

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

Department/Bureau/Office: **Department of the Interior and Local Government**  
Region: 02  
Address: **Regional Government Center, Carig Sur, Tuguegarao City, Cagayan**

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

Contact Person: **Magdalena C. Oranda**  
Position: **Administrative Officer V / Property Custodian**  
E-mail : **r2dilig.bac@gmail.com**  
Telephone/Mobile Nos: **078.304-197**

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue as of Aug 15, 2016	TOTAL AMOUNT	
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			Total Quantity
<b>A. AVAILABLE AT PROCUREMENT SERVICE STORES</b>																								
<b>COMMON ELECTRICAL SUPPLIES</b>																								
1 BATTERY, size AA, alkaline, 2 pieces per pack	pack	25			25	435.5	25			25	435.5	25			25	435.5	25			25	435.5	100	17.42	1,742.00
2 BATTERY, size AAA, alkaline, 2 pieces per pack	pack	25			25	375.75	25			25	375.75	25			25	375.75	25			25	375.75	100	15.03	1,503.00
3 BATTERY, size D, alkaline, 2 pieces per pack	pack	15			15	1163.4	15			15	1163.4	15			15	1163.4	15			15	1163.4	60	77.56	4,653.60
4 FLUORESCENT LAMP, tubular, 28 watts	tube	30			30	3432				0	0	30			30	3432				0	0	60	114.40	6,864.00
5 FLUORESCENT LAMP, tubular, 36 watts	tube	30			30	1089				0	0	30			30	1089				0	0	60	36.30	2,178.00
6 COMPACT FLUORESCENT LAMP, 18 watts, 1 piece in individual box	piece	50			50	4664.5				0	0	25			25	2332.25				0	0	75	93.29	6,996.75
7 TAPE, electrical	roll	10			10	182				0	0				0	0				0	0	10	18.20	182.00
<b>COMMON OFFICE SUPPLIES</b>																								
1 ACETATE, gauge #3, 50m per roll	roll	10			10	6240				0	0				0	0				0	0	10	624.00	6,240.00
2 AIR FRESHENER, 280mL/can	can	25			25	2080	25			25	2080	25			25	2080	25			25	2080	100	83.20	8,320.00
3 ALCOHOL, 70%, ethyl, 500ml	bottle	90			90	4303.8	90			90	4303.8	90			90	4303.8	90			90	4303.8	360	47.82	17,215.20
4 CARBON FILM, A4 size, 100 sheets per box	box	10			10	1975.8				0	0	10			10	1975.8				0	0	20	197.58	3,951.60
5 CARBON FILM, PE, black, 216mm x 30mm, 100 sheets per box	box	10			10	2028				0	0	10			10	2028				0	0	20	202.80	4,056.00
6 CARTOLINA, assorted color, 20 pieces per pack	pack	50			50	3224				0	0	50			50	3224				0	0	100	64.48	6,448.00
7 CHALK, white, dustless, 100 pieces per box	box	10			10	258.6				0	0				0	0				0	0	10	25.86	258.60
8 CLEARBOOK, A4 size	piece		100		100	3952				0	0				0	0				0	0	100	39.52	3,952.00
9 CLEARBOOK, Legal size	piece		100		100	4368				0	0				0	0				0	0	100	43.68	4,368.00
10 CLIP, backfold, 19mm, 12 pieces per box	box	20			20	145.6	20			20	145.6	20			20	145.6	20			20	145.6	80	7.28	582.40

