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**2017-ROVI-0107243**

REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF BUDGET AND MANAGEMENT**  
 251-A GENERAL HUGHES ST., ILOILO CITY

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### ANNUAL PROCUREMENT PLAN FOR 2018 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 Quarterly requirement, Total Amount per item and the Grand Total.
2. **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.**
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. 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. The accomplished **HARD COPY** of the APP-CSE shall be submitted in the following manner:
  - a. DBM Central Office- for entities in the Central Office
  - b. DBM Regional Office (RO)- 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:

  - a. app.nga.ps@gmail.com- For central and regional offices of all national government agencies
  - b. app.suc.ps@gmail.com- For main and other campuses of all state universities and colleges
  - c. app.gocc.ps@gmail.com- For all central and regional offices of government owned and controlled corporations
  - d. app.deped.ps@gmail.com- For primary and secondary schools
  - e. app.lgu.ps@gmail.com - For Local government units
5. Consistent with Circular Letter No.2017-12 dated October 19, 2017, the APP for FY 2018 must be submitted on or before **November 30, 2017**.
6. Rename your APP file in the following format: APP2018- Name of Agency- Region (e.g. APP2018 -PS- Central Office).
7. For further assistance/clarification, agencies may call the Sales Division of the Procurement Service at telephone nos. (02)561-6094 or (02)689-7750 loc. 4021.

Department/Bureau/O	PHILIPPINE STATISTICS AUTHORITY (PSA)	Agency Account Code: <u>Vo15</u>	Contact Person: <u>WILLIAM G. JARO</u>
Region:	VI -		Position: <u>Chief, CRASD</u>
Address:	Iznart St., Iloilo City		E-mail : <u>psareg06@gmail.com</u>
			Telephone/Mobile Nos: <u>3350316</u>

Item & Specifications	Unit of Measure	Quantity Requirement																	Price Catalogue	TOTAL AMOUNT	
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity			
<b>A. AVAILABLE AT PROCUREMENT SERVICE STORES</b>																					
<b>COMMON ELECTRICAL SUPPLIES</b>																					
1 BATTERY, dry cell, AA, 2 pieces per blister pack	pack		105				104				105				104			418	20.28	8,477.04	
2 BATTERY, dry cell, AAA, 2 pieces per blister pack	pack		40				39				39				39			157	19.20	3,014.15	
3 BATTERY, dry cell, D, 1.5 volts, alkaline	pack		25				25				25				25			50	91.94	4,596.80	
4 FLUORESCENT LAMP, 18 WATTS, linear tubular (T8)	tube		29				28				29				28			114	40.97	4,670.08	
5 Ligth Bulb, LED, 7 watts 1 pc in individual box	piece		30				30				30				30			120	75.39	9,046.75	
6 TAPE, ELECTRICAL, 18mm x 16M min	roll		21				21				21				21			84	18.93	1,589.95	

COMMON OFFICE SUPPLIES																				
1	ACETATE, thickness: 0.075mm min (gauge #3)	roll																	766.73	-
2	AIR FRESHENER, aerosol, 280ml/150g min	can	47				46			46								185	88.69	16,407.87
3	ALCOHOL, ethyl, 68%-70%, scented, 500ml (-5ml)	bottle	117				116			116								466	49.73	23,175.48
4	CARBON FILM, PE, black, size 210mm x 297mm	box	1				1			1								4	205.48	821.93
5	CARBON FILM, PE, black, size 216mm x 330mm	box	4				4			4								16	210.91	3,374.59
6	CARTOLINA, assorted colors	pack	116				117			116								466	67.06	31,249.59
7	CHALK, molded, white, dustless, length: 78mm min	box	3				4			4								15	26.89	403.42
8	CLEARBOOK, 20 transparent pockets, for A4 size	piece	13				13			13								52	38.19	1,985.82
9	CLEARBOOK, 20 transparent pockets, for LEGAL size	piece	18				19			18								75	40.47	3,034.98
10	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box	48				47			48								191	7.87	1,503.70
11	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box	60				59			59								237	13.94	3,302.83
12	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box	92				91			91								365	19.88	7,257.95
13	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box	64				63			63								253	41.10	10,398.50
14	CORRECTION TAPE, film base type, UL 6m min	piece	212				212			212								848	18.26	15,486.52
15	DATA FILE BOX, made of chipboard, with closed ends	box	76				75			75								303	72.57	21,989.07
16	DATA FOLDER, made of chipboard, taglia lock	piece	4				4			4								16	71.39	1,142.17
17	ENVELOPE, DOCUMENTARY, for A4 size document	box	8				9			8								34	424.47	14,431.83
18	ENVELOPE, DOCUMENTARY, for legal size document	box	108				108			107								431	538.80	232,224.18
19	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc	box	48				47			48								191	667.84	127,556.68
20	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece	245				244			244								977	28.71	28,053.97
21	ENVELOPE, MAILING, white, 80gsm (-5%)	box	5				4			5								19	341.79	6,493.93
22	ENVELOPE, mailing, white, with window	box	5				4			4								17	427.23	7,262.94
23	ERASER, FELT, for blackboard/whiteboard	piece	10				10			10								40	11.55	462.18

24	ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece	583				583				583				583			2332	6.23	14,527.43
25	FASTENER, METAL, 70mm between prongs	box	9				8				8				8			34	59.37	2,018.70
26	FILE ORGANIZER, expanding, plastic, 12 pockets	piece	10				10				10				11			41	73.59	3,017.21
27	FILE TAB DIVIDER, bristol board, for A4	set	10				10				10				10			40	12.98	519.17
28	FILE TAB DIVIDER, bristol board, for legal	set	10				10				10				10			40	17.31	692.22
29	FOLDER, FANCY, for A4 size documents	bundle	3				3				3				3			12	258.50	3,102.03
30	FOLDER, FANCY, for legal size documents	bundle	2				2				2				2			8	302.85	2,422.78
31	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack	3				3				3				4			11	177.92	1,957.16
32	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack	3				2				2				2			9	222.27	2,000.42
33	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box	1				1				1				1			4	776.59	3,106.36
34	FOLDER, TAGBOARD, for A4 size documents	pack	4				5				5				4			18	226.05	4,068.98
35	FOLDER, TAGBOARD, for legal size documents	pack	17				16				16				17			67	208.38	13,961.78
36	GLUE, all purpose, gross weight: 200 grams min	jar	37				36				37				37			147	49.73	7,310.72
37	INDEX TAB, self-adhesive, transparent	box																	53.74	-
38	LOOSELEAF COVER, made of chipboard, for legal	bundle	1															1	676.00	676.00
39	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece	9				9				8				9			35	43.26	1,514.24
40	MARKER, FLUORESCENT, 3 assorted colors per set	set	28				29				29				29			115	36.97	4,251.78
41	MARKER, whiteboard, black, felt tip, bullet type	piece	38				38				38				38			125	10.69	1,336.40
42	MARKER, whiteboard, blue, felt tip, bullet type	piece	37				37				37				37			148	10.69	1,582.30
43	MARKER, whiteboard, red, felt tip, bullet type	piece	20				20				20				20			80	10.69	855.30
44	MARKER, PERMANENT, bullet type, black	piece	282				281				281				282			1126	10.04	11,300.54
45	MARKER, PERMANENT, bullet type, blue	piece	90				90				90				90			360	10.04	3,612.96
46	MARKER, PERMANENT, bullet type, red	piece	30				30				30				30			120	10.04	1,204.32
47	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece	47				48				47				48			190	12.52	2,379.10

