Republic of the Philippines
UNIVERSITY OF RIZAL SYSTEM
Pililla, Rizal

SUMMARY OF ANNUAL PROCUREMENT PLAN FOR 2013
Pililla Campus

MAINTENANCE & OTHER OPERATING EXPENSE (MOOE)			
Common Office Supplies		Php	768,948.83
Common Office Furniture & Fixtures			61,490.32
Common Office Equipment			265,094.94
Instructional Supplies /Tools			0.00
Common Sports Equipment & Supplies			50,000.00
Textbook & Instructional Materials			150,000.00
Other Supplies Expenses			102,066.00
Drugs & Medicine Supplies			0.00
Graduation Expenses			318,050.00
Accreditation Program			650,000.00
Foundation Day Expenses			170,000.00
Repair & Maintenance			303,097.87
	Total MOOE		**2,838,747.96**
PROPERTY, PLANT & EQUIPMENT (PPE)			
IT Equipment		Php	458,097.86
Office Equipment			456,097.87
Instructional Equipment			259,000.00
Electrical Equipment			100,000.00
	Total PPE		**1,273,195.73**
	Grand Total	**Php**	**4,111,943.69**

Prepared by:

CECILIA G. TIBAY
Supply Officer

Noted by:

JUAN O. ABARRO, Ph.D.
Chancellor, Cluster III

Budget Allotment Certified Avilable:

RENATO F. DE LEMON, Ph.D.
University Budget Officer

Recommending Approval:

RONNIE N. PARICA, DPA
VP-Admin. & Finance

Approved:

MARITA R. CANAPI, Ed.D
President

ANNUAL PROCUREMENT PLAN FOR 2013
For Common-Use Supplies and Equipment

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

1. Select the appropriate worksheet depending on the nearest Regional/Provincial Depot on your area.
2. For Sub - Depots please refer to the following:
   a. Bukidnon, Puerto Princesa Palawan, Biliran, Borongan, and Misamis Occidental (Oroquieta) - **Region XIII**
   b. Misamis Oriental, Calbayog, and Bontoc - **Regions VI, VII, VIII, X, & XI**
   c. Surigao Del Norte - **Surigao Del Norte**
   d. Camiguin - **Camiguin**
3. 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.
4. Do not delete any field in the APP Form.
5. 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 as soon as it is procured and made available by the Procurement Service.
6. 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@procurementservice.org
7. 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.
8. 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: URS Pililla
Region: IV
Address: Dampol, Bagumbayan Pililla, Rizal

Contact Person: C ECILIA G TIBAY
Position: Campus Supply Officer
E-mail : cesjgt@yahoo.com
Telephone/Mobile Nos: 09065060400

Item & Specifications	Unit of Measure	Quantity Requirement													** PS Price Catalogue as of (09.12.2011)	Total Amount
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total		
A. AVAILABLE AT PROCUREMENT SERVICE STORES																
COMMON ELECTRICAL SUPPLIES																
1. BALLAST, 18 watts	piece													0	67.27	-
2. BALLAST, 36 watts	piece	10	10	10	10	10	10	10	10	10	10	10	10	120	72.54	8,704.80
3. BATTERY, size AA, alkaline, 2 pcs./packet	packet	5	5	5	5	5	5	5	5	5	5	5	5	60	36.40	2,184.00
4. BATTERY, size AAA, alkaline, 2 pcs./packet	packet													0	14.56	-
5. BATTERY, size D, alkaline, 2 pcs./packet	packet													0	68.12	-
6. FLUORESCENT LIGHTING FIXTURE, 1 x 20W	set													0	280.54	-
7. FLUORESCENT LIGHTING FIXTURE, 1 x 40W	set	10	10	10	10	10	10	10	10	10	10	10	10	120	368.94	44,272.80
8. FLUORESCENT LAMP, tubular, 18 watts	piece													0	32.14	-
9. FLUORESCENT LAMP, tubular, 36 watts	piece	10	10	10	10	10	10	10	10	10	10	10	10	120	33.85	4,062.00
10. COMPACT FLUORESCENT LIGHT, 18 watts	piece													0	103.79	-
11. FUSE, 30 amperes	piece													0	10.35	-
12. FUSE, 60 amperes	piece	2	2	2	2	2	2	2	2	2	2	2	2	24	25.48	611.52
13. STARTER, 4-40 watts	piece													0	3.73	-
14. TAPE, electrical	roll	3	3	3	3	3	3	3	3	3	3	3	3	36	18.20	655.20

Item & Specifications	Unit of Measure	Quantity Requirement													** PS Price Catalogue as of (09.12.2011)	Total Amount
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total		
COMMON COMPUTER SUPPLIES/CONSUMABLES																
1. COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9-1/2", 2000 sheets/box	box													0	520.00	-
2. COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14-7/8", 2000 sheets/box	box													0	818.48	-
3. COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 9-1/2", 1000 sets/box	box													0	581.67	-
4. COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 14-7/8", 1000 sets/box	box													0	951.08	-
5. COMPUTER CONTINUOUS FORMS, 3 ply, 11 x 9-1/2", 500 sets/box	box													0	480.48	-
6. COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 14-7/8", 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 14-7/8", 250 sets/box	box													0	722.80	-
9. COMPACT DISK CASE, 50 CDs capacity	piece													0	50.84	-
10. COMPACT DISK DRIVE CLEANER	piece													0	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	5	5	5	5	5	5	5	5	5	5	5	5	60	16.62	997.20
13. DVD RECORDABLE, 16x speed, 4.7GB capacity	piece													0	11.70	-
14. DVD RE-WRITABLE, 4x speed, 4.7GB capacity	piece	10	10	10	10	10	10	10	10	10	10	10	10	120	19.96	2,395.20
15. FLASH DRIVE, 4GB, USB 2.0, plug and play	piece													0	292.08	-
16. FLASH DRIVE, 8GB, USB 2.0, plug and play	piece			5			5			5			5	20	468.00	9,360.00
17. INK CARTRIDGE, HP 51645A (HP 45)	cart													0	1,216.86	-
18. INK CARTRIDGE, HP C6615DA (HP 15)	cart													0	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													0	743.58	-
25. INK CARTRIDGE, HP C8728AA (HP 28)	cart													0	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													0	615.06	-
29. INK CARTRIDGE, HP C9352AA (HP 22)	cart													0	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		-

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		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total		
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 conection type	piece	2	2	2	2	2	2	2	2	2	2	2	2	24	197.60	4,742.40
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	-
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	2	2	2	2	2	2	2	2	2	2	2	2	24	3,843.84	92,252.16
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	10	10	10	10	10	10	10	10	10	10	10	10	120	92.56	11,107.20
3. ALCOHOL, 70%, ethyl	bottle	15	15	15	15	15	15	15	15	15	15	15	15	180	37.70	6,786.00
4. AUDIO CASSETTE TAPE, 90min. recording time	piece													0	16.12	-

