

ANNUAL PROCUREMENT

PLAN FOR CY 2015

FUND 101

Item & Specifications	Unit of Measur	Quantity Requirement																		** PS Price Catalogue as of	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total			
110. INK CARTRIDGE, HP CD975AA (HP920XL), black, for HP Officejet	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,172.60	-
111. INK CARTRIDGE, HP CH561WA (HP 61), black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	623.61	-
112. INK CARTRIDGE, HP CH562WA (HP 61), color ink	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	771.78	-
113. INK CARTRIDGE, HP CN692AA(HP 704), black, for HP Ink Advan	cart	19	7	8	34	10	8	11	29	12	6	6	24	11	6	6	23	110	341.12	37,523.20	
114. INK CARTRIDGE, HP CN693AA (HP704), tricolor, for HP Ink Adv	cart	10	5	5	20	6	5	6	17	8	4	4	16	7	4	4	15	68	341.12	23,196.16	
115. INK CARTRIDGE, HP CN 639WA, black, for HP Deskjet D2650	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	833.61	-	
116. INK CARTRIDGE, HP CN 640WA, color, for HP Deskjet D2650	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,086.25	-	
117. INK CARTRIDGE, HP CN045AA (950XL), black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,580.88	-	
118. INK CARTRIDGE, HP CN046AA (951XL), Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,172.60	-	
119. INK CARTRIDGE, HP CN047AA (951XL), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,172.60	-	
120. INK CARTRIDGE, HP CN048AA (950XL), Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,172.60	-	
121. INK CARTRIDGE, HP CZ107AA, (HP 678), black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	354.98	-	
122. INK CARTRIDGE, HP CZ108AA, (HP 678), tricolor	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	369.90	-	
123. INK CARTRIDGE, HP CZ121A (HP 685A), black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	373.10	-	
124. INK CARTRIDGE, HP CZ121A (HP 685A), Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	364.57	-	
125. INK CARTRIDGE, HP CZ121A (HP 685A), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	245.18	-	
126. INK CARTRIDGE, HP CZ121A (HP 685A), Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	245.18	-	
127. INK CARTRIDGE, Brother LC67HYBK, black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,620.32	-	
128. INK CARTRIDGE, Brother LC67HYC, cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	884.78	-	
129. INK CARTRIDGE, Brother LC67HYM, magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	884.78	-	
130. INK CARTRIDGE, Brother LC67HY, yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	884.78	-	
131. INK CARTRIDGE, Brother LC67B, black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	932.75	-	
132. INK CARTRIDGE, Brother LC67M, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	559.65	-	
133. INK CARTRIDGE, Brother LC67Y, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	559.65	-	
134. INK CARTRIDGE, Brother LC39BK, black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	698.23	-	
135. INK CARTRIDGE, Brother LC39Y, yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	458.38	-	
136. INK CARTRIDGE, Brother LC39C, cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	458.38	-	
137. INK CARTRIDGE, Brother LC39M, magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	458.38	-	
138. INK CARTRIDGE, Brother Part No. LC67C, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	559.65	-	
139. INK CARTRIDGE, Brother Part No. LC38C, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	453.05	-	
140. INK CARTRIDGE, Brother Part No. LC38B, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	687.57	-	
141. INK CARTRIDGE, Brother Part No. LC38M, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	453.05	-	
142. INK CARTRIDGE, Brother Part No. LC38Y, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	453.05	-	
143. INK CARTRIDGE, Brother Part No. LC40BK, black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	660.92	-	
144. INK CARTRIDGE, Brother Part No. LC40C, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	373.10	-	
145. INK CARTRIDGE, Brother Part No. LC40M, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	399.75	-	
146. INK CARTRIDGE, Brother Part No. LC40Y, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	373.10	-	
147. INK CARTRIDGE, Lexmark Black #14, PN 18C2090A	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,028.69	-	
148. INK CARTRIDGE, Lexmark Color #15, PN 18C2110A	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,277.07	-	
149. INK CARTRIDGE, Lexmark # 17, black, PN 10N0217	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,028.69	-	
150. INK CARTRIDGE, Lexmark # 27, colored, PN 10N0227	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,225.90	-	
151. INK CARTRIDGE, Lexmark Photo #31, PN 18C0031A	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,169.31	-	
152. INK CARTRIDGE, Lexmark Black #34, PN 18C0034A	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,737.58	-	
153. INK CARTRIDGE, Lexmark Color #35, PN 18C0035A	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,100.02	-	
154. INK CARTRIDGE, EPSON T6441, Black, for Epson L100, L110, L20	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	261.17	-	
155. INK CARTRIDGE, EPSON T6643, Magenta for Epson L100, L110,	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	261.17	-	
156. INK CARTRIDGE, EPSON T664, Yellow, for Epson L100, L110, L20	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	261.17	-	
157. INK CARTRIDGE, Epson C13T028091, black, for printer Stylus C6	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,189.66	-	
158. INK CARTRIDGE, Epson C13T029091, color, for printer Stylus C6	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,086.25	-	
159. INK CARTRIDGE, Epson C13T032190, black, for printer Stylus C8	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,283.46	-	
160. INK CARTRIDGE, Epson C13T032290, Cyan, for printer Stylus C	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	612.95	-	
161. INK CARTRIDGE, Epson C13T032390, Magenta, for printer Stylu	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	612.95	-	

