGE, HP CE741A, cyan, for HP Color Laserjet Profess	cart													0	11,308.69	-
TONER CARTRIDGE, HP CE742A, yellow, for HP Color Laserjet Profe	cart													0	11,308.69	-
TONER CARTRIDGE, HP CE743A, magenta, for HP Color Laserjet Pr	cart													0	11,308.69	-
TONER CARTRIDGE, HP Q1338A, black, for HP Laserjet 4200 printer	cart													0	6,594.15	-
TONER CARTRIDGE, HP Q1339A, black, HP Laserjet 4300 printer se	cart													0	9,015.68	-
TONER CARTRIDGE, HP Q2612A, black, for HP Laserjet 1010, 1012, 10	cart													0	3,009.51	-
TONER CARTRIDGE, HP Q2613A, black, for HP Laserjet 1300 printer	cart													0	4,000.19	-
TONER CARTRIDGE, HP Q2613X, for HP Laserjet 1300 printer series	cart													0	4,348.26	-
TONER CARTRIDGE, HP Q3960A, black, for HP Color Laserjet 2550	cart													0	3,641.40	-
TONER CARTRIDGE, HP Q3961A, cyan, for HP Color Laserjet 2550 p	cart													0	4,396.46	-
TONER CARTRIDGE, HP Q3962A, yellow, for HP Color Laserjet 2550	cart													0	4,396.46	-
TONER CARTRIDGE, HP Q3963A, magenta, for HP Color Laserjet 25	cart													0	4,396.46	-
TONER CARTRIDGE, HP Q3971A, cyan, for HP Color LaserJet 2550 F	cart													0	3,305.11	-
TONER CARTRIDGE, HP Q3972A, yellow, for HP Color LaserJet 2550	cart													0	3,305.11	-
TONER CARTRIDGE, HP Q3973A, magenta, for HP Color LaserJet 25	cart													0	3,305.11	-
TONER CARTRIDGE, HP Q5942A, black, for HP Laserjet 4250, 4350	cart													0	6,411.01	-
TONER CARTRIDGE, HP Q5949A, black, for HP Laserjet 1160, 1320 p	cart													0	3,636.05	-
TONER CARTRIDGE, HP Q5950A, black, for HP Color LaserJet 4700	cart													0	7,871.85	-
TONER CARTRIDGE, HP Q5951A, cyan, for HP Color LaserJet 4700 F	cart													0	11,168.39	-
TONER CARTRIDGE, HP Q5952A, yellow, for HP Color LaserJet 470	cart													0	11,168.39	-
TONER CARTRIDGE, HP Q5953A, magenta, for HP Color LaserJet 47	cart													0	11,168.39	-
TONER CARTRIDGE, HP Q6000A, black, for HP Color LaserJet 1600	cart													0	3,270.83	-
TONER CARTRIDGE, HP Q6001A, cyan, for HP Color LaserJet 1600,	cart													0	3,565.36	-
TONER CARTRIDGE, HP Q6002A, yellow, for HP Color LaserJet 160	cart													0	3,565.36	-
TONER CARTRIDGE, HP Q6003A, magenta, for HP Color LaserJet 16	cart													0	3,565.36	-
TONER CARTRIDGE, HP Q6460A, black, for HP Color LaserJet 4730	cart													0	6,223.58	-
TONER CARTRIDGE, HP Q6461A, cyan, for HP Color LaserJet 4730M	cart													0	13,388.57	-
TONER CARTRIDGE, HP Q6462A, yellow, for HP Color LaserJet 473	cart													0	13,388.57	-
TONER CARTRIDGE, HP Q6463A, magenta, for HP Color LaserJet 4	cart													0	13,388.57	-
TONER CARTRIDGE, HP Q6470A, black, for HP Color LaserJet 3600	cart													0	5,691.29	-
TONER CARTRIDGE, HP Q6471A, cyan, for HP Color LaserJet 3600 F	cart													0	5,659.16	-
TONER CARTRIDGE, HP Q6472A, yellow, for HP Color LaserJet 360	cart													0	5,659.16	-
TONER CARTRIDGE, HP Q6473A, magenta, for HP Color LaserJet 36	cart													0	5,659.16	-
TONER CARTRIDGE, HP Q6511A	cart													0	5,331.44	-
TONER CARTRIDGE, HP Q7516AC, black	cart													0	8,040.00	-
TONER CARTRIDGE, HP Q7551A, black, for HP Laserjet P3005, M30	cart													0	5,718.07	-
TONER CARTRIDGE, HP Q7553A, black, for HP Laserjet P3005, M30	cart													0	3,466.83	-
TONER CARTRIDGE, HP Q7570A, black, HP Laserjet M5025, M5035	cart													0	7,636.23	-
TONER CARTRIDGE, HP Q7581A, cyan, for HP Color LaserJet 3800,	cart													0	7,326.71	-
TONER CARTRIDGE, HP Q7582A, yellow, for HP Color LaserJet 380	cart													0	7,326.71	-
TONER CARTRIDGE, HP Q7583A, magenta, for HP Color LaserJet 38	cart													0	7,326.71	-
TONER CARTRIDGE, Kyocera TK-120	cart													0	5,516.72	-
TONER CARTRIDGE, Lexmark 1382920	cart													0	14,908.32	-
TONER CARTRIDGE, Lexmark 34217HR(12A8400)	cart													0	4,852.70	-
TONER CARTRIDGE, Lexmark E360H11P	cart													0	12,365.77	-
TONER CARTRIDGE, Lexmark E450A11P	cart													0	7,018.26	-
TONER CARTRIDGE, Lexmark T650A11P	cart													0	9,917.46	-
TONER CARTRIDGE, Lexmark X340A11G	cart													0	6,265.35	-
TONER CARTRIDGE, Samsung ML-2010D3	cart													0	3,105.90	-
TONER CARTRIDGE, Samsung ML-2250D5	cart													0	4,926.60	-
TONER CARTRIDGE, Samsung Part No. ML D2850B, for printer ML	cart													0	5,006.93	-