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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													0	349.44	-
7. CARBON FILM, polyehtylene, 216mm x 330mm, 100s/box	box													0	364.00	-
8. CARTOLINA, assorted color, 20s/pack	pack	10	10	10	10	10	10	10	10	10	10	10	10	120	72.80	8,736.00
9. CARTOLINA, white, 20s/pack	pack	5	5	5	5	5	5	5	5	5	5	5	5	60	57.20	3,432.00
10. CHALK, white, dustless, 100 pcs/box	box	20	20	20	20	20	20	20	20	20	20	20	20	240	34.81	8,354.40
11. CLIP, bulldog (3")	piece	10	10	10	10	10	10	10	10	10	10	10	10	120	8.42	1,010.40
12. CLIP, backfold, 25mm, 12s/box	box	5	5	5	5	5	5	5	5	5	5	5	5	60	15.60	936.00
13. CLIP, backfold, 50mm, 12s/box	box	5	5	5	5	5	5	5	5	5	5	5	5	60	43.68	2,620.80
14 CLIP, backfold, 19mm, 12s/box	box													0	7.54	-
15. CLIP, backfold, 32mm, 12s/box	box	2	2	2	2	2	2	2	2	2	2	2	2	24	17.42	418.08
16. COLUMNAR PAD, 4 cols, 50 gsm min.	pad													0	21.84	-
17. COLUMNAR PAD, 14 cols, 50 gsm min.	pad													0	45.76	-
18. COLUMNAR PAD, 16 cols, 50 gsm min.	pad													0	45.76	-
19. COLUMNAR PAD, 18 cols, 50 gsm min.	pad													0	67.60	-
20. COLUMNAR NOTEBOOK, 12 cols	piece													0	19.64	-
21. CORRECTION FLUID, water based, min 15mL.	bottle	10	10	10	10	10	10	10	10	10	10	10	10	120	9.82	1,178.40
22. DATA FILE BOX, (5"x9"x15-3/4")	box													0	64.47	-
23. DATA FOLDER, w/ finger ring, (3" x 9" x 15")	piece	5	5	5	5	5	5	5	5	5	5	5	5	60	67.07	4,024.20
24. ENVELOPE, documentary (10"x15"), 500s/box	box			5			5			5			5	20	560.56	11,211.20
25. ENVELOPE, expanding, kraft, legal size, 100s/box	box	1	1	1	1	1	1	1	1	1	1	1	1	12	675.86	8,110.32
26. ENVELOPE, mailing white, 500s/box	box													0	159.78	-
27. ENVELOPE, mailing white with window, 500s	box													0	207.58	-
28. ENVELOPE, pay, kraft, (4"x7-1/2"), 500s/box	box													0	119.60	-
29. ENVELOPE, expanding, plastic, legal size	piece	1	1	1	1	1	1	1	1	1	1	1	1	12	39.81	477.72
30. ENVELOPE, documentary, A4, 500s/box	box													0	526.24	-
31. ERASER, blackboard/whiteboard	piece	2	2	2	2	2	2	2	2	2	2	2	2	24	11.44	274.56
32. ERASER, rubber	piece	5	5	5	5	5	5	5	5	5	5	5	5	60	4.68	280.80
33. FILE ORGANIZER, expanding, legal, plastic, assorted colors	piece	2	2	2	2	2	2	2	2	2	2	2	2	24	83.20	1,996.80
34. FOLDER, pressboard, plain, legal, 100s/box	pack	2	2	2	2	2	2	2	2	2	2	2	2	24	851.64	20,439.36
35. FOLDER, tagboard, legal size, 100s/box	pack	2	2	2	2	2	2	2	2	2	2	2	2	24	413.92	9,934.08
36. FOLDER, tagboard, A4 size, 100s/box	pack													0	253.76	-
37. FOLDER, morocco/fancy, legal size, 50s/pack	pack	2	2	2	2	2	2	2	2	2	2	2	2	24	301.60	7,238.40
38. FOLDER, morocco/fancy, A4 size, 50s/pack	bundle													0	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	10	10	10	10	10	10	10	10	10	10	10	10	120	37.43	4,491.60
42. ILLUSTRATION BOARD, (30"x40"), 2 ply	piece	20	20	20	20	20	20	20	20	20	20	20	20	240	32.97	7,912.80
43. INDEX CARD,3"x 5",ruled both sides, 500s/pack	pack													0	44.45	-
44. INDEX CARD, 5" x 8",ruled both side, 500s/pack	pack													0	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													0	56.68	-
47. INDEX TAB, self-adhesive, 5 sets/box	box	5	5	5	5	5	5	5	5	5	5	5	5	60	67.60	4,056.00
48. LEAD, for mechanical pencil,0.5mm, 12 pcs/tube	tube	6	6	6	6	6	6	6	6	6	6	6	6	72	11.44	823.68
49. LOOSELEAF COVER, 214mm x 354mm, 50 pcs/bundle	bundle													0	493.54	-

Item & Specifications	Unit of Measure	Quantity Requirement													** PS Price Catalogue as of (09.12.2011)	Total Amount
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total		
50. MAGAZINE FILE BOX, 110mm x 220mm x 265mm, with open end	piece													0	44.61	-
51. MAGAZINE FILE BOX, 112mm x 200mm x 240mm, with open end	piece													0	49.56	-
52. MAP PIN, round head, 100s/box	box	5	5	5	5	5	5	5	5	5	5	5	5	60	36.40	2,184.00
53. MARKER, fluorescent, 3 colors/set	set	10	10	10	10	10	10	10	10	10	10	10	10	120	41.60	4,992.00
54. MARKING PEN, whiteboard, black	piece			25			50			25		50		150	15.08	2,262.00
55. MARKING PEN, whiteboard, blue	piece													0	15.08	-
56. MARKING PEN, whiteboard, red	piece			25			50			25		50		150	15.08	2,262.00
57. MARKER, permanent, black	piece			50			25			25		50		150	13.50	2,025.00
58. MARKER, permanent, blue	piece													0	13.50	-
59. MARKER, permanent, red	piece													0	13.50	-
60. MARKING PEN, for transparency	set			10			10			10		10		40	84.24	3,369.60
61. NOTE BOOK, stenographer's, 40 leaves	piece													0	7.49	-
62. NOTE PAD, (3"x3"), 100 sheets/pad	pad	10	10	10	10	10	10	10	10	10	10	10	10	120	36.40	4,368.00
63. NOTE PAD, (3"x4"), 100 sheets/pad	pad	10	10	10	10	10	10	10	10	10	10	10	10	120	52.00	6,240.00
64. NOTE PAD, (2"x2"), 400 sheets/pad	pad													0	112.32	-
69. NOTE PAD, (2"x3"), 100 sheets/pad	pad													0	31.20	-
66. OIL, for general purpose, 120 mL	bottle													0	30.99	-
67. PAPER, bond, Premium Grade,210mm x 297mm (A4), 70 gsm	ream	20	20	20	20	20	20	20	20	20	20	20	20	240	104.80	25,152.00
68. PAPER, mimeo, Groundwood, 210mm x 297mm (A4), 60gsm	ream													0	56.06	-
70. PAPER, mimeo,WhiteWove, 210mm x 297mm (A4)	ream	5	5	10	5	5	10	5	5	10	5	10	5	80	145.60	11,648.00
71. PAPER, for Plain Paper Copier, 210mm x 297mm (A4) 70gsm	ream	20	20	20	20	20	20	20	20	20	20	20	20	240	144.35	34,644.00
72. PAPER, for Plain Paper Copier, 254mm 356mm(B4), 70gsm	ream													0	194.66	-
73. PAPER, ruled pad,216mmx330mm, 90 sheets/pad	pad	5	5	5	5	5	5	5	5	5	5	5	5	60	20.57	1,234.20
74. PAPER, thermal,210mmx30M, 1/2" core	roll													0	36.40	-
75. PAPER, thermal, 216mmx30M, 1/2" core	roll													0	37.44	-
76. PAPER,multicopy, 210mm x 297mm(A4), 80gsm	ream	10	10	10	10	10	10	10	10	10	10	10	10	120	139.32	16,718.40
77. PARCHMENT PAPER, A4 size, 80 gsm,100sheets/pack	ream			10								10		20	161.20	3,224.00
78.PAPER FASTENER, for paper, metal, 50 sets/box	box	5	5	10	5	5	10	5	5	10	5	10	5	80	82.04	6,563.20
79.. PAPER CLIP, gem type,jumbo, 48mm, 100s/box	box	5	5	5	5	5	5	5	5	5	5	5	5	60	15.60	936.00
80. PAPER CLIP, gem type, 32mm, 100s/box	box	5	5	5	5	5	5	5	5	5	5	5	5	60	8.84	530.40
81. PENCIL, lead, w/eraser, one(1) dozen per box	box	10	10	10	10	10	10	10	10	10	10	10	10	120	24.89	2,986.80
82. PENCIL, mechanical, for 0.5mm lead	piece	5	5	5	5	5	5	5	5	5	5	5	5	60	18.20	1,092.00
83. PUSH PIN, flat head type, assorted colors, 100s/box	box	5	5	5	5	5	5	5	5	5	5	5	5	60	30.00	1,800.00
84. RECORD BOOK, 300 pages, smyth sewn	book	5	5	20	5	5	20	5	5	20	5	20	5	120	50.44	6,052.80
85. RECORD BOOK, 500 pages, smyth sewn	book	10	10	10	10	10	10	10	10	10	10	10	10	120	88.40	10,608.00
86. RIBBON, nylon, manual typewriter	spool	10	10	20	10	10	25	10	10	25	10	25		165	15.81	2,608.65
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	20	20	20	20	20	20	20	20	20	20	20	20	240	4.37	1,048.80
90. RING BINDER, (3/4"x44"), plastic	piece	20	20	20	20	20	20	20	20	20	20	20	20	240	12.48	2,995.20
91. RING BINDER, (1" x 44"), plastic	piece	10	10	10	10	10	10	10	10	10	10	10	10	120	12.48	1,497.60
92. RING BINDER, (2" x 44"), plastic	piece	10	10	10	10	10	10	10	10	10	10	10	10	120	28.13	3,375.60
93. RUBBER BAND, 1.0mm min thickness, min. 350grams/box or approx 220pcs	box	2	2	2	2	2	2	2	2	2	2	2	2	24	132.68	3,184.32