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		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total	Catalogue as of	AMOUNT
162. INK CARTRIDGE, Epson C13T032490, Yellow, for printer Stylus C	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	612.95	-
163. INK CARTRIDGE, Epson C13T038190, black, for printer Stylus C	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	504.22	-
164. INK CARTRIDGE, EPSON PART NO. C13T038191, BLACK, (doubl	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	889.04	-
165. INK CARTRIDGE, Epson C13T038191, black, for printer Stylus C	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	871.95	-
166. INK CARTRIDGE, Epson C13T039090, color, for printer Stylus C	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	789.91	-
167. INK CARTRIDGE, Epson C13T042290, Cyan, for printer Stylus C	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	558.58	-
168. INK CARTRIDGE, Epson C13T042390, Magenta, for printer Stylu	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	558.58	-
169. INK CARTRIDGE, Epson C13T042490, Yellow, for printer Stylus	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	558.58	-
170. INK CARTRIDGE, Epson C13T046190, black, for printer Stylus C	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	641.73	-
171. INK CARTRIDGE, Epson C13T047290, Cyan, for printer Stylus C	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	395.49	-
172. INK CARTRIDGE, Epson C13T047390, Magenta, for printer Stylu	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	395.49	-
173. INK CARTRIDGE, Epson C13T047490, Yellow, for printer Stylus	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	395.49	-
174. INK CARTRIDGE, Epson C13T062190, black, High Cap, for printe	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	656.66	-
175. INK CARTRIDGE, Epson C13T063190, black, Std Cap, for printer	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	504.22	-
176. INK CARTRIDGE, Epson C13T063290, Cyan, Std Cap, for printer	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	405.08	-
177. INK CARTRIDGE, Epson C13T063390, Magenta, Std Cap, for pri	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	405.08	-
178. INK CARTRIDGE, Epson C13T063490, Yellow, Std Cap, for print	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	405.08	-
179. INK CARTRIDGE, Epson C13T075190, Black, for printer Stylus co	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	301.68	-
180. INK CARTRIDGE, Epson C13T075290, Cyan, for printer Stylus co	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	301.68	-
181. INK CARTRIDGE, Epson C13T075390, Magenta, for printer Stylu	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	301.68	-
182. INK CARTRIDGE, Epson C13T075490, Yellow, for printer Stylus	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	301.68	-
183. INK CARTRIDGE, Epson C13T103190, Black, for printer Stylus T	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	887.98	-
184. INK CARTRIDGE, Epson C13T103290, Cyan, for printer Stylus T	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	591.63	-
185. INK CARTRIDGE, Epson C13T103390, Magenta, for printer Stylu	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	591.63	-
186. INK CARTRIDGE, Epson C13T103490, Yellow, for printer Stylus	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	591.63	-
187. INK CARTRIDGE, Epson C13T104190, black, for printer C110, CX	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	591.63	-
188. INK CARTRIDGE, Epson C13T104193, Black, for printer C110, CX	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	986.05	-
189. INK CARTRIDGE, Epson C13T105190, Black, for printer Stylus T	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	437.06	-
190. INK CARTRIDGE, Epson C13T105290, Cyan, for printer Stylus T	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	437.06	-
191. INK CARTRIDGE, Epson C13T105390, Magenta, for printer Stylu	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	437.06	-
192. INK CARTRIDGE, Epson C13T105490, Yellow, for printer Stylus	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	437.06	-
193. INK CARTRIDGE, Epson C13T107190, Black, for printer T10/T11/ T	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	292.08	-
194. INK CARTRIDGE, Epson C13T107290, Cyan, for printer T10/T11/ T	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	292.08	-
195. CARTRIDGE, Epson C13T107390, Magenta, for printer T10/T11/ T	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	292.08	-
196. INK CARTRIDGE, Epson C13T107490, Yellow, for printer T10/T11	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	292.08	-
197. INK CARTRIDGE, Epson C13T111190, Black, for printer Stylus Ph	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	982.85	-
198. INK CARTRIDGE, Epson C13T111290, Cyan, for printer Stylus Ph	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	982.85	-
199. INK CARTRIDGE, Epson C13T111390, Magenta, for printer Stylus	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	982.85	-
200. INK CARTRIDGE, Epson C13T111490, Yellow, for printer Stylus P	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	982.85	-
201. INK CARTRIDGE, Epson C13T111590, Light Cyan, for printer Stylu	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	982.85	-
202. INK CARTRIDGE, Epson C13T111690, Light Magenta, for printer	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	982.85	-
203. INK CARTRIDGE, Epson C13T112190, Black, for printer Stylus PH	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	686.50	-
204. INK CARTRIDGE, Epson C13T112290, Cyan, for printer Stylus PH	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	686.50	-
205. INK CARTRIDGE, Epson C13T112390, Magenta, for printer Stylu	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	686.50	-
206. INK CARTRIDGE, Epson C13T112490, Yellow, for printer Stylus	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	686.50	-
207. INK CARTRIDGE, Epson C13T112590, Light Cyan, for printer Sty	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	686.50	-
208. INK CARTRIDGE, Epson C13T112690, Light Magenta, for printer	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	686.50	-
209. INK CARTRIDGE, Epson C13T114190, Black, for ME 32/320/620F	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	316.60	-
210. INK CARTRIDGE, Epson C13T114190, Cyan, for ME 32/320/620F	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	356.04	-
211. INK CARTRIDGE, Epson C13T114190, Magenta, for ME 32/320/62	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	356.15	-
212. INK CARTRIDGE, Epson C13T114190, Yellow, for ME 32/320/620	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	356.04	-
213. INK CARTRIDGE, Epson C13T143190, Black, for printer ME 960F	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	602.29	-

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		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total			
370. TONER CARTRIDGE, Samsung Part No. MLTD104-S, for Samsung	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,558.40	
371. TONER CARTRIDGE, Samsung MLT-D205E, Black, original, for M	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8,208.20	
372. TONER CARTRIDGE, Samsung Part No. MLTD103-S	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,984.80	
373. TONER CARTRIDGE, Samsung ML-2250D5	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,903.60	
374. TONER CARTRIDGE, Samsung ML-2010D3	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,198.00	
375. TONER CARTRIDGE, Samsung MLTD101S	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,198.00	
376. TONER CARTRIDGE, Samsung MLTD205L	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,903.60	
377. TONER CARTRIDGE, Samsung Part No. SCX-D655A for printer r	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,317.30	
378. TONER CARTRIDGE, Samsung CLT-508L, Cyan, original, for CLP	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,756.40	
379. TONER CARTRIDGE, Samsung CLT-K508L, Magenta, original, fo	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,170.10	
380. TONER CARTRIDGE, Samsung CLT-M508L, Black, original, for C	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,756.40	
381. TONER CARTRIDGE, Samsung CLT-Y508L, Yellow, original, for e	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,756.40	
382. TONER CARTRIDGE, for Kyocera Mita KM-1505/1510/1810	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,939.94	
383. TONER CARTRIDGE, TK 100, for Kyocera Mita KM-1500	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,971.79	
384. TONER CARTRIDGE, Kyocera TK-120, original, for Kyocera Lase	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,490.97	
385. TONER CARTRIDGE, Kyocera Mita TK330, for printer FS4000D	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8,243.38	
386. TONER CARTRIDGE, Kyocera Mita TK364 for printer FS4020DN	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8,528.00	
387. TONER CARTRIDGE, Kyocera Mita TK174	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,684.98	
388. TONER CARTRIDGE, Kyocera Mita TK 564C, for Printer FS-C530	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,801.78	
389. TONER CARTRIDGE, Kyocera Mita TK 564K, for Printer FS-C530	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8,301.25	
390. TONER CARTRIDGE, Kypcera Mita TK 564Y, for Printer FS-C530	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,801.78	
391. RIBBON CARTRIDGE, Lexmark 11A3550 for Printer Models 23xx	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,193.92	
392. RIBBON CARTRIDGE, Epson C13SO15505 for printer DFX-9000	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,180.06	
393. RIBBON CARTRIDGE, Epson C13SO15506(7753) Fabric, for print	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	124.72	
394. RIBBON CARTRIDGE, Epson C13SO15508(SO15016), black, for p	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	360.31	
395. RIBBON CARTRIDGE, Epson C13SO15568, Color, for printer LX-	cart	0	0	1	1	1	0	1	2	0	0	0	0	1	0	0	1	4	0	1,279.20	5,116.80
396. RIBBON CARTRIDGE, Epson C13SO15577(#8766), for printer DF	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	982.85	
397. RIBBON CARTRIDGE, Epson C13SO15587, black for printer DLQ	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,076.66	
398. RIBBON CARTRIDGE, Epson C13SO15589(SO15337), for printer	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	390.16	
399. RIBBON CARTRIDGE, Epson Part No. C13SO15632, black for pri	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	77.82	
400. RIBBON, Epson RN 8755	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	86.88	
401. RIBBON, Epson RN 8750	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	78.67	
402. RIBBON, Epson RN 7754	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	133.25	
403. RIBBON, Epson RN SO 15083/SO 15086	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	743.00	
404. RIBBON, Epson RN SO 15327	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	343.25	
405. RIBBON CARTRIDGE, for Fujitsu DL3850	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	458.38	
406. PRINthead, HP 11, black, C4810A, 8 ml, for HP Officejet 9110,	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,503.06	
407. PRINthead, HP 11, cyan, C4811A, 8 ml, HP Officejet 9110, 9120,	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,657.63	
408. PRINthead, HP 11, magenta C4812A, 8 ml, HP Officejet 9110, 9	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,503.06	
409. PRINthead, HP 11, yellow C4813A, 8 ml, HP Officejet 9110, 912	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,503.06	
410. Photoconductor Kit, Lexmark PN 12A8302	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,306.64	
411. Photoconductor Kit, Lexmark PN E260X22G	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,398.50	
412. Photoconductor Kit, Lexmark PN E250X22G	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,398.50	
413. Photoconductor Kit, HP CE3114A, color, HP Laserjet M175nw, L	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,880.24	
414. PHOTOCOnductor UNIT, Epson C13SO51099, for printer EPL	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,544.45	
415. MOUSE, optical, USB connection type	piece	13	2	0	15	0	1	0	1	5	0	1	6	0	0	0	0	0	22	147.64	3,248.10
COMMON OFFICE SUPPLIES				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
1. ACETATE, gauge #3, 50m in length	roll	1	0	0	1	0	1	0	1	0	0	1	1	0	0	0	0	3	637.47	1,912.40	
2. AIR FRESHENER, 280mL/can	can	29	4	3	36	6	0	14	20	10	1	2	13	7	0	12	19	88	83.15	7,317.02	
3. ALCOHOL, 70%, ethyl	bottle	101	11	6	118	62	7	30	99	61	13	7	81	77	4	6	87	385	38.19	14,703.73	
4. AUDIO CASSETTE TAPE, 90min. recording time	piece	0	0	10	10	0	0	10	10	0	0	10	10	0	0	10	10	40	23.45	938.08	

