

**ANNUAL PROCUREMENT PLAN FOR 2012
For Common-Use Supplies and Equipment**

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

1. Indicate the agency's monthly requirement per item in the APP form. The form will automatically compute for the Total Amount per item and the Grand Total.
2. Do not delete any field in the APP Form.
3. For Other items not available from the Procurement Service but regularly purchased from other sources, agency must specify/indicate the item name under each category and unit price based on their last purchase of the item/s.
4. Submit the duly accomplished APP form in two (2) soft copies and two (2) hard copies (duly signed by Agency officials) to the Agency's respective Budget Management Bureau in the DBM Central Office or to the DBM Regional Office.
5. Consistent with DBM Circular No. 2011-6, the APP for FY 2011 must be submitted on or before September 15, 2011 and the APP for FY 2012 must be submitted on or before November 15, 2011.
6. For further assistance/clarification, agencies may call the Planning Division of the Procurement Service at telephone nos. 561-6116 or 563-9397.

Department/Bureau/Office: PARTIDO DEVELOPMENT ADMINISTRATION
Region: V
Address: Caraycayon, Tigaon, Camarines Sur

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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															0	72.54	-
3. BATTERY, size AA, alkaline, 2 pcs./packet	packet	100		12			100					12				224	36.40	8,115
4. BATTERY, size AAA, alkaline, 2 pcs./packet	packet	11		5			5									21	14.56	305.76
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	30														30	368.94	11,068.20
8. FLUORESCENT LAMP, tubular, 18 watts	piece															0	32.14	-
9. FLUORESCENT LAMP, tubular, 36 watts	piece															0	33.85	-
10. COMPACT FLUORESCENT LIGHT, 18 watts	piece	80		10												90	103.79	9,341.10
11. FUSE, 30 amperes	piece															0	10.35	-
12. FUSE, 60 amperes	piece															0	25.48	-
13. STARTER, 4-40 watts	piece															0	3.73	-
14. TAPE, electrical	roll															0	18.20	-

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		COMMON COMPUTER SUPPLIES/CONSUMABLES															
1. COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9-1/2", 2000 sheets/box	box	4			2			2							10	520.00	5,200.00
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	7			2										16	581.67	9,306.72
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	8													8	64.22	513.76
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	83			78						68	5			302	16.62	5,019.24
13. DVD RECORDABLE, 16x speed, 4.7GB capacity	piece														0	11.70	-
14. DVD RE-WRITABLE, 4x speed, 4.7GB capacity	piece	215			60										390	19.96	7,784.40
15. FLASH DRIVE, 4GB, USB 2.0, plug and play	piece	15													15	292.08	4,381.20
16. FLASH DRIVE, 8GB, USB 2.0, plug and play	piece														0	468.00	-
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 C6578AD (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	12		3							7		4	1	30	615.06	18,451.80
29. INK CARTRIDGE, HP C9352AA (HP 22)	cart	9		3							3			3	18	708.90	12,760.20
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	-

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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 T017	cart																	0		-
37. INK CARTRIDGE, Epson T018	cart																	0		-
38. INK CARTRIDGE, Lexmark # 27, colored	cart																	0	1,173.00	-
39. INK CARTRIDGE, Lexmark # 17, black	cart																	0	984.30	-
40. INK CARTRIDGE, Epson T038	cart																	0	482.46	-
41. INK CARTRIDGE, Epson T039	cart																	0	755.82	-
42. MOUSE, optical, USB connection type	piece	2																2	197.60	395.20
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(12AB400)	cart																	0	4,621.62	-
67. TONER CARTRIDGE, Lexmark 1382920	cart																	0	14,198.40	-
68. TONER CARTRIDGE, Brother TN3060	cart																	0	4,559.40	-
69. TONER CARTRIDGE, for Kyocera Mita KM-1505/1510/1810	cart																	0	3,843.84	-
70. TONER CARTRIDGE, TK 100, for Kyocera Mita KM-1500	cart																	0	2,843.56	-
71. TONER CARTRIDGE, Samsung ML-2250D5	cart																	0	4,029.00	-
72. TONER CARTRIDGE, Samsung ML-2010D3	cart																	0	2,958.00	-
73. TONER CARTRIDGE, Kyocera TK-120	cart																	0	5,254.02	-
74. RIBBON, Epson RN 8755	cart																	0	84.76	-