Item & Specifications	Unit of Measure	Quantity Requirement													** PS Price Catalogue as of (09.12.2011)	Total Amount
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94. RULER, plastic, 300mm	piece	5	5	5	5	5	5	5	5	5	5	5	5	60	3.64	218.40
95. RULER, plastic, 450mm	piece													0	36.40	-
96. SIGN PEN, black	piece	20	20	20	20	20	20	20	20	20	20	20	20	240	41.48	9,955.20
97. SIGN PEN, blue	piece		5	5	5	5	5	5	5	5	5	5	5	55	41.48	2,281.40
98. SIGN PEN, red	piece	5	5	5	5	5	5	5	5	5	5	5	5	60	41.48	2,488.80
99. STAMP PAD INK, violet, 50mL	bottle	10	10	10	10	10	10	10	10	10	10	10	10	120	27.04	3,244.80
100. STAMP PAD, felt pad, min 60mm x 100mm	piece	5	5	5	5	5	5	5	5	5	5	5	5	60	24.96	1,497.60
101. STAPLE WIRE, standard, #35	box	20	20	20	20	20	20	20	20	20	20	20	20	240	25.98	6,235.20
102. TAPE, adding machine, GSP bond	roll													0	10.66	-
103. TAPE, masking, 24mm, 50 meters length	roll	20	20	20	20	20	20	20	20	20	20	20	20	240	41.60	9,984.00
104. TAPE, masking, 48mm, 50 meters length	roll	20	20	20	20	20	20	20	20	20	20	20	20	240	83.82	20,116.80
105. TAPE, transparent, 24mm, 50 meters	roll	20	20	20	20	20	20	20	20	20	20	20	20	240	10.87	2,608.80
106. TAPE, transparent, 48mm, 50 meters	roll	20	20	20	20	20	20	20	20	20	20	20	20	240	20.38	4,891.20
107. TAPE, packaging, 48mm, 50 meters length	roll	3	3	3	3	3	3	3	3	3	3	3	3	36	19.24	692.64
108. TIME CARD, for Amano Bundy Clock,100s/bndl	bundle													0	97.76	-
109. TIME CARD, for Kitano Time Recorder,100s/bndl	bundle													0	87.36	-
110. TOILET TISSUE, 12 rolls/pack	pack	5	5	5	5	5	5	5	5	5	5	5	5	60	61.15	3,669.00
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	10	10	10	10	10	10	10	10	10	10	10	10	120	10.40	1,248.00
2. CUTTER, heavy duty	piece	5	5	5	5	5	5	5	5	5	5	5	5	60	27.04	1,622.40
3. PUNCHER, heavy duty	piece			5			5					5		15	114.40	1,716.00
4. SCISSORS, (6")	pair	2	2	2	2	2	2	2	2	2	2	2	2	24	18.72	449.28
5. SHARPENER, single cutterhead	piece	3	3	3	3	3	3	3	3	3	3	3	3	36	147.35	5,304.60
6. STAMPING DATER, self-inking stamp	piece													0	436.80	-
7. STAPLER, heavy duty, standard	piece	3	3	3	3	3	3	3	3	3	3	3	3	36	162.84	5,862.24
8. STAPLE REMOVER, twin jaws	piece	3	3	3	3	3	3	3	3	3	3	3	3	36	19.64	707.04
9. TAPE DISPENSER, heavy duty, for 24mm(1")	piece			3			2					5		10	40.23	402.30
10. WASTE BASKET, plastic	piece			10			10			10		10		40	20.99	839.60
COMMON JANITORIAL SUPPLIES																
1. BATHROOM SOAP, 70gms.	piece	20	20	20	20	20	20	20	20	20	20	20	20	240	14.56	3,494.40
2. BROOM, soft (tambo)	piece	5	5	5	5	5	5	5	5	5	5	5	5	60	119.60	7,176.00
3. BROOM, STICK (tingting)	piece	5	5	5	5	5	5	5	5	5	5	5	5	60	19.76	1,185.60
4. CLEANSER, powder, 350gms.	canister	20	20	20	20	20	20	20	20	20	20	20	20	240	17.32	4,156.80
5. DETERGENT POWDER, all purpose, 500gms.	pouch	20	20	20	20	20	20	20	20	20	20	20	20	240	17.16	4,118.40
6. DETERGENT BAR, min 392 grams net mass, four(4) pcs per bar	bar	5	5	5	5	5	5	5	5	5	5	5	5	60	23.92	1,435.20
7. DISINFECTANT SPRAY, 400 grams net content	can	5	5	5	5	5	5	5	5	5	5	5	5	60	239.20	14,352.00
8. DUST PAN, non-rigid plastic, with detachable handle	piece	3	3	3	3	3	3	3	3	3	3	3	3	36	26.00	936.00
9. FLOOR WAX, paste, natural, 2kgs.	can	3	3	3	3	3	3	3	3	3	3	3	3	36	306.80	11,044.80
10. FLOOR WAX, paste, red, 2kgs.	can	1	1	1	1	1	1	1	1	1	1	1	1	12	306.80	3,681.60
11. FLOOR WAX, liquid type, 3.75L	can	1	1	1	1	1	1	1	1	1	1	1	1	12	331.50	3,978.00
12. FURNITURE CLEANER, 300mL/can min	can	1	1	1	1	1	1	1	1	1	1	1	1	12	112.32	1,347.84