48	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	25				24				24				24			97	32.45	3,147.46
49	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad	25				24				24				24			97	44.32	4,299.51
50	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	11				12				11				12			46	59.49	2,736.45
51	PAPER, PAD, ruled, size: 216mm x 330mm (± 2mm)	pad	14				14				14				14			56	18.99	1,063.46
52	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	81				81				81				81			324	6.91	2,237.41
53	PAPER CLIP, vinyl/plastic coat, length: 48mm min	box	44				43				43				43			173	14.04	2,428.92
54	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	57				56				56				56			225	137.66	30,974.58
55	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	111				112				112				112			447	160.94	71,940.18
56	PAPER, Multi-Purpose (COPY) A4, 70 gsm	ream	247				248				248				248			991	119.09	118,018.59
57	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	ream	143				144				143				144			574	123.08	70,650.22
58	PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	ream	11				11				11				11			44	95.18	4,187.96
59	PAPER, THERMAL, 55gsm, size: 216mm±1mm x 30m-0.3m	roll	11				11				11				11			24	34.29	822.93
60	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	296				297				296				297			1186	20.40	24,200.09
61	PHILIPPINE NATIONAL FLAG, 100% polyester	piece	1								1							2	319.07	638.14
62	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	60				61				61				61			243	62.73	15,244.07
63	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	31				32				32				32			127	97.34	12,362.69
64	RING BINDER, 80 rings, plastic, 32mm x 1.12m	bundle	7				6				7				7			27	267.14	7,212.91
65	RUBBER BAND, 70mm min lay flat length (#18)	box	12				12				12				12			48	97.04	4,658.04
66	RULER, plastic, 450mm (18"), width: 38mm min	piece	21				21				21				21			89	16.10	1,432.83
67	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	161				162				162				162			647	35.99	23,288.38
68	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	47				47				47				47			188	35.99	6,766.95
69	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	31				31				31				31			124	35.99	4,463.31
70	STAMP PAD INK, purple or violet	bottle	17				17				17				17			68	25.62	1,741.83
71	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece	11				10				10				10			41	28.77	1,179.42

72	STAPLE WIRE, for heavy duty staplers, (23/13)	box	29				28				28				28			114	21.51	2,451.82
73	STAPLE WIRE, STANDARD, (26/6)	box	56				57				57				57			227	19.68	4,466.63
74	TAPE, MASKING, width: 24mm (±1mm)	roll	57				57				57				57			228	57.32	13,070.05
75	TAPE, MASKING, width: 48mm (±1mm)	roll	46				46				46				46			184	109.24	20,100.45
76	TAPE, PACKAGING, width: 48mm (±1mm)	roll	70				69				70				69			278	29.08	8,083.80
77	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll	67				68				68				68			271	11.36	3,077.69
78	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll	59				60				60				60			239	27.58	6,591.81
79	TOILET TISSUE PAPER 2-plys sheets, 150 pulls	pack	69				70				70				70			279	70.30	19,614.82
80	TWINE, plastic, one (1) kilo per roll	roll	23				23				23				23			92	51.92	4,776.35
81	WRAPPING PAPER, kraft, 65gsm (-5%)	pack	13				14				14				14			55	133.99	7,369.65
82	Airline Travel	ticket																	0.00	-
<b>COMMON OFFICE DEVICES</b>																				
1	CUTTER BLADE, for heavy duty cutter	tube	23				23				23				23			92	10.22	940.53
2	CUTTER KNIFE, for general purpose	piece	31				31				31				31			124	20.55	2,548.25
3	DATING AND STAMPING MACHINE, heavy duty	piece	1				2				1				1			5	497.52	2,487.58
4	PENCIL SHARPENER, manual, single cutter head	piece	40				41				41				41			163	194.69	31,734.14
5	PUNCHER, paper, heavy duty, with two hole guide	piece	13				13				13				13			52	123.42	6,417.67
6	SCISSORS, symmetrical, blade length: 65mm min	pair	18				18				18				18			72	14.28	1,028.10
7	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece	22				23				23				23			91	85.45	7,775.62
8	STAPLER, BINDER TYPE, heavy duty, desktop	piece	3				2				2				2			9	913.95	8,225.57
9	STAPLE REMOVER, PLIER-TYPE	piece	26				25				26				25			102	18.91	1,928.53
10	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece	25				25				25				25			50	51.57	2,578.68
11	WASTEBASKET, non-rigid plastic	piece	22				22				22				22			88	25.96	2,284.34