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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	3															3	603.20	1,809.60
2. AIR FRESHENER, 280ml/can	can	5			4			5					3				17	92.56	1,573.52
3. ALCOHOL, 70%, ethyl	bottle	10			9			10					8				37	37.70	1,394.90
4. AUDIO CASSETTE TAPE, 90min. recording time	piece																0	16.12	-
5. TAPE, blank, for micro-cassette recorder, 60 mins. recording time	pack																0	91.50	-
6. CARBON FILM, polyethylene, 210mm x 297mm(A-4), 100s/box	box																0	349.44	-
7. CARBON FILM, polyethylene, 216mm x 330mm, 100s/box	box	5						2									7	364.00	2,548.00
8. CARTOLINA, assorted color, 20s/pack	pack	1															1	72.80	72.80
9. CARTOLINA, white, 20s/pack	pack																0	57.20	-
10. CHALK, white, dustless, 100 pcs/box	box																0	34.81	-
11. CLIP, bulldog (3")	piece																0	8.42	-
12. CLIP, backfold, 25mm, 12s/box	box	15			3			5					3				26	15.60	405.60
13. CLIP, backfold, 50mm, 12s/box	box	23			1			5					1				30	43.68	1,310.40
14 CLIP, backfold, 19mm, 12s/box	box																0	7.54	-
15. CLIP, backfold, 32mm, 12s/box	box																0	17.42	-
16. COLUMNAR PAD, 4 cols, 50 gsm min.	pad																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	15			7			15					5				42	9.82	412.44
22. DATA FILE BOX, (5"x9"x15-3/4")	box	4															4	64.47	257.88
23. DATA FOLDER, w/ finger ring, (3" x 9" x 15")	piece	4															4	67.07	268
24. ENVELOPE, documentary (10"x15"), 500s/box	box	2															2	560.56	1,121.12
25. ENVELOPE, expanding, kraft, legal size, 100s/box	box																0	675.86	-
26. ENVELOPE, mailing white, 500s/box	box	3			1			2									6	159.78	958.68
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	29															29	39.81	1,154.49
30. ENVELOPE, documentary, A4, 500s/box	box	1															1	526.24	526.24
31. ERASER, blackboard/whiteboard	piece	3			1			3					1				8	11.44	91.52
32. ERASER, rubber	piece																0	4.68	-
33. FILE ORGANIZER, expanding, legal, plastic, assorted colors	piece																0	83.20	-
34. FOLDER, pressboard, plain, legal, 100s/box	pack	1															1	851.64	851.64
35. FOLDER, tagboard, legal size, 100s/box	pack	7															7	413.92	2,897.44

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36. FOLDER, tagboard, A4 size, 100s/box	pack	7													7	253.76	1,776.32
37. FOLDER, morocco/fancy, legal size, 50s/pack	pack	1													1	301.60	301.60
38. FOLDER, morocco/fancy, A4 size, 50s/pack	bundle														0	312.00	-
39. FOLDER, clear plastic, L-type, A4 size, 50s/pack	pack	1			1										2	247.52	495.04
40. FOLDER, clear plastic, L-type, legal size, 50s/pack	pack	2													2	228.80	457.60
41. GLUE, all purpose, 300 grams min.	jar	25			2						18				45	37.43	1,684.35
42. ILLUSTRATION BOARD, (30"x40"), 2 ply	piece	20													20	32.97	659.40
43. INDEX CARD, 3" x 5", ruled both sides, 500s/pack	pack														0	44.45	-
44. INDEX CARD, 5" x 8", ruled both sides, 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														0	67.60	-
48. LEAD, for mechanical pencil, 0.5mm, 12 pcs/tube	tube														0	11.44	-
49. LOOSELEAF COVER, 214mm x 354mm, 50 pcs/bundle	bundle														0	493.54	-
50. MAGAZINE FILE BOX, 110mm x 220mm x 265mm, with open end	piece														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														0	36.40	-
53. MARKER, fluorescent, 3 colors/set	set	21													21	41.60	1,414.40
54. MARKING PEN, whiteboard, black	piece	25									13				34	41.60	1,414.40
55. MARKING PEN, whiteboard, blue	piece	4									21				46	15.08	693.68
56. MARKING PEN, whiteboard, red	piece	2													6	15.08	90.48
57. MARKER, permanent, black	piece	37													2	15.08	30.16
58. MARKER, permanent, blue	piece	23									1				48	13.50	648.00
59. MARKER, permanent, red	piece	22									3				26	13.50	351.00
60. MARKING PEN, for transparency	set														0	84.24	-
61. NOTE BOOK, stenographer's, 40 leaves	piece														0	7.49	-
62. NOTE PAD, (3"x3"), 100 sheets/pad	pad	30									2				63	36.40	2,293.20
63. NOTE PAD, (3"x4"), 100 sheets/pad	pad														0	52.00	-
64. NOTE PAD, (2"x3"), 400 sheets/pad	pad														0	112.32	-
65. 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	45													138	104.80	14,462.40
68. PAPER, mimeo, Groundwood, 210mm x 297mm (A4), 60gsm	ream	7													14	56.06	784.84
69. PAPER, mimeo, WhiteWave, 210mm x 297mm (A4)	ream	15													25	145.60	3,640.00
70. PAPER, for Plain Paper Copier, 210mm x 297mm (A4) 70gsm	ream														0	144.35	-
71. PAPER, for Plain Paper Copier, 254mm x 356mm (B4), 70gsm	ream														0	194.66	-
72. PAPER, ruled pad, 216mmx330mm, 90 sheets/pad	pad	3													9	20.57	185.13
73. PAPER, thermal, 210mmx30M, 1/2" core	roll	2													8	36.40	291.20
74. PAPER, thermal, 216mmx30M, 1/2" core	roll														0	37.44	-
75. PAPER, multicopy, 210mm x 297mm (A4), 80gsm	ream														0	139.32	-
76. PARCHMENT PAPER, A4 size, 80 gsm, 100 sheets/pack	ream														0	161.20	-
77. PAPER FASTENER, for paper, metal, 50 sets/box	box	47													86	82.04	7,055.44

