

ANNUAL PROCUREMENT PLAN FOR 2012
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 APP 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. For Other Items not available from the Procurement Service 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.
4. Submit the duly accomplished APP form in one (1) hard copy (duly signed by Agency officials) to the Agency's respective Budget Management Bureau in the DBM Central Office or to the DBM Regional Office and email at app@procurementsservice.org
5. Consistent with DBM Circular No. 2011-6, the APP for FY 2011 must be submitted on or before September 15, 2011 and the APP for FY 2012 must be submitted on or before November 15, 2011.
6. For further assistance/clarification, agencies may call the Planning Division of the Procurement Service at telephone nos. (02)561-6116 or (02)563-9397.

Department/Bureau/Office: LOCAL GOVERNMENT OF ASINGAN, PROVINCE OF PANGASINAN
Region: I
Address: MUNICIPAL HALL OF ASINGAN, PANGASINAN

Contact Person: ENGINEER EMETERIO E. LAROYA
Position: PROCUREMENT OFFICER/SR. ADMIN ASSISTANT III
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| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | Total | ** PS Price Catalogue as of (09.12.2011) | |
|---|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|-------|--|--------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | | | |
| A. AVAILABLE AT PROCUREMENT SERVICE STORES | | | | | | | | | | | | | | | | |
| COMMON ELECTRICAL SUPPLIES | | | | | | | | | | | | | | | | |
| 1. BALLAST, 18 watts | piece | 1 | | | 1 | | | 1 | | | | | | | 4 | 67.27 |
| 2. BALLAST, 1 x 40 watts | piece | | | | | | | | | | | | | | 0 | |
| 2. BALLAST, 36 watts | piece | 1 | | | | | | 1 | | | | | | | 2 | 72.54 |
| 3. BATTERY, size AA, alkaline, 2 pcs./packet | packet | 23 | 2 | 2 | 3 | 2 | 1 | 19 | 1 | 2 | 2 | 1 | 3 | 61 | 36.40 | |
| 4. BATTERY, size AAA, alkaline, 2 pcs./packet | packet | 6 | | | 6 | | | 6 | | 6 | | | | 24 | 14.56 | |
| 5. BATTERY, size D, alkaline, 2 pcs./packet | packet | 1 | | | 1 | | | 1 | | 1 | | | | 4 | 68.12 | |
| 6. FLUORESCENT LIGHTING FIXTURE, 1 x 20W | set | 1 | | | | | | 1 | | | | | | 2 | 280.54 | |
| 7. FLUORESCENT LIGHTING FIXTURE, 1 x 40W | set | | | | | | | | | | | | | 0 | 368.94 | |
| 8. FLUORESCENT LAMP, tubular, 18 watts | piece | 1 | | | 1 | | | 1 | | 1 | | | | 4 | 32.14 | |
| 9. FLUORESCENT LAMP, tubular, 36 watts | piece | 2 | | | 1 | | | 2 | | 1 | | | | 6 | 33.85 | |
| 11. FUSE, 30 amperes | piece | | | | | | | | | | | | | 0 | 10.35 | |
| 12. FUSE, 60 amperes | piece | | | | | | | | | | | | | 0 | 25.48 | |
| 13. STARTER, 4-40 watts | piece | 1 | | 1 | | 1 | | 1 | | 1 | | 1 | | 6 | 3.73 | |
| 14. TAPE, electrical | roll | 1 | | | | | | 1 | | | | | | 2 | 18.20 | |
| COMMON COMPUTER SUPPLIES/CONSUMABLES | | | | | | | | | | | | | | | | |
| 1. COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9-1/2" | box | | | | | | | | | | | | | | 0 | 520.00 |
| 2. COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14- | box | | | | | | | | | | | | | | 0 | 818.48 |
| 3. COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 9-1/2" | box | | | | | | | | | | | | | | 0 | 581.67 |
| 4. COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 14- | box | | | | | | | | | | | | | | 0 | 951.08 |
| 5. COMPUTER CONTINUOUS FORMS, 3 ply, 11 x 9-1/2", 500 sets/box | box | 1 | | | 1 | | | 1 | | | 1 | | | 4 | 480.48 | |
| 7/8", 500 sets/box | box | | | | | | | | | | | | | | 0 | 778.96 |
| 7. COMPUTER CONTINUOUS FORMS, 4 ply, 11 x 9-1/2", 250 sets/box | box | | | | | | | | | | | | | | 0 | 338.00 |
| 8. COMPUTER CONTINUOUS FORMS, 4 ply, 11" x 14- | box | | | | | | | | | | | | | | 0 | 722.80 |
| 9. COMPACT DISK CASE, 50 CDs capacity | piece | 4 | | | | | | | 2 | | | | | 6 | 50.84 | |
| 10. COMPACT DISK DRIVE CLEANER | piece | 2 | | | | | | | | | | | | 2 | 64.22 | |
| 11. COMPACT DISK RECORDABLE, min. of 700MB, 1x - 52x minimum speed, 80 min recording time | piece | | | | | | | | | | | | | | 0 | 8.79 |
| 12. COMPACT DISK REWRITABLE, 700MB min. capacity, 80 minutes recording time, 4x - 10x min speed | piece | 3 | | | 2 | | | 3 | | 2 | | | | 10 | 16.62 | |
| 13. DVD RECORDABLE, 16x speed, 4.7GB capacity | piece | 2 | | | 2 | | | 2 | | 2 | | | | 8 | 11.70 | |
| 14. DVD RE-WRITABLE, 4x speed, 4.7GB capacity | piece | | | | | | | | | | | | | 0 | 19.96 | |
| 15. FLASH DRIVE, 4GB, USB 2.0, plug and play | piece | 1 | | | | 1 | | | | 1 | | | | 3 | 292.08 | |
| 16. FLASH DRIVE, 8GB, USB 2.0, plug and play | piece | 6 | | | | | | | | | | | | 6 | 468.00 | |
| 17. INK CARTRIDGE, HP 51645A (HP 45) | cart | | | | | | | | | | | | | 0 | 1,216.86 | |
| 18. INK CARTRIDGE, HP C6615DA (HP 15) | cart | 4 | | | | | | 4 | | | | | | 8 | 1,149.54 | |
| 19. INK CARTRIDGE, HP C1823DA (HP 23) | cart | | | | | | | | | | | | | 0 | 1,489.20 | |
| 20. INK CARTRIDGE, HP C6625A (HP 17) | cart | | | | | | | | | | | | | 0 | 1,250.52 | |
| 21. INK CARTRIDGE, HP C6578A/D (HP 78) | cart | | | | | | | | | | | | | 0 | 1,352.52 | |
| 22. INK CARTRIDGE, HP C6614D (HP 20) | cart | | | | | | | | | | | | | 0 | 1,344.36 | |
| 23. INK CARTRIDGE, HP C4844A (HP 10) | cart | | | | | | | | | | | | | 0 | 1,402.50 | |
| 24. INK CARTRIDGE, HP C8727AA (HP 27) | cart | 32 | | | 11 | | | 31 | | 5 | | | | 79 | 743.58 | |
| 25. INK CARTRIDGE, HP C8728AA (HP 28) | cart | 18 | | | | | 1 | 17 | | 3 | | | | 39 | 873.12 | |
| 26. INK CARTRIDGE, HP C6656AA (HP 56) | cart | | | | | | | | | | | | | 0 | 810.90 | |
| 27. INK CARTRIDGE, HP C6657AA (HP 57) | cart | | | | | | | | | | | | | 0 | 1,352.52 | |
| 28. INK CARTRIDGE, HP C9351AA (HP 21) | cart | 35 | 1 | 1 | 20 | 1 | 1 | 32 | 1 | 1 | 19 | 1 | 1 | 114 | 615.06 | |
| 29. INK CARTRIDGE, HP C9352AA (HP 22) | cart | 19 | | | 2 | | | 17 | | 2 | | | | 40 | 708.90 | |
| 30. INK CARTRIDGE, HP C8765WA (HP 94) | cart | | | | | | | | | | | | | 0 | 820.08 | |
| 31. INK CARTRIDGE, HP C8766WA (HP 95) | cart | | | | | | | | | | | | | 0 | 984.30 | |
| 32. INK CARTRIDGE, HP C9361WA (HP 93) | cart | | | | | | | | | | | | | 0 | 787.44 | |
| 33. INK CARTRIDGE, HP C9362WA (HP 92) | cart | | | | | | | | | | | | | 0 | 588.54 | |
| 34. INK CARTRIDGE, HP CB314A (HP 900), black | cart | | | | | | | | | | | | | 0 | 256.02 | |
| 35. INK CARTRIDGE, HP CB315A (HP 900), tri-color | cart | | | | | | | | | | | | | 0 | 329.46 | |
| 36. INK CARTRIDGE, Epson TO17 | cart | | | | | | | | | | | | | 0 | | |
| 37. INK CARTRIDGE, Epson TO18 | cart | | | | | | | | | | | | | 0 | | |
| 38. INK CARTRIDGE, Lexmark # 27, colored | cart | | | | | | | | | | | | | 0 | 1,173.00 | |
| 39. INK CARTRIDGE, Lexmark # 17, black | cart | | | | | | | | | | | | | 0 | 984.30 | |
| 40. INK CARTRIDGE, Epson TO38 | cart | | | | | | | | | | | | | 0 | 482.46 | |
| 41. INK CARTRIDGE, Epson TO39 | cart | | | | | | | | | | | | | 0 | 755.82 | |
| 42. MOUSE, optical, USB connection type | piece | 1 | | | | | | | | | | | | 1 | 197.60 | |
| 43. TONER CARTRIDGE, HP C3906A | cart | | | | | | | | | | | | | 0 | 3,063.06 | |
| 44. TONER CARTRIDGE, HP C3903A | cart | | | | | | | | | | | | | 0 | 3,588.00 | |
| 45. TONER CARTRIDGE, HP C4092A | cart | | | | | | | | | | | | | 0 | 2,657.10 | |
| 46. TONER CARTRIDGE, HP C4096A | cart | | | | | | | | | | | | | 0 | 4,112.64 | |
| 47. TONER CARTRIDGE, HP C7115A | cart | | | | | | | | | | | | | 0 | 2,523.48 | |
| 48. TONER CARTRIDGE, HP 92298A | cart | | | | | | | | | | | | | 0 | 4,498.20 | |
| 49. TONER CARTRIDGE, HP C4127X | cart | | | | | | | | | | | | | 0 | 5,451.90 | |
| 50. TONER CARTRIDGE, HP Q2613X | cart | | | | | | | | | | | | | 0 | 4,026.96 | |
| 51. TONER CARTRIDGE, HP Q2612A | cart | | | | | | | | | | | | | 0 | 2,866.20 | |
| 52. TONER CARTRIDGE, HP Q5942A | cart | | | | | | | | | | | | | 0 | 6,105.72 | |
| 53. TONER CARTRIDGE, HP Q6511A | cart | | | | | | | | | | | | | 0 | 5,077.56 | |
| 54. TONER CARTRIDGE, HP C9720A | cart | | | | | | | | | | | | | 0 | 6,436.20 | |
| 55. TONER CARTRIDGE, HP C9721A | cart | | | | | | | | | | | | | 0 | 8,710.80 | |
| 56. TONER CARTRIDGE, HP C9722A | cart | | | | | | | | | | | | | 0 | 8,710.80 | |
| 57. TONER CARTRIDGE, HP C9723A | cart | | | | | | | | | | | | | 0 | 8,881.60 | |
| 58. TONER CARTRIDGE, HP Q1338A | cart | | | | | | | | | | | | | 0 | 6,489.60 | |
| 59. TONER CARTRIDGE, HP Q2610A | cart | | | | | | | | | | | | | 0 | 4,882.18 | |
| 60. TONER CARTRIDGE, HP Q3960A | cart | | | | | | | | | | | | | 0 | 3,468.00 | |
| 61. TONER CARTRIDGE, HP Q3961A | cart | | | | | | | | | | | | | 0 | 4,187.10 | |
| 62. TONER CARTRIDGE, HP Q3962A | cart | | | | | | | | | | | | | 0 | 4,187.10 | |
| 63. TONER CARTRIDGE, HP Q3963A | cart | | | | | | | | | | | | | 0 | 4,187.10 | |

