

PHILIPPINE MERCHANT MARINE ACADEMY

San Narciso, Zambales

ANNUAL PROCUREMENT PLAN FOR 2013

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: PHILIPPINE MERCHANT MARINE ACADEMY

Region: III

Address: San Narciso, Zambales

Contact Person: _____

Position: _____

E-mail : _____

Telephone/Mobile Nos: _____

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | ** PS Price Catalogue as of (08.23.2012) | 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, 18/20 watts | piece | | | | | | | | | | | | | | 0 | 67.27 | - |
| 2. BALLAST, 36 watts | piece | | | | | | | | | | | | | | 0 | 72.54 | - |
| 3. BATTERY, size AA, alkaline, 2 pcs./packet | packet | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 60 | 17.22 | 1,033.20 |
| 4. BATTERY, size AAA, alkaline, 2 pcs./packet | packet | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 36 | 17.60 | 633.60 |
| 5. BATTERY, size D, alkaline, 2 pcs./packet | packet | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 36 | 74.73 | 2,690.28 |
| 6. FLUORESCENT LIGHTING FIXTURE, 1 x 20W | set | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 48 | 371.08 | 17,811.84 |
| 7. FLUORESCENT LIGHTING FIXTURE, 1 x 40W | set | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 48 | 394.30 | 18,926.40 |
| 8. FLUORESCENT TUBE, 18 watts | piece | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 96 | 40.55 | 3,892.80 |
| 9. FLUORESCENT TUBE, 36 watts | piece | 27 | 27 | 27 | 27 | 27 | 27 | 27 | 27 | 27 | 27 | 27 | 27 | 27 | 324 | 38.83 | 12,580.92 |
| 10. COMPACT FLUORESCENT LIGHT, 17 watts | piece | | | | | | | | | | | | | | 0 | 103.79 | - |
| 11. FUSE, 30 amperes | piece | | | | | | | | | | | | | | 0 | 10.90 | - |
| 12. FUSE, 60 amperes | piece | | | | | | | | | | | | | | 0 | 25.48 | - |
| 13. STARTER, 4-40 watts | piece | 27 | 27 | 27 | 27 | 27 | 27 | 27 | 27 | 27 | 27 | 27 | 27 | 27 | 324 | 5.72 | 1,853.28 |
| 14. TAPE, electrical | roll | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 180 | 17.82 | 3,207.60 |
| COMMON COMPUTER SUPPLIES | | | | | | | | | | | | | | | | | |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | | ** PS Price Catalogue as of (08.23.2012) | Total Amount | |
|---|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|-------|--|--------------|------------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Total | | | |
| 1. COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9-1/2", 2000 pcs./box | box | | | | | | | | | | | | | | 0 | 520.00 | - |
| 2. COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14-7/8", 2000 pcs./box | box | | | | | | | | | | | | | | 0 | 818.48 | - |
| 3. COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 9-1/2", 1000 sets/box | box | | | | | | | | | | | | | | 0 | 581.67 | - |
| 4. COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 14-7/8", 1000 sets/box | box | | | | | | | | | | | | | | 0 | 912.60 | - |
| 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 | 407.68 | - |
| 8. COMPUTER CONTINUOUS FORMS, 4 ply, 11" x 14-7/8", 250 sets/box | box | | | | | | | | | | | | | | 0 | 722.80 | - |
| 9. COMPACT DISK CASE | piece | | | | | | | | | | | | | | 0 | 50.84 | - |
| 10. CD DRIVE CLEANER | piece | | | | | | | | | | | | | | 0 | 64.22 | - |
| 11. COMPACT DISK RECORDABLE, min. of 650MB, 70 min.running time | piece | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 180 | 10.45 | 1,881.00 |
| 12. COMPACT DISK REWRITABLE, 650MB/74 min. capacity | piece | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 180 | 18.85 | 3,393.00 |
| 13. DVD RECORDABLE, 16x speed, 4.7GB capacity | piece | | | | | | | | | | | | | | 0 | 11.70 | - |
| 14. DVD RE-WRITABLE, 4x speed, 4.7GB capacity | piece | | | | | | | | | | | | | | 0 | 20.02 | - |
| 15. FLASH DRIVE, 4GB, USB 2.0 and play | piece | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 48 | 321.29 | 15,421.92 |
| 16. FLASH DRIVE, 8GB, USB 2.0 and play | piece | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 | 514.80 | 61,776.00 |
| 17. INK CARTRIDGE, HP 51645A (HP 45) | cart | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 | 1,338.55 | 160,626.00 |
| 18. INK CARTRIDGE, HP C6615A (HP 15) | cart | | | | | | | | | | | | | | 0 | 1,149.54 | - |
| 19. INK CARTRIDGE, HP C1823D (HP 23) | cart | | | | | | | | | | | | | | 0 | 1,489.20 | - |
| 20. INK CARTRIDGE, HP C6625A (HP 17) | cart | | | | | | | | | | | | | | 0 | 1,250.52 | - |
| 21. INK CARTRIDGE, HP C6578A/D (HP 78) | cart | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 1,509.70 | 36,232.80 |
| 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 C8727A (HP 27) | cart | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 180 | 830.00 | 149,400.00 |
| 25. INK CARTRIDGE, HP C8728A (HP 28) | cart | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 | 974.60 | 116,952.00 |
| 26. INK CARTRIDGE, HP C6656A (HP 56) | cart | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 96 | 892.00 | 85,632.00 |
| 27. INK CARTRIDGE, HP C6657A (HP 57) | cart | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 72 | 1,487.77 | 107,119.44 |
| 28. INK CARTRIDGE, HP C9351A (HP 21) | cart | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 | 686.56 | 82,387.20 |
| 29. INK CARTRIDGE, HP C9352A (HP 22) | cart | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 | 791.28 | 94,953.60 |
| 30. INK CARTRIDGE, HP C8765WA (HP 94) | cart | | | | | | | | | | | | | | 0 | 820.08 | - |
| 31. INK CARTRIDGE, HP C8766WA (HP 95) | cart | | | | | | | | | | | | | | 0 | 984.30 | - |
| 32. INK CARTRIDGE, HP C9361WA (HP 93) | cart | | | | | | | | | | | | | | 0 | 787.44 | - |
