

November 29, 2016

Ms. Liza B. Fangsilat
Regional Director
DBM-CAR

Dear **Director Fangsilat**:

We are respectfully submitting herewith the attached Annual Procurement Plan for Commonly Used Supplies and Equipment for CY 2017, for your information and ready reference.

Thank you.

Very truly yours,


JANET P. ARMÁS
OIC-Regional Director





**ANNUAL PROCUREMENT PLAN FOR 2017
For Common-Use Supplies and Equipment**

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

- Select the appropriate worksheet depending on the nearest Regional/Provincial Depot in your area.
- For Sub - Depots please refer to the following (Arranged/ Classified according to commonality of freight cost):
 - Bukidnon, Puerto Princesa Palawan, Biliran, Borongan, Misamis Occidental (Oroquieta) and Southern Leyte (Maasin)- **Region XIII**
 - Misamis Oriental, Bacolod, Calbayog, Bontoc and Northern Samar (Cataman)- **Regions VI, VII, VIII, X, & XI**
 - Surigao Del Norte - **Surigao Del Norte**
 - Zamboanga Sibugay- **Zamboanga Sibugay**
 - Camiguin - **Camiguin**
- Indicate the agency's **monthly** requirement per item in the APP form. The form will automatically compute for the Total Quarterly requirement, Total Amount per item and the Grand Total.
- APPs are considered incorrect if: a) form used is other than the prescribed format downloaded at ps-philgeps.gov.ph and; b) correct format is used but fields were deleted and/or inserted in Portion A of the APP. The agency will be informed through e-mail if the submission is incorrect.**
- 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. 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.
- The accomplished **HARD COPY** of the APP-CSE shall be submitted in the following manner:
 - DDM Central Office- for entities in the Central Office
 - DDM Regional Office (HO)- for regional offices, operating units of DepEd, DOH, DPWH, CHED, TESDA and SUCS
 The accomplished **SOFT COPY** of the APP-CSE shall be submitted to the following email addresses:
 - ps-app-rga@gmail.com- For central and regional offices of all national government agencies
 - ps-app-suc@gmail.com- For main and other campuses of all state universities and colleges
 - ps-app-goc@gmail.com- For all central and regional offices of government owned and controlled corporations
 - ps-app-ded@gmail.com- For primary and secondary schools
 - ps-app-igu@gmail.com- For Local Government Units
- Consistent with Circular Letter No. 2016-09 dated October 27, 2016, the APP for FY 2017 must be submitted on or before **November 30, 2016**.
- Rename your APP file in the following format: APP2017- Name of Agency- Region (e.g. APP2017-PS- Central Office).
- For further assistance/clearification, agencies may call the Corporate Planning and Business Development Division of the Procurement Service at telephone nos. (02)561-6116 or (02)689-7750 loc. 4021.



Department/Bureau/Office: DSWD Agency Account Code: _____
 Region: CAR
 Address: _____

Contact Person: LANY LIZEL G. DIAZ
 Position: ADMINISTRATIVE OFFICER-V
 Email: psu.car@dswd.gov.ph
 Telephone/Mobile Nos: _____

Item & Specifications	Unit of Measure	Quantity Requirement																Price Catalogue as of October 14	TOTAL AMOUNT									
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct			Nov	Dec	Q4	Q4 AMOUNT	Total Quantity				
A. AVAILABLE AT PROCUREMENT SERVICE STORES																												
COMMON ELECTRICAL SUPPLIES																												
1. BATTERY, size AA, alkaline, 2 pieces per blister pack	pack	10			10	174.2	10								10	174.2	10						10	174.2	40	1.025	17.42	696.80
2. BATTERY, size AAA, alkaline, 2 pieces per blister pack	pack				0	0									0	0							0	0	0	1.025	15.03	-
3. BATTERY, size D, alkaline, 2 pieces per blister pack	pack				0	0									0	0							0	0	0	1.025	77.56	-
4. FLUORESCENT LAMP, tubular, 28 watts	tube				0	0									0	0							0	0	0	1.025	114.40	-

5	FLUORESCENT LAMP, tubular, 36 watts	tube	40		40	11232	40		40	11232	40		40	11232	40		40	11232	160	1.025	280.80	44,928.00
6	COMPACT FLUORESCENT LAMP, 18 watts, 1 piece in individual box	piece	10		10	0	10		10	0	10		10	0	10		10	0	30	1.025		
7	TAPE, electrical	roll	10		10	182			0	0			0	0	10		10	182	20	1.025	18.20	364.00
COMMON OFFICE SUPPLIES																						
1	ACETATE, gauge #3, 50m per roll	roll	1		1	624	1		1	624	1		1	624	1		1	624	4	1.025	624.00	2,496.00
2	AIR FRESHENER, 380ml/can	can	20		20	1664	20		20	1664	20		20	1664	20		20	1664	80	1.025	83.20	6,656.00
3	ALCOHOL, 70%, ethyl, 500ml	bottle	80		80	3825.6	80		80	3825.6	80		80	3825.6	80		80	3825.6	320	1.025	47.82	15,301.40
4	CARBON FILM, A4 size, 100 sheets per box	box	3		3	592.74	3		3	592.74	3		3	592.74	3		3	592.74	12	1.025	197.58	2,370.96
5	CARBON FILM, PE, black, 216mm x 30mm, 100 sheets per box	box			0	0			0	0			0	0			0	0	0	1.025	202.80	
6	CARTOLINA, assorted color, 20 pieces per pack	pack			0	0			0	0			0	0			0	0	0	1.025	64.48	
7	CHALK, white, dustless, 100 pieces per box	box			0	0			0	0			0	0			0	0	0	1.025	25.86	
8	CLEARBOOK, A4 size	piece			0	0	3		3	118.56	3		3	118.56			0	0	6	1.025	39.52	237.12
9	CLEARBOOK, Legal size	piece			0	0	3		3	131.04	3		3	131.04			0	0	6	1.025	43.68	262.08
10	CLIP, backfold, 19mm, 12 pieces per box	box	40		40	291.2	40		40	291.2	40		40	291.2	40		40	291.2	160	1.025	7.38	1,164.80
11	CLIP, backfold, 25mm, 12 pieces per box	box	75		75	280	75		75	280	75		75	280	75		75	280	300	1.025	10.40	3,120.00

12	CLIP, backfold, 30mm, 12 pieces per box	box	40			40	764.8	40			40	764.8	40			40	764.8	40			40	764.8	160	1.025	19.12	3,059.20
13	CLIP, backfold, 50mm, 12 pieces per box	box	40			40	1455.2	40			40	1455.2	40			40	1455.2	40			40	1455.2	160	1.025	36.38	5,820.80
14	CORRECTION TAPE, 6 meters (min), 1 piece in individual plastic	piece	150			150	4680	100			150	4680	100			100	3120	500			100	3120	500	1.025	31.20	15,600.00
15	DATA FILE BOX, made with chipboard, with closed ends	box	50			50	3489	50			50	3489	50			50	3489	200			50	3489	200	1.023	69.78	13,956.00
16	DATA FOLDER, made with chipboard, tag/ie lock	piece				0	0				0	0				0	0	0			0	0	0	1.025	68.64	-
17	ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box	box	20			20	7630.8				20	7630.8	0			0	0	40			0	0	40	1.025	381.54	15,261.60
18	ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box	box	25			25	12685	25			25	12685	25			25	12685	25			25	12685	100	1.025	507.40	50,740.00
19	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size documents, 100 pieces per box	box				0	0	10			10	6217.1	10			10	6217.1				0	0	20	1.025	621.71	12,434.20
20	ENVELOPE, EXPANDING, plastic	piece	10			10	276.1				10	276.1				10	276.1				0	0	20	1.025	27.61	552.20