COMMON JANITORIAL SUPPLIES																							
1	BROOM, soft (tambo)	piece		15					16					15					16		62	91.94	5,700.03
2	BROOM, STICK (TING-TING), usable length: 760mm min	piece		10					11					11					11		43	24.88	1,069.70
3	CLEANER,TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle		41					41					41					41		164	43.26	7,095.30
4	CLEANSER, SCOURING POWDER, 350g min./can	can		9					9					8					9		29	24.88	721.43
5	DETERGENT POWDER, all purpose, 1kg	pouch		37					37					37					37		148	38.93	5,761.23
6	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can		32					33					32					33		138	125.20	17,276.94
7	DUST PAN, non-rigid plastic, w/ detachable handle	piece		32					32					32					32		38	28.12	1,068.62
8	FLOOR WAX, PASTE, RED	can		7					6					7					6		26	280.13	7,283.49
9	FURNITURE CLEANER, aerosol type, 300ml min per can	can		11					11					11					11		44	90.85	3,997.59
10	INSECTICIDE, aerosol type, net content: 600ml min	can		16					16					16					16		64	142.77	9,137.36
11	MOP BUCKET, heavy duty, hard plastic	piece		2					2					2					2		8	1,987.44	15,899.52
12	MOPHANDLE, heavy duty, aluminum, screw type	piece		4					3					3					4		14	148.18	2,074.51
13	MOPHEAD, made of rayon, weight: 400 grams min	piece		16					17					16					17		66	110.32	7,281.33
14	RAGS, all cotton, 32 pieces per kilogram min	bundle		18					18					18					18		72	51.68	3,720.79
15	SCOURING PAD, made of synthetic nylon, 140 x 220mm	pack		6					5					6					6		23	107.08	2,462.80
16	TRASHBAG, plastic, transparent	roll		61					60					60					61		242	145.48	35,205.00
17	DETERGENT BAR, 140 grams as packed	bar		19					20					19					20		78	7.57	590.55
COMMON OFFICE EQUIPMENT																							
1	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit		1										1							2	10,816.00	21,632.00
2	CALCULATOR, compact, 12 digits	unit		19					20					20					20		79	140.61	11,108.03
3	CHAIR, monobloc, beige, with backrest, w/o armrest	piece		13					12					13					12		50	273.10	13,655.20
4	CHAIR, monobloc, white, with backrest, w/o armrest	piece		12					13					12					13		50	273.10	13,655.20
5	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit		2																	2	6,828.14	13,656.28

6	DOCUMENT CAMERA, 3.2M pixels	unit		1													1	26,391.04	26,391.04
7	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit		2			1			1							5	1,091.33	5,456.67
8	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit																1,372.55	-
9	ELECTRIC FAN, STAND type, plastic blade	unit		4			3			4							14	1,046.65	14,653.04
10	ELECTRIC FAN, WALL type, plastic blade	unit		2			2			2							8	782.00	6,255.97
11	FACSIMILE MACHINE, uses thermal paper	unit		1													1	3,642.83	3,642.83
12	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	unit		4			5			5							19	1,123.78	21,351.87
13	FIRE EXTINGUISHER, PURE HCFC 123, 4.5kgs	unit		2			1			1							5	5,191.68	25,958.40
14	MULTIMEDIA PROJECTOR, 4000 min ANSI Lumens	unit		1						1							2	27,542.94	55,085.89
15	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit		1						1							2	8,411.60	16,823.21
16	PAPER SHREDDER, cutting width: 3mm-4mm	unit		1													1	5,927.17	5,927.17
17	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column	unit		1			1			1							4	19,457.98	77,831.94
18	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit		1						1							2	6,064.78	12,129.56
19	PRINTER, LASER, monochrome, network-ready	unit		2			2			2							8	744.14	5,953.13
20	TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")min	unit																1,379.04	-
21	TABLE, MONOBLOC, BEIGE, 889 x 889mm (35" x 35")min	unit																1,379.04	-
22	Desktop Computer, branded	unit		5			6			5							22	35,887.49	789,524.74
23	Laptop Computer, branded	unit		5			5			5							20	36,587.28	731,745.66
<b>COMMON COMPUTER SUPPLIES</b>																			
1	CONTINUOUS FORM, 1 PLY, 280 x 241mm	box																709.53	-
2	CONTINUOUS FORM, 1 PLY, 280 x 378mm	box																1,070.78	-
3	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	box		1						1							2	796.06	1,592.12
4	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	box																1,352.00	-
5	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	box																620.67	-



6	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	box																1,076.19	-	
7	DVD REWRITABLE, speed: 4x min, 4.7GB capacity min	piece	22			21			21									85	22.66	1,926.24
8	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	piece	8			8			8									32	3,152.86	100,891.65
9	FLASH DRIVE, 16 GB capacity	piece	70			71			70									282	261.75	73,812.71
10	MOUSE, optical, USB connection type	unit	23			23			23									92	140.39	12,915.84
<b>HANDBOOK ON PROCUREMENT</b>																				
1	HANDBOOK (RA 9184), 7th Edition	piece	1			1			1									3	48.13	144.39
<b>CONSUMABLES</b>																				
1	DRUM CART, BROTHER DR-3455	cart																	7,138.56	-
2	INK CART, CANON CL-741, Col.	cart																	1,041.58	-
3	INK CART, CANON CL-811, Colored	cart	3			3			2									10	1,070.78	10,707.84
4	INK CART, CANON PG-740, Black	cart																	784.16	-
5	INK CART, CANON PG-810, Black	cart	4			4			3									15	811.20	12,168.00
6	INK CART, EPSON C13T664100 (T6641), Black	cart	82			83			82									330	264.99	87,447.36
7	INK CART, EPSON C13T664200 (T6642), Cyan	cart	72			71			71									285	264.99	75,522.72
8	INK CART, EPSON C13T664300 (T6643), Magenta	cart	49			48			48									193	264.99	51,143.46
9	INK CART, EPSON C13T664400 (T6644), Yellow	cart	49			48			48									193	264.99	51,143.46
10	INK CART, HP C2P04AA (HP62) Black	cart			0				0									0	0.00	-
11	INK CART, HP C2P06AA (HP62) Tri-color	cart			0				0									0	0.00	-
12	INK CART, HP C9351AA, (HP21), Black	cart			0				0									0	676.00	-
13	INK CART, HP C9352AA, (HP22), Tri-color	cart			0				0									0	782.00	-
14	INK CART, HP C9363WA, (HP97), Tri-color	cart			0				0									0	1,552.10	-
15	INK CART, HP C9397A (HP72) 69ml Photo Black	cart			0				0									0	0.00	-
16	INK CART, HP C9398A (HP72) 69ml Cyan	cart			0				0									0	0.00	-