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TONER CARTRIDGE, Samsung Part No. MLD3050B for printer ML-D	cart													0	6,854.40	-
TONER CARTRIDGE, Samsung Part No. MLTD103-S	cart													0	2,998.80	
TONER CARTRIDGE, Samsung Part No. MLTD104-S, for Samsung M	cart	3		3			3			3				12	2,998.80	35,985.60
TONER CARTRIDGE, Samsung Part No. MLTD105L, for printer ML 2	cart													0	2,945.25	-
TONER CARTRIDGE, Samsung Part No. SCX-D655A for printer mod	cart													0	9,103.50	-
TONER CARTRIDGE, TK 100, for Kyocera Mita KM-1500	cart													0	2,985.74	-
TONER CARTRIDGE, TN-3250, low yield, for Brother HL5350DN	cart													0	3,652.11	-
TONER CARTRIDGE,Epson C13S050440, Std Cap, for printer AL-M2	cart													0	5,850.87	-
TWINE, plastic, one kilo per roll	roll	6						1		20		5		32	47.92	1,533.50
WRAPPING PAPER, kraft, 65gsm, approx. 40m	roll	6												6	152.88	917.28
<b>COMMON OFFICE SUPPLIES</b>																
ACETATE, gauge #3, 50m in length	roll	5						5						10	642.62	6,426.21
AIR FRESHENER, 280mL/can	can	23	6	6	23	6	6	23	6	6	23	6	6	140	93.91	13,147.68
ALCOHOL, 70%, ethyl	bottle	203	9	13	157	15	18	167	9	18	154	8	7	778	42.04	32,708.68
AUDIO CASSETTE TAPE, 90min. recording time	piece													0	21.62	-
Ballpen (HBW/UNI/PANDA)	box	1			1			1			1			4	200.00	800.00
BINDER, 3-ring, D-type, A4, 64mm(2.5"), with insert clear-view poc	pair													0	120.12	
BINDER, 3-ring, D-type, legal, 64MM(2.5"), with insert clear-view p	pair	10												10	125.58	
BLADE, heavy duty cutter(L500), 10 pcs./pack	pack	58			20									78	9.83	766.58
CALCULATOR, compact, electronic, LCD, desktop, display, 12 digits	unit	4												4	163.67	654.70
CARBON FILM, polyethylene, 216mm x 330mm, 100s/box	box	13			1									14	348.08	4,873.05
CARBON FILM, polyethylene, 210mm x 297mm(A-4), 100s/box	box	53			50			50	3		50			206	343.98	70,859.88
CARTOLINA, assorted color, 20s/pack	pack	56			52		1	50			50			209	73.38	15,337.36
CARTOLINA, white, 20s/pack	pack	25			20			20			20			85	43.68	3,712.80
CHALK, white, dustless, 100 pcs/box	box													0	36.04	-
CLIP, backfold, 19mm, 12s/box	box	100			104			101			100			405	7.92	3,206.39
CLIP, backfold, 25mm, 12s/box	box	100			104			101			100			405	15.29	6,191.64
CLIP, backfold, 32mm, 12s/box	box	100			100			101			100			401	17.47	7,006.27
CLIP, backfold, 50mm, 12s/box	box	100			104			101			100			405	44.23	17,911.53
CLIP, bulldog (3")	piece	106			124			110			100			440	8.06	3,548.16
COLUMNAR NOTEBOOK, 12 cols	piece	10			3									13	20.75	269.72
COLUMNAR PAD, 14 cols, 50 gsm min.	pad													0	45.86	-
COLUMNAR PAD, 16 cols, 50 gsm min.	pad													0	44.77	-
COLUMNAR PAD, 18 cols, 50 gsm min.	pad	2												2	74.80	149.60
COLUMNAR PAD, 4 cols, 50 gsm min.	pad	10												10	25.66	256.62
MARKING PEN, whiteboard, black	piece	5					5							10	12.45	124.53
TAPE, packaging, 48mm, 50 meters length	roll	300			100			100			100			600	31.62	18,969.30
<b>COMMON OFFICE DEVICES</b>																
CORRECTION TAPE, disposable, usable length of 6 meters(min), 5f	pair	557	1	1	533	1	1	587			533	1	1	2216	21.79	48,281.10
CUTTER, heavy duty	piece	74			20									94	29.38	2,761.63
DATA FILE BOX, (5"x9"x15-3/4")	box	124			112			100			100			436	64.43	28,090.61
DATA FOLDER, w/ finger ring, (3" x 9" x 15")	piece	60			50			50			50			210	69.89	14,676.48
EDP BINDER, TB, for 11" X 14-7/8" CCF, plastic, spring rod type, asso	piece													0	34.94	-
EDP BINDER, TB, for 11" X 9-1/2" CCF	piece													0	34.94	-
ENVELOPE, documentary (10"x15"), 500s/box	box	1011			500			500			500			2511	614.80	1,543,752.76
ENVELOPE, documentary, A4, 500s/box	box	100			100			100			100			400	483.65	193,460.40
ENVELOPE, expanding, kraft, legal size, 100s/box	box	1022		1	503			512			502			2540	683.10	1,735,070.19
ENVELOPE, expanding, plastic, legal size	piece	640		50	300		40	300	50		300			1680	48.05	80,720.64
ENVELOPE, mailing white with window, 500s	box	111		1	100			111			100			423	205.84	87,071.17
ENVELOPE, mailing white, 500s/box	box	1001		1	500			500			500			2502	160.22	400,869.19
ENVELOPE, pay, kraft, (4"x7-1/2"), 496s/box	box													0	107.67	-
ERASER, blackboard/whiteboard	piece	10												10	11.12	111.20

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ERASER, rubber	piece	110			100			100			100			410	5.44	2,229.99
FILE ORGANIZER, expanding, legal, plastic, assorted colors	piece	500		12	500			500			500			2012	82.99	166,979.90
FOLDER, clear plastic, L-type, A4 size, 50s/pack	pack													0	206.39	-
FOLDER, clear plastic, L-type, legal size, 50s/pack	pack			1			50							51	219.49	11,194.09
FOLDER, morocco/fancy, A4 size, 50s/pack	bundle													0	267.54	-
FOLDER, morocco/fancy, legal size, 50s/pack	pack	1		1										2	270.82	541.63
FOLDER, pressboard, plain, legal, 100s/box	pack	1021		1	1002			1011			1001			4036	894.22	3,609,079.99
FOLDER, tagboard, A4 size, 100s/box	pack													0	311.22	-
FOLDER, tagboard, legal size, 100s/box	pack	105	100	101	152	101	100	103	100	101	102	100	100	1265	343.98	435,134.70
GLUE, all purpose, 300 grams min.	jar	118		12	105			144	12		100			491	48.05	23,591.57
ILLUSTRATION BOARD, (30"x40"), 2 ply	piece			6					6					12	34.40	412.78
INDEX CARD BOX, 4-3/8"x5-5/8" x 4"(3" x 5")	box	2												2	36.31	72.62
INDEX CARD BOX, 5-3/8"x8-7/8" x 6"(5" x 8")	box	2												2	52.67	105.34
INDEX CARD, 5" x 8",ruled both side, 500s/pack	pack	2												2	98.28	196.56
INDEX CARD,3"x 5",ruled both sides, 500s/pack	pack	3												3	43.03	129.09
INDEX TAB, self-adhesive, 10 pcs/box	box	12												12	51.87	622.44
LEAD, for mechanical pencil,0.5mm, 12 pcs/tube	tube	500			500			500			500			2000	13.63	27,258.00
LOOSELEAF COVER, 214mm x 354mm, 50 pcs/bundle	bundle													0	518.70	-
MAGAZINE FILE BOX, 110mm x 220mm x 265mm, with open end	piece													0	38.22	-
MAGAZINE FILE BOX, 112mm x 200mm x 240mm, with open end	piece													0	38.22	-
MAP PIN, round head, 100s/case	case	3					1							4	38.22	152.88
MARKER, fluorescent, 3 colors/set	set	169			105		10	155		2	103			544	43.13	23,464.90
MARKER, permanent, red	piece	408		10	317		24	370	24		312			1465	12.86	18,843.56
MARKING PEN, whiteboard, red	piece	372		5	300		11	342	24		300			1354	12.45	16,861.36
NOTE BOOK, stenographer's, 40 leaves, ruled both sides	piece	1060			500		50	510			500			2620	8.09	21,182.70
NOTE PAD, (2"x2"), 400 sheets/pad	pad	150			100			100			100			450	117.94	53,071.20
NOTE PAD, (2"x3"), 100 sheets/pad	pad	150			100			100			100			450	32.76	14,742.00
NOTE PAD, (3"x3"), 100 sheets/pad	pad	172			100	6		110	6	6	100			500	36.04	18,018.00
NOTE PAD, (3"x4"), 100 sheets/pad	pad	154			100	4		100		4	100			462	60.06	27,747.72
OIL, for general purpose, 120 mL	bottle													0	36.04	-
PAPER CLIP, gem type, 32mm, 100s/box	box	531	12	37	522	12	15	524	12	12	522	12	12	2223	8.19	18,206.37
PAPER CLIP, gem type,jumbo, 48mm, 100s/box	box	531	3	3	512	3	6	514	3	3	512	3	3	2096	14.74	30,899.23
PAPER FASTENER, for paper, metal, 50 sets/box	box	537	11	21	514	11	27	512	11	21	514	11	21	2211	86.14	190,459.96
PAPER, bond, Premium Grade,210mm x 297mm (A4), 70 gsm	ream	36	13	13	19	13	18	19	13	13	15	13	13	198	103.61	20,515.57
PAPER, for Plain Paper Copier, 210mm x 297mm (A4) 70gsm	ream													0	115.63	-
PAPER, for Plain Paper Copier, 254mm 356mm(B4), 70gsm	ream	5					5							10	204.39	2,043.93
PAPER, mimeo, Groundwood, 210mm x 297mm (A4), 60gsm	ream													0	73.58	-
PAPER, ruled pad,216mmx330mm, 90 sheets/pad	pad													0	20.53	-
PAPER, thermal, 216mmx30M, 1/2" core	roll													0	37.89	-
PAPER, thermal,210mmx30M, 1/2" core	roll													0	37.89	-
PAPER,multicopy, 210mm x 297mm(A4), 80gsm	ream	3												3	123.98	371.95
PARCHMENT PAPER, A4 size, 80 gsm,100sheets/pack	ream	14				3		1		3				21	169.26	3,554.46
PENCIL, lead, w/eraser, one(1) dozen per box	box	518	1	2	501	2	4	505	1	2	501	1	1	2039	21.56	43,953.70
PENCIL, mechanical, for 0.5mm lead	piece	500			500			500			500			2000	19.66	39,312.00
Pentel pen	piece	1			1			1			1					
PUNCHER, heavy duty	piece	133		69	118	30	6							356	103.74	36,931.44
PUSH PIN, flat head type, assorted colors, 100s/case	case	108			101			101			101			411	39.31	16,157.23
RECORD BOOK, 300 pages, smythe sewn	book	155		10	100			115	10		100			490	60.06	29,429.40
RECORD BOOK, 500 pages, smythe sewn	book	1052		4	500		40	500	22	4	500		4	2626	92.82	243,745.32
RIBBON CARTRIDGE, fabric, Iwata E2A time recorder	piece													0	491.40	-
RIBBON, nylon, manual typewriter	spool	2		2		2		2		2		2		12	15.27	183.20
RING BINDER, 10mm x 1.12m, plastic, 10 pcs/bundle	bundle	10			10			10			10			40	46.40	1,855.98
RING BINDER, 11mm x 1.12m, plastic, 10 pcs/bundle	bundle	10			10			10			10			40	57.32	2,292.78
RING BINDER, 12.7mm x 1.12m (1/2"x44"), plastic	piece	10			10			10			10			40	4.75	189.84