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79. PAPER CLIP, gem type,umbo, 48mm, 100s/box	box	31			1	1		19	1					2			55	15.60	858.00
80. PAPER CLIP, gem type, 32mm, 100s/box	box	19			1			8						1			29	8.84	256.36
81. PENCIL, lead, w/eraser, one(1) dozen per box	box	40			7			24						5			76	24.89	1,891.64
82. PENCIL, mechanical, for 0.5mm lead	piece																0	18.20	-
83. PUSH PIN, flat head type, assorted colors, 100s/box	box	9						4									13	30.00	390.00
84. RECORD BOOK, 300 pages, Smyth sewn	book	46						5									51	50.44	2,572.44
85. RECORD BOOK, 500 pages, Smyth sewn	book	28						8									36	88.40	3,182.40
86. RIBBON, nylon, manual typewriter	spool																0	15.81	-
87. RIBBON, nylon, for Kitano Bundy Clock	piece																0	644.80	-
88. RIBBON CARTRIDGE, fabric, iwata E2A time recorder	piece																0	468.00	-
89. RING BINDER, (1/2"x44"), plastic	piece	22			2			22									46	4.37	201.02
90. RING BINDER, (3/4"x44"), plastic	piece	16			2			15									33	12.48	41
91. RING BINDER, (1" x 44"), plastic	piece	30			10			32						7			79	12.48	985.32
92. RING BINDER, (2" x 44"), plastic	piece	44			24			43	4					7			122	28.13	3,431.86
93. RUBBER BAND, 1.0mm min thickness, min. 350grams/box or approx 220pcs	box				4												4	132.68	530.72
94. RULER, plastic, 300mm	piece	2															2	3.64	7.28
95. RULER, plastic, 450mm	piece				3												3	36.40	109.20
96. SIGN PEN, black	piece	40			11			20	3					3			77	41.48	3,193.96
97. SIGN PEN, blue	piece	2															2	41.48	82.96
98. SIGN PEN, red	piece	2			3												5	41.48	207.40
99. STAMP PAD INK, violet, 50ml	bottle	12						2									14	27.04	378.56
100. STAMP PAD, felt pad, min 60mm x 100mm	piece	8															8	24.96	199.68
101. STAPLE WIRE, standard, #35	box	31						13		1							46	25.98	1,195.08
102. TAPE, adding machine, GSP bond	roll																0	10.66	-
103. TAPE, masking, 24mm, 50 meters length	roll	44			3			22									69	41.60	2,870.40
104. TAPE, masking, 48mm, 50 meters length	roll	21			3			19									43	83.82	3,604.26
105. TAPE, transparent, 24mm, 50 meters	roll	59						16									75	10.87	815.75
106. TAPE, transparent, 48mm, 50 meters	roll	17						14									31	20.38	631
107. TAPE, packaging, 48mm, 50 meters length	roll	18			1			7									26	19.24	500.24
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	21			10			15						3			49	61.15	2,996.35
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(1500), 10 pcs./pack	pack	15			2			12									29	10.40	301.60
2. CUTTER, heavy duty	piece	22			2			8									32	27.04	865.28
3. PUNCHER, heavy duty	piece	5															5	114.40	572.00
4. SCISSORS, (6")	pair	17															17	18.72	318.24
5. SHARPENER, single cutterhead	piece	1						1									2	147.35	294.70

