

**ANNUAL PROCUREMENT PLAN FOR 2016
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 in your area.
2. For Sub - Depots please refer to the following (Arranged/ Classified according to commonality of freight cost):
 - a. Bukidnon, Puerto Princesa Palawan, Biliran, Borongan, Misamis Occidental (Oroquieta) and Southern Leyte (Maasin)- **Region XIII**
 - b. Misamis Oriental, Bacolod, Calbayog, Bontoc and Northern Samar (Catarman)- **Regions VI, VII, VIII, X, & XI**
 - c. Surigao Del Norte - **Surigao Del Norte**
 - d. Zamboanga Sibugay- **Zamboanga Sibugay**
 - e. Camiguin - **Camiguin**
3. Indicate the agency's **monthly** requirement per item in the APP form. The form will automatically compute for the Total Quarterly requirement, Total Amount per item and the Grand Total.
4. **APPs are considered incorrect if: a) form used is other than the prescribed format downloaded at philgeps.gov.ph and; b) correct format is used but fields were deleted and/or inserted in Portion A of the APP. The agency will be informed through e-mail if the submission is incorrect.**
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 soon as it is procured and made available by the Procurement Service.
6. **The accomplished HARD COPY of the APP-CSE shall be submitted in the following manner:**
 - a. DBM Central Office- for entities in the Central Office
 - b. DBM Regional Office (RO)- for regional offices, operating units of DepEd, DOH, DPWH, CHED, TESDA and SUCs
6. **The accomplished SOFT COPY of the APP-CSE shall be submitted to the following email addresses:**
 - a. ps.app.nga@gmail.com- For central and regional offices of all national government agencies
 - b. ps.app.suc@gmail.com- For main and other campuses of all state universities and colleges
 - c. ps.app.gocc@gmail.com- For all central and regional offices of government owned and controlled corporations
 - d. ps.app.deped@gmail.com- For primary and secondary schools
7. Consistent with National Budget Circular No. 555, the APP for FY 2016 must be submitted on or before **November 30, 2015**.
8. Rename your APP file in the following format: APP2016- Name of Agency- Region (e.g. APP2016 -PS- Central Office).
9. For further assistance/clarification, agencies may call the Planning Division of the Procurement Service at telephone nos. (02)561-6116 or (02)689-7750 loc. 4021.

Department/Bureau/Office: PHILIPPINE CROP INSURANCE CORPORATION
 Region: HEAD OFFICE - NATIONANL CAPITAL REGION
 Address: 7/FLOOR BUILDING A NIA COMPLEX, BARANGAY PINYAHAN, EDSA
 DILIMAN QUEZON CITY

Contact Person: JOSE C. FLORES
 Position: DIVISION CHIEF III - PROPERTY MANAGEMENT AND GENERAL SERVICES
 E-mail : joeyfloresgold@yahoo.com
 Telephone/Mobile Nos: 441-13-25

Item & Specifications	Unit of Measure	Quantity Requirement																		Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity			
A. AVAILABLE AT PROCUREMENT SERVICE STORES																					
COMMON ELECTRICAL SUPPLIES																					
1 BATTERY, size AA, alkaline, 2 pieces per blister pack	pack	127	11	5	143	107	7	5	119	103	9	3	115	95	5	3	103	480	17.14	8,227.20	
2 BATTERY, size AAA, alkaline, 2 pieces per blister pack	pack	101	29	2	132	89	25	2	116	89	28	2	119	89	22	2	113	480	14.77	7,089.60	
3 BATTERY, size D, alkaline, 2 pieces per blister pack	pack	3	0	0	3	3	0	0	3	3	0	0	3	3	0	0	3	12	76.44	917.28	
4 FLUORESCENT LAMP, tubular, 28 watts	tube	14	25	2	41	14	25	2	41	9	25	2	36	0	10	0	10	128	114.40	14,643.20	
5 FLUORESCENT LAMP, tubular, 36 watts	tube	52	37	11	100	30	15	11	56	24	15	11	50	10	15	9	34	240	41.50	9,960.00	
6 COMPACT FLUORESCENT LAMP, 18 watts, 1 piece in individual box	piece	8	6	3	17	8	6	3	17	4	6	3	13	10	3	0	13	60	101.82	6,109.20	
7 TAPE, electrical	roll	16	12	0	28	10	11	0	21	10	1	0	11	8	4	0	12	72	18.20	1,310.40	

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COMMON OFFICE SUPPLIES																						
1 ACETATE, gauge #3, 50m per roll	roll	6	5	0	11	5	5	0	10	0	10	0	10	0	5	0	5	36	624.00	22,464.00		
2 AIR FRESHENER, 280mL/can	can	53	17	4	74	47	11	4	62	43	14	4	61	32	7	4	43	240	81.12	19,468.80		
3 ALCOHOL, 70%, ethyl, 500ml	bottle	142	69	18	229	118	59	18	195	118	70	18	206	104	50	8	162	792	43.14	34,166.88		
4 CARBON FILM, A4 size, 100 sheets per box	box	20	7	4	31	20	5	0	25	15	5	0	20	15	5	0	20	96	223.60	21,465.60		
5 CARBON FILM, PE, black, 216mm x 30mm, 100 sheets per box	box	24	6	1	31	16	4	2	22	17	4	2	23	15	4	1	20	96	253.92	24,376.32		
6 CARTOLINA, assorted color, 20 pieces per pack	pack	47	5	0	52	21	5	0	26	21	0	0	21	21	0	0	21	120	70.50	8,460.00		
7 CHALK, white, dustless, 100 pieces per box	box	6	0	0	6	5	0	0	5	5	0	0	5	8	0	0	8	24	25.86	620.64		
8 CLEARBOOK, A4 size	piece	90	55	0	145	58	10	0	68	60	25	0	85	52	10	0	62	360	37.44	13,478.40		
9 CLEARBOOK, Legal size	piece	79	15	0	94	72	15	0	87	79	15	0	94	70	15	0	85	360	41.60	14,976.00		
10 CLIP, backfold, 19mm, 12 pieces per box	box	119	25	0	144	55	0	0	55	81	25	0	106	55	0	0	55	360	7.28	2,620.80		
11 CLIP, backfold, 25mm, 12 pieces per box	box	75	30	0	105	30	0	0	30	55	30	0	85	80	0	0	80	300	16.64	4,992.00		
12 CLIP, backfold, 32mm, 12 pieces per box	box	57	57	0	114	41	2	0	43	66	32	0	98	45	0	0	45	300	20.68	6,204.00		
13 CLIP, backfold, 50mm, 12 pieces per box	box	84	12	0	96	54	12	0	66	69	12	0	81	47	10	0	57	300	43.68	13,104.00		
14 CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic	piece	202	111	31	344	153	111	31	295	193	121	31	345	124	86	6	216	1200	41.08	49,296.00		
15 DATA FILE BOX, made with chipboard, with closed ends	box	37	13	5	55	13	5	0	18	8	5	0	13	8	5	0	13	99	69.73	6,903.27		
16 DATA FOLDER, made with chipboard, taglia lock	piece	133	11	0	144	103	10	0	113	103	10	0	113	100	10	0	110	480	76.95	36,936.00		
17 ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box	box	25	23	0	48	21	10	0	31	23	14	0	37	4	0	0	4	120	403.52	48,422.40		
18 ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box	box	37	47	0	84	20	22	0	42	23	47	0	70	22	22	0	44	240	507.40	121,776.00		
19 ENVELOPE, EXPANDING, KRAFTBOARD, for legal size documents, 100 pieces per box	box	83	15	5	103	24	5	5	34	72	10	0	82	21	0	0	21	240	621.71	149,210.40		
20 ENVELOPE, EXPANDING, plastic	piece	64	50	0	114	59	0	0	59	49	50	0	99	88	0	0	88	360	35.03	12,610.80		
21 ENVELOPE, MAILING, 500 pieces per box	box	40	31	20	91	28	21	20	69	29	30	15	74	6	0	0	6	240	139.36	33,446.40		
22 ENVELOPE, MAILING, with window, 500 pieces per box	box	29	48	0	77	24	26	0	50	25	38	0	63	24	26	0	50	240	195.36	46,886.40		
23 ERASER, felt, for blackboard/whiteboard	piece	33	25	0	58	26	20	0	46	20	20	0	40	20	16	0	36	180	10.07	1,812.60		
24 ERASER, plastic or rubber	piece	71	26	0	97	34	0	0	34	37	35	0	72	37	0	0	37	240	2.16	518.40		
25 FASTENER, for paper, metal, 50 sets per box	box	52	19	0	71	47	19	0	66	52	14	0	66	47	14	0	61	264	57.09	15,071.76		
26 FILE ORGANIZER, expanding, legal, plastic, assorted colors	piece	53	0	0	53	36	0	0	36	55	0	0	55	36	0	0	36	180	82.87	14,916.60		
27 FILE TAB DIVIDER, A4, five (5) colors per set	set	16	15	15	46	15	15	15	45	15	15	15	45	15	15	14	44	180	12.48	2,246.40		
28 FILE TAB DIVIDER, Legal Size, five(5) colors per set	set	23	0	0	23	22	0	0	22	32	0	0	32	19	0	0	19	96	16.64	1,597.44		
29 FOLDER, Fancy, A4, 50s/ bundle	bundle	13	8	0	21	0	5	0	5	0	5	0	5	0	5	0	5	36	234.00	8,424.00		
30 FOLDER, Fancy, Legal, 50 pieces per bundle	bundle	16	5	0	21	0	5	0	5	0	5	0	5	0	5	0	5	36	291.20	10,483.20		
31 FOLDER, L-type, A4, 50 pieces pack	pack	9	0	0	9	0	5	0	5	0	5	0	5	0	5	0	5	24	166.40	3,993.60		
32 FOLDER, L-type, Legal size, 50 pieces per pack	pack	8	0	0	8	0	0	0	0	11	5	0	16	0	0	0	0	24	182.00	4,368.00		
33 FOLDER, Pressboard, size 210mm x 370mm, 100s/box	box	150	5	0	155	4	4	4	12	41	10	5	56	9	4	4	17	240	935.89	224,613.60		
34 FOLDER, Tagboard, A4, 100 pieces per pack	pack	123	18	0	141	16	10	0	26	16	23	0	39	16	18	0	34	240	248.56	59,654.40		
35 FOLDER, Tagboard, Legal size, 100 pieces per pack	pack	151	1	0	152	37	0	0	37	39	5	0	44	7	0	0	7	240	299.98	71,995.20		
36 GLUE, all purpose, 300 grams min.	jar	62	11	0	73	23	28	0	51	20	36	0	56	35	25	0	60	240	48.88	11,731.20		
37 INDEX TAB, self-adhesive, 5 set/box, assorted colors	box	50	0	0	50	43	0	0	43	48	0	0	48	39	0	0	39	180	50.84	9,151.20		
38 LOOSELEAF COVER, 50sets per bundle	bundle	31	3	0	34	31	3	0	34	31	4	0	35	15	2	0	17	120	539.76	64,771.20		
39 MAGAZINE FILE BOX, LARGE	piece	37	5	5	47	33	5	5	43	5	5	5	15	5	5	5	15	120	43.84	5,260.80		
40 MARKER, fluorescent, 3 colors per set	set	41	23	2	66	28	15	0	43	31	15	0	46	12	13	0	25	180	35.55	6,399.00		