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RING BINDER, 14mm x 1.12m, plastic, 10 pcs/bundle	bundle	10			10			10			10			40	78.07	3,122.70
RING BINDER, 16mm x 1.12m, plastic, 10 pcs/bundle	bundle	10			10			10			10			40	103.73	4,149.18
RING BINDER, 19mm x 1.12m(3/4"x44"), plastic	piece	10			10			10			10			40	11.96	478.38
RING BINDER, 22mm x 1.12m, plastic, 10 pcs/bundle	bundle	10			10			10			10			40	155.60	6,223.98
RING BINDER, 25mm x 1.12m (1"x44"), plastic	piece	10			10			10			10			40	12.83	513.24
RING BINDER, 28mm x 1.12m, plastic, 10 pcs/bundle	piece	10			10			10			10			40	238.59	9,543.66
RING BINDER, 32mm x 1.12m, plastic, 10 pcs/bundle	piece	10			10			10			10			40	269.71	10,788.54
RING BINDER, 50mm x 1.12m(2" x 44"), plastic	piece	10			10			10			10			40	30.58	1,223.04
RING BINDER, 6mm x 1.12m, plastic, 10 pcs/bundle	bundle	10			10			10			10			40	34.93	1,397.34
RING BINDER, 8mm x 1.12m, plastic, 10 pcs/bundle	bundle	10			10			10			10			40	38.21	1,528.38
RUBBER BAND, 1.0mm min thickness, min. 350grams/box or appro	box	57	3	3	53	3	3	53	4	3	53	3	3	241	139.31	33,574.67
RULER, plastic, 300mm	piece	104			100			100			100			404	3.82	1,544.09
RULER, plastic, 450mm	piece	132			100			100			100			432	38.22	16,511.04
SCISSORS, (6")	pair	124			30		25							179	18.22	3,260.93
SHARPENER, single cutterhead	piece	19			3									22	180.18	3,963.96
SHARPENER, single cutterhead heavy duty	piece	20	0	0	0	0	0	0	0	0	0	0	0	20	180.18	3,603.60
SIGN PEN, blue	piece	133			106		12	118			106			475	45.30	21,516.08
SIGN PEN, black	piece	601	42	106	554	46	76	562	42	56	554	46	52	2737	45.30	123,977.89
SIGN PEN, red	piece	112			100			112			100			424	45.30	19,205.93
STAMP PAD INK, violet, 50mL	bottle	24		5	5			18		6	5			63	22.93	1,444.72
STAMP PAD, felt pad, min 60mm x 100mm	piece	112		5	100			100			100			417	26.21	10,928.74
STAMPING DATER, self-inking stamp	piece	57												57	464.10	26,453.70
STAPLE REMOVER, twin jaws	piece	73			12									85	17.35	1,474.41
STAPLE WIRE, standard, #35	box	532	1	23	114	1	10	117	1	4	119	1	1	924	24.77	22,887.02
STAPLER, heavy duty, standard	piece	137			2									139	151.44	21,050.37
STENCIL PAPER, ordinary, universal, 24 pcs/quire	quire													0	191.10	-
TAPE DISPENSER, handheld, for 48mm width packaging tape	piece	2												2	42.24	
TAPE DISPENSER, heavy duty, for 24mm(1")	piece	23												23	54.60	1,255.80
TAPE, adding machine, GSP bond	roll	12												12	8.15	97.78
TAPE, masking, 24mm, 50 meters length	roll	315			101		3	112			101			632	48.05	30,366.34

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TAPE, masking, 48mm, 50 meters length	roll	324	1	31	102	1	4	113	1	4	102	1	1	685	95.88	65,674.72
TAPE, packaging, 48mm, 50 meters length	roll	24						16		3				43	31.62	1,359.47
TAPE, transparent, 24mm, 50 meters	roll	320			100			101		3	100			624	15.29	9,539.71
TAPE, transparent, 48mm, 50 meters	roll	314	3	23	103	3	3	109	3	3	103	3	3	673	31.62	21,277.23
TIME CARD, for Amano Bundy Clock,100s/bndl	bundle													0	86.81	-
TIME CARD, for Kitano Time Recorder,100s/bndl	bundle													0	87.36	-
TOILET TISSUE, 12 rolls/pack	pack	320	15	18	116	16	18	119	15	16	116	16	15	800	76.44	61,152.00
TWINE, plastic, one kilo per roll	roll	25			20			20			20			85	47.92	4,073.37
WASTE BASKET, plastic	piece	70	12		4			4			4			94	27.30	2,566.20
WRAPPING PAPER, kraft, 65gsm, approx. 40m	roll													0	152.88	-
<b>COMMON JANITORIAL SUPPLIES</b>																
BATHROOM SOAP, 70gms.	piece	49	105	5	40	105	5	44	105	5	40	105	5	613	20.75	12,718.52
BROOM, soft (tambo)	piece	16			13	30		14			13			86	125.58	10,799.88
BROOM, STICK (tingting)	piece	10			10	30		10			10			70	18.56	1,299.48
CLEANSER, powder, 350gms.	canister	35	5	5	35	35	5	35	5	5	35	5	5	210	16.71	3,508.16
DETERGENT BAR, min 392 grams net mass, four(4) pcs per bar	bar	51	1	1	51	1	1	51	1	1	51	1	1	212	19.11	4,051.32
DETERGENT POWDER, all purpose, 500gms.	pouch	34	132	2	32	132	2	34	132	2	32	132	2	668	24.02	16,048.03
DISINFECTANT SPRAY, 400 grams net content	can	27	13	3	20	3	3	22	3	3	20	3	3	123	160.52	19,744.45
DUST PAN, non-rigid plastic, with detachable handle	piece	20				24		15						59	34.94	2,061.70
FLOOR WAX, liquid type, 3.9L/ plastic container	container													0	362.00	-
FLOOR WAX, paste, natural, 2kgs.	can								4					4	322.14	1,288.56
FLOOR WAX, paste, red, 2kgs.	can													0	327.60	-
FURNITURE CLEANER, 300mL/can min	can	14	1	1	1	5	1	14	1	1	1	1	1	42	105.92	4,448.81
INSECTICIDE, 600mL (420g) /can	can	28	5	1	1	1	1	16	1	1	1	1	1	58	120.12	6,966.96
MOPHANDLE, screw type, wooden handle	piece	6	12					6	12					36	92.82	3,341.52
MOPHEAD, 100% rayon, 400g	piece	20	12					18	12					62	81.90	5,077.80
RAG, COTTON, (7") in diameter	kilo	46				6		45						97	49.14	4,766.58
SCOURING PAD, economy size	pack	16	4	1	1	1	1	16	4	1	1	1	1	48	141.96	6,814.08
TOILET BOWL & URINAL CLEANER, 900ml	bottle	37	7	1	1	1	1	25	7	1	1	1	1	84	70.98	5,962.32
TOILET DEODORANT CAKE, 99% paradichlorobenzene, 50gms, 3 pc	box	29	5	5	29	5	5	29	5	5	29	5	5	192	30.58	5,870.59
TOILET TISSUE, 12 rolls/pack	pack	27	2	2	4	2	29	4	2	2	4	2	3	83	76.44	6,344.52
TRASHBAG, plastic, black, (XL), 10 pcs per pack per roll	roll	13	15		10			10	15	3	10			76	150.70	11,452.90
TWINE, plastic, one kilo per roll	roll	3								3				6	47.92	287.53
<b>LEGAL SIZE PAPER</b>																
PAPER, bond, Premium Grade	ream	165	28	18	237	18	118	248	50	18	133	18	18	1069	119.79	128,060.32
PAPER, for PPC	ream	100	10		100			100	10		100			420	120.02	50,406.30
PAPER, mimeo, Groundwood	ream	101	11	1	101	1	1	101	11	1	101	1	1	432	81.41	35,167.61
PAPER, multicopy, legal, for laser printing	ream	120	10	15	110	25	110	115	10	15	110	15	10	665	151.24	100,575.93

