

**ANNUAL PROCUREMENT PLAN FOR 2017  
For Common-Use Supplies and Equipment**

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

- Select the appropriate worksheet depending on the nearest Regional/Provincial Depot in your area.
- For Sub - Depots please refer to the following (Arranged/ Classified according to commonality of freight cost):
  - Bukidnon, Puerto Princesa Palawan, Biliran, Borongan, Misamis Occidental (Oroquieta) and Southern Leyte (Maasin)- **Region XIII**
  - Misamis Oriental, Bacolod, Calbayog, Bontoc and Northern Samar (Catarman)- **Regions VI, VII, VIII, X, & XI**
  - Surigao Del Norte - **Surigao Del Norte**
  - Zamboanga Sibugay- **Zamboanga Sibugay**
  - Camiguin - **Camiguin**
- Indicate the agency's **monthly** requirement per item in the APP form. The form will automatically compute for the Total Quarterly requirement, Total Amount per item and the Grand Total.
- APPs are considered incorrect if: a) form used is other than the prescribed format downloaded at ps-philgeps.gov.ph and; b) correct format is used but fields were deleted and/or inserted in Portion A of the APP. The agency will be informed through e-mail if the submission is incorrect.**
- For Other Items not available from the Procurement Service but regularly purchased from other sources, agency must specify/indicate the item name under each category and unit price based on their last purchase of the item/s. These items will be evaluated by the Procurement Service and may be considered Common Supplies or Equipment (CSE). Items will be added to the electronic catalogue / virtual store as soon as it is procured and made available by the Procurement Service.
- The accomplished **HARD COPY** of the APP-CSE shall be submitted in the following manner:
  - DBM Central Office- for entities in the Central Office
  - DBM Regional Office (RO)- for regional offices, operating units of DepEd, DOH, DPWH, CHED, TESDA and SUCs

The accomplished **SOFT COPY** of the APP-CSE shall be submitted to the following email addresses:

  - ps.app.nga@gmail.com- For central and regional offices of all national government agencies
  - ps.app.suc@gmail.com- For main and other campuses of all state universities and colleges
  - ps.app.gocc@gmail.com- For all central and regional offices of government owned and controlled corporations
  - ps.app.deped@gmail.com- For primary and secondary schools
  - ps.app.lgu@gmail.com. For Local Government Units
- Consistent with Circular Letter No.2016-09 dated October 27, 2106, the APP for FY 2017 must be submitted on or before **November 30, 2016**.
- Rename your APP file in the following format: APP2017- Name of Agency- Region (e.g. APP2017-PS- Central Office).
- For further assistance/clarification, agencies may call the Corporate Planning and Business Development Division of the Procurement Service at telephone nos. (02)561-6116 or (02)689-7750 loc. 4021.

Department/Bureau/Office: **Philippine Statistics Office - RSSO 8**  
 Region: **Eastern Visayas**  
 Address: **Leyte SR Building, Artemio Mate Ave., Brgy. Abucay, Tacloban City**

Agency Account Code: \_\_\_\_\_

Contact Person: **Wilma A. Perante**  
 Position: **Regional Director**  
 E-mail : **psa\_reg8@yahoo.com**  
 Telephone/Mobile Nos: **(053) 321-5153/321-8392**

Item & Specifications	Unit of Measure	Quantity Requirement																	Price Catalogue as of October 14, 2016	TOTAL AMOUNT	
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity			
<b>A. AVAILABLE AT PROCUREMENT SERVICE STORES</b>																					
<b>COMMON ELECTRICAL SUPPLIES</b>																					
1	BATTERY, dry cell AA, 2 pieces per blister pack	pack	39	0	27	66	69	0	3	72	39	0	3	42	49	24	3	76	256	17.42	4,459.52

2	BATTERY, dry cell AAA, 2 pieces per blister pack	pack	3	0	32	35	20	0	12	32	3	0	12	15	0	12	0	12	94	15.03	1,412.82
3	BATTERY, dry cell D, 2 pieces per blister pack	pack	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	77.56	-
4	FLUORESCENT LAMP, tubular, 28 watts	tube	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	114.40	-
5	FLUORESCENT LAMP, tubular, 36 watts	tube	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	280.80	-
6	COMPACT FLUORESCENT LAMP, 18 watts, 1 piece in individual box	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		-
7	TAPE, electrical	roll	2	2	18	22	5	0	3	8	2	2	0	4	3	0	5	8	42	18.20	764.40
<b>COMMON OFFICE SUPPLIES</b>																					
1	ACETATE, gauge #3, 50m per roll	roll	0	0	0	0	1	0	2	3	0	0	0	0	1	0	0	1	4	624.00	2,496.00
2	AIR FRESHENER, 280mL/150g min	can	15	0	42	57	15	0	29	44	15	0	27	42	18	15	7	40	183	83.20	15,225.60
3	ALCOHOL, 70%, ethyl, 500ml	bottle	18	35	77	130	28	0	117	145	18	10	52	80	43	25	37	105	460	47.82	21,997.20
4	CARBON FILM, A4 size, 100 sheets per box	box	1	0	0	1	0	0	5	5	0	0	0	0	0	0	5	5	11	197.58	2,173.38
5	CARBON FILM, PE, black, 216mm x 30mm, 100 sheets per box	box	2	0	4	6	0	0	2	2	0	0	2	2	0	0	2	2	12	202.80	2,433.60
6	CARTOLINA, assorted color, 20 pieces per pack	pack	1	0	3	4	1	0	7	8	1	0	2	3	2	0	6	8	23	64.48	1,483.04
7	CHALK, white, enamel, 100 pieces per box	box	1	0	1	2	0	0	3	3	0	0	0	0	0	0	0	0	5	25.86	129.30
8	CLEARBOOK, A4 size	piece	12	0	0	12	0	0	0	0	0	0	0	0	2	0	0	2	14	39.52	553.28
9	CLEARBOOK, Legal size	piece	12	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	12	43.68	524.16
10	CLIP, backfold, 19mm, 12 pieces per box	box	3	1	7	11	2	2	7	11	2	3	4	9	2	2	4	8	39	7.28	283.92
11	CLIP, backfold, 25mm, 12 pieces per box	box	3	1	8	12	2	2	7	11	2	3	4	9	2	2	4	8	40	10.40	416.00
12	CLIP, backfold, 32mm, 12 pieces per box	box	3	0	8	11	2	2	7	11	2	2	4	8	2	2	4	8	38	19.12	726.56
13	CLIP, backfold, 50mm, 12 pieces per box	box	3	1	8	12	2	2	7	11	2	3	4	9	2	2	4	8	40	36.38	1,455.20
14	CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic	piece	9	12	81	102	19	12	46	77	29	12	71	112	29	12	46	87	378	31.20	11,793.60
15	DATA FILE BOX, made with chipboard, with closed ends	box	25	0	104	129	0	0	24	24	70	0	17	87	0	50	22	72	312	69.78	21,771.36
16	DATA FOLDER, made with chipboard, taglia lock	piece	0	0	74	74	0	0	44	44	50	0	49	99	0	50	34	84	301	68.64	20,660.64
17	ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box	box	1	0	2	3	0	1	0	1	1	0	1	2	1	0	0	1	7	381.54	2,670.78
18	ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box	box	1	0	4	5	0	1	1	2	1	1	2	4	0	0	1	1	12	507.40	6,088.80
19	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size documents, 100 pieces per box	box	5	5	5	15	0	2	5	7	0	2	5	7	0	0	5	5	34	621.71	21,138.14
20	ENVELOPE, EXPANDING, plastic	piece	0	0	169	169	0	0	44	44	0	0	69	69	0	0	44	44	326	27.61	9,000.86
21	ENVELOPE, MAILING, 500 pieces per box, 80 gsm	box	0	0	5	5	0	0	5	5	0	0	5	5	0	0	5	5	20	499.20	9,984.00
22	ENVELOPE, MAILING, with window, 500 pieces per box, 80 gsm	box	2	0	9	11	0	1	11	12	0	1	6	7	0	1	0	1	31	561.60	17,409.60
23	ERASER, felt, for blackboard/whiteboard	piece	0	0	12	12	0	0	3	3	0	0	1	1	0	0	0	0	16	11.11	177.76
24	ERASER, plastic or rubber	piece	0	0	337	337	0	0	275	275	0	0	287	287	25	50	50	125	1024	2.29	2,344.96
25	FASTENER, for paper, metal, 50 sets per box	box	0	0	5	5	0	0	5	5	0	0	0	0	0	0	0	0	10	57.09	570.90
26	FILE ORGANIZER, expanding, legal, plastic, assorted colors	piece	12	12	25	49	0	12	25	37	0	12	49	61	0	12	25	37	184	70.67	13,003.28
27	FILE TAB DIVIDER, A4, five (5) colors per set	set	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12.48	-
28	FILE TAB DIVIDER, Legal Size, five(5) colors per set	set	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	16.64	-
29	FOLDER, Fancy, A4, 50s/ bundle	bundle	0	0	0	0	0	0	1	1	0	0	0	0	0	0	1	1	2	234.00	468.00
30	FOLDER, Fancy, Legal, 50 pieces per bundle	bundle	0	0	0	0	0	0	1	1	0	0	0	0	0	0	1	1	2	291.20	582.40
31	FOLDER, L-type, A4, 50 pieces pack	pack	0	1	0	1	0	1	1	2	0	1	0	1	0	1	1	2	6	166.40	998.40
32	FOLDER, L-type, Legal size, 50 pieces per pack	pack	0	1	0	1	0	1	1	2	0	1	0	1	0	1	1	2	6	203.84	1,223.04