11	CLIP, backfold, 25mm, 12 pieces per box	box	20			20	270	20			20	270	20			20	270	20			20	270	80	13.50	1,080.00
12	CLIP, backfold, 32mm, 12 pieces per box	box	20			20	382.4	20			20	382.4	20			20	382.4	20			20	382.4	80	19.12	1,529.60
13	CLIP, backfold, 50mm, 12 pieces per box	box	20			20	873.6	20			20	873.6	20			20	873.6	20			20	873.6	80	43.68	3,494.40
14	CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic	piece	100			100	3120	100			100	3120	100			100	3120	100			100	3120	400	31.20	12,480.00
15	DATA FILE BOX, made with chipboard, with closed ends	box	50			50	3489				0	0				0	0				0	0	50	69.78	3,489.00
16	DATA FOLDER, made with chipboard, taglia lock	piece	30			30	2059.2				0	0				0	0				0	0	30	68.64	2,059.20
17	ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box	box	3			3	1144.6	3			3	1144.62	3			3	1144.62	3			3	1144.6	12	381.54	4,578.48
18	ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box	box	3			3	1522.2	3			3	1522.2	3			3	1522.2	3			3	1522.2	12	507.40	6,088.80
19	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size documents, 100 pieces per box	box	5			5	3108.6	5			5	3108.55	5			5	6	5			5	3108.6	20	621.71	12,434.20
20	ENVELOPE, EXPANDING, plastic	piece	100			100	2761				0	0	100			100	2761	100				0	200	27.61	5,522.00
21	ENVELOPE, MAILING, 500 pieces per box, 80 gsm	box	10			10	4992	10			10	4992	10			10	4992	10			10	4992	40	499.20	19,968.00
22	ENVELOPE, MAILING, with window, 500 pieces per box, 80 gsm	box	10			10	5616				0	0	10			10	5616				0	0	20	561.60	11,232.00
23	ERASER, felt, for blackboard/whiteboard	piece	10			10	111.1	10			10	111.1	10			10	111.1	10			10	111.1	40	11.11	444.40
24	ERASER, plastic or rubber	piece	100			100	229				0	0	100			100	229				0	0	200	2.29	458.00
25	FASTENER, for paper, metal, 50 sets per box	box	100			100	5709	100			100	5709	100			100	5709	100			100	5709	400	57.09	22,836.00
26	FILE ORGANIZER, expanding, legal, plastic, assorted colors	piece	20			20	1413.4				0	0	20			20	1413.4				0	0	40	70.67	2,826.80
27	FILE TAB DIVIDER, A4, five (5) colors per set	set	100			100	1248				0	0	100			100	1248				0	0	200	12.48	2,496.00
28	FILE TAB DIVIDER, Legal Size, five(5) colors per set	set	100			100	1664				0	0	100			100	1664				0	0	200	16.64	3,328.00
29	FOLDER, Fancy, A4, 50s/ bundle	bundle	10			10	2340				0	0	10			10	2340				0	0	20	234.00	4,680.00
30	FOLDER, Fancy, Legal, 50 pieces per bundle	bundle	10			10	2912				0	0	10			10	2912				0	0	20	291.20	5,824.00
31	FOLDER, L-type, A4, 50 pieces pack	pack	20			20	3328				0	0	20			20	3328				0	0	40	166.40	6,656.00
32	FOLDER, L-type, Legal size, 50 pieces per pack	pack	20			20	4076.8				0	0	20			20	4076.8				0	0	40	203.84	8,153.60
33	FOLDER, Pressboard, size 210mm x 370mm, 100s/box	box	10			10	7467.2	10			10	7467.2	10			10	7467.2	10			10	7467.2	40	746.72	29,868.80
34	FOLDER, Tagboard, A4, 100 pieces per pack	pack	10			10	1792.8	10			10	1792.8	10			10	1792.8	10			10	1792.8	40	179.28	7,171.20
35	FOLDER, Tagboard, Legal size, 100 pieces per pack	pack	10			10	2003.7	10			10	2003.7	10			10	2003.7	10			10	2003.7	40	200.37	8,014.80
36	GLUE, all purpose, 300 grams min.	jar	20			20	883.6	20			20	883.6	20			20	883.6	20			20	883.6	80	44.18	3,534.40
37	INDEX TAB, self-adhesive, 5 set/box, assorted colors	box	15			15	762.6	15			15	762.6	15			15	762.6	15			15	762.6	60	50.84	3,050.40