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41	MARKER, whiteboard, bullet type, black	piece	65	22	2	89	29	10	2	41	47	22	2	71	27	10	2	39	240	11.80	2,832.00
42	MARKER, whiteboard, bullet type, blue	piece	48	21	3	72	32	13	3	48	48	17	3	68	30	19	3	52	240	11.80	2,832.00
43	MARKER, whiteboard, bullet type, red	piece	40	31	3	74	37	23	3	63	30	27	3	60	14	26	3	43	240	11.80	2,832.00
44	MARKER, permanent, bullet type, black	piece	50	28	8	86	51	28	8	87	61	28	8	97	54	28	8	90	360	9.65	3,474.00
45	MARKER, permanent, bullet type, blue	piece	64	11	3	78	51	3	3	57	51	7	3	61	38	3	3	44	240	9.65	2,316.00
46	MARKER, permanent, bullet type, red	piece	76	11	3	90	45	3	3	51	45	7	3	55	38	3	3	44	240	9.65	2,316.00
47	NOTE BOOK, stenographer's, 40 leaves, spiral	piece	218	30	0	248	52	40	0	92	78	40	0	118	18	40	0	58	516	10.30	5,314.80
48	NOTE PAD, stick-on, (2"x3"), 100 sheets per pad	pad	17	0	0	17	17	0	0	17	17	25	0	42	19	25	0	44	120	31.20	3,744.00
49	NOTE PAD, stick-on, (3"x3"), 100 sheets per pad	pad	15	0	0	15	15	0	0	15	15	25	0	40	25	25	0	50	120	38.38	4,605.60
50	NOTE PAD, stick-on, (3"x4"), 100 sheets per pad	pad	23	0	0	23	23	0	0	23	21	25	0	46	3	25	0	28	120	54.06	6,487.20
51	PAD PAPER, Ruled	pad	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		17.47	-
52	PAPER CLIP, gem type, 48mm, 100 pieces per box	box	164	45	15	224	158	16	10	184	144	35	5	184	148	30	10	188	780	13.52	10,545.60
53	PAPER CLIP, gem type, 32mm, 100 pieces per box	box	80	45	20	145	50	24	0	74	41	20	5	66	50	25	0	75	360	6.76	2,433.60
54	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	45	8	0	53	25	0	0	25	20	0	0	20	10	0	0	10	108	117.83	12,725.64
55	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	46	0	0	46	26	0	0	26	0	0	0	0	0	0	0	0	72	132.02	9,505.44
56	PAPER, Multi-Purpose (COPY) A4, 70gsm	ream	197	43	3	243	153	43	3	199	163	73	23	259	163	73	23	259	960	102.39	98,294.40
57	PAPER, Multi-Purpose (COPY), Legal size, 70gsm	ream	175	61	20	256	135	60	20	215	135	70	20	225	128	63	13	204	900	114.87	103,383.00
58	PARCHMENT PAPER, A4 size, 80 gsm, 100 sheets per pack]	ream	3	1	0	4	2	1	0	3	2	1	0	3	2	0	0	2	12	92.04	1,104.48
59	PAPER, Thermal, 216mm x 30m	roll	34	5	2	41	12	2	2	16	7	2	2	11	22	3	3	28	96	35.67	3,424.32
60	PENCIL, lead, w/eraser, one(1) dozen per box	box	47	2	0	49	24	2	0	26	21	2	0	23	14	0	0	14	112	19.62	2,197.44
61	PHILIPPINE NATIONAL FLAG	piece	11	0	0	11	1	0	0	1	0	0	0	0	0	0	0	0	12	299.52	3,594.24
62	RECORD BOOK, 300 pages, size: 214mm x 278mm min	book	125	65	25	215	35	20	5	60	90	25	5	120	25	25	5	55	450	60.32	27,144.00
63	RECORD BOOK, 500 pages, size: 214mm x 278mm min	book	19	43	3	65	19	17	3	39	23	23	3	49	13	23	3	39	192	86.85	16,675.20
64	RING BINDER, Plastic 32mm, 10 pieces per bundle	bundle	11	0	0	11	10	0	0	10	10	0	0	10	5	0	0	5	36	256.87	9,247.32
65	RUBBER BAND, 70mm min lay flat length (#18)	box	23	15	0	38	9	15	0	24	8	15	1	24	5	5	0	10	96	105.85	10,161.60
66	RULER, plastic, 450mm, 1 piece in individual plastic	piece	63	21	0	84	7	9	0	16	2	14	0	16	1	3	0	4	120	15.60	1,872.00
67	SIGN PEN, black	piece	214	75	18	307	184	68	18	270	154	18	22	194	317	22	18	357	1128	44.01	49,643.28
68	SIGN PEN, blue	piece	193	86	61	340	193	81	6	280	103	41	56	200	73	61	6	140	960	44.01	42,249.60
69	SIGN PEN, red	piece	218	33	3	254	146	73	3	222	106	13	3	122	86	33	3	122	720	44.01	31,687.20
70	STAMP PAD INK, violet, 50mL	bottle	73	16	0	89	35	3	0	38	17	8	0	25	20	8	0	28	180	22.88	4,118.40
71	STAMP PAD, felt pad, min 60mm x 100mm	piece	37	19	0	56	18	9	0	27	4	5	0	9	4	0	0	4	96	31.08	2,983.68
72	STAPLE WIRE, Heavy duty, 23/13	box	76	10	0	86	53	10	0	63	6	0	0	6	1	0	0	1	156	30.42	4,745.52
73	STAPLE WIRE, Standard	box	124	18	63	205	57	68	13	138	102	23	44	169	13	10	5	28	540	18.92	10,216.80
74	TAPE, masking, 24mm, 50 meters length	roll	56	15	7	78	51	3	0	54	27	3	0	30	15	3	0	18	180	55.12	9,921.60
75	TAPE, masking, 48mm, 50 meters length	roll	57	41	8	106	10	21	8	39	15	28	1	44	3	11	1	15	204	105.04	21,428.16
76	TAPE, transparent, 24mm, 50 meters	roll	55	6	0	61	12	17	0	29	13	12	0	25	0	5	0	5	120	17.37	2,084.40
77	TAPE, transparent, 48mm, 50 meters	roll	64	22	5	91	42	12	5	59	51	12	2	65	11	12	2	25	240	33.28	7,987.20
78	TAPE, packaging, 48mm, 50 meters length	roll	40	24	0	64	39	0	0	39	23	0	0	23	4	14	0	18	144	33.28	4,792.32
79	TOILET TISSUE, 12 rolls per pack	pack	38	15	0	53	18	5	0	23	21	7	0	28	13	3	0	16	120	75.57	9,068.40
80	TWINE, plastic, one kilo per roll	roll	48	5	0	53	23	2	0	25	26	3	0	29	23	2	0	25	132	54.08	7,138.56
81	WRAPPING PAPER, kraft, 50 sheets per pack	pack	123	0	0	123	40	0	0	40	21	0	0	21	20	0	0	20	204	112.72	22,994.88
			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			-
			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			-
			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			-
COMMON OFFICE DEVICES			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			-
1	CUTTER BLADE, heavy duty cutter, 10 pieces per tube	tube	28	8	2	38	28	1	2	31	1	8	2	11	1	1	2	4	84	7.85	659.40

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		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity				
2 CUTTER KNIFE, heavy duty	piece	24	10	12	46	7	0	0	7	0	2	0	2	0	0	5	5	60	19.43	1,165.80		
3 DATING AND STAMPING MACHINE	piece	44	10	0	54	10	0	0	10	22	10	0	32	0	0	0	0	96	478.38	45,924.48		
4 PENCIL SHARPENER, 1 piece in individual plastic case	piece	50	5	0	55	0	0	0	0	0	5	0	5	0	0	0	0	60	187.20	11,232.00		
5 PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box	piece	26	12	10	48	2	7	0	9	5	7	10	22	1	0	4	5	84	123.43	10,368.12		
6 SCISSORS, (6")	pair	54	18	20	92	12	3	12	27	0	6	20	26	0	3	20	23	168	15.53	2,609.04		
7 STAPLER, standard	piece	70	27	0	97	2	0	2	4	2	11	2	15	0	2	2	4	120	92.23	11,067.60		
9 STAPLE REMOVER, plier type	piece	74	13	13	100	2	0	3	5	15	0	0	15	0	0	0	0	120	17.63	2,115.60		
10 TAPE DISPENSER, table top	piece	34	0	5	39	10	0	0	10	10	0	5	15	10	0	10	20	84	47.72	4,008.48		
11 WASTE BASKET, non-rigid plastic	piece	63	15	5	83	0	10	0	10	5	5	0	10	5	0	0	5	108	30.68	3,313.44		
COMMON JANITORIAL SUPPLIES																						
1 BROOM, soft (tambo)	piece	34	5	0	39	9	3	0	12	19	2	0	21	10	2	0	12	84	104.00	8,736.00		
2 BROOM, stick (tingting)	piece	22	1	1	24	5	4	1	10	13	1	1	15	9	1	1	11	60	23.92	1,435.20		
3 CLEANER, TOILET BOWL AND URINAL, 900-1000ml cap	bottle	37	8	5	50	9	5	0	14	8	0	0	8	12	0	0	12	84	41.60	3,494.40		
4 CLEANSER, scouring powder, 350grams/can	can	36	10	4	50	6	2	2	10	0	0	0	0	0	0	0	0	60	18.20	1,092.00		
5 DETERGENT POWDER, all purpose, 1kilo/pouch	pouch	66	18	14	98	29	15	11	55	30	8	8	46	27	7	7	41	240	41.60	9,984.00		
6 DISINFECTANT SPRAY, 400-550 grams	can	70	20	18	108	29	15	13	57	23	12	12	47	16	5	7	28	240	114.40	27,456.00		
7 DUST PAN, non-rigid plastic	piece	50	11	0	61	6	0	0	6	11	0	0	11	6	0	0	6	84	36.28	3,047.52		
8 FLOOR WAX, Paste, red	can	65	2	2	69	2	2	2	6	2	2	2	6	1	1	1	3	84	228.80	19,219.20		
9 FURNITURE CLEANER, aerosol, 300ml/can	can	36	6	3	45	16	3	3	22	16	3	3	22	15	2	2	19	108	84.76	9,154.08		
10 INSECTICIDE, aerosol type, 600ml/can	can	42	8	7	57	14	7	7	28	14	7	7	28	7	0	0	7	120	117.52	14,102.40		
11 MOPBUCKET	piece	27	1	0	28	3	0	0	3	2	1	0	3	1	1	0	2	36	1,872.00	67,392.00		
12 MOPHANDLE, screw type, aluminum handle	piece	39	3	0	42	5	1	0	6	4	4	0	8	3	1	0	4	60	130.00	7,800.00		
13 MOPHEAD, made of rayon	piece	22	8	2	32	13	2	1	16	3	3	1	7	2	1	2	5	60	98.80	5,928.00		
14 RAG, all cotton, 32 pieces per kilo per bundle	bundle	47	3	1	51	11	1	1	13	8	4	1	13	8	4	2	14	91	43.68	3,974.88		
15 SCOURING PAD, 5 pieces per pack	pack	49	8	4	61	24	9	4	37	24	9	9	42	19	14	7	40	180	119.60	21,528.00		
16 TRASHBAG, plastic, transparent, 10pcs/roll	roll	230	14	9	253	145	9	9	163	145	9	9	163	128	2	2	132	711	139.88	99,454.68		
COMMON OFFICE EQUIPMENT																						
1 BINDING AND PUNCHING 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	4	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	4	10,398.96	41,595.84		
2 CALCULATOR, COMPACT, electronic, 12 digits cap, 1 unit in individual box	unit	106	2	0	108	0	2	0	2	6	2	0	8	0	0	2	2	120	153.92	18,470.40		
3 CALCULATOR, SCIENTIFIC, 1 unit per box	unit	63	16	0	79	9	10	0	19	3	16	0	19	3	0	0	3	120	413.92	49,670.40		
4 CHAIR, monobloc, without armrest, beige	piece	84	6	6	96	0	6	6	12	12	0	0	12	0	0	0	0	120	280.80	33,696.00		
5 CHAIR, monobloc, without armrest, white	piece	48	15	0	63	12	15	0	27	0	15	0	15	0	15	0	15	120	280.80	33,696.00		
6 DIGITAL VOICE RECORDER, 4GB (expandable), 1 unit in individual box	unit	23	1	0	24	0	0	0	0	0	0	0	0	0	0	0	0	24	6,229.60	149,510.40		
7 DOCUMENT CAMERA, four(4) reference points demarcate viewing area, 16x(1600%) consecutive zoom, PC and Doc Cam video switcher, plug and play	unit	4	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	4	25,168.00	100,672.00		
8 ELECTRIC FAN, industrial	unit	20	0	0	20	0	0	0	0	0	0	0	0	0	0	0	0	20	1,144.00	22,880.00		
9 ELECTRIC FAN, orbit type	unit	12	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	12	1,248.00	14,976.00		

Item & Specifications	Unit of Measure	Quantity Requirement																		Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT	
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity				
10 ELECTRIC FAN, stand type	unit	12	6	0	18	5	3	0	8	0	1	3	4	0	0	0	0	30	1,036.88	31,106.40		
11 ELECTRIC FAN, wall type	unit	10	0	2	12	0	5	0	5	0	3	0	3	0	0	0	0	20	933.92	18,678.40		
12 FACSIMILE MACHINE, uses thermal paper, 50m/roll, for documents 216mm x 600mm, 15 sec, transmission speed, running width 2018mm, document feeder holds 10 pages, with automatic paper cutter, redial, and fax/tel switchove	unit	12	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	12	3,502.72	42,032.64		
13 FIRE EXTINGUISHER, dry chemical, for ABC class of fire, stored pressure type, non-electrical conductor, non-toxic, non-corrosive, 4.5kg (10lbs.), brand new	unit	45	7	3	55	3	2	0	5	0	0	0	0	0	0	0	0	60	1,295.84	77,750.40		
14 FIRE EXTINGUISHER, pure HCFC 123, with fire rating of 1A, 1BC, for ABC class of fire, stored pressure type, non-electrical conductor, non-corrosive, 4.5kg (10 lbs), brand new	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		3,939.52	-		
15 MULTIMEDIA PROJECTOR, 4000 ansi Lumens, 3600 hours lamp life, supports SVGA to SXGA, (compressed) resolution	unit	11	1	0	12	3	0	0	3	1	0	0	1	0	0	0	0	16	41,116.70	657,867.20		
16 PAPER TRIMMER/CUTTING MACHINE, max paper size: B4, 30 sheets cutting cap., automatic clamping, stationery blade guard, A4-A6 format indications	unit	27	0	1	28	0	0	1	1	0	0	1	1	0	0	0	0	30	7,956.00	238,680.00		
17 PAPER SHREDDER, 0.06m/sec shred speed, cuts 6-8 sheets of 70gsm paper	unit	7	4	1	12	0	0	0	0	0	0	0	0	0	0	0	0	12	5,491.20	65,894.40		
18 PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column, 480 cps print speed	unit	3	1	0	4	0	0	0	0	0	0	0	0	0	0	0	0	4	18,417.17	73,668.68		
19 PRINTER, IMPACT DOT MATRIX, 9 pins, 80 column, 337 cps print speed	unit	36	0	0	36	0	0	0	0	0	0	0	0	0	0	0	0	36	5,831.52	209,934.72		
20 PRINTER, INKJET, wireless capable, 55ppm speed, 512MB memory, duplex printing capable	unit	21	3	0	24	1	3	0	4	1	3	0	4	1	3	0	4	36	10,000.00	360,000.00		
21 PRINTER, LASER, monochrome, 24ppm speed, 1200 x 1200 dpi	unit	32	4	0	36	0	0	0	0	0	0	0	0	0	0	0	0	36	1,653.60	59,529.60		
22 TABLE, monobloc, square, 36" X 36", white, four(4) seater, for indoor and outdoor use	unit	18	2	0	20	0	2	0	2	0	2	0	2	0	0	0	0	24	1,232.40	29,577.60		
23 TABLE, monobloc, square, 36" X 36", beige, four(4) seater, for indoor and outdoor use	unit	24	0	0	24	0	0	0	0	0	0	0	0	0	0	0	0	24	1,233.40	29,601.60		
COMMON COMPUTER SUPPLIES																						
1 COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9-1/2", 2000 sheets/box	box	13	17	2	32	3	17	2	22	3	17	2	22	2	17	2	21	97	601.90	58,384.30		
2 COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14-7/8", 2000 sheets/box	box	3	3	3	9	3	3	3	9	3	3	3	9	3	3	3	9	36	882.44	31,767.84		
3 COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 9-1/2", 1000 sets/box	box	37	11	16	64	2	10	16	28	7	10	17	34	6	10	6	22	148	683.49	101,156.52		
4 COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 14-7/8", 1000 sets/box	box	10	5	5	20	5	10	11	26	10	15	11	36	0	2	0	2	84	950.56	79,847.04		
5 COMPUTER CONTINUOUS FORMS, 3 ply, 11 x 9-1/2", 500 sets/box	box	73	9	0	82	1	0	0	1	1	0	0	1	0	0	0	0	84	570.91	47,956.44		
6 COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 14-7/8", 500 sets/box	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		910.00	-		
7 DVD REWRITABLE, 4x speed, 4.7GB capacity	piece	256	102	56	414	181	76	56	313	171	61	56	288	115	50	20	185	1200	21.37	25,644.00		
8 EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0, backward compatible with USB 2.0, 5400 rpm, with dual color LED light to indicate USB 3.0/USB 2.0 transmission, USB powered, System Requirements: USB 3.0: Windows XP/Vista/7/MacOSx 10.4 or above, with USB 3.0 cable and product guide	piece	52	0	3	55	33	2	5	40	27	2	0	29	30	0	2	32	156	3,092.96	482,501.76		
9 FLASH DRIVE, 16GB, USB 2.0, plug and play	piece	130	43	24	197	70	43	24	137	85	38	19	142	65	38	21	124	600	234.00	140,400.00		