33	FOLDER, Pressboard, size 240mm x 370mm, 100s/box	box	0	0	2	2	0	0	1	1	0	0	0	0	1	0	0	1	4	746.72	2,986.88
34	FOLDER, Tagboard, A4, 100 pieces per pack	pack	2	2	10	14	0	2	4	6	2	2	3	7	0	2	2	4	31	179.28	5,557.68
35	FOLDER, Tagboard, Legal size, 100 pieces per pack	pack	2	2	17	21	0	2	7	9	2	2	8	12	0	2	5	7	49	200.37	9,818.13
36	GLUE, all purpose, 300 grams min.	jar	0	2	15	17	0	2	10	12	0	2	15	17	5	2	15	22	68	44.18	3,004.24
37	INDEX TAB, self-adhesive, 5 set/box, assorted colors	box	5	0	0	5	0	0	12	12	0	0	10	10	0	0	0	0	27	47.90	1,293.30
38	LOOSELEAF COVER, 50sets per bundle	bundle	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	539.76	-
39	MAGAZINE FILE BOX, LARGE	piece	0	0	50	50	0	0	60	60	0	0	30	30	10	0	20	30	170	41.60	7,072.00
40	MARKER, fluorescent, 3 colors per set	set	9	3	37	49	0	3	5	8	0	3	32	35	5	3	0	8	100	35.55	3,555.00
41	MARKER, whiteboard, bullet type, black	piece	6	3	16	25	0	3	10	13	0	3	15	18	0	3	5	8	64	10.28	657.92
42	MARKER, whiteboard, bullet type, blue	piece	6	6	16	28	0	6	10	16	0	6	10	16	0	6	0	6	66	10.28	678.48
43	MARKER, whiteboard, bullet type, red	piece	6	3	5	14	0	0	5	5	0	0	5	5	0	3	0	3	27	10.28	277.56
44	MARKER, permanent, bullet type, black	piece	70	12	55	137	50	12	40	102	50	12	70	132	60	12	15	87	458	9.65	4,419.70
45	MARKER, permanent, bullet type, blue	piece	70	12	45	127	50	12	30	92	50	12	60	122	55	12	15	82	423	9.65	4,081.95
46	MARKER, permanent, bullet type, red	piece	55	3	11	69	50	3	5	58	50	3	11	64	50	3	0	53	244	9.65	2,354.60
47	NOTE BOOK, stenographer's, 40 leaves, spiral	piece	50	0	130	180	0	0	130	130	50	0	180	230	10	120	0	130	670	10.40	6,968.00
48	NOTE PAD, stick-on, (2"x3"), 100 sheets per pad	pad	9	0	27	36	0	0	0	0	0	0	22	22	0	0	0	0	58	31.20	1,809.60
49	NOTE PAD, stick-on, (3"x3"), 100 sheets per pad	pad	0	0	32	32	0	0	5	5	0	0	27	27	5	0	0	5	69	40.54	2,797.26
50	NOTE PAD, stick-on, (3"x4"), 100 sheets per pad	pad	0	3	12	15	0	3	0	3	0	3	22	25	0	3	0	3	46	54.06	2,486.76
51	PAD PAPER, Ruled	pad	0	3	0	3	0	3	0	3	0	3	0	3	0	3	0	3	12	18.26	219.12
52	PAPER CLIP, gem type, 48mm, 100 pieces per box	box	0	3	16	19	0	3	26	29	0	3	41	44	10	9	15	34	126	12.85	1,619.10
53	PAPER CLIP, gem type, 32mm, 100 pieces per box	box	0	3	16	19	0	3	21	24	0	3	31	34	10	9	10	29	106	6.43	681.58
54	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	0	12	100	112	0	12	100	112	0	12	100	112	15	112	0	127	463	125.20	57,967.60
55	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	0	12	95	107	0	12	95	107	0	12	95	107	8	112	0	120	441	151.39	66,762.99
56	PAPER, Multi-Purpose (COPY) A4, 70gsm	ream	35	25	66	126	30	50	76	156	30	25	66	121	40	25	36	101	504	114.65	57,783.60
57	PAPER, Multi-Purpose (COPY), Legal size, 70gsm	ream	40	25	86	151	30	25	96	151	30	25	86	141	40	25	36	101	544	124.98	67,989.12
58	PARCHMENT PAPER, A4 size, 80 gsm, 100 sheets per pack]	ream	2	0	1	3	0	0	0	0	0	0	0	0	1	0	0	1	4	88.40	353.60
59	PAPER, Thermal, 216mm x 30m	roll	0	0	7	7	0	0	5	5	0	0	3	3	0	3	0	3	18	31.15	560.70
60	PENCIL, lead, w/eraser, one(1) dozen per box	box	9	3	31	43	4	3	17	24	9	4	32	45	9	14	4	27	139	19.62	2,727.18
61	PHILIPPINE NATIONAL FLAG	piece	4	0	3	7	0	0	1	1	0	0	0	0	1	0	0	1	9	278.72	2,508.48
62	RECORD BOOK, 300 pages, size: 214mm x 278mm min	book	0	0	0	0	0	0	16	16	0	0	6	6	2	0	0	2	24	60.32	1,447.68
63	RECORD BOOK, 500 pages, size: 214mm x 278mm min	book	12	0	37	49	0	0	18	18	0	0	3	3	2	0	0	2	72	86.85	6,253.20
64	RING BINDER, Plastic 32mm, 10 pieces per bundle	bundle	0	0	5	5	0	0	1	1	0	0	60	60	1	0	0	1	67	256.87	17,210.29
65	RUBBER BAND, 70mm min lay flat length (#18)	box	2	2	6	10	0	2	0	2	0	2	0	2	0	2	1	3	17	93.31	1,586.27
66	RULER, plastic, 450mm, 1 piece in individual plastic	piece	10	0	8	18	0	0	7	7	0	0	24	24	4	0	0	4	53	15.48	820.44
67	SIGN PEN, black	piece	36	12	38	86	0	12	15	27	24	12	117	153	5	24	5	34	300	38.10	11,430.00
68	SIGN PEN, blue	piece	0	12	15	27	15	12	17	44	0	12	67	79	0	24	20	44	194	38.10	7,391.40
69	SIGN PEN, red	piece	0	3	11	14	0	3	0	3	0	3	6	9	0	3	0	3	29	38.10	1,104.90
70	STAMP PAD INK, violet, 50mL	bottle	10	0	6	16	1	2	12	15	1	0	6	7	0	0	0	0	38	24.63	935.94
71	STAMP PAD, felt pad, min 60mm x 100mm	piece	9	0	0	9	0	2	12	14	0	0	0	0	0	0	0	0	23	27.66	636.18
72	STAPLE WIRE, Heavy duty, 23/13	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	23.40	-
73	STAPLE WIRE, Standard	box	25	26	157	208	4	17	47	68	15	17	38	70	1	24	15	40	386	18.92	7,303.12

74	TAPE, masking, 24mm, 50 meters length	roll	1	6	23	30	6	4	15	25	1	4	25	30	1	16	3	20	105	55.12	5,787.60
75	TAPE, masking, 48mm, 50 meters length	roll	3	5	12	20	2	5	2	9	2	5	12	19	2	5	2	9	57	105.04	5,987.28
76	TAPE, transparent, 24mm, 50 meters	roll	1	9	23	33	1	9	22	32	3	11	23	37	0	18	0	18	120	10.92	1,310.40
77	TAPE, transparent, 48mm, 50 meters	roll	3	5	12	20	2	5	6	13	2	9	12	23	0	3	0	3	59	26.52	1,564.68
78	TAPE, packaging, 48mm, 50 meters length	roll	3	11	24	38	2	15	24	41	2	11	32	45	0	21	0	21	145	32.74	4,747.30
79	TOILET TISSUE, 12 rolls per pack	pack	14	4	22	40	2	4	16	22	2	4	22	28	2	8	2	12	102	67.60	6,895.20
80	TWINE, plastic, one kilo per roll	roll	0	0	0	0	0	0	9	9	0	0	0	0	0	0	0	0	9	49.92	449.28
81	WRAPPING PAPER, kraft, 50 sheets per pack	pack	0	0	2	2	0	0	11	11	0	0	0	0	2	0	0	2	15	128.84	1,932.60
82	Software					0				0				0				0	0		-
83	Airline Travel					0				0				0				0	0		-
<b>COMMON OFFICE DEVICES</b>																					
1	CUTTER BLADE, heavy duty cutter, 10 pieces per tube	tube	9	0	5	14	0	0	15	15	0	0	10	10	1	0	0	1	40	9.19	367.60
2	CUTTER KNIFE, heavy duty	piece	18	3	0	21	0	3	10	13	0	3	0	3	5	3	0	8	45	19.76	889.20
3	DATING AND STAMPING MACHINE	piece	1	0	0	1	0	1	0	1	0	1	6	7	1	0	0	1	10	478.38	4,783.80
4	PENCIL SHARPENER, 1 piece in individual plastic case	piece	0	0	2	2	0	1	2	3	0	1	2	3	0	1	0	1	9	187.20	1,684.80
5	PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box	piece	9	0	6	15	0	3	6	9	0	3	11	14	0	0	5	5	43	114.28	4,914.04
6	SCISSORS, (6")	pair	10	0	6	16	5	0	18	23	10	0	0	10	0	0	0	0	49	13.73	672.77
7	STAPLER, standard	piece	0	0	0	0	0	0	10	10	0	0	0	0	2	6	0	8	18	82.16	1,478.88
8	STAPLER, binder type, heavy duty for high volume stapling, 25-135sheets of 70gsm bond paper stapling capacity, min 100 staples, with adjustable paper guide	piece	0	0	0	0	0	0	2	2	0	0	2	2	2	0	0	2	6	878.80	5,272.80
9	STAPLE REMOVER, plier type	piece	10	0	4	14	0	6	16	22	0	0	4	4	0	6	0	6	46	18.18	836.28
10	TAPE DISPENSER, table top	piece	5	0	0	5	0	1	5	6	0	0	0	0	0	1	0	1	12	47.72	572.64
11	WASTE BASKET, non-rigid plastic	piece	10	0	5	15	0	6	16	22	0	0	5	5	0	6	5	11	53	23.90	1,266.70
<b>COMMON JANITORIAL SUPPLIES</b>																					
1	BROOM, soft (tambo)	piece	3	0	22	25	3	13	14	30	3	10	28	41	5	15	10	30	126	88.40	11,138.40
2	BROOM, stick (tingting)	piece	0	0	6	6	0	12	3	15	0	0	6	6	2	4	10	16	43	23.92	1,028.56
3	CLEANER, TOILET BOWL AND URINAL, 900-1000ml cap	bottle	4	5	15	24	9	0	14	23	4	5	15	24	8	0	11	19	90	41.60	3,744.00
4	CLEANSER, scouring powder, 350grams/can	can	0	5	41	46	5	0	58	63	0	5	41	46	9	24	8	41	196	21.27	4,168.92
5	DETERGENT POWDER, all purpose, 1kilo/pouch	pouch	12	0	18	30	0	0	18	18	0	0	18	18	5	0	9	14	80	37.43	2,994.40
6	DISINFECTANT SPRAY, 400-550 grams	can	10	5	23	38	5	0	19	24	0	5	17	22	7	0	11	18	102	119.60	12,199.20
7	DUST PAN, non-rigid plastic	piece	6	0	7	13	0	0	22	22	0	0	2	2	0	0	10	10	47	24.96	1,173.12
8	FLOOR WAX, Paste, red	can	0	0	3	3	0	0	3	3	0	3	0	3	0	0	5	5	14	202.80	2,839.20
9	FURNITURE CLEANER, aerosol, 300mL/can	can	13	0	5	18	0	0	4	4	0	0	7	7	0	0	1	1	30	84.76	2,542.80
10	INSECTICIDE, aerosol type, 600mL/can	can	3	0	12	15	0	3	5	8	0	3	14	17	3	3	3	9	49	124.80	6,115.20
11	MOPBUCKET	piece	1	0	5	6	0	0	0	0	1	0	1	2	1	0	0	1	9	1,911.00	17,199.00
12	MOPHANDLE, screw type, aluminum handle	piece	2	2	3	7	0	0	7	7	0	2	1	3	0	0	2	2	19	142.48	2,707.12
13	MOPHEAD, made of rayon	piece	12	2	15	29	0	0	15	15	0	2	23	25	5	0	2	7	76	98.80	7,508.80
14	RAG, all cotton, 32 pieces per kilo per bundle	bundle	6	0	2	8	0	20	10	30	0	0	35	35	0	0	10	10	83	49.69	4,124.27
15	SCOURING PAD, 5 pieces per pack	pack	2	0	22	24	0	0	5	5	0	0	17	17	2	0	3	5	51	102.96	5,250.96
16	TRASHBAG, plastic, transparent, 10pcs/roll	roll	12	0	35	47	2	0	35	37	2	0	60	62	2	0	10	12	158	139.88	22,101.04
17	DISINFECTANT, bleaching solution	cont	8	8	8	24	8	8	8	24	8	8	8	24	8	8	8	24	96	101.82	9,774.72
						0				0				0				0	0	7.28	-
<b>COMMON OFFICE EQUIPMENT</b>																					