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|--|--------|-----|---|---|----|---|----|-----|---|----|----|---|---|--|-----|-----------|
| 64. TONER CARTRIDGE, HP Q5949A | cart | | | | | | | | | | | | | | 0 | 2,928.42 |
| 65. TONER CARTRIDGE, HP Q7553A | cart | | | | | | | | | | | | | | 0 | 3,301.74 |
| 66. TONER CARTRIDGE, Lexmark 34217HR(12A8400) | cart | | | | | | | | | | | | | | 0 | 4,621.62 |
| 67. TONER CARTRIDGE, Lexmark 1382920 | cart | | | | | | | | | | | | | | 0 | 14,198.40 |
| 68. TONER CARTRIDGE, Brother TN3060 | cart | | | | | | | | | | | | | | 0 | 4,559.40 |
| 69. TONER CARTRIDGE, for Kyocera Mita KM-1505/1510/1810 | cart | | | | | | | | | | | | | | 0 | 3,843.84 |
| 70. TONER CARTRIDGE, TK 100, for Kyocera Mita KM-1500 | cart | | | | | | | | | | | | | | 0 | 2,843.56 |
| 71. TONER CARTRIDGE, Samsung ML-2250D5 | cart | | | | | | | | | | | | | | 0 | 4,029.00 |
| 72. TONER CARTRIDGE, Samsung ML-2010D3 | cart | | | | | | | | | | | | | | 0 | 2,958.00 |
| 73. TONER CARTRIDGE, Kyocera TK-120 | cart | | | | | | | | | | | | | | 0 | 5,254.02 |
| 74. RIBBON, Epson RN 8755 | cart | | | | | | | | | | | | | | 0 | 84.76 |
| 75. RIBBON, Epson RN 8750 | cart | | | | | | | | | | | | | | 0 | 76.75 |
| 76. RIBBON, Epson RN 7754 | cart | | | | | | | | | | | | | | 0 | 127.50 |
| 77. RIBBON, Epson RN SO 15083/SO 15086 | cart | | | | | | | | | | | | | | 0 | 724.88 |
| 78. RIBBON, Epson RN SO 15327 | cart | | | | | | | | | | | | | | 0 | 328.44 |
| COMMON OFFICE SUPPLIES | | | | | | | | | | | | | | | | |
| 1. ACETATE, gauge #3, 50m in length | roll | | | | | | | | | | | | | | 0 | 603.20 |
| 2. AIR FRESHENER, 280mL/can | can | 28 | | 6 | 7 | | 6 | 15 | 2 | 6 | 5 | 2 | | | 77 | 92.56 |
| 3. ALCOHOL, 70%, ethyl | bottle | 154 | 2 | 3 | 67 | 3 | 2 | 136 | 4 | 12 | 64 | 4 | | | 451 | 37.70 |
| 4. AUDIO CASSETTE TAPE, 90min. recording time | piece | | | | | | | | | | | | | | 0 | 16.12 |
| 5. TAPE, blank, for micro-cassette recorder, 60 mins. recording time | pack | | | | | | | | | | | | | | 0 | 91.50 |
| 6. CARBON FILM, polyethylene, 210mm x 297mm(A-4), 100s/box | box | 1 | | | | | | | | | | | | | 1 | 349.44 |
| 7. CARBON FILM, polyethylene, 216mm x 330mm, 100s/box | box | 9 | | | | | | 8 | | | 2 | | | | 19 | 364.00 |
| 8. CARTOLINA, assorted color, 20s/pack | pack | 2 | | | | | | 1 | | | 2 | | | | 5 | 72.80 |
| 9. CARTOLINA, white, 20s/pack | pack | 3 | | | | | | 1 | | | | | | | 4 | 57.20 |
| 10. CHALK, white, dustless, 100 pcs/box | box | 4 | | | | | | 1 | | | | | | | 5 | 34.81 |
| 11. CLIP, bulldog (3") | piece | | | | | | | | | | | | | | 0 | 8.42 |
| 12. CLIP, backfold, 25mm, 12s/box | box | | | | | | | | | | | | | | 0 | 15.60 |
| 13. CLIP, backfold, 50mm, 12s/box | box | | | | | | | | | | | | | | 0 | 43.68 |
| 14. CLIP, backfold, 19mm, 12s/box | box | | | | | | | | | | | | | | 0 | 7.54 |
| 15. CLIP, backfold, 32mm, 12s/box | box | | | | | | | | | | | | | | 0 | 17.42 |
| 16. COLUMNAR PAD, 4 cols, 50 gsm min. | pad | 3 | | | 3 | | | 3 | | | | 3 | | | 12 | 21.84 |
| 17. COLUMNAR PAD, 14 cols, 50 gsm min. | pad | | | | | | | | | | | | | | 0 | 45.76 |
| 18. COLUMNAR PAD, 16 cols, 50 gsm min. | pad | 3 | | | 3 | | | 3 | | | | 3 | | | 12 | 45.76 |
| 19. COLUMNAR PAD, 18 cols, 50 gsm min. | pad | | | | | | | | | | | | | | 0 | 67.60 |
| 20. COLUMNAR NOTEBOOK, 12 cols | piece | 12 | | | | | 12 | | | | | | | | 24 | 19.64 |
| 21. CORRECTION FLUID, water based, min 15mL. | bottle | 75 | 1 | 1 | 4 | 1 | 1 | 52 | 1 | 1 | 3 | 1 | 1 | | 142 | 9.82 |
| 22. DATA FILE BOX, (5"x9"x15-3/4") | box | 4 | | | | | | | | | | | | | 4 | 64.47 |
| 23. DATA FOLDER, w/ finger ring, (3" x 9" x 15") | piece | 1 | | | 1 | | | 1 | | | 1 | | | | 4 | 67.07 |
| 26. DRAWING INK, black, 30ml. | bottle | | | | | | | | | | | | | | 0 | |
| 24. ENVELOPE, documentary (10"x15"), 500s/box | box | 1 | | | | | 1 | | | | | | | | 2 | 560.56 |
| 25. ENVELOPE, expanding, kraft, legal size, 100s/box | box | | | | | | | | | | | | | | 0 | 675.86 |
| 26. ENVELOPE, mailing white, 500s/box | box | 6 | | | 1 | | | 3 | 1 | | 1 | | | | 12 | 159.78 |
| 27. ENVELOPE, mailing white with window, 500s | box | 1 | | | | | | | | | | | | | 1 | 207.58 |