Item & Specifications	Unit of Measure	Quantity Requirement													** PS Price Catalogue as of (09.12.2011)	Total Amount
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total		
13. INSECTICIDE, 600mL (420g) /can	can	5	5	5	5	5	5	5	5	5	5	5	5	60	116.48	6,988.80
14. MOPHANDLE, screw type, wooden handle	piece			5			5			5			5	20	83.20	1,664.00
15. MOPHEAD, 100% rayon, 400g	piece	5	5	5	5	5	5	5	5	5	5	5	5	60	71.76	4,305.60
16. RAG, COTTON, (7") in diameter	kilo	5	5	5	5	5	5	5	5	5	5	5	5	60	43.68	2,620.80
17. SCOURING PAD, economy size	pack	5	5	5	5	5	5	5	5	5	5	5	5	60	131.96	7,917.60
18. TOILET BOWL & URINAL CLEANER, 900ml	bottle	10	10	10	10	10	10	10	10	10	10	10	10	120	62.40	7,488.00
19. TOILET DEODORANT CAKE, 99% paradichlorobenzene, 50gms, 3 pcs/pack	box	10	10	10	10	10	10	10	10	10	10	10	10	120	33.28	3,993.60
20. TRASHBAG, plastic, black, (XL)	roll	2	2	2	2	2	2	2	2	2	2	2	2	24	103.79	2,490.96
LEGAL SIZE PAPER																
1. PAPER, bond, Premium Grade	ream	5	5	10	5	5	10	5	5	10	5	10	5	80	119.22	9,537.60
2. PAPER, mimeo, Groundwood	ream													0	91.52	-
3. PAPER, mimeo, Whitewove	ream	20	20	20	20	20	20	20	20	20	20	20	20	240	120.02	28,804.80
4. PAPER, for PPC	ream	10	10	10	10	10	10	10	10	10	10	10	10	120	173.33	20,799.60
5. PAPER, multicopy, legal, for laser printing	ream	5	5	10	5	5	10	5	5	10	5	10	5	80	174.72	13,977.60
COMMON OFFICE EQUIPMENT																
1. AIRPOT, 4.0 liters, w/ dispenser	unit	2												2	1,144.00	2,288.00
2. FILING CABINET, four (4) drawers, steel, plain	unit	5												5	7,953.92	39,769.60
finish, w/ 8 ball bearing rollers, gauge 24																
3. FILING CABINET, four (4) drawers, steel, plain	unit													0	9,399.52	-
finish, w/ 8 ball bearing rollers, gauge 20																
4. FILING CABINET, four(4) drawers, three (3)	unit													0	13,497.12	-
drawers + one (1) safe, plain finish, gauge 20																
5. FILING CABINET, lateral, four (4) drawers, beige,	unit	2												2	12,155.52	24,311.04
plain finish, 55"x18"x35.5(HxWxL) body, 6" x																
16" x 32" (H x W x L), gauge 20																
6.. CALCULATOR, desktop, heavy duty printing,	unit	1												1	1,892.80	1,892.80
12 digits, two(2) color print/illuminated display																
AC power source, Canon																
7. CALCULATOR, desktop, mini-printer type,12 digits,	unit	1												1	925.60	925.60
AC/DC power source, with ink roller & adaptor																
8. CALCULATOR, scientific, 10 digits, dot	unit													0	341.12	-
matrix display, programmable, with case																
9. CALCULATOR, compact, electronic, LCD, desktop	unit													0	161.08	-
display, 12 digits, two-way power source																
10. CHAIR, monobloc, without armrest,beige/white	unit													0	239.20	-
11. DOCUMENT CAMERA, w/ DVI port, four (4)	unit	1												1	19,552.00	19,552.00
reference points demarcate viewing area, 8 times																
(800%) consecutive zoom, PC and Doc Cam VS																
12. ELECTRIC FAN, orbit type	unit	5					10							15	1,346.26	20,193.90
13. ELECTRIC FAN, with stand	unit	2												2	764.40	1,528.80
14. ELECTRIC FAN, wall type	unit	10					5							15	745.68	11,185.20
15. INDUSTRIAL FAN, 18" metal blade	unit	2												2	934.84	1,869.68
16. FACSIMILE TRANSCEIVER, uses thermal paper	unit													0	4,451.20	-

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		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total		
50m/roll, for documents 216mm x 600mm, 15 sec																
transmission speed, scanning width 208mm,																
document feeder holds 10 pages, with automatic																
paper cutter, redial, and fax/tel switchover																
17. FIRE EXTINGUISHER, dry chemical, for ABC class	unit															
of fire, squeeze type,non-electrical conductor,non-														0	1,130.48	-
toxic, non-corrosive, 4.5kg (10lbs.), brand new																
18. FIRE EXTINGUISHER, pure HCFC 123, with fire	unit	15														
rating of 1A, 1BC for ABC class of fire, squeeze type														15	4,726.80	70,902.00
non-electrical conductor, 4.5kg (10 lbs), brand new																
19. MULTIMEDIA PROJECTOR, 2000 ansi Lumens,	unit	2														
2000 hours lamp life, supports SVGA to SXGA														2	24,939.20	49,878.40
(compressed) resolution																
20. PAPER TRIMMER/CUTTING MACHINE,	unit															
350MM cutting size, 30 sheets cutting cap.														0	8,838.96	-
automatic clamping, stationery blade guard,																
A4-A6 format indications																
21. PAPER SHREDDER, 220mm feed opening,	unit															
4mm shred width, 0.06m/sec shred speed,														0	6,238.96	-
6-8 sheets performance, approx 5kg in weight																
22. PRINTER, automatic data processing, impact	unit															
dot matrix, 9-pins, 136 columns, complete w/														0	28,672.80	-
ribbons, cables and manual, Epson FX-2190																
23. PRINTER, automatic data processing, impact	unit															
dot matrix, 24-pins, 136 columns, complete w/														0	35,859.20	-
ribbons, cables and manual, Epson LQ-2180																
24. PRINTER, impact dot matrix, 9-pin, 80	unit															
columns, with ribbon, cables and manual														0	7,124.00	-
ribbons, cables and manual, Epson LX-300+																
25. PRINTER, laser, 20ppm printing speed, 1200 x	unit															
1200 dpi, with power cord, interface cable														0	4,139.20	-
software drivers and complete documentation, ML-2250																
26. PRINTER, automatic data processing, impact	unit															
dot matrix, 24-pins, 136 columns, complete w/														0	30,992.00	-
ribbons, cables and manual, Epson LQ-2190																
27. PUNCHING/BINDING MACHINE, two(2) hand	unit	2														
lever system, 34cm or 13" (24 holes) punching														2	10,398.96	20,797.92
width adjustable to any format, binds 425 sheets																
or up to 2" thick, all metal construction																
28. RADIO CASSETTE RECORDER, with AM/	unit															
FM Radio														0	1,653.60	-
29. TIME RECORDER, (for attendance),	unit															
electronic, stylish/compact design, large														0	6,188.00	-
display, 2-color ribbon, with dot matrix printer,																
bell and buzzer, wall or desk mount, 220 volts																
30. UNINTERRUPTIBLE POWER SUPPLY(UPS)	unit															
line interactive topology,with sealed maintenance														0	2,038.40	-
free batteries, 520VA-600VA																