Item & Specifications	Unit of Measur	Quantity Requirement																	Catalogue as of JULY 2014	TOTAL AMOUNT	
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total			
5. BINDER, 3-ring, D-type, A4, 64mm(2.5"), with insert clear-view p	pair		0	0	0			0	0		0	0	0		0	0	0	0	114.28		
6. BINDER, 3-ring, D-type, legal, 64MM(2.5"), with insert clear-view	pair	46	0	5	51	11	5	0	16	35	0	5	40	15	0	0	15	122	120.72	14,728.39	
7. CARBON FILM, polyethylene, 210mm x 297mm(A-4), 100s/box	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	260.27	520.54	
8. CARBON FILM, polyethylene, 216mm x 330mm, 100s/box	box	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	260.27	520.54	
9. CARTOLINA, assorted color, 20s/pack	pack	48	8	6	62	5	0	14	19	31	0	6	37	6	0	6	12	130	72.49	9,423.44	
10. CARTOLINA, white, 20s/pack	pack	11	7	6	24	0	0	14	14	5	0	6	11	1	0	6	7	56	53.30	2,984.80	
11. CHALK, white, dustless, 100 pcs/box	box	48	0	0	48	38	0	68	106	36	0	4	40	102	0	0	102	296	26.51	7,845.92	
12. CLEARBOOK, A4 SIZE, for 210mm x 297mm (A4 size) documents	piece	10	0	6	16	0	0	6	6	1	0	6	7	0	0	6	6	35	38.38	1,343.16	
13. CLEARBOOK, LEGAL SIZE, for 216mm x 330mm (legal size) docu	piece	30	0	6	36	1	0	6	7	2	0	6	8	0	0	6	6	57	42.64	2,430.48	
14. CLIP, backfold, 19mm, 12s/box	box	24	15	4	43	13	0	8	21	12	6	7	25	14	3	5	22	111	7.46	828.28	
15. CLIP, backfold, 25mm, 12s/box	box	46	18	8	72	26	6	16	48	33	6	15	54	22	11	4	37	211	11.19	2,361.72	
16. CLIP, backfold, 32mm, 12s/box	box	28	10	4	42	16	3	8	27	15	4	7	26	13	3	4	20	115	16.74	1,924.90	
17. CLIP, backfold, 50mm, 12s/box	box	20	12	7	39	18	0	11	29	14	6	8	28	18	2	4	24	120	39.98	4,797.00	
18. CLIP, bulldog, 73mm (3")	piece	35	13	5	53	38	1	11	50	33	6	6	45	12	3	4	19	167	8.53	1,424.18	
19. COLUMNAR PAD, 14 cols, 50 gsm min.	pad	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	36.76	-
20. COLUMNAR PAD, 16 cols, 50 gsm min.	pad	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	56.50	-
21. COLUMNAR PAD, 18 cols, 50 gsm min.	pad	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	56.50	-
22. COLUMNAR NOTEBOOK, 12 cols	piece	2	1	0	3	1	0	0	1	0	0	0	0	0	1	0	1	5	21.32	106.60	
23. CORRECTION TAPE, disposable, usable length of 6 meters(min)	pair	137	12	10	159	23	0	84	107	53	9	13	75	28	3	10	41	382	12.35	4,718.18	
24. DATA FILE BOX, (5"x9"x15-3/4")	box	83	18	16	117	10	13	28	51	32	9	25	66	1	8	10	19	253	71.47	18,082.73	
25. DATA FOLDER, w/ finger ring, (3" x 9" x 15")	piece	27	5	1	33	1	6	3	10	7	0	0	7	0	1	1	2	52	78.87	4,101.44	
26. EDP BINDER, TB, for 11" X 9-1/2" CCF	piece	5	0	0	5	0	5	0	5	0	0	5	5	0	0	0	0	15	39.28	589.17	
27. EDP BINDER, TB, for 11" X 14-7/8" CCF, plastic, spring rod type, a	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	42.64	-	
28. ENVELOPE, documentary (10"x15"), 500s/box	box	4	0	0	4	0	1	0	1	0	0	0	1	0	0	0	0	6	615.90	3,120.51	
29. ENVELOPE, expanding, kraft, legal size, 100s/box	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	142.84	-	
30. ENVELOPE, mailing white, 500s/box	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	200.24	-	
31. ENVELOPE, mailing white with window, 500s	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	111.40	-	
32. ENVELOPE, pay, kraft, (4"x7-1/2"), 500s/box	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	111.40	-	
33. ENVELOPE, expanding, plastic, legal size	piece	21	10	0	31	0	0	11	11	10	0	0	10	21	0	0	21	73	29.85	2,178.90	
34. ENVELOPE, documentary, A4, 500s/box	box	4	0	0	4	0	0	1	1	0	0	0	1	0	0	0	0	6	413.61	2,481.65	
35. ERASER, felt, for blackboard/whiteboard	piece	46	0	2	48	7	0	5	12	3	0	0	3	8	0	0	8	71	10.11	717.56	
36. ERASER, rubber	piece	56	10	0	66	6	0	17	23	10	0	4	14	19	0	0	19	122	2.21	270.11	
37. FILE ORGANIZER, expanding, legal, plastic, assorted colors	piece	23	20	0	43	7	11	0	18	16	6	10	32	11	1	0	12	105	74.30	7,801.74	
38. FILE TAB DIVIDER, A4, for 210mm x 297mm (A4 size) document	set	7	0	0	7	0	0	0	0	0	0	0	0	0	0	0	0	7	11.19	78.35	
39. FILE TAB DIVIDER, LEGAL SIZE, for 216mm x 330mm (legal size)	set	6	19	0	25	0	10	9	19	0	0	15	15	4	0	0	4	63	17.06	1,074.53	
40. FOLDER, pressboard, plain, legal, 100s/box	pack	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	959.29	-	
41. FOLDER, tagboard, legal size, 100s/box	pack	11	2	0	13	0	1	2	3	7	0	0	7	2	0	0	2	25	280.36	7,008.95	
42. FOLDER, tagboard, A4 size, 100s/box	pack	1	1	0	2	0	0	1	1	1	0	0	1	0	0	0	0	4	249.92	999.66	
43. FOLDER, morocco/fancy, legal size, 50s/pack	pack	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	239.85	-	
44. FOLDER, morocco/fancy, A4 size, 50s/pack	bundle	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	239.85	-	
45. FOLDER, clear plastic, L-type, A4 size, 50s/pack	pack	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	158.83	158.83	
46. FOLDER, clear plastic, L-type, legal size, 50s/pack	pack	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	180.15	-	
47. GLUE, all purpose, 300 grams min.	jar	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	49.02	-	
48. ILLUSTRATION BOARD, (30"x40"), 2 ply	piece	31	11	0	42	1	9	8	18	13	1	11	25	0	0	0	0	85	39.98	3,397.88	
49. INDEX CARD, 3"x 5", ruled both sides, 500s/pack	pack	8	1	0	9	2	1	3	6	3	0	1	4	0	0	0	0	19	52.55	998.48	
50. INDEX CARD, 5" x 8", ruled both sides, 500s/pack	pack	2	8	0	10	1	2	2	5	2	1	1	4	1	0	0	1	20	142.82	2,856.47	
51. INDEX CARD BOX, 4-3/8"x5-5/8" x 4"(3" x 5")	box	1	2	0	3	0	0	0	0	0	0	0	0	0	0	0	0	3	37.31	111.93	
52. INDEX CARD BOX, 5-3/8"x8-7/8" x 6"(5" x 8")	box	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	50.64	50.64	
53. INDEX TAB, self-adhesive, 5 set/box, assorted colors	box	53	10	10	73	1	20	16	37	18	5	22	45	7	5	10	22	177	52.11	9,223.65	
54. LEAD, for mechanical pencil, 0.5mm, 12 pcs/tube	tube	1	11	0	12	0	0	7	7	2	0	2	4	10	0	0	10	33	20.11	663.65	
55. LOOSELEAF COVER, 216mm x 355mm, 50 pcs/bundle	bundle	4	2	0	6	0	0	2	2	0	1	0	1	0	0	0	0	9	552.72	4,974.49	
56. MANILA PAPER, 1265mm x 900mm, 60gsm., 0.14mm thickness.	sleeve	13	0	100	113	3	0	107	105	3	0	100	103	3	0	100	103	424	25.25	10,704.20	