Item & Specifications	Unit of Measure	Quantity Requirement																		Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT	
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity				
10 MOUSE, optical, USB connection type	unit	55	20	0	75	5	5	0	10	28	0	0	28	2	5	0	7	120	137.28	16,473.60		
HANDBOOK ON PROCUREMENT																						
1 HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT- RA 9184(6th Edition), 6" x 9", 296 pages,	piece	12	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	12	28.90	346.80		
CONSUMABLES																						
1 INK CART, BROTHER LC39BK, Black	cart	3	3	3	9	3	3	3	9	3	3	3	9	3	3	3	9	36	681.20	24,523.20		
2 INK CART, BROTHER LC39C, Cyan	cart	3	3	3	9	3	3	3	9	3	3	3	9	3	3	3	9	36	447.20	16,099.20		
3 INK CART, BROTHER LC39M, Magenta	cart	3	3	3	9	3	3	3	9	3	3	3	9	3	3	3	9	36	447.20	16,099.20		
4 INK CART, BROTHER LC39Y, Yellow	cart	3	3	3	9	3	3	3	9	3	3	3	9	3	3	3	9	36	447.20	16,099.20		
5 INK CART, BROTHER LC67B, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	910.00	-		
6 INK CART, BROTHER LC67C, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	546.00	-		
7 INK CART, BROTHER LC67M, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	546.00	-		
8 INK CART, BROTHER LC67Y, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	546.00	-		
9 INK CART, BROTHER LC67HYBK, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,601.60	-		
10 INK CART, BROTHER LC67HYC, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	868.40	-		
11 INK CART, BROTHER LC67HYM, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	868.40	-		
12 INK CART, BROTHER LC67HYH, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	868.40	-		
13 INK CART, CANON PG-810, Black	cart	7	0	0	7	7	0	0	7	7	0	0	7	7	0	0	7	28	619.84	17,355.52		
14 INK CART, CANON PG-740, Black	cart	7	0	0	7	7	0	0	7	3	0	0	3	3	0	0	3	20	702.00	14,040.00		
15 INK CART, CANON PGI-725, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	491.92	-		
16 INK CART, CANON CLI-726, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	464.88	-		
17 INK CART, CANON CL-811, Colored	cart	9	0	0	9	9	0	0	9	5	0	0	5	5	0	0	5	28	819.52	22,946.56		
18 INK CART, CANON CL-741, Colored	cart	3	0	0	3	3	0	0	3	7	0	0	7	7	0	0	7	20	819.52	16,390.40		
19 INK CART, CANON CLI-726, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	535.60	-		
20 INK CART, CANON CLI-726, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	535.60	-		
21 INK CART, CANON CLI-726, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	535.60	-		
22 INK CART, EPSON C13T038190 (To 38), Black	cart	30	0	0	30	0	0	0	0	0	0	0	0	0	0	0	0	30	491.92	14,757.60		
23 INK CART, EPSON C13T039090 (To 39), Colored	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	770.64	-		
24 INK CART, EPSON C13T105190(73N)/(91N),Black	cart	5	0	0	5	5	0	0	5	5	0	0	5	5	0	0	5	20	426.40	8,528.00		
25 INK CART, EPSON C13T105290(73N)/(91N),Cyan	cart	30	0	0	30	0	0	0	0	0	0	0	0	0	0	0	0	30	426.40	12,792.00		
26 INK CART, EPSON C13T105390(73N)/(91N),Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	426.40	-		
27 INK CART, EPSON C13T105490(73N)/(91N),Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	426.40	-		
28 INK CART, EPSON C13T6664100 (T6641), Black	cart	110	19	4	133	50	14	4	68	54	19	4	77	54	14	4	72	350	254.80	89,180.00		
29 INK CART, EPSON C13T6664200 (T6642), Cyan	cart	50	0	0	50	50	0	0	50	50	0	0	50	50	0	0	50	200	254.80	50,960.00		
30 INK CART, EPSON C13T6664300 (T6643), Magenta	cart	80	13	3	96	50	8	2	60	50	13	3	66	53	5	4	62	284	254.80	72,363.20		
31 INK CART, EPSON C13T6664400 (T6644), Yellow	cart	30	13	3	46	0	8	2	10	0	13	3	16	2	5	3	10	82	254.80	20,893.60		
32 INK CART, HP 51645A, (HP45), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,310.40	-		
33 INK CART, HP C1823A, (HP23), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,612.00	-		
34 INK CART, HP C4844A, (HP10), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,492.40	-		
35 INK CART, HP C4906AA, (HP940XL), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,523.60	-		
36 INK CART, HP C4907AA, (HP940XL), Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,029.60	-		
37 INK CART, HP C4908AA, (HP940XL), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,029.60	-		
38 INK CART, HP C4909AA, (HP940XL), Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,029.60	-		
39 INK CART, HP C4936A, (HP18), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	891.28	-		

	Item & Specifications	Unit of Measure	Quantity Requirement																	Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT
			Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity		
40	INK CART, HP C4937A, (HP18), Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	672.88	-
41	INK CART, HP C4938A, (HP18), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	672.88	-
42	INK CART, HP C4939A, (HP18), Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	672.88	-
43	INK CART, HP C6578DA, (HP78), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,513.20	-
44	INK CART, HP C6615DA, (HP15), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,237.60	-
45	INK CART, HP C6625AA, (HP17), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,346.80	-
46	INK CART, HP C6656AA, (HP56), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	921.44	-
47	INK CART, HP C6657AA, (HP57), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,466.40	-
48	INK CART, HP C8727AA, (HP27), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	800.80	-
49	INK CART, HP C8765WA, (HP94), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	884.00	-
50	INK CART, HP C8766WA, (HP95), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,103.44	-
51	INK CART, HP C8767WA, (HP96), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,357.20	-
52	INK CART, HP C9351AA, (HP21), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	643.76	-
53	INK CART, HP C9352AA, (HP22), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	751.92	-
54	INK CART, HP C9361WA, (HP93), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,346.80	-
55	INK CART, HP C9362WA, (HP92), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	600.08	-
56	INK CART, HP C9363WA, (HP97), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,490.32	-
57	INK CART, HP C9364WA, (HP98), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	811.20	-
58	INK CART, HP CB314A, (HP900), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	296.40	-
59	INK CART, HP CB315A, (HP900), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	360.88	-
60	INK CART, HP CB335WA, (HP74), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	678.08	-
61	INK CART, HP CB336WA, (HP74XL), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,461.20	-
62	INK CART, HP CB337WA, (HP75), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	780.00	-
63	INK CART, HP CB338WA, (HP75XL), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,482.00	-
64	INK CART, HP CC640WA, (HP60), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	634.40	-
65	INK CART, HP CC641WA, (HP60XL), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,398.80	-
66	INK CART, HP CC643WA, (HP60), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	747.76	-
67	INK CART, HP CC644WA, (HP60XL), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,627.60	-
68	INK CART, HP CC653AA, (HP901), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	634.40	-
69	INK CART, HP CC656AA, (HP901), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	977.60	-
70	INK CART, HP CC660AA, (HP702), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,004.64	-
71	INK CART, HP CD887AA, (HP703), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	346.32	-
72	INK CART, HP CD888AA, (HP703), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	346.32	-
73	INK CART, HP CD971AA, (HP 920), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	792.48	-
74	INK CART, HP CD972AA, (HP 920XL), Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	608.40	-
75	INK CART, HP CD973AA, (HP 920XL), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	608.40	-
76	INK CART, HP CD974AA, (HP 920XL), Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	608.40	-
77	INK CART, HP CD975AA, (HP 920XL), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,144.00	-
78	INK CART, HP CH561WA, (HP61), Black	cart	3	0	0	3	3	0	0	3	3	0	0	3	3	0	0	3	12	608.40	7,300.80
79	INK CART, HP CH562WA, (HP61), Tricolor	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	752.96	-
80	INK CART, HP CN045AA, (HP950XL), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,542.32	-
81	INK CART, HP CN046AA, (HP951XL), Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,144.00	-
82	INK CART, HP CN047AA, (HP951XL), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,144.00	-
83	INK CART, HP CN048AA, (HP951XL), Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,144.00	-
84	INK CART, HP CN692AA, (HP704), Black	cart	3	0	0	3	3	0	0	3	3	0	0	3	3	0	0	3	12	346.32	4,155.84
85	INK CART, HP CN693AA, (HP704), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	346.32	-

	Item & Specifications	Unit of Measure	Quantity Requirement																	Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT	
			Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity			
86	INK CART, HP CZ107AA, (HP678), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	357.76	-
87	INK CART, HP CZ108AA, (HP678), Tricolor	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	360.88	-
88	INK CART, HP CZ121A (HP685A), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	364.00	-
89	INK CART, HP CZ122A (HP685A), Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	239.20	-
90	INK CART, HP CZ123A (HP685A), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	239.20	-
91	INK CART, HP CZ124A (HP685A), Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	239.20	-
92	INK CART, HP Q8893AA (C8728AA), (HP28), Colored	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	915.20	-
93	INK CART, LEXMARK 10NO217 (#17), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,003.60	-
94	INK CART, LEXMARK 10NO227 (#27), Colored	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,196.00	-
95	TONER CART, BROTHER TN-2025, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,556.32	-
96	TONER CART, BROTHER TN-2130, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,820.00	-
97	TONER CART, BROTHER TN-2150, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,860.00	-
98	TONER CART, BROTHER TN-3320, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,336.32	-
99	TONER CART, BROTHER TN-3350, Black, for HL5450DN (CU Printer)	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,971.20	-
100	TONER CART, HP C4092A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,741.44	-
101	TONER CART, HP C4096A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,352.88	-
102	TONER CART, HP C7115A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,971.28	-
103	TONER CART, HP CB435A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,719.60	-
104	TONER CART, HP CB436A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,062.80	-
105	TONER CART, HP CB540A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,266.64	-
106	TONER CART, HP CB541A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,970.24	-
107	TONER CART, HP CB542A, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,970.24	-
108	TONER CART, HP CB543A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,970.24	-
109	TONER CART, HP CC364A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,321.60	-
110	TONER CART, HP CC530A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,163.60	-
111	TONER CART, HP CC531A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,843.28	-
112	TONER CART, HP CC532A, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,843.28	-
113	TONER CART, HP CC533A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,843.28	-
114	TONER CART, HP CE255A, Black	cart	1	1	1	3	1	1	1	3	1	1	1	3	0	0	0	0	0	9	6,355.44	57,198.96
115	TONER CART, HP CE278A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,070.08	-
116	TONER CART, HP CE285A (HP85A), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,707.12	-
117	TONER CART, HP CE310A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,317.12	-
118	TONER CART, HP CE311A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,475.20	-
119	TONER CART, HP CE312A, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,475.20	-
120	TONER CART, HP CE313A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,475.20	-
121	TONER CART, HP CE320A, Black	cart	0	1	0	1	0	1	0	1	0	1	0	1	0	0	0	0	0	3	3,057.60	9,172.80
122	TONER CART, HP CE321A, Cyan	cart	0	1	0	1	0	1	0	1	0	1	0	1	0	0	0	0	0	3	2,943.20	8,829.60
123	TONER CART, HP CE322A, Yellow	cart	0	1	0	1	0	1	0	1	0	1	0	1	0	0	0	0	0	3	2,943.20	8,829.60
124	TONER CART, HP CE323A, Magenta	cart	0	1	0	1	0	1	0	1	0	1	0	1	0	0	0	0	0	3	2,943.20	8,829.60
125	TONER CART, HP CE390A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,280.00	-
126	TONER CART, HP CE400A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6,595.68	-
127	TONER CART, HP CE401A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9,655.36	-
128	TONER CART, HP CE402A, Yellow	cart	1	1	1	3	1	1	1	3	1	1	1	3	1	1	1	3	12	0	9,655.36	115,864.32
129	TONER CART, HP CE403A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9,655.36	-
130	TONER CART, HP CE410A, (HP305), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,640.00	-