| 28. ENVELOPE, pay, kraft, (4"x7-1/2"), 500s/box | box | | | | | | | | | | | | | | 0 | 119.60 |
| 29. ENVELOPE, expanding, plastic, legal size | piece | | | | | | | | | | | | | | 0 | 39.81 |
| 30. ENVELOPE, documentary, A4, 500s/box | box | | | | | | | | | | | | | | 0 | 526.24 |
| 31. ERASER, blackboard/whiteboard | piece | 3 | | | | | | 2 | | | | | | | 5 | 11.44 |
| 33. FILE ORGANIZER, expanding, legal, plastic, assorted colors | piece | 16 | | | | | | 6 | | | | | | | 22 | 83.20 |
| 34. FOLDER, pressboard, plain, legal, 100s/box | pack | 1 | | | | | | 1 | | | | | | | 2 | 851.64 |
| 35. FOLDER, tagboard, legal size, 100s/box | pack | 3 | | | 1 | | | 1 | | | 1 | | | | 6 | 413.92 |
| 36. FOLDER, tagboard, A4 size, 100s/box | pack | | | | | | | | | | | | | | 0 | 253.76 |
| 37. FOLDER, morocco/fancy, legal size, 50s/pack | pack | 2 | | | | | | 1 | | | | | | | 3 | 301.60 |
| 38. FOLDER, morocco/fancy, A4 size, 50s/pack | bundle | 3 | | | | | | 1 | | | | | | | 4 | 312.00 |
| 39. FOLDER, clear plastic, L-type, A4 size, 50s/pack | pack | | | | | | | | | | | | | | 0 | 247.52 |
| 40. FOLDER, clear plastic, L-type, legal size, 50s/pack | pack | | | | | | | | | | | | | | 0 | 228.80 |
| 41. GLUE, all purpose, 300 grams min. | jar | 23 | | 1 | 1 | 1 | 6 | 4 | | 1 | 1 | 1 | | | 39 | 37.43 |
| 42. ILLUSTRATION BOARD, (30"x40"), 2 ply | piece | 2 | | | | | | 2 | | | 1 | | | | 5 | 32.97 |
| 43. INDEX CARD, 3"x 5", ruled both sides, 500s/pack | pack | 4 | | | | | | | | | | | | | 4 | 44.45 |
| 44. INDEX CARD, 5" x 8", ruled both side, 500s/pack | pack | 3 | | | | | | 3 | | | | | | | 6 | 99.84 |
| 45. INDEX CARD BOX, 4-3/8"x5-5/8" x 4"(3" x 5") | box | | | | | | | | | | | | | | 0 | 41.50 |
| 46. INDEX CARD BOX, 5-3/8"x8-7/8" x 6"(5" x 8") | box | 1 | | | | | | 1 | | | | | | | 2 | 56.68 |
| 47. INDEX TAB, self-adhesive, 5 sets/box | box | 1 | | | | | | 1 | | | | | | | 2 | 67.60 |
| 48. LEAD, for mechanical pencil, 0.5mm, 12 pcs/tube | tube | | | | | | | | | | | | | | 0 | 11.44 |
| 49. LOOSELEAF COVER, 214mm x 354mm, 50 pcs/bundle | bundle | | | | | | | | | | | | | | 0 | 493.54 |
| 50. MAGAZINE FILE BOX, 110mm x 220mm x 265mm, with open end | piece | 2 | | | | | | 2 | | | | | | | 4 | 44.61 |
| 51. MAGAZINE FILE BOX, 112mm x 200mm x 240mm, with open end | piece | 2 | | | | | | 2 | | | | | | | 4 | 49.56 |
| 52. MAP PIN, round head, 100s/box | box | 1 | | | | | | 1 | | | | | | | 2 | 36.40 |
| 53. MARKER, fluorescent, 3 colors/set | set | 7 | | | | | | 2 | | | | | | | 9 | 41.60 |
| 54. MARKING PEN, whiteboard, black | piece | 18 | | | 6 | | | 8 | 5 | | | 5 | | | 42 | 15.08 |
| 55. MARKING PEN, whiteboard, blue | piece | 6 | | | | | | 6 | | | | | | | 12 | 15.08 |
| 56. MARKING PEN, whiteboard, red | piece | 7 | | | | | | 6 | | | | | | | 13 | 15.08 |
| 57. MARKER, permanent, black | piece | 27 | | 1 | 9 | 1 | | 23 | | 1 | 3 | 6 | | | 71 | 13.50 |
| 58. MARKER, permanent, blue | piece | 8 | | | 1 | | | 8 | | | 1 | | | | 18 | 13.50 |
| 59. MARKER, permanent, red | piece | 8 | | | 1 | | | 8 | | | 1 | | | | 18 | 13.50 |
| 60. MARKING PEN, for transparency | set | | | | | | | | | | | | | | 0 | 84.24 |
| 61. NOTE BOOK, stenographer's, 40 leaves | piece | 1 | | 1 | | 1 | | 1 | | 1 | | 1 | | | 6 | 7.49 |
| 62. NOTE PAD, (3"x3"), 100 sheets/pad | pad | 1 | | | | | | 1 | | | | | | | 2 | 36.40 |
| 63. NOTE PAD, (3"x4"), 100 sheets/pad | pad | 1 | | | | | | 1 | | | | | | | 2 | 52.00 |
| 64. NOTE PAD, (2"x2"), 400 sheets/pad | pad | 1 | | | | | | 1 | | | | | | | 2 | 112.32 |
| 69. NOTE PAD, (2"x3"), 100 sheets/pad | pad | 1 | | | | | | 1 | | | | | | | 2 | 31.20 |
| 66. OIL, for general purpose, 120 mL | bottle | 5 | | | 2 | | | 2 | 2 | | | | | | 11 | 30.99 |
| 67. PAPER, bond, Premium Grade, 210mm x 297mm (A4), 70 gsm | ream | 4 | | | | | | 4 | | | | | | | 8 | 104.80 |
| 68. PAPER, mimeo, Groundwood, 210mm x 297mm (A4), 60gsm | ream | | | | | | | | | | | | | | 0 | 56.06 |
| 70. PAPER, mimeo, WhiteWove, 210mm x 297mm (A4) | ream | | | | | | | | | | | | | | 0 | 145.60 |
| 71. PAPER, for Plain Paper Copier, 210mm x 297mm (A4) 70gsm | ream | | | | | | | | | | | | | | 0 | 144.35 |