1	BINDING AND PUNCHING MACHINE, two(2) hand lever system, 34cm or 13" (24 holes) punching, width adjustable to any format, binds 425 sheets, or up to 2" thick, all metal construction	unit	0	0	0	0	0	0	0	0	0	0	1	0	0	1	2	0	0	2	3	10,400.00	31,200.00
2	CALCULATOR, COMPACT, electronic, 12 digits cap, 1 unit in individual box	unit	12	0	11	23	0	0	15	15	0	0	0	0	0	0	0	9	9	47	135.20	6,354.40	
3	CALCULATOR, SCIENTIFIC, 1 unit per box	unit	0	0	3	3	0	0	3	3	0	0	6	6	0	0	3	3	15	258.84	3,882.60		
4	CHAIR, monobloc, without armrest, beige	piece	0	0	12	12	0	0	0	0	0	0	0	0	0	0	0	0	0	12	254.68	3,056.16	
5	CHAIR, monobloc, without armrest, white	piece	0	0	12	12	0	0	0	0	0	0	12	12	0	0	0	0	0	24	254.80	6,115.20	
6	DIGITAL VOICE RECORDER, 4GB (expandable), 1 unit in individual box	unit	0	0	0	0	0	0	1	1	0	0	0	0	1	0	0	1	2	6,229.60	12,459.20		
7	DOCUMENT CAMERA, four(4) reference points demarcate viewing area, 16x(1600%) consecutive zoom, PC and Doc Cam video switcher, plug and play	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25,272.00	-
8	ELECTRIC FAN, industrial	unit	1	0	0	1	0	0	0	0	1	0	2	3	0	0	0	0	0	4	956.80	3,827.20	
9	ELECTRIC FAN, orbit type	unit	0	0	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	2	1,248.00	2,496.00	
10	ELECTRIC FAN, stand type	unit	0	0	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	2	967.10	1,934.20	
11	ELECTRIC FAN, wall type	unit	0	0	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	2	790.40	1,580.80	
12	FACSIMILE MACHINE, uses thermal paper, 50m/roll, for documents 216mm x 600mm, 15 sec, transmission speed, running width 2018mm, document feeder holds 10 pages, with automatic paper cutter, redial, and fax/tel switchove	unit	0	0	0	0	0	0	1	1	0	0	0	0	1	0	0	1	2	3,502.72	7,005.44		
13	FIRE EXTINGUISHER, dry chemical, for ABC class of fire, stored pressure type, non-electrical conductor, non-toxic, non-corrosive, 4.5kg (10lbs.), brand new	unit	0	0	2	2	0	0	4	4	4	0	4	8	0	0	4	4	18	1,080.56	19,450.08		
14	FIRE EXTINGUISHER, pure HCFC 123, with fire rating of 1A, 1BC, for ABC class of fire, stored pressure type, non-electrical conductor, non-corrosive, 4.5kg (10 lbs), brand new	unit	0	0	0	0	0	0	2	2	4	0	0	4	0	0	0	0	6	4,992.00	29,952.00		
15	MULTIMEDIA PROJECTOR, 4000 ansi Lumens, 3600 hours lamp life, supports SVGA to SXGA, (compressed) resolution	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	26,483.60	-	
16	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4, 30 sheets cutting cap., automatic clamping, stationery blade guard, A4-A6 format indications	unit	0	0	0	0	0	0	1	1	0	0	1	1	0	0	0	0	0	2	7,488.00	14,976.00	
17	PAPER SHREDDER, 0.06m/sec shred speed, cuts 6-8 sheets of 70gsm paper	unit	0	0	0	0	0	0	2	2	2	0	1	3	1	0	0	1	6	5,699.20	34,195.20		
18	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column, 480 cps print speed	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	18,709.60	-	
19	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 column, 337 cps print speed	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,831.52	-	
20	PRINTER, INKJET, wireless capable, 55ppm speed, 512MB memory, duplex printing capable	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,000.00	-	
21	PRINTER, LASER, monochrome, 24ppm speed, 1200 x 1200 dpi	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,237.60	-	
22	TABLE, monobloc, square, 36" X 36", white, four(4) seater, for indoor and outdoor use	unit	0	0	0	0	0	0	0	0	0	0	4	4	0	0	0	0	0	4	1,289.60	5,158.40	
23	TABLE, monobloc, square, 36" X 36", beige, four(4) seater, for indoor and outdoor use	unit	0	0	0	0	0	0	0	0	0	0	4	4	0	0	0	0	0	4	1,289.60	5,158.40	
24	Desktop and Laptop	unit				0				0				0				0	0			-	

COMMON COMPUTER SUPPLIES																					
1	COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9-1/2", 2000 sheets/box	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	630.76	-
2	COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14-7/8", 2000 sheets/box	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	950.30	-
3	COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 9-1/2", 1000 sets/box	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	716.04	-
4	COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 14-7/8", 1000 sets/box	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,220.96	-
5	COMPUTER CONTINUOUS FORMS, 3 ply, 11 x 9-1/2", 500 sets/box	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	596.80	-
6	COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 14-7/8", 500 sets/box	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	958.15	-
7	DVD REWRITABLE, 4x speed, 4.7GB capacity	piece	50	0	0	50	0	0	0	0	50	0	0	50	0	0	0	0	100	21.79	2,179.00
8	EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0, backward compatible with USB 2.0, 5400 rpm, with dual color LED light to indicate USB 3.0/USB 2.0 transmission, USB powered, System Requirements: USB 3.0: Windows XP/Vista/7/MacOSx 10.4 or above, with USB 3.0 cable and product guide	piece	2	0	3	5	12	0	0	12	25	0	3	28	8	0	0	8	53	2,818.40	149,375.20
9	FLASH DRIVE, 16GB, USB 2.0, plug and play	piece	10	0	12	22	0	0	15	15	0	0	0	0	0	0	3	3	40	194.48	7,779.20
10	MOUSE, optical, USB connection type	unit	0	0	3	3	0	0	15	15	12	0	0	12	0	0	0	0	30	127.80	3,834.00
HANDBOOK ON PROCUREMENT																					
1	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT-RA 9184(6th Edition), 6" x 9", 296 pages,	piece	1	0	0	1	0	0	0	0	1	0	0	1	0	0	0	0	2	61.83	123.66
CONSUMABLES																					
1	INK CART, BROTHER LC39BK, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	681.20	-
2	INK CART, BROTHER LC39C, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	447.20	-
3	INK CART, BROTHER LC39M, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	447.20	-
4	INK CART, BROTHER LC39Y, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	447.20	-
5	INK CART, BROTHER LC67B, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	910.00	-
6	INK CART, BROTHER LC67C, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	546.00	-
7	INK CART, BROTHER LC67M, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	546.00	-
8	INK CART, BROTHER LC67Y, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	546.00	-
9	INK CART, BROTHER LC67HYBK, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,538.16	-
10	INK CART, BROTHER LC67HYC, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	868.40	-
11	INK CART, BROTHER LC67HYM, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	868.40	-
12	INK CART, BROTHER LC67HY, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	868.40	-
13	INK CART, CANON PG-810, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	774.80	-
14	INK CART, CANON PG-740, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	754.00	-
15	INK CART, CANON PGI-725, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	574.08	-
16	INK CART, CANON CLI-726, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	534.56	-
17	INK CART, CANON CL-811, Colored	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,022.32	-
18	INK CART, CANON CL-741, Colored	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,001.52	-
19	INK CART, CANON CLI-726, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	535.60	-
20	INK CART, CANON CLI-726, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	535.60	-
21	INK CART, CANON CLI-726, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	535.60	-
22	INK CART, EPSON C13To38190 (To 38), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	491.92	-
23	INK CART, EPSON C13To39090 (To 39), Colored	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	770.64	-









131	TONER CART, HP CE411A, (HP305), Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,402.80	-
132	TONER CART, HP CE412A, (HP305), Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,402.80	-
133	TONER CART, HP CE413A, (HP305), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,402.80	-
134	TONER CART, HP CE505A, Black	cart	3	0	0	3	0	0	0	0	3	0	0	3	0	0	0	0	0	6	3,998.80	23,992.80
135	TONER CART, HP CE505X, Black, high cap	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,066.80	-
136	TONER CART, HP Q2612A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,104.40	-
137	TONER CART, HP Q2613A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,328.00	-
138	TONER CART, HP Q5942A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,482.80	-
139	TONER CART, HP Q5949A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,530.80	-
140	TONER CART, HP Q5950A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,644.00	-
141	TONER CART, HP Q5951A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,845.12	-
142	TONER CART, HP Q5952A, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,845.12	-
143	TONER CART, HP Q5953A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,845.12	-
144	TONER CART, HP Q6000A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,317.60	-
145	TONER CART, HP Q6001A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,614.00	-
146	TONER CART, HP Q6002A, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,614.00	-
147	TONER CART, HP Q6003A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,614.00	-
148	TONER CART, HP Q6470A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,526.56	-
149	TONER CART, HP Q6471A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,495.36	-
150	TONER CART, HP Q6472A, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,844.80	-
151	TONER CART, HP Q6473A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,844.80	-
152	TONER CART, HP Q7553A, Black	cart	0	0	6	6	0	0	8	8	0	0	2	2	0	0	2	2	18	0	3,894.80	70,106.40
153	TONER CART, LEXMARK E360H11P, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8,874.32	-
154	TONER CART, LEXMARK T650A11P, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9,630.40	-
155	TONER CART, SAMSUNG ML-D2850B, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,992.00	-
156	TONER CART, SAMSUNG MLT-D101S, Black	cart	0	0	0	0	0	0	3	3	0	0	0	0	0	0	0	0	3	0	2,600.00	7,800.00
157	TONER CART, SAMSUNG MLT-D103L, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,912.00	-
158	TONER CART, SAMSUNG MLT-D103S, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,912.00	-
159	TONER CART, SAMSUNG MLT-D104S, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,392.00	-
160	TONER CART, SAMSUNG MLT-D105L, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,704.00	-
161	TONER CART, SAMSUNG MLT-D108S, Black	cart	0	0	0	0	0	0	3	3	0	0	0	0	0	0	0	0	3	0	2,631.20	7,893.60
162	TONER CART, SAMSUNG MLT-D119S(ML-2010D3), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,120.00	-
163	TONER CART, SAMSUNG MLT-D203E, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,280.00	-
164	TONER CART, SAMSUNG MLT-D203L, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,368.00	-
165	TONER CART, SAMSUNG MLT-D203U, black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9,464.00	-
166	TONER CART, SAMSUNG MLT-D205E, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8,736.00	-
167	TONER CART, SAMSUNG MLT-D205L, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,888.00	-
168	TONER CART, SAMSUNG SCX-D6555A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,212.00	-
169	RIBBON CART, EPSON C13S015516 (#8750), Black, for LX-300	cart	0	0	1	1	0	0	1	1	0	0	1	1	0	2	0	2	5	0	76.75	383.75
170	RIBBON CART, EPSON C13S015531 (S015086), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	724.88	-
171	RIBBON CART, EPSON C13S015584 (S015327), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	334.88	-
172	RIBBON CART, EPSON C13S015632, Black, for LX-310	cart	0	0	0	0	0	0	5	5	0	0	0	0	0	0	0	0	5	0	75.92	379.60