11	ENVELOPE, MAILING, 500 pieces per box, 80 gsm	box			0	0			0	0	3					3	1497.6				0	0	3	499.20	499.20	1,497.60
12	ENVELOPE, MAILING, with window, 500 pieces per box, 80 gsm	box	3		3	1684.8			0	0						0	0				0	0	3	561.60	561.60	1,684.80
13	ERASER, felt, for blackboards/whiteboard	piece			0	0			0	0						0	0				0	0	0	1.025	11.31	-
14	ERASER, plastic or rubber	piece	10		10	22.9	10		10	22.9	10					10	22.9	10			10	22.9	40	1.025	2.29	91.60
15	FASTENER, for paper, metal, 50 sets per box	box	10		10	570.9	10		10	570.9	10					10	570.9	10			10	570.9	40	1.025	57.09	2,283.60
16	FILE ORGANIZER, expanding, legal, plastic, assorted colors	piece	100		100	706.7			0	0						0	0				0	0	100	1.025	70.67	2,067.00
17	FILE TAB DIVIDER, A4, five (5) c	set	5		5	62.4			0	0	5					5	62.4				0	0	10	1.025	12.48	114.80
18	FILE TAB DIVIDER, Legal Size, five(5) colors per set	set			0	0			0	0						0	0				0	0	0	1.025	16.64	-
19	FOLDER, Fancy, A4, 50s/ bundle	bundle	5		5	1170			0	0						0	0				0	0	5	1.025	334.00	1,170.00
20	FOLDER, Fancy, Legal, 50 pieces per bundle	bundle	5		5	1456			0	0						0	0				0	0	5	1.025	291.20	1,456.00
21	FOLDER, L-type, A4, 50 pieces pack	pack			0	0			0	0						0	0				0	0	0	1.025	166.40	-
22	FOLDER, L-type, Legal size, 50 pieces per pack	pack			0	0			0	0						0	0				0	0	0	1.025	203.84	-
23	FOLDER, Pressboard, size 210mm x 320mm, 100s/box	box	5		5	3733.6	5		5	3733.6	5					5	3733.6	5			5	3733.6	20	1.025	746.72	14,934.40

34	FOLDER, Tagboard, A4, 100 pieces per pack	pack	100		100	17928				0	0	100		100	17928				0	0	200	1.025	179.28	35,856.00
35	FOLDER, Tagboard, Legal size, 100 pieces per pack	pack	100		100	20037				0	0	100		100	20037				0	0	200	1.025	200.37	40,074.00
36	GLUE, all purpose, 300 grams min.	jar	100		100	4418				0	0	100		100	4418				0	0	200	1.025	44.18	8,836.00
37	INDEX TAB, self-adhesive, 5 set/box, assorted colors	box			0	0				0	0			0	0				0	0	0	1.025	47.90	-
38	LOOSELEAF COVER, 50sets per bundle	bundle			0	0				0	0			0	0				0	0	0	1.025	539.76	-
39	MAGAZINE FILE BOX, LARGE	piece			0	0				0	0			0	0				0	0	0	1.025	41.60	-
40	MARKER, fluorescent, 3 colors per set	set	50		50	1777.5	50			50	1777.5	50		50	1777.5				0	0	150	1.025	35.55	5,332.50
41	MARKER, whiteboard, bullet type, black	piece	50		50	514				0	0	50		0	0				0	0	50	1.025	10.28	514.00
42	MARKER, whiteboard, bullet type, blue	piece			0	0				0	0			0	0				0	0	0	1.025	10.28	-
43	MARKER, whiteboard, bullet type, red	piece			0	0				0	0			0	0				0	0	0	1.025	10.28	-
44	MARKER, permanent, bullet type, black	piece	50		50	482.5				0	0	50		50	482.5				0	0	100	1.025	9.65	965.00
45	MARKER, permanent, bullet type, blue	piece	50		50	482.5				0	0	50		50	482.5				0	0	100	1.025	9.65	965.00
46	MARKER, permanent, bullet type, red	piece			0	0				0	0			0	0				0	0	0	1.025	9.65	-
47	NOTE BOOK, stenographer's, 40 leaves, spiral	piece	500		500	5200				0	0	500		500	5200				0	0	1000	1.025	10.40	10,400.00

48	NOTE PAD, stick-on, (2"x3"), 100 sheets per pad	pad	30			30	936	35			35	280	35			35	780	30			30	936	110	1.025	31.20	3,432.00
49	NOTE PAD, stick-on, (3"x3"), 100 sheets per pad	pad	100			100	4054	100			100	4054	100			100	4054	100			100	4054	400	1.025	40.54	16,216.00
50	NOTE PAD, stick-on, (3"x4"), 100 sheets per pad	pad				0	0				0	0				0	0				0	0	0	1.025	54.06	-
51	PAD PAPER, Ruled	pad	15			15	273.9				0	0	15			15	273.9				0	0	30	1.025	18.26	547.80
52	PAPER CLIP, gem type, 48mm, 100 pieces per box	box	20			20	257	30			20	257	20			20	257	20			20	257	80	1.025	12.85	1,028.00
53	PAPER CLIP, gem type, 32mm, 100 pieces per box	box	20			20	128.6	20			20	128.6	20			20	128.6	20			20	128.6	80	1.025	6.43	514.40
54	PAPER, MULTICOPY, 80gsm, size: 216mm x 297mm	ream	500			500	57425	500			500	57425	500			500	57425	500			500	57425	2000	1.025	114.85	229,700.00
55	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	100			100	14100	100			100	14100	100			100	14100	50			50	7050	350	1.025	141.00	49,350.00
56	PAPER, Multi-Purpose (COPY), A4, 70gsm	ream				0	0				0	0				0	0				0	0	0	1.025	104.25	-
57	PAPER, Multi-Purpose (COPY), Legal size, 70gsm	ream				0	0				0	0				0	0				0	0	0	1.025	114.59	-
58	PARCHMENT PAPER, A4 size, 80 gsm, 100 sheets per pack	ream	50			50	4420	50			50	4420	50			50	4420	50			50	4420	200	1.025	88.40	17,680.00