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<b>COMMON OFFICE EQUIPMENT</b>																	
AIRPOT, 4.0 liters, w/ dispenser	unit					2									2	1,397.76	2,795.52
CALCULATOR, compact, electronic, LCD, desktop, display, 12 digits	unit	4			4										8	163.67	1,309.39
CALCULATOR, desktop, heavy duty printing, 12 digits, two(2) color	unit	100													100	1,965.60	196,560.00
CALCULATOR, desktop, mini-printer type, 12 digits, AC/DC power source	unit														0	926.02	-
CALCULATOR, scientific, 10 digits, dot, matrix display, programmable	unit	106													106	413.87	43,870.01
CHAIR, monobloc, without armrest, beige/white	unit														0	262.08	-
DIGITAL VOICE RECORDER, 4GB, memory, stereo channel, MP3, WMA	unit	10													10	9,806.16	98,061.60
DOCUMENT CAMERA, w/ DVI port, four (4), reference points demarcated	unit	7													7	20,529.60	143,707.20
ELECTRIC FAN, orbit type	unit	4													4	1,474.20	5,896.80
ELECTRIC FAN, wall type	unit	2	3						4						9	1,081.08	9,729.72
ELECTRIC FAN, with stand	unit														0	1,124.76	-
FACSIMILE TRANSMITTER, uses thermal paper, 50m/roll, for documents	unit														0	4,009.07	-
FIRE EXTINGUISHER, dry chemical, for ABC class, of fire, squeeze type	unit														0	1,089.82	-
FIRE EXTINGUISHER, pure HCFC 123, with fire rating of 1A, 1BC for	unit	1													1	3,896.26	3,896.26
INDUSTRIAL FAN, 18" metal blade	unit														0	1,146.60	-
MULTIMEDIA PROJECTOR, 2000 ansi Lumens, 2000 hours lamp life	unit	2													2	23,991.24	47,982.48
PAPER SHREDDER, 220mm feed opening, 4mm shred width, 0.06mm	unit														0	6,113.02	-
PAPER TRIMMER/CUTTING MACHINE, 350MM cutting size, 30 sheets	unit	1			10										11	9,280.91	102,089.99
PRINTER, automatic data processing, impact, dot matrix, 9-pins, 13	unit														0	17,472.00	-
PRINTER, impact dot matrix, 24-pins, 136 columns, 465 cps print speed	unit	1													1	32,541.60	32,541.60
PRINTER, impact dot matrix, 9-pin, 80 columns, with ribbon, cable	unit														0	6,506.88	-
PRINTER, laser, 20ppm printing speed, 1200 x 1200 dpi, with power	unit	1													1	3,925.74	3,925.74
PUNCHING/BINDING MACHINE, two(2) hand lever system, 34cm opening	unit														0	10,918.91	-
TABLE, monobloc, square, 36" X 36", white, four(4) seater, for indoor	unit														0	1,294.02	-
TIME RECORDER, (for attendance), electronic, stylish/compact design	unit	2													2	4,814.41	9,628.82
<b>HANDBOOKS ON PROCUREMENT</b>																	
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	10													10	33.85	338.52
b. Procurement of Civil Works, 139-149 pages	piece	10													10	39.53	395.33
c. Procurement of Consulting Services, 139-149 pages	piece	10													10	23.48	234.78
d. Sample Forms, 8-1/4" x 11-3/4", 328 pages	piece														0	92.82	-
e. for LGUs	piece															119.03	-
HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT(5th Edition), 6" x 9", 228 pages,	piece														0	41.50	-
HANDBOOK ON PUBLIC BIDDING CHECKLIST, 6" x 9", 70 pages	piece	10													10	14.20	141.96
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	10													10	136.50	1,365.00
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																	-
<b>II. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)</b>																	
<b>Office Equipment and Accessories</b>																	
Check Writer- Manual	unit	1													1	30,000.00	30,000.00
Cork Board (Medium)	Pc	1													1	300.00	300.00

Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (06.30.2012)	Total Amount	
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total
Desk top	set	1												1	30,000.00	30,000.00
Desktop AOC (complete set)	set	3												3	25,000.00	75,000.00
Electronic typewriter	unit	1												1	20,000.00	20,000.00
Fullmark Correctable film Ribbon Ruban film Corrigible (Brother AX 10/15 Ax20)			5											5	110.00	550.00
Glass Table	piece	4												4	1,000.00	4,000.00
Guest Chair	pcs	1												1	1,800.00	1,800.00
HEAVY DUTY PUNCHER (not less than 1inch thick)	unit	5	0	0	0	0	0	0	0	0	0	0	0	5	1,500.00	7,500.00
HP Laser Jet 1102 (printerP	unit	1												1	1,500.00	1,500.00
Mutli-Purpose Rack/ Cabinet	pcs	1												1	5,000.00	5,000.00
Office Chair	pcs	3												3	3,000.00	9,000.00
Office Table	pcs	3												3	4,000.00	12,000.00
pentel pen	pcs	15												15	25.00	375.00
Post It (3 " X 5")	pad	5	0	0	5	0	0	5	0	0	5	0	0	20	30.00	600.00
Printer HP Deskjet Ink Advantage 2060 (Print, Scan, Copy)	set	6												6	5,000.00	30,000.00
Rack Multi-Purpose	unit	1												1	2,800.00	2,800.00
Samsung Netbook	set	7												7	15,000.00	105,000.00
Staple wire heavy duty	box	6												6	35.00	210.00
Steel Cabinet	pcs	2												2	10,000.00	20,000.00
Steel Cabinet (4-Drawers)	Pc	1												1	5,000.00	5,000.00
Steel Cabinet 4 drawers	unit	2												2	5,000.00	10,000.00
Steel Cabinet three (3) doors	pcs	2												2	5,000.00	10,000.00
Swivel Chairs	pcs.	2												2	1,200.00	2,400.00
Wall clock	pcs	3												3	400.00	1,200.00

Item & Specifications	Unit of Measure	Quantity Requirement													** PS Price Catalogue as of (06.30.2012)	Total Amount
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total		
<b>Office Supplies</b>																
Ballpen	pcs	510	50		322	10	160	310	10		272	60	10	1714	10.00	17,140.00
Ballpen (black, blue)	box	4			119	100	50	2			2			277	250.00	69,250.00
Bond Paper (Short)	ream	18	13	13	13	13	18	10	10	10	10	10	10	148	175.00	25,900.00
Bond paper (high quality A4 size)	ream	5					5							10	175.00	1,750.00
Bond paper (high quality A4 size)	ream	5					5							10	175.00	1,750.00
Bond paper (high quality F4 size)	ream	5					5							10	175.00	1,750.00
Bond Paper (high quality Short size)	ream	5					5							10	175.00	1,750.00
Bond Paper (high quality Short size)	ream	5					5							10	175.00	1,750.00
Bond paper long (high quality F4 size)	ream	5					5							10	175.00	1,750.00
Bookpaper with Letterhead (long)	ream	2	0	0	0	0	0	2	0	0	0	0	0	4	500.00	2,000.00
Bookpaper with Letterhead (Short)	ream	2	0	0	0	0	0	2	0	0	0	0	0	4	400.00	1,600.00
Brown Envelope ( Long )	pcs	50												50	8.00	400.00
Brown envelope (long)	pcs	100												100	3.00	300.00
Calculator	unit		3											3	700.00	2,100.00
Cash Book (Hardbound) Gen. Form 103	pc	12						12						24	350.00	8,400.00
Check Writer Ribbon	pc	1	1	1	1	1	1	1	1	1	1	1	1	12	3,950.00	47,400.00
Chicago Screw 2"	pc	300			300			300			300			1200	3.00	3,600.00
Chicago Screw 3"	pc	300			300			300			300			1200	5.00	6,000.00
Clam	piece				50									50	5.75	287.50
Columnar book 24 columns	pcs	20												20	75.00	1,500.00
Cork Board ( 46" x 23" )	pcs	6												6	500.00	3,000.00
Crayola	box					500								500	16.50	8,250.00
Data Filer Box ( Steel )	pcs	6					6							12	350.00	4,200.00
Data Filer, Long	pcs			10										10	300.00	3,000.00
Document holder	pcs				75									75	350.00	26,250.00
DSWD Bond paper Long w/ Logo	ream	10					10							20	1,800.00	36,000.00
DSWD Bond paper Short w/ Logo	ream	10					10							20	1,500.00	30,000.00
DSWD I.D. Sling	piece	800												800	55.00	44,000.00
Electronic Typewriter Ribbon- Fullmark(NAKIJAMA)	pc	12		12		12		12		12		12		72	115.00	8,280.00
Expanded Envelope (long)	pcs		200											200	5.00	1,000.00
Expanded Envelope (long)	pcs		200											200	5.00	1,000.00
Extension Wire 5 meters	1.00													1	150.00	150.00
Filer	piece				20									20	93.00	1,860.00
Filers (6" wide)	pcs	6					6							12	23.00	276.00
Flat iron	unit		1											1	500.00	500.00
Floppy Diskettes	pc	12		12		12		12		12		12		72	10.00	720.00
Folder (Long)	pcs	300												300	3.50	1,050.00
Folder (long) 100s/ream	ream	1					1							2	450.00	900.00
Folder (white, long)	pcs			50										50	18.00	900.00
Folder Jacket	pcs	300												300	15.00	4,500.00
Frame	piece					5								5	185.00	925.00
Frame for certificate A4 size	pcs	20												20	150.00	3,000.00
Glue	pcs	3	10				2	10						20	45.00	900.00
Glue Gun -heavy duty	pc							2						2	250.00	500.00
Glue Stick (Big)	Pc	10						35						45	10.00	450.00
Highlighter/joystick	pcs	10		165						50				225	23.00	5,175.00
I.D with Sling ( Training )	pcs	250					250							500	10.00	5,000.00
Incoming/Outgoing Tray (Steel)	Pc	2												2	150.00	300.00
Index for leave cards	pcs					100					100			200	5.00	1,000.00
Jumbo Filer with Cover	pcs	50												50	380.00	19,000.00