17	INK CART, HP C9399A (HP72) 69ml Magenta	cart				0				0				0			0	0	0.00	-	
18	INK CART, HP C9400A (HP72) 69ml Yellow	cart				0				0				0			0	0	0.00	-	
19	INK CART, HP C9401A (HP72) 69ml Gray	cart				0				0				0			0	0	0.00	-	
20	INK CART, HP C9403A (HP72) 130ml Matte Black	cart				0				0				0			0	0	0.00	-	
21	INK CART, HP CC640WA, (HP60), Black	cart				0				0				0			0	0	665.18	-	
22	INK CART, HP CC643WA, (HP60), Tri-color	cart				0				0				0			0	0	784.16	-	
23	INK CART, HP CD887AA, (HP703), Black	cart		12					11					12			11		47	373.15	17,538.14
24	INK CART, HP CD888AA, (HP703), Tri-color	cart		12					11					12			11		47	373.15	17,538.14
25	INK CART, HP CD972AA, (HP 920XL), Cyan	cart				0				0				0			0	0	654.37	-	
26	INK CART, HP CD973AA, (HP 920XL), Magenta	cart				0				0				0			0	0	654.37	-	
27	INK CART, HP CD974AA, (HP 920XL), Yellow	cart				0				0				0			0	0	654.37	-	
28	INK CART, HP CD975AA, (HP 920XL), Black	cart				0				0				0			0	0	1,292.51	-	
29	INK CART, HP CH561WA, (HP61), Black	cart				0				0				0			0	0	670.59	-	
30	INK CART, HP CH562WA, (HP61), Tricolor	cart				0				0				0			0	0	859.87	-	
31	INK CART, HP CH565A (HP82) Black	cart				0				0				0			0	0	0.00	-	
32	INK CART, HP CH566A (HP82) Cyan	cart				0				0				0			0	0	0.00	-	
33	INK CART, HP CH567A (HP82) Magenta	cart				0				0				0			0	0	0.00	-	
34	INK CART, HP CH568A (HP82) Yellow	cart				0				0				0			0	0	0.00	-	
35	INK CART, HP CN045AA, (HP950XL), Black	cart				0				0				0			0	0	1,616.99	-	
36	INK CART, HP CN046AA, (HP951XL), Cyan	cart				0				0				0			0	0	1,222.21	-	
37	INK CART, HP CN047AA, (HP951XL), Magenta	cart				0				0				0			0	0	1,227.62	-	
38	INK CART, HP CN048AA, (HP951XL), Yellow	cart				0				0				0			0	0	1,227.62	-	
39	INK CART, HP CN692AA, (HP704), Black	cart		6					6					6				24	373.15	8,955.65	
40	INK CART, HP CN693AA, (HP704), Tri-color	cart		3					3					3				12	373.15	4,477.82	

41	INK CART, HP CZ107AA, (HP678), Black	cart				o				o				o			o	o	379.64	-
42	INK CART, HP CZ108AA, (HP678), Tricolor	cart				o				o				o			o	o	379.64	-
43	INK CART, HP CZ121A (HP685A), Black	cart				o				o				o			o	o	380.72	-
44	INK CART, HP CZ122A (HP685A), Cyan	cart				o				o				o			o	o	259.58	-
45	INK CART, HP CZ123A (HP685A), Magenta	cart				o				o				o			o	o	259.58	-
46	INK CART, HP CZ124A (HP685A), Yellow	cart				o				o				o			o	o	259.58	-
47	INK CART, HP F6V26AA (HP680) Tri-color	cart				o				o				o			o	o	0.00	-
48	INK CART, HP F6V27AA (HP680) Black	cart				o				o				o			o	o	0.00	-
49	INK CART, HP LoS51AA (HP955) Cyan Original	cart				o				o				o			o	o	0.00	-
50	INK CART, HP LoS54AA (HP955) Magenta Original	cart				o				o				o			o	o	0.00	-
51	INK CART, HP LoS57AA (HP955) Yellow Original	cart				o				o				o			o	o	0.00	-
52	INK CART, HP LoS60AA (HP955) Black Original	cart				o				o				o			o	o	0.00	-
53	INK CART, HP LoS63AA (HP955XL) Cyan Original	cart				o				o				o			o	o	0.00	-
54	INK CART, HP LoS66AA (HP955XL) Magenta Original	cart				o				o				o			o	o	0.00	-
55	INK CART, HP LoS69AA (HP955XL) Yellow Original	cart				o				o				o			o	o	0.00	-
56	INK CART, HP LoS72AA (HP955XL) Black Original	cart				o				o				o			o	o	0.00	-
57	INK CART, HP T6L89AA (HP905) Cyan Original	cart				o				o				o			o	o	0.00	-
58	INK CART, HP T6L93AA (HP905) Magenta Original	cart				o				o				o			o	o	0.00	-
59	INK CART, HP T6L97AA (HP905) Yellow Original	cart				o				o				o			o	o	0.00	-
60	INK CART, HP T6M01AA (HP905) Black Original	cart				o				o				o			o	o	0.00	-
61	INK CART, HP T6M05AA (HP905XL) Cyan Original	cart				o				o				o			o	o	0.00	-
62	INK CART, HP T6M09AA (HP905XL) Magenta Original	cart				o				o				o			o	o	0.00	-
63	INK CART, HP T6M13AA (HP905XL) Yellow Original	cart				o				o				o			o	o	0.00	-
64	INK CART, HP T6M17AA (HP905XL) Black Original	cart				o				o				o			o	o	0.00	-