59	PAPER, Thermal, 216mm x 30m	roll			0	0	5			5	155.75	10			10	311.5	10			10	311.5	25	1.025	311.5	778.25
60	PENCIL, lead, w/eraser, one(1) dozen per box	box	30		30	392.4				0	0	30			30	392.4				0	0	40	1.025	19.62	784.80
61	PHILIPPINE NATIONAL FLAG	piece			0	0				0	0				0	0				0	0	0	1.025	278.72	-
62	RECORD BOOK, 300 pages, size: 214mm x 278mm min	book	100		100	6032				0	0	100			100	6032	300			200	12064	400	1.025	60.32	24,128.00
63	RECORD BOOK, 500 pages, size: 214mm x 278mm min	book			0	0	20			20	1737	25			25	217.25				0	0	45	1.025	86.85	3,908.25
64	RING BINDER, Plastic 32mm, 10 pieces per bundle	bundle			0	0				0	0				0	0				0	0	0	1.025	256.87	-
65	RUBBER BAND, 20mm min lay flat length (#18)	box	6		6	559.86				0	0				0	0				0	0	6	1.025	93.31	559.86
66	RULER, plastic, 450mm, 1 piece in individual plastic	piece	15		15	332.2	5			5	77.4	5			5	77.4	5			5	77.4	30	1.025	15.48	464.40
67	SIGN PEN, black	piece	10		10	381				0	0	10			10	381				0	0	20	1.025	38.10	781.00
68	SIGN PEN, blue	piece	120		120	4572	50			50	1905	120			120	4572	50			50	1905	360	1.025	38.10	12,954.00
69	SIGN PEN, red	piece	10		10	381				0	0				0	0				0	0	10	1.025	38.10	381.00
70	STAMP PAD INK, violet, 50ml	bottle	50		50	1231.5				0	0	50			50	1231.5				0	0	100	1.025	24.63	2,463.00
71	STAMP PAD, felt pad, min 60mm x 100mm	piece	50		0	0				0	0	50			50	1383				0	0	50	1.025	27.66	1,383.00
72	STAPLE WIRE, Heavy duty, 23/13	box			0	0				0	0				0	0				0	0	0	1.025	23.40	-
73	STAPLE WIRE, Standard	box	200		200	3784	100			100	1892	300			300	5676				0	0	600	1.025	18.92	11,352.00

24	TAPE, masking, 24mm, 50 meters length	roll	200			200	11024	100			100	5552	250			250	13780	50			50	2756	600	1.025	55.12	33,072.00	
25	TAPE, masking, 48mm, 50 meters length	roll	200			200	31008	150			150	15756	200			200	21008	50			50	5252	600	1.025	105.04	63,024.00	
26	TAPE, transparent, 24mm, 50 meters	roll	300			300	3276	100			200	2184	300			300	3276	100			100	1092	900	1.025	10.92	9,828.00	
27	TAPE, transparent, 48mm, 50 meters	roll	200			200	5304	200			300	5304	200			200	5304	100			100	2652	700	1.025	26.52	18,564.00	
28	TAPE, packaging, 48mm, 50 meters length	roll	150			150	4911	100			100	3274	200			200	6548	100			100	3274	550	1.025	32.74	18,007.00	
29	TOILET TISSUE, 12 rolls per pack	pack	10			10	676	30			20	1352	20			20	1352	10			10	676	60	1.025	67.60	4,056.00	
30	TWINE, plastic, one kilo per roll	roll	10			10	499.2				0	0	10			10	499.2				0	0	30	1.025	49.92	998.40	
31	WRAPPING PAPER, kraft, 50 sheets per pack	pack				0	0				0	0				0	0				0	0	0	1.025	128.84	-	
32	Software					0	0				0	0				0	0				0	0	0			-	
33	Airline travel					0	0				0	0				0	0				0	0	0			-	
COMMON OFFICE DEVICES																											
	CUTTER BLADE, heavy duty cutter, 10 pieces per tube	tube				0	0				0	0				0	0				0	0	0	1.025	9.19	-	
1	CUTTER KNIFE, heavy duty	piece	5			5	98.8	10			10	197.6	5			5	98.8				0	0	20	1.025	19.76	395.20	
2	DATING AND STAMPING MACHINE	piece				0	0				0	0				0	0				0	0	0	1.025	478.38	-	
4	PENCIL SHARPENER, 1 piece in individual plastic case	piece				0	0				0	0				0	0				0	0	0	1.025	187.20	-	
5	PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box	piece	5			5	571.4				0	0	5			5	571.4				0	0	10	1.025	114.28	1,142.80	

6	SCISSORS, (6")	pair	10		10	137.3	10		10	137.3	10		10	137.3				0	0	30	1.025	13.73	411.90
7	STAPLER, standard	piece	10		10	821.6			0	0	10		10	821.6				0	0	30	1.025	82.16	1,643.20
8	STAPLER, binder type, heavy duty for high volume stapling, 25-35 sheets of 70gsm bond paper stapling capacity, min 700 staples, with adjustable paper guide	piece			0	0			0	0			0	0				0	0	0	1.025	878.80	
9	STAPLE REMOVER, piler type	piece	20		20	363.6	10		10	181.8	10		10	181.8				0	0	60	1.025	181.8	327.20
10	TAPE DISPENSER, table top	piece	20		20	954.4	10		10	477.2	10		10	477.2				0	0	60	1.025	47.72	1,908.80
11	WASTE BASKET, non-rigid plastic	piece			0	0			0	0			0	0				0	0	0	1.025	23.90	
COMMON JANITORIAL SUPPLIES																							
12	BROOM, soft (tambo)	piece	10		10	884			0	0	10		10	884				0	0	30	1.025	88.40	1,268.00
13	BROOM, stick (tingting)	piece			0	0			0	0			0	0				0	0	0	1.025	23.92	
14	CLEANER, TOILET BOWL AND URINAL, 900-1000ml cap	bottle	10		10	416			0	0	30		10	416				0	0	30	1.025	41.60	832.00
15	CLEANSER, scouring powder, 350grams/can	can			0	0			0	0			0	0				0	0	0	1.025	21.27	
16	DETERGENT POWDER, all purpose, 1kilo/pouch	pouch			0	0			0	0			0	0				0	0	0	1.025	37.43	

6	DISINFECTANT SPRAY, 400-550 grams	can			0	0			0	0			0	0			0	0	0	1.025	119.60		
7	DUST PAN, non-rigid plastic	piece	10		10	249.6			0	0	10			10	249.6			0	0	30	1.025	24.95	499.20
8	FLOOR WAX, Paste, red	can	5		5	1014			0	0			0	0			0	0	5	1.025	202.80	1,014.00	
9	FURNITURE CLEANER, aerosol, 300ml/can	can	10		10	847.6	10		10	847.6	10		10	847.6	10		10	847.6	40	1.025	84.76	3,390.40	
10	INSECTICIDE, aerosol type, 600ml/can	can			0	0			0	0			0	0			0	0	0	1.025	124.80		
11	MOPBUCKET	piece			0	0			0	0			0	0			0	0	0	1.025	1,911.00		
12	MOPHANDLE, screw type, aluminum handle	piece			0	0			0	0			0	0			0	0	0	1.025	142.48		
13	MOPHEAD, made of rayon	piece			0	0			0	0			0	0			0	0	0	1.025	98.80		
14	RAV, all cotton, 30 pieces per kilo per bundle	bundle			0	0			0	0			0	0			0	0	0	1.025	49.69		
15	SCOURING PAD, 5 pieces per pack	pack	5		5	514.8			0	0			0	0			0	0	5	1.025	102.95	514.80	
16	TRASHBAG, plastic, transparent, 10pcs/roll	roll	10		10	1398.8	10		10	1398.8	10		10	1398.8	10		10	1398.8	40	1.025	139.88	5,595.20	
17	DISINFECTANT, bleaching solution	cont			0				0				0				0		0			101.82	
COMMON OFFICE EQUIPMENT																					7.28		