| 33. INK CARTRIDGE, HP C9362WA (HP 92) | cart | | | | | | | | | | | | | | 0 | 588.54 | - |
| 34. INK CARTRIDGE, HP CB314A | cart | | | | | | | | | | | | | | 0 | 256.02 | - |
| 35. INK CARTRIDGE, HP CB315A | cart | | | | | | | | | | | | | | 0 | 329.46 | - |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | | ** PS Price Catalogue as of (08.23.2012) | Total Amount |
|---|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|-------|--|--------------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Total | | |
| COMMON OFFICE SUPPLIES | | | | | | | | | | | | | | | | |
| 1. ACETATE, gauge #3, 50m in length | roll | 2 | | | 2 | | | 2 | | | 2 | | | 8 | 789.25 | 6,314.00 |
| 2. AIR FRESHENER, 280ml/can | can | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 | 302.50 | 36,300.00 |
| 3. ALCOHOL, 70% isopropyl | bottle | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 84 | 40.89 | 3,434.76 |
| 4. AUDIO CASSETTE TAPE, 90min. | piece | | | | | | | | | | | | | 0 | 16.12 | - |
| 5. TAPE, blank, for micro-cassette recorder, 60 mins. | pack | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 84 | 100.65 | 8,454.60 |
| 6.. CARBON FILM, polyethylene, A-4, 100s/box | box | | | | | | | | | | | | | 0 | 349.44 | - |
| 7. CARBON FILM, 216mm x 330mm, 100s/box | box | | | | | | | | | | | | | 0 | 364.00 | - |
| 8. CARTOLINA, assorted color, 20s/pack | pack | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 48 | 81.18 | 3,896.64 |
| 9. CARTOLINA, white, 20s/pack | pack | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 48 | 62.92 | 3,020.16 |
| 10. CHALK, white enamel, approx. 140s/box | box | 7 | | | 7 | | | 7 | | | 7 | | | 28 | 38.88 | 1,088.64 |
| 11. CLIP, bulldog (3") | piece | | | | | | | | | | | | | 0 | 8.42 | - |
| 12. CLIP, backfold, 25mm, 12s/box | box | | | | | | | | | | | | | 0 | 10.42 | - |
| 13. CLIP, backfold, 50mm, 12s/box | box | | | | | | | | | | | | | 0 | 43.68 | - |
| 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, 55gsm | pad | | | | | | | | | | | | | 0 | 21.84 | - |
| 17. COLUMNAR PAD, 14 cols, 55 gsm | pad | | | | | | | | | | | | | 0 | 45.76 | - |
| 18. COLUMNAR PAD, 16 cols, 55 gsm | pad | | | | | | | | | | | | | 0 | 45.76 | - |
| 19. COLUMNAR PAD, 18 cols, 55 gsm | pad | | | | | | | | | | | | | 0 | 67.60 | - |
| 20. COLUMNAR NOTEBOOK, 12 cols | piece | | | | | | | | | | | | | 0 | 19.64 | - |
| 21. CORRECTION FLUID, 15mL. | bottle | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 180 | 10.80 | 1,944.00 |
| 22. DATA FILE BOX, (5"x9"x15-3/4") | box | 7 | | | 7 | | | 7 | | | 7 | | | 28 | 70.91 | 1,985.48 |
| 23 DATA FOLDER, w/ finger ring,(3" x 9" x 15") | piece | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 84 | 79.11 | 6,645.24 |
| 24. ENVELOPE,documentary(10"x15"),500s/box | box | 2 | | | 2 | | | 2 | | | 2 | | | 8 | 634.92 | 5,079.36 |
| 25. ENVELOPE, expanding, kraft, legal size, 100s/box | box | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 734.60 | 17,630.40 |
| 26. ENVELOPE, mailing white, 500s/box | box | 7 | | | 7 | | | 7 | | | 7 | | | 28 | 181.50 | 5,082.00 |
| 27. ENVELOPE, mailing white with window,500s | box | | | | | | | | | | | | | 0 | 207.58 | - |
| 28. ENVELOPE, pay, kraft, (4"x7-1/2"), 500s/box | box | 7 | | | 7 | | | 7 | | | 7 | | | 28 | 218.79 | 6,126.12 |
| 29. ENVELOPE, expanding, plastic, legal size | piece | | | | | | | | | | | | | 0 | 41.36 | - |
| 30. ENVELOPE,documentary, A4, 500s/box | box | 4 | | | 4 | | | 4 | | | 4 | | | 16 | 726.00 | 11,616.00 |
| 31 ERASER, blackboard/whiteboard | piece | 12 | | | 12 | | | 12 | | | 12 | | | 48 | 14.52 | 696.96 |
| 32. ERASER, rubber | piece | 12 | | | 12 | | | 12 | | | 12 | | | 48 | 5.55 | 266.40 |
| 33. FILE ORGANIZER, expanding, legal, assorted colors | piece | | | | | | | | | | | | | 0 | 83.20 | - |
| 34. FOLDER, pressboard, plain, legal, 100s/box | pack | 10 | | | 10 | | | 10 | | | 10 | | | 40 | 936.80 | 37,472.00 |
| 35. FOLDER, tagboard, legal size, 100s/box | pack | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 60 | 455.40 | 27,324.00 |
| 36. FOLDER, tagboard, A4 size, 100s/box | pack | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 48 | 347.60 | 16,684.80 |
| 37. FOLDER, morocco/fancy, legal size,50s/pack | pack | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 36 | 663.30 | 23,878.80 |
| 38. FOLDER, morocco/fancy, A4 size, 50s/pack | bundle | 4 | | | 4 | | | 4 | | | 4 | | | 16 | 405.90 | 6,494.40 |
| 39. FOLDER, clear plastic, L-type, A4 size, 50s/pack | pack | | | | | | | | | | | | | 0 | 247.52 | - |
| 40. FOLDER, clear plastic, L-type, legal size, 50s/pack | pack | | | | | | | | | | | | | 0 | 202.68 | - |
| 41. GLUE, all purpose, 300 grams min. | jar | 15 | | | 15 | | | 15 | | | 15 | | | 60 | 41.17 | 2,470.20 |
| 42. ILLUSTRATION BOARD, (30"x40"), 2 ply | piece | 20 | | | 20 | | | 20 | | | 20 | | | 80 | 36.90 | 2,952.00 |
| 43. INDEX CARD,3"x 5",ruled both sides,500s/pack | pack | | | | | | | | | | | | | 0 | 44.45 | - |
| 44. INDEX CARD, 5" x 8",ruled both side,500s/pack | pack | 1 | | | 1 | | | 1 | | | 1 | | | 4 | 269.50 | 1,078.00 |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | | ** PS Price Catalogue as of (08.23.2012) | Total Amount |
|---|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|-------|--|--------------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Total | | |
| 45. INDEX CARD BOX, 4-3/8"x5-5/8" x 4" | box | | | | | | | | | | | | | 0 | 41.50 | - |
| 46. INDEX CARD BOX, 5-3/8"x8-7/8" x 6" | box | | | | | | | | | | | | | 0 | 56.68 | - |