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|---|----------|----|---|---|----|---|----|----|----|----|----|---|---|--|-----|----------|
| 72. PAPER, for Plain Paper Copier, 254mm 356mm(B4), 70gsm | ream | | | | | | | | | | | | | | 0 | 194.66 |
| 73. PAPER, ruled pad,216mmx330mm, 90 sheets/pad | pad | | | | | | | | | | | | | | 0 | 20.57 |
| 74. PAPER, thermal,210mmx30M, 1/2" core | roll | | | | | | | | | | | | | | 0 | 36.40 |
| 75. PAPER, thermal, 216mmx30M, 1/2" core | roll | 5 | | 1 | 3 | 1 | | 5 | | 1 | 3 | 1 | | | 20 | 37.44 |
| 76. PAPER,multicopy, 210mm x 297mm(A4), 80gsm | ream | 4 | | | | | | | | | | | | | 4 | 139.32 |
| 80. TRACING PAPER, in rolls, 43" x 20" yards | roll | | | | | | | | | | | | | | 0 | |
| 77. PARCHMENT PAPER, A4 size, 80 gsm,100sheets/pack | ream | 1 | | | | | | | | | | | | | 1 | 161.20 |
| 78.PAPER FASTENER, for paper, metal, 50 sets/box | box | 15 | | | 2 | | | 14 | | | | 2 | | | 33 | 82.04 |
| 79.. PAPER CLIP, gem type,jumbo, 48mm, 100s/box | box | 18 | 1 | 1 | 4 | 1 | 14 | 5 | 1 | 1 | 1 | 1 | 1 | | 49 | 15.60 |
| 80. PAPER CLIP, gem type, 32mm, 100s/box | box | 2 | 1 | 1 | 2 | 1 | 1 | 2 | 1 | 1 | 2 | 1 | 1 | | 16 | 8.84 |
| 81. PENCIL, lead, w/eraser, one(1) dozen per box | box | 12 | 1 | 1 | 2 | 1 | 4 | 5 | 1 | 1 | 2 | 1 | 1 | | 32 | 24.89 |
| 82. PENCIL, mechanical, for 0.5mm lead | piece | 1 | | | | | | | | | | | | | 1 | 18.20 |
| 83. PUSH PIN, flat head type, assorted colors, 100s/box | box | 56 | | 1 | | 1 | | 52 | | 1 | 1 | 1 | | | 113 | 30.00 |
| 84. RECORD BOOK, 300 pages, smyth sewn | book | 35 | | | 2 | | | 3 | | | 3 | | | | 43 | 50.44 |
| 86. RIBBON, nylon, manual typewriter | spool | 18 | | | 9 | | | 18 | | | 9 | | | | 54 | 15.81 |
| 87. RIBBON, nylon, for Kitano Bundy Clock | piece | | | | | | | | | | | | | | 0 | 644.80 |
| 88. RIBBON CARTRIDGE, fabric, iwata E2A time recorder | piece | | | | | | | | | | | | | | 0 | 468.00 |
| 89. RING BINDER, (1/2"x44"), plastic | piece | | | | | | | | | | | | | | 0 | 4.37 |
| 90. RING BINDER, (3/4"x44"), plastic | piece | | | | | | | | | | | | | | 0 | 12.48 |
| 91. RING BINDER, (1" x 44"), plastic | piece | | | | | | | | | | | | | | 0 | 12.48 |
| 92. RING BINDER, (2" x 44"), plastic | piece | | | | | | | | | | | | | | 0 | 28.13 |
| 93. RUBBER BAND, 1.0mm min thickness, min. 350grams/box or approx 220pcs | box | 3 | | | | | | 1 | | | | | | | 4 | 132.68 |
| 94. RULER, plastic, 300mm | piece | 23 | | | | 1 | | 1 | | 1 | | | | | 26 | 3.64 |
| 95. RULER, plastic, 450mm | piece | 4 | | | | | | 2 | | | | | | | 6 | 36.40 |
| 96. SIGN PEN, black | piece | 45 | 3 | 3 | 13 | 3 | 3 | 38 | 3 | 3 | 13 | 3 | 3 | | 133 | 41.48 |
| 97. SIGN PEN, blue | piece | 24 | | | | | | 24 | | 24 | | | | | 72 | 41.48 |
| 98. SIGN PEN, red | piece | | | | | | | | | | | | | | 0 | 41.48 |
| 99. STAMP PAD INK, violet, 50mL | bottle | 3 | | | | | | 1 | | | | | | | 4 | 27.04 |
| 100. STAMP PAD, felt pad, min 60mm x 100mm | piece | 4 | | | | | | 1 | | | | | | | 5 | 24.96 |
| 101. STAPLE WIRE, standard, #35 | box | 39 | | | 7 | | | 33 | | | 7 | | | | 86 | 25.98 |
| 108. STENCIL PAPER, ordinary, universal | quire | | | | | | | | | | | | | | 0 | |
| 109. STENCIL INK, # 217, 400ml. | tube | | | | | | | | | | | | | | 0 | |
| 102. TAPE, adding machine, GSP bond | roll | | | | | | | | | | | | | | 0 | 10.66 |
| 103. TAPE, masking, 24mm, 50 meters length | roll | 9 | | 1 | | 1 | | 7 | 3 | 1 | | 1 | | | 23 | 41.60 |
| 104. TAPE, masking, 48mm, 50 meters length | roll | 12 | | | 1 | | | 11 | 3 | | 1 | | | | 28 | 83.82 |
| 105. TAPE, transparent, 24mm, 50 meters | roll | 21 | 1 | 2 | 3 | 2 | 1 | 18 | 1 | 2 | 2 | 2 | 1 | | 56 | 10.87 |
| 106. TAPE, transparent, 48mm, 50 meters | roll | 6 | | 1 | 1 | 1 | | 6 | 3 | 1 | | 1 | | | 20 | 20.38 |
| 107. TAPE, packaging, 48mm, 50 meters length | roll | 14 | | | | | | 3 | 3 | | | | | | 20 | 19.24 |
| 116. TIME CARD, for Seiko Time Recorder,100s/bndl | bundle | | | | | | | | | | | | | | 0 | |
| 110. TOILET TISSUE, 12 rolls/pack | pack | 59 | | 1 | 4 | 1 | | 48 | 10 | 1 | 4 | 1 | | | 129 | 61.15 |
| 120. TRANSPARENCY FILM, A4, 100s/box | box | | | | | | | | | | | | | | 0 | |
| 121. TRANSPARENCY FILM,colored,A4,100s/box | box | | | | | | | | | | | | | | 0 | |
| 111. TWINE, plastic, one kilo per roll | roll | | | | | | | | | | | | | | 0 | 57.20 |
| 112. WRAPPING PAPER, kraft, 65gsm, approx. 40m | roll | | | | | | | | | | | | | | 0 | 166.40 |
| COMMON OFFICE DEVICES | | | | | | | | | | | | | | | | |
| 1. BLADE, heavy duty cutter(L500), 10 pcs./pack | pack | 2 | | | | | | | | | | | | | 2 | 216.32 |
| 2. CUTTER, heavy duty | piece | 31 | | | 1 | 1 | | 17 | | 1 | 1 | | | | 52 | 27.04 |
| 5. SHARPENER, single cutterhead | piece | 7 | | | 1 | | | | | | | | | | 8 | 147.35 |
| 6. STAMPING DATER, self-inking stamp | piece | 3 | | | | | | | | | | | | | 3 | 436.80 |
| 7. STAPLER, heavy duty, standard | piece | 20 | | | 1 | | | 2 | | | 1 | | | | 24 | 162.84 |
| 8. STAPLE REMOVER, twin jaws | piece | 11 | | | 2 | | | 3 | | | 1 | | | | 17 | 19.64 |
| 9. TAPE DISPENSER, heavy duty, for 24mm(1") | piece | 6 | | | | | | | | | | | | | 6 | 40.23 |
| 10. WASTE BASKET, plastic | piece | 18 | | | | | | 2 | | | | | | | 20 | 20.99 |
| COMMON JANITORIAL SUPPLIES | | | | | | | | | | | | | | | | |
| 1. BATHROOM SOAP, 70gms. | piece | 30 | 1 | 1 | 3 | 1 | 1 | 29 | 1 | 1 | 4 | 1 | 1 | | 74 | 14.56 |
| 2. BROOM, soft (tambo) | piece | 17 | | | 1 | 1 | 2 | 9 | | 4 | 1 | | | | 35 | 119.60 |
| 3. BROOM, STICK (tingting) | piece | 18 | | | 2 | 1 | | 9 | | 4 | 2 | | | | 36 | 19.76 |
| 4. CLEANSER, powder, 350gms. | canister | | | | | | | | | | | | | | 0 | 17.32 |
| 5. DETERGENT POWDER, all purpose, 500gms. | pouch | 63 | | | 7 | | | 62 | | | 8 | | | | 140 | 17.16 |
| 6. DETERGENT BAR, min 392 grams net mass, four(4) pcs per bar | bar | 32 | | 1 | 12 | 1 | | 13 | | 1 | 7 | 1 | | | 68 | 23.92 |
| 7. DISINFECTANT SPRAY, 400 grams net content | can | 11 | | | | | | 10 | | | | | | | 21 | 239.20 |
| 8. DUST PAN, non-rigid plastic, with detachable handle | piece | 14 | | | | | | 14 | | | | | | | 28 | 26.00 |
| 9. FLOOR WAX, paste, natural, 2kgs. | can | | | | | | | | | | | | | | 0 | 306.80 |
| 10. FLOOR WAX, paste, red, 2kgs. | can | 3 | | | | | | 3 | | | | | | | 6 | 306.80 |
| 11. FLOOR WAX, liquid type, 3.75L | can | 30 | | | | | | 30 | | | | | | | 60 | 331.50 |
| 12. FURNITURE CLEANER, 300mL/can min | can | | | | | | | | | | | | | | 0 | 112.32 |
| 13. INSECTICIDE, 600mL (420g) /can | can | 4 | | | 2 | | | 5 | | | 2 | | | | 13 | 116.48 |
| 14. MOPHANDLE, screw type, wooden handle | piece | 8 | | | | | | 4 | | | | | | | 12 | 83.20 |
| 15. MOPHEAD, 100% rayon, 400g | piece | 9 | | | 2 | | | 9 | | | 1 | | | | 21 | 71.76 |
| 16. RAG, COTTON, (7") in diameter | kilo | | | | | | | | | | | | | | 0 | 43.68 |
| 17. SCOURING PAD, economy size | pack | 12 | | | | | | | | | | | | | 12 | 131.96 |
| 18. TOILET BOWL & URINAL CLEANER, 900ml | bottle | 27 | | 1 | 1 | 1 | | 10 | | 1 | 1 | 1 | | | 43 | 62.40 |
| 19. TOILET DEODORANT CAKE, 99% paradichlorobenzene, 50gms, 3 pcs/pack | box | 21 | | 1 | | 1 | | 11 | | 1 | | 1 | | | 36 | 33.28 |
| 20. TRASHBAG, plastic, black, (XL) | roll | 5 | | 1 | | 1 | | 4 | | 1 | | 1 | | | 13 | 103.79 |
| LEGAL SIZE PAPER | | | | | | | | | | | | | | | | |
| 1. PAPER, bond, Premium Grade | ream | 31 | | | | | | 31 | | | | | | | 62 | 119.22 |
| 2. PAPER, mimeo, Groundwood | ream | 15 | | | 10 | | | 10 | | | 10 | | | | 45 | 91.52 |
| 3. PAPER, mimeo, Whitewove | ream | | | | | | | | | | | | | | 0 | 120.02 |
| 4. PAPER, for PPC | ream | | | | | | | | | | | | | | 0 | 173.33 |
| 5. PAPER, multicopy, legal, for laser printing | ream | 5 | | | 1 | | | 5 | | | 1 | | | | 12 | 174.72 |
| COMMON OFFICE EQUIPMENT | | | | | | | | | | | | | | | | |
| 1. AIRPOT, 4.0 liters, w/ dispenser | unit | | | | | | | | | | | | | | 0 | 1,144.00 |
| 2. AUTOMATIC VOLTAGE REGULATOR, 500watts | unit | | | | | | | | | | | | | | | |
| 2. FILING CABINET, four (4) drawers, steel, plain finish, w/ 8 ball bearing rollers, gauge 24 | unit | 1 | | | | | | | | | | | | | 1 | 7,953.92 |
| 3. FILING CABINET, four (4) drawers, steel, plain finish, w/ 8 ball bearing rollers, gauge 20 | unit | | | | | | | | | | | | | | 0 | 9,399.52 |