	BINDING AND PUNCHING MACHINE, two(2) hand lever system, 34cm or 13" (24 holes) punching, width adjustable to any format, binds 625 sheets, or up to 2" thick, all metal construction.	unit			0	0				0	0								0	0	0	1.025	10,400.00	
	CALCULATOR, COMPACT, electronic, 10 digits cap, 1 unit in individual box	unit	20		20	2704	10			10	352	10							0	0	40	1.025	135.20	5,408.00
	CALCULATOR, SCIENTIFIC, 1 unit per box.	unit	5		5	1294.2				0	0								0	0	5	1.025	258.84	1,294.20
	CHAIR, monobloc, without armrest, beige	piece			0	0				0	0								0	0	0	1.025	254.68	
	CHAIR, monobloc, without armrest, white	piece			0	0				0	0								0	0	0	1.025	254.80	
	DIGITAL VOICE RECORDER, 4GB (expandable), 1 unit in individual box	unit			0	0				0	0								0	0	0	1.025	6,229.60	

	DOCUMENT CAMERA, four(4) reference points demarcate viewing area, 16x1600x5 consecutive zoom, PC and Doc Cam video switcher, plug and play	unit						0	0									0	0	0	1.025	25,272.00	-
9	ELECTRIC FAN, industrial	unit						0	0									0	0	0	1.025	956.80	-
9	ELECTRIC FAN, orbit type	unit						0	0									0	0	0	1.025	1,248.00	-
10	ELECTRIC FAN, stand type	unit	10					10	967									0	0	10	1.025	967.10	9,671.00
11	ELECTRIC FAN, wall type	unit						0	0									0	0	0	1.025	790.40	-
12	FACSIMILE MACHINE, uses thermal paper, 50m/roll, for documents 216mm x 600mm, 15 sec, transmission speed, running width 208mm, document feeder holds 10 pages, with automatic paper cutter, redial, and fax/tel switchover	unit						0	0									0	0	0	1.025	3,502.72	-

7	FIRE EXTINGUISHER, dry chemical, for ABC class of fire, stored pressure type, non-electrical conductor, non-toxic, non-corrosive, 4.5kg (10 lbs.), brand new	unit					0	0													0	0	0	1.025	1,080.56					
8	FIRE EXTINGUISHER, pure HCFC 125, with fire rating of A, B, C, for ABC class of fire, stored pressure type, non-electrical conductor, non-corrosive, 4.5kg (10 lbs), brand new	unit					0	0																0	0	0	1.025	4,992.00		
9	MULTIMEDIA PROJECTOR, 4000 ansi Lumens, 3600 hours lamp life, supports SVGA to SXGA, (compressed) resolution	unit					0	0																		0	0	0	1.025	26,483.60

13	TABLE, monobloc, square, 36" X 36", white, four (4) seater, for indoor and outdoor use	unit				0	0					0	0					0	0	0	1.025	1,289.60	
14	TABLE, monobloc, square, 36" X 36", beige, four (4) seater, for indoor and outdoor use	unit				0	0					0	0					0	0	0	1.025	1,289.60	
14	Desktop and Laptop	unit				0	0					0	0					0	0	0			
COMMON COMPUTER SUPPLIES																							
	COMPUTER CONTINUOUS FORMS, 1 ply, 11" X 9-1/2", 2000 sheets/box	box	5			5	3153.8					0	0					0	0	5	1.025	630.76	3,153.80
	COMPUTER CONTINUOUS FORMS, 1 ply, 11" X 14-7/8", 2000 sheets/box	box				0	0					0	0					0	0	0	1.025	950.30	
	COMPUTER CONTINUOUS FORMS, 2 ply, 11" X 9-1/2", 1000 sets/box	box				0	0					0	0					0	0	0	1.025	716.04	
	COMPUTER CONTINUOUS FORMS, 2 ply, 11" X 14-7/8", 1000 sets/box	box				0	0					0	0					0	0	0	1.025	1,220.96	
	COMPUTER CONTINUOUS FORMS, 3 ply, 11" X 9-1/2", 500 sets/box	box				0	0					0	0					0	0	0	1.025	596.80	

	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT-RA 684(6th Edition), 6" x 9", 296 pages,	piece					0	0															0	0	0	1.025	61.83				
CONSUMABLES																															
1	INK CART, BROTHER LC39BK, Black	cart					0	0																		0	0	0	1.025	681.20	
2	INK CART, BROTHER LC39C, Cyan	cart					0	0																		0	0	0	1.025	447.20	
3	INK CART, BROTHER LC39M, Magenta	cart					0	0																		0	0	0	1.025	447.20	
4	INK CART, BROTHER LC39Y, Yellow	cart					0	0																		0	0	0	1.025	447.20	
5	INK CART, BROTHER LC67B, Black	cart					0	0																		0	0	0	1.025	910.00	
6	INK CART, BROTHER LC67C, Cyan	cart					0	0																		0	0	0	1.025	546.00	
7	INK CART, BROTHER LC67M, Magenta	cart					0	0																		0	0	0	1.025	546.00	
8	INK CART, BROTHER LC67Y, Yellow	cart					0	0																		0	0	0	1.025	546.00	
9	INK CART, BROTHER LC67YBK, Black	cart					0	0																		0	0	0	1.025	1,538.16	
10	INK CART, BROTHER LC67HYC, Cyan	cart					0	0																		0	0	0	1.025	868.40	
11	INK CART, BROTHER LC67HYM, Magenta	cart					0	0																		0	0	0	1.025	868.40	
12	INK CART, BROTHER LC67HY, Yellow	cart					0	0																		0	0	0	1.025	868.40	
13	INK CART, CANON PG-810, Black	cart					0	0																		0	0	0	1.025	774.80	
14	INK CART, CANON PG-740, Black	cart					0	0																		0	0	0	1.025	754.00	

15	INK CART, CANON PGI-925, Black	cart					0	0							0	0					0	0	0	1.025	574.08	
16	INK CART, CANON CLI-726, Black	cart					0	0							0	0					0	0	0	1.025	534.56	
17	INK CART, CANON CL-811, Colored	cart					0	0							0	0					0	0	0	1.025	1,022.32	
18	INK CART, CANON CL-741, Colored	cart					0	0							0	0					0	0	0	1.025	1,001.52	
19	INK CART, CANON CLI-726, Cyan	cart					0	0							0	0					0	0	0	1.025	535.60	
20	INK CART, CANON CLI-726, Magenta	cart					0	0							0	0					0	0	0	1.025	535.60	
21	INK CART, CANON CLI-726, Yellow	cart					0	0							0	0					0	0	0	1.025	535.60	
22	INK CART, EPSON C13T038190 (T038), Black	cart					0	0							0	0					0	0	0	1.025	491.92	
23	INK CART, EPSON C13T039090 (T039), Colored	cart					0	0							0	0					0	0	0	1.025	770.64	
24	INK CART, EPSON C13T03190(73N)(91N), Black	cart					0	0							0	0					0	0	0	1.025	426.40	
25	INK CART, EPSON C13T03290(73N)(91N), Cyan	cart					0	0							0	0					0	0	0	1.025	426.40	
26	INK CART, EPSON C13T03390(73N)(91N), Magenta	cart					0	0							0	0					0	0	0	1.025	426.40	
27	INK CART, EPSON C13T03490(73N)(91N), Yellow	cart					0	0							0	0					0	0	0	1.025	426.40	
28	INK CART, EPSON C13T0664100 (T6641), Black	cart					0	0							0	0					0	0	0	1.025	254.80	