Item & Specifications	Unit of Measure	Quantity Requirement																		Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT	
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity				
131 TONER CART, HP CE411A, (HP305), Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,392.40	-	
132 TONER CART, HP CE412A, (HP305), Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,392.40	-	
133 TONER CART, HP CE413A, (HP305), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,392.40	-	
134 TONER CART, HP CE505A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,660.80	-	
135 TONER CART, HP CE505X, Black, high cap	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6,721.52	-	
136 TONER CART, HP Q2612A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,971.28	-	
137 TONER CART, HP Q2613A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,328.00	-	
138 TONER CART, HP Q5942A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,280.00	-	
139 TONER CART, HP Q5949A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,530.80	-	
140 TONER CART, HP Q5950A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,644.00	-	
141 TONER CART, HP Q5951A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,845.12	-	
142 TONER CART, HP Q5952A, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,845.12	-	
143 TONER CART, HP Q5953A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,845.12	-	
144 TONER CART, HP Q6000A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,317.60	-	
145 TONER CART, HP Q6001A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,614.00	-	
146 TONER CART, HP Q6002A, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,614.00	-	
147 TONER CART, HP Q6003A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,614.00	-	
148 TONER CART, HP Q6470A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,526.56	-	
149 TONER CART, HP Q6471A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,495.36	-	
150 TONER CART, HP Q6472A, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,844.80	-	
151 TONER CART, HP Q6473A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,844.80	-	
152 TONER CART, HP Q7553A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,763.76	-	
153 TONER CART, LEXMARK E360H11P, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8,874.32	-	
154 TONER CART, LEXMARK T650A11P, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9,630.40	-	
155 TONER CART, SAMSUNG ML-D2850B, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,836.00	-	
156 TONER CART, SAMSUNG MLT-D101S, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,600.00	-	
157 TONER CART, SAMSUNG MLT-D103L, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,912.00	-	
158 TONER CART, SAMSUNG MLT-D103S, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,912.00	-	
159 TONER CART, SAMSUNG MLT-D104S, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,548.00	-	
160 TONER CART, SAMSUNG MLT-D105L, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,860.00	-	
161 TONER CART, SAMSUNG MLT-D108S, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,600.00	-	
162 TONER CART, SAMSUNG MLT-D119S(ML-2010D3), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,120.00	-	
163 TONER CART, SAMSUNG MLT-D203E, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,280.00	-	
164 TONER CART, SAMSUNG MLT-D203L, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,512.00	-	
165 TONER CART, SAMSUNG MLT-D203U, black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9,464.00	-	
166 TONER CART, SAMSUNG MLT-D205E, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8,008.00	-	
167 TONER CART, SAMSUNG MLT-D205L, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,784.00	-	
168 TONER CART, SAMSUNG SCX-D6555A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,212.00	-	
169 RIBBON CART, EPSON C13S015516 (#8750), Black, for LX-300	cart	0	15	0	15	0	15	0	15	0	15	0	15	0	15	0	15	0	15	60	76.75	4,605.00
170 RIBBON CART, EPSON C13S015531 (S015086), Black	cart	0	10	0	10	0	15	0	15	0	15	0	15	0	10	0	10	0	10	50	724.88	36,244.00
171 RIBBON CART, EPSON C13S015584 (S015327), Black	cart	6	0	0	6	6	0	0	6	6	0	0	6	6	0	0	6	24	24	334.88	8,037.12	
172 RIBBON CART, EPSON C13S015632, Black, for LX-310	cart	3	7	4	14	6	6	13	25	3	4	13	20	6	4	14	24	83	83	75.92	6,301.36	

B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																					
COMMON ELECTRICAL SUPPLIES																					
1	BALLAST, 36 watts	piece	65	25	25	115	51	20	30	101	51	20	30	101	48	20	35	103	420	74.78	31,407.60

Item & Specifications	Unit of Measure	Quantity Requirement																	Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity		
2 FLUORESCENT LAMP, tubular, 14 watts	tube	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	88.40	-
3 FLUORESCENT LIGHTING FIXTURE, 1 x 36W	set	253	90	45	388	163	95	45	303	161	90	45	296	131	60	22	213	1200	364.00	436,800.00
COMMON OFFICE EQUIPMENT																				
1 CALCULATOR, MINI-PRINTING, 1 unit per box	unit	84	0	0	84	0	0	0	0	0	0	0	0	0	0	0	0	84	930.80	78,187.20
2 CALCULATOR, PRINTING, DESKTOP, 1 unit per box	unit	48	0	5	53	0	5	0	5	0	5	0	5	0	5	0	5	68	1,965.60	133,660.80
3 ELECTRONIC TIME RECORDER OR BUNDY CLOCK, electronic, compact design with large clock face, 2-color ribbon, with dot matrix printer, wall or desk mount, 220 volts	unit	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	3,315.52	3,315.52
4 MEGAPHONE, portable sound system, all ABS resin body, 330mm length, 200mm Horn Diameter, 16 watts(min), 300 meters(min), rechargeable, with built-in siren, red or blue color	unit	22	0	0	22	1	0	0	1	1	0	0	1	0	0	0	0	24	2,704.00	64,896.00
5 WIRELESS N-ROUTER, wireless speed: 300 Mbps, standard: IEEE 802.11g, IEEE 802.3u, IEEE 802.3, interface: 4 x 10/100 ports, 1 x 10/100 WAN port, LED indicator: Power, WLAN, LAN(10/100), Internet Status, with patch cable and power adapter, warranty: one(1) year warranty, frequency band: 2.4 GHz, one(1) unit/box	unit	14	0	0	14	0	0	0	0	0	0	0	0	0	0	0	0	14	1,037.92	14,530.88
COMMON OFFICE SUPPLIES																				
1 CARTOLINA, white, 20 pieces per pack	pack	36	0	0	36	15	0	0	15	17	0	0	17	16	0	0	16	84	52.00	4,368.00
2 CLIP, bulldog, 73mm (3")	piece	180	50	20	250	140	20	20	180	90	50	20	160	110	20	20	150	740	8.32	6,156.80
3 COLUMNAR PAD, 18 cols, 50 gsm min.	pad	21	10	0	31	12	10	0	22	12	10	0	22	12	9	0	21	96	65.52	6,289.92
4 ENVELOPE, PAY, 500 pieces per box	box	12	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	12	114.71	1,376.52
5 ILLUSTRATION BOARD, (30"x40")	piece	26	0	0	26	10	0	0	10	0	0	0	0	0	0	0	0	36	35.05	1,261.80
6 INDEX CARD BOX, 3"x5"	piece	16	10	0	26	11	10	0	21	11	2	0	13	0	0	0	0	60	36.40	2,184.00
7 INDEX CARD BOX, 5"x8"	piece	12	10	0	22	11	10	0	21	10	6	0	16	1	0	0	1	60	55.12	3,307.20
8 INDEX CARD, 3"x5", 500 pieces per pack	pack	10	10	0	20	10	10	0	20	10	10	0	20	0	0	0	0	60	51.27	3,076.20
9 INDEX CARD, 5"x8", 500 pieces per pack	pack	10	10	0	20	10	10	0	20	10	10	0	20	0	0	0	0	60	139.34	8,360.40
10 MANILA PAPER, 10 sheets per pack	pack	59	0	0	59	20	0	0	20	31	0	0	31	10	0	0	10	120	26.00	3,120.00
11 MAP PIN, round head, 100 pieces per case	case	46	2	0	48	3	2	0	5	3	1	0	4	3	0	0	3	60	40.35	2,421.00
12 OIL, for general purpose lubricant, 120 mL	bottle	24	0	0	24	4	0	0	4	4	0	0	4	4	0	0	4	36	36.90	1,328.40
13 PAPER, Thermal, 210mm x 30m	roll	20	4	1	25	21	4	1	26	16	4	1	21	20	2	2	24	96	29.95	2,875.20
14 PUSH PIN, flat head type, assorted colors, 100 pieces per case	case	24	2	0	26	0	0	0	0	0	2	0	2	0	0	0	0	28	24.96	698.88
15 RIBBON, for manual typewriter, in box,, with each spool individually wrapped in plastic	spool	55	24	10	89	20	11	10	41	24	25	10	59	11	14	3	28	217	16.12	3,498.04
16 RING BINDER, Plastic 25mm, 10 pieces per bundle	bundle	11	1	0	12	10	0	0	10	10	0	0	10	4	0	0	4	36	150.80	5,428.80
17 RING BINDER, Plastic 50mm, 10 pieces per bundle	bundle	11	1	0	12	10	0	0	10	10	0	0	10	4	0	0	4	36	291.03	10,477.08
18 STAPLE WIRE, Heavy duty, 23/17	box	35	20	0	55	20	10	0	30	20	20	0	40	20	10	0	30	155	41.48	6,429.40
19 TAPE DISPENSER, handheld	piece	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	29.10	29.10
20 TAPE, for adding machine	roll	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8.11	-
21 TIME CARD, for Amano Bundy Clock, 100 pieces bundle	bundle	36	0	0	36	0	0	0	0	0	0	0	0	0	0	0	0	36	69.47	2,500.92
COMMON JANITORIAL SUPPLIES																				
1 FLOOR WAX, Liquid type, natural	can	20	0	0	20	0	0	0	0	0	0	0	0	0	0	0	0	20	370.50	7,410.00

Item & Specifications	Unit of Measure	Quantity Requirement																		Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT	
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity				
2 FLOOR WAX, Paste type, natural	can	18	6	0	24	0	0	0	0	0	0	0	0	0	0	0	0	24	223.60	5,366.40		
3 SOAP, BATHROOM, 90 grams, 1 piece in individual box	piece	69	15	4	88	57	15	4	76	35	4	4	43	3	1	1	5	212	22.36	4,740.32		
CONSUMABLES																						
1 INK CART, EPSON C13T103190 (103), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		866.32	-		
2 INK CART, EPSON C13T103290 (103), Cyan	cart	10	0	0	10	10	0	0	10	10	0	0	10	6	0	0	6	36	577.20	20,779.20		
3 INK CART, EPSON C13T103390 (103), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		577.20	-		
4 INK CART, EPSON C13T103490 (103), Yellow	cart	12	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	12	577.20	6,926.40		
5 INK CART, EPSON C13T143190 (143), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		587.60	-		
6 INK CART, EPSON C13T143290 (143), Cyan	cart	12	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	12	465.92	5,591.04		
7 INK CART, EPSON C13T143390 (143), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		465.92	-		
8 INK CART, EPSON C13T143490 (143), Yellow	cart	12	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	12	465.92	5,591.04		
9 INK CART, EPSON C13T166190 (166XL), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		176.80	-		
10 INK CART, EPSON C13T166290 (166XL), Cyan	cart	4	0	0	4	4	0	0	4	4	0	0	4	4	0	0	4	16	332.80	5,324.80		
11 INK CART, EPSON C13T166390 (166XL), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		332.80	-		
12 INK CART, EPSON C13T166490 (166XL), Yellow	cart	3	0	0	3	3	0	0	3	3	0	0	3	3	8	0	11	20	332.80	6,656.00		
13 INK CART, HP C4836A, (HP11), Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		1,535.04	-		
14 INK CART, HP C4837A, (HP11), Magenta	cart	10	0	0	10	0	0	0	0	10	0	0	10	0	0	0	0	20	1,535.04	30,700.80		
15 INK CART, HP C4838A, (HP11), Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		1,535.04	-		
16 RIBBON CART, LEXMARK 3070169 (11A3550)	cart	20	0	0	20	0	0	0	0	0	0	0	0	0	0	0	0	20	780.00	15,600.00		
17 RIBBON CART., FUJITSU DL 3850	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		447.20	-		
18 TONER CART, BROTHER TN-150BK, Black	cart	20	0	0	20	0	0	0	0	0	0	0	0	0	0	0	0	20	3,239.60	64,792.00		
19 TONER CART, BROTHER TN-150C, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		3,707.60	-		
20 TONER CART, BROTHER TN-150M, Magenta	cart	24	0	0	24	0	0	0	0	0	0	0	0	0	0	0	0	24	3,707.60	88,982.40		
21 TONER CART, BROTHER TN-150Y, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		3,707.60	-		
22 TONER CART, BROTHER TN-155BK, Black	cart	24	0	0	24	0	0	0	0	0	0	0	0	0	0	0	0	24	4,576.00	109,824.00		
23 TONER CART, FUJI XEROX CWAA0762, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		5,683.60	-		
24 TONER CART, HP CE250A, Black	cart	28	0	0	28	0	0	0	0	0	0	0	0	0	0	0	0	28	5,408.00	151,424.00		
25 TONER CART, HP CE251A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		10,551.84	-		
26 TONER CART, HP CE252A, Yellow	cart	36	0	0	36	0	0	0	0	0	0	0	0	0	0	0	0	36	10,551.84	379,866.24		
27 TONER CART, HP CE253A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		10,551.84	-		
28 TONER CART, HP Q1338A, Black	cart	36	0	0	36	0	0	0	0	0	0	0	0	0	0	0	0	36	6,676.80	240,364.80		
29 TONER CART, HP Q6511A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		5,892.64	-		
30 TONER CART, HP Q7551A, Black	cart	12	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	12	6,162.00	73,944.00		
31 TONER CART, LEXMARK 34217HR, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		4,712.24	-		
32 TONER CART, SAMSUNG ML-2250D5, Black	cart	36	0	0	36	0	0	0	0	0	0	0	0	0	0	0	0	36	4,784.00	172,224.00		
33 TONER CART, SAMSUNG ML-D3050B, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		6,656.00	-		
Office Equipment and Accessories																						
1 Filing Cabinet 4 Drawers Lateral	unit	23	3	0	26	10	0	0	10	0	0	0	0	0	0	0	0	36	16,000.00	576,000.00		
2 Filing Cabinet 3 Drawers Lateral	unit	5	0	0	5	15	0	0	15	0	0	0	0	0	0	0	0	20	12,000.00	240,000.00		
3 Fax Machine using Thermal Paper	unit	20	1	0	21	20	0	0	20	20	0	0	20	11	0	0	11	72	6,000.00	432,000.00		
4 Copier Machine	unit	10	3	0	13	0	0	0	0	0	0	0	0	0	0	0	0	13	150,000.00	1,950,000.00		
5 Sr. Executive Chair	piece	20	0	0	20	0	0	0	0	20	0	0	20	0	0	0	0	40	16,000.00	640,000.00		
6 Jr. Executive Chair	piece	50	0	0	50	0	0	0	0	10	0	0	10	0	0	0	0	60	12,000.00	720,000.00		
7 Clerical Chair	piece	50	0	0	50	10	0	0	10	0	0	0	0	0	0	0	0	60	4,000.00	240,000.00		