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HANDBOOKS ON PROCUREMENT																
HANDBOOK ON PUBLIC BIDDING DOCUMENTS,																
8-1/2" x 11", offset printing, one color print, laminated																
kromcote cover, newsprint inside pages, perfect binding for:																
a. Procurement of Goods & Services, 110-115 pages	piece													0	32.24	-
b. Procurement of Civil Works, 139-149 pages	piece													0	37.65	-
c. Procurement of Consulting Services, 139-149 pages	piece													0	22.36	-
d. Sample Forms, 8-1/4" x 11-3/4", 328 pages	piece													0	88.40	-
HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT(5th Edition), 6" x 9", 228 pages,	piece													0	32.40	-
HANDBOOK ON PUBLIC BIDDING CHECKLIST, 6" x 9", 70 pages	piece													0	13.52	-
HANDBOOK ON GENERIC PROCUREMENT	set													0	130.00	-
MANUAL (GPM), A-4 size(210mm x 297mm),																-
foldcote 12 w/ plastic lamination, one(1) set of four																-
(4) volumes as follows:																-
Volume I (103 pages) - white color																-
Volume II (138 pages) - light blue color																-
Volume III (124 pages) - light yellow color																-
Volume IV (118 pages) - light green color																-
																-
OTHER CONSUMABLES																
1. INK CARTRIDGE, HP C4902AA(HP13), black, 28 ml	cart													0	981.24	-
2. INK CARTRIDGE, HP C4815A(HP 13), cyan	cart													0	981.24	-
3. INK CARTRIDGE, HP C4816A (HP 13), magenta, 14 ml	cart													0	981.24	-
4. INK CARTRIDGE, HP C4817A (HP 13), yellow , 14 ml	cart													0	981.24	-
5. INK CARTRIDGE, HP C4836A(HP 11), cyan 28 ml	cart													0	1,332.12	-
6. INK CARTRIDGE, HP C4837A (HP 11), magenta, 28 ml	cart													0	1,332.12	-
7. INK CARTRIDGE, HP C483A(HP 11) , yellow 28 ml	cart													0	1,332.12	-
8. INK CARTRIDGE, HP C4906AA (HP940), black	cart													0	973.08	-
9. INK CARTRIDGE, HP C4906AA(HP 940XL), black	cart													0	1,346.40	-
10. INK CARTRIDGE, HPC4907AA(HP 940XL), cyan	cart													0	973.08	-
11. INK CARTRIDGE, HP C4908AA(HP 940XL), magenta	cart													0	973.08	-
12. INK CARTRIDGE, HP C4909AA(HP 940XL), yellow	cart													0	973.08	-
13. INK CARTRIDGE, HP C4936A(HP 18), black	cart													0	809.88	-
14. INK CARTRIDGE, HP C4937A(HP 18) , cyan	cart													0	606.90	-
15. INK CARTRIDGE, HP C4938A(HP 18) , magenta	cart													0	606.90	-
16. INK CARTRIDGE, HP C4939A (HP18) , yellow	cart													0	606.90	-
17. INK CARTRIDGE, HP C8721A (HP 02), black , 10 ml	cart													0	737.46	-
18. INK CARTRIDGE, HP C8767WA(HP96), black , 21 ml	cart													0	1,230.12	-
19. INK CARTRIDGE, HP C8771WA(HP 02), cyan , 4 ml	cart													0	393.72	-
20. INK CARTRIDGE, HP C8772WA(HP 02), magenta, 3.5 ml	cart													0	393.72	-
21. INK CARTRIDGE, HP C8773WA(HP 02), yellow, 6 ml	cart													0	393.72	-
22. INK CARTRIDGE, HP C8774WA(HP 02), light cyan , 5.5 ml	cart													0	393.72	-
23. INK CARTRIDGE, HP C8775WA(HP 02), light magenta , 5.5 ml	cart													0	393.72	-

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24. INK CARTRIDGE, HP C9363WA (HP 97), tricolor , 14 ml	cart													0	1,365.78	-
25. INK CARTRIDGE, HP C9364WA (HP 98), black , 11 ml	cart													0	682.38	-
26. INK CARTRIDGE, HP C9391A(HP 88XL), cyan , 17 ml	cart													0	973.08	-
27. INK CARTRIDGE, HP C9392A(HP 88XL), magenta 17 ml	cart													0	973.08	-
28. INK CARTRIDGE, HP C9393A(HP 88XL), yellow 17 ml	cart													0	973.08	-
29. INK CARTRIDGE, HP C9396A(HP 88XL), black 58.5 ml	cart													0	1,363.74	-
30. INK CARTRIDGE, HP CB316WA(HP 564), black	cart													0	467.12	-
31. INK CARTRIDGE, HP CB317WA(HP 564), photo	cart													0	390.66	-
32. INK CARTRIDGE, HP CB318WA(HP 564), cyan	cart													0	390.66	-
33. INK CARTRIDGE, HP CB319WA(HP 564), magenta	cart													0	390.66	-
34. INK CARTRIDGE, HP CB320WA (HP 564), yellow	cart													0	390.66	-
35. INK CARTRIDGE, HP CB335WA(HP74), black , 4.5 ml	cart													0	628.32	-
36. INK CARTRIDGE, HP CB336WA (HP74XL), black , 18 ml	cart													0	1,232.16	-
37. INK CARTRIDGE, HP CB337WA (HP75),tricolor, 3.5 ml	cart													0	722.16	-
38. INK CARTRIDGE, HP CB338WA (HP 75XL), tricolor, 12 ml	cart													0	1,365.78	-
39. INK CARTRIDGE, HP CC640WA (HP 60), black, 4 ml	cart													0	588.54	-
40. INK CARTRIDGE, HP CC641WA (HP60XL), black 12 ml	cart													0	1,177.08	-
41. INK CARTRIDGE, HP CC643WA (HP 60), tricolor,13 ml	cart													0	706.86	-
42. INK CARTRIDGE, HP CC644WA (HP60XL), tricolor , 11 ml	cart													0	1,374.96	-
43. INK CARTRIDGE, HP CC653AA (HP 901), black officejet , 4 ml	cart													0	589.86	-
44. INK CARTRIDGE, HP CC656AA(HP 901), tricolor officejet, 9 ml	cart													0	903.72	-
45. INK CARTRIDGE, HP CC660AA(HP702), black, 20 ml	cart													0	984.30	-
46. INK CARTRIDGE, HP CD887AA (HP703), black deskjet	cart													0	332.32	-
47. INK CARTRIDGE, HP CD888AA(HP 703), tricolor deskjet	cart													0	322.32	-
48. INK CARTRIDGE, HP CD971AA (HP 920), black	cart													0	747.66	-
49. INK CARTRIDGE, HP CD972AA (HP920XL), cyan	cart	1	1	1	1	1	1	1	1	1	1	1	1	12	561.00	6,732.00
50. INK CARTRIDGE, HP CD973AA (HP920XL), magenta	cart	1	1	1	1	1	1	1	1	1	1	1	1	12	561.00	6,732.00
51. INK CARTRIDGE, HP CD974AA (HP 920XL), yellow	cart	1	1	1	1	1	1	1	1	1	1	1	1	12	561.00	6,732.00
52. INK CARTRIDGE, HP CD975AA (HP920XL), black	cart	2	2	2	2	2	2	2	2	2	2	2	2	24	1,122.00	26,928.00
53. INK CARTRIDGE, HP CN692AA(HP 704), black	cart													0	332.32	-
54. INK CARTRIDGE, HP CN693AA (HP704), tricolor	cart													0	332.32	-
55. INK CARTRIDGE, Brother LC67HYBK, black	cart													0	1,550.40	-
56. INK CARTRIDGE, Brother LC67HYC, cyan	cart													0	938.40	-
57. INK CARTRIDGE, Brother LC67HYM, magenta	cart													0	938.40	-
58. INK CARTRIDGE, Brother LC67HYY, yellow	cart													0	938.40	-
59. INK CARTRIDGE, Brother LC 39BK, black	cart													0	681.36	-
60. INK CARTRIDGE, Brother LC 39Y, yellow	cart													0	453.90	-
61. INK CARTRIDGE, Brother LC 39C, cyan	cart													0	453.90	-
62. INK CARTRIDGE, Brother LC 39M, magenta	cart													0	453.90	-
63. INK CARTRIDGE, Lexmark Black #14, PN 18C2090A	cart													0	984.30	-
66. INK CARTRIDGE, Lexmark Color #15, PN 18C2110A	cart													0	1,221.96	-
67. INK CARTRIDGE, Lexmark Photo #31, PN 18C0031A	cart													0	2,075.70	-
68. INK CARTRIDGE, Lexmark Black #34, PN 18C0034A	cart													0	1,662.60	-
69. INK CARTRIDGE, Lexmark Color #35, PN 18C0035A	cart													0	2,009.40	-
70. INK CARTRIDGE, Epson C13T028091, black, for printer Stylus C60/CX3100	cart													0	1,138.32	-