Item & Specifications	Unit of Measure	Quantity Requirement													** PS Price Catalogue as of (06.30.2012)	Total Amount
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total		
Long bond paper class A	ream	24												24	180.00	4,320.00
Long Bond paper subs. 20	reams	15	15	15	15	15	15	15	15	15	15	15	35	200	300.00	60,000.00
Long bond paper subs. 20 w/ DSWD Logo	reams	2	2	2	2	2	2	2	2	2	2	2	2	24	1,000.00	24,000.00
Manila paper	piece					12000	850							12850	3.00	38,550.00
Manila Paper ( Training )	pcs	20												20	2.50	50.00
Marker, Permanent ( Fine )	box	10					10							20	154.32	3,086.40
Metacards ( assorted color)	pcs	250					250							500	3.00	1,500.00
Mongol pencil # 2	pcs	100												100	10.00	1,000.00
Notebook 50 leaves	pcs	200												200	15.00	3,000.00
Paper Clips	box		1											1	15.00	15.00
Paper Fastener	box	10	5				10							25	24.00	600.00
Parchment Paper 8 1/2 x 11	pcs	100			100			100			100			400	5.00	2,000.00
Paste	piece				52	10								62	24.15	1,497.30
Payslip (regular, casual & contractual)	boxes				3						2			5	1,500.00	7,500.00
Pen, Ballpoint, One (1) dozen per box, Black	Box	2						2						4	50.00	200.00
Pencil boxes (12)	bxs							10						10	96.00	960.00
Permanent marker ink (black)	bot						50							50	95.00	4,750.00
Plastic cover long	pcs							100						100	12.00	1,200.00
Plastic envelope with hundle	pcs	20												20	50.00	1,000.00
Plastic folder	pcs		50					50						100	10.00	1,000.00
Plastic Long Folder	pcs.				31000	5500	17500							54000	11.95	645,300.00
Rack Multi-Purpose	unit	1												1	2,800.00	2,800.00
Ribbon, Bundy Clock #UT6600 QR800	pack									14				14	700.00	9,800.00
Ruler 12" ( Metal )	pcs	6												6	165.00	990.00
Short Bond Paper	boxes		5					5						10	150.00	1,500.00
short bond paper class A	ream	12												12	180.00	2,160.00
Short bond paper subs 20 w/ logo	-	2	2	2	2	2	2	2	2	2	2	2	2	24	1,000.00	24,000.00
Short bond papers subs 20	reams	10	10	10	10	10	10	10	10	10	10	10	10	120	250.00	30,000.00
Short Bondpaper	ream	4	4	4	4	4	4	4	4	4	4	4	4	48	160.00	7,680.00
Sofa	set	1												1	35,000.00	35,000.00
Staple wire HD-3Ls 13mm	box									50				50	60.00	3,000.00
Stapler, heavy duty #0399	piece									5				5	3,500.00	17,500.00
Steel Cabinet	unit		1											1	7,500.00	7,500.00
Steel Cabinet 4 drawers	unit	2												2	5,000.00	10,000.00
Steel Filers	pcs						3							3	250.00	750.00
Thumb Tax	box	2	0	0	2	0	0	2	0	0	2	0	0	8	20.00	160.00
Warrant Register Form 105 (Hardbound)	pc	12						12						24	350.00	8,400.00
whiteboard ( 46"x 23" )	pcs	6												6	500.00	3,000.00
Whiteboard (Medium)	Pc	1												1	500.00	500.00
Whiteboard refill ink	box						25							25	150.00	3,750.00
Yellow paper	pad	20												20	30.00	600.00
<b>Audio and visual presentation and composing equipment</b>																
<b>Photographic or filming or video equipment</b>																
Video Camera	units	2	0	0	0	0	0	0	0	0	0	0	0	2	26,000.00	52,000.00
DSLR	units	2	0	0	0	0	0	0	0	0	0	0	0	2	30,000.00	60,000.00
<b>Cleaning Equipment and Supplies</b>																
Albatross	pcs		10			10			10			10		40	40.00	1,600.00
Armoire all 295 ml	Tubes			9					9					18	285.00	5,130.00



Item & Specifications	Unit of Measure	Quantity Requirement													** PS Price Catalogue as of (06.30.2012)	Total Amount
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total		
Big Stackable box (Z-1500)							86			200				286	1,500.00	429,000.00
Car Freshener	pcs			9			9			9			9	36	75.00	2,700.00
Car Shampoo	Gal			2						1			1	4	500.00	2,000.00
Chimous rug	pcs			18					18					36	50.00	1,800.00
Cloth rugs	pcs.	12												12	100.00	1,200.00
Disposable Diaper-big	case		1			1			1			1		4	800.00	3,200.00
Door mats	pcs	10						10						20	200.00	4,000.00
Duster	pcs	10	0	0	0	0	0	0	0	0	0	0	0	10	100.00	1,000.00
Fabric conditioner	case		3			3			3			3		12	950.00	11,400.00
Facial Tissue	boxes			9			9			9			9	36	45.00	1,620.00
Glass Cleaner	pc	1		9				9			9			28	120.00	3,360.00
Hair shampoo	Cases		3			3			3			3		12	1,800.00	21,600.00
Hand towels	pcs	12												12	50.00	600.00
Insect spray	tubes		2			2			2			2		8	160.00	1,280.00
Laundry brush	pcs		46			6			6			6		64	25.00	1,600.00
Liquid sosa	bots		2			2			2			2		8	90.00	720.00
Muriatic Acid	gals		1						1					2	100.00	200.00
Non slip Plastic mat for Comfort rooms	pcs	6												6	250.00	1,500.00
Paint Brush, 4 Inches	Pc		4											4	100.00	400.00
Push Cart	unit	1												1	2,000.00	2,000.00
Sanitary napkin	case		2			1			1			1		5	800.00	4,000.00
Soap case	doz		4											4	360.00	1,440.00
Tawas powder	pks		45			45			45			45		180	5.50	990.00
Tire Black	Tubes			10				10						20	300.00	6,000.00
Toilet bowl pump	pcs		5						5					10	55.00	550.00
Tooth brush- adult	pcs		30			30			30			30		120	15.00	1,800.00
Tooth brush kids	pcs		35											35	25.00	875.00
Toothpaste	tubes		18			18			18			18		72	62.00	4,464.00
Vacuum Cleaner with Blower	Unit		1											1	5,000.00	5,000.00
Zonrox - 1 gal	case		2			2			2			2		8	750.00	6,000.00
<b>Paper Materials and Products</b>																
Accountable Forms (General Ledger)	pcs	500												500	5.00	2,500.00
Assorted Laid paper 8 1/2 x 11	pcs	100			100			100			100			400	5.00	2,000.00
Continous Paper 13x9 1/2 4-ply	box				24	10								34	1,129.00	38,386.00
Laid Paper, 8.5"x11.0" (Letter), 15 sheets/pack	Pack	4						4						8	30.00	240.00
Manila Paper	sheets	1000	500	500	500	500	500	500	500	500	500	500	500	6500	7.00	45,500.00
Meta Cards Assosrted Colors (100pcs/pack) 5 light colors	packs	20	20	20	20	20	20	20	20	20	20	20	20	240	400.00	96,000.00
Paper, Bond, 8.5"x11.0" (Letter), 80 gsm	Ream	5		5		5		5		5		5		30	190.00	5,700.00
PAPER, Plain paper, 70 gsm, letter size 8.5"x11"	ream									480				480	850.00	408,000.00
PAPER, Plain paper, 70 gsm, letter size 8.5"x14"	ream									375				375	1,008.50	378,187.50
Reproduction of IEC Materials	200.00													200	50.00	10,000.00
Special Paper Assorted Colors(10pcs/pack)	packs	100	50	50	50	50	50	50	50	50	50	50	50	650	30.00	19,500.00
<b>Lighting and fixtures and accessories</b>																
Bulb 18wttts	pcs		10						10					20	180.00	3,600.00
Flourescent 40 wttts	set					10								10	380.00	3,800.00