39	INK CART, EPSON C13T664300 (T6643), Cyan	cart					0	0													0	0	0	1.025	254.80	
39	INK CART, EPSON C13T664300 (T6643), Magenta	cart					0	0													0	0	0	1.025	254.80	
39	INK CART, EPSON C13T664400 (T6644), Yellow	cart					0	0													0	0	0	1.025	254.80	
39	INK CART, HP 31645A, (HP45), Black	cart					0	0													0	0	0	1.025	1,346.80	
39	INK CART, HP C1839A, (HP3), Tri-color	cart					0	0													0	0	0	1.025	1,612.00	
39	INK CART, HP C4844A, (HP4), Black	cart					0	0													0	0	0	1.025	1,554.80	
39	INK CART, HP C4906AA, (HP940XL), Black	cart					0	0													0	0	0	1.025	1,554.80	
39	INK CART, HP C4907AA, (HP940XL), Cyan	cart					0	0													0	0	0	1.025	1,034.80	
39	INK CART, HP C4908AA, (HP940XL), Magenta	cart					0	0													0	0	0	1.025	1,034.80	
39	INK CART, HP C4909AA, (HP940XL), Yellow	cart					0	0													0	0	0	1.025	1,034.80	
39	INK CART, HP C4936A, (HP18), Black	cart					0	0													0	0	0	1.025	982.80	
40	INK CART, HP C4937A, (HP18), Cyan	cart					0	0													0	0	0	1.025	717.60	
41	INK CART, HP C4938A, (HP18), Magenta	cart					0	0													0	0	0	1.025	717.60	

48	INK CART, HP C4939A, (HP18), Yellow	cart					0	0												1.025	717.60	
49	INK CART, HP C6578DA, (HP78), Tri-color	cart					0	0												1.025	1,606.80	
66	INK CART, HP C6615DA, (HP15), Black	cart					0	0												1.025	1,237.60	
49	INK CART, HP C6625AA, (HP17), Tri-color	cart					0	0												1.025	1,346.80	
48	INK CART, HP C6656AA, (HP16), Black	cart					0	0												1.025	921.44	
49	INK CART, HP C6657AA, (HP17), Tri-color	cart					0	0												1.025	1,466.40	
48	INK CART, HP C8722AA, (HP22), Black	cart					0	0												1.025	826.80	
49	INK CART, HP C8765WA, (HP26), Black	cart					0	0												1.025	930.80	
50	INK CART, HP C8766WA, (HP26), Tri-color	cart					0	0												1.025	1,133.60	
51	INK CART, HP C8767WA, (HP26), Black	cart					0	0												1.025	1,430.00	
52	INK CART, HP C9351AA, (HP21), Black	cart					0	0												1.025	650.00	
53	INK CART, HP C9352AA, (HP22), Tri-color	cart					0	0												1.025	751.92	
54	INK CART, HP C9361WA, (HP23), Tri-color	cart					0	0												1.025	1,346.80	
55	INK CART, HP C9362WA, (HP23), Black	cart					0	0												1.025	600.08	

16	PAPER TRIMMER/CUTTING MACHINE, max paper size: 86, 30 sheets cutting cap, automatic clamping, stationary blade guard, A4-A6 format indications	unit					0	0											0	0	0	1.025	7,488.00	
17	PAPER SHREDDER, 0.06m/sec shred speed, cuts 6-8 sheets of 70gsm paper	unit					0	0											0	0	0	1.025	5,699.20	
18	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column, 480 cps print speed	unit					0	0											0	0	0	1.025	18,709.60	
19	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 column, 337 cps print speed	unit					0	0											0	0	0	1.025	5,831.52	
20	PRINTER, INKJET, wireless capable, 55ppm speed, 512MB memory, duplex printing capable	unit					0	0											0	0	0	1.025	10,000.00	
21	PRINTER, LASER, monochrome, 24ppm speed, 1200 x 1200 dpi	unit					0	0											0	0	0	1.025	1,237.60	

6	COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 14 7/8", 500 sets/box.	box			0	0					0	0					0	0	0	1.025	958.75				
7	DVD REWRITABLE, 4x speed, 4.7GB capacity	piece	5		5	108.95					0	0					0	0	5	1.025	21.79	108.95			
8	EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0, backward compatible with USB 2.0, 5400 rpm, with dual color LED light to indicate USB 3.0/USB 2.0 transmission, USB powered, System Requirements: USB 3.0; Windows XP/Vista/7/Mac OSx 10.4 or above, with USB 3.0 cable and product guide.	piece	10		10	28184			5		0	0					5	14092		0	0	75	1.025	2,818.40	42,276.00
9	FLASH DRIVE, 16GB, USB 2.0, plug and play	piece	30		30	5834.4			30		0	0					30	5834.4		0	0	60	1.025	194.48	1,568.80
10	MOUSE, optical, USB connection type	unit	5		5	639			5		0	0					5	639		0	0	10	1.025	127.80	1,378.00
HANDBOOK ON PROCUREMENT																									

58	INK CART, HP C9363WA, (HP97), Tri-color	cart						0	0					0	0			0	0	0	1.025	1,493.40	
59	INK CART, HP C9364WA, (HP98), Black	cart						0	0					0	0			0	0	0	1.025	826.80	
59	INK CART, HP CB914A, (HP900), Black	cart						0	0					0	0			0	0	0	1.025	296.40	
59	INK CART, HP CB915A, (HP900), Tri-color	cart						0	0					0	0			0	0	0	1.025	379.60	
60	INK CART, HP CB935WA, (HP76), Black	cart						0	0					0	0			0	0	0	1.025	696.80	
61	INK CART, HP CB936WA, (HP74XL), Black	cart						0	0					0	0			0	0	0	1.025	1,508.00	
61	INK CART, HP CB937WA, (HP75), Tri-color	cart						0	0					0	0			0	0	0	1.025	803.92	
61	INK CART, HP CB938WA, (HP75XL), Tri-color	cart						0	0					0	0			0	0	0	1.025	1,606.80	
64	INK CART, HP CC640WA, (HP60), Black	cart						0	0					0	0			0	0	0	1.025	639.60	
65	INK CART, HP CC641WA, (HP60XL), Black	cart						0	0					0	0			0	0	0	1.025	1,445.60	
65	INK CART, HP CC643WA, (HP60), Tri-color	cart						0	0					0	0			0	0	0	1.025	754.00	
67	INK CART, HP CC644WA, (HP60XL), Tri-color	cart						0	0					0	0			0	0	0	1.025	1,658.80	
68	INK CART, HP CC653AA, (HP60), Black	cart						0	0					0	0			0	0	0	1.025	639.60	
68	INK CART, HP CC656AA, (HP60), Tri-color	cart						0	0					0	0			0	0	0	1.025	1,019.20	