| 47. INDEX TAB, self-adhesive, 5 sets/box | box | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 96 | 74.36 | 7,138.56 |
| 48. LEAD, for mechanical pencil,0.5mm, 12 pcs/tube | tube | | | | | | | | | | | | | 0 | 11.44 | - |
| 49. LOOSELEAF COVER, (8-1/2"x14"), 50 pcs/pack | pack | 50 | | | 50 | | | 50 | | | 50 | | | 200 | 547.89 | 109,578.00 |
| 50. MAGAZINE FILE BOX, medium | piece | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 36 | 51.54 | 1,855.44 |
| 51. MAGAZINE FILE BOX, large | piece | | | | | | | | | | | | | 0 | 44.61 | - |
| 52. MAP PIN, round head, 100s/box | box | | | | | | | | | | | | | 0 | 36.40 | - |
| 53. MARKER, fluorescent, 3 colors/set | set | 12 | 12 | 12 | 12 | 12 | 12 | 12 | 12 | 12 | 12 | 12 | 12 | 144 | 46.44 | 6,687.36 |
| 54. MARKING PEN, whiteboard, black | piece | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 96 | 16.58 | 1,591.68 |
| 55. MARKING PEN, whiteboard, blue | piece | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 96 | 16.58 | 1,591.68 |
| 56. MARKING PEN, whiteboard, red | piece | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 96 | 16.58 | 1,591.68 |
| 57. MARKING PEN, permanent, black | piece | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 | 15.35 | 1,842.00 |
| 58. MARKING PEN, permanent, blue | piece | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 | 15.35 | 1,842.00 |
| 59. MARKING PEN, permanent, red | piece | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 | 15.35 | 1,842.00 |
| 60. MARKING PEN, transparency film | set | | | | | | | | | | | | | 0 | 84.24 | - |
| 61. NOTE BOOK, stenographer's | piece | | | | | | | | | | | | | 0 | 7.49 | - |
| 62. NOTE PAD, (3"x3") | pad | | | | | | | | | | | | | 0 | 36.40 | - |
| 63. NOTE PAD, (3"x4") | pad | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 84 | 51.71 | 4,343.64 |
| 64. NOTE PAD, (2"x2"), 400 sheets/pad | pad | | | | | | | | | | | | | 0 | 112.32 | - |
| 69. NOTE PAD, (2"x3") | pad | | | | | | | | | | | | | 0 | 31.20 | - |
| 66. OIL, 120ml., for typewriter | bottle | | | | | | | | | | | | | 0 | 30.99 | - |
| 67. PAPER, bond, Premium Grade,A4 | ream | | | | | | | | | | | | | 0 | 104.80 | - |
| 68. PAPER, mimeo, Groundwood, A4 | ream | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 84 | 61.66 | 5,179.44 |
| 70. PAPER, mimeo,WhiteWove, A4 | ream | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 240 | 162.47 | 38,992.80 |
| 71. PAPER, PPC, A4 | ream | | | | | | | | | | | | | 0 | 144.35 | - |
| 72. PAPER, PPC, B4 | ream | | | | | | | | | | | | | 0 | 194.66 | - |
| 73. PAPER, ruled pad,216mmx330mm,100s/pad | pad | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 | 21.62 | 2,594.40 |
| 74. PAPER, thermal,210mmx30M | roll | 5 | | | 5 | | | 5 | | | 5 | | | 20 | 39.38 | 787.60 |
| 75. PAPER, thermal, 216mmx30M | roll | | | | | | | | | | | | | 0 | 37.44 | - |
| 76. PAPER,multicopy, A4 | ream | 85 | 85 | 85 | 85 | 85 | 85 | 85 | 85 | 85 | 85 | 85 | 85 | 1020 | 142.95 | 145,809.00 |
| 77. PARCHMENT PAPER, A4 size, 75 gsm,100/ream | ream | | | | | | | | | | | | | 0 | 161.20 | - |
| 78. PAPER FASTENER,non-rust metal,50 sets/box | box | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 | 90.24 | 10,828.80 |
| 79. PAPER CLIP, gem type,jumbo,48mm,100s/box | box | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 60 | 17.44 | 1,046.40 |
| 80. PAPER CLIP, gem type, 32mm, 100s/box | box | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 84 | 9.90 | 831.60 |
| 81. PENCIL, lead, w/eraser | dozen | 12 | 12 | 12 | 12 | 12 | 12 | 12 | 12 | 12 | 12 | 12 | 12 | 144 | 27.38 | 3,942.72 |
| 82. PENCIL, mechanical, 0.5mm lead | piece | | | | | | | | | | | | | 0 | 18.20 | - |
| 83. PUSH PIN, hammer head type, 100s/box | box | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 60 | 33.00 | 1,980.00 |
| 84. RECORD BOOK, 300 pages | book | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 180 | 58.03 | 10,445.40 |
| 85. RECORD BOOK, 500 pages | book | | | | | | | | | | | | | 0 | 77.98 | - |
| 86. RIBBON, nylon, manual typewriter | spool | 5 | | | 5 | | | 5 | | | 5 | | | 20 | 17.76 | 355.20 |
| 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 | | | 90 | | | 90 | | | 90 | | | 90 | 360 | 4.95 | 1,782.00 |
| 90. RING BINDER, (3/4"x44"), plastic | piece | | | 90 | | | 90 | | | 90 | | | 90 | 360 | 9.56 | 3,440.52 |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | | ** PS Price Catalogue as of (08.23.2012) | Total Amount |
|--|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|-------|--|--------------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Total | | |
| 91. RING BINDER, (1" x 44"), plastic | piece | | | 90 | | | 90 | | | 90 | | | 90 | 360 | 13.97 | 5,029.20 |
| 92. RING BINDER, (2" x 44"), plastic | piece | | | 50 | | | 50 | | | 50 | | | 50 | 200 | 36.90 | 7,380.00 |
| 92. RUBBER BAND, #18, min.445 gms./box | box | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 36 | 111.62 | 4,018.32 |
| 93. RULER, plastic, 12" | piece | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 60 | 4.51 | 270.60 |
| 94. RULER, plastic, 18" | piece | | | | | | | | | | | | | 0 | 36.40 | - |
| 95. SIGN PEN, black | piece | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 | 47.45 | 5,694.00 |
| 96. SIGN PEN, blue | piece | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 | 47.45 | 5,694.00 |
| 97. SIGN PEN, red | piece | | | | | | | | | | | | | 0 | 41.48 | - |
| 98. STAMP PAD INK, violet, 50ml. | bottle | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 28.98 | 695.52 |