Item & Specifications	Unit of Measure	Quantity Requirement													** PS Price Catalogue as of (06.30.2012)	Total Amount	
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total			
<b>Electrical equipment and components and supplies</b>																	
Desoldering Pump, Big	Unit	1													1	200.00	200.00
Electric Fan, Tower								2							2	3,800.00	7,600.00
Electrical Wire	rolls				2										2	1,000.00	2,000.00
Emergency Lights	units		4												4	3,500.00	14,000.00
Extension wire 4gang, 5 mtrs.					8	15	3								26	978.00	25,428.00
Faucet	doz				1										1	900.00	900.00
Female plug										1					1	300.00	300.00
Flash Lights	unit	6													6	330.00	1,980.00
Flat cord #18										10					10	250.00	2,500.00
Fuse, 5-Ampere, Small	Pc	100													100	4.00	400.00
Heavy duty extension wire 10 meters	pcs	2													2	500.00	1,000.00
Heavy duty extension wire 5 meters	pcs	2													2	300.00	600.00
Insulated staple wire #1/2										1					1	2,000.00	2,000.00
Male plug bend type										3					3	500.00	1,500.00
Outlets	doz				2										2	1,280.00	2,560.00
Sharp Toner MX-B200	Pcs	5	5	5	5	5	5	5	5	5	5	5	5	5	60	6,000.00	360,000.00
Soldering Iron, 40-Watts	Unit	1													1	250.00	250.00
Switch	doz				2										2	1,280.00	2,560.00
TAPE, duct, 48mm, 50 meters length	roll									50					50	95.88	4,793.78
T-socket										2					2	400.00	800.00
<b>Computer Supplies</b>																	
Cable Wire						97									97	65.00	6,305.00
Cannon Computer In Cartridge #810	pcs	6	6	6	6	6	6	6	6	6	6	2	2	64	1,100.00	70,400.00	
Cannon Computer Ink Cartridge # 811	pcs	2	2	2	2	2	2	2	2	2	2	2	2	24	850.00	20,400.00	
CANON - Ink Cartridge (IP2770 -PG810 / Black )	piece	6	6	6	6	6	6	6	6	6	6	6	6	72	300.00	21,600.00	
CANON - Ink Cartridge ( IP2770 - CL 811/Color )	piece	4	4	4	4	4	4	4	4	4	4	4	4	48	300.00	14,400.00	
Canon 810 ink-black	pcs			15					15		42			72	450.00	32,400.00	
Canon 811 ink-colored	pcs						12				12			24	800.00	19,200.00	
Canon Ink Cartidge ( iP2770 ) ( Colored ) ( 811 )	pcs	50					50							100	983.00	98,300.00	
Canon Ink Cartridge (iP2770) ( Black ) ( 810 )	pcs	150					150							300	742.00	222,600.00	
Canon pixma	Pcs	20	5	5	5	5	5	5	5	5	5	5	5	75	4,000.00	300,000.00	
Canon PIXMA IP2772 Ink Black	pc	6	6	6	6	6	6	6	6	6	6	6	6	72	1,200.00	86,400.00	
Canon PIXMA IP2772 Ink Colored	pc	3	3	3	3	3	3	3	3	3	3	3	3	36	1,350.00	48,600.00	
Canon Toner NPG 51	Pcs	5	5	5	5	5	5	5	5	5	5	5	5	60	4,000.00	240,000.00	
Clothes hanger	doz		5						5					10	70.00	700.00	
Continous paper-13 1/4 x 9 5/8 x 7 (4Ply)	boxes				15						15			30	1,500.00	45,000.00	
Continous paper-15 1/4 x 11 1/4 x 5 1/2 (4Ply)	boxes				15						15			30	1,500.00	45,000.00	
Correction fluid	pcs		30											30	35.00	1,050.00	
Correction tape	pcs							30						30	35.00	1,050.00	
Desk Computer	set	1												1	35,000.00	35,000.00	
Desktop 3rd gen (with avr,ups and speaker)	Unit	5	0	0	0	0	0	0	0	0	0	0	0	5	40,000.00	200,000.00	
Developer DV411			2											2	2,250.00	4,500.00	
Developer DV411			2									5		7	2,250.00	15,750.00	
Epson cartridge 85N (light cyan)							30							30	470.00	14,100.00	
Epson cartridge 85N (light magenta)							30							30	470.00	14,100.00	
EPSON - Ink Cartridge ( ME-10 -C13T166190 / 166 / Black )	piece	5	5	5	5	5	5	5	5	5	5	5	5	60	260.00	15,600.00	
EPSON - Ink Cartridge ( ME-10-C13T166290/ 166 / Cyan)	piece	4	4	4	4	4	4	4	4	4	4	4	4	48	350.00	16,800.00	
Epson LX 300+II					564									564	135.00	76,140.00	
Epson ribbon for FX-2175,2190				12	10									22	460.00	10,120.00	