| | | | | | | | | | | | | | | | | | | | | |
|---|------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|---|-----------|
| for printer model MFP 6545 | cart | | | | | | | | | | | | | | | | | | 0 | 10,200.00 |
| 186. TONER CARTRIDGE, Samsung Part No. ML D3050B for printer ML-D3050 / ML-D3051 | cart | | | | | | | | | | | | | | | | | | 0 | 6,987.00 |
| 187. TONER CARTRIDGE, Samsung Part No. ML T-D105L, for printer ML 2580n | cart | | | | | | | | | | | | | | | | | | 0 | 2,805.00 |
| 188. TONER CARTRIDGE, Samsung Part No. ML D2850B, for printer ML D2851ND | cart | | | | | | | | | | | | | | | | | | 0 | 4,768.50 |
| 189. TONER CARTRIDGE, Samsung Part No. ML TD104-S, for Samsung ML 1660 | cart | | | | | | | | | | | | | | | | | | 0 | 2,978.40 |
| 190. RIBBON CARTRIDGE, for Fujitsu DL3850 | cart | | | | | | | | | | | | | | | | | | 0 | 449.80 |
| 191. RIBBON CARTRIDGE, for OKI ML 1120 | cart | | | | | | | | | | | | | | | | | | 0 | 7,124.00 |
| 192. RIBBON CARTRIDGE, Lexmark 11A3550 for Printer Models 23xx series | cart | | | | | | | | | | | | | | | | | | 0 | 1,142.40 |
| 193. RIBBON CARTRIDGE, Epson C13SO15505 for printer DFX-9000 | cart | | | | | | | | | | | | | | | | | | 0 | 1,129.14 |
| 194. RIBBON CARTRIDGE, Epson C13SO15506(7753) Fabric, for printer LQ 300/300+II & 580 | cart | | | | | | | | | | | | | | | | | | 0 | 119.34 |
| 195. RIBBON CARTRIDGE, Epson C13SO15508(S015016), black, for printer LQ 670/680/680Pro | cart | | | | | | | | | | | | | | | | | | 0 | 344.76 |
| 196. RIBBON CARTRIDGE, Epson C13SO15568, Color, for printer LX-300 | cart | | | | | | | | | | | | | | | | | | 0 | 1,224.00 |
| 197. RIBBON CARTRIDGE, Epson C13SO15577(#0700), for printer DFX-5000+/8000/8500 Black Ribbon (C13SO15577) | cart | | | | | | | | | | | | | | | | | | 0 | 940.44 |
| 198. RIBBON CARTRIDGE, Epson C13SO15587, black for printer DLQ-3000/3000+/3500 | cart | | | | | | | | | | | | | | | | | | 0 | 1,030.20 |
| 199. RIBBON CARTRIDGE, Epson C13SO15589(S015337), | cart | | | | | | | | | | | | | | | | | | 0 | 373.32 |
| 200. PRINTHEAD, HP 11, black, C4810A , 8 ml | cart | | | | | | | | | | | | | | | | | | 0 | 1,365.78 |
| 201. PRINTHEAD, HP 11, cyan, 8 ml | cart | | | | | | | | | | | | | | | | | | 0 | 1,365.78 |
| 202. PRINTHEAD, HP 11, magenta C4812A, 8 ml | cart | | | | | | | | | | | | | | | | | | 0 | 1,365.78 |
| 203. PRINTHEAD, HP 11 yellow, 8 ml | cart | | | | | | | | | | | | | | | | | | 0 | 1,365.78 |
| 204. Photoconductor Kit, Lexmark PN 12A8302 | cart | | | | | | | | | | | | | | | | | | 0 | 4,120.80 |
| 205. Photoconductor Kit, Lexmark PN E260X22G | cart | | | | | | | | | | | | | | | | | | 0 | 2,295.00 |
| 206. Photoconductor Kit, Lexmark PN E250X22G | cart | | | | | | | | | | | | | | | | | | 0 | 2,295.00 |
| 207. PHOTOCONDUCTOR UNIT, Epson C13S051099, for printer EPL 6200/6200L | cart | | | | | | | | | | | | | | | | | | 0 | 3,391.50 |