| 99. STAMP PAD, felt pad | piece | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 27.45 | 658.80 |
| 100. STAPLE WIRE, standard, #35 | box | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 | 29.04 | 3,484.80 |
| 101. TAPE, adding machine | roll | 15 | | | 15 | | | 15 | | | 15 | | | 60 | 10.66 | 639.60 |
| 102. TAPE, masking (1"), 24mm, 50 meters length | roll | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 180 | 47.78 | 8,600.40 |
| 103. TAPE, masking (2"), 48mm, 50 meters length | roll | | | | | | | | | | | | | 0 | 83.82 | - |
| 104. TAPE, transparent, (1"), 24mm, 50 meters | roll | 25 | 25 | 25 | 25 | 25 | 25 | 25 | 25 | 25 | 25 | 25 | 25 | 300 | 16.72 | 5,016.00 |
| 105. TAPE, transparent, (2"), 48mm, 50 meters | roll | | | | | | | | | | | | | 0 | 20.38 | - |
| 106. TAPE, packaging, 48mm, 50 meters length | roll | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 240 | 21.16 | 5,078.40 |
| 107. TIME CARD, for Amano Bundy Clock,100s/bndl | bundle | | | | | | | | | | | | | 0 | 97.76 | - |
| 108. TIME CARD, for Kitano Time Recorder,100s/bndl | bundle | | | | | | | | | | | | | 0 | 87.36 | - |
| 119. TOILET TISSUE, 12 rolls/pack | pack | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 36 | 67.26 | 2,421.36 |
| 122. TWINE, plastic, one kilo per roll | roll | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 57.20 | 1,372.80 |
| 109. WRAPPING PAPER, kraft, 65gsm,approx.40M. | roll | | | | | | | | | | | | | 0 | 166.40 | - |
| | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | |
| COMMON OFFICE DEVICES | | | | | | | | | | | | | | | | |
| 1. BLADE, heavy duty cutter(L500), 10 pcs./pack | pack | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 36 | 11.44 | 411.84 |
| 2. CUTTER, heavy duty, | piece | 9 | | | 9 | | | 9 | | | 9 | | | 36 | 28.98 | 1,043.28 |
| 3. PUNCHER, heavy duty | piece | 3 | | | 3 | | | 3 | | | 3 | | | 12 | 114.40 | 1,372.80 |
| 4. SCISSORS, (6") | pair | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 60 | 20.59 | 1,235.40 |
| 5. SHARPENER, single cutterhead | piece | | | 3 | | | 3 | | | 3 | | | 3 | 12 | 164.83 | 1,977.96 |
| 6. STAMPING DATER, self-inking stamp | piece | | | | | | | | | | | | | 0 | 436.80 | - |
| 7. STAPLER, heavy duty, standard | piece | 5 | | | 5 | | | 5 | | | 5 | | | 20 | 179.12 | 3,582.40 |
| 8. STAPLE REMOVER, twin jaws | piece | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 36 | 6.93 | 249.48 |
| 9. TAPE DISPENSER, heavy duty, for 24mm(1") | piece | 4 | | | 4 | | | 4 | | | 4 | | | 16 | 44.60 | 713.60 |
| 10. WASTE BASKET, plastic | piece | | | | | | | | | | | | | 0 | 20.99 | - |
| | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | |
| COMMON JANITORIAL SUPPLIES | | | | | | | | | | | | | | | | |
| 1. BATHROOM SOAP, 70gms. | piece | | | | | | | | | | | | | 0 | 14.56 | - |
| 2. BROOM, soft (tambo) | piece | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 180 | 132.00 | 23,760.00 |
| 3. BROOM, STICK (tingting) | piece | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 | 53.90 | 6,468.00 |
| 4. CLEANSER, powder, 350gms. | canister | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 360 | 19.05 | 6,858.00 |
| 5. DETERGENT POWDER, 500gms. | pouch | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 | 53.90 | 6,468.00 |
| 6. DETERGENT BAR | bar | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 60 | 18.97 | 1,138.20 |
| 7. DISINFECTANT SPRAY, 340 gm. | can | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 190.63 | 4,575.12 |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | | ** PS Price Catalogue as of (08.23.2012) | Total Amount | |
|---|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|-------|--|--------------|-----------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Total | | | |
| 8. DUST PAN, plastic w.handle,large | piece | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 60 | 29.04 | 1,742.40 |
| 9. FLOOR WAX, paste, natural,2kg. | can | | | | | | | | | | | | | | 0 | 218.40 | - |
| 10. FLOOR WAX, paste, red, 2kg., | can | | | | | | | | | | | | | | 0 | 306.80 | - |
| 11. FLOOR WAX, liquid type, 3.75li. | can | 25 | 25 | 25 | 25 | 25 | 25 | 25 | 25 | 25 | 25 | 25 | 25 | 25 | 300 | 330.00 | 99,000.00 |
| 12. FURNITURE CLEANER, 400ml/can | can | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 60 | 330.00 | 19,800.00 |
| 13. INSECTICIDE, 600ml.(420g)/can | can | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 240 | 302.50 | 72,600.00 |
| 14. MOPHANDLE, screw type, wooden handle | piece | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 240 | 117.15 | 28,116.00 |
| 15. MOPHEAD, 100% rayon, 400g | piece | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 360 | 78.94 | 28,418.40 |
| 16. RAG, COTTON, (7") in diameter | kilo | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 180 | 46.05 | 8,289.00 |
| 17. SCOURING PAD, economy size | pack | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 | 44.25 | 5,310.00 |
| 18. TOILET BOWL & URINAL CLEANER, 900ml | bottle | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 240 | 232.70 | 55,848.00 |
| 19. TOILET DEODORANT CAKE, 99%, 50gms. | box | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 360 | 38.50 | 13,860.00 |
| 20. TRASHBAG, plastic, black, (XL) | roll | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 60 | 115.83 | 6,949.80 |
| | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| LEGAL SIZE PAPER | | | | | | | | | | | | | | | | | |
| 1. PAPER, bond, Premium Grade | ream | | | | | | | | | | | | | | 0 | 119.22 | - |