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6. STAMPING DATER, self-inking stamp	piece														0	436.80	-		
7. STAPLER, heavy duty, standard	piece	8						3							11	162.84	1,791.24		
8. STAPLE REMOVER, twin jaws	piece	16						3							19	19.64	373.16		
9. TAPE DISPENSER, heavy duty, for 24mm(1")	piece	5													5	40.23	201.15		
10. WASTE BASKET, plastic	piece														0	20.99	-		
COMMON JANITORIAL SUPPLIES																			
1. BATHROOM SOAP, 70gms.	piece	4		2		4		2	4				4		2		18	14.56	262.08
2. BROOM, soft (tambo)	piece	5			2	2		2	2				2				15	119.60	1,794.00
3. BROOM, STICK (tingting)	piece	5			2			4					2				13	19.76	256.88
4. CLEANSER, powder, 350gms.	canister																0	17.32	-
5. DETERGENT POWDER, all purpose, 500gms.	pouch	18			3			18					3				42	17.16	72
6. DETERGENT BAR, min 392 grams net mass, four(4) pcs per bar	bar																0	23.92	-
7. DISINFECTANT SPRAY, 400 grams net content	can	4						3									7	239.20	1,674.40
8. DUST PAN, non-rigid plastic, with detachable handle	piece	3						2									5	26.00	130.00
9. FLOOR WAX, paste, natural, 2kgs.	can	1			1			1									4	306.80	1,227.20
10. FLOOR WAX, paste, red, 2kgs.	can																0	306.80	-
11. FLOOR WAX, liquid type, 3-75L	can																0	331.50	-
12. FURNITURE CLEANER, 300mL/can min	can	5						5									10	112.32	1,123.20
13. INSECTICIDE, 600mL (420g) /can	can																0	116.48	-
14. MOPHANDLE, screw type, wooden handle	piece	4						4									14	83.20	1,164.80
15. MOPHEAD, 100% rayon, 400g	piece	5						5									18	71.76	1,291.68
16. RAG, COTTON, (7") in diameter	kilo																0	43.68	-
17. SCOURING PAD, economy size	pack																0	131.96	-
18. TOILET BOWL & URINAL CLEANER, 900ml	bottle	2						2									8	62.40	499.20
19. TOILET DEODORANT CAKE, 99% paradichlorobenzene, 50gms, 3 pcs/pack	box																0	33.28	-
20. TRASHBAG, plastic, black, (XL)	roll	3															3	103.79	31
LEGAL SIZE PAPER																			
1. PAPER, bond, Premium Grade	ream	57															177	119.22	21,101.94
2. PAPER, mimeo, Groundwood	ream	10						10									25	91.52	2,288.00
3. PAPER, mimeo, Whitewove	ream																0	120.02	-
4. PAPER, for PPC	ream																0	173.33	-
5. PAPER, multicopy, legal, for laser printing	ream																0	174.72	-
COMMON OFFICE EQUIPMENT																			
1. AIRPOT, 4.0 liters, w/ dispenser	unit	1															1	1,144.00	1,144.00
2. FILING CABINET, four (4) drawers, steel, plain	unit																0	7,953.92	-

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		
A4-A6 format indications																		
21. PAPER SHREDDER, 220mm feed opening, 4mm shred width, 0.06m/sec shred speed, 6-8 sheets performance, approx 5kg in weight	unit																0	6,238.96
22. PRINTER, automatic data processing, impact dot matrix, 9-pins, 136 columns, complete w/ ribbons, cables and manual, Epson FX-2190	unit																0	28,672.80
23. PRINTER, automatic data processing, impact dot matrix, 24-pins, 136 columns, complete w/ ribbons, cables and manual, Epson LQ-2180	unit																0	35,859.20
24. PRINTER, impact dot matrix, 9-pin, 80 columns, with ribbon, cables and manual ribbons, cables and manual, Epson LX-300+	unit																0	7,124.00
25. PRINTER, laser, 20ppm printing speed, 1200 x 1200 dpi, with power cord, interface cable software drivers and complete documentation, ML-2250	unit																0	4,139.20
26. PRINTER, automatic data processing, impact dot matrix, 24-pins, 136 columns, complete w/ ribbons, cables and manual, Epson LQ-2190	unit																0	30,992.00
27. PUNCHING/BINDING MACHINE, two(2) hand lever system, 34cm or 13" (24 holes) punching width adjustable to any format, binds 425 sheets or up to 2" thick, all metal construction	unit																0	10,398.96
28. RADIO CASSETTE RECORDER, with AM/ FM Radio	unit																0	1,653.60
29. TIME RECORDER, (for attendance), electronic, stylish/compact design, large display, 2-color ribbon, with dot matrix printer, bell and buzzer, wall or desk mount, 220 volts	unit																0	6,188.00
30. UNINTERRUPTIBLE POWER SUPPLY(UPS) line interactive topology,with sealed maintenance free batteries, 520VA-600VA	unit	4										3					7	2,038.40
																		14,268.80
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																		
b. Procurement of Civil Works, 139-149 pages																		
c. Procurement of Consulting Services, 139-149 pages																		
	piece																0	32.24
	piece																0	37.65
	piece																0	22.36

Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (09.12.2011)	Total Amount				
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finish, w/ 8 ball bearing rollers, gauge 24																			
3. FILING CABINET, four (4) drawers, steel, plain finish, w/ 8 ball bearing rollers, gauge 20	unit																	0	9,399.52
4. FILING CABINET, four(4) drawers, three (3) drawers + one (1) safe, plain finish, gauge 20	unit																	0	13,497.12
5. FILING CABINET, lateral, four (4) drawers, beige, plain finish, 55"x18"x35.5(HxWxL) body, 6" x 16" x 32" (H x W x L), gauge 20	unit																	0	12,155.52
6.. CALCULATOR, desktop, heavy duty printing, 12 digits, two(2) color print/illuminated display AC power source, Canon	unit																	0	1,892.80
7. CALCULATOR, desktop, mini-printer type, 12 digits, AC/DC power source, with ink roller & adaptor	unit																	0	925.60
8. CALCULATOR, scientific, 10 digits, dot matrix display, programmable, with case	unit																	0	341.12
9. CALCULATOR, compact, electronic, LCD, desktop display, 12 digits, two-way power source	unit	8																8	161.08
10. CHAIR, monobloc, without armrest, beige/white	unit	50																50	239.20
11. DOCUMENT CAMERA, w/ DVI port, four (4) reference points demarcate viewing area, 8 times (800%) consecutive zoom, PC and Doc Cam VS	unit																	0	19,552.00
12. ELECTRIC FAN, orbit type	unit																	0	1,246.26
13. ELECTRIC FAN, with stand	unit																	0	764.40
14. ELECTRIC FAN, wall type	unit																	0	745.68
15. INDUSTRIAL FAN, 18" metal blade	unit																	0	934.84
16. FACSIMILE TRANSCIVER, uses thermal paper 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	unit	1																1	4,451.20
17. FIRE EXTINGUISHER, dry chemical, for ABC class of fire, squeeze type, non-electrical conductor, non-toxic, non-corrosive, 4.5kg (10lbs.), brand new	unit																	0	1,130.48
18. FIRE EXTINGUISHER, pure HCFC 123, with fire rating of 1A, 1BC for ABC class of fire, squeeze type non-electrical conductor, 4.5kg (10 lbs), brand new	unit																	0	4,726.80
19. MULTIMEDIA PROJECTOR, 2000 ansi Lumens, 2000 hours lamp life, supports SVGA to SXGA (compressed) resolution	unit																	0	24,939.20
20. PAPER TRIMMER/CUTTING MACHINE, 350MM cutting size, 30 sheets cutting cap. automatic clamping, stationary blade guard,	unit																	0	8,838.96

Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (09.12.2011)	Total Amount					
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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 (403 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	973.08	-
14. INK CARTRIDGE, HP C4937A(HP 18), cyan	cart																	0	809.88	-
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	-
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	-

Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (09.12.2011)	Total Amount				
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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	34			6												61	588.54	35,900.04
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	25			5												48	706.86	33,929.28
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																0	561.00	-
50. INK CARTRIDGE, HP CD973AA (HP920XL), magenta	cart																0	561.00	-
51. INK CARTRIDGE, HP CD974AA (HP 920XL), yellow	cart																0	561.00	-
52. INK CARTRIDGE, HP CD975AA (HP920XL), black	cart																0	1,122.00	-
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 LC67HYW, 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 #4, 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 C131028091, 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 C13T02190, 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 C13T038191, black, for printer Stylus C41SX/UX (Double Pack)	cart															0	850.68	-
78. INK CARTRIDGE, Epson C13T039090, 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	-

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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	-
95. INK CARTRIDGE, Epson C13T103190, Black, for printer Stylus T40W/TX600FW	cart																0	849.66	-
96. INK CARTRIDGE, Epson C13T103290, Cyan, for printer Stylus T40W/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	13			5						8						26	424.32	11,032.32
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	7															7	424.32	2,970.24
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/CX8300/CX9300F, Pigment - 73N	cart	6															6	424.32	2,545.92

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		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total			
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/CX8300/CX9300F, Pigment - 91N	cart	5															5	424.32	2,121.60
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	-
109. INK CARTRIDGE, Epson C13T111190, Black, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart																0	940.44	-
110. INK CARTRIDGE, Epson C13T112190, Cyan, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart																0	940.44	-
111. INK CARTRIDGE, Epson C13T113190, Magenta, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart																0	940.44	-
112. INK CARTRIDGE, Epson C13T114190, Yellow, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart																0	940.44	-
113. INK CARTRIDGE, Epson C13T115190, Light Cyan, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart																0	940.44	-
114. INK CARTRIDGE, Epson C13T116190, 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	-

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				
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																	0	2,491.86	-
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	-
136. TONER CARTRIDGE, HP CC364A, black	cart																	0	6,324.00	-
137. TONER CARTRIDGE, HP CE530A, 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	-

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		
150. TONER CARTRIDGE, HP CE278A, black	cart															0	3,011.04	-
151. TONER CARTRIDGE, HP CE285A, black	cart															0	2,655.06	-
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	-
178. TONER CARTRIDGE, Developer, Epson C13S050010, 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	-

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		
182. TONER CARTRIDGE, Epson C135050440, Std Cap, for printer AL-M2010D/DN	cart															0	5,389.68	-
183. TONER CARTRIDGE, Developer, Epson C135050520, 1.8K, for printer AL-M1200	cart															0	3,542.46	-
184. TONER CARTRIDGE, Developer, Epson C135050521, 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 TD104-5, 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 C135015505 for printer DFX-9000	cart															0	1,129.14	-
194. RIBBON CARTRIDGE, Epson C135015506(7753) Fabric, for printer LQ 300/300-II & 580	cart															0	119.34	-
195. RIBBON CARTRIDGE, Epson C135015508(S015016), black, for printer LQ 670/680/680Pro	cart															0	344.76	-
196. RIBBON CARTRIDGE, Epson C135015568, Color, for printer LX-300	cart															0	1,224.00	-
197. RIBBON CARTRIDGE, Epson C135015577(#8766), for printer DFX-5000+/8000/8500 Black Ribbon (S015055)	cart															0	940.44	-
198. RIBBON CARTRIDGE, Epson C135015587, black for printer DLQ-3000/3000+/3500	cart															0	1,030.20	-
199. RIBBON CARTRIDGE, Epson C135015589(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	-