B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)

| Office Equipment and Accessories | | | | | | | | | | | | | | | | | | | | |
|--|-----------|----|--|--|---|--|--|----|--|--|--|--|--|--|--|--|--|--|-----|-----------|
| WATER DISPENSER | UNIT | 2 | | | | | | | | | | | | | | | | | 2 | 5,000.00 |
| duplo ink | cartridge | 1 | | | 1 | | | 3 | | | | | | | | | | | 6 | 1,050.00 |
| duplo ink | cartridge | 8 | | | 1 | | | 1 | | | | | | | | | | | 11 | 750.00 |
| duplo roll master | roll | 1 | | | | | | 1 | | | | | | | | | | | 2 | 3,998.00 |
| weighing scale 60kgs capacity | | 1 | | | | | | | | | | | | | | | | | 1 | 3,000.00 |
| refrigerator 12 cu ft 2-door | | 1 | | | | | | | | | | | | | | | | | 1 | 15,000.00 |
| duplo roll master DP 875 | | 3 | | | 1 | | | | | | | | | | | | | | 4 | 4,900.00 |
| 8 | | | | | | | | | | | | | | | | | | | 0 | |
| 9 | | | | | | | | | | | | | | | | | | | 0 | |
| 10 | | | | | | | | | | | | | | | | | | | 0 | |
| Office Supplies | | | | | | | | | | | | | | | | | | | | |
| binder clip (1/2) 125/box | box | 2 | | | | | | | | | | | | | | | | | 2 | |
| binder clip (1") | box | 1 | | | | | | | | | | | | | | | | | 1 | |
| pilot ballpen fine black | pcs | 48 | | | | | | 48 | | | | | | | | | | | 96 | |
| pilot ballpen fine blue | pcs | 48 | | | | | | 48 | | | | | | | | | | | 96 | |
| file folder green pressed | pcs | 50 | | | | | | 50 | | | | | | | | | | | 100 | |
| file folder long 14pts | pcs | 50 | | | | | | 50 | | | | | | | | | | | 100 | |
| brown envelope long | pcs | 50 | | | | | | 50 | | | | | | | | | | | 100 | |
| paper fastener plastic | box | 2 | | | | | | 2 | | | | | | | | | | | 4 | |
| chalk colored assorted | box | 2 | | | | | | | | | | | | | | | | | 2 | |
| grade 1 pencil | box | 2 | | | | | | | | | | | | | | | | | 2 | |
| 2 | | | | | | | | | | | | | | | | | | | 0 | |
| 3 | | | | | | | | | | | | | | | | | | | 0 | |
| 4 | | | | | | | | | | | | | | | | | | | 0 | |
| 5 | | | | | | | | | | | | | | | | | | | 0 | |
| 6 | | | | | | | | | | | | | | | | | | | 0 | |
| 7 | | | | | | | | | | | | | | | | | | | 0 | |
| 8 | | | | | | | | | | | | | | | | | | | 0 | |
| 9 | | | | | | | | | | | | | | | | | | | 0 | |
| 10 | | | | | | | | | | | | | | | | | | | 0 | |
| Photographic or filming or video equipment | | | | | | | | | | | | | | | | | | | | |
| digital camera /samsung | unit | | | | 1 | | | | | | | | | | | | | | 1 | 10,000.00 |
| document digital camera samsung ES70 | unit | | | | | | | 1 | | | | | | | | | | | 1 | 5,990.00 |
| 3 | | | | | | | | | | | | | | | | | | | 0 | |
| 4 | | | | | | | | | | | | | | | | | | | 0 | |
| 5 | | | | | | | | | | | | | | | | | | | 0 | |
| 6 | | | | | | | | | | | | | | | | | | | 0 | |
| 7 | | | | | | | | | | | | | | | | | | | 0 | |
| 8 | | | | | | | | | | | | | | | | | | | 0 | |
| 9 | | | | | | | | | | | | | | | | | | | 0 | |
| 10 | | | | | | | | | | | | | | | | | | | 0 | |
| Cleaning Equipment and Supplies | | | | | | | | | | | | | | | | | | | | |
| downy 2 liters | ltrs | 15 | | | | | | 15 | | | | | | | | | | | 30 | 415.00 |
| zonrox | gal | 10 | | | | | | 10 | | | | | | | | | | | 20 | 168.00 |
| muriatic acid | gal | 10 | | | | | | | | | | | | | | | | | 10 | 340.00 |
| hand towel | dozen | 2 | | | | | | | | | | | | | | | | | 2 | 120.00 |
| disinfectant (domex ultra) | gal | 3 | | | | | | 3 | | | | | | | | | | | 6 | 440.00 |
| downy fabric conditioner | gal | 1 | | | | | | 2 | | | | | | | | | | | 3 | 428.00 |
| dishwashing liquid 500ml | bottle | 3 | | | 2 | | | 3 | | | | | | | | | | | 10 | 130.00 |
| door mat | pc | 1 | | | | | | | | | | | | | | | | | 1 | 250.00 |
| joy bathroom tissue 2 ply (x12) | pack | 1 | | | | | | | | | | | | | | | | | 1 | 239.40 |
| glade air freshener 250ml lemon | 3.00 | | | | | | | 3 | | | | | | | | | | | 6 | 148.00 |