Item & Specifications	Unit of Measur	Quantity Requirement																	Catalogue as of	TOTAL AMOUNT	
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total			
57. MAGAZINE FILE BOX, 110mm x 220mm x 265mm, with open end	piece	17	6	0	23	0	0	18	18	0	0	4	4	0	4	0	49	44.94	2,201.86		
58. MAGAZINE FILE BOX, 112mm x 200mm x 240mm, with open end	piece	9	6	0	15	0	0	5	5	1	0	4	5	0	4	0	29	35.18	1,020.16		
59. MAP PIN, round head, 100s/case	case	4	10	10	24	0	3	21	24	1	0	13	14	4	0	10	14	76	41.36	3,143.27	
60. MARKER, fluorescent, 3 colors/set	set	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	33.77	-	
61. MARKING PEN, whiteboard, bullet type, black	piece	129	16	6	151	35	15	13	63	52	11	4	67	35	13	2	50	331	12.58	4,162.90	
62. MARKING PEN, whiteboard, bullet type, blue	piece	107	20	9	136	12	17	19	48	31	15	7	53	12	11	2	25	262	12.58	3,295.11	
63. MARKING PEN, whiteboard, bullet type, red	piece	74	13	2	89	8	14	9	31	25	11	5	41	4	11	3	18	179	12.58	2,251.24	
64. MARKER, permanent, bullet type, black	piece	158	11	6	175	66	19	23	108	87	11	11	109	61	9	3	73	465	12.45	5,790.99	
65. MARKER, permanent, bullet type, blue	piece	105	11	6	122	49	16	18	83	64	14	11	89	44	10	2	56	350	12.45	4,358.81	
66. MARKER, permanent, bullet type, red	piece	52	10	2	64	29	22	10	61	25	10	3	38	26	9	2	37	200	12.45	2,490.75	
67. MARKER, permanent, chisel type, black	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12.45	-	
68. MARKER, permanent, chisel type, blue	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12.45	-	
69. MARKER, permanent, chisel type, red	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12.45	-	
70. NOTE BOOK, stenographer's, 40 leaves, ruled both sides	piece	6	4	0	10	0	0	4	4	1	4	0	5	0	4	0	4	23	9.06	208.40	
71. NOTE PAD, (3"x3"), 100 sheets/pad	pad	17	12	4	33	6	14	10	30	15	11	4	30	6	11	0	17	110	39.10	4,301.41	
72. NOTE PAD, (3"x4"), 100 sheets/pad	pad	39	6	2	47	17	11	9	37	17	5	5	27	19	5	0	24	135	55.31	7,466.72	
73. NOTE PAD, (2"x2"), 400 sheets/pad	pad	2	12	2	16	0	5	4	9	1	12	0	13	0	12	0	12	50	101.25	5,062.48	
74. NOTE PAD, (2"x3"), 100 sheets/pad	pad	13	10	0	23	6	10	1	17	8	10	0	18	5	10	0	15	73	31.96	2,333.04	
75. OIL, for general purpose, 120 mL	bottle	3	0	0	3	0	2	0	2	0	0	0	0	0	0	0	0	5	37.82	189.11	
76. PAPER, bond, Premium Grade, 210mm x 297mm (A4), 70 gsm	ream	22	0	2	24	20	0	0	20	22	0	0	22	0	0	0	0	0	87.82	-	
77. PAPER, mimeo, Groundwood, 210mm x 297mm (A4), 60gsm	ream	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	105.43	-	
78. PAPER, mimeograph, Whitewove, 210mm x 297mm, 70 gsm., 4	ream	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	119.54	-	
79. PAPER, multicopy, 210mm x 297mm(A4), 80gsm	ream	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	104.86	-	
80. PAPER, for Plain Paper Copier, 210mm x 297mm (A4) 70gsm	ream	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	152.44	-	
81. PAPER, for Plain Paper Copier, 254mm 356mm(B4), 70gsm	ream	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	17.91	3,975.30	
82. PAPER, ruled pad, 216mmx330mm, 90 sheets/pad	pad	67	8	19	94	18	3	26	47	28	3	12	43	27	1	10	38	222	35.18	-	
83. PAPER, thermal, 210mmx30M, 1/2" core	roll	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	35.93	-	
84. PAPER, thermal, 216mmx30M, 1/2" core	roll	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	90.61	906.10	
85. PARCHMENT PAPER, A4 size, 80 gsm, 100sheets/pack	ream	2	1	0	3	2	0	1	3	2	0	0	2	2	0	0	2	10	67.14	12,621.85	
86. PAPER FASTENER, for paper, metal, 50 sets/box	box	53	7	6	66	27	3	8	38	42	7	4	53	24	3	4	31	188	13.86	3,741.66	
87. PAPER CLIP, gem type, jumbo, 48mm, 100s/box	box	70	9	10	89	33	9	21	63	44	13	12	69	29	8	12	49	270	6.27	928.40	
88. PAPER CLIP, gem type, 32mm, 100s/box	box	45	10	4	59	8	10	11	29	20	14	6	40	6	9	5	20	148	20.11	4,464.53	
89. PENCIL, lead, w/eraser, one(1) dozen per box	box	64	10	8	82	15	9	17	41	35	14	14	63	17	12	7	36	222	23.45	1,735.45	
90. PENCIL, mechanical, for 0.5mm lead	piece	26	8	0	34	3	6	2	11	10	8	0	18	3	8	0	11	74	307.01	614.02	
91. PHILIPPINE NATIONAL FLAG, Type I, 1828mm x 914.4mm, 100% c	piece	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0	2	19.56	2,620.64	
92. PUSH PIN, flat head type, assorted colors, 100s/case	case	27	7	14	48	9	5	19	33	11	13	11	35	10	7	1	18	134	55.53	18,326.39	
93. RECORD BOOK, 300 pages, Smythe sewn	book	111	27	11	149	21	6	46	73	39	22	17	78	28	1	1	30	330	89.02	13,353.19	
94. RECORD BOOK, 500 pages, Smythe sewn	book	36	1	11	48	21	1	16	38	29	1	11	41	21	1	1	23	150	16.52	165.23	
95. RIBBON, nylon, manual typewriter	spool	3	0	1	4	0	1	0	1	3	0	1	4	0	1	0	1	10	0	479.70	-
96. RIBBON CARTRIDGE, fabric, Iwata E2A time recorder	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	34.10	3,853.50	
97. RING BINDER, 6mm x 1.12m, plastic, 10 pcs/bundle	bundle	38	0	10	48	7	0	27	34	8	1	11	20	0	1	10	11	113	37.30	4,401.37	
98. RING BINDER, 8mm x 1.12m, plastic, 10 pcs/bundle	bundle	23	0	10	33	20	0	10	30	18	0	11	29	15	1	10	26	118	45.29	3,170.63	
99. RING BINDER, 10mm x 1.12m, plastic, 10 pcs/bundle	bundle	13	0	10	23	10	0	10	20	5	0	11	16	0	1	10	11	70	54.37	3,588.16	
100. RING BINDER, 11mm x 1.12m, plastic, 10 pcs/bundle	bundle	11	0	10	21	10	0	10	20	3	0	11	14	0	1	10	11	66	54.37	7,774.34	
101. RING BINDER, 12.7mm x 1.12m (1/2"x44"), plastic	piece	40	7	5	52	32	7	0	39	21	2	1	24	27	1	0	28	143	76.21	5,029.78	
102. RING BINDER, 14mm x 1.12m, plastic, 10 pcs/bundle	bundle	11	0	10	21	10	0	10	20	3	0	11	14	0	1	10	11	66	93.28	6,156.15	
103. RING BINDER, 16mm x 1.12m, plastic, 10 pcs/bundle	bundle	11	0	10	21	10	0	10	20	3	0	11	14	0	1	10	11	66	102.87	11,006.98	
104. RING BINDER, 19mm x 1.12m (3/4"x44"), plastic, 10 pcs/ bundle	bundle	26	3	10	39	12	5	10	27	12	3	11	26	4	1	10	15	107	151.89	5,164.42	
105. RING BINDER, 22mm x 1.12m, plastic, 10 pcs/bundle	bundle	11	1	0	12	10	1	0	11	8	0	1	9	1	1	0	2	34	116.73	9,338.16	
106. RING BINDER, 25mm x 1.12m (1"x44"), plastic, 10 pcs/bundle	bundle	31	0	1	32	21	2	2	25	14	2	1	17	5	1	0	6	80	232.91	232.91	
107. RING BINDER, 28mm x 1.12m, plastic, 10 pcs/bundle	piece	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	263.29	526.58	
108. RING BINDER, 32mm x 1.12m, plastic, 10 pcs/bundle	piece	1	0	0	1	1	0	0	1	0	0	0	0	0	0	0	0	2	-	-	