**B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)**

COMMON ELECTRICAL SUPPLIES																					
1	BULB RECEPTACLE, 4 x 4	piece	0	0	0	0	0	0	0	0	10	0	0	10	0	0	0	0	10	55.00	550.00
2	CIRCUIT BREAKER	piece	0	0	0	0	0	0	0	0	0	0	2	2	0	0	0	0	2	250.00	500.00
3	EXTENSION WIRE (ELECTRICAL), 10m, 4 gang	piece	0	0	13	13	2	0	1	3	0	0	1	1	2	0	1	3	20	500.00	10,000.00

4	FEMALE PLUG SOCKET, with case	pc	0	0	6	6	0	0	0	0	0	0	0	0	0	0	0	0	6	200.00	1,200.00
5	PVC WIRE MOULDING, 1/2	piece	0	0	24	24	0	0	0	0	10	0	0	10	0	0	0	0	34	50.00	1,700.00
6	RECESSED RECEPTACLES	piece	0	0	0	0	0	0	0	0	6	0	0	6	0	0	0	0	6	250.00	1,500.00
<b>COMMON OFFICE SUPPLIES</b>																					
1	BALLPEN, Black, Fine, 0.5	piece	0	0	12	12	0	0	12	12	0	0	12	12	0	0	12	12	48	30.00	1,440.00
2	BALLPEN, Blue, 12/ box	box	0	0	42	42	5	0	12	17	5	33	8	46	6	9	5	20	125	75.00	9,375.00
3	BALLPEN, Green, 12/box	box	0	0	3	3	0	0	0	0	0	1	1	2	0	0	0	0	5	75.00	375.00
4	BALLPEN, Red, 12/box	box	0	0	5	5	0	0	0	0	0	2	2	4	0	0	0	0	9	75.00	675.00
5	BALLPEN,Black, 12/box	box	0	0	47	47	5	0	16	21	5	33	12	50	9	13	5	27	145	75.00	10,875.00
6	CARTOLINA, white, 20 pieces per pack	pack	0	0	1	1	0	0	1	1	0	0	0	0	0	0	0	0	2	70.00	140.00
7	CASH BOOK	piece	0	0	6	6	0	0	0	0	0	0	6	6	0	0	0	0	12	500.00	6,000.00
8	CERTIFICATE HOLDER, A4	unit	20	0	0	20	0	0	30	30	0	0	0	0	0	0	20	20	70	75.00	5,250.00
9	CHALK, Dustless, White, 100's/box	pack	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	1	500.00	500.00
10	CLINCHED TAPE	roll	0	0	3	3	0	0	0	0	3	0	0	3	0	0	0	0	6	50.00	300.00
11	CLIP, bulldog, 73mm (3")	piece	0	0	30	30	0	0	54	54	0	0	6	6	0	0	0	0	90	10.00	900.00
12	COLUMNAR NOTEBOOK, 16 Cols	piece	0	0	12	12	0	0	0	0	0	0	12	12	0	0	0	0	24	50.00	1,200.00
13	COLUMNAR NOTEBOOK,4 Cols	piece	0	0	12	12	0	0	0	0	0	0	12	12	0	0	0	0	24	50.00	1,200.00
14	COLUMNAR PAD, 14 Cols	pad	0	0	0	0	0	0	3	3	0	0	0	0	0	0	0	0	3	70.00	210.00
15	COLUMNAR PAD, 18 cols, 50 gsm min.	pad	0	0	5	5	0	0	0	0	0	0	0	0	0	0	0	0	5	70.00	350.00
16	COLUMNAR PAD, 4 cols, 50 gsm min.	pcs	0	0	3	3	0	0	0	0	0	0	0	0	0	0	0	0	3	40.00	120.00
17	CONSTRUCTION PAPER, 8.5" x 11", 20shts/pack	pack	0	0	0	0	0	0	4	4	0	0	0	0	0	0	0	0	4	50.00	200.00
18	CORD, varied colors	rolls	1	1	6	8	1	1	1	3	6	1	1	8	1	1	1	3	22	65.00	1,430.00
19	CORRECTION FLUID, water based, min 15mL./Correction Pin	piece	0	0	12	12	0	0	12	12	0	0	12	12	0	12	0	12	48	39.00	1,872.00
20	COVER SHEET,Plastic, in various sizes, for cover to survey documents	piece	0	0	0	0	0	0	8	8	0	0	0	0	0	8	0	8	16	52.50	840.00
21	CREDITOR'S INDEX CARD	piece	0	0	12	12	0	0	12	12	0	0	0	0	0	0	0	0	24	10.00	240.00
22	CSC FORM, 48 DTR 100/pack	pack	2	2	3	7	3	2	2	7	3	3	2	8	3	3	3	9	31	25.00	775.00
23	CUTTER, heavy duty retractable L-500	piece	0	0	24	24	0	0	5	5	0	0	0	0	0	0	0	0	29	60.00	1,740.00
24	DATA FILE BOX, (5"x9"15-3/4")	pcs	0	0	0	0	0	0	0	0	0	0	0	0	0	25	0	25	25	85.00	2,125.00
25	DATA FOLDER WITH FINGER RING, 3" x 9" x 15"	piece	0	0	18	18	0	0	18	18	0	0	18	18	0	12	6	18	72	175.00	12,600.00
26	DOUBLE SIDED TAPE, 1"	roll	0	0	44	44	0	0	5	5	0	0	39	39	5	0	5	10	98	40.00	3,920.00
27	DUCT TAPE, 3" wide	pcs	0	4	0	4	0	0	0	0	0	4	0	4	0	0	0	0	8	135.00	1,080.00
28	EDP BINDER size 11" x 9-1/2"	piece	0	0	0	0	0	0	0	0	0	0	15	15	0	0	0	0	15	65.00	975.00
29	EDP BINDER size 11" x14-7/8"	piece	0	0	0	0	0	0	0	0	0	0	30	30	0	0	0	0	30	120.00	3,600.00
30	EMPLOYEE LEAVE CARD	piece	0	0	12	12	0	0	12	12	0	0	0	0	0	0	0	0	24	10.00	240.00
31	ENVELOPE, mailing white with window, 500s/box long w/PSA Logo	box	0	0	2	2	0	0	0	0	3	0	0	3	0	0	0	0	5	980.00	4,900.00
32	ENVELOPE, Mailing, Window, with PSA Logo (500/box)	box	0	0	1	1	0	0	2	2	0	0	0	0	0	0	0	0	3	1,000.00	3,000.00
33	ERASER, rubber, dust free	unit	110	15	15	140	110	15	15	140	0	0	0	0	110	0	0	110	390	75.00	29,250.00
34	FELT PAPER, assorted color	dozen	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	1	300.00	300.00
35	FILE CASE, with Handle Plastic size	piece	0	0	0	0	0	0	0	0	0	10	0	10	0	0	0	0	10	157.50	1,575.00
36	FOLDER, Morocco, Legal Size, 50pcs Pack	pack	0	0	1	1	0	0	1	1	0	0	1	1	0	1	0	1	4	337.50	1,350.00
37	FOLDER, 8.5x11, 100/pack	pack	0	0	0	0	0	0	6	6	0	0	0	0	6	0	0	6	12	250.00	3,000.00
38	GLUE GUN	piece	0	0	1	1	2	0	0	2	0	0	0	0	0	0	0	0	3	250.00	750.00
39	GLUE STICK	piece	0	0	28	28	20	0	0	20	0	0	0	0	3	0	0	3	51	5.00	255.00
40	ID Jacket	piece	0	0	12	12	0	0	0	0	12	0	0	12	0	0	0	0	24	80.00	1,920.00
41	ID JACKET w/garterize sling	piece	20	0	0	20	0	0	0	0	0	0	0	0	0	0	0	0	20	45.00	900.00
42	ID JACKET WITH SLING	piece	0	0	150	150	0	0	0	0	0	0	0	0	0	0	0	0	150	20.00	3,000.00
43	ID Lace with PSA Logo	piece	0	0	12	12	0	0	0	0	12	0	0	12	0	0	0	0	24	150.00	3,600.00