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External Hard Drive	units	5												5	5,350.00	26,750.00
HP 27 Black Combo pack	piece	1	1	1	1	1	1	1	1	1	1	1	1	12	3,600.00	43,200.00
HP 28 Colored ink	piece	1	1	1	1	1	1	1	1	1	1	1	1	12	1,800.00	21,600.00
HP Deskjet Advantage 2060 Cartridge (704, 703)	pcs	10					10							20	700.00	14,000.00
HP DESkjet D1560 computer in # 21	pcs	2	2	2	2	2	2	2	2	2	2	2	2	24	500.00	12,000.00
HP Deskjet D1560 computer ink # 22`	pcs	1	1	1	1	1	1	1	1	1	1	1	1	12	500.00	6,000.00
HP In # 60	pcs	1	1	2	2	2	1	1	1	1	1	1	1	15	800.00	12,000.00
HP Ink No. 21 black	btl.	3			3			3			3			12	900.00	10,800.00
HP ink # 61	pcs	1	1	1		1	1	1	1			1	1	9	900.00	8,100.00
HP ink cartridge #704 Black	pcs	170	10	63	216	72	260	20	10	10	20	10	10	871	450.00	391,950.00
HP ink cartridge #704 Tri-color	pcs	70	10	48	40	60	160	20	10	10	20	10	10	468	450.00	210,600.00
HP Ink Cartridge ( HP 678 ) ( Balck )	pcs	150					150							200	380.00	76,000.00
HP Ink Cartridge ( HP 678 ) (Colored)	pcs	50					50							100	380.00	38,000.00
HP Ink colored 678	pcs	12	6	6	6	6	6	6	6	6	6	6	6	78	400.00	31,200.00
HP Ink No. 22 color	btl.	3			3			3			3			12	1,500.00	18,000.00
HP Ink Black 678	pcs	12	3	3	3	3	3	3	3	3	3	3	3	45	500.00	22,500.00
Incomin/outgoing tray -steel	unit							5						5	250.00	1,250.00
Ink - Canon 821, Black	pcs	1	1	1	1	1	1	1	1	1	1	1	1	12	560.00	6,720.00
Ink - Canon 821, Cyan	pcs	1	1	1	1	1	1	1	1	1	1	1	1	12	560.00	6,720.00
Ink HP Deskjet 704 black	btl.	3			3			3			3			12	1,000.00	12,000.00
Ink HP Deskjet 704 color	btl.	3			3			3			3			12	1,300.00	15,600.00
Ink (Epson Stylus Photo T60) Black	cart	1			1			2						4	900.00	3,600.00
Ink (Epson Stylus Photo T60) Cyan	cart	1			1			2						4	900.00	3,600.00
Ink (Epson Stylus Photo T60) Light Cyan	cart	1			1			2						4	900.00	3,600.00
Ink (Epson Stylus Photo T60) Light Magenta	cart	1			1			2						4	900.00	3,600.00
Ink (Epson Stylus Photo T60) Magenta	cart	1			1			2						4	900.00	3,600.00
Ink (Epson Stylus Photo T60) Yellow	cart	1			1			2						4	900.00	3,600.00
INK CARTRIDGE-CANON 811- Colored	cart	9	1	3	7	3	1	9	1	3	3	3	1	44	800.00	35,200.00
INK CARTRIDGE, Canon 810 Black	cart	6	50	55	263	76	6	6	6	6	6	6	6	492	650.00	319,800.00
INK CARTRIDGE, Canon 821 Black	cart			27	175	45								247	600.00	148,200.00
INK CARTRIDGE, Canon 821 Cyan	cart			27	125	45								197	600.00	118,200.00
INK CARTRIDGE, Canon 821 Magenta	cart			27	125	45								197	600.00	118,200.00
Ink- Canon 821, Yellow	pcs	1	1	1	1	1	1	1	1	1	1	1	1	12	560.00	6,720.00
Ink- Caon 821, Magenta	pcs	1	1	1	1	1	1	1	1	1	1	1	1	12	560.00	6,720.00
INK CARTRIDGE, Canon 821 Yellow	cart			27	125	45								197	600.00	118,200.00
INK CARTRIDGE, HP 704 Tricolor	cart			27										27	400.00	10,800.00
INK CARTRIDGE, HP 705 Black	cart			27										27	450.00	12,150.00
INK CARTRIDGE, HP 85N (yellow)	cart			27										27	470.00	12,690.00
INK CARTRIDGE-CANON 810 -Black	pcs	8	4	4	8	4	4	8	4	4	4	4	4	60	800.00	48,000.00
Laptops 3rd gen	Unit	20	0	0	0	0	0	0	0	0	0	0	0	20	50,000.00	1,000,000.00
LCD Pointer	units	5					5							10	1,500.00	15,000.00
Ribbon cartridge (epson fx2175)	pcs				15				15		42			72	300.00	21,600.00
RIBBON, Epson LX 300+	cart									355				355	133.88	47,525.63
Risograph KS Black						10	10						5	25	1,150.00	28,750.00
Risograph KZ30	cart						10						5	15	1,320.00	19,800.00
Risograph Master KS B4						10	10						5	25	1,320.00	33,000.00
Risograph Pagemaster KZ 30							10						5	15	1,320.00	19,800.00
Samsing ink for 2950	cart				50									50	3,075.00	153,750.00
Toner (Brother DCP 7065DN)	cart	4			4			4						12	1,500.00	18,000.00
Toner Brother TN - 2280	pcs	15					15							30	3,895.00	116,850.00
TONER CARTRIDGE -Samsung ML-1610	pcs	1		1		1		1		1		1		6	3,500.00	21,000.00
TONER CARTRIDGE -Samsung ML-2164	pcs	1		1		1		1		1		1		6	2,000.00	12,000.00

Item & Specifications	Unit of Measure	Quantity Requirement													** PS Price Catalogue as of (06.30.2012)	Total Amount
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total		
TONER CARTRIDGE, Brother DCP-7065 DN	cart	1	1	1	1	1	1	1	1	1	1	1	2	13	1,200.00	15,600.00
TONER CARTRIDGE, for Kyocera Mita KM-2030	pcs	1		1		1		1		1		1		6	6,500.00	39,000.00
TONER CARTRIDGE, Samsung ML-2950	pcs	2		2		2		2		2		2		12	3,500.00	42,000.00
Toner for Xerox Machines	pcs	1	1	1	1	1	1	1	1	1	1	1	1	12	7,000.00	84,000.00
Toner, Taskalfa 220												5		5	4,000.00	20,000.00
<b>Computer Equipment and Accessories</b>																
ATX Power Supply with SATA, 500-Watts	Pc			3										3	900.00	2,700.00
Computer Keyboard, USB	Pc			5										5	350.00	1,750.00
Computer repair/check up	un its			2				2						4	2,500.00	10,000.00
Desktop Compuetr	set	1												1	40,000.00	40,000.00
Document Scanner (Long)	Unit	1												1	3,000.00	3,000.00
Extension wire 5 meters	pc.	1												1	1,000.00	1,000.00
External Hard Drive (2 TB) - USB interface	Unit	1												1	8,000.00	8,000.00
External Hard Drive 1TB	unit	10	0	0	0	0	0	0	0	0	0	0	0	10	6,000.00	60,000.00
Hard Drive Enclosure (1.8" - SATA) - USB Powered	Unit	1												1	1,000.00	1,000.00
Hard Drive Enclosure (2.5" - SATA)	Unit	1												1	1,000.00	1,000.00
Hard Drive Enclosure (2.5" - IDE)	Unit	1												1	1,000.00	1,000.00
Ink Cartridge, Canon Pixma iP2770 black 810	cart	6			6			6						24	800.00	19,200.00
Ink Cartridge, Canon Pixma iP2770 color 811	cart	3			3			3						12	1,000.00	12,000.00
Laptop	unit	1												1	30,000.00	30,000.00
Laser Printer (compatible to HP85A Toner Cartridge)	Unit	1												1	6,000.00	6,000.00
Mouse PAD	piece	4												4	55.00	220.00
Mouse pad	pcs			3										3	50.00	150.00
MOUSE, optical, USB conection type	piece	2												2	183.46	366.91
Optical Mouse with Scroll, USB	Pc			5										5	300.00	1,500.00
Printer	unit			1										1	4,500.00	4,500.00
Printer All-in-One	unit	10	0	0	0	0	0	0	0	0	0	0	0	10	5,000.00	50,000.00
Redfox Monitor Adapter 12volts	piece		2							10				12	650.00	7,800.00
Repair of Copier-Canon	unit							1						1	4,000.00	4,000.00
RJ-45 Plug	Pc	50						50						100	10.00	1,000.00
Uninterrupted Power Supply	unit	1												1	15,000.00	15,000.00
Uninterrupted Power Supply	unit	1												1	3,000.00	3,000.00
USB 16 GB	unit	102						100	0	0	0	0	0	202	1,500.00	303,000.00
USB 4G	pcs.	9												9	750.00	6,750.00
USB WIFI	pcs	5												5	3,500.00	17,500.00
WiFi Adapter (USB Interface)	Unit	10												10	1,500.00	15,000.00
Wireless-N Router	Unit	6												6	3,500.00	21,000.00
Xerox copier toner Canon	tubes			2					3					5	5,200.00	26,000.00
<b>*Other Categories</b>																
Assorted Flowering Plants	doz	3												3	1,200.00	3,600.00
Assorted Indoor Plants	doz	4												4	12,000.00	48,000.00
BLUE PRINT HANGER	Unit	1												1	10,000.00	10,000.00
Cellcards (smart & globe )	card	2	2	2	2	2	2	2	2	2	2	2	2	24	300.00	7,200.00
Cellcards Globe, Smart, TM @ 300	pcs	33		5	28	5		33		5	28	5		142	300.00	42,600.00
Cellphone Load P300 Prepaid Card	pcs	608	8	8	608	8	8	608	8	8	608	8	8	2496	300.00	748,800.00
Cellcards-Globe	pcs	71	1	1	71	1	1	71	1	1	1	1	1	222	300.00	66,600.00
Cellcards-Smart Buddy	pcs	60			60			60			60			240	300.00	72,000.00

Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (06.30.2012)	Total Amount	
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total
Cellcards-Talk and Txt	Pcs	19			19			19			19			76	300.00	22,800.00
Cellcards-TM	pcs	20			20			20			20			80	300.00	24,000.00
Cellphone (touch screenP) Dual Sim	unit	1												1	4,000.00	4,000.00
Door knob	doz				1									1	8,400.00	8,400.00
Drivers head lights	unit			9				9						18	390.00	7,020.00
Dumb bells	set	6												6	1,000.00	6,000.00
Fertilizer	sack	1						1						2	2,000.00	4,000.00
Fire Extinguisher (non-expirable)	unit	4												4	8,500.00	34,000.00
Planner	pcs										150			150	150.00	22,500.00
Rubber Pots	doz	3						3						6	900.00	5,400.00
SHARP MX B200 Repair and Maintenance	Job	1			1			1			1			4	7,000.00	28,000.00
Tshirts w/ DSWD Logo	pcs	60			60				60					180	350.00	63,000.00
Umbrella	pcs	9					9							18	400.00	7,200.00
WALL CABINET	Job	1												1	15,000.00	15,000.00
Wall Clock	pcs	1												1	350.00	350.00
Water hose with nozzle (50 meters)	rolls	1												1	3,000.00	3,000.00
Preventive Maintenance Servicing w/ materials and Labor include insurance/registration, etc. 10 vehicle & 3 Motorcycles	unit													13	50,000.00	650,000.00
MOA Driver plus bonus	person													4	134,654	538,616.00
Utility Worker with bonus	person													2	94,796.00	189,592.00
Security Guards plus bonus	person													7	136,500.00	955,500.00
2 Reproduction of Convergence Protocol Handbook	pcs	800												800	100.00	80,000.00
5 Repaire of furnitures and fixtures																15,000.00
6 Repaire of IT equipments																100,000.00
<b>Board and Lodging:</b>																
<b>1. Advocacy</b>																
<b>2. Organization and Strengthening of Augmentation Staff in Convergence Strategy</b>																
Meals ( 1,800x15x3 days) ; Supplies @ 100 / pax																
165,000.00																
<b>3. Strengthening of Convergence Team-Conduct of Meeting</b>																
<b>a. Regional Advisory Committee/Inter-agency committee</b>																
Meals (P240x50 pax x3 meetings); venue rental @ 1,000.00																
148,000.00																
<b>b. Regional action Team ( RAT )</b>																
Meals (P 240x 25 pax x 3 meetings); venue rental @ 1,000.00																
76,000.00																
<b>c. CSO Regional Action Team</b>																
Meals (P 240x 10 pax x 3 meetings); venue rental @ 1000.00																
32,800.00																
<b>4. Deepening Orientation on Convergence strategy and DSWD Programs and Services</b>																
<b>a. CSO Orientation (Provincail Level)</b>																
Meals (P 1,800 x 35 pax x 3days x 5provinces)																
945,000.00																
Supplies @ 150 x 35 pax x 5																
26,250.00																
<b>b. MASA Orientation</b>																
<b>1. Bukidnon</b> (Meals P240x25pax x22 mun.; venue@1,000x22mun./ cities; supplies @100x25pax x22 mun.)																
209,000.00																

Item & Specifications	Unit of Measure	Quantity Requirement													** PS Price Catalogue as of (06.30.2012)	Total	
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total		Amount	
2. <b>Mis. Or.</b> (Meals P240x 25pax x26mun./cities; venue @ 1,000x26mun./cities; supplies@100x26 mun.)																	247,000.00
3. <b>Mis. Occ.</b> (Meals P240x25pax x 17mun./citeis; venue@ 1,000x 17 mun.;supplies @ 100x25 x 17 mun.)																	161,500.00
4. <b>Camiguin</b> (Meals P240x25 pax x 5mun.; venue @ 1,000x5 mun.; suplies @ 100x25pax x 5mun.)																	47,500.00
5. <b>LDN</b> (Meals P240 x 25pax x 23 mun./cities; venue@1,000x23mun./cities; supplies @100x25 x 23 mun.)																	218,500.00
<b>5. Capability Building for Implementers and Stakeholders</b>																	
<b>a. Skills Enhancment Training for MAT Leaders</b>																	
Bord & lodging @ 1,800 x 200pax x 3days																	1,080,000.00
Supplies @ 100 x 200pax																	20,000.00
<b>b. Project Management Training for TATSULO Implementer</b>																	
Bord & lodging @ 1,800 x 300pax x 4days																	2,160,000.00
Supplies @ 150 x 300 pax																	45,000.00
<b>c. Case Management Training with the use of SWI</b>																	
Meals ( 1,800 x 300 pax x 4 days)																	2,160,000.00
Supplies & Materials @ 300 x 300 pax																	900,000.00
<b>d. Capacity Building for partner CSOs on government protocols, financial management, and making/ preparationof project proposals.</b>																	
Meals ( 1,800 x 50 pax x 4 days )																	360,000.00
Supplies & Materials @ 150 x 50 pax																	7,500.00
<b>e. TOT on FDS for partner CSOs</b>																	
Board & Lodging @ 1,800 x 60 pax x 4 days																	432,000.00
Supplies @ 150 x 60 pax																	20,000.00
<b>f. MOA Signing of CSOs (PPP)</b>																	
Meals @ 400 x 30 pax ; supplies @ 100x 30 pax																	15,000.00
<b>6. Team Building cum Planning</b>																	
Board & Lodging @ 1,800 x 100 pax x 4 days																	2,880,000.00
Supplies & Materials @ 100 x 100 pax																	20,000.00
<b>7. Project Monitoring and Evaluation</b>																	
<b>-Mid-Year Evaluation</b>																	
Board & Lodging (P1,800x 50 pax x 3 days)																	270,000.00
Supplies & Materials (P 100 x 50 pax )																	5,000.00
<b>-Year-end Evaluation</b>																	
Board & Lodging (P1,800x 50 pax x 3 days)																	270,000.00
Supplies & Materials (P 100x 50 pax )																	5,000.00
<b>8. Conduct of Monthly Meetings</b>																	
<b>a. Regtional Project Management Team Meeting</b>																	
(Meals P240 x 50 x 12 mos.)																	144,000.00
<b>b. CSOs Consultation Meetings</b>																	
(Meals P240 x 50 x12 mos.)																	144,000.00
<b>c. MASA Consultation Meetings</b>																	86,400.00
<b>9. Communication Expensis</b>																	
Regional Project Manager (P600 x 12 mos )																	7,200.00

Item & Specifications	Unit of Measure	Quantity Requirement													** PS Price Catalogue as of (06.30.2012)	Total
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total		Amount
DRPM @ 600 x 12 mos																7,200.00
RCC @ 600 x 12 mos																7,200.00
4 Division Chiefs @ 600x 12 mos																28,800.00
6 FP @ 600 x 12 mos																43,200.00
20 TWG @ 600 x 12 mos																144,000.00
7 SWO II @ 900 x 12 mos																43,200.00
1 SWO IV @ 900 x 12 mos																10,000.00
7 AA IIIs @ 600 x 12 mos																36,000.00
Mailing / Courier Expenses (P5,000x12 mos)																60,000.00
<b>10. Office Supplies ( P 30,000 x 12 mos. )</b>																<b>360,000.00</b>
<b>Meetings:</b>																
PPD Staff Dev't. Meetings										1					1	80,000.00
PYAP Meetings 4 mtgs. 15,000/mtgs.	mtgs.,	1			1			1			1				4	15,000.00
RCDA Meeting P15,000/mtgs.	mtgs.,			1				1		1		1			4	15,000.00
RCMB Meeting P5,000/mtgs.	mtgs.,			1				1		1		1			4	5,000.00
Rechargeable Lights	unit	3													3	250.00
RIAC FF Meeting P15,000/mtgs.	mtgs.,			1				1		1		1			4	15,000.00
RIACSC MEETING P15,000/mtgs.	mtgs.,			1				1		1		1			4	15,000.00
RSCWC Meeting P15,000/mtgs.	mtgs.,			1				1		1		1			4	15,000.00
RSCWC TWG Meeting (2mtgs.)	mtgs.,		1						1						2	5,000.00
KALIPI Mtgs. 4 mtgs. P15,000/mtgs.	mtgs.,	1			1				1			1			4	15,000.00
GAD Meeting 4mtgs. P7,500.00/mtg.	mtgs.,	1			1				1			1			4	7,500.00
<b>Centers and Institutions:</b>																
Admin. Expenses																3,681,720.00
Children's Clothing																448,620.00
Educational Supplies																44,701.00
Food Supplies																5,233,064.00
Grants/Activities																1,321,000.00
Health Check-up																608,450.00
Linen/Kitchenwares																469,604.00
Other Office Equipments																495,200.00
Repair and Improvement																3,170,000.00
Toiletries/Janitorial Services																880,024.00

Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (06.30.2012)	Total									
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Amount									
<b>***GRAND TOTAL:</b> .....																								<b>60,395,817.41</b>
<b>TOTAL W/ 10% ADDITIONAL PROVISION FOR INFLATION</b> .....																								<b>66,435,399.15</b>
<b>APPROVED BUDGET:</b> .....																								

\*Other categories that are not indicated herein  
\*\*Prices are FOB Manila/Applicable for items under A.  
\*\*\*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:  
  
**ELMER G. CANIOS**  
Supply Officer II  
\_\_\_\_\_  
Property/Supply Officer

Certified Funds Available /  
Certified Appropriate Funds Available:  
  
**ROGELIO G. JABLA**  
Budget Officer II  
\_\_\_\_\_  
Accountant /  
Local Budget Officer

Approved:  
  
**ATTY. ARACELI F. SOLAMILLO, CESO III**  
Regional Director  
\_\_\_\_\_  
Head of Office/Agency

Date Prepared: September 30, 2013