38	LOOSELEAF COVER, 50sets per bundle	bundle	5		5	2698.8	5			5	2698.8	5			5	2698.8	5		5	2698.8	20	539.76	10,795.20
39	MAGAZINE FILE BOX, LARGE	piece	20		20	832				0	0				0	0			0	0	20	41.60	832.00
40	MARKER, fluorescent, 3 colors per set	set	20		20	711				0	0	20			20	711			0	0	40	35.55	1,422.00
41	MARKER, whiteboard, bullet type, black	piece	50		50	514				0	0	50			50	514			0	0	100	10.28	1,028.00
42	MARKER, whiteboard, bullet type, blue	piece	50		50	514				0	0	50			50	514			0	0	100	10.28	1,028.00
43	MARKER, whiteboard, bullet type, red	piece	20		20	205.6				0	0	20			20	205.6			0	0	40	10.28	411.20
44	MARKER, permanent, bullet type, black	piece	50		50	482.5				0	0	50			50	482.5			0	0	100	9.65	965.00
45	MARKER, permanent, bullet type, blue	piece	50		50	482.5				0	0	50			50	482.5			0	0	100	9.65	965.00
46	MARKER, permanent, bullet type, red	piece	20		20	193				0	0				0	0			0	0	20	9.65	193.00
47	NOTE BOOK, stenographer's, 40 leaves, spiral	piece	200		200	2080				0	0				0	0			0	0	200	10.40	2,080.00
48	NOTE PAD, stick-on, (2"x3"), 100 sheets per pad	pad	30		30	936	30			30	936	30			30	936	30		30	936	120	31.20	3,744.00
49	NOTE PAD, stick-on, (3"x3"), 100 sheets per pad	pad	30		30	1216.2	30			30	1216.2	30			30	1216.2	30		30	1216.2	120	40.54	4,864.80
50	NOTE PAD, stick-on, (3"x4"), 100 sheets per pad	pad	30		30	1621.8	30			30	1621.8	30			30	1621.8	30		30	1621.8	120	54.06	6,487.20
51	PAD PAPER, Ruled	pad	10		10	182.6	10			10	182.6	10			10	182.6	10		10	182.6	40	18.26	730.40
52	PAPER CLIP, gem type, 48mm, 100 pieces per box	box	20		20	257	20			20	257	20			20	257	20		20	257	80	12.85	1,028.00
53	PAPER CLIP, gem type, 32mm, 100 pieces per box	box	20		20	128.6	20			20	128.6	20			20	128.6	20		20	128.6	80	6.43	514.40
54	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	500		500	63100	500			500	63100	500			500	63100	500		500	63100	2000	126.20	252,400.00
55	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	250		250	36475	250			250	36475	250			250	36475	250		250	36475	1000	145.90	145,900.00
56	PAPER, Multi-Purpose (COPY) A4, 70gsm	ream			0	0				0	0				0	0			0	0	0	109.15	-
57	PAPER, Multi-Purpose (COPY), Legal size, 70gsm	ream			0	0				0	0				0	0			0	0	0	128.25	-
58	PARCHMENT PAPER, A4 size, 80 gsm, 100 sheets per pack]	ream	10		10	884				0	0	10			10	884			0	0	20	88.40	1,768.00
59	PAPER, Thermal, 216mm x 30m	roll	200		200	6230				0	0	30			30	934.5			0	0	230	31.15	7,164.50
60	PENCIL, lead, w/eraser, one(1) dozen per box	box	10		10	196.2				0	0	10			10	196.2			0	0	20	19.62	392.40
61	PHILIPPINE NATIONAL FLAG	piece	6		6	1672.3				0	0	6			6	1672.32			0	0	12	278.72	3,344.64
62	RECORD BOOK, 300 pages, size: 214mm x 278mm min	book	50		50	3016		8	8	482.56	50				50	3016			0	0	108	60.32	6,514.56
63	RECORD BOOK, 500 pages, size: 214mm x 278mm min	book	50		50	4342.5		8	8	694.8	50				50	4342.5			0	0	108	86.85	9,379.80
64	RING BINDER, Plastic 32mm, 10 pieces per bundle	bundle	10		10	2568.7	10			10	2568.7	10			10	2568.7	10		10	2568.7	40	256.87	10,274.80