44	ILLUSTRATION BOARD, (30"x40")	piece	0	0	5	5	24	0	5	29	0	0	10	10	5	0	0	5	49	40.00	1,960.00
45	INDEX CARD, 5"x8", 500 pieces per pack	pack	2	0	0	2	0	0	1	1	0	0	0	0	0	0	1	1	4	150.00	600.00
46	INDX CARD BOX, 5"x8"	piece	3	0	0	3	0	0	0	0	0	0	0	0	0	0	0	3	60.00	180.00	
47	LAID STATIONERY, 8.5 X 11	ream	0	0	1	1	0	0	0	0	0	0	0	1	0	0	1	2	482.00	964.00	
48	LAID STATIONERY, 8.5 X 13	ream	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	1	680.00	680.00	
49	LAMINATING ROLL	Roll	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	1	2,000.00	2,000.00	
50	LEAD, for mechanical pencil, 0.7mm (12 lead/tube)	tube	0	0	30	30	0	20	0	20	0	0	0	0	0	0	0	50	120.00	6,000.00	
51	LEAD, for mechanical pencil,0.5mm, 12 pcs/tube	tube	9	0	0	9	0	0	0	0	0	0	0	0	0	0	0	9	120.00	1,080.00	
52	LINEN PAPER, 8.5 X 11	pack	0	0	0	0	6	0	0	6	0	0	6	6	5	0	0	5	17	60.00	1,020.00
53	LIQUID WHITE GLUE, 30ml	bottle	0	0	39	39	0	0	0	0	24	0	24	48	20	0	0	20	107	41.00	4,387.00
54	LIQUID WHITE GLUE, 60ml	bottle	9	0	0	9	0	0	0	0	0	0	0	0	0	0	0	9	75.00	675.00	
55	MANILA PAPER, 10sheets per pack	pack	10	0	0	10	0	0	0	0	0	0	1	1	0	0	0	11	30.00	330.00	
56	MAP PIN, round head, 100 pieces per case	case	3	0	0	3	0	0	3	3	0	0	3	3	0	0	4	4	13	45.00	585.00
57	MULTICOPY PAPER, 80 gsm, 8.5x11	ream	0	0	75	75	0	0	45	45	0	0	75	75	0	25	0	25	220	135.00	29,700.00
58	OIL, for general purpose lubricant, 120 mL	bottle	2	0	3	5	0	0	5	5	0	0	2	2	0	0	3	3	15	40.00	600.00
59	ONION PAPER, 8.5 X 13	ream	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	2	135.00	270.00	
60	ONION PAPER, 8.5x11	ream	0	0	0	0	0	0	2	2	0	0	0	0	0	0	0	2	150.00	300.00	
61	PAPER CUTTER, Heavy Duty Platform 12"	pcs	0	0	3	3	1	0	0	1	0	0	0	0	0	0	0	4	3,150.00	12,600.00	
62	PAPER FASTENER, plastic coated, 50 sets/box	box	0	0	40	40	0	0	40	40	0	16	22	38	2	6	46	54	172	40.00	6,880.00
63	PARCHMENT PAPER, legal size, 80 gsm,100sheets/pack	pack	0	1	1	2	0	0	0	0	0	0	0	0	0	0	1	1	3	120.00	360.00
64	PARCHMENT PAPER, Short size, 80 gsm,100sheets/pack	pcs	0	1	0	1	0	0	0	0	0	0	0	0	0	0	1	1	2	100.00	200.00
65	PENCIL, lead, #2	piece	60	0	0	60	60	0	0	60	60	0	0	60	60	0	0	60	240	8.00	1,920.00
66	PENCIL, mechanical, for 0.5mm lead	piece	9	0	0	9	0	0	0	0	0	0	0	0	0	0	0	9	85.00	765.00	
67	PENCIL, mechanical, for 0.7mm lead	piece	0	0	15	15	0	10	0	10	0	0	0	0	0	0	0	25	280.00	7,000.00	
68	PHOTO PAPER, 8.5 X11	piece	0	0	0	0	0	0	0	0	0	0	0	5	0	0	5	5	35.00	175.00	
69	PLANNER, hardbound, 2018	pcs	0	0	0	0	0	0	0	0	2	0	2	0	20	2	22	24	350.00	8,400.00	
70	PROPERTY CARD	pcs	500	0	200	700	0	0	200	200	0	0	20	20	0	0	0	0	920	8.00	7,360.00
71	PUSH PIN, flat head type, assorted colors, 100 pieces per case	case	3	0	1	4	0	0	7	7	0	0	6	6	0	0	6	6	23	30.00	690.00
72	RIBBON, for manual typewriter, in box,, with each spool individually wrapped in plastic	spool	0	0	1	1	0	0	2	2	0	0	0	0	0	0	0	3	20.00	60.00	
73	RIBBON, nylon, for Amano Bundy Clock BX-1500	piece	12	0	4	16	0	0	0	0	0	0	2	2	0	0	0	18	570.00	10,260.00	
74	RING BINDER, Plastic 25mm, 10 pieces per bundle	bundle	0	0	50	50	0	0	0	0	0	0	50	50	0	0	0	0	100	160.00	16,000.00
75	RING BINDER, Plastic 50mm, 10 pieces per bundle	bundle	0	0	50	50	0	0	0	0	0	0	50	50	0	0	0	0	100	310.00	31,000.00
76	SHOE LACE, round, 15"	piece	140	0	864	1004	0	0	64	64	0	500	64	564	30	0	40	70	1702	2.00	3,404.00
77	SIGN PEN, GREEN	piece	0	0	42	42	0	0	18	18	24	0	18	42	0	12	6	18	120	55.00	6,600.00
78	SPECIALTY PAPER, Assorted Color, A4, 10/pack	pack	3	0	5	8	0	0	4	4	5	0	0	5	0	0	3	3	20	50.00	1,000.00
79	SPECIALTY PAPER, 8.5x11, (500 sheets/box)	box	0	1	0	1	0	0	0	0	0	0	1	1	0	0	0	2	665.00	1,330.00	
80	STICKER PAPER, 8.5 X 13, 10/pack	piece	3	0	0	3	0	10	0	10	1	0	0	1	0	0	0	14	480.00	6,720.00	
81	STICKER PAPER, A4,10/pack	pack	0	0	18	18	0	0	0	0	0	0	3	3	0	0	0	21	50.00	1,050.00	
82	SUPPLY LEDGER CARD	piece	0	0	150	150	0	0	150	150	0	0	0	0	0	0	0	300	10.00	3,000.00	
83	TAPE, for adding machine	roll	0	0	0	0	0	0	0	0	0	0	5	5	0	0	0	5	10.00	50.00	
84	TIME CARD, for Amano Bundy Clock,100 pieces bundle	bundle	0	0	7	7	0	0	8	8	0	0	5	5	6	2	0	8	28	75.00	2,100.00
85	TRAY, IN and Out	pieces	0	0	0	0	0	0	0	0	0	0	0	0	11	0	0	11	11	1,000.00	11,000.00
<b>COMMON JANITORIAL SUPPLIES</b>																					
1	DETERGENT BAR, 392gms	bar	0	0	8	8	12	0	8	20	0	0	8	8	12	0	0	12	48	25.00	1,200.00

2	DIPPER, Plastic	piece	0	0	0	0	4	0	0	4	0	0	0	0	0	0	0	0	4	30.00	120.00	
3	DISHWASHING LIQUID, 240 ml.	bottle	24	0	49	73	12	0	27	39	0	12	61	73	0	15	2	17	202	40.00	8,080.00	
4	DISHWASHING SPONGE	piece	0	2	24	26	6	2	34	42	6	2	44	52	0	24	2	26	146	30.00	4,380.00	
5	DOORMAT, Cloth	piece	0	0	0	0	12	0	0	12	0	0	0	0	12	0	0	12	24	75.00	1,800.00	
6	DOORMAT, Rubber	piece	8	0	32	40	0	0	12	12	0	0	6	6	0	6	0	6	64	150.00	9,600.00	
7	FEATHER DUSTER	piece	0	10	23	33	0	0	3	3	8	0	21	29	0	0	0	0	65	50.00	3,250.00	
8	LIQUID HAND SOAP, 1000ml	bottle	0	0	18	18	0	0	18	18	0	0	18	18	0	18	0	18	72	120.00	8,640.00	
9	MURIATIC ACID, 500ml	bottle	24	1	22	47	6	1	4	11	6	4	7	17	0	0	5	5	80	87.00	6,960.00	
10	PAIL, plastic, 5 gallons capacity	piece	1	0	0	1	5	0	0	5	1	0	0	1	1	0	0	1	8	100.00	800.00	
11	SOAP, BATHROOM, 90 grams, 1 piece in individual box	piece	48	0	15	63	0	0	17	17	0	0	15	15	17	0	0	17	112	25.00	2,800.00	
12	TOILET BRUSH, long handle	piece	0	0	18	18	6	0	21	27	4	0	21	25	0	18	0	18	88	79.00	6,952.00	
13	TOILET DEODORANT CAKE, 99% paradichlorobenzene, 50gms	piece	0	0	36	36	0	0	6	6	30	0	6	36	0	6	0	6	84	30.00	2,520.00	
14	TRASH BAG, Black, XL, 10/roll	roll	0	0	24	24	0	0	24	24	0	0	24	24	0	24	0	24	96	75.00	7,200.00	
<b>CONSUMABLES</b>																						
1	DRUM BIZHUB, 350 model Konica Photocopier	piece	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	1	28,000.00	28,000.00	
2	INK CARTRIDGE, EPSON C13T103190 (103), Black	cart	0	0	3	3	0	0	0	0	0	0	3	3	0	0	0	0	6	950.00	5,700.00	
3	INK CARTRIDGE, Brother, LC535XL, Cyan	unit	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	1	950.00	950.00	
4	INK CARTRIDGE, Brother, LC535XL, Magenta	unit	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	1	950.00	950.00	
5	INK CARTRIDGE, Brother, LC535XL, Yellow	unit	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	1	950.00	950.00	
6	INK CARTRIDGE, Brother, LC539XL, BK	unit	1	0	0	1	1	0	0	1	1	0	0	1	0	0	0	0	3	1,200.00	3,600.00	
7	INK CARTRIDGE, Epson T1100/73HN - Black	cart	0	0	0	0	6	0	0	6	0	0	0	0	6	0	0	6	12	700.00	8,400.00	
8	INK CARTRIDGE, Epson T1100/73HN - Cyan	cart	0	0	0	0	6	0	0	6	0	0	0	0	6	0	0	6	12	700.00	8,400.00	
9	INK CARTRIDGE, Epson T1100/73HN - Magenta	cart	0	0	0	0	6	0	0	6	0	0	0	0	6	0	0	6	12	700.00	8,400.00	
10	INK CARTRIDGE, Epson T1100/73HN - Yellow	cart	0	0	0	0	6	0	0	6	0	0	0	0	6	0	0	6	12	700.00	8,400.00	
11	INK CARTRIDGE, Epson T1300 (Black)	piece	0	0	1	1	0	0	0	0	0	0	0	0	2	0	0	2	3	3,000.00	9,000.00	
12	INK CARTRIDGE, Epson T1300 (Colored)	piece	0	0	1	1	0	0	0	0	0	0	0	0	2	0	0	2	3	3,200.00	9,600.00	
13	INK CARTRIDGE, Epson T1371 (C13T137193)	pcs	0	0	0	0	0	0	0	0	0	3	0	3	0	0	0	0	3	450.00	1,350.00	
14	INK CARTRIDGE, HP CF283A (HP 83A)	pcs	0	0	8	8	0	0	8	8	0	0	8	8	0	0	8	8	32	3,450.00	110,400.00	
15	INK CARTRIDGE, HP CN054AA (HP932XL), black	cart	0	0	12	12	0	0	0	0	0	0	12	12	0	0	0	0	24	970.00	23,280.00	
16	INK CARTRIDGE, HP CN054AA (HP933XL), cyan	cart	0	0	12	12	0	0	0	0	0	0	12	12	0	0	0	0	24	970.00	23,280.00	
17	INK CARTRIDGE, HP CN055AA (HP933XL), magenta	cart	0	0	12	12	0	0	0	0	0	0	12	12	0	0	0	0	24	970.00	23,280.00	
18	INK CARTRIDGE, HP CN056AA (HP 933XL), yellow	cart	0	0	12	12	0	0	0	0	0	0	12	12	0	0	0	0	24	970.00	23,280.00	
19	INK CARTRIDGE, HP Deskjet Ink Advantage 680 Black	cart	0	0	25	25	0	0	25	25	0	0	25	25	0	25	0	25	100	370.00	37,000.00	
20	INK CARTRIDGE, HP Deskjet Ink Advantage 680 Tricolor	cart	0	0	25	25	0	0	25	25	0	0	25	25	0	25	0	25	100	370.00	37,000.00	
21	INK CARTRIDGE, Samsung ML-2571N	cart	0	0	0	0	0	1	0	1	0	1	0	1	0	0	0	0	2	10,500.00	21,000.00	
22	PHOTODRUM, Canon IR2420L	unit	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	1	16,000.00	16,000.00	
23	TONER CARTRIDGE, Canon LBP6680x, toner cartridge 319	cart	0	0	5	5	0	0	0	0	0	0	5	5	0	0	0	0	10	2,000.00	20,000.00	
24	TONER CARTRIDGE, Canon MF5950/MF5980	cart	0	0	0	0	0	0	5	5	0	0	0	0	0	0	0	0	5	2,480.00	12,400.00	
25	TONER CARTRIDGE, HP CE285D	cart	0	0	2	2	0	0	2	2	0	0	2	2	0	2	0	2	8	3,000.00	24,000.00	
26	TONER CARTRIDGE, HP CF283A, black	cart	0	0	10	10	0	0	0	0	10	0	0	10	10	0	0	10	30	2,480.00	74,400.00	
27	TONER CARTRIDGE, HP LaserJet P1102, M1132 (85A)	piece	0	0	3	3	0	0	3	3	0	0	3	3	3	0	0	3	12	2,800.00	33,600.00	
28	TONER CARTRIDGE, HP Laserjet P1505 - Blk	unit	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	1	7,500.00	7,500.00	
29	TONER CARTRIDGE, HP Laserjet PRO MFP M127fn	cart	0	0	5	5	0	0	0	0	0	0	5	5	0	0	0	0	10	2,000.00	20,000.00	
30	TONER CARTRIDGE, HP Laserjet, CB436AC	cart	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	1	1	2	3,000.00	6,000.00