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			
		B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																	
OFFICE EQUIPMENT AND ACCESSORIES																			
207. PHOTOCODUCTOR UNIT, Epson C13S051099, for printer EPL 6200/6200L	cart														0	3,391.50			
1. AVR	unit	2														2	1,200.00	2,400.00	
2. Computer Chair	unit	7														7	1,400.00	9,800.00	
3. Swivel Chair (Hi Back)	unit	2														2	4,000.00	8,000.00	
4. Secretary Chair	unit	1														1	2,000.00	2,000.00	
5. Rice Cooker	unit	1														1	1,000.00	1,000.00	
6. Wireless Phone	unit	1														1	1,000.00	1,000.00	
7. Telephone Set	unit	1														1	975.00	975.00	
8. Rolling Tray/Coffee Table	unit	1														1	2,000.00	2,000.00	
OFFICE SUPPLIES																			
1. Ballpen (Black)	PCS	170			80						175				76		501	5.00	2,505.00
2. Book Ends	set	9															9	150.00	1,350.00
3. Ballpen (RED)	PCS	2			2												4	5.00	20.00
4. Cork Board (1/8 size)	PC	2															2	40.00	80.00
5. Correction tape	PCS	20		1	9	1					20				9		60	30.00	1,800.00
6. Double Adhesive Tape	PCS	6			2						5						13	35.00	455.00
7. Ink, roller for printing calculator	PC	1															1	320.00	320.00
8. Molar File	PC	10			4						4						18	95.00	1,710.00
9. Ink for RISO Machine (RZ Black)	tubes	4			3						3				2		12	1,690.00	20,280.00
10. Master, RISO Machine	pack	1															1	4,850.00	4,850.00
11. Padding Glue	bottle										3						3	90.00	270
12. Rubber Stamps	PC	3															3	50.00	150.00
13. Sign Pen, (Green)	PC	1			1						1				1		6	23.00	138.00
14. Stam Pad Ink, (Green)	Bottle	1															1	34.91	34.91
15. Stamp Pad, Replacement, (Green)	PC	1															1	150.00	150.00
16. Toner, for photocopier machine, TK439, Taskalfa 180 18cpm	tubes	2			2						1				2		7	6,944.00	48,608.00
17. Lazer Pointer	PC	1															1	710.00	710.00
18. Tape, Adding Machine, 57mm	roll	9									6						15	22.00	330.00
19. Slide binders (long)	PC	20			10						20				5		55	6.00	330.00
20. Slide Binders (short)	PC	20			10						20				5		55	5.00	275.00
21. Cord, Nylon	roll	6									5						11	46.50	511.50
22. Ruler, Metal 18"	PC	1															1	100.00	100.00

Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (05.12.2011)	Total Amount		
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total	
AUDIO AND VISUAL PRESENTATION AND COMPOSING EQUIPMENT																	
1. Mobile Sound System	unit	1													1	5,000.00	5,000.00
PHOTOGRAPHIC OR FILMING OR VIDEO EQUIPMENT																	
1															0		
2															0		
3															0		
CLEANING EQUIPMENT AND SUPPLIES																	
1. Liquid Soap	liter	2					2								4	350.00	1,400.00
2. Muriatic Acid	bottle	2				2									4	200.00	800.00
3. Diswashing Liquid	bottle	10				10									20	125.00	2,500.00
4. Emulsion Wax	gallon	8				7									15	550.00	8,250.00
5. Zonrox Bleach	gallon	1				1									2	150.00	300.00
6. Air Freshener	gallon	8				8									16	350.00	5,600.00
7. Keyboard Duster	piece	2													2	80.00	160.00
8. Dust/Respiratory mask	pieces	100													100	66.00	6,600.00
9. Chemical hand gloves	pairs	20													20	132.00	2,640.00
10. Plastic brush w/ handle	pieces	20													20	300.00	6,000.00
11. Grascutterblade	pieces	24													24	360.00	8,640.00
PAPER MATERIALS AND PRODUCTS																	
1. Paper, Bond (colored), Legal size	ream	4		1				1							1	180.00	2,160.00
2. Paper, Bond (colored), short size	ream	10			1									1	22	150.00	3,300.00
3. Paper, newsprint, A4 size	ream	18													24	61.00	1,464.00
4. Paper, newsprint, legal size	ream	18													24	64.75	1,554.00
5. Cardboard, double face (groundwood)	pcs	50			50									50	200	20.00	4,000.00
6. Crocodile paper	pcs					85									85	58.00	4,930.00
7. Manila Paper	pcs	5				5									10	3.00	30.00
8. Morocco Paper	pcs	11				11									22	65.00	1,430.00
9. Paper, Bond, A3 size	ream	2			2									2	8	325.00	2,600.00
10. Paper, Photo, Legal Size	pack	8				5									13	300.00	3,900.00
11. Paper, Bond, Short size	ream	20			22									22	84	150.00	12,600.00
12. Paper, Specialty, topcs/pack, short size	pack	36			11									3	66	35.00	2,310.00
13. Paper, Sticker, A4 size	pack	11												7	18	38.00	684.00
14. Paper, Thermal, 57mmx38mm, 1 ply, 18 mtrs., Plain (for Read & Bill)	roll	200													200	27.00	5,400.00