65	RIBBON CART, EPSON C13S015516 (#8750), Black	cart				0				0				0	0	79.82	-	
66	RIBBON CART, EPSON C13S015531 (S015086), Black	cart				0				0				0	0	753.88	-	
67	RIBBON CART, EPSON C13S015632, Black, forLX-310	cart				0				0				0	0	78.96	-	
68	TONER CART, BROTHER TN-2025, Black	cart				0				0				0	0	2,658.57	-	
69	TONER CART, BROTHER TN-2130, Black	cart				0				0				0	0	1,892.80	-	
70	TONER CART, BROTHER TN-2150, Black	cart				0				0				0	0	2,720.22	-	
71	TONER CART, BROTHER TN-3320, Black	cart				0				0				0	0	3,059.63	-	
72	TONER CART, BROTHER TN-3350, Black, for HL5450DN (CU Printer)	cart		2				2				2		1		7	4,460.08	31,220.57
73	TONER CART, HP CB435A, Black	cart				0				0				0	0	2,914.91	-	
74	TONER CART, HP CB540A, Black	cart				0				0				0	0	3,444.90	-	
75	TONER CART, HP CE255A, Black	cart				0				0				0	0	7,024.99	-	
76	TONER CART, HP CE278A, Black	cart		1				1				1			4	3,239.39	12,957.57	
77	TONER CART, HP CE285A (HP85A), Black	cart				0				0				0	0	3,009.01	-	
78	TONER CART, HP CE310A, Black	cart				0				0				0	0	2,482.27	-	
79	TONER CART, HP CE311A, Cyan	cart				0				0				0	0	2,590.43	-	
80	TONER CART, HP CE312A, Yellow	cart				0				0				0	0	2,590.43	-	
81	TONER CART, HP CE313A, Magenta	cart				0				0				0	0	2,590.43	-	
82	TONER CART, HP CE320A, Black	cart				0				0				0	0	2,968.99	-	
83	TONER CART, HP CE321A, Cyan	cart				0				0				0	0	3,131.23	-	
84	TONER CART, HP CE322A, Yellow	cart				0				0				0	0	3,131.23	-	
85	TONER CART, HP CE323A, Magenta	cart				0				0				0	0	3,131.23	-	
86	TONER CART, HP CE390A, Black	cart				0				0				0	0	7,998.43	-	
87	TONER CART, HP CE400A, Black	cart				0				0				0	0	7,024.99	-	
88	TONER CART, HP CE401A, Cyan	cart				0				0				0	0	10,377.95	-	

89	TONER CART, HP CE402A, Yellow	cart				o				o				o				o	o	10,377.95	-
90	TONER CART, HP CE403A, Magenta	cart				o				o				o				o	o	10,377.95	-
91	TONER CART, HP CE410A, (HP305), Black	cart				o				o				o				o	o	3,942.43	-
92	TONER CART, HP CE411A, (HP305), Cyan	cart				o				o				o				o	o	5,618.91	-
93	TONER CART, HP CE412A, (HP305), Yellow	cart				o				o				o				o	o	5,618.91	-
94	TONER CART, HP CE413A, (HP305), Magenta	cart				o				o				o				o	o	5,618.91	-
95	TONER CART, HP CE505A, Black	cart				o				o				o				o	o	4,158.75	-
96	TONER CART, HP CE505X, Black, high cap	cart				o				o				o				o	o	7,349.47	-
97	TONER CART, HP CF217A (HP17A) Black LaserJet	cart				o				o				o				o	o	0.00	-
98	TONER CART, HP CF226A (HP26A) Black LaserJet	cart				o				o				o				o	o	0.00	-
99	TONER CART, HP CF226XC (HP26XC) Black LaserJet	cart				o				o				o				o	o	0.00	-
100	TONER CART, HP CF280A, LaserJet Pro M401/M425 2.7K Black	cart				o				o				o				o	o	0.00	-
101	TONER CART, HP CF280XC	cart				o				o				o				o	o	7,241.31	-
102	TONER CART, HP CF281A (HP81A) Black LaserJet	cart				o				o				o				o	o	0.00	-
103	TONER CART, HP CF283A (HP83A) LaserJet Black	cart				o				o				o				o	o	0.00	-
104	TONER CART, HP CF283XC (HP83X) Blk Contract LJ	cart				o				o				o				o	o	0.00	-
105	TONER CART, HP CF287A (HP87) black	cart				o				o				o				o	o	0.00	-
106	TONER CART, HP CF310AC (HP826) black	cart				o				o				o				o	o	0.00	-
107	TONER CART, HP CF311AC (HP826) cyan	cart				o				o				o				o	o	0.00	-
108	TONER CART, HP CF312AC (HP826) yellow	cart				o				o				o				o	o	0.00	-
109	TONER CART, HP CF313AC (HP826) magenta	cart				o				o				o				o	o	0.00	-
110	TONER CART, HP CF325XC (HP25X) Black LaserJet	cart				o				o				o				o	o	0.00	-
111	TONER CART, HP CF350A Black LJ	cart				o				o				o				o	o	0.00	-
112	TONER CART, HP CF351A Cyan LJ	cart				o				o				o				o	o	0.00	-

113	TONER CART, HP CF352A Yellow LJ	cart				o				o				o			o	o	0.00	-
114	TONER CART, HP CF353A Magenta LJ	cart				o				o				o			o	o	0.00	-
115	TONER CART, HP CF360A (HP508A) Black LaserJet	cart				o				o				o			o	o	0.00	-
116	TONER CART, HP CF360XC (HP508X) Black Contract LJ	cart				o				o				o			o	o	0.00	-
117	TONER CART, HP CF361A (HP508A) Cyan LaserJet	cart				o				o				o			o	o	0.00	-
118	TONER CART, HP CF361XC (HP508X) Cyan Contract LJ	cart				o				o				o			o	o	0.00	-
119	TONER CART, HP CF362A (HP508A) Yellow LaserJet	cart				o				o				o			o	o	0.00	-
120	TONER CART, HP CF362XC (HP508X) Yellow Contract LJ	cart				o				o				o			o	o	0.00	-
121	TONER CART, HP CF363A (HP508A) Magenta LaserJet	cart				o				o				o			o	o	0.00	-
122	TONER CART, HP CF363XC (HP508X) Magenta Contract LJ	cart				o				o				o			o	o	0.00	-
123	TONER CART, HP CF400A (HP201A) Black LaserJet	cart				o				o				o			o	o	0.00	-
124	TONER CART, HP CF401A (HP201A) Cyan LaserJet	cart				o				o				o			o	o	0.00	-
125	TONER CART, HP CF402A (HP201A) Yellow LaserJet	cart				o				o				o			o	o	0.00	-
126	TONER CART, HP CF403A (HP201A) Magenta LaserJet	cart				o				o				o			o	o	0.00	-
127	TONER CART, HP CF410A (HP410A) black	cart				o				o				o			o	o	0.00	-
128	TONER CART, HP CF410XC (HP410XC) black	cart				o				o				o			o	o	0.00	-
129	TONER CART, HP CF411A (HP410A) cyan	cart				o				o				o			o	o	0.00	-
130	TONER CART, HP CF411XC (HP410XC) cyan	cart				o				o				o			o	o	0.00	-
131	TONER CART, HP CF412A (HP410A) yellow	cart				o				o				o			o	o	0.00	-
132	TONER CART, HP CF412XC (HP410XC) yellow	cart				o				o				o			o	o	0.00	-
133	TONER CART, HP CF413A (HP410A) magenta	cart				o				o				o			o	o	0.00	-
134	TONER CART, HP CF413XC (HP410XC) magenta	cart				o				o				o			o	o	0.00	-
135	TONER CART, HP Q2612A, Black	cart				o				o				o			o	o	3,228.58	-
136	TONER CART, HP Q5942A, Black	cart				o				o				o			o	o	7,782.11	-