| 2. PAPER, mimeo, Groundwood | ream | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 | 121.55 | 14,586.00 |
| 3. PAPER, mimeo, Whitewove | ream | 50 | 50 | 50 | 50 | 50 | 50 | 50 | 50 | 50 | 50 | 50 | 50 | 50 | 600 | 132.32 | 79,392.00 |
| 4. PAPER, for PPC | ream | | | | | | | | | | | | | | 0 | 173.33 | - |
| 5. PAPER, multicopy, legal, for laser printing | ream | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 240 | 192.19 | 46,125.60 |
| | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| COMMON OFFICE EQUIPMENT | | | | | | | | | | | | | | | | | |
| 1. AIRPOT, 4.0 liters, w/ dispenser | unit | | | | | | | | | | | | | | 0 | 1,144.00 | - |
| 2. FILING CABINET, four (4) drawers, steel, plain finish, w/ 8 ball bearing rollers, gauge 24 | unit | | | | | | | | | | | | | | 0 | 7,953.92 | - |
| 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 | | | | | | | | | | | | | | 0 | 161.08 | - |
| 10. CHAIR, monobloc, without armrest,beige/white | unit | | | | | | | | | | | | | | 0 | 239.20 | - |
| 11. DOCUMENT CAMERA, w/ DVI port, four (4) | unit | | | | | | | | | | | | | | 0 | 19,552.00 | - |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | | ** PS Price Catalogue as of (08.23.2012) | Total Amount | |
|---|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|-------|--|--------------|--|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Total | | | |
| reference points demarcate viewing area, 8 times (800%) consecutive zoom, PC and Doc Cam VS | | | | | | | | | | | | | | | | | |
| 12. ELECTRIC FAN, orbit type | unit | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 36 | 1,131.41 | 40,730.76 | |
| 13. ELECTRIC FAN, with stand | unit | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 36 | 840.84 | 30,270.24 | |
| 14. ELECTRIC FAN, wall type | unit | | | | | | | | | | | | | 0 | 745.68 | - | |
| 15. INDUSTRIAL FAN, 18" metal blade | unit | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 1,028.32 | 24,679.68 | |
| 16. FACSIMILE TRANSCIEVER, 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 | | | | | | | | | | | | | 0 | 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, stationery blade guard, A4-A6 format indications | unit | | | | | | | | | | | | | 0 | 8,838.96 | - | |
| 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 | 16,640.00 | - | |
| 23. PRINTER, automatic data processing, impact dot matrix, 24-pins, 136 columns, complete w/ ribbons, cables and manual, Epson LQ-2180 | unit | | | | | | | | | | | | | 0 | 18,156.32 | - | |
| 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 | | | | | | | | | | | | | | | 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 | unit | | | | | | | | | | | | | 0 | 10,398.96 | - | |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | ** PS Price Catalogue as of (08.23.2012) | Total Amount | | | |
|---|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|--|--------------|----------|-----------|--|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | | | Total | | |
| or up to 2" thick, all metal construction | | | | | | | | | | | | | | | | | | |
| 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 | | | | | | | | | | | | | | 0 | 2,038.40 | - | |
| HANDBOOKS ON PROCUREMENT | | | | | | | | | | | | | | | | | | |
| HANDBOOK ON PUBLIC BIDDING DOCUMENTS, 8-1/2" x 11", offset printing, one color print, laminated kromcote cover, newsprint inside pages, perfect binding for: | | | | | | | | | | | | | | | | | | |
| a. Procurement of Goods & Services, 110-115 pages | piece | | | | | | | | | | | | | | 0 | 32.24 | - | |
| b. Procurement of Civil Works, 139-149 pages | piece | | | | | | | | | | | | | | 0 | 37.65 | - | |
| c. Procurement of Consulting Services, 139-149 pages | piece | | | | | | | | | | | | | | 0 | 22.36 | - | |
| d. Sample Forms, 8-1/4" x 11-3/4", 328 pages | piece | | | | | | | | | | | | | | 0 | 88.40 | - | |
| HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT(4th 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 MANUAL (GPM), A-4 size(210mm x 297mm), foldcote 12 w/ plastic lamination, one(1) set of four (4) volumes as follows: | set | | | | | | | | | | | | | | 0 | 130.00 | - | |
| Volume I (103 pages) - white color | | | | | | | | | | | | | | | | | | |
| Volume II (138 pages) - light blue color | | | | | | | | | | | | | | | | | | |
| Volume III (124 pages) - light yellow color | | | | | | | | | | | | | | | | | | |
| Volume IV (118 pages) - light green color | | | | | | | | | | | | | | | | | | |
| B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items) | | | | | | | | | | | | | | | | | | |
| Office Equipment and Accessories | | | | | | | | | | | | | | | | | | |
| 1 | | | | | | | | | | | | | | | 0 | | - | |
| 2 | | | | | | | | | | | | | | | 0 | | - | |
| 3 | | | | | | | | | | | | | | | 0 | | - | |
| 4 | | | | | | | | | | | | | | | 0 | | - | |
| 5 | | | | | | | | | | | | | | | 0 | | - | |
| Office Supplies | | | | | | | | | | | | | | | | | | |
| 1 Adaptor, Calculator | piece | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 137.50 | 1,650.00 | |
| 2 Chalk Colored | box | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 24.75 | 594.00 | |
| 3 Duplo Ink | tube | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 1,540.00 | 36,960.00 | |
| 4 Glove White | pair | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 36 | 27.50 | 990.00 | |
| 5 Paste | bottle | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 48 | 17.43 | 836.64 | |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | | ** PS Price Catalogue as of (08.23.2012) | Total Amount | |