76	INK CART, HP CC660AA, {HP703}, Black	cart					0	0									0	0	0	1.025	1,086.80	
77	INK CART, HP CD887AA, {HP703}, Black	cart					0	0									0	0	0	1.025	358.80	
78	INK CART, HP CD888AA, {HP703}, Tri-color	cart					0	0									0	0	0	1.025	358.80	
79	INK CART, HP CD971AA, {HP 920}, Black	cart					0	0									0	0	0	1.025	792.48	
79	INK CART, HP CD973AA, {HP 920XL}, Cyan	cart					0	0									0	0	0	1.025	629.20	
79	INK CART, HP CD973AA, {HP 920XL}, Magenta	cart					0	0									0	0	0	1.025	629.20	
79	INK CART, HP CD974AA, {HP 920XL}, Yellow	cart					0	0									0	0	0	1.025	629.20	
79	INK CART, HP CD975AA, {HP 920XL}, Black	cart					0	0									0	0	0	1.025	1,242.80	
79	INK CART, HP CH561WA, {HP61}, Black	cart					0	0									0	0	0	1.025	644.80	
79	INK CART, HP CH562WA, {HP61}, Tri-color	cart					0	0									0	0	0	1.025	826.80	
80	INK CART, HP CN045AA, {HP950XL}, Black	cart					0	0									0	0	0	1.025	1,554.80	
81	INK CART, HP CN046AA, {HP951XL}, Cyan	cart					0	0									0	0	0	1.025	1,175.20	
81	INK CART, HP CN047AA, {HP951XL}, Magenta	cart					0	0									0	0	0	1.025	1,186.40	

83	INK CART, HP CN048AA, (HP951XL), Yellow	cart					0	0												1.025	1,180.40	-
84	INK CART, HP CN692AA, (HP704), Black	cart					0	0												1.025	358.80	-
85	INK CART, HP CN693AA, (HP704), Tri-color	cart					0	0												1.025	358.80	-
86	INK CART, HP CZ107AA, (HP678), Black	cart					0	0												1.025	358.80	-
87	INK CART, HP CZ108AA, (HP678), Tri-color	cart					0	0												1.025	360.88	-
88	INK CART, HP CZ121A (HP685A), Black	cart					0	0												1.025	366.08	-
89	INK CART, HP CZ122A (HP685A), Cyan	cart					0	0												1.025	249.60	-
90	INK CART, HP CZ123A (HP685A), Magenta	cart					0	0												1.025	249.60	-
91	INK CART, HP CZ124A (HP685A), Yellow	cart					0	0												1.025	249.60	-
92	INK CART, HP Q8593AA (CB728AA), (HP728), Colored	cart					0	0												1.025	930.80	-
93	INK CART, LEXMARK 10NO217 (#17), Black	cart					0	0												1.025	1,003.60	-
94	INK CART, LEXMARK 10NO227 (#27), Colored	cart					0	0												1.025	1,196.00	-
95	TONER CART, BROTHER TN- 2025, Black	cart					0	0												1.025	2,556.32	-
96	TONER CART, BROTHER TN- 2130, Black	cart					0	0												1.025	1,820.00	-

97	TONER CART, BROTHER TN-2150, Black	cart					0	0											0	0	0	1.025	2,860.00	
98	TONER CART, BROTHER TN-3320, Black	cart					0	0											0	0	0	1.025	3,354.00	
99	TONER CART, BROTHER TN-3350, Black, for HL5450DN (EU Printer)	cart					0	0											0	0	0	1.025	4,992.00	
100	TONER CART, HP C4092A, Black	cart					0	0											0	0	0	1.025	2,761.44	
101	TONER CART, HP C4096A, Black	cart					0	0											0	0	0	1.025	5,352.88	
102	TONER CART, HP C7115A, Black	cart					0	0											0	0	0	1.025	2,971.28	
103	TONER CART, HP CB435A, Black	cart					0	0											0	0	0	1.025	2,802.80	
104	TONER CART, HP CB436A, Black	cart					0	0											0	0	0	1.025	3,218.80	
105	TONER CART, HP CB540A, Black	cart					0	0											0	0	0	1.025	3,312.40	
106	TONER CART, HP CB541A, Cyan	cart					0	0											0	0	0	1.025	2,984.80	
107	TONER CART, HP CB542A, Yellow	cart					0	0											0	0	0	1.025	2,984.80	
108	TONER CART, HP CB543A, Magenta	cart					0	0											0	0	0	1.025	2,984.80	
109	TONER CART, HP CC364A, Black	cart					0	0											0	0	0	1.025	2,378.80	
110	TONER CART, HP CC530A, Black	cart					0	0											0	0	0	1.025	5,402.80	
111	TONER CART, HP CC531A, Cyan	cart					0	0											0	0	0	1.025	5,298.80	
112	TONER CART, HP CC532A, Yellow	cart					0	0											0	0	0	1.025	5,298.80	

130	TONER CART, HP CE410A, (HP305), Black	cart								0	0										0	0	0	1.025	3,790.80	-
131	TONER CART, HP CE411A, (HP305), Cyan	cart								0	0										0	0	0	1.025	5,402.80	-
132	TONER CART, HP CE412A, (HP305), Yellow	cart								0	0										0	0	0	1.025	5,402.80	-
133	TONER CART, HP CE413A, (HP305), Magenta	cart								0	0										0	0	0	1.025	5,402.80	-
134	TONER CART, HP CE505A, Black	cart								0	0										0	0	0	1.025	3,998.80	-
135	TONER CART, HP CE505X, Black, High cap	cart								0	0										0	0	0	1.025	7,066.80	-
136	TONER CART, HP Q2612A, Black	cart								0	0										0	0	0	1.025	3,104.40	-
137	TONER CART, HP Q2613A, Black	cart								0	0										0	0	0	1.025	3,328.00	-
138	TONER CART, HP Q5942A, Black	cart								0	0										0	0	0	1.025	7,482.80	-
139	TONER CART, HP Q5949A, Black	cart								0	0										0	0	0	1.025	3,530.80	-
140	TONER CART, HP Q5950A, Black	cart								0	0										0	0	0	1.025	7,646.00	-
141	TONER CART, HP Q5951A, Cyan	cart								0	0										0	0	0	1.025	10,845.12	-
142	TONER CART, HP Q5952A, Yellow	cart								0	0										0	0	0	1.025	10,845.12	-
143	TONER CART, HP Q5953A, Magenta	cart								0	0										0	0	0	1.025	10,845.12	-
144	TONER CART, HP Q6000A, Black	cart								0	0										0	0	0	1.025	3,317.60	-
145	TONER CART, HP Q6001A, Cyan	cart								0	0										0	0	0	1.025	3,616.00	-

146	TONER CART, HP Q6002A, Yellow	cart					0	0													1.025	3,614.00	-	
147	TONER CART, HP Q6003A, Magenta	cart					0	0														1.025	3,614.00	-
148	TONER CART, HP Q6470A, Black	cart					0	0														1.025	5,526.56	-
149	TONER CART, HP Q6471A, Cyan	cart					0	0														1.025	5,495.36	-
150	TONER CART, HP Q6472A, Yellow	cart					0	0														1.025	5,844.80	-
151	TONER CART, HP Q6473A, Magenta	cart					0	0														1.025	5,844.80	-
152	TONER CART, HP Q7553A, Black	cart					0	0														1.025	3,894.80	-
153	TONER CART, LEXMARK E360H1P, Black	cart					0	0														1.025	8,874.32	-
154	TONER CART, LEXMARK T650A1P, Black	cart					0	0														1.025	9,630.40	-
155	TONER CART, SAMSUNG ML-D2850B, Black	cart					0	0														1.025	4,992.00	-
156	TONER CART, SAMSUNG MLT-D165, Black	cart					0	0														1.025	2,600.00	-
157	TONER CART, SAMSUNG MLT-D161, Black	cart					0	0														1.025	2,912.00	-
158	TONER CART, SAMSUNG MLT-D165, Black	cart					0	0														1.025	2,912.00	-
159	TONER CART, SAMSUNG MLT-D165, Black	cart					0	0														1.025	2,392.00	-