137	TONER CART, HP Q7553A, Black	cart				0				0				0		0	0	4,050.59	-
138	TONER CART, LEXMARK E360H11P, Black	cart				0				0				0		0	0	9,229.29	-
139	TONER CART, LEXMARK T650A11P, Black	cart				0				0				0		0	0	10,015.62	-
140	TONER CART, SAMSUNG MLT-D101S, Black	cart		15				15					15			60		2,747.26	164,835.84
141	TONER CART, SAMSUNG MLT-D103S, Black	cart				0				0				0		0	0	3,028.48	-
142	TONER CART, SAMSUNG MLT-D104S, Black	cart				0				0				0		0	0	2,541.76	-
143	TONER CART, SAMSUNG MLT-D105L, Black	cart				0				0				0		0	0	2,898.69	-
144	TONER CART, SAMSUNG MLT-D108S, Black	cart				0				0				0		0	0	2,855.42	-
145	TONER CART, SAMSUNG MLT-D203E, Black	cart				0				0				0		0	0	7,403.55	-
146	TONER CART, SAMSUNG MLT-D203L, Black	cart				0				0				0		0	0	4,802.30	-
147	TONER CART, SAMSUNG MLT-D203U, black	cart				0				0				0		0	0	9,842.56	-
148	TONER CART, SAMSUNG MLT-D205E, Black	cart				0				0				0		0	0	9,572.16	-
149	TONER CART, SAMSUNG MLT-D205L, Black	cart				0				0				0		0	0	5,267.39	-
150	TONER CART, SAMSUNG SCX-D6555A, Black	cart				0				0				0		0	0	4,531.90	-
151	TONER CARTRIDGE, BROTHER TN-3478, Blackf, for printer HL-6400DW (12,000 pages)	cart				0				0				0		0	0	6,312.22	-
152	TONER CARTRIDGE, CANON 324 II, for printer LBP6780x	cart				0				0				0		0	0	13,935.33	-

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

COMMON ELECTRICAL SUPPLIES																			
1	Fuse, 30 amperes	pc		5													10	13.10	131.00
2	Fuse, 60 amperes	pc		5													10	26.21	261.10
3	Starter, 4.40watts	pc		3			3								3			12	3.68
COMMON OFFICE EQUIPMENT																			
COMMON OFFICE SUPPLIES																			
1	Ballpen (Black) 12 pcs per box	box		63			63										252	300.00	75,600.00
2	Ballpen (Blue) 12 pcs per box	box		12			13										83	300.00	24,900.00
3	Ballpen (Red) 12 pcs per box	box		8			8										66	300.00	19,800.00
4	Certificate Holder (Short)	pc		19			19										77	35.00	2,695.00
5	Certificate Holder (Long)	pc		5			5										25	45.00	1,125.00
6	Illustration Board	pc		18			19										74	55.00	4,070.00

7	Fastener (Colored Plastic)	box	58			57				57				229	45.00	10,305.00
8	Pencil #2	pc	238			238				238				952	10.00	9,520.00
9	Eraser Steadler	box	1							1				2	480.00	960.00
10	Stationery Pencil Sharpener	pc	4			5				4				5	60.00	1,080.00
11	Pencil Sharpener	pc	32			33				33				130	6.75	877.50
12	Shoelace	roll	77			76				76				305	41.14	12,547.70
13	Catleya Filler	pc	21			20				21				82	9.00	738.00
14	ID Holder w/ lace	pc	18			18				18				72	8.00	576.00
15	Plastic Lamination Jacket	pc	10			10				10				40	65.00	2,600.00
16	Bond Paper Cactus (A4)	ream	49			49				49				195	155.00	30,225.00
17	Bond Paper Cactus (Short)	ream	49			48				49				195	139.00	27,105.00
18	Bond Paper Cactus (Long)	ream	34			33				34				135	150.00	20,250.00
19	Plastic Folder (long)	pck	2			1				1				5	83.50	417.50
20	Marker, Permanent Refillable (black)	box	1							1				2	378.60	757.20
21	Marker, Permanent Refillable (blue)	box	1							1				2	378.60	757.20
22	Marker, Permanent Refillable (red)	box	1			1				1				4	378.60	1,514.40
23	Push pins	box	6			6				6				24	29.50	708.00
24	Corrugated Box	pc	3			3				3				12	50.00	600.00
25	Folder, Plastic w/ slide ruler stick	pc	12			12				12				48	7.00	336.00
26	Glue Gun Stick	pc	13			12				13				50	3.34	167.00
27	In and Out Tray	pc	5			3				4				17	550.00	9,350.00
28	Padding Glue	bot	3			1				1				5	5.00	1,120.00
29	Laid paper (colored)	pck	8			7				8				30	100.00	3,000.00
25	Paste	bot	19			19				19				76	45.00	3,420.00
26	Plastic Lamination Jacket	pc	50			100				100				200	65.00	13,000.00
27	Pencil #2	pc	129			129				129				516	10.00	5,160.00
28	Staple wire #10	box	2			2				2				8	9.00	72.00
29	Double sided tape	pc	31			31				31				124	60.00	7,440.00
30	Face Mask	box	2							1				3	5.49	1,647.00
31	Ring Binder 19mmx1.2m	pc	79			80				79				318	9.20	2,925.60
32	Ring Binder 12mmx1.5m	pc	8			9				9				35	26.33	921.55
33	Staple wire #35	box	5			5				5				20	30.03	600.60
34	Mounting Tape	roll	13			12				13				50	112.86	5,600.00
35	Glitters, Assorted colors	pck								5				10	7.50	75.00
36	Tulco paint assorted color	set								3				3	150.00	450.00
37	Paint Brush	pc								2				2	30.00	60.00
38	Chinese Brush	pc								1				1	15.00	15.00
39	Styro board 1"	pc								4				8	450.00	900.00
40	Styro Board 1 1/2"	pc								4				8	900.00	1,800.00
41	Laid Paper (long)	pck	13			12				13				50	45.00	2,250.00
42	Laid Paper (short)	pck	33			33				33				132	35.00	4,620.00
43	Photo Paper	pck	9			10				10				39	85.00	3,315.00
44	Laid Paper A4	pck	5			5				5				20	38.00	760.00
45	Sticker Paper	pck	8			9				8				34	55.00	1,870.00
46	Brown Envelop (short)	box	1			1				1				4	188.00	752.00
47	Brown Envelop (long)	box	1			1				1				4	200.00	800.00
48	Car Freshener	can	15			15				15				60	180.00	10,080.00
49	Glue Gun (big)	pc								3				2	50.00	250.00
50	Bond Paper 85gsm A4 (short)	ream	10			10				10				40	140.00	14,000.00
51	Bond Paper 85gsm ( short)	ream	10			10				10				40	138.60	5,544.00
52	Folder White (short)	box	1			1				1				4	288.00	1,152.00
53	Folder White (Long)	box	1			1				1				4	422.00	1,688.00
54	ID Jacket	pc	25			25				25				100	10.50	1,050.00
55	ID Lace	pc	25			25				25				100	8.00	800.00