|--|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|-------|--|--------------|------------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Total | | | |
| 6 Risograph Ink | tube | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 48 | 1,516.50 | 72,792.00 |
| 7 Risograph Paper | roll | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 48 | 1,786.40 | 85,747.20 |
| 8 Transparency Film | box | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 48 | 230.95 | 11,085.60 |
| 9 Working Glove | pair | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 180 | 33.00 | 5,940.00 |
| 10 | | | | | | | | | | | | | | | 0 | | - |
| Audio and visual presentation and composing equipment | | | | | | | | | | | | | | | | | |
| 1 | | | | | | | | | | | | | | | 0 | | - |
| 2 | | | | | | | | | | | | | | | 0 | | - |
| 3 | | | | | | | | | | | | | | | 0 | | - |
| 4 | | | | | | | | | | | | | | | | | |
| 5 | | | | | | | | | | | | | | | | | |
| 6 | | | | | | | | | | | | | | | 0 | | - |
| 7 | | | | | | | | | | | | | | | 0 | | - |
| Photographic or filming or video equipment | | | | | | | | | | | | | | | | | |
| 1 | | | | | | | | | | | | | | | 0 | | - |
| 2 | | | | | | | | | | | | | | | 0 | | - |
| 3 | | | | | | | | | | | | | | | 0 | | - |
| 4 | | | | | | | | | | | | | | | 0 | | - |
| 5 | | | | | | | | | | | | | | | 0 | | - |
| 10 | | | | | | | | | | | | | | | 0 | | - |
| Cleaning Equipment and Supplies | | | | | | | | | | | | | | | | | |
| 1 Acqualene | carbouy | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 36 | 1,595.00 | 57,420.00 |
| 2 Bowl Brush | piece | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 0 | 10 | 10 | 10 | 10 | 10 | 110 | 44.00 | 4,840.00 |
| 3 Ceiling Broom | piece | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 110.00 | 2,640.00 |
| 4 Chlorine | Drum | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 6,600.00 | 158,400.00 |
| 5 Chlorox (Jalox) | Gallon | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 | 170.67 | 20,480.40 |
| 6 Lysol | can | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 60 | 379.50 | 22,770.00 |
| 7 Muriatic Acid | Gallon | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 180 | 217.80 | 39,204.00 |
| 8 Pad Holder | piece | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 729.35 | 17,504.40 |
| 9 Pail | piece | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 96 | 126.50 | 12,144.00 |
| 10 P H Reducer | carbouy | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 1,320.00 | 15,840.00 |
| 11 Polishing Brush | piece | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 841.99 | 20,207.76 |
| 12 Rake | piece | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 313.50 | 3,762.00 |
| 13 Scrubbing Pad | piece | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 639.94 | 15,358.56 |
| 14 Soda Ash | piece | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 2,750.00 | 33,000.00 |
| 15 Split-off | Gallon | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 | 206.85 | 24,822.00 |
| 16 Sprayer | piece | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 83.05 | 1,993.20 |
| 17 Water Jag | piece | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 48 | 154.00 | 7,392.00 |
| 18 Trash Can | piece | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 60 | 143.00 | 8,580.00 |
| 19 Trowel | piece | 2 | | | 2 | | | | 2 | | | | 2 | | 8 | 275.00 | 2,200.00 |
| 20 | | | | | | | | | | | | | | | | | - |
| Paper Materials and Products | | | | | | | | | | | | | | | | | |
| 1 | | | | | | | | | | | | | | | 0 | | - |
| 2 | | | | | | | | | | | | | | | 0 | | - |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | | ** PS Price Catalogue as of (08.23.2012) | Total Amount | |
|---|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|-------|--|--------------|------------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Total | | | |
| 3 | | | | | | | | | | | | | | | 0 | | - |
| 4 | | | | | | | | | | | | | | | 0 | | - |
| 5 | | | | | | | | | | | | | | | 0 | | - |
| Lighting and fixtures and accessories | | | | | | | | | | | | | | | | | |
| 1 | | | | | | | | | | | | | | | 0 | | - |
| 2 | | | | | | | | | | | | | | | 0 | | - |
| 3 | | | | | | | | | | | | | | | 0 | | - |
| 4 | | | | | | | | | | | | | | | 0 | | - |
| 5 | | | | | | | | | | | | | | | 0 | | - |
| Electrical equipment and components and supplies | | | | | | | | | | | | | | | | | |
| 1 Bulb (Saver) Day Light | piece | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 | 116.00 | 13,920.00 |
| 2 Halogen Bulb | piece | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 56.10 | 1,346.40 |
| 3 Spot Light | piece | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 203.50 | 4,884.00 |
| 4 Stranded Wire # 14 | roll | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 2,860.00 | 68,640.00 |
| 5 | | | | | | | | | | | | | | | 0 | | - |
| Computer Supplies | | | | | | | | | | | | | | | | | |
| 1 Canon Ink # 24 Black | piece | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 60 | 616.00 | 36,960.00 |
| 2 Canon Ink # 24 Colored | piece | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 60 | 719.51 | 43,170.60 |
| 3 Hard Disk | piece | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 2,750.00 | 66,000.00 |
| 4 Ink Cartridge # 60 Black | piece | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 | 656.92 | 78,830.40 |
| 5 Ink Cartridge # 60 Colored | piece | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 | 789.03 | 94,683.60 |
| 6 Power Supply | piece | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 825.00 | 19,800.00 |