	Item & Specifications	Unit of Measure	Quantity Requirement																	Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT
			Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity		
8	Coffee Maker	unit	8	0	0	8	0	0	0	0	0	0	0	0	0	0	0	8	2,000.00	16,000.00	
9	Fork and Spoon	dozen	52	5	0	57	0	5	0	5	0	5	0	5	0	5	0	72	300.00	21,600.00	
10	Plate	piece	40	5	0	45	0	5	0	5	0	5	0	5	0	5	0	60	900.00	54,000.00	
11	Saucer	piece	38	20	0	58	0	20	0	20	0	20	0	10	0	10	108	200.00	21,600.00		
12	Drinking Glass	piece	34	10	0	44	0	10	0	10	0	10	0	20	0	20	84	100.00	8,400.00		
13	Refrigerator	unit	9	0	0	9	3	0	0	3	0	0	0	0	0	0	12	13,000.00	156,000.00		
14	Television Set LED	set	2	0	0	2	2	0	0	2	0	0	0	0	0	0	4	30,000.00	120,000.00		
15	Sofa	set	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12,000.00	-		
16	Office Table	set	48	0	0	48	0	0	0	0	0	0	0	0	0	0	48	15,000.00	720,000.00		
17	Microwave Oven	unit	3	1	0	4	0	0	0	0	0	0	0	0	0	0	4	6,000.00	24,000.00		
18	Toaster	unit	4	0	0	4	0	0	0	0	0	0	0	0	0	0	4	2,000.00	8,000.00		
19	Typewriter. 15" Electronic	unit	1	2	0	3	0	2	0	2	0	0	0	0	0	0	5	25,000.00	125,000.00		
20	Finger Scanner	unit	13	2	0	15	0	0	0	13	0	0	0	0	0	0	15	28,000.00	420,000.00		
21	Air Conditioner - Cabinet Type	unit	8	1	0	9	8	0	0	8	0	0	0	0	0	0	17	100,000.00	1,700,000.00		
22	Coffee Vendo Machine	unit	2	0	0	2	2	0	0	2	0	0	0	0	0	0	4	13,000.00	52,000.00		
23	Risograph Machine	unit	8	0	0	8	0	0	0	0	0	0	0	0	0	0	8	120,000.00	960,000.00		
24	Computer Chair	piece	10	0	0	10	10	0	0	10	0	0	0	0	0	0	20	5,000.00	100,000.00		
25	Chairs - Gang	piece	0	0	0	0	10	0	0	10	0	0	0	0	0	0	10	10,000.00	100,000.00		
26	Chairs - Stacking/Visitors	piece	9	0	0	9	30	0	0	30	0	0	0	0	0	0	39	4,000.00	156,000.00		
27	Clerical Table	set	34	0	0	34	10	0	0	10	0	0	0	0	0	0	44	15,000.00	660,000.00		
28	Aircon Split Type 2.5 TR	unit	6	0	0	6	0	0	0	0	0	0	0	0	0	0	6	50,000.00	300,000.00		
29	Aircon Split Type 3 TR	unit	7	0	0	7	0	0	0	0	0	0	0	0	0	0	7	80,000.00	560,000.00		
30	Aircon Split Type 1.5 TR	unit	9	0	0	9	0	0	0	0	0	0	0	0	0	0	9	40,000.00	360,000.00		
31	Aircon Split Type 5 TR	unit	7	0	0	7	0	0	0	0	0	0	0	0	0	0	7	95,000.00	665,000.00		
32	Conference Table/Chairs	set	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50,000.00	-		
33	Computer Table	set	36	0	0	36	0	0	0	0	0	0	0	0	0	0	36	3,000.00	108,000.00		
34	Package Type Aircon	unit	4	0	0	4	0	0	0	0	0	0	0	0	0	0	4	95,000.00	380,000.00		
35	Steel Cabinet	unit	52	8	0	60	0	0	0	0	0	0	0	0	0	0	60	12,000.00	720,000.00		
36	Plastic Chairs	piece	120	0	0	120	0	0	0	0	0	0	0	0	0	0	120	300.00	36,000.00		
37	Rice cooker	unit	8	0	0	8	0	0	0	8	0	0	0	0	0	0	8	3,500.00	28,000.00		
38	Telephone Unit	unit	4	0	0	4	0	0	0	0	0	0	0	0	0	0	4	5,000.00	20,000.00		
39	Modular Table	piece	48	0	0	48	0	0	0	0	0	0	0	0	0	0	48	10,000.00	480,000.00		
40	Aircon - Wall Mounted	unit	4	0	0	4	0	0	0	0	0	0	0	0	0	0	4	60,000.00	240,000.00		
41	Cash Box	unit	1	5	0	6	0	2	0	2	0	0	0	0	0	0	8	1,000.00	8,000.00		
42	Speaker with Sub Wopper	set	8	0	0	8	0	0	0	0	0	0	0	0	0	0	8	2,750.00	22,000.00		
43	Vault	unit	3	0	0	3	1	0	0	1	0	0	0	0	0	0	4	20,000.00	80,000.00		
44	Window Blinds	Lot	1	0	0	1	1	0	0	1	0	0	0	0	0	0	2	300,000.00	600,000.00		
45	Prefabricated wooden cabinets for documents	unit	4	0	0	4	0	0	0	0	0	0	0	0	0	0	4	8,000.00	32,000.00		
46	Digital Camera	unit	0	7	0	7	0	0	0	0	0	0	0	0	0	0	7	45,000.00	315,000.00		
47	Modular Partation	Lot	3	0	0	3	0	0	0	0	0	0	0	0	0	0	3	1,500,000.00	4,500,000.00		
48	SLR Camera	unit	12	2	0	14	0	0	0	0	0	0	0	0	0	0	14	40,000.00	560,000.00		
49	BINDER, 3-ring, D-type, A4, 64mm(2.5"), with insert clear-view pocket on front, back and spine for label	pair	73	3	0	76	13	3	0	16	13	3	0	16	9	3	0	12	111.49	13,378.80	
50	BINDER, 3-ring, D-type, legal, 64MM(2.5"), with insert clear-view pocket on front, back and spine for label	pair	78	0	0	78	18	0	0	18	15	0	0	15	9	0	0	9	117.78	14,133.60	
51	STENCIL PAPER, ordinary, universal, 24 pcs/quire	quire	20	0	0	20	10	0	0	10	10	0	0	10	8	0	0	8	182.00	8,736.00	

Item & Specifications	Unit of Measure	Quantity Requirement																		Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity			
52 LASER POINTER, PEN TYPE, metal, for presentation, green and red color, 50mW laser power, beam light, continuous light, single-point, uses 2 x LR6 1.5V AA or AAA batteries, button switch	piece	26	4	0	30	0	0	0	0	3	3	0	6	0	0	0	0	36	550.04	19,801.44	
53 STAPLER, binder type, heavy duty for high volume stapling, 25-153 sheets of 70gsm bond paper stapling capacity, min 100 staples, with adjustable stapler guide	piece	60	0	0	60	0	0	0	0	0	0	0	0	0	0	0	0	60	1,059.76	63,585.60	
54 TAPE DISPENSER, handheld, for 48mm width packaging tape	piece	36	0	0	36	0	0	0	0	0	0	0	0	0	0	0	0	36	30.67	1,104.12	
55 AIRPOT, 3.8 liters, w/ dispenser	unit	36	0	0	36	0	0	0	0	0	0	0	0	0	0	0	0	36	1,248.00	44,928.00	
56 CALCULATOR, desktop, heavy duty printing, 12 digits, two(2) color print/illuminated display, AC power source, Canon	unit	92	0	0	92	11	0	0	11	11	0	0	11	6	0	0	6	120	1,944.80	233,376.00	
57 DIGITAL VOICE RECORDER, 4GB, memory, stereo channel, MP3, WMA, recording and playback format, with earphone jack, built-in microphone, with USB cable, rechargeable batteries, instructional manual, carrying pouch, hand strap, earphone	unit	17	0	0	17	0	0	0	0	0	0	0	0	0	0	0	0	17	8,495.00	144,415.00	
58 ELECTRONIC TIME RECORDER, (bundy clock), electronic, compact design with large clock face, 2-color ribbon, with dot matrix printer, wall or desk mount, 220 volts	unit	12	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	12	3,056.44	36,677.28	
59 22. PRINTER, impact dot matrix, 9-pin, 80 columns, with ribbon, cables and manual, ribbons, cables and manual, LX-310+ II	unit	56	0	0	56	0	0	0	0	0	0	0	0	0	0	0	0	56	5,831.52	326,565.12	
60 NETWORK PRINTER	unit	36	0	0	36	0	0	0	0	0	0	0	0	0	0	0	0	36	48,000.00	1,728,000.00	
61																					
Office Supplies																					
1 USB Extension Cord	piece	32	0	0	32	0	0	0	0	0	0	0	0	0	0	0	0	32	70.00	2,240.00	
2 Requisition and Issue Slip	pad	30	0	0	30	30	0	0	30	30	0	0	30	30	0	0	30	120	147.65	17,718.00	
3 Purchase Order Form (PO)	pad	20	0	0	20	20	0	0	20	10	0	0	10	10	0	0	10	60	128.00	7,680.00	
4 Reimbursement Receipt (RER)	pad	30	0	0	30	26	0	0	26	20	0	0	20	20	0	0	20	96	32.25	3,096.00	
5 Official Receipt (OR)	pad	20	0	0	20	20	0	0	20	10	0	0	10	10	0	0	10	60	100.00	6,000.00	
6 Paper, Legal size, onion skin	ream	18	2	0	20	4	2	0	6	0	2	0	2	0	0	0	0	28	113.00	3,164.00	
7 Paper, Letter size, mimeograph, Whitewove	ream	45	0	0	45	15	0	0	15	45	0	0	45	15	0	0	15	120	120.00	14,400.00	
8 Paper, Letter size, for Plain Paper Copier	ream	216	5	5	226	20	5	5	30	20	5	5	30	20	5	5	30	316	125.00	39,500.00	
9 Sticky Note, (10x50mm)	pad	12	0	0	12	12	0	0	12	12	0	0	12	12	0	0	12	48	30.00	1,440.00	
10 Sticky Note, ("3x3")	pad	42	0	0	42	30	0	0	30	30	0	0	30	30	0	0	30	132	15.00	1,980.00	
11 Pen, Ballpoint, Black	piece	150	0	0	150	150	0	0	150	150	0	0	150	150	0	0	150	600	15.00	9,000.00	
12 Movable white board	piece	8	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	8	150.00	1,200.00	
13 STAPLE WIRE #10 LEG LENGTH 5mm; 1000staples per box	box	86	20	0	106	48	30	0	78	48	30	0	78	48	30	0	78	340	30.00	10,200.00	
14 BALLPEN-Green	piece	24	0	0	24	4	0	0	4	4	0	0	4	4	0	0	4	36	15.00	540.00	
15 STAMP PAD INK-Red	piece	22	0	0	22	2	0	0	2	0	0	0	0	0	0	0	0	24	60.00	1,440.00	
16 STAMP PAD INK-Green	piece	22	0	0	22	2	0	0	2	0	0	0	0	0	0	0	0	24	60.00	1,440.00	
17 Cyan for Epson Printer L210 & L120	Bottle	5	5	5	15	5	5	5	15	5	5	5	15	5	5	5	15	60	7,000.00	420,000.00	
18 Correction Fluid	piece	15	0	0	15	15	0	0	15	15	0	0	15	15	0	0	15	60	36.75	2,205.00	
19 Ink Cartridge, Epson 73N, black for Printer Epson Stylus TX121	cart	5	0	0	5	5	0	0	5	5	0	0	5	5	0	0	5	20	237.50	4,750.00	
20 FOLDER, tagboard, standard size, (short) 100s/box	box	36	0	0	36	0	0	0	0	0	0	0	0	0	0	0	0	36	500.00	18,000.00	
21 Casio Pocket calculator battery (button-type)	piece	8	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	8	400.00	3,200.00	
22 Olympia Pocket calculator battery (button-type)	piece	8	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	8	450.00	3,600.00	