31	TONER CARTRIDGE, HP Laserjet, CE505A	cart	0	0	1	1	0	0	0	0	0	0	0	0	0	0	1	1	2	5,000.00	10,000.00
32	TONER CARTRIDGE, HP M125A, (83X)	piece	0	0	0	0	0	0	0	0	0	0	0	0	6	0	0	6	6	2,400.00	14,400.00
33	TONER CARTRIDGE, HP P2035 Printer, HD-05A	cart	0	0	2	2	0	0	2	2	6	0	2	8	0	2	0	2	14	4,350.00	60,900.00
34	TONER CARTRIDGE, Konica TN-311 photocopier	cart	0	0	6	6	0	0	0	0	0	0	6	6	0	0	0	0	12	5,410.00	64,920.00
35	TONER CARTRIDGE, Kyocera TK-479	pcs	0	0	3	3	0	0	3	3	0	0	3	3	0	0	0	0	9	8,900.00	80,100.00
36	TONER CARTRIDGE, Samsung ML - D347OB/SEE	unit	0	0	0	0	0	0	1	1	0	0	0	0	0	0	1	1	2	14,500.00	29,000.00
37	TONER CARTRIDGE, Samsung ML-347 IND, SN: 4E75BABZ500075	cart	0	0	1	1	0	0	0	0	0	0	0	0	0	0	1	1	2	10,500.00	21,000.00
38	TONER CARTRIDGE, TN 211 Konica Minolta	cart	0	0	0	0	0	3	0	3	0	2	0	2	0	0	0	0	5	5,005.00	25,025.00
39	TONER, NPG-28 Toner, Black, Canon IR-2420	tubes	0	0	2	2	0	0	2	2	0	0	2	2	0	2	0	2	8	4,500.00	36,000.00
<b>Office Equipment and Accessories</b>																					
1	AIRPOT, 4 Liters, with dispenser	unit	1	0	1	2	0	0	0	0	0	0	0	0	0	0	0	0	2	2,500.00	5,000.00
2	CABINET, wood, 26 shelves, 4 layers with lock, movable	unit	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	1	10,500.00	10,500.00
3	CABINET, wood, 5 layers, 3 shelves, movable	unit	0	0	0	0	0	0	2	2	0	0	0	0	0	0	0	0	2	7,500.00	15,000.00
4	COMPUTER CHAIR		0	0	4	4	0	0	0	0	0	0	6	6	0	0	0	0	10	3,150.00	31,500.00
5	EXECUTIVE SWIVEL CHAIR, Black Leather Soft Upholstery, Ergodynamic High Back Design, Tilt Tension Control Knob, H125 x W56 x D54	each	0	0	0	0	0	0	0	0	0	10	0	10	0	0	0	0	10	4,500.00	45,000.00
6	FILING CABINET, four (4) drawers, steel, plain	unit	0	0	0	0	0	0	0	0	0	2	2	0	0	0	0	2	8,300.00	16,600.00	
7	GANG CHAIR, Stainless, 3 seaters	unit	0	0	1	1	0	0	0	0	0	0	2	2	0	0	0	0	3	10,500.00	31,500.00
8	GUN TACKER, T-50	piece	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	1	1,800.00	1,800.00
9	ID LAMINATION MACHINE	unit	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	1	3,500.00	3,500.00
10	JUNIOR EXECUTIVE CHAIR	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	8	0	8	8	2,500.00	20,000.00
11	LONG BENCH, Stainless, with backrest,4 seaters	unit	0	0	0	0	4	0	0	4	0	0	0	0	0	0	0	0	4	14,000.00	56,000.00
12	MEGAPHONE, portable sound system, all ABS resin body, 330mm length, 200mm Horn Diameter, 16 watts(min), 300 meters(min), rechargeable, with built-in siren, red or blue color	unit	1	0	0	1	0	0	0	0	1	0	0	1	0	0	0	0	2	2,840.00	5,680.00
13	PLATFORM WEIGHING SCALE, Digital, stainless steel plate, 150 kgs capacity, 42x32cm platform	piece	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	1	12,000.00	12,000.00
14	PROJECTOR SCREEN, Portable,40 inch	piece	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	1	4,000.00	4,000.00
15	PUSH CART, 4-wheels	unit	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	3,000.00	3,000.00
16	STEEL CABINET, with lock, 3 layers	unit	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	1	12,500.00	12,500.00
17	TABLE, wood, 2 meter x 3/4 meter	unit	0	0	0	0	0	0	2	2	0	0	0	0	2	0	0	2	4	2,500.00	10,000.00
18	VENETIAN BLINDS, color: Slate blue ; H-29" x W-54"	set	0	0	0	0	0	0	2	2	0	0	0	0	0	0	0	0	2	1,200.00	2,400.00
19	WALL CLOCK, Analog, big size	piece	0	0	3	3	0	0	0	0	0	0	0	0	0	0	0	0	3	450.00	1,350.00
20	WALL CLOCK, Digital	unit	0	0	3	3	1	0	0	1	0	0	0	0	0	0	0	0	4	700.00	2,800.00
21	WATER DISPENSER, free standing, three water options	unit	1	0	0	1	0	0	2	2	0	0	3	3	2	0	1	3	9	7,000.00	63,000.00
22	WHITE BOARD, 4" x 8", w/frame and stand	unit	0	0	0	0	0	0	1	1	0	0	0	0	2	0	0	2	3	6,500.00	19,500.00
23	WIRELESS N-ROUTER, wireless speed: 300 Mbps, standard: IEEE 802.11g, IEEE 802.3u, IEEE 802.3, interface: 4 x 10/100 ports, 1 x 10/100 WAN port, LED indicator: Power, WLAN, LAN(10/100), Internet Status, with patch cable and power adapter, warranty: one(1) year warranty, frequency band: 2.4 GHz, one(1) unit/box	unit	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	1	1,090.00	1,090.00

<b>Audio and visual presentation and composing equipment</b>																					
1	AMPLIFIER ,700 Watts, 2-Channels	unit	0	0	0	0	0	0	1	1	1	0	0	1	1	0	0	1	3	6,500.00	19,500.00
2	MICROPHONE, Portable Amplifier Sound System Clip on Wireless Lapel	unit	0	0	0	0	0	2	3	5	0	0	0	0	0	0	0	0	5	10,000.00	50,000.00
3	MICROPHONE, Shure Wired	pcs	0	0	2	2	0	0	0	0	0	0	0	0	2	0	0	2	4	3,000.00	12,000.00
4	MICROPHONE, Wireless	piece	0	0	0	0	1	0	0	1	0	1	0	1	2	0	0	2	4	10,500.00	42,000.00
5	SOUND SYSTEM, Portable w/ Built-in Speaker, Amplifier w/ Microphone, Rechargeable, USB @ 14,000.00/unit	unit	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	2	2	14,000.00	28,000.00
6	SPEAKERS,750 Watts - 1000 Watts	unit	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	2	2	9,500.00	19,000.00
<b>Cleaning Equipment and Supplies</b>																					
1	VACUUM CLEANER, Long reach cord,Lightweight, 1600W, Complete Accessories: Combi Crevice with Brush and Upholstery	piece	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	1	4,500.00	4,500.00
<b>Lighting and fixtures and accessories</b>																					
1	COMPACT FLUORESCENT LAMP, 100W	piece	0	0	3	3	0	0	3	3	0	0	3	3	0	3	0	3	12	350.00	4,200.00
2	COMPACT FLUORESCENT LAMP, 23W	piece	0	0	24	24	0	0	24	24	0	0	24	24	0	24	0	24	96	225.00	21,600.00
3	EMERGENCY LAMP, Solar, Rechargeable	unit	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	4	4	2,100.00	8,400.00
4	LED BULB, 10W	piece	10	0	18	28	10	0	18	28	0	0	18	18	0	12	6	18	92	300.00	27,600.00
5	LED BULB, 23W	piece	0	0	0	0	0	0	10	10	10	0	0	10	10	0	0	10	30	350.00	10,500.00
<b>Electrical equipment and components and supplies</b>																					
1	BATTERY, 9volts (for microphone)	piece	0	0	0	0	3	0	0	3	0	0	3	3	0	0	0	0	6	400.00	2,400.00
2	BATTERY, AAA 1.5 (for Aircon Remote)	piece	0	0	0	0	6	0	0	6	0	0	0	0	0	0	0	0	6	200.00	1,200.00
3	CABLE CONNECTOR, Audio Cable, Stereo 3.5mm (jack) to Stereo	piece	0	0	0	0	0	0	2	2	0	0	0	0	0	0	0	0	2	1,000.00	2,000.00
4	HDMI Cable	piece	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	2	2	367.50	735.00
<b>Computer Supplies</b>																					
1	ANTI-VIRUS, Norton, 3-n-1	unit	0	0	0	0	6	0	0	6	0	0	0	0	0	0	0	0	6	3,000.00	18,000.00
2	CABLE WIRE, with RJ 58 , 30 meters	meter	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	1	900.00	900.00
3	CD RECORDABLE, min. of 650MB, 1x - 52x min. 70 min recording time, with slim case	piece	0	0	150	150	0	0	100	100	0	0	150	150	0	0	0	0	400	20.00	8,000.00
4	CD REWRITABLE, 700MB min. capacity, 80 mins. Recording time 4 x 12x cddrivers, slim case	pcs	0	0	0	0	0	0	20	20	0	0	0	0	0	0	10	10	30	125.00	3,750.00
5	CMOS Battery (for Mother Board)	piece	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	1	2,000.00	2,000.00
6	COMPACT DISC CASE, 50 CDs capacity	piece	0	0	1	1	0	0	2	2	0	0	1	1	0	0	0	0	4	350.00	1,400.00
7	COMPACT DISC DRIVE CLEANER	bottle	0	0	0	0	2	0	2	4	0	0	0	0	0	0	0	0	4	200.00	800.00
8	COMPUTER SPEAKERS	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	3	3	2,500.00	7,500.00
9	CONNECTOR, RJ45	piece	0	0	200	200	0	0	0	0	0	0	0	0	0	0	0	0	200	6.00	1,200.00
10	DIGICAM MEMORY CARD DOWNLOADER	piece	0	0	0	0	1	0	0	1	0	0	1	1	0	0	0	0	2	1,500.00	3,000.00
11	DVD RECORDABLE, 16X speed, 4.7GB- capacity, 120 mins.recording time, with slim case	piece	0	0	220	220	0	0	20	20	0	0	120	120	0	0	0	0	360	30.00	10,800.00
12	FLASH DRIVE, 32GB, plug and play	piece	0	0	0	0	0	0	0	0	23	0	0	23	0	0	0	0	23	800.00	18,400.00
13	FLASH DRIVE, 64 GB, Plug and play	piece	0	0	0	0	0	6	0	6	0	0	0	0	0	0	0	0	6	1,420.00	8,520.00
14	INTERNAL HARD DISC, 1 TB	unit	0	0	0	0	2	0	0	2	0	0	0	0	0	0	0	0	2	5,000.00	10,000.00
15	INTERNET SECURITY ANTI-VIRUS, Kaspersky Internet Security 2016, 5-in-1	piece	5	0	10	15	6	0	8	14	5	0	10	15	0	0	5	5	49	2,800.00	137,200.00