Item & Specifications	Unit of Measur	Quantity Requirement																Catalogue as of JULY 2014	TOTAL AMOUNT	
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			Total
109. RING BINDER, 50mm x 1.12m(2" x 44"), plastic, 10 pcs/bundle	piece	12	0	0	12	5	1	1	7	5	0	0	5	6	0	0	6	30	210.00	6,300.06
110. RUBBER BAND, 1.0mm min thickness, min. 350grams/box or ap	box	13	3	0	16	2	1	1	4	7	0	0	7	1	0	0	1	28	108.50	3,037.90
111. RULER, plastic, 300mm	piece	38	5	0	43	2	2	3	7	0	0	2	2	1	0	0	1	53	2.13	113.00
112. RULER, plastic, 450mm	piece	34	4	0	38	0	0	3	3	0	0	0	0	0	0	0	0	41	14.61	598.86
113. SCHOOL FORM, DEPED FORM 1 (SCHOOL REGISTER), 8 sheets	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30.79	-
114. SCHOOL FORM, DEPED FORM 137-E (Grade 1 to K12), Bristol bo	pack	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	190.81	-
115. SCHOOL FORM, DEPED FORM 1 (SF1), Bristol Board, 214mmx34	pack	0	0	0	0	0	0	0	0	12	0	0	12	0	0	0	0	12	190.81	2,289.77
116. SIGN PEN, black	piece	177	16	21	214	33	18	83	134	100	16	20	136	48	18	22	88	572	45.11	25,803.06
117. SIGN PEN, blue	piece	160	14	20	194	38	16	22	76	102	14	20	136	34	16	20	70	476	45.11	21,472.48
118. SIGN PEN, red	piece	149	16	20	185	37	14	20	71	83	14	20	117	32	14	20	66	439	45.11	19,803.40
119. STAMP PAD INK, violet, 50mL	bottle	14	5	6	25	1	0	9	10	8	0	4	12	0	0	4	4	51	21.32	1,087.32
120. STAMP PAD, felt pad, min 60mm x 100mm	piece	8	6	2	16	0	0	1	1	2	0	0	2	0	0	0	0	19	21.32	405.08
121. STAPLE WIRE, (26/16)standard, 5000 pcs/box	box	38	9	10	57	28	1	10	39	39	0	10	49	35	5	10	50	195	24.40	4,757.03
122. STAPLE WIRE, HEAVY DUTY, 23/13, for use with heavy duty stap	box	14	0	10	24	5	1	10	16	3	0	10	13	6	0	10	16	69	24.52	1,691.74
123. STAPLE WIRE, HEAVY DUTY, 23/17, for heavy duty staplers, met	box	13	0	10	23	2	1	10	13	2	0	10	12	2	0	10	12	60	31.45	1,886.82
124. STENCIL PAPER, ordinary, universal, 24 pcs/quire	quire	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	186.55	-
125. TAPE, adding machine, GSP bond	roll	10	0	0	10	1	0	3	4	1	0	0	1	0	0	0	0	15	7.89	118.39
126. TAPE, masking, 24mm, 50 meters length	roll	39	5	10	54	15	7	6	28	20	5	8	33	13	5	7	25	140	54.37	7,611.24
127. TAPE, masking, 48mm, 50 meters length	roll	30	5	8	43	9	4	7	20	14	5	6	25	8	4	6	18	106	105.53	11,186.60
128. TAPE, transparent, 24mm, 50 meters	roll	56	5	7	68	22	5	8	35	31	5	7	43	19	5	6	30	176	17.80	3,133.55
129. TAPE, transparent, 48mm, 50 meters	roll	40	5	6	51	7	4	6	17	14	5	6	25	11	4	6	21	114	34.11	3,888.77
130. TAPE, packaging, 48mm, 50 meters length	roll	35	5	6	46	4	5	9	18	13	5	6	24	6	4	6	16	104	34.11	3,547.65
131. TIME CARD, for Amano Bundy Clock,1005/bndl	bundle	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	69.15	-
132. TIME CARD, for Kitano Time Recorder,1005/bndl	bundle	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	85.28	-
133. TOILET TISSUE, 12 rolls/pack	pack	30	7	13	50	27	7	11	45	24	9	11	44	24	7	10	41	180	77.46	13,942.67
134. TWINE, plastic, one kilo per roll	roll	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	46.52	46.52
135. WRAPPING PAPER, kraft, 65gsm, approx. 40m	roll	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	115.13	115.13
COMMON OFFICE DEVICES		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
1. BLADE, heavy duty cutter, 10 pcs./pack	pack	18	1	8	27	1	0	3	4	2	0	0	2	0	0	0	0	33	7.94	262.14
2. CUTTER, heavy duty	piece	40	3	4	47	2	0	6	8	1	0	0	1	0	0	0	0	56	22.39	1,253.62
3. LASER POINTER, PEN TYPE, metal, for presentation, green and r	piece	4	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	4	563.79	2,255.16
4. PEA WHISTLE, STAINLESS STEEL, 40mm (min) length, sound ball	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	29.85	-
5. PUNCHER, heavy duty	piece	6	0	1	7	0	0	0	0	0	0	0	0	0	0	0	0	7	106.58	746.06
6. SCISSORS, (6")	pair	36	4	6	46	1	1	12	14	2	0	0	2	0	0	0	0	62	15.92	986.93
7. SHARPENER, single cutterhead	piece	1	1	0	2	0	0	0	0	2	0	0	2	0	0	0	0	4	181.22	724.88
8. STAMPING DATER, self-inking stamp	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	490.34	-
9. STAPLER, heavy duty, standard	piece	30	2	2	34	1	0	1	2	3	0	0	3	0	0	0	0	39	111.38	4,343.68
10. STAPLER, binder type, heavy duty for high volume stapling, 25-	piece	0	1	0	1	0	0	0	0	1	0	0	1	0	0	0	0	2	1,086.25	2,172.51
11. STAPLE REMOVER, plier type	piece	34	4	8	46	0	1	0	1	0	0	0	0	0	0	0	0	47	17.88	840.17
12. TAPE DISPENSER, heavy duty, for 24mm(1")	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	34.11	-
13. TAPE DISPENSER, handheld, for 48mm width packaging tape	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	31.44	-
14. WASTE BASKET, plastic	piece	15	1	0	16	0	0	6	6	0	0	0	0	0	0	0	0	22	27.72	609.75
COMMON JANITORIAL SUPPLIES		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
1. BATHROOM SOAP, 90gms.	piece	29	1	1	31	5	0	12	17	5	1	0	6	8	0	0	8	62	21.85	1,354.89
2. BROOM, soft (tambo)	piece	15	1	0	16	0	0	15	15	0	0	0	0	0	2	0	2	33	101.27	3,341.91
3. BROOM, STICK (tingting)	piece	31	0	0	31	0	0	26	26	0	0	0	0	3	0	0	3	60	24.52	1,471.08
4. CLEANSER, scouring powder, 350gms.	canister	1	1	0	2	0	1	0	1	0	0	1	1	0	0	0	0	4	14.76	59.04
5. DETERGENT POWDER, all purpose, 500gms.	pouch	18	0	0	18	0	0	15	15	0	1	5	6	0	0	0	0	39	25.58	997.78