Item & Specifications	Unit of Measure	Quantity Requirement																		Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity			
23 Gel ballpen black	piece	118	90	0	208	0	64	0	64	0	64	0	64	0	64	0	64	400	20.00	8,000.00	
24 Gel ballpen blue	piece	108	60	0	168	0	64	0	64	0	64	0	64	0	64	0	64	360	20.00	7,200.00	
25 Gel ballpen green	piece	72	0	0	72	0	4	0	4	0	4	0	4	0	4	0	4	84	20.00	1,680.00	
26 Ballpen violet	piece	17	0	0	17	14	1	0	15	4	0	0	4	0	0	0	0	36	10.00	360.00	
27 Kyocera Cartridge TK 110	cart	8	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	8	3,500.00	28,000.00	
28 Universal Ink Cyan (100 ml) refill	cart	0	7	0	7	0	7	0	7	0	7	0	7	0	7	0	7	28	125.00	3,500.00	
29 Universal Ink Magenta (100 ml) refill	cart	0	7	0	7	0	7	0	7	0	7	0	7	0	7	0	7	28	125.00	3,500.00	
30 Universal Ink Black (100 ml) refill	cart	20	0	0	20	20	0	0	20	20	0	0	20	12	0	0	12	72	125.00	9,000.00	
31 Universal Ink Yellow (100 ml) refill	cart	0	26	0	26	0	25	0	25	0	25	0	25	0	20	0	20	96	125.00	12,000.00	
32 TONER CARTRIDGE, Kyocera Ecosys for Printer FS-720	cart	9	0	0	9	1	0	0	1	1	0	0	1	1	0	0	1	12	7,500.00	90,000.00	
33 TONER CARTRIDGE, Konica Minolta Bizhub 160	cart	1	2	0	3	1	2	0	3	1	2	0	3	1	2	0	3	12	4,200.00	50,400.00	
34 Folder Long - White	piece	480	0	0	480	0	0	0	0	0	0	0	0	0	0	0	0	480	7.50	3,600.00	
35 Folder Short - White	piece	240	0	0	240	0	0	0	0	0	0	0	0	0	0	0	0	240	6.50	1,560.00	
36 Paper Fastener Metal 6" at 50 sets per box	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		100.00	-	
37 Brother PC-402RF Fax Machine 2 rolls	rolls	1	1	1	3	1	1	1	3	1	1	1	3	1	1	1	3	12	1,500.00	18,000.00	
38 Drum, Konika minolta copier, Bizhub 160	piece	0	3	0	3	0	0	0	0	0	2	0	2	0	0	0	0	5	30,000.00	150,000.00	
39 Toner cartridge, konika minolta copier, Bixhub 160	cart	0	5	0	5	0	5	0	5	0	2	0	2	0	3	0	3	15	15.00	225.00	
40 Toner cartridge, Kyocera Printer, FS 720	cart	0	2	0	2	0	0	0	0	0	2	0	2	0	0	0	0	4	6,000.00	24,000.00	
41 Drum, Kyocera Printer, FS 720	piece	0	2	0	2	0	0	0	0	0	2	0	2	0	0	0	0	4	15,000.00	60,000.00	
42 Finger moistener	bottle	0	10	0	10	0	10	0	10	0	10	0	10	0	10	0	10	40	60.00	2,400.00	
43 Fax machine ribbon	piece	12	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	12	40.00	480.00	
44 Stationery, A4	ream	32	8	0	40	0	0	0	0	0	0	0	0	0	8	0	8	48	120.00	5,760.00	
45 Stationery, legal	ream	12	6	0	18	0	0	0	0	0	0	0	0	0	6	0	6	24	135.00	3,240.00	
46 Envelope, mailing, with letterhead, 500 per box	box	36	0	0	36	0	0	0	0	0	0	0	0	0	0	0	0	36	150.00	5,400.00	
47 Paper, Book Long, 70 gsm, Orange Brand	ream	40	35	35	110	20	20	20	60	20	20	20	60	10	0	0	10	240	240.00	57,600.00	
48 Paper, Book Short, 70 gsm, Orange Brand	ream	30	25	25	80	10	25	10	45	7	0	0	7	0	0	0	0	132	220.00	29,040.00	
49 Paper, Bond Long, Subs. 20, Sachi Brand	ream	38	20	1	59	3	0	0	3	10	0	0	10	0	0	0	0	72	180.00	12,960.00	
50 Paper, Bond Short, Subs. 20, Sachi Brand	ream	14	2	2	18	2	2	2	6	2	2	2	6	2	2	2	6	36	160.00	5,760.00	
51 Folder Organizer/Glorietta File Long	piece	18	0	0	18	10	0	0	10	10	0	0	10	10	0	0	10	48	150.00	7,200.00	
52 TONER CARTRIDGE, CANNON F158200, LBP6000	cart	15	0	0	15	15	0	0	15	15	0	0	15	15	0	0	15	60	1,000.00	60,000.00	
53 TONER, GESTETNER MP2001	piece	6	0	0	6	6	0	0	6	6	0	0	6	6	0	0	6	24	800.00	19,200.00	
54 Toner Cartridge, Kyocera FS1060DN	cart	0	3	0	3	0	3	0	3	0	3	0	3	0	3	0	3	12	6,000.00	72,000.00	
55 Toner Cartridge, Kyocera FS1040DN	cart	0	3	0	3	0	3	0	3	0	3	0	3	0	3	0	3	12	6,000.00	72,000.00	
56 Toner Cartridge for Canon Pixma P200	cart	4	2	0	6	0	2	0	2	0	2	0	2	0	2	0	2	12	800.00	9,600.00	
57 Drum unit, Kyocera FS1060DN	piece	11	1	0	12	0	0	0	0	0	0	0	0	0	0	0	0	12	12,000.00	144,000.00	
58 Drum unit, Kyocera FS1040DN	piece	11	1	0	12	0	0	0	0	0	0	0	0	0	0	0	0	12	13,000.00	156,000.00	
59 Kyocer FS1300D, Black	cart	6	0	0	6	0	0	0	0	6	0	0	6	0	0	0	0	12	6,000.00	72,000.00	
60 Toner Cartridge, Kyocera FS 1100 TK 144	cart	7	1	1	9	1	1	1	3	7	1	1	9	1	1	1	3	24	3,500.00	84,000.00	
61 Toner Cartridge, Kyocera FS 1120D TK 164	cart	8	2	2	12	2	2	2	6	8	2	2	12	2	2	2	6	36	3,500.00	126,000.00	
62 Toner Kyocera TK- 594C	cart	16	0	0	16	0	0	0	0	16	0	0	16	0	0	0	0	32	7,840.00	250,880.00	
63 Toner Kyocera TK- 594K	cart	16	0	0	16	0	0	0	0	16	0	0	16	0	0	0	0	32	7,840.00	250,880.00	
64 Toner Kyocera TK- 594M	cart	16	0	0	16	0	0	0	0	16	0	0	16	0	0	0	0	32	7,840.00	250,880.00	
65 Toner Kyocera TK- 594Y	cart	16	0	0	16	0	0	0	0	16	0	0	16	0	0	0	0	32	7,840.00	250,880.00	
66 Toner Kyocera TK - 584C	cart	14	0	0	14	0	0	0	0	14	0	0	14	0	0	0	0	28	7,840.00	219,520.00	
67 Toner Kyocera TK - 584K	cart	14	0	0	14	0	0	0	0	14	0	0	14	0	0	0	0	28	7,840.00	219,520.00	

Item & Specifications	Unit of Measure	Quantity Requirement																		Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity			
68 Toner Kyocera TK - 584M	cart	14	0	0	14	0	0	0	0	14	0	0	14	0	0	0	0	28	7,840.00	219,520.00	
69 Toner Kyocera TK - 584Y	cart	14	0	0	14	0	0	0	0	14	0	0	14	0	0	0	0	28	7,840.00	219,520.00	
70 Toner Kyocera TK - 1124	cart	18	0	0	18	0	0	0	0	18	0	0	18	0	0	0	0	36	3,472.00	124,992.00	
71 Toner Kyocera TK - 344	cart	18	0	0	18	0	0	0	0	18	0	0	18	0	0	0	0	36	5,400.00	194,400.00	
72 Toner Kyocera TK - 134	cart	12	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	12	5,600.00	67,200.00	
73 Konica Minolta Bizhub25 TNP25K	cart	12	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	12	5,812.00	69,744.00	
74 Konica Minolta Bizhub25 TNP25M	cart	8	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	8	8,602.00	68,816.00	
75 Konica Minolta Bizhub25 TNP25C	cart	8	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	8	8,602.00	68,816.00	
76 Konica Minolta Bizhub25 TNP25Y	cart	8	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	8	8,602.00	68,816.00	
77 Rechargeable Battery 9 Volts	piece	30	0	0	30	0	0	0	0	30	0	0	30	0	0	0	0	60	120.00	7,200.00	
78 Rechargeable Battery Charger	piece	8	0	0	8	0	0	0	0	8	0	0	8	0	0	0	0	16	150.00	2,400.00	
79 INK CARTRIDGE, Epson C13T028091, black, for printer Stylus C60/CX3100	cart	29	0	0	29	0	0	0	0	0	0	0	0	0	0	0	0	29	1,160.64	33,658.56	
80 AUDIO CASSETTE TAPE, 90min. recording time	piece	94	0	0	94	0	0	0	0	6	0	0	6	0	0	0	0	100	22.88	2,288.00	
81 EDP BINDER, TB, for 11" X 9-1/2" CCF	piece	140	0	0	140	60	0	0	60	40	0	0	40	0	0	0	0	240	38.32	9,196.80	
82 EDP BINDER, TB, for 11" X 14-7/8" CCF, plastic, spring rod type, assorted colors	piece	140	0	0	140	60	0	0	60	40	0	0	40	0	0	0	0	240	41.60	9,984.00	
83 COLUMNAR PAD, 14 cols, 50 gsm min.	pad	108	0	0	108	4	0	0	4	4	0	0	4	4	0	0	4	120	36.40	4,368.00	
84 COLUMNAR PAD, 16 cols, 50 gsm min.	pad	101	5	0	106	2	0	0	2	2	5	0	7	2	0	0	2	117	35.86	4,195.62	
85 COLUMNAR NOTEBOOK, 12 cols	pad	86	5	0	91	1	0	0	1	30	5	0	35	0	0	0	0	127	20.80	2,641.60	
86 LEAD, for mechanical pencil, 0.5mm, 12 pcs/tube	tube	258	10	0	268	1	10	0	11	1	0	0	1	0	0	0	0	280	19.62	5,493.60	
87 RIBBON CARTRIDGE, fabric, Iwata E2A time recorder	Bundle	24	0	0	24	0	0	0	0	0	0	0	0	0	0	0	0	24	468.00	11,232.00	
88 RING BINDER, 8mm x 1.12m, plastic, 10 pcs/bundle	Bundle	36	0	0	36	0	0	0	0	0	0	0	0	0	0	0	0	36	36.39	1,310.04	
89 RING BINDER, 12.7mm x 1.12m (1/2" x 44"), plastic	Bundle	36	0	0	36	0	0	0	0	0	0	0	0	0	0	0	0	36	53.04	1,909.44	
90 RING BINDER, 16mm x 1.12m, plastic, 10 pcs/bundle	Bundle	36	0	0	36	0	0	0	0	0	0	0	0	0	0	0	0	36	91.00	3,276.00	
91 1. PAPER, bond, Premium Grade	ream	197	65	15	277	51	5	15	71	31	0	10	41	1	10	0	11	400	109.02	43,608.00	
92 2. PAPER, mimeograph, Groundwood	ream	3	8	8	19	8	8	3	19	5	10	0	15	15	15	1	31	84	92.46	7,766.64	
93 3. PAPER, mimeograph, Whitewove	ream	100	10	10	120	10	10	10	30	5	5	5	15	10	15	10	35	200	112.84	22,568.00	
94 4. PAPER, for Plain Paper Copier	ream	113	206	20	339	47	5	0	52	47	0	0	47	42	0	0	42	480	112.99	54,235.20	
95 MAGZINE FILE BOX with close end	piece	5	5	5	15	5	5	5	15	5	5	5	15	5	5	5	15	60	85.00	5,100.00	
96 IMAGING UNIT Konica Minolta Bizhub BHC25-22 Yellow	piece	5	5	5	15	5	5	5	15	5	5	5	15	5	5	5	15	60	35,866.00	2,151,960.00	
97 IMAGING UNIT Konica Minolta Bizhub BHC25-22 Magenta	piece	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	2	35,866.00	71,732.00	
98 IMAGING UNIT Konica Minolta Bizhub BHC25-22 Cyan	piece	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	2	35,866.00	71,732.00	
99 IMAGING UNIT Konica Minolta Bizhub BHC25-22 Black	piece	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	2	12,415.00	24,830.00	
100 Master Roll		16	0	0	16	0	0	0	0	0	0	0	0	0	0	0	0	16	1,500.00	24,000.00	
101 Certificate of Insurance Cover Corn	pads	26000	0	0	26000	0	0	0	0	0	0	0	0	0	0	0	0	26000	187.00	4,862,000.00	
102 Certificate of Insurance Cover Palay	pad	26000	0	0	26000	0	0	0	0	0	0	0	0	0	0	0	0	26000	187.00	4,862,000.00	
103 A4 Bond Paper with PCIC Letterhead	ream	117	0	0	117	0	0	0	0	3	0	0	3	0	0	0	0	120	1,250.00	150,000.00	
104 PCIC High Value Insurance Brochure	piece	8000	0	0	8000	0	0	0	0	0	0	0	0	0	0	0	0	8000	3.25	26,000.00	
105 PCIC Rice Crop Insurance Brochure	piece	8000	0	0	8000	0	0	0	0	0	0	0	0	0	0	0	0	8000	3.25	26,000.00	
106 PCIC Crop Insurance for Corn Brochure	piece	8000	0	0	8000	0	0	0	0	0	0	0	0	0	0	0	0	8000	3.25	26,000.00	
107 PCIC Loan Payment Protection Plan Brochure	piece	8000	0	0	8000	0	0	0	0	0	0	0	0	0	0	0	0	8000	3.25	26,000.00	
108 PCIC Agricultural Producers Protection Plan Brochure	piece	8000	0	0	8000	0	0	0	0	0	0	0	0	0	0	0	0	8000	3.25	26,000.00	
109 PCIC Livestock Insurance Program Brochure	piece	8000	0	0	8000	0	0	0	0	0	0	0	0	0	0	0	0	8000	3.25	26,000.00	
110 PCIC Accidental and Dismemberment Brochure	piece	8000	0	0	8000	0	0	0	0	0	0	0	0	0	0	0	0	8000	3.25	26,000.00	
111 PCIC General Brochure	piece	8000	0	0	8000	0	0	0	0	0	0	0	0	0	0	0	0	8000	3.25	26,000.00	
112 PCIC HVCC Brochures	piece	8000	0	0	8000	0	0	0	0	0	0	0	0	0	0	0	0	8000	3.25	26,000.00	
113 Non Crop Insurance Brochure	piece	8000	0	0	8000	0	0	0	0	0	0	0	0	0	0	0	0	8000	3.25	26,000.00	