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71. INK CARTRIDGE, Epson C13T029091, color, for printer Stylus C60/ C50/ CX3100	cart													0	1,039.38	-
72. INK CARTRIDGE, Epson C13T032190, black, for printer Stylus C80/C82/ CX5100	cart													0	1,228.08	-
73. INK CARTRIDGE, Epson C13T032290, Cyan, for printer Stylus C80	cart													0	586.50	-
74. INK CARTRIDGE, Epson C13T032390, Magenta, for printer Stylus C80	cart													0	586.50	-
75. INK CARTRIDGE, Epson C13T032490, Yellow, for printer Stylus C80	cart													0	586.50	-
76. INK CARTRIDGE, Epson C13T038190, black, for printer Stylus C41SX/UX	cart													0	482.46	-
77. INK CARTRIDGE, Epson C13TO38191, black, for printer Stylus C41SX/UX (Double Pack)	cart													0	850.68	-
78. INK CARTRIDGE, Epson C13TO39090, color, for printer Stylus C41SX/UX	cart													0	755.82	-
79. INK CARTRIDGE, Epson C13T042290, Cyan, for printer Stylus C82/CX5100	cart													0	534.48	-
80. INK CARTRIDGE, Epson C13T042390, Magenta, for printer Stylus C82/CX5100	cart													0	534.48	-
81. INK CARTRIDGE, Epson C13T042490, Yellow, for printer Stylus C82/CX5100	cart													0	534.48	-
82. INK CARTRIDGE, Epson C13T046190, black, for printer Stylus C63/C83	cart													0	614.04	-
83. INK CARTRIDGE, Epson C13T047290, Cyan, for printer Stylus C63/C83	cart													0	378.42	-
84. INK CARTRIDGE, Epson C13T047390, Magenta, for printer Stylus C63/C83	cart													0	378.42	-
85. INK CARTRIDGE, Epson C13T047490, Yellow, for printer Stylus C63/C83	cart													0	378.42	-
86. INK CARTRIDGE, Epson C13T062190, black, High Cap, for printer Stylus CX3700/4700/C67	cart													0	628.32	-
87. INK CARTRIDGE, Epson C13T063190, black, Std Cap, for printer Stylus CX3700/4700/C67	cart													0	482.46	-
88. INK CARTRIDGE, Epson C13T063290, Cyan, Std Cap, for printer Stylus CX3700/4700/C67	cart													0	387.60	-
89. INK CARTRIDGE, Epson C13T063390, Magenta, Std Cap, for printer Stylus CX3700/4700/C67	cart													0	387.60	-
90. INK CARTRIDGE, Epson C13T063490, Yellow, Std Cap, for printer Stylus CX3700/4700/C67	cart													0	387.60	-
91. INK CARTRIDGE, Epson C13T075190, Black, for printer Stylus color C59/CX2900	cart													0	288.66	-
92. INK CARTRIDGE, Epson C13T075290, Cyan, for printer Stylus color C59/CX2900	cart													0	288.66	-
93. INK CARTRIDGE, Epson C13T075390, Magenta, for printer Stylus color C59/CX2900	cart													0	288.66	-
94. INK CARTRIDGE, Epson C13T075490, Yellow, for printer Stylus color C59/CX2900	cart													0	288.66	-

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95. INK CARTRIDGE, Epson C13T103190, Black, for printer Stylus T40W/TX600FW	cart													0	849.66	-
96. INK CARTRIDGE, Epson C13T103290, Cyan, for printer StylusT40W/TX600FW	cart													0	566.10	-
97. INK CARTRIDGE, Epson C13T103390, Magenta, for printer Stylus T40W/TX600FW	cart													0	566.10	-
98. INK CARTRIDGE, Epson C13T103490, Yellow, for printer Stylus T40W/TX600FW	cart													0	566.10	-
99. INK CARTRIDGE, Epson C13T104190, black, for printer C110, CX7300/8300, TX200/400, Pigment High Cap	cart													0	566.10	-
100. INK CARTRIDGE, Epson C13T104193, Black, for printer C110, CX7300/8300, TX200/400 Pigment High Cap - Double Pack	cart													0	943.50	-
101. INK CARTRIDGE, Epson C13T105190, Black, for printer Stylus T10/T11/ T13/ T30/T20E/C79/C90/TX100/TX110/TX111/TX200/TX210/TX400/TX550W/TX300F/TX510FN/TX600FW/CX3900/CX5500/CX5900/CX6900F/CX8300/CX9300F, Pigment - 73N	cart													0	424.32	-
102. INK CARTRIDGE, Epson C13T105290, Cyan, for printer Stylus T10/T11/ T13/ T30/T20E/C79/C90/TX100/TX110/TX111/TX200/TX210/TX400/TX550W/TX300F/TX510FN/TX600FW/CX3900/CX5500/CX5900/CX6900F/CX8300/CX9300F, Pigment - 73N	cart													0	424.32	-
103. INK CARTRIDGE, Epson C13T105390, Magenta, for printer Stylus T10/T11/ T13/ T30/T20E/C79/C90/TX100/TX110/TX111/TX200/ TX210/TX400/TX550W/ TX300F/TX510FN/TX600FW/CX3900/CX5500/CX5900/CX6900F/CX 8300/CX9300F, Pigment - 73N	cart													0	424.32	-
104. INK CARTRIDGE, Epson C13T105490, Yellow, for printer Stylus T10/T11/ T13/ T30/T20E/C79/C90/TX100/TX110/TX111/TX200/ TX210/TX400/TX550W/ TX300F/TX510FN/TX600FW/CX3900/CX5500/CX5900/CX6900F/CX 8300/CX9300F, Pigment - 73N	cart													0	424.32	-
105. INK CARTRIDGE, Epson C13T107190, Black, for printer T10/T11/ T13/T20E/ TX100/TX110/TX111/CX5500) Pigment - 91N	cart													0	279.48	-
106. INK CARTRIDGE, Epson C13T107290, Cyan, for printer T10/T11/ T13/T20E/ TX100/TX110/TX111/CX5500) Pigment - 91N	cart													0	279.48	-
107. INK CARTRIDGE, Epson C13T107390, Magenta, for printer T10/T11/ T13/ T20E/TX100/TX110/TX111/CX5500) Pigment - 91N	cart													0	279.48	-
108. INK CARTRIDGE, Epson C13T107490, Yellow, for printer T10/T11/ T13/T20E/ TX100/TX110/TX111/CX5500) Pigment - 91N	cart													0	279.48	-