160	TONER CART, SAMSUNG MLT-D105L, Black	cart					0	0												0	0	0	1.025	2,704.00	-
161	TONER CART, SAMSUNG MLT-D108S, Black	cart					0	0												0	0	0	1.025	2,631.20	-
162	TONER CART, SAMSUNG MLT-D119S(ML-2010D3), Black	cart					0	0												0	0	0	1.025	3,120.00	-
163	TONER CART, SAMSUNG MLT-D203E, Black	cart					0	0												0	0	0	1.025	7,280.00	-
164	TONER CART, SAMSUNG MLT-D203L, Black	cart					0	0												0	0	0	1.025	4,368.00	-
165	TONER CART, SAMSUNG MLT-D205L, Black	cart					0	0												0	0	0	1.025	9,464.00	-
166	TONER CART, SAMSUNG MLT-D205E, Black	cart					0	0												0	0	0	1.025	8,736.00	-
167	TONER CART, SAMSUNG MLT-D205L, Black	cart					0	0												0	0	0	1.025	4,888.00	-
168	TONER CART, SAMSUNG SCX-D655A, Black	cart					0	0												0	0	0	1.025	4,212.00	-
169	RIBBON CART, EPSON C135015516 (#8750), Black, for LX-300	cart					0	0												0	0	0	1.025	76.75	-
170	RIBBON CART, EPSON C135015517 (5015086), Black	cart					0	0												0	0	0	1.025	724.68	-

112	TONER CART, HP CC535A, Magenta	cart				0	0				0	0				0	0	0	1.025	5,298.80	-
113	TONER CART, HP CE255A, Black	cart				0	0				0	0				0	0	0	1.025	6,754.80	-
114	TONER CART, HP CE278A, Black	cart	60			60	186888	60			60	186888	60			60	186888	240	1.025	3,114.80	747,552.00
116	TONER CART, HP CE285A (HP85A), Black	cart	25			25	68900	20			20	55120	25			20	68900	20	1.025	2,756.00	248,040.00
117	TONER CART, HP CE310A, Black	cart				0	0				0	0				0	0	0	1.025	2,386.80	-
118	TONER CART, HP CE311A, Cyan	cart				0	0				0	0				0	0	0	1.025	2,490.80	-
119	TONER CART, HP CE312A, Yellow	cart				0	0				0	0				0	0	0	1.025	2,490.80	-
120	TONER CART, HP CE313A, Magenta	cart				0	0				0	0				0	0	0	1.025	2,490.80	-
121	TONER CART, HP CE320A, Black	cart				0	0				0	0				0	0	0	1.025	3,166.80	-
122	TONER CART, HP CE321A, Cyan	cart				0	0				0	0				0	0	0	1.025	3,010.80	-
123	TONER CART, HP CE322A, Yellow	cart				0	0				0	0				0	0	0	1.025	3,010.80	-
124	TONER CART, HP CE323A, Magenta	cart				0	0				0	0				0	0	0	1.025	3,010.80	-
125	TONER CART, HP CE390A, Black	cart				0	0				0	0				0	0	0	1.025	7,690.80	-
128	TONER CART, HP CE400A, Black	cart				0	0				0	0				0	0	0	1.025	6,754.80	-
127	TONER CART, HP CE401A, Cyan	cart				0	0				0	0				0	0	0	1.025	9,978.80	-
128	TONER CART, HP CE402A, Yellow	cart				0	0				0	0				0	0	0	1.025	9,978.80	-
129	TONER CART, HP CE403A, Magenta	cart				0	0				0	0				0	0	0	1.025	9,978.80	-

17	RIBBON CART, EPSON C135015584 (5015327), Black	cart			0	0				0	0					0	0	0	1.025	334.88
17	RIBBON CART, EPSON C135015692, Black, for LX-910	cart			0	0				0	0					0	0	0	1.025	75.92
B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please Indicate price of Items)																				
COMMON ELECTRICAL SUPPLIES																				
1					0	0				0	0					0	0	0	1.025	
2					0	0				0	0					0	0	0	1.025	
3					0	0				0	0					0	0	0	1.025	
COMMON OFFICE EQUIPMENT																				
1					0	0				0	0					0	0	0	1.025	
2					0	0				0	0					0	0	0	1.025	
3					0	0				0	0					0	0	0	1.025	
4					0	0				0	0					0	0	0	1.025	
5					0	0				0	0					0	0	0	1.025	
COMMON OFFICE SUPPLIES																				
1	Specialty Paper, A4, Assorted color, 150gsm, 10/piece	pack	15		15	0			0	0	15					15	0		30	1.025
2	Specialty Board, A4, Yellow, 220gsm, 10/piece	pack	15		15	0	15		15	0	15				15	0	15		60	1.025
3	Sticker paper, A4, 10/piece	pack			0	0			0	0					0	0			0	1.025
4	1. Ballpen, fine point, black	piece	80		80	0	80		80	0	80				80	0	80		320	1.025
5	2. Paper, photopaper, A4, 20's	pack	10		10	0	10		10	0	10				10	0	10		40	1.025
6	4. Certificate holder, hard, red, A4	piece	20		20	0	25		25	0	25				25	0	25		20	1.025
7					0	0			0	0					0	0			0	1.025
8					0	0			0	0					0	0			0	1.025
9					0	0			0	0					0	0			0	1.025
10					0	0			0	0					0	0			0	1.025