16	KEYBOARD, wireless	unit	0	0	0	0	0	10	0	10	0	0	0	0	0	0	0	10	790.00	7,900.00	
17	MOUSE PAD	piece	0	0	5	5	0	0	5	5	9	0	5	14	5	0	5	10	34	45.00	1,530.00
18	MOUSE, optical, USB conection type , wireless	unit	0	0	15	15	9	6	5	20	23	0	14	37	0	0	10	10	82	870.00	71,340.00
19	NUMERIC KEY PAD	piece	0	0	0	0	0	0	0	0	0	0	9	9	0	0	0	0	9	350.00	3,150.00
20	ROUTER, TP Link AC 3200 triband Gigabit	set	0	0	1	1	0	1	0	1	1	1	1	1	0	0	0	0	3	12,500.00	37,500.00
21	UNINTERRUPTABLE POWER SUPPLY (UPS), 650 VA	piece	0	0	3	3	0	0	8	8	5	0	5	10	3	0	0	3	24	3,900.00	93,600.00
22	UNINTERRUPTABLE POWER SUPPLY (UPS), Input specifications Voltages 120, 240,or 277 VAC, Output Specifications 3KVA	unit	0	0	0	0	0	0	0	0	2	0	0	2	0	0	0	0	2	6,500.00	13,000.00
23	WIFI ADAPTER, 300 MBPS Wireless N USB	piece	0	0	0	0	6	0	6	6	0	0	6	0	0	0	0	12	500.00	6,000.00	
24	WIRELESS PRESENTER, with red laser pointer, pen, usb	unit	0	0	0	0	2	0	2	4	0	0	0	0	0	0	0	4	1,000.00	4,000.00	
<b>*Other Categories</b>																					
1	BANNER, cloth, with embroidered PSA logo	piece	0	0	0	0	0	2	0	2	2	0	0	2	0	0	0	0	4	1,200.00	4,800.00
2	BEDSHEET, fitted, cotton, single	piece	0	0	0	0	18	0	10	28	36	0	0	36	6	0	16	22	86	500.00	43,000.00
3	BLANK LBP COMMERCIAL CHECK	booklet	1	6	26	33	1	6	4	11	6	6	3	15	6	6	3	15	74	360.00	26,640.00
4	BLANKET, cotton, single	piece	0	0	0	0	127	0	10	137	36	0	0	36	6	0	10	16	189	300.00	56,700.00
5	CASSEROLE, Big, Aluminum	unit	0	0	1	1	0	0	1	1	0	0	1	1	0	0	0	0	3	2,000.00	6,000.00
6	CASSEROLE, medium size, for induction cooker	piece	0	0	0	0	0	0	0	0	0	3	0	3	0	0	0	0	3	1,500.00	4,500.00
7	CASSEROLE, medium, stainless	pieces	0	0	0	0	0	0	0	0	0	0	0	0	6	0	0	6	6	1,000.00	6,000.00
8	CELLPHONE LOAD, globe/smart, 1000	pc	0	0	9	9	0	0	9	9	0	0	9	9	0	9	0	9	36	1,010.00	36,360.00
9	CELLPHONE LOAD, globe/smart, 300	piece	21	21	35	77	21	21	45	87	21	21	35	77	21	21	45	87	328	310.00	101,680.00
10	CHOPPING BOARD, PLASTIC, 38.5*24.2cm	piece	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	1	250.00	250.00
11	CHRISTMAS DECORATIONS	unit	0	0	0	0	0	0	0	0	0	0	6	6	0	0	2	2	8	600.00	4,800.00
12	CUP AND SAUCER, ceramic	dozen	0	0	1	1	1	0	3	4	0	0	2	2	0	0	1	1	8	300.00	2,400.00
13	CURTAINS, 36cm x 27cm x 6cm	piece	0	0	0	0	0	0	20	20	0	0	0	0	10	0	10	30	850.00	25,500.00	
14	DINNER PLATE, ceramic, 12" diameter	dozen	0	0	0	0	1	0	2	3	0	0	0	0	2	0	0	2	5	720.00	3,600.00
15	DISH RACK, cabinet type, plastic	unit	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	1	2,500.00	2,500.00
16	DRINKING GLASS, glass, 4"	dozen	0	0	0	0	2	0	2	4	0	0	0	0	1	0	0	1	5	240.00	1,200.00
17	DRINKING WATER, 5 gallons/jug	jug	202	202	202	606	202	202	202	606	202	202	202	606	202	202	202	606	2424	30.00	72,720.00
18	ELECTRIC MOSQUITO KILLER, 220-240V, 20W, 2pcs bulb	pc	0	0	0	0	0	6	0	6	0	0	0	0	4	0	0	4	10	1,200.00	12,000.00
19	EMPTY BOX, big	roll	2	2	2	6	2	2	2	6	2	2	2	6	2	2	2	6	24	75.00	1,800.00
20	GLASS PLAQUE	piece	10	32	0	42	3	3	0	6	8	0	8	16	5	12	10	27	91	1,500.00	136,500.00
21	JACKET, with PSA Logo	piece	0	0	0	0	0	0	10	10	0	0	20	20	0	0	0	0	30	1,000.00	30,000.00
22	JOGGING PANTS, with PSA logo	pieces	0	0	0	0	0	0	0	0	0	11	0	11	0	0	0	0	11	600.00	6,600.00
23	LADLE, Stainless, Big	unit	0	0	2	2	0	0	0	0	0	0	1	1	2	0	0	2	5	200.00	1,000.00
24	MATRESS, single, 3.5" x 36" x 75"	piece	0	0	0	0	0	0	0	0	0	0	2	2	6	0	0	6	8	3,500.00	28,000.00
25	MIRROR, wall mount	piece	3	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	3	300.00	900.00
26	MUGS, ceramic	dozen	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	2	2	500.00	1,000.00
27	PILLOW CASE, cotton, 16 x 26 x 5 Inches	piece	0	0	0	0	18	0	20	38	72	0	0	72	6	0	20	26	136	150.00	20,400.00
28	PILLOW, cotton, 16 x 26 x 5 Inches	piece	0	11	0	11	12	0	21	33	36	0	22	58	8	0	10	18	120	350.00	42,000.00
29	PLASTIC POTS, Medium	unit	0	0	0	0	0	0	0	0	0	0	20	20	0	0	0	0	20	75.00	1,500.00
30	PLATERS, big, Porcelain, White	dozen	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	2	2	500.00	1,000.00
31	POLO SHIRT, with embroidered PSA logo	piece	0	11	10	21	0	11	11	10	0	130	140	120	0	0	120	292	400.00	116,800.00	
32	POWER BANK, 12000mAh	unit	0	0	0	0	0	0	0	0	0	0	0	0	5	0	0	5	5	3,580.00	17,900.00
33	POWER BANK, 20000 MAH	unit	0	0	0	0	0	0	0	0	0	10	0	10	0	0	0	10	10	2,300.00	23,000.00
34	PSA TOKEN	pcs	20	0	20	40	0	0	20	20	0	0	20	20	0	0	40	40	120	250.00	30,000.00
35	PSA TOKEN	doz	0	0	0	0	0	0	0	0	0	0	0	0	10	0	0	10	10	280.00	2,800.00
36	RAIN COAT, pants and top	pair	0	0	0	0	0	10	0	10	0	0	0	0	0	0	0	0	10	800.00	8,000.00
37	RICE COOKER, 10 cups	unit	1	0	0	1	0	0	2	2	0	0	0	0	0	0	0	0	3	1,850.00	5,550.00
38	ROLL-UP BANNER WITH STAND, 2.5 x 6.5 ft	piece	1	7	0	8	4	0	5	9	0	0	0	0	4	0	2	6	23	2,000.00	46,000.00