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		
Lighting and fixtures and accessories																		
1.																		
2.																		
Electrical equipment and components and supplies																		
1. Battery, 9V size	packet	10			5													1,560.00
2. Circuit breaker NF100-Cs, 100 amp.	piece	1																11,520.00
3. Circuit breaker NF60-Cs, 60 amp.	piece	1																6,480.00
Computer Supplies																		
1. Diskette (IBM 2HD)	box	5																1,950.00
2. Ink Refill (Bottomless), Black, 500ml	bd	8																3,600.00
3. Ink Refill (Bottomless), Cyan, 500ml.	bd	7																3,150.00
4. Ink Refill (Bottomless), Magenta, 500ml.	bd	7																3,150.00
5. Ink Refill (Bottomless), Yellow, 500ml.	bd	7																3,150.00
6. Ribbon Cartridge, S015516/#8750, EPSON LX-300+/LX300+II	cart	40																9,600.00
7. Ribbon Cartridge, S015584/S015327, EPSON FX-2175/2190	cart	30																11,850.00
8. Ribbon Cartridge, S015531/S015086, EPSON LQ-2180/2180C/2180H	cart	30																11,850.00
Computer Equipment and Accessories																		
1. Printer, Epson T13 w/ bottomless Ink kit	unit	3																13,500.00
2. 2 TB Internal Hard Disk	pc	1																5,000.00
3. 500GB External Hard Disk Drive	pc	1																3,100.00
*Other SUPPLIES																		
1. Raincoat	pieces	25																15,000.00
REFERENCE HANDBOOKS																		
1. Reference Handbooks on GPPB & COA	pieces	5																750.00
*Common Office Devices																		
1. Desk Tray	pcs	1																150.00
*TOOLS, EQUIPMENT AND OTHER ACCESSORIES																		
1. Long Nose	piece	1																200.00
2. Screw Driver	set	1																500.00

Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (09.12.2021)	Total Amount					
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total				
3- Side Cutter	piece	1															1	250.00	250.00	
4- Steel Saw	piece	1																1	300.00	300.00
5- Soldering Gun	piece	1																1	500.00	500.00
6- Woodsaw	piece	1																1	250.00	250.00
7- Shovel (bronco)	pieces	5			5								10					25	500.00	12,500.00
8- Ball hammer (small)	pieces	1										1						2	750.00	1,500.00
9- Saw Blade	pieces	5			5							5						20	80.00	1,600.00
10- Grinding Disc 4"	pieces				5								5					10	100.00	1,000.00
11- Concrete Cutter Blade	piece	1																1	750.00	750.00
12- Welding Rods	kgs.	5			5							5						20	100.00	2,000.00
13- Padlocks (small)	pieces				2													2	250.00	500
14- Padlocks (big)	pieces	3			3							3						12	500.00	6,000.00
15- Combination Wrench #12-32	sets				5													5	1,500.00	7,500.00
16- Steel Plate (3/4", 1")	kgs.											100						100	155.00	15,500.00
17- Bolts & Nuts (3/8" - 3/4")	pieces	20			20							20						75	25.00	1,875.00
*Electronics Supplies																				
1. PL Stereo Connector (Small)	dozen	1										1						2	240.00	480.00
2. RCA Plug (Big)	dozen	1																1	800.00	800.00
3. RCA Plug (Small)	dozen	1										1						2	450.00	900.00
*Accountable Forms																				
1. Official Receipt, 5 1/2" x 9 1/2", 2 ply, carbonless paper, 2000 sheets/bx	boxes	135																135	1,500.00	202,500.00
2. Billing Notice Receipt, 5 1/2" x 9 1/2", 1 ply, 2000 sheets/box	boxes														75			75	1,125.00	84,375.00
*Chemicals (Water Treatment/Water Quality testing)																				
1. Aluminum Sulfate, 50 kg./bag	bag	600																600	1,450.00	870,000.00
2. 70% Chlorine, granular, 45 kg./drum	pail	80																80	6,550.00	524,000.00
3. OTO Solution, 8 oz./bottle	bottle	15																15	1,060.00	15,900.00
4. OTO PH solution, 8 oz./bottle	bottle	10																10	1,060.00	10,600.00
*Gen. Set Supplies/Spare Parts																				
1. Oil Filter (Iveco gen. set)	pieces	12																12	3,432.00	41,184.00
2. Fuel Filter (Iveco gen. set)	pieces	6																6	2,274.00	13,644.00
3. Engine oil SAE 15W40 (18 L/PAIL)	PAIL	10																10	3,960.00	39,600.00
4. Flocculation mixer drive belt	pieces	5																5	3,000.00	15,000.00