56	Fax Paper	roll	1			1			1				1		4	68.00	272.00
57	Parchment Colored	pck	15			15			15				15		60	35.00	2,100.00
58	Cartolina pre-cut short	pc	10						10				10		30	7.50	225.00
60	Carton box	pc	15			15							10		40	28.00	1,120.00
61	Correction Fluid	pc	8			8			8				8		32	41.00	1,312.00
62	Thumbtacks	box	10						10				9		19	8.50	3,068.50
																	-
<b>COMMON JANITORIAL SUPPLIES</b>																	
1	Doedorizer albatros	pc	41			41			41				41		164	40.00	6,560.00
2	Diswashing paste	pc	36			35			35				35		141	25.62	3,612.42
3	Glass cleaner	bot	17			18			18				18		71	128.18	9,100.78
4	Bath Soap	pc	15			15			15				15		60	27.42	5,725.20
5	Moth Balls	pck	4			5			5				4		18	150.00	2,700.00
6	Muriatic Acid	bot	1			1			1				1		4	71.00	284.00
7	Dormat	pc	18			17			18				17		70	60.00	4,200.00
8	Glass wiper	pc	1										1		2	530.00	1,060.00
9	Wipe out cleaner	can	1										1		2	150.00	300.00
10	Pail	pc	1						1						2	270.00	540.00
11	Toilet Brush	pc	7			6			6				6		26	150.00	2,100.00
12	Mop Squeezer (Tornado)	pc	1										1		2	1,800.00	3,600.00
13	Trash can	pc	1						1						2	190.00	380.00
14	Duster feather	pc	2						2				2		6	200.00	1,320.00
15	Tile Floor Scrub	pc	3			3			3				3		12	75.00	900.00
16	Roller Mop	pc	1						1						2	2,100.00	4,200.00
17	Hand Washing Liquid	bot	4			3			3				3		15	85.00	1,275.00
18	Detergent soap	bundle	4			3			3				3		15	65.00	975.00
19	Floor Mat	pc	2			3			2				3		10	55.00	550.00
20	Toilet Pump	pc	1			1			1				1		4	50.00	200.00
21	Cash Book	pc	6												6	450.00	2,700.00
22	Liquid Hand soap	bot	11			11			11				11		24	40.00	960.00
23	Cloves	pair	2			2			2				2		8	48.00	384.00
																	-
																	-
<b>CONSUMABLES</b>																	
1	Ink, HP 704 colored	bot	3			3			4				3		10	128.18	1,281.80
2	Ink, HP 704 black	bot	10			10			10				10		40	258.08	10,323.20
3	Tonner, HP 12A Laser jet	pc	7			6			6				7		26	3,975.00	103,350.00
4	Tonner, HP85A	pc	7			8			7				7		29	2,785.30	80,773.70
5	Ink, Cartridge Canon 810 black	pc	3			3			4				3		15	850.00	12,750.00
6	Ink, Cartridge Canon 811 colored	pc	3			3			4				3		15	1,300.00	19,500.00
7	Toner, Printer cart, Laserjet(HP1102)black	cart	22			23			22				22		89	3,300.00	293,700.00
8	Ink, Epson L210	bot	4			3			4				3		14	350.00	4,900.00
9	Master Roll, Risograph, Kz	roll	1			1			1				1		4	1,320.00	5,280.00
10	Ink Canon 810 (black)	cart	4			3			3				3		15	850.00	12,750.00
11	Ink Canon 811 colored	cart	4			3			3				3		15	1,300.00	19,500.00

12	Toner HP 78A	cart		1											1			3	4,500.00	13,500.00
13	Ink, Universal Refill (black)	bot		3						3					2			10	650.00	6,500.00
14	Ink, Universal Refill cyan	bot		2						1					1			5	650.00	3,250.00
15	Ink, Universal Refill magenta	bot		2						1					1			5	650.00	3,250.00
16	Toner Samsung ML-D347	cart		2						3								5	3,500.00	17,500.00
17	Ink, Universal Refill yellow	bot		1						2					1			5	650.00	3,250.00
<b>Office Equipment and Accessories</b>																				
1	Executive chair	pc		5						6								22	6,250.00	137,500.00
2	Executive Table	pc		2						2								8	3,750.00	30,000.00
3	Office Table	pc		2						2								8	6,250.00	50,000.00
4	Steel Shelves	pc		1						1								5	6,000.00	30,000.00
5	Venetian Blind	set		1														1	60,000.00	60,000.00
6	Rostrum	pc		1														1	14,000.00	14,000.00
7	Plate engrave PSA Policy, Mission, Vission	set								1								1	50,000.00	50,000.00
8	Table (foldable)	pc		2						2								8	3,500.00	28,000.00
9	Swivel Chair	pc		4						3								14	10,500.00	147,000.00
10	Conference chair	pc		3						4								14	2,000.00	28,000.00
11	Cabinet w/ lock	pc		1														1	12,000.00	12,000.00
12	DLP Projector	units		1						1								2	40,000.00	80,000.00
13	Photocopier	unit								1								2	85,000.00	170,000.00
14	Channel High Resolution CCTV	pkg		1														1	39,900.00	39,900.00
15	Projector HDMI cable	pc		1														1	2,500.00	2,500.00
<b>Office Supplies</b>																				
1	Stapler Long Reach	pc		1														1	1,200.00	1,200.00
2																				-
<b>Audio and visual presentation and composing equipment</b>																				
1	Microphone	pc		1														1	5,000.00	5,000.00
2	Laser Pointer	pc		1						1								2	1,200.00	2,400.00
3	Lapel	pc		1														1	2,000.00	2,000.00
4	Multi-purpose speaker	pc		1						1								4	14,000.00	56,000.00
5	Flush Drive 32GB, USB 2.0 plug and play	pc		9						9								36	1,000.00	36,000.00
6	UPS Battery Pb Acid	pc		5						3								10	800.00	8,000.00
7	Hard Drive Case	pc		5						5								20	700.00	14,000.00
8	Dongle	pc		4						4								16	1,000.00	16,000.00
9	Power Bank	pc		5						3								10	1,200.00	12,000.00
10	Printer	unit		2														2	2,550.00	5,100.00
11	GoPro Hero512MPUltraHD Action Camera	unit		1														1	21,000.00	21,000.00
<b>Photographic or filming or video equipment</b>																				
1	Canon EOS700D 18MP DSLR Camera	unit		1														1	40,000.00	40,000.00
2	Videocam	unit		1														1	25,000.00	25,000.00
3	Cellular Phone	unit		1														1	9,000.00	9,000.00
<b>Cleaning Equipment and Supplies</b>																				
1										0								0	0	-
2																		0	0	-
<b>Paper Materials and Products</b>																				
1										0								0	0	-
2										0								0	0	-