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109. INK CARTRIDGE, Epson C13T111190, Black, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart													0	940.44	-
110. INK CARTRIDGE, Epson C13T111290, Cyan, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart													0	940.44	-
111. INK CARTRIDGE, Epson C13T111390, Magenta, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart													0	940.44	-
112. INK CARTRIDGE, Epson C13T111490, Yellow, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart													0	940.44	-
113. INK CARTRIDGE, Epson C13T111590, Light Cyan, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart													0	940.44	-
114. INK CARTRIDGE, Epson C13T111690, Light Magenta, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart													0	940.44	-
115. INK CARTRIDGE, Epson C13T112190, Black, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart													0	656.88	-
116. INK CARTRIDGE, Epson C13T112290, Cyan, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart													0	656.88	-
117. INK CARTRIDGE, Epson C13T112390, Magenta, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart													0	656.88	-
118. INK CARTRIDGE, Epson C13T112490, Yellow, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart													0	656.88	-
119. INK CARTRIDGE, Epson C13T112590, Light Cyan, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart													0	656.88	-
120. INK CARTRIDGE, Epson C13T112690, Light Magenta, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart													0	656.88	-
121. INK CARTRIDGE, Epson C13T141190, Black, for ME 32/320/620F - 141	cart													0	302.94	-
122. INK CARTRIDGE, Epson C13T141290, Cyan, for ME 32/320/620F - 141	cart													0	302.94	-
123. INK CARTRIDGE, Epson C13T141390, Magenta, for ME 32/320/620F - 141	cart													0	302.94	-
124. INK CARTRIDGE, Epson C13T141490, Yellow, for ME 32/320/620F - 141	cart													0	302.94	-
125. INK CARTRIDGE, Epson C13T143190, Black, for printer ME 960FWD/900WD - 143	cart													0	576.30	-
126. INK CARTRIDGE, Epson C13T143290, Cyan, for printer ME Office 960FWD/ 900WD - 143	cart													0	453.90	-
127. INK CARTRIDGE, Epson C13T143390, Magenta, for printer ME Office 960FWD/ 900WD - 143	cart													0	453.90	-
128. INK CARTRIDGE, Epson C13T143490, Yellow, for printer ME Office 960FWD/ 900WD - 143	cart													0	453.90	-
129. TONER CARTRIDGE, HP C3906F, black	cart													0	3,063.06	-
130. TONER CARTRIDGE, HP CB435A, black	cart	2	2	2	2	2	2	2	2	2	2	2	2	24	2,491.86	59,804.64
131. TONER CARTRIDGE, HP CB436A, black	cart													0	2,924.34	-
132. TONER CARTRIDGE, HP CB540A, black	cart													0	2,886.60	-
133. TONER CARTRIDGE, HP CB541A, cyan	cart													0	2,652.00	-
134. TONER CARTRIDGE, HP CB542A, yellow	cart													0	2,652.00	-
135. TONER CARTRIDGE, HP CB543A, magenta	cart													0	2,652.00	-

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136. TONER CARTRIDGE, HP CC364A, black	cart													0	6,324.00	-
137. TONER CARTRIDGE, HP CC530A, black	cart													0	5,064.30	-
138. TONER CARTRIDGE, HP CC531A, cyan	cart													0	4,750.14	-
139. TONER CARTRIDGE, HP CC532A, yellow	cart													0	4,750.14	-
140. TONER CARTRIDGE, HP CC533A, magenta	cart													0	4,750.14	-
141. TONER CARTRIDGE, HP CE250A, black	cart													0	5,254.02	-
142. TONER CARTRIDGE, HP CE251A, cyan	cart													0	10,348.92	-
143. TONER CARTRIDGE, HP CE252A, yellow	cart													0	10,348.92	-
144. TONER CARTRIDGE, HP CE253A, magenta	cart													0	10,348.92	-
145. TONER CARTRIDGE, HP CE255A, black	cart													0	6,233.22	-
146. TONER CARTRIDGE, HP CE260A, black	cart													0	6,157.74	-
147. TONER CARTRIDGE, HP CE261A, cyan	cart													0	11,185.32	-
148. TONER CARTRIDGE, HP CE262A, yellow	cart													0	11,185.32	-
149. TONER CARTRIDGE, HP CE263A, magenta	cart													0	11,185.32	-
150. TONER CARTRIDGE, HP CE278A, black	cart	2	2	2	2	2	2	2	2	2	2	2	2	24	3,011.04	72,264.96
151. TONER CARTRIDGE, HP CE285A, black	cart	5	5	5	5	5	5	5	5	5	5	5	5	60	2,655.06	159,303.60
152. TONER CARTRIDGE, HP CE505A, black	cart													0	3,590.40	-
153. TONER CARTRIDGE, HP CE505X, high cap, black	cart													0	6,592.26	-
154. TONER CARTRIDGE, HP Q6000A, black	cart													0	3,115.08	-
155. TONER CARTRIDGE, HP Q6001A, cyan	cart													0	3,395.58	-
156. TONER CARTRIDGE, HP Q6002A, yellow	cart													0	3,395.58	-
157. TONER CARTRIDGE, HP Q6003A, magenta	cart													0	3,395.58	-
158. TONER CARTRIDGE, HP Q6470A, black	cart													0	5,420.28	-
159. TONER CARTRIDGE, HP Q6471A, cyan	cart													0	5,389.68	-
160. TONER CARTRIDGE, HP Q6472A, yellow	cart													0	5,389.68	-
161. TONER CARTRIDGE, HP Q6473A, magenta	cart													0	5,389.68	-
162. TONER CARTRIDGE, HP Q7581A, cyan	cart													0	6,977.82	-
163. TONER CARTRIDGE, HP Q7582A, yellow	cart													0	6,977.82	-
164. TONER CARTRIDGE, HP Q7583A, magenta	cart													0	6,977.82	-
165. TONER CARTRIDGE, Brother TN-155BK, black	cart													0	4,222.80	-
166. TONER CARTRIDGE, Brother TN-155M, magenta	cart													0	5,661.00	-
167. TONER CARTRIDGE, Brother TN-155Y, yellow	cart													0	5,661.00	-
168. TONER CARTRIDGE, Brother TN-155C, cyan	cart													0	5,661.00	-
169. TONER CARTRIDGE, Brother TN-2025	cart													0	2,601.00	-
170. TONER CARTRIDGE, Brother TN-2130	cart													0	1,785.00	-
171. TONER CARTRIDGE, TN-3250, low yield, for Brother HL5350DN	cart													0	3,264.00	-
172. TONER CARTRIDGE, Lexmark X340A11G	cart													0	5,967.00	
173. TONER CARTRIDGE, Lexmark E360H11P	cart													0	11,776.92	-
174. TONER CARTRIDGE, Lexmark E450A11P	cart													0	6,684.06	-
175. TONER CARTRIDGE, Lexmark T650A11P	cart													0	9,445.20	-
176. TONER CARTRIDGE, Lexmark T650H11P	cart													0	25,586.70	-
177. TONER CARTRIDGE, Developer, Epson C13S050005, for printer EPL-5500	cart													0	3,112.02	-