Item & Specifications	Unit of Measur	Quantity Requirement																	Catalogue as of	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total		
6. DETERGENT BAR, min 392 grams net mass, four(4) pcs per bar	bar	12	0	3	15	0	1	14	15	0	3	1	4	0	0	5	5	39	17.75	692.37
7. DISINFECTANT SPRAY, 400 grams net content	can	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	117.26	
8. DUST PAN, non-rigid plastic, with detachable handle	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	37.19	
9. FLOOR WAX, paste, natural, 2kgs.	can	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	229.19	
10. FLOOR WAX, paste, red, 2kgs.	can	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	223.86	
11. FLOOR WAX, liquid type, 3.75-5.0L plastic container	container	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	379.76	
12. FURNITURE CLEANER, 300mL/can min	can	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	86.88	
13. INSECTICIDE, 600mL/can	can	16	0	0	16	2	0	5	7	5	0	0	5	2	0	0	2	30	120.46	3,613.74
14. MOP BUCKET, heavy duty, hard plastic, min: 370mm(L), 475mm	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,918.80	
15. MOPHANDLE, screw type, aluminum handle	piece	10	0	0	10	0	0	0	0	0	0	10	10	0	0	0	0	20	127.92	2,558.40
16. MOPHANDLE, screw type, wooden handle	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	95.94	
17. MOPHEAD, 100% rayon, 400g	piece	10	0	0	10	0	0	0	0	0	15	15	0	0	0	0	0	25	85.28	2,132.00
18. RAG, COTTON, (7") in diameter, assorted colors	kilo	10	0	0	10	21	0	1	22	0	0	0	0	1	0	0	1	33	44.77	1,477.48
19. SCOURING PAD, economy size	pack	11	0	0	11	5	1	0	6	0	0	1	1	0	0	0	0	18	120.29	2,165.29
20. TOILET BOWL & URINAL CLEANER, 900ml	bottle	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	42.64	
21. TOILET DEODORANT CAKE, deoderizer/moth proofer 50gms, 3	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	23.99	
22. TRASHBAG, plastic, black, (XL), 10 pcs per pack per roll	roll	5	0	3	8	20	1	3	24	1	0	4	5	0	0	3	3	40	148.01	5,920.40
LEGAL SIZE PAPER		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
1. PAPER, bond, Premium Grade	ream	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	111.75	
2. PAPER, mimeograph, Groundwood	ream	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	94.77	
3. PAPER, mimeograph, Whitewove	ream	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	115.66	
4. PAPER, for Plain Paper Copier	ream	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	115.81	
5. PAPER, multicopy, legal, for laser printing	ream	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	134.34	
COMMON OFFICE EQUIPMENT		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
1. AIRPOT, 3.8 liters, w/ dispenser	unit	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	2	1,279.20	2,558.40
2. CALCULATOR, desktop, heavy duty printing, 12 digits, two(2) cc	unit	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	1,993.42	1,993.42
3. CALCULATOR, desktop, mini-printer type, 12 digits, AC/DC power	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	954.07	
4. CALCULATOR, scientific, 10 digits, casedit matrix, solar/ cell typ	unit	10	2	2	14	0	0	0	0	0	0	0	0	0	0	0	0	14	424.27	5,939.75
5. CALCULATOR, compact, electronic, LCD, desktop, display, 12 dig	unit	3	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	3	152.44	457.31
6. CHAIR, monobloc, without armrest, beige	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	287.82	
7. CHAIR, monobloc, without armrest, white	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	287.82	
8. DIGITAL VOICE RECORDER, 4GB, memory, stereo channel, MP3,	unit	4	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	4	6,342.70	25,370.80
9. DOCUMENT CAMERA, w/ DVI port, four (4), reference points de	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25,797.20	
10. ELECTRIC FAN, orbit type	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,277.07	
11. ELECTRIC FAN, with stand	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	840.01	
12. ELECTRIC FAN, wall type	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	957.27	
13. ELECTRIC FAN, industrial, 18" metal blade	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,063.87	
14. FACSIMILE TRANSCIVER, uses thermal paper, 50m/roll, for doc	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,590.29	
15. FIRE EXTINGUISHER, dry chemical, for ABC class, of fire, stored	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,328.24	
16. FIRE EXTINGUISHER, pure HCFC 123, with fire rating of 1A, 1BC f	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,038.01	
17. MEGAPHONE, portable sound system, all ABS resin body, 330m	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,771.60	
18. MULTIMEDIA PROJECTOR, 3000 ansi Lumens, 3600 hours lamp	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	19,081.40	
19. PAPER TRIMMER/CUTTING MACHINE, 350MM cutting size, 30 s	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8,607.95	
20. PAPER SHREDDER, 220mm feed opening, 4mm shred width, o.	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,198.00	
21. PRINTER, automatic data processing, impact, dot matrix, 9-pins	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	17,056.00	
22. PRINTER, impact dot matrix, 9-pin, 80 columns, with ribbon, ca	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,977.31	
23. PRINTER, laser, 24ppm printing speed, 1200 x 1200 dpi, with po	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,694.94	
24. PRINTER, impact dot matrix, 24-pins, 136 columns, 480 cps print	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	18,877.60	