| 7 Toner TN 114BH (Konica Minolta) | bottle | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 36 | 4,935.59 | 177,681.24 |
| 8 Video Card | piece | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 1,856.63 | 44,559.12 |
| 9 | | | | | | | | | | | | | | | 0 | | - |
| 10 | | | | | | | | | | | | | | | 0 | | - |
| Computer Equipment and Accessories | | | | | | | | | | | | | | | | | |
| 1 | | | | | | | | | | | | | | | 0 | | - |
| 2 | | | | | | | | | | | | | | | 0 | | - |
| 3 | | | | | | | | | | | | | | | 0 | | - |
| *Other Categories | | | | | | | | | | | | | | | | | |
| Hardware & Plumbing Supplies | | | | | | | | | | | | | | | | | |
| 1 Angle Valve 3/8 | piece | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 192.50 | 4,620.00 |
| 2 Angular Bar 3/16 x 1-1/2 | piece | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 36 | 440.00 | 15,840.00 |
| 3 Angular Bar 3/16 x 2 | piece | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 36 | 605.00 | 21,780.00 |
| 4 Angular Bar 3/16 x 1 x 20 | piece | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 280.50 | 6,732.00 |
| 5 Flate Bar 1/4 x 1 x 20 | piece | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 | 239.80 | 28,776.00 |
| 6 Flate Bar 1/4 x 2 x 20 | piece | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 60 | 522.50 | 31,350.00 |
| 7 Flate Bar 1/4 x 4 x 20 | piece | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 3,025.00 | 72,600.00 |
| 8 Flate Bar 1/8 x 1 x 20 | piece | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 | 215.60 | 25,872.00 |
| 9 Flexible hose Lavatory | piece | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 176.00 | 4,224.00 |
| 10 Flexible Hose Water Closet | piece | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 151.80 | 3,643.20 |
| 11 Hose 1/2" | meter | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 360 | 18.94 | 6,818.40 |
| 12 Lavatory Faucet | piece | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 192.50 | 4,620.00 |
| 13 P Trap | piece | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 187.00 | 2,244.00 |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | | ** PS Price Catalogue as of (08.23.2012) | Total Amount | |
|---|-----------------|----------------------|-----|-------|-------|------|------|------|-----|------|-----|-----|-----|-------|--|--------------|-----------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Total | | | |
| 14 PVC Pipe 1/2 | piece | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 36 | 75.90 | 2,732.40 |
| 15 Steel Matting | piece | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 36 | 792.00 | 28,512.00 |
| 16 Tank Fitting | piece | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 528.00 | 6,336.00 |
| 17 Tapelon | roll | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 36 | 16.50 | 594.00 |
| 18 Welding Rod | box | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 2,640.00 | 31,680.00 |
| Medical & Laboratory Supplies | | | | | | | | | | | | | | | | | |
| 1 23 G 1-1/2 5cc Terumo Syringes 100's | box | | | | | 10 | | | | | | | | | 10 | 770.00 | 7,700.00 |
| 2 EDTA 5.0 ml Vacutainer Tubes Purple 100's | box | | | | | 12 | | | | | | | | | 12 | 3,850.00 | 46,200.00 |
| 3 Urine THC Screening Device (Cassette) | box | | | | | 20 | | | | | | | | | 20 | 3,253.80 | 65,076.00 |
| 4 Urine MET Screening Device (Cassette) | box | | | | | 25 | | | | | | | | | 25 | 3,253.80 | 81,345.00 |
| 5 HBsAg Test (Cassette) 40's | box | | | | | 20 | | | | | | | | | 20 | 3,405.60 | 68,112.00 |
| 6 Syphilis Test (Cassette) 40's | box | | | | | 26 | | | | | | | | | 26 | 3,432.00 | 89,232.00 |
| 7 Examination Gloves medium 100's | box | | | | | 30 | | | | | | | | | 30 | 363.00 | 10,890.00 |
| 8 Disposable Cup w/ cover 3.5 oz. | piece | | | | | 2400 | | | | | | | | | 2400 | 2.20 | 5,280.00 |
| 9 Cotton Balls 100's | pack | | | | | 40 | | | | | | | | | 40 | 165.00 | 6,600.00 |
| 10 Urine Test 4SG 100's | bottle | | | | | 15 | | | | | | | | | 15 | 2,112.00 | 31,680.00 |
| 11 X-ray Fixer & Developer Green | set | | | | | 4 | | | | | | | | | 4 | 5,830.00 | 23,320.00 |
| 12 X-ray film 14 x 17 Green Sensitive 100's | box | | | | | 12 | | | | | | | | | 12 | 7,260.00 | 87,120.00 |
| 13 X-ray Film Envelope 14 x 17 100's | box | | | | | 12 | | | | | | | | | 12 | 825.00 | 9,900.00 |
| 14 HIV Test (Cassette) 50's | box | | | | | 10 | | | | | | | | | 10 | 4,950.00 | 49,500.00 |
| 15 Lugol's Iodine 250 ml. | bottle | | | | | 5 | | | | | | | | | 5 | 781.00 | 3,905.00 |
| 16 Zonrox Floral 3.785 ml | gallon | | | | | 5 | | | | | | | | | 5 | 165.00 | 825.00 |
| 17 Wooden Applicator Stick 100's | box | | | | | 4 | | | | | | | | | 4 | 198.00 | 792.00 |
| 18 Disposable Mask | box | | | | | 12 | | | | | | | | | 12 | 220.00 | 2,640.00 |
| 19 Lysol Disinfectant Solution | gallon | | | | | 4 | | | | | | | | | 4 | 1,870.00 | 7,480.00 |
| 20 Tourniquit | piece | | | | | 10 | | | | | | | | | 10 | 70.40 | 704.00 |
| 21 Hand Liquid Soap 500 ml | bottle | | | | | 5 | | | | | | | | | 5 | 275.00 | 1,375.00 |
| 22 Paper Towel | piece | | | | | 5 | | | | | | | | | 5 | 121.00 | 605.00 |
| 23 Diluent M30 for BC 2800 20 liter | liter | | | | | 2 | | | | | | | | | 2 | 9,680.00 | 19,360.00 |
| 24 Rinse M30 for BC 2800 20 liter | liter | | | | | 2 | | | | | | | | | 2 | 8,580.00 | 17,160.00 |
| 25 Lyse M30 for BC 2800 500 ml | bottle | | | | | 2 | | | | | | | | | 2 | 9,790.00 | 19,580.00 |
| 26 Test Tube Brush | piece | | | | | 6 | | | | | | | | | 6 | 82.50 | 495.00 |
| 27 Cardiograph Paper 63 x 30 mm 4's | box | | | | | 5 | | | | | | | | | 5 | 495.00 | 2,475.00 |