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178. TONER CARTRIDGE, Developer, Epson C13SO50010, for printer EPL-5700L/5800	cart													0	5,095.92	-
179. TONER CARTRIDGE, Developer, Epson C13S050087, for printer EPL-5900/5900L	cart													0	5,194.86	-
180. TONER CARTRIDGE, Developer, Epson C13S050166, 6K, for printer EPL-6200	cart													0	5,053.08	-
181. TONER CARTRIDGE, Developer, Epson C13S050167, 3K, for printer EPL-6200/6200L	cart													0	3,211.98	-
182. TONER CARTRIDGE,Epson C13S050440, Std Cap, for printer AL-M2010D/DN	cart													0	5,389.68	-
183. TONER CARTRIDGE, Developer, Epson C13S050520, 1.8K, for printer AL-M1200	cart													0	3,542.46	-
184. TONER CARTRIDGE, Developer, Epson C13S050521, 3.2K, for printer AL-M1200	cart													0	5,241.78	-
185. TONER CARTRIDGE, Samsung Part No. SCX-D655A 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(#8766), for printer DFX-5000+/ 8000/8500 Black Ribbon (S015055)	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), for printer LQ-590	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	-

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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																
1 KYOCERA Copier, ADF, 2 paper casettes (heavy duty)	unit	1												1	120,000.00	120,000.00
2 Digital Duplicator, stencil process	unit	1												1	140,000.00	140,000.00
3 Sony Vaio Laptop 13" monitor core i7	unit	1												1	20,000.00	20,000.00
4 Office Table	unit	1												1	6,000.00	6,000.00
5 Junior Executive Chair	unit	2												2	10,000.00	20,000.00
6 Office table	unit	1												1	6,000.00	6,000.00
7 Aiconditioner (window-type) 1.5 HP, invrter type	unit	2												2	25,000.00	50,000.00
8 Monoblocks chairs	pc	200												200	250.00	50,000.00
9														0		-
10														0		-
Office Supplies																
1 Correction tape		10	10	10	10	10	10	10	10	10	10	10	10	120	45.00	5,400.00
2 MEDICAL SUPPLIES	KSPT	1		-										0 i	164,000	164,000
3														0		-
4														0		-
5														0		-
6														0		-
7														0		-
8														0		-
9														0		-
10														0		-
Audio and visual presentation and composing equipment																
1 Flat TV 60" LED	unit	1												1	36,000.00	36,000.00
2 Speaker, 1000 watts, konzert, with stand	unit	4												4	25,000.00	100,000.00
3 Amplifier, konzert or sakura	unit	1												1	3,000.00	3,000.00
4 Microphone, wireless, Zhure	unit	2												2	1,500.00	3,000.00
5 Microphone, wired, Zhure	unit	2												2	1,500.00	3,000.00
6 Flat TV 42" LED	unit	2												2	25,000.00	50,000.00
7 DLP	unit	2												2	25,000.00	50,000.00
8														0		-
9														0		-
10														0		-
Photographic or filming or video equipment																
1														0		-
2														0		-
3														0		-
4														0		-
5														0		-

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6														0		-
7														0		-
8														0		-
9														0		-
10														0		-
Cleaning Equipment and Supplies																
1 Bleach, 2 ltr	btl	4	4	4	4	4	4	4	4	4	4	4	4	48	160.00	7,680.00
2														0		-
3														0		-
4														0		-
5														0		-
6														0		-
7														0		-
8														0		-
9														0		-
10														0		-
Paper Materials and Products																
1 TOR	pc	350												350	5.00	1,750.00
2 Specialty Paper	pack	35												35	50.00	1,750.00
3 Parchment Paper	pc	350												350	10.00	3,500.00
4 Classcard	pc	9600												9600	0.50	4,800.00
5 Registration Form	pc	3600												3600	50.00	180,000.00
6 Gold Seal	pack	7												7	50.00	350.00
7														0		-
8														0		-
9														0		-
10														0		-
Lighting and fixtures and accessories																
1 Extension wire, #12mm, 20 mtrs long	mtr	2												2	500.00	1,000.00
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. Water pump	unit	1												1	50,000.00	50,000.00
2														0		-

Item & Specifications	Unit of Measure	Quantity Requirement													** PS Price Catalogue as of (09.12.2011)	Total Amount
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total		
3														0		-
4														0		-
5														0		-
6														0		-
7														0		-
8														0		-
9														0		-
10														0		-
Computer Supplies																
1 Desktop, non-branded, intel core i5, 3.1Ghz, intel H67 chipset,	unit	10												10	33,500.00	335,000.00
motherboard with built-in audio video lan, 4GB hyper, DDR3,														0		-
7200 rpm hard disk drive, with 18.5" LCD monitor														0		-
2 HP Laserjet P1102w Printer	unit	5												5	5,000.00	25,000.00
3														0		-
4														0		-
5														0		-
6														0		-
7														0		-
8														0		-
Computer Equipment and Accessories																
1. HP Deskjet 1280 Cartridge color #78	cart	2	2	2	2	2	2	2	2	2	2	2	2	24	500.00	12,000.00
2 HP Deskjet 1280 cartridge blk #45	cart	2	2	2	2	2	2	2	2	2	2	2	2	24	500.00	12,000.00
3. Mattings @	pc	50												50	1,000.00	50,000.00
4. Sports Equipments @	assrtd	1												1	50,000.00	50,000.00
5 . Accreditation Processes	package	1												1	150,000.00	150,000.00
6. Accrediation Center (Phase I)	const	1												1	500,000.00	500,000.00
7														0		-
8														0		-
9														0		-
10														0		-
***Other Categories**																
1 Extension/expansion of Supply Office (construction)		1												1	200,000.00	200,000.00
2 Campus, Colleges Foundation Day		1												1	170,000.00	170,000.00
3 Diploma Holder	pc	350												350	100.00	35,000.00
4 Medal	pc	25												25	100.00	2,500.00
5 Plaque	pc	25												25	1,500.00	37,500.00
6 Ribbon	pc	10												10	100.00	1,000.00
7 Globe Bundle	set	1												1	19,500.00	19,500.00
8 YMCKO ribbon (,000 images) with PVC Cards	set	8												8	3,800.00	30,400.00
9 Textbooks	set	1												1	150,000.00	150,000.00

Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (09.12.2011)	Total Amount
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	
10 Science lab chemical & equipments	set	1												1	100,000.00	100,000.00

***GRAND TOTAL: 4,111,943.69

TOTAL W/ 10% ADDITIONAL PROVISION FOR INFLATION .....

APPROVED BUDGET: .....

Other categories that are not indicated herein

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

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

@ PE supply

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:

CECILIA G TIBAY 4Feb'13

Property/Supply Officer

Certified Funds Available /
Certified Appropriate Funds Available:

CLARISSA N MARINO

Accountant /
Local Budget Officer

Approved:

MARITA R CANAPI, Ed D

Head of Office/Agency

Date Prepared: October 15, 2012