39	SERVING DISH, with glass cover	sets	0	0	0	0	0	0	0	0	0	0	0	0	0	6	0	0	6	6	500.00	3,000.00
40	SIGNAGE, PSA, big	pc	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	2	2	10,000.00	20,000.00
41	SIGNAGE, PSA, small	piece	0	0	1	1	0	0	1	1	0	1	0	1	0	1	0	1	4	4	650.00	2,600.00
42	SOUP BOWL, ceramic, 3" diameter	dozen	0	0	0	0	2	0	2	4	0	0	0	0	0	0	0	0	0	4	250.00	1,000.00
43	SPOON AND FORK, stainless	dozen	0	0	2	2	1	0	4	5	0	0	1	1	0	5	1	6	14	4	200.00	2,800.00
44	SPORTS WEAR, T-shirt & Jogging Pants	pairs	0	0	0	0	0	0	15	15	10	0	0	10	0	15	0	15	40	4	1,000.00	40,000.00
<b>Service Vehicle Supplies and Accessories</b>																						
1	BATTERY, 12 Volts Free Maintenance 11 Plates NS40L	piece	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	1	7,000.00	7,000.00
2	BATTERY, 12 Volts Free Maintenance 13 Plates 3SMF N70L	piece	0	0	2	2	0	0	2	2	0	0	0	0	1	0	0	1	5	5	7,000.00	35,000.00
3	BATTERY, 6 Volts, for motorcycle	piece	0	0	0	0	0	0	3	3	0	0	0	0	2	0	0	2	5	5	1,500.00	7,500.00
4	BRAKE FLUID, 1L	bottle	0	0	1	1	0	0	2	2	0	0	1	1	0	0	2	2	6	6	350.00	2,100.00
5	CAR FRESHNER	pc	3	0	17	20	3	0	17	20	3	0	17	20	5	9	6	20	80	80	150.00	12,000.00
6	CAR SHAMPOO	bottle	0	0	1	1	0	0	0	0	0	0	1	1	0	0	0	0	2	2	200.00	400.00
7	CAR WAX	bottle	0	0	1	1	0	0	0	0	0	0	1	1	0	0	0	0	2	2	200.00	400.00
8	COOLANT, for Radiator, 1L	bottle	3	2	7	12	2	2	4	8	3	2	2	7	2	4	1	7	34	34	350.00	11,900.00
9	DIESEL	ltrs	800	830	835	2465	805	815	820	2440	820	810	820	2450	810	800	835	2445	9800	9800	35.00	343,000.00
10	ENGINE WASH	bottle	0	0	1	1	0	0	0	0	0	0	1	1	0	0	0	0	2	2	250.00	500.00
11	GASOLINE, Premium	liter	1004	1004	1004	3012	1004	1004	1004	3012	1004	1004	1004	3012	1004	1004	1004	3012	12048	12048	40.00	481,920.00
12	ISUZU CAR ACCESSORIES	pieces	0	0	0	0	0	0	1	1	0	0	0	0	0	0	1	1	2	2	3,000.00	6,000.00
13	MOTOR/ENGINE OIL, 40 Diesel, 1L	bottle	6	0	12	18	6	0	10	16	6	0	6	12	12	10	0	22	68	68	180.00	12,240.00
14	MOTOR/ENGINE OIL, 40 Gasoline, 1 L	bottle	4	0	1	5	4	0	4	8	4	0	0	4	5	4	0	9	26	26	180.00	4,680.00
15	MOTORCYCLE ACCESSORIES	pieces	0	0	1	1	0	0	1	1	0	0	1	1	0	0	1	1	4	4	1,000.00	4,000.00
16	MOTORCYCLE TIRE, Exterior, 250 & 300x17	piece	1	0	0	1	0	0	0	0	1	0	0	1	0	0	0	0	2	2	850.00	1,700.00
17	MOTORCYCLE TIRE, Exterior, 275 & 300x17	piece	1	0	0	1	0	0	0	0	1	0	0	1	0	0	0	0	2	2	950.00	1,900.00
18	MOTORCYCLE TIRE, Exterior, 275 & 300x18	piece	1	0	2	3	0	0	2	2	1	0	0	1	2	0	0	2	8	8	700.00	5,600.00
19	MOTORCYCLE TIRE, Interior, 250 & 300x17	piece	1	0	0	1	0	0	0	0	1	0	0	1	0	0	0	0	2	2	200.00	400.00
20	MOTORCYCLE TIRE, Interior, 275 & 300x17	piece	1	0	0	1	0	0	0	0	1	0	0	1	0	0	0	0	2	2	200.00	400.00
21	MOTORCYCLE TIRE, Interior, 275 & 300x18	piece	1	0	0	1	0	0	8	8	1	0	0	1	3	0	0	3	13	13	200.00	2,600.00
22	OIL FILTER	ltrs	1	0	1	2	1	0	1	2	2	0	1	3	1	0	1	2	9	9	300.00	2,700.00
23	RIM 6 holes ( Alloy),for Mitsubishi Adventure	piece	0	0	0	0	2	0	0	2	0	0	0	0	0	0	0	0	2	2	6,500.00	13,000.00
24	SEAT COVER	set	0	0	0	0	0	0	1	1	0	0	0	0	1	0	0	1	2	2	3,500.00	7,000.00
25	SUV MITSUBISHI ACCESSORIES	pieces	0	0	1	1	0	0	2	2	0	0	2	2	0	0	2	2	7	7	1,200.00	8,400.00
26	TIRE RANGE	set	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	1	1	1,500.00	1,500.00
27	TIRE, Tubeless 14C 185R	piece	0	0	4	4	0	0	13	13	0	0	2	2	2	0	2	4	23	23	5,000.00	115,000.00
28	TIRE, Tubeless 14C 195R	piece	0	0	0	0	0	0	5	5	0	0	0	0	0	0	0	0	5	5	5,000.00	25,000.00
<b>Medical Supplies and Equipment</b>																						
1	ADVIL	pc	0	0	0	0	0	0	0	0	20	0	0	20	20	0	0	20	40	40	7.00	280.00
2	AGUA OXINADA, 150 ml	btl	0	0	1	1	0	0	1	1	3	0	1	4	0	0	1	1	7	7	25.00	175.00
3	ALAXAN FR, 500mg	pcs	0	0	5	5	0	0	5	5	0	0	5	5	0	0	5	5	20	20	15.00	300.00
4	ANTACID	piece	0	0	30	30	0	0	5	5	20	25	5	50	20	0	5	25	110	110	6.00	660.00
5	ASCORBIC ACID	pcs	0	0	20	20	0	0	20	20	0	0	20	20	0	0	20	20	80	80	7.00	560.00
6	BANDAGE, 3" x 3"	pc	0	0	0	0	0	0	0	0	15	0	0	15	10	0	0	10	25	25	8.00	200.00
7	BETADINE, 12ml	bottle	0	0	3	3	0	0	1	1	6	0	1	7	1	0	1	2	13	13	27.00	351.00
8	BIOGESIC	pc	0	0	30	30	0	0	5	5	20	25	5	50	20	0	5	25	110	110	7.00	770.00
9	BUSCOPAN	piece	0	0	15	15	0	0	5	5	10	10	5	25	10	0	5	15	60	60	22.00	1,320.00
10	CETERIZINE	piece	0	0	10	10	0	0	0	0	0	25	0	25	0	0	0	0	35	35	6.00	210.00
11	COTTON, 22 gms	pack	0	0	4	4	0	0	2	2	7	0	2	9	2	0	2	4	19	19	40.00	760.00
12	FIRST AID KIT	pieces	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	1	1	2,000.00	2,000.00

13	LOPERAMIDE	piece	0	0	30	30	0	0	5	5	20	25	5	50	20	0	5	25	110	7.00	770.00										
14	LOSARTAN, 50mg	piece	0	0	25	25	0	0	0	0	0	25	0	25	0	0	0	0	50	15.00	750.00										
15	MEDICATES STRIP, 50 pcs/box	box	0	0	0	0	0	0	0	0	3	0	0	3	1	0	0	1	4	60.00	240.00										
16	MEFENAMIC ACID	pcs	0	0	10	10	0	0	10	10	0	0	10	10	0	0	10	10	40	6.00	240.00										
17	MENTHOL RUB	piece	0	0	3	3	0	0	0	0	0	0	0	0	0	0	0	0	3	38.00	114.00										
18	MIDOL	pcs	0	0	5	5	0	0	5	5	0	0	5	5	0	0	5	5	20	7.00	140.00										
19	NEOZEP	piece	0	0	30	30	0	0	5	5	20	25	5	50	20	0	5	25	110	7.00	770.00										
20	OMEGA PAIN KILLER, 25ml	btl	0	0	3	3	0	0	3	3	0	0	3	3	0	0	3	3	12	40.00	480.00										
21	PLASTER	pc	0	0	2	2	0	0	2	2	6	0	2	8	1	0	2	3	15	150.00	2,250.00										
22	SPHYGMOMANOMETER, Automatic/Digital	pc	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	1	2,500.00	2,500.00										
23	STERILIZED GAUZE PAD	pcs	0	0	2	2	0	0	2	2	0	0	2	2	0	0	2	2	8	250.00	2,000.00										
24	TEST STRIP FOR GLUCOMETER	pc	0	0	0	0	0	0	0	0	1	0	0	1	1	0	0	1	2	780.00	1,560.00										
25	THERMOMETER, digital	piece	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	1	200.00	200.00										
<b>Construction/Repair Supplies</b>																															
1	CW nails 1"	kilo	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	50.00	50.00										
2	CW nails 2"	kilo	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	50.00	50.00										
3	CW nails 3"	kilo	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	58.00	58.00										
4	CW nails 4"	kilo	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	58.00	58.00										
5	DOOR KNOB	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	3	3	140.00	420.00										
6	GOOD LUMBER, 2 x 4 x 10	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	5	5	84.00	420.00										
7	GOOD LUMBER, 1 x 1 x 10	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	5	5	50.00	250.00										
8	GOOD LUMBER, 2 x 2 x 10	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	5	5	63.00	315.00										
9	GOOD LUMBER, 2 x 3 x 10	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	5	5	75.00	375.00										
10	PAINT THINNER 350ml	bottle	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	2	180.00	360.00										
11	PAINT, for wood, Assorted colors	gal	0	0	3	3	0	0	0	0	3	0	0	3	0	0	0	0	6	650.00	3,900.00										
12	PLYBOARD	piece	0	0	0	0	0	0	0	0	0	0	10	10	0	0	0	0	10	1,400.00	14,000.00										
13	PLYWOOD	piece	0	0	0	0	0	0	0	0	0	0	5	5	0	0	0	0	5	400.00	2,000.00										
<b>C. TOTAL (A + B):</b>																				<b>6,235,595.70</b>											
<b>D. ADDITIONAL PROVISION FOR INFLATION</b>																				<b>623,559.57</b>											
<b>E. GRAND TOTAL (C + D)</b>																				<b>6,859,155.27</b>											
<b>F. APPROVED BUDGET BY THE AGENCY HEAD</b>																															
<b>G. MONTHLY CASH REQUIREMENTS</b>																															
G.1 Available at Procurement Service Stores						424420.95								403830.29				535987.41				275197.05				1,639,435.70					
G.2 Other Items not available at PS but regularly purchased						1034315.5								1249225.5								1282434.5				1030184.5				4,596,160.00	
<b>TOTAL MONTHLY CASH REQUIREMENTS</b>						1458736.45								1653055.8								1818421.91				1305381.55				<b>6,235,595.70</b>	

\*Other categories that are not indicated herein

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

Prepared by:

  
**JOSE A. CINCO**  
 Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

  
**ROSE A. BALLERA**  
 Accountant/Local Budget Officer

Approved by:

*With a Pute*  
**WILMA A. PERANTE**  
 Regional Director

Date Prepared: November 15, 2016