17				0	0			0	0					0	0	0	1.025	
18				0	0			0	0					0	0	0	1.025	
19				0	0			0	0					0	0	0	1.025	
20				0	0			0	0					0	0	0	1.025	
21				0	0			0	0					0	0	0	1.025	
22				0	0			0	0					0	0	0	1.025	
23				0	0			0	0					0	0	0	1.025	
24				0	0			0	0					0	0	0	1.025	
25				0	0			0	0					0	0	0	1.025	
26				0	0			0	0					0	0	0	1.025	
27				0	0			0	0					0	0	0	1.025	
28				0	0			0	0					0	0	0	1.025	
29				0	0			0	0					0	0	0	1.025	
30				0	0			0	0					0	0	0	1.025	
31				0	0			0	0					0	0	0	1.025	
COMMON JANITORIAL SUPPLIES																		
1				0	0			0	0					0	0	0	1.025	
2				0	0			0	0					0	0	0	1.025	
3				0	0			0	0					0	0	0	1.025	
CONSUMABLES																		
1				0	0			0	0					0	0	0	1.025	
2				0	0			0	0					0	0	0	1.025	
3				0	0			0	0					0	0	0	1.025	
4				0	0			0	0					0	0	0	1.025	
5				0	0			0	0					0	0	0	1.025	
6				0	0			0	0					0	0	0	1.025	
7				0	0			0	0					0	0	0	1.025	
8				0	0			0	0					0	0	0	1.025	
9				0	0			0	0					0	0	0	1.025	
10				0	0			0	0					0	0	0	1.025	
11				0	0			0	0					0	0	0	1.025	
12				0	0			0	0					0	0	0	1.025	
13				0	0			0	0					0	0	0	1.025	
14				0	0			0	0					0	0	0	1.025	
15				0	0			0	0					0	0	0	1.025	
16				0	0			0	0					0	0	0	1.025	
17				0	0			0	0					0	0	0	1.025	
18				0	0			0	0					0	0	0	1.025	
19				0	0			0	0					0	0	0	1.025	
20				0	0			0	0					0	0	0	1.025	
21				0	0			0	0					0	0	0	1.025	
22				0	0			0	0					0	0	0	1.025	
23				0	0			0	0					0	0	0	1.025	
24				0	0			0	0					0	0	0	1.025	
25				0	0			0	0					0	0	0	1.025	
26				0	0			0	0					0	0	0	1.025	
27				0	0			0	0					0	0	0	1.025	
28				0	0			0	0					0	0	0	1.025	
29				0	0			0	0					0	0	0	1.025	
30				0	0			0	0					0	0	0	1.025	
31				0	0			0	0					0	0	0	1.025	
32				0	0			0	0					0	0	0	1.025	
33				0	0			0	0					0	0	0	1.025	
34				0	0			0	0					0	0	0	1.025	
Office Equipment and Accessories																		
1				0	0			0	0					0	0	0	1.025	
2				0	0			0	0					0	0	0	1.025	
3				0	0			0	0					0	0	0	1.025	
4				0	0			0	0					0	0	0	1.025	
5				0	0			0	0					0	0	0	1.025	

6			0	0			0	0							0	0	0			
7			0	0			0	0							0	0	0			
8			0	0			0	0							0	0	0			
9			0	0			0	0							0	0	0			
10			0	0			0	0							0	0	0			
Office Supplies																				
11			0	0			0	0							0	0	0			
12			0	0			0	0							0	0	0			
13			0	0			0	0							0	0	0			
14			0	0			0	0							0	0	0			
15			0	0			0	0							0	0	0			
16			0	0			0	0							0	0	0			
17			0	0			0	0							0	0	0			
18			0	0			0	0							0	0	0			
19			0	0			0	0							0	0	0			
20			0	0			0	0							0	0	0			
Audio & Video presentation and recording equipment																				
21			0	0			0	0							0	0	0			
22			0	0			0	0							0	0	0			
23			0	0			0	0							0	0	0			
24			0	0			0	0							0	0	0			
25			0	0			0	0							0	0	0			
26			0	0			0	0							0	0	0			
27			0	0			0	0							0	0	0			
28			0	0			0	0							0	0	0			
29			0	0			0	0							0	0	0			
30			0	0			0	0							0	0	0			
Photographic printing or video equipment																				
31			0	0			0	0							0	0	0			
32			0	0			0	0							0	0	0			
33			0	0			0	0							0	0	0			
34			0	0			0	0							0	0	0			
35			0	0			0	0							0	0	0			
36			0	0			0	0							0	0	0			
37			0	0			0	0							0	0	0			
38			0	0			0	0							0	0	0			
39			0	0			0	0							0	0	0			
40			0	0			0	0							0	0	0			
Cleaning Equipment and Supplies																				
41			0	0			0	0							0	0	0			
42			0	0			0	0							0	0	0			
43			0	0			0	0							0	0	0			
44			0	0			0	0							0	0	0			
45			0	0			0	0							0	0	0			
46			0	0			0	0							0	0	0			
47			0	0			0	0							0	0	0			
48			0	0			0	0							0	0	0			
49			0	0			0	0							0	0	0			
50			0	0			0	0							0	0	0			
Paper Materials and Products																				
51			0	0			0	0							0	0	0			
52			0	0			0	0							0	0	0			
53			0	0			0	0							0	0	0			
54			0	0			0	0							0	0	0			
55			0	0			0	0							0	0	0			
56			0	0			0	0							0	0	0			
57			0	0			0	0							0	0	0			
58			0	0			0	0							0	0	0			

9				0	0			0	0											
10				0	0			0	0							0	0	0		
Lighting and fixtures and accessories																				
1				0	0			0	0							0	0	0		
2				0	0			0	0							0	0	0		
3				0	0			0	0							0	0	0		
4				0	0			0	0							0	0	0		
5				0	0			0	0							0	0	0		
6				0	0			0	0							0	0	0		
7				0	0			0	0							0	0	0		
8				0	0			0	0							0	0	0		
9				0	0			0	0							0	0	0		
10				0	0			0	0							0	0	0		
Electrical equipment and components and supplies																				
1				0	0			0	0							0	0	0		
2				0	0			0	0							0	0	0		
3				0	0			0	0							0	0	0		
4				0	0			0	0							0	0	0		
5				0	0			0	0							0	0	0		
6				0	0			0	0							0	0	0		
7				0	0			0	0							0	0	0		
8				0	0			0	0							0	0	0		
9				0	0			0	0							0	0	0		
10				0	0			0	0							0	0	0		
Computer Supplies																				
1				0	0			0	0							0	0	0		
2				0	0			0	0							0	0	0		
3				0	0			0	0							0	0	0		
4				0	0			0	0							0	0	0		
5				0	0			0	0							0	0	0		
6				0	0			0	0							0	0	0		
7				0	0			0	0							0	0	0		
8				0	0			0	0							0	0	0		
9				0	0			0	0							0	0	0		
10				0	0			0	0							0	0	0		
Computer Equipment and Accessories																				
1				0	0			0	0							0	0	0		
2				0	0			0	0							0	0	0		
3				0	0			0	0							0	0	0		
4				0	0			0	0							0	0	0		
5				0	0			0	0							0	0	0		
6				0	0			0	0							0	0	0		
7				0	0			0	0							0	0	0		
8				0	0			0	0							0	0	0		
9				0	0			0	0							0	0	0		
10				0	0			0	0							0	0	0		
*Other Categories																				
1				0	0			0	0							0	0	0		
2				0	0			0	0							0	0	0		
3				0	0			0	0							0	0	0		
4				0	0			0	0							0	0	0		
5				0	0			0	0							0	0	0		
6				0	0			0	0							0	0	0		
7				0	0			0	0							0	0	0		
8				0	0			0	0							0	0	0		
9				0	0			0	0							0	0	0		
10				0	0			0	0							0	0	0		

C. TOTAL (A + B):										1,944,504.57
D. ADDITIONAL PROVISION FOR										194,450.46
E. GRAND TOTAL (C + D)										2,138,955.03
F. APPROVED BUDGET BY THE										
G. MONTHLY CASH										
C.1 Available at Procurement Service		578461.7		420183.4		552067.5		393792		0
C.2 Other items not available at PS but		0		0		0		0		0
TOTAL MONTHLY CASH		578461.7		420183.4		552067.5		393792		0

*Other categories that are not indicated herein

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

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

Prepared by:


 LANY LIZBETH DIAZ
 Property Supply Officer
 Nov. 15, 2016
 Date Prepared:

Certified Funds Available /

Certified Appropriate Funds Available:


 KORCIA MEDINA
 Accountant /
 Local Budget Officer

Approved by:


 JAMES ARMAS
 Head of Office/Agency