| Vehicle Spare Parts | | | | | | | | | | | | | | | | | |
|----------------------------|-------|--|--|--|--|---|--|--|--|--|--|--|--|--|---|------------|------------|
| 1 Transmission Assy. | piece | | | | | 1 | | | | | | | | | 1 | 223,448.69 | 223,448.69 |
| 2 ATF | piece | | | | | 4 | | | | | | | | | 4 | 455.11 | 1,820.44 |
| 3 ATF Drain Plug | piece | | | | | 1 | | | | | | | | | 1 | 104.00 | 104.00 |
| 4 Traft Gasket | piece | | | | | 1 | | | | | | | | | 1 | 86.75 | 86.75 |
| 5 Torque Convertor | piece | | | | | 1 | | | | | | | | | 1 | 81,153.27 | 81,153.27 |
| | | | | | | | | | | | | | | | 0 | | - |
| | | | | | | | | | | | | | | | 0 | | - |

***GRAND TOTAL:

5,042,194.99

TOTAL W/10% ADDITIONAL PROVISION FOR INFLATION

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | ** PS Price Catalogue as of (08.23.2012) | Total Amount |
|-----------------------|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|--|--------------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | | |

APPROVED BUDGET:

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

Certified Funds Available:

Approved:

LT. RODERICK VALENTON PMMA
Property/Supply Officer

LCDR LARENO TINGSON PMMA
Accountant

RADM. RICHARD U. RITUAL, PMMA
Head of Office/Agency

Date Prepared: _____