Item & Specifications	Unit of Measur	Quantity Requirement																	** PS Price Catalogue as of	TOTAL AMOUNT	
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total			
25. PRINTER, Inkjet, wireless capable, 55 ppm speed , with 2.0" MG	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24,190.00	-
26. PUNCHING/BINDING MACHINE, two(2) hand lever system, 34cm	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,658.93	-
27. TABLE, monobloc, square, 36" X 36", white, four(4) seater, for i	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,263.21	-
28. TABLE, monobloc, square, 36" X 36", beige, four(4) seater, for i	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,264.24	-
29. ELECTRONIC TIME RECORDER, (bundy clock), electronic, comp	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,132.85	-
30. WIRELESS-N ROUTER, 300 MBPS, 2.4GHz Frequency Band, Star	unit	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,063.87	2,127.74
HANDBOOKS ON PROCUREMENT																					
HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT-RA 91	piece	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	29.62	29.62
B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																					
Office Equipment and Accessories																					
1 Corkboard, 4'x4'	unit	1	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	2	3,500.00	7,000.00
2 Whiteboard, 4'x4'	unit	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	2	3,700.00	7,400.00
3 Steel Cabinet	unit	3	0	0	3	0	0	0	0	0	0	1	1	0	0	0	0	0	4	10,000.00	40,000.00
4 Wooden Cabinet, open shelves (divider)	unit	4	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	4	10,000.00	40,000.00
5 Computer chair with arm rest	unit	4	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	4	2,000.00	8,000.00
6																					
7																					
8																					
9																					
10																					
11																					
12																					
13																					
14																					
15																					
16																					
17																					
18																					
19																					
20																					
Office Supplies																					
1 Ballpen, Black	pc	204	18	5	227	100	0	5	105	78	16	5	99	70	6	0	76	507	9.00	4,563.00	
2 Ballpen, Blue	pc	123	16	5	144	67	0	5	72	53	16	5	74	49	5	0	54	344	9.00	3,096.00	
3 Ballpen, Red	pc	94	12	0	106	41	2	2	45	34	14	0	48	28	4	0	32	231	9.00	2,079.00	
4 Ballpen, preferably pilot, black	pc	123	15	20	158	52	12	46	110	62	16	40	118	48	4	20	72	458	30.00	13,740.00	
5 Ballpen, preferably pilot, blue	pc	69	6	0	75	14	2	0	16	43	6	0	49	12	0	0	12	152	30.00	4,560.00	
6 Ballpen, preferably pilot, red	pc	39	8	0	47	21	3	8	32	23	10	8	41	25	2	0	27	147	30.00	4,410.00	
7 Clear/transparency cover, long	pack	55	3	10	68	22	3	10	35	24	2	10	36	22	0	10	32	171	130.00	22,230.00	
8 Clear/transparency cover, short	pack	32	3	10	45	11	5	11	27	13	2	10	25	13	0	10	23	120	115.00	13,800.00	
9 Clear/transparency cover, A4	pack	1	0	0	1	1	0	0	1	1	0	0	1	0	0	0	0	3	110.00	330.00	
10 Colored paper, green, 80 GSM	ream	2	0	0	2	1	0	0	1	1	0	0	1	1	0	0	1	5	450.00	2,250.00	
11 Class Record	pc	5	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0	5	70.00	350.00	
12 Folder, expanding, with metal tab, long	each	169	0	0	169	31	2	0	33	7	0	0	7	2	0	0	2	211	25.00	5,275.00	
13 Folder with metal tag, short	pc	100	0	0	100	0	0	0	0	100	0	0	100	0	0	0	0	200	7.00	1,400.00	
14 Folder, with metal tag, long	pc	100	0	0	100	0	0	0	0	100	0	0	100	0	0	0	0	200	7.00	1,400.00	
15 Hard/board cover, long	pack	64	3	10	77	51	3	10	64	59	2	10	71	66	1	10	77	289	130.00	37,570.00	
16 Hard/board cover, short	pack	54	3	10	67	48	3	10	61	52	2	10	64	37	0	8	45	237	115.00	27,255.00	
17 Paper, multicopy, preferably cactus, short	ream	32	0	0	32	10	0	0	10	10	0	0	10	8	0	0	8	60	250.00	15,000.00	
18 Pocket Wifi	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,500.00	-	
19 Tape, double sided 1"	roll	9	0	0	9	2	0	0	2	5	0	0	5	2	0	0	2	18	150.00	2,700.00	

Item & Specifications	Unit of Measur	Quantity Requirement																	Catalogue as of JULY 2014	TOTAL AMOUNT		
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total				
20 Tape, duct 1"	roll	10	0	10	20	3	0	10	13	3	0	10	13	0	0	10	10	56				
Audio and visual presentation and composing equipment																				3,000.00		
1		0	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	0				
3		0	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	0				
5		0	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	0				
7		0	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	0				
9		0	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	0				
Photographic or filming or video equipment																						
1		0	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	0				
3		0	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	0				
5		0	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	0				
7		0	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	0				
Cleaning Equipment and Supplies																						
1		0	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	0				
3		0	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	0				
5		0	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	0				
7		0	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	0				
Paper Materials and Products																						
1 Official Transcript of Record (Undergraduate)	ream	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		10.50		
2 Official Transcript of Record (Graduate)	ream	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		10.50		
3 Thick Brown Envelope, student jacket	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		1.25		
4 Class card	pc	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		20.00		
5 Diploma	pc	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		4,250.00		
6 Grade slip (5000/box)	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		1,475.00		
5 Customize Automated Receipt	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		235.00	2,820.00	
8 Official Cash Book (General Form No. 51-A)	book	12	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	0		12	105.00	1,260.00
9 Official Cash Book (General Form No. 51-C)	pad	12	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	0		0	870.00	
10 Transfer Credential Forms	ream	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Lighting and fixtures and accessories																						
1		0	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	0				
Electrical equipment and components and supplies																						
1 Battery, 2sm	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		2	150.00	300.00
2 Common nail, 1"	kg	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0		2	150.00	300.00
3 Common nail, 2"	kg	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0		2	150.00	300.00
4 Common nail, 3"	kg	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0		0	150.00	
5 Common nail, 2 1/2"	kg	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	150.00	
6 Common nail, 4"	kg	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	150.00	
7 Concrete nail, 1'	kg	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	180.00	