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			
*Plumbing Materials																			
1. 400mm CI Sleeve Type Couplings	pieces	4															4	26,000.00	104,000.00
2. 355mm CI Sleeve Type Couplings	pieces	4															4	22,000.00	88,000.00
3. 315mm CI Sleeve Type Couplings	pieces	10															10	18,500.00	185,000.00
4. 250mm CI Sleeve Type Couplings	pieces	5															5	12,500.00	62,500.00
5. 200mm CI Sleeve Type Couplings	pieces	5															5	8,500.00	42,500.00
6. 160mm CI Sleeve Type Couplings	pieces	5															5	6,500.00	32,500.00
7. 110mm CI Sleeve Type Couplings	pieces	5															5	4,000.00	20,000.00
8. 90mm CI Sleeve Type Couplings	pieces	15															15	3,500.00	52,500.00
9. 75mm CI Sleeve Type Couplings	pieces	10															10	3,000.00	30,000.00
10. 63mm CI Sleeve Type Couplings	pieces	20															20	2,500.00	50,000.00
11. 50mm CI Sleeve Type Couplings	pieces	20															20	2,000.00	40,000.00
12. 355mm CI Saddle Clamps x 25mm	pieces	6															6	6,000.00	36,000.00
13. 315mm CI Saddle Clamps x 25mm	pieces	6															6	5,000.00	30,000.00
14. 250mm CI Saddle Clamps x 25mm	pieces	6															6	4,000.00	24,000.00
15. 200mm CI Saddle Clamps x 25mm	pieces	6															6	3,500.00	21,000.00
16. 160mm CI Saddle Clamps x 25mm	pieces	6															6	2,500.00	15,000.00
17. 110mm CI Saddle Clamps x 25mm	pieces	6															6	2,000.00	12,000.00
18. 90mm CI Saddle Clamps x 25mm	pieces	6															6	1,200.00	7,200.00
20. 75mm CI Saddle Clamps x 25mm	pieces	6															6	1,000.00	6,000.00
21. 50mm CI Saddle Clamps x 25mm	pieces	6															6	650.00	3,900.00
22. Water Meter 1/2"	pieces	1200															1200	1,090.00	1,308,000.00
23. PE Tubing 1/2", SDR-11 x 300m	rolls																1	4,500.00	4,500.00
24. PE Tubing 3/4", SDR-11 x 150m	rolls																1	4,500.00	4,500.00
25. PE Tubing 1", SDR-11 x 100m	rolls																1	4,500.00	4,500.00
26. GI Union Patente 1/2"	pieces	200															200	35.00	7,000.00
27. GI Union Patente 3/4"	pieces	75															75	45.00	3,375.00
28. GI Union Patente 1"	pieces	50															50	55.00	2,750.00
29. St. Coupling Adaptor (SCA) x 1"	pieces	5															5	450.00	2,250.00
30. St. Coupling Adaptor (SCA) x 3/4"	pieces	5															5	350.00	1,750.00
31. St. Coupling Adaptor (SCA) x 1/2"	pieces	5															5	200.00	1,000.00
32. Corporation Stop x 1"	pieces	5															5	1,500.00	7,500.00
33. Corporation Stop x 3/4"	pieces	5															5	1,000.00	5,000.00
34. Lead Sheet	pieces	5															5	250.00	1,250.00
35. GI Plug 1/2"	pieces	350															350	15.00	5,250.00


Item & Specifications	Unit of Measure	Quantity Requirement												Total Amount				
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec		Total			
36. GI End Cap 3/4"	pieces	125			125			125							125	500	24.00	12,000.00
37. GI Coupling 1/2"	pieces	75			75			75							75	300	15.00	4,500.00
38. Teflon Tape 1/2"	pieces	625			625			625							625	2,500	12.00	30,000.00
39. Neoprene Gasket	pieces	5			5			5							5	20	1,750.00	35,000.00
40. Rubber Gasket	pieces	5			5			5							5	20	500.00	10,000.00
41. Copper Tube 3/8"	fts.				25			25							25	50	50.00	2,500.00
42. Copper Tube 1/2"	fts.				25			25							25	50	70.00	3,500.00
43. Gate Valve 1" (brass)	pieces	10			10			10							10	50	600.00	30,000.00
44. Gate Valve 3/4" (brass)	pieces	10			10			10							10	50	300.00	15,000.00
*** GRAND TOTAL: 4,999,907																		


TOTAL W/ 10% ADDITIONAL PROVISION FOR INFLATION 499,990.72
 APPROVED BUDGET: 5,499,897.88

*Other categories that are not indicated herein
 **Prices are FOB Manila/Applicable for items under A.
 ***Grand total for items under A and B
 Note: Prices indicated in the supplies of other categories are Estimated Cost only.

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: 
 CATHERINE C. PADIN
 Acting Property/Supply Officer

Certified Funds Available: 
 MAGDALENA R. PORTEM
 Accountant III

Approved: 
 ROSA B. CATOLICO
 Administrator I