| Paper Materials and Products | | | | | | | | | | | | | | | |
|---|--------|----|---|---|----|---|---|---|---|---|---|---|----|----------|-----------|
| Color aide paper legal size green | ream | 20 | | | | | | | | | | | 40 | 240.00 | |
| color aide paper short blue | ream | 10 | | | | | | | | | | | 20 | 210.00 | |
| book paper s20 short | ream | 10 | | | | | | | | | | | 20 | 235.00 | |
| book paper s20 long | ream | 10 | | | | | | | | | | | 20 | 275.00 | |
| bond paper s20 short | ream | 10 | | | | | | | | | | | 20 | 220.00 | |
| bond paper long s20 | ream | 10 | | | | | | | | | | | 20 | 250.00 | |
| grade 1 pad paper | dozen | 2 | | | | | | | | | | | 2 | 80.00 | |
| art paper | pack | 2 | | | | | | | | | | | 2 | 5.00 | |
| coupon bond substance 20 long | ream | 5 | | | | | | | | | | | 5 | 250.00 | |
| coupon bond substance short 20 | ream | 5 | | | | | | | | | | | 5 | 201.00 | |
| Lighting and fixtures and accessories | | | | | | | | | | | | | | | |
| 1 | | | | | | | | | | | | | 0 | | |
| 2 | | | | | | | | | | | | | 0 | | |
| 3 | | | | | | | | | | | | | 0 | | |
| 4 | | | | | | | | | | | | | 0 | | |
| 5 | | | | | | | | | | | | | 0 | | |
| 6 | | | | | | | | | | | | | 0 | | |
| 7 | | | | | | | | | | | | | 0 | | |
| 8 | | | | | | | | | | | | | 0 | | |
| 9 | | | | | | | | | | | | | 0 | | |
| 10 | | | | | | | | | | | | | 0 | | |
| Electrical equipment and components and supplies | | | | | | | | | | | | | | | |
| 1 | | | | | | | | | | | | | 0 | | |
| 2 | | | | | | | | | | | | | 0 | | |
| 3 | | | | | | | | | | | | | 0 | | |
| 4 | | | | | | | | | | | | | 0 | | |
| 5 | | | | | | | | | | | | | 0 | | |
| 6 | | | | | | | | | | | | | 0 | | |
| 7 | | | | | | | | | | | | | 0 | | |
| 8 | | | | | | | | | | | | | 0 | | |
| 9 | | | | | | | | | | | | | 0 | | |
| 10 | | | | | | | | | | | | | 0 | | |
| Computer Supplies | | | | | | | | | | | | | | | |
| ink cartridge HP CC640 W (60) | pcs | 6 | | | | | | | | | | | 6 | 895.00 | |
| ink cartridge HP CC643 W (60) | pcs | 2 | | | | | | | | | | | 2 | 1,100.00 | |
| ink cartridge canon pixma IP 1980 colored CL 811 | pc | 1 | | | | | | | | | | | 1 | 1,200.00 | |
| ink cartridge canon pixma IP 1980 Black PG810 | pc | 1 | | | | | | | | | | | 1 | 1,200.00 | |
| computer ink (HP ink #60 black) | pcs | 10 | | | | | | | | | | | 10 | 895.00 | |
| computer ink (HP ink # 60 colored) | pcs | 10 | | | | | | | | | | | 10 | 1,100.00 | |
| computer ribbon refill Epson 2175 | | 10 | | | 10 | | | | | | | | 10 | 55.00 | |
| HP ink #702 | | 1 | | | 1 | | | | | | | | 1 | 1,200.00 | |
| EPSON ME32 ink:black (15)magenta(12)cyan(12)blue(12)/ | bottle | 5 | 4 | 4 | 4 | 5 | 4 | 4 | 4 | 5 | 4 | 4 | 4 | 51 | 100.00 |
| computer ink pixma 1300 #41 black | pc | 1 | | | | | | | | | | | | 1 | 1,100.00 |
| Computer Equipment and Accessories | | | | | | | | | | | | | | | |
| laptop toshiba | unit | | | 1 | | | | | | | | | | 1 | 60,000.00 |
| USB flash drive 8GB | pcs | 2 | | | | | | | | | | | | 2 | 1,589.00 |
| USB flash drive 32GB | pc | 1 | | | | | | | | | | | | 1 | 1,750.00 |
| computer set | | 1 | | | | | | | | | | | | 1 | 20,529.70 |
| USB 2GB | pcs | 1 | | | | | | | | | | | 1 | 598.00 | |
| wireless mouse for laptop | pc | 1 | | | | | | | | | | | | 1 | |
| 7 | | | | | | | | | | | | | | 0 | |
| 8 | | | | | | | | | | | | | | 0 | |
| 9 | | | | | | | | | | | | | | 0 | |
| 10 | | | | | | | | | | | | | | 0 | |
| *Other Categories | | | | | | | | | | | | | | | |
| coffee mate creamer 500gms | pack | 15 | | | | | | | | | | | | 15 | 132.00 |
| sugar | pack | 15 | | | | | | | | | | | | 15 | 55.00 |
| nestea | pack | 35 | | | | | | | | | | | | 35 | 150.00 |
| 3 n 1 nescafe 36pcs/pack | pack | 10 | | | | | | | | | | | | 10 | 210.00 |
| nescafe | pack | 15 | | | | | | | | | | | | 15 | 95.00 |
| white sugar 1kg/pack | pack | 15 | | | | | | | | | | | | 15 | 85.00 |
| nescafe 100grams | pack | 10 | | | | | | | | | | | | 10 | 100.00 |
| coffeemate 500gms/pack | pack | 20 | | | | | | | | | | | | 20 | 120.00 |
| water color bottled/assorted | bottle | 10 | | | | | | | | | | | | 10 | 30.00 |
| brush for water color | dozen | 1 | | | | | | | | | | | | 1 | 120.00 |