Item & Specifications	Unit of Measur	Quantity Requirement																	Catalogue as of JULY 2014	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total		
8 Concrete nail, 2 1/2"	kg	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	180.00	-
9 Concrete nail, 3"	kg	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	180.00	-
10		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		-
Computer Supplies																				
1 Toner, TN114	tube	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	3,900.00	3,900.00
2 Toner, for Ineo 283	tube	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,500.00	-
3 Toner, for Toshiba @studio223	tube	0	0	3	3	0	0	3	3	0	0	3	3	0	0	1	1	10	2,980.00	29,800.00
4 Ink refill, Epson L210, black	bottle	44	0		44	6		5	11	20	0	5	25	4	0	4	8	88	650.00	57,200.00
5 Ink refill, Epson L210, cyan	bottle	26	0		26	3		3	6	8	0	5	13	3	0	2	5	50	650.00	32,500.00
6 Ink refill, Epson L210, magenta	bottle	26	0		26	3		5	8	11	0	11	3	0	2	5	50	650.00	32,500.00	
7 Ink refill, Epson L210, yellow	bottle	25	0		25	3		5	8	10	0	10	3	0	2	5	48	650.00	31,200.00	
8 Ink refill, HP#21, black	box	7	0		7		0		0		0	0	3	0		3	10	650.00	6,500.00	
9 Ink refill, HP#22, colored	box	5	0		5		0		0		0	0	0	0	0	0	5	700.00	3,500.00	
7.External Hard Drive, 2TB, preferably Seagate Slim	unit	6	0	0	6	0	0	0	0	0	0	0	0	0	0	0	6	9,000.00	54,000.00	
8.Memory Card, DDR	pc	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	2	1,750.00	3,500.00	
9.Memory Card, DDR2	pc	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	2	2,500.00	5,000.00	
10.Memory Card, DDR3	pc	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	2	3,000.00	6,000.00	
11.Crimper	pc	6	0	0	6	0	0	0	0	0	0	0	0	0	0	0	6	1,000.00	6,000.00	
12.8Port D-Link Router	pc	6	0	0	6	0	0	0	0	0	0	0	0	0	0	0	6	5,000.00	30,000.00	
13.Wireless and USB Adaptor, 150Mbps	pc	60	0	0	60	0	0	0	0	0	0	0	0	0	0	0	60	1,500.00	90,000.00	
14.Hard Disk Drive, 500 GB (for CPU)	pc	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	6,500.00	6,500.00	
15 UPS - APC 500	unit	20	0	0	20	0	0	0	0	0	0	0	0	0	0	0	20	9,500.00	190,000.00	
Computer Equipment and Accessories																				
1 Computer Printer, Epson L210	unit	5	0	1	6	0	0	0	0	0	0	0	0	0	0	0	6	9,500.00	57,000.00	
2 Ink Refill, universal, black	bottle	13	0	0	13	0	0	0	0	0	0	0	0	0	0	0	13	750.00	9,750.00	
3 Ink refill, inkman, colored	bottle	5	0	0	5	0	0	0	0	0	0	0	0	0	0	0	5	800.00	4,000.00	
4 Ink refill, for brother printer, black, 220ml	liter	2	0	0	2	1	0	0	1	1	0	0	1	1	0	0	5	350.00	1,750.00	
5 Ink refill, for brother printer, yellow	liter	2	0	0	2	1	0	0	1	0	0	0	0	1	0	0	4	1,200.00	4,800.00	
6 Ink refill, for brother printer, cyan	liter	2	0	0	2	1	0	0	1	0	0	0	0	1	0	0	4	1,200.00	4,800.00	
7 Ink refill, for brother printer, magenta	liter	2	0	0	2	1	0	0	1	1	0	0	1	1	0	0	5	1,200.00	6,000.00	
8 Ink cartridge, Canon, #810, black	box	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	950.00	950.00	
9 Ink cartridge, Canon, #811, colored	box	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	1,110.00	1,110.00	
10. Toner, multifunction digital copier	set		0	0	0			0	0		0	0	0	0	0	0	0	4,500.00	-	
*Other Categories																				
1 Print cartridge, for MP C2030, black	cart.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,780.00	-	
2 Print cartridge, for MP C2030, cyan	cart.	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	2	1,780.00	3,560.00	
3 Print cartridge, for MP C2030, magenta	cart.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,780.00	-	
4 Print cartridge, for MP C2030, yellow	cart.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,780.00	-	
5 Ink cartridge, Canon, #40, black	box	2	0	0	2	0	0	0	0	1	0	0	1	0	0	0	3	980.00	2,940.00	
6 Ink cartridge, Canon, #41, colored	box	2	0	0	2	0	0	0	0	1	0	0	1	0	0	0	3	995.00	2,985.00	
7 Printed forms	lot	1	0	0	1	1	0	0	1	1	0	0	1	1	0	0	4	212,500.00	850,000.00	
8, Books and Facilities	lot	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	1	5,000,000.00	5,000,000.00	
9, Enhancement of Engineering Lab,	lot	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	1	6,000,000.00	6,000,000.00	
10. Completion of Student Center	lot	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	902,000.00	902,000.00	
11. Schools Equipment and Facilities	lot	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	1	5,000,000.00	5,000,000.00	
12. Building Maintenance	lot	0	0	0	0	1	0	0	1	1	0	0	1	0	0	0	2	250,000.00	500,000.00	
13. Janitorial supplies	lot	1	0	0	1	1	0	0	1	1	0	0	1	1	0	0	4	100,000.00	400,000.00	
14. Motor Vehicle maintenance	lot	3	0	0	3	4	0	0	4	3	0	0	3	0	0	0	10	25,000.00	250,000.00	

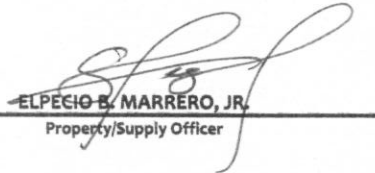
Item & Specifications	Unit of Measur	Quantity Requirement																	** PS Price Catalogue as of	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total		
C. TOTAL (A + B):																				20,956,999.98
D. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																				2,095,700.00
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures																				20,957,000.00
F. MONTHLY CASH REQUIREMENTS (In Pesos)																				
F.1 Available at Procurement Service Stores					582,373.98				265,069.84				304,540.25				184,952.91		1,336,936.98	
F.2 Other Items not available at PS but regularly purchased from oth					765,218.00				16,766,983.00				782,104.00				1,305,758.00		19,620,063.00	
TOTAL MONTHLY CASH REQUIREMENTS					1,347,591.98				17,032,052.84				1,086,644.25				1,490,710.91		20,956,999.98	

*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:


ELPECIO B. MARRERO, JR.
 Property/Supply Officer

Certified Funds Available /
 Certified Appropriate Funds Available:


IMELDA D. GUIDANGEN
 Accountant /
 Local Budget Officer

Approved by:


REXTON F. CHAKAS, Ph.D.
 Head of Office/Agency

Date Prepared: November 20, 2014

PROJECT PROCUREMENT AND MANAGEMENT PLAN 2015
FUND 101

Department/Unit: LIBRARY

Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (06.30.2012)	Total Amount		
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total	
Complete Library Automation (software/security gates/book chips)	pcs														2	1,000,000.00	2,000,000.00 *
Study tables-singles capacity (3)-Tadian	pcs														100	3,000.00	300,000.00
Study tables-singles capacity (3)-Bontoc	pcs														200	3,000.00	600,000.00
Chairs	pcs														900	400.00	360,000.00
Bookshelves	pcs														15	8,000.00	120,000.00
Magazine Rack	pcs														10	6,000.00	60,000.00
Office divider	pcs														10	7,000.00	70,000.00
Catalogue boxes	pcs														2	5,000.00	10,000.00
Staff Tables	pcs														5	3,000.00	15,000.00
Staff chairs	pcs														5	400.00	2,000.00
Scanner	pcs														1	10,000.00	10,000.00
OPAC Stand	pcs														2	7,000.00	14,000.00
Binding machine	pcs														2	7,000.00	14,000.00
Baggage Counter/locker	pcs														4	7,000.00	28,000.00
LCD Projector with screen projector	pcs														2	25,000.00	50,000.00
Television	pcs														2	30,000.00	60,000.00
Study carrels	pcs														20	3,000.00	60,000.00
Printer	pcs														2	7,000.00	14,000.00
CCTV	pcs														2	40,000.00	80,000.00
STARBOOKS stand	pcs														2	11,000.00	22,000.00
Subscriptions of Journals	copies																280,000.00
Books	copies														500t		1,431,000.00 *
																	5,000,000.00

prepared by : FELY A. AKILITH

6,100,166.95 Received: *gg* 2-10-15
 5,979,861.48
 120,305.17
 1,791,000.00
 4,188,861.48