Lighting and fixtures and accessories																		
1						0				0					0	0		-
2						0				0					0	0		-
Electrical equipment and components and supplies																		
1						0				0					0	0		-
Computer Supplies																		
1	Epson EB-X243500 Lumens 3LCD-Projector	unit	1				1			1					3	32,500.00		97,500.00
2	Epson 360 All in one Printer	unit	2				2			2				2	8	7,550.00		60,400.00
3	Epson L1800 Printer A3	unit	1							1					2	25,200.00		50,400.00
4	Epson L565 All in one Wifi	unit	3												3	14,700.00		44,100.00
5	Lasejet 1566 Printer	unit	2												2	14,100.00		28,200.00
6	Lite on Slim External DVDRW	unit	2												2	1,300.00		2,600.00
7	WD Passportultra 2.5 Titanuim	pc	4				5			5				5	18	2,950.00		53,100.00
8	WD Passportultra 2.5 Titanuim	pc	2												2	4,800.00		9,600.00
9	Kinston 64GBUSB-OTG-Fish Drive	pc	8				7			8				7	30	1,750.00		52,500.00
Computer Equipment and Accessories																		
1	Wireless keyboard	set	5							5					10	1,055.00		10,550.00
2	USB Extension cable	pc	3							2					5	596.72		2,983.60
3	UTP cable	pc	3							2					5	3,445.00		17,225.00
4	Power supply	unit	1												1	32,000.00		32,000.00
5	Computer Fan	pc	1												1	5,000.00		5,000.00
6	Anti V irus Software	pc	1												1	5,000.00		5,000.00
7	Rechargeable Battery and charger	set	1												1	5,000.00		5,000.00
8	Power Point Pointer	pc	4										4		8	2,173.00		17,384.00
9	Computer Keyboard	pc	10				10			10				10	40	415.00		16,600.00
10	Computer Monitor	unit					5						5		10	7,000.00		70,000.00
11	Motherboard	pc	3				3			3					12	7,500.00		90,000.00
12	Card Reader	pc	2				2			2					8	200.00		1,600.00
13	Hard Disk Drive 2TB (Sata)	pc	5				5			5					20	4,000.00		80,000.00
14	Extension cords	pc	3												3	200.00		600.00
*Other Categories																		
1	Tire Adventure	set	7												7	25,000.00		175,000.00
2	Tire Dmax	set	7												7	25,000.00		175,000.00
3	Adventure and Dmax Matting Universal	set	7												7	5,000.00		35,000.00
4	Oil Filter	pc					1								1	5,000.00		5,000.00
5	Air cleaner	set					1								1	15,000.00		15,000.00
6	Fuel Filter	unit					1								1	20,000.00		20,000.00
7	Glow Plug	unit					1								1	15,000.00		15,000.00
8	Rug cloth for vehicle	pc					1								1	400.00		400.00
9	Tire Black	pc					7								7	1,500.00		10,500.00
10	Car anti-rust WD 40	pc					7								7	1,000.00		7,000.00
11	Medical Supplies (assorted)						1								1	10,000.00		10,000.00
12	First Aid Kit	box					1								1	5,300.00		5,300.00
13	BP Apparatus	set					1								1	5,000.00		5,000.00
14	Weighing scale	pc					1								1	850.00		850.00
15	Mechanical Tool kit	set					1								1	3,700.00		3,700.00
16	Turtle Max	bot					2								2	400.00		800.00
17	Armor All	pc					2								2	780.00		1,560.00

16	Turtle Wax	bot				2	Pages 19						2	400.00	800.00
17	Armor All	pc				2							2	780.00	1,560.00
18	Car Shampoo	bot	2										2	600.00	1,200.00
19	Car Wax	can	1			1							2	600.00	1,200.00
20	Car Floor Matting	roll				7							7	5,700.00	39,900.00

C. TOTAL (A + B):														7,427,351.27
D. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)														742,735.13
E. GRAND TOTAL (C + D)														8,170,086.40
F. APPROVED BUDGET BY THE AGENCY HEAD														
G. MONTHLY CASH REQUIREMENTS														
G.1 Available at Procurement Service Stores	X			0	X			0	X			0		0
G.2 Other Items not available at PS but regularly purchased from other sources	X			#VALUE!	X			0	X			0	#VALUE!	
TOTAL MONTHLY CASH REQUIREMENTS	X			#VALUE!	X			0	X			0	#VALUE!	

\*Other categories that are not indicated herein  
 \*\*Prices are FOB Manila/ Applicable for items under A.

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

Prepared by:

  
 JEAN LINO N. ESAPOL  
 Property/Supply Officer

Date: 11/24/2017

Certified Funds Available / Certified  
 Appropriate Funds Available:

  
 ROMULO C. CAJAYON  
 Accountant / Local Budget Officer

Approved by:

  
 PETER S. SOLLESTA  
 Head of Office/Agency