Item & Specifications	Unit of Measure	Quantity Requirement																		Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity			
114 PCIC APCP Brochure	piece	8000	0	0	8000	0	0	0	0	0	0	0	0	0	0	0	0	8000	2.60	20,800.00	
115 PCIC RSBSA Brochure	piece	8000	0	0	8000	0	0	0	0	0	0	0	0	0	0	0	0	8000	2.60	20,800.00	
116 PCIC Sikat Saka Brochure	piece	8000	0	0	8000	0	0	0	0	0	0	0	0	0	0	0	0	8000	2.60	20,800.00	
117 PCIC Yolanda Brochure	piece	8000	0	0	8000	0	0	0	0	0	0	0	0	0	0	0	0	8000	2.60	20,800.00	
118 Stock Card	piece	400	0	0	400	0	0	0	0	0	0	0	0	0	0	0	0	400	3.50	1,400.00	
119 Property Card	piece	400	0	0	400	0	0	0	0	0	0	0	0	0	0	0	0	400	2.45	980.00	
120 Corporate Calendar	piece	0	0	0	0	0	0	0	0	8000	0	0	8000	0	0	0	0	8000	80.00	640,000.00	
121 Annual Report	piece	0	0	0	0	0	0	0	0	8000	0	0	8000	0	0	0	0	8000	90.00	720,000.00	
Audio and visual presentation and composing equipment																					
1 Video and Audio Editing Design Requirment, Camera / Lighting and Sound Canned Music Recording Studio for Voice Over	set	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	210,002.44	210,002.44	
2		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			-	
3		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			-	
4		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			-	
5		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			-	
6		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			-	
7		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			-	
8		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			-	
9		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			-	
10		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			-	
Photographic or filming or video equipment																					
1		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			-	
2		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			-	
3		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			-	
4		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			-	
5		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			-	
6		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			-	
7		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			-	
8		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			-	
9		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			-	
10		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			-	
Cleaning Equipment and Supplies																					
1 DETERGENT BAR, min 392 grams net mass, four(4) pcs per bar	Bar	66	3	3	72	7	3	3	13	7	3	3	13	6	2	2	10	108	17.32	1,870.56	
2 MOPHANDLE, screw type, wooden handle	piece	23	0	0	23	0	0	0	0	1	0	0	1	0	0	0	0	24	93.60	2,246.40	
3 RAG, COTTON, (7") in diameter, assorted colors	kilo	60	0	0	60	0	0	0	0	0	0	0	0	0	0	0	0	60	43.68	2,620.80	
4 TOILET DEODORANT CAKE, deodorizer/month proofer 50gms, 3 pcs/box	box	79	6	6	91	4	1	1	6	3	0	0	3	0	0	0	0	100	23.40	2,340.00	
5 3M Stance Floor Fi nish	gals	12	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	12	1,500.00	18,000.00	
6 3M Polishing Pad White 20" Diameter	piece	16	0	0	16	0	0	0	0	0	0	0	0	0	0	0	0	16	745.00	11,920.00	
7 3M Stripping Pad, Black 20" Diameter	piece	16	0	0	16	0	0	0	0	0	0	0	0	0	0	0	0	16	570.00	9,120.00	
8																					
Paper Materials and Products																					
1																					
2																					

Item & Specifications	Unit of Measure	Quantity Requirement																		Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT		
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity					
3																							
4																							
5																							
6																							
7																							
8																							
9																							
10																							
Lighting and fixtures and accessories																							
1	FUSE, 30 amperes	piece	34	0	0	34	1	0	0	1	1	0	0	1	0	0	0	0	36	120.00	4,320.00		
2	FUSE, 60 amperes	piece	54	0	0	54	1	4	0	5	1	0	0	1	0	0	0	0	60	250.00	15,000.00		
3	STARTER, 4-40 watts	piece	225	40	13	278	16	9	8	33	16	5	8	29	7	5	8	20	360	20.00	7,200.00		
4	Double Fluorescent Lamp Fixture	piece	16	0	0	16	2	0	0	2	2	0	0	2	0	0	0	0	20	2,000.00	40,000.00		
5	Electrical Wire No. 14	meter	260	20	0	280	20	20	0	40	40	0	0	40	40	0	0	40	400	250.00	100,000.00		
6	Electrical wire No. 12	meter	259	10	0	269	0	10	0	10	10	0	0	10	10	0	0	10	299	200.00	59,800.00		
7	Electrical Breaker	piece	3	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	3	600.00	1,800.00		
8	Electrical Pipe (metal)	piece	133	0	0	133	0	0	0	0	0	0	0	0	0	0	0	0	133	120.00	15,960.00		
9	Flexible Metal Conduit	piece	133	0	0	133	0	0	0	0	0	0	0	0	0	0	0	0	133	75.00	9,975.00		
10	LED Bulb, 650 lumens voltage, 7 watts, 220-240 volts (P200.00 per piece)	piece	360	0	0	360	20	0	0	20	20	0	0	20	0	0	0	0	400	70.00	28,000.00		
11																							
12																							
Electrical equipment and components and supplies																							
1	Power Generator	unit	0	4	0	4	0	0	0	0	0	0	0	0	0	0	0	0	4	550,000.00	2,200,000.00		
2	Electric Transformer 220 volts	unit	9	0	0	9	1	0	0	1	0	0	0	0	0	0	0	0	10	3,500.00	35,000.00		
3	ELECTRICAL MOULDING	piece	160	0	0	160	0	0	0	0	0	0	0	0	0	0	0	0	160	250.00	40,000.00		
4																							
5																							
6																							
7																							
8																							
9																							
10																							
Computer Supplies																							
1	INK CARTIRDGE, BROTHER LC539XL, Black	cart	3	3	0	6	3	3	0	6	3	0	0	3	3	2	0	5	20	800.00	16,000.00		
2	INK CARTIRDGE, BROTHER LC535XL, Yellow	cart	3	3	0	6	3	3	0	6	3	0	0	3	3	2	0	5	20	800.00	16,000.00		
3	INK CARTIRDGE, BROTHER LC535XL, CYAN	cart	3	3	0	6	3	3	0	6	3	0	0	3	3	2	0	5	20	800.00	16,000.00		
4	INK CARTIRDGE, BROTHER LC535XL, MAGENTA	cart	3	3	0	6	3	3	0	6	3	0	0	3	3	22	0	25	40	800.00	32,000.00		
5	Printer Toner Cartridge- TN 2380 for Brother Printer	cart	6	6	6	18	6	6	6	18	6	6	6	18	6	6	6	18	72	1,200.00	86,400.00		
6	Printer Drum - DR 2355 for Brother Printer	piece	2	0	3	5	0	0	0	0	0	0	3	3	0	0	0	0	8	5,000.00	40,000.00		
8	RIBBON CARTRIDGE, black for printer LQ2190	cart	4	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	4	8,300.00	33,200.00		
9	Ink cartridge Brother LC535XL-Black	cart	8	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	8	4,000.00	32,000.00		
10	Master Roll	roll	5	0	0	5	0	5	0	5	5	0	0	5	0	5	0	5	20	1,500.00	30,000.00		
11	Ink Cartridge Rizo KZ30	cart	5	0	0	5	0	5	0	5	5	0	0	5	0	5	0	5	20	1,300.00	26,000.00		
12	Ink cartridge HP Ink advantage Black, for Printer Deskjet 1515,2515	cart	0	10	0	10	0	0	0	0	0	10	0	10	0	0	0	0	20	6,000.00	120,000.00		

	Item & Specifications	Unit of Measure	Quantity Requirement																	Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT
			Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity		
13	Ink cartridge HP Ink advantage Tri color, for Printer Deskjet 1515,2515	cart	0	5	0	5	0	0	0	0	0	5	0	5	0	0	0	0	10	6,000.00	60,000.00
14	Epson L200, Black	cart	12	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	12	500.00	6,000.00
15	Epson L200, Cyan	cart	12	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	12	600.00	7,200.00
16	Epson L200, Magenta	cart	12	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	12	600.00	7,200.00
17	Epson L200, Yellow	cart	12	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	12	600.00	7,200.00
18	Ink refill for EPSON Printer, inkjet, black	cart	12	0	0	12	8	0	0	8	8	0	0	8	8	0	0	8	36	350.00	12,600.00
19	Ink refill for EPSON Printer, colored	cart	15	0	0	15	3	0	0	3	3	0	0	3	3	0	0	3	24	350.00	8,400.00
20	Ink, Epson L220 (Black 70 ml.)	cart	4	4	4	12	4	4	4	12	4	4	4	12	4	4	4	12	48	10,000.00	480,000.00
21	Ink, Epson L220 (Magenta 70 ml.)	cart	8	0	0	8	4	0	0	4	4	0	0	4	4	0	0	4	20	10,000.00	200,000.00
22	Ink, Epson L220 (Yellow 70 ml.)	cart	8	0	0	8	4	0	0	4	4	0	0	4	4	0	0	4	20	10,000.00	200,000.00
23	Ink, Epson L220 (Cyan 70 ml.)	cart	8	0	0	8	4	0	0	4	4	0	0	4	4	0	0	4	20	10,000.00	200,000.00
24	Cannon Ink 88	cart	8	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	8	1,400.00	11,200.00
25	HP 21	cart	18	0	0	18	0	0	0	0	18	0	0	18	0	0	0	0	36	700.00	25,200.00
26	HP 22	cart	18	0	0	18	0	0	0	0	18	0	0	18	0	0	0	0	36	700.00	25,200.00
27	Cannon Ink 745	cart	8	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	8	1,200.00	9,600.00
28	Cannon Ink 746	cart	8	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	8	1,200.00	9,600.00
29	Ink Cartridge CL 57	cart	12	0	0	12	0	0	0	0	12	0	0	12	0	0	0	0	24	1,200.00	28,800.00
30	Ink Cartridge CL PG 47	cart	12	0	0	12	0	0	0	0	12	0	0	12	0	0	0	0	24	1,200.00	28,800.00
31	Epson ME 320 Ink 141Cyan	cart	12	0	0	12	0	0	0	0	12	0	0	12	0	0	0	0	24	600.00	14,400.00
32	Epson ME 320 Ink 141Yellow	cart	12	0	0	12	0	0	0	0	12	0	0	12	0	0	0	0	24	600.00	14,400.00
33	Epson ME 320 Ink 141Magenta	cart	12	0	0	12	0	0	0	0	12	0	0	12	0	0	0	0	24	600.00	14,400.00
34	Epson ME 320 Ink 141Black	cart	24	0	0	24	0	0	0	0	24	0	0	24	0	0	0	0	48	600.00	28,800.00
35	Ink Cartridge HP 678	cart	12	0	0	12	0	0	0	0	12	0	0	12	0	0	0	0	24	500.00	12,000.00
36	Epson 73N Black	cart	12	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	12	350.00	4,200.00
37	Epson 73N Cyan	cart	12	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	12	350.00	4,200.00
38	Epson 73N Magenta	cart	12	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	12	350.00	4,200.00
39	Epson 73N Yellow	cart	12	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	12	350.00	4,200.00
40	HP 3540 Black	cart	8	0	0	8	0	0	0	0	8	0	0	8	0	0	0	0	16	600.00	9,600.00
41	HP 3540 Cyan	cart	8	0	0	8	0	0	0	0	8	0	0	8	0	0	0	0	16	700.00	11,200.00
42	HP 3540 Magenta	cart	8	0	0	8	0	0	0	0	8	0	0	8	0	0	0	0	16	700.00	11,200.00
43	HP 3540 Yellow	cart	8	0	0	8	0	0	0	0	8	0	0	8	0	0	0	0	16	700.00	11,200.00
44	HP 5525 Ink 685Black	cart	10	0	0	10	0	0	0	0	10	0	0	10	0	0	0	0	20	600.00	12,000.00
45	HP 5525 Ink 685Cyan	cart	10	0	0	10	0	0	0	0	10	0	0	10	0	0	0	0	20	700.00	14,000.00
46	HP 5525 Ink 685Magenta	cart	10	0	0	10	0	0	0	0	10	0	0	10	0	0	0	0	20	700.00	14,000.00
47	HP 5525 Ink 685Yellow	cart	10	0	0	10	0	0	0	0	10	0	0	10	0	0	0	0	20	700.00	14,000.00
48	LCD Projector	unit	10	0	0	10	0	0	0	0	10	0	0	10	0	0	0	0	20	45,000.00	900,000.00
49	7. COMPACT DISK RECORDABLE, min. of 700MB, 1x - 52x minimum speed, 80 min recording time	piece	350	0	0	350	0	0	0	0	50	0	0	50	0	0	0	0	400	20.00	8,000.00
50	9. COMPACT DISK STORAGE CASE, 50 CDs capacity, min, made of durable plastic or nylon fabric, double sided sleeves, with closure	piece	190	0	0	190	0	0	0	0	50	0	0	50	0	0	0	0	240	15.00	3,600.00
51	15. EXTERNAL HARD DRIVE, 500GB, 2.5"HDD, USB 3.0 (backward compatible with USB 2.0), 5400 RPM, with dual-color LED light to indicate USB 3.0/ USB 2.0 transmission, USB powered, System Requirements: USB 3.0: Windows XP/Vista/7; MacOSx 10.4 or above, with USB 3.0 cable and product guide	piece	60	0	0	60	0	0	0	0	20	0	0	20	0	0	0	0	80	3,500.00	280,000.00