***GRAND TOTAL:

TOTAL W/ 10% ADDITIONAL PROVISION FOR INFLATION

APPROVED BUDGET:

*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 within our approved budget for the year.

Prepared by: ENGR. EMETERIO E. LAROYA Property/Supply Officer
Certified Funds Available / Certified Appropriate Funds Available: MRS. EMELY S. BADUA Local Budget Officer
Approved: MRS. MELBA BAGOOD accountant / In-Charge of Office
HON. HEIDEE L. GANIGAN-CHUA Head of the Agency/Municipal Mayor

Date Prepared: November 25, 2011

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| 7,127.12 |
| 17,002.70 |
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| - |
| 349.44 |
| 6,916.00 |
| 364.00 |
| 228.80 |
| 174.05 |
| - |
| - |
| - |
| - |
| - |
| 262.08 |
| - |
| 549.12 |
| - |
| 471.36 |
| 1,394.44 |
| 257.88 |
| 268.28 |
| - |
| 1,121.12 |
| - |
| 1,917.36 |
| 207.58 |
| - |
| - |
| - |
| 57.20 |
| 1,830.40 |
| 1,703.28 |
| 2,483.52 |
| - |
| 904.80 |
| 1,248.00 |
| - |
| - |
| 1,459.77 |
| 164.85 |
| 177.80 |
| 599.04 |
| - |
| 113.36 |
| 135.20 |
| - |
| - |
| 178.44 |
| 198.24 |
| 72.80 |
| 374.40 |
| 633.36 |
| 180.96 |
| 196.04 |
| 958.50 |
| 243.00 |
| 243.00 |
| - |
| 44.94 |
| 72.80 |
| 104.00 |
| 224.64 |
| 62.40 |
| 340.89 |
| 838.40 |
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| 748.80 |
| 557.28 |
| - |
| 161.20 |
| 2,707.32 |
| 764.40 |
| 141.44 |
| 796.48 |
| 18.20 |
| 3,390.00 |
| 2,168.92 |
| 853.74 |
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| - |
| - |
| 530.72 |
| 94.64 |
| 218.40 |
| 5,516.84 |
| 2,986.56 |
| - |
| 108.16 |
| 124.80 |
| 2,234.28 |
| - |
| - |
| - |
| 956.80 |
| 2,346.96 |
| 608.72 |
| 407.60 |
| 384.80 |
| - |
| 7,888.35 |
| - |
| - |
| - |
| - |
| 432.64 |
| 1,406.08 |
| 1,178.80 |
| 1,310.40 |
| 3,908.16 |
| 333.88 |
| 241.38 |
| 419.80 |
| - |
| - |
| 1,077.44 |
| 4,186.00 |
| 711.36 |
| - |
| 2,402.40 |
| 1,626.56 |
| 5,023.20 |
| 728.00 |
| - |
| 1,840.80 |
| 19,890.00 |
| - |
| 1,514.24 |
| 998.40 |
| 1,506.96 |
| - |
| 1,583.52 |
| 2,683.20 |
| 1,198.08 |
| 1,349.27 |
| - |
| - |
| 7,391.64 |
| 4,118.40 |
| - |
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| 2,096.64 |
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| - |
| 7,953.92 |
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