Item & Specifications	Unit of Measure	Quantity Requirement																		Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT	
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity				
52 16. DVD RECORDABLE, 16x speed, 4.7GB capacity	piece	136	0	0	136	20	0	0	20	40	0	0	40	0	0	0	0	196	25.00	4,900.00		
53 19. FLASH DRIVE, 8GB, USB 2.0, plug and play	piece	376	9	9	394	14	9	9	32	144	9	9	162	14	9	9	32	620	500.00	310,000.00		
54 20. DISKETTE, floppy disk, 3.5", double sided, high density, formatted 10s/pack	piece	44	2	0	46	0	0	0	0	40	2	0	42	0	0	0	0	88	25.00	2,200.00		
55 387. TONER CARTRIDGE, Kyocera Mita TK174	cart	12	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	12	3,500.00	42,000.00		
56 393. RIBBON CARTRIDGE, Epson C13SO15506(7753) Fabric, for printer LQ 300/300+II & 580	cart	24	0	0	24	0	0	0	0	0	0	0	0	0	0	0	0	24	200.00	4,800.00		
57 395. RIBBON CARTRIDGE, Epson C13SO15568, Color, for printer LX-300	cart	14	0	0	14	0	0	0	0	14	0	0	14	0	0	0	0	28	200.00	5,600.00		
58 399. RIBBON CARTRIDGE, Epson Part No. C13SO15632, black for printer LX310	cart	30	0	0	30	0	0	0	0	30	0	0	30	0	0	0	0	60	200.00	12,000.00		
59 403. RIBBON, Epson RN SO 15083/SO 15086	cart	12	0	0	12	0	0	0	0	12	0	0	12	0	0	0	0	24	200.00	4,800.00		
60																						
Computer Equipment and Accessories																						
1 Colored Printer-Brother	piece	1	5	0	6	0	5	0	5	0	5	0	5	0	0	0	0	16	10,000.00	160,000.00		
2 Server 1	unit	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	1,800,000.00	1,800,000.00		
3 Server 2	unit	13	0	0	13	0	0	0	0	0	0	0	0	0	0	0	0	13	260,000.00	3,380,000.00		
4 Laptop	unit	41	0	0	41	0	0	0	0	0	0	0	0	0	0	0	0	41	50,000.00	2,050,000.00		
5 Notebook Computer	unit	52	0	0	52	0	0	0	0	0	0	0	0	0	0	0	0	52	40,000.00	2,080,000.00		
6 Printer (Network)	unit	0	3	0	3	0	0	0	0	0	0	0	0	0	0	0	0	3	50,000.00	150,000.00		
7 Back-up External Drive 1TB	unit	12	0	0	12	0	0	0	0	12	0	0	12	0	0	0	0	24	4,800.00	115,200.00		
8 Monitor LED	unit	59	1	0	60	0	0	0	0	0	0	0	0	0	0	0	0	60	5,000.00	300,000.00		
9 Keyboard	unit	58	0	0	58	0	1	0	1	0	1	0	1	0	0	0	0	60	600.00	36,000.00		
10 Router	unit	12	1	0	13	0	0	0	0	0	0	0	0	0	0	0	0	13	12,000.00	156,000.00		
11 Internal Hub 16 outlet	unit	13	0	0	13	0	0	0	0	0	0	0	0	0	0	0	0	13	3,000.00	39,000.00		
12 Internal Hub 8 outlet	unit	13	0	0	13	0	0	0	0	0	0	0	1,200.00	0	0	0	0	13	1,200.00	15,600.00		
13 Desk Top Computer	unit	35	5	0	40	0	5	0	5	0	5	0	5	0	0	0	0	50	60,000.00	3,000,000.00		
14 UPS 500 AV	unit	26	14	0	40	0	10	0	10	0	0	0	0	0	0	0	0	50	2,500.00	125,000.00		
15 UPS 1000 AV	unit	13	0	0	13	0	0	0	0	0	0	0	0	0	0	0	0	13	4,500.00	58,500.00		
16 Operating System Windows 10 64 bit for Server 1	package	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	12,000.00	12,000.00		
17 Operating System Windows 10 64 bit for Server 2	package	13	0	0	13	0	0	0	0	0	0	0	0	0	0	0	0	13	12,000.00	156,000.00		
18 Operating System Windows 8	package	45	5	0	50	0	5	0	5	0	5	0	5	0	0	0	0	60	7,000.00	420,000.00		
19 Operating System Windows 10	package	60	0	0	60	0	0	0	0	0	0	0	0	0	0	0	0	60	6,000.00	360,000.00		
20 Microsoft Office	package	79	5	0	84	0	5	0	5	0	5	0	5	0	0	0	0	94	12,000.00	1,128,000.00		
21 Firewall (Hardware)	unit	60	0	0	60	0	0	0	0	0	0	0	0	0	0	0	0	60	4,000.00	240,000.00		
22 Anti Virus	package	64	5	0	69	0	5	0	5	0	5	0	5	0	15	0	15	94	2,000.00	188,000.00		
23 Switch (32 or 64 port)	piece	0	0	0	0	0	0	0	0	0	15	0	15	0	0	0	0	15	5,000.00	75,000.00		
24 Belden Category-5e Twisted Pairs Indoor UTP 24 AWF (305 meters) per roll	roll	0	0	0	0	0	0	0	0	0	17	0	17	0	0	0	0	17	12,000.00	204,000.00		
25 Belden Category-5e Information Outlet (White)	piece	0	0	0	0	0	0	0	0	0	200	0	200	0	0	0	0	200	300.00	60,000.00		
26 Belden KeyConnect Duplex Faceplate (white)	piece	0	0	0	0	0	0	0	0	0	200	0	200	0	0	0	0	200	200.00	40,000.00		
27 Belden Patch panel (loaded) 48ports	piece	0	0	0	0	0	0	0	0	0	3	0	3	0	0	0	0	3	6,000.00	18,000.00		

Item & Specifications	Unit of Measure	Quantity Requirement																		Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT	
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity				
28 PHELPS DODGE THHN # 12 STRANDED (3.5MM2) GREEN (RLS)W	meter	0	0	0	0	0	0	0	0	0	2	0	2	0	0	0	0	2	6,000.00	12,000.00		
29 Belden IBDN patch Cord Category -5e 2.1 Meter / 7feet (Blue)	meter	0	0	0	0	0	0	0	0	0	200	0	200	0	0	0	0	200	1,300.00	260,000.00		
30 Belden IBDN patch Cord Category -5e 3.0 Meter / 7feet (Blue)	meter	0	0	0	0	0	0	0	0	0	200	0	200	0	0	0	0	200	1,300.00	260,000.00		
31 1RU Horizontal Wire Manager	piece	0	0	0	0	0	0	0	0	0	6	0	6	0	0	0	0	6	1,150.00	6,900.00		
32 HP 2530 24G-Switch (NON POE)	piece	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	1	25,000.00	25,000.00		
33 HP 2350 24 Switch (NON POE)	piece	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	1	25,000.00	25,000.00		
34 COMPUTER VACUUM CLEANER	piece	0	0	0	0	0	0	0	0	0	15	0	15	0	0	0	0	15	5,000.00	75,000.00		
35 COMPUTER CABLE ORGANIZER	piece	0	10	0	10	0	10	0	10	0	16	0	16	0	0	0	0	36	3,000.00	108,000.00		
36 LOCAL AREA NETWORK UTP CABLE	meter	0	2	0	2	0	2	0	2	0	1002	0	1002	0	2	0	2	1008	45.00	45,360.00		
37 RJ45 CONNECTOR	box	0	25	0	25	0	25	0	25	0	125	0	125	0	25	0	25	200	120.00	24,000.00		
38 AVR 500watts	piece	0	0	0	0	0	10	0	10	0	70	0	70	0	0	0	0	80	1,000.00	80,000.00		
39 Server Rack	unit	0	0	0	0	0	0	0	0	0	14	0	14	0	0	0	0	14	21,000.00	294,000.00		
40 Patch Panel	meter	0	0	0	0	0	0	0	0	0	14	0	14	0	0	0	0	14	900.00	12,600.00		
41 roughing-ins	piece	0	0	0	0	0	0	0	0	0	30	0	30	0	0	0	0	30	300.00	9,000.00		
42																						
*Other Categories																						
1 Executive Vehicles	unit	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	3	3	1,600,000.00	4,800,000.00		
2 Staff Vehicles	unit	0	0	0	0	0	0	0	0	0	0	0	0	5	0	0	5	5	1,500,000.00	7,500,000.00		
3 Motor Cycle 125cc	unit	5	0	0	5	0	0	0	0	0	0	0	0	23	0	0	23	28	100,000.00	2,800,000.00		
4 Renovation of Office	lot	0	0	0	0	0	0	0	0	0	0	8	8	0	0	0	0	8	3,255,000.00	26,040,000.00		
5 Line Rehabilitation Internet Infrastructure	lot	0	0	0	0	0	0	0	0	0	12	0	12	0	0	0	0	12	148,096.42	1,777,157.04		
6 Rice Subsidy	sacks	104	104	104	312	104	104	104	312	104	104	104	312	104	104	104	312	1248	2,000.00	2,496,000.00		
7 Rent Expenses		0	0	0	0	0	0	0	0	0	0	3	3	0	0	0	0	3		6,357,400.00		
8 Water Expenses		0	0	0	0	0	0	0	0	0	0	9	9	0	0	0	0	9		377,660.00		
9 Electricity Expenses		0	0	0	0	0	0	0	0	0	0	9	9	0	0	0	0	9		4,637,000.00		
10 Janitorial Expenses		0	0	0	0	0	0	0	0	0	0	9	9	0	0	0	0	9		3,397,400.00		
11 Security Expenses		0	0	0	0	0	0	0	0	0	0	9	9	0	0	0	0	9		5,255,900.00		
12																						
C. TOTAL (A + B):																				139,469,991.29		
D. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																				13,946,999.13		
E. GRAND TOTAL (C + D)																				153,416,990.42		
F. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																						
G. MONTHLY CASH REQUIREMENTS																						
G.1 Available at Procurement Service Stores						5346910					1183526					1197415					776379.2	
G.2 Other Items not available at PS but regulary purchased from other sources						54098232					4584659					35762363					16495147	

Item & Specifications	Unit of Measure	Quantity Requirement														Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT	
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov			Dec
TOTAL MONTHLY CASH REQUIREMENTS					59445141				5768185				36959778				17271526	

**Other categories that are not indicated herein*

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

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

Prepared by:

Noted by:

Certified Funds Available/
Certified Appropriate Funds:

Recommending Approval:

Approved by:

JOSE C. FLORES
Division Chief III
Property Managment & Gen. Services

RASEL C. DELA CRUZ
Officer-in-Charge
Administrative Department

NOMER D. VIRAY
Officer-in-Charge
Finance Department

SEGUNDO H. GUERRERO, JR.
Acting Vice President
Support Services Group

ATTY. JOVY C. BERNABE
President