65	RUBBER BAND, 70mm min lay flat length (#18)	box	10		10	933.1			0	0			0	0			0	0	10	93.31	933.10
66	RULER, plastic, 450mm, 1 piece in individual plastic	piece	20		20	309.6			0	0			0	0			0	0	20	15.48	309.60
67	SIGN PEN, black	piece	250		250	9525			0	0	250		250	9525			0	0	500	38.10	19,050.00
68	SIGN PEN, blue	piece	250		250	9525	5		5	190.5	250		250	9525	5		5	190.5	510	38.10	19,431.00
69	SIGN PEN, red	piece	20		20	762			0	0	20		20	762			0	0	40	38.10	1,524.00
70	STAMP PAD INK, violet, 50mL	bottle	15		15	369.45			0	0	15		15	369.45			0	0	30	24.63	738.90
71	STAMP PAD, felt pad, min 60mm x 100mm	piece	15		15	414.9			0	0	15		15	414.9			0	0	30	27.66	829.80
72	STAPLE WIRE, Heavy duty, 23/13	box	10		10	304.2	10		10	304.2	10		10	304.2	10		10	304.2	40	30.42	1,216.80
73	STAPLE WIRE, Standard	box	15		15	283.8	15		15	283.8	15		15	283.8	15		15	283.8	60	18.92	1,135.20
74	TAPE, masking, 24mm, 50 meters length	roll	50		50	2756			0	0	50		50	2756			0	0	100	55.12	5,512.00
75	TAPE, masking, 48mm, 50 meters length	roll	50		50	5252			0	0	50		50	5252			0	0	100	105.04	10,504.00
76	TAPE, transparent, 24mm, 50 meters	roll	50		50	868.5			0	0	50		50	868.5			0	0	100	17.37	1,737.00
77	TAPE, transparent, 48mm, 50 meters	roll	50		50	1326			0	0	50		50	1326			0	0	100	26.52	2,652.00
78	TAPE, packaging, 48mm, 50 meters length	roll	50		50	1531.5			0	0	50		50	1531.5			0	0	100	30.63	3,063.00
79	TOILET TISSUE, 12 rolls per pack	pack	30		30	2028	30		30	2028	30		30	2028	30		30	2028	120	67.60	8,112.00
80	TWINE, plastic, one kilo per roll	roll	10		10	499.2			0	0	10		10	499.2			0	0	20	49.92	998.40
81	WRAPPING PAPER, kraft, 50 sheets per pack	pack			0	0			0	0			0	0			0	0	0	124.80	-
<b>COMMON OFFICE DEVICES</b>																					
1	CUTTER BLADE, heavy duty cutter, 10 pieces per tube	tube	15		15	137.85			0	0	15		15	137.85			0	0	30	9.19	275.70
2	CUTTER KNIFE, heavy duty	piece	15		15	296.4			0	0	15		15	296.4	2		2	39.52	32	19.76	632.32
3	DATING AND STAMPING MACHINE	piece	6		6	2870.3			0	0			0	0			0	0	6	478.38	2,870.28
4	PENCIL SHARPENER, 1 piece in individual plastic case	piece	30		30	5616			0	0			0	0			0	0	30	187.20	5,616.00
5	PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box	piece	10		10	1142.8			0	0			0	0			0	0	10	114.28	1,142.80
6	SCISSORS, (6")	pair	15		15	205.95			0	0			0	0			0	0	15	13.73	205.95
7	STAPLER, standard	piece	25		25	2054			0	0			0	0			0	0	25	82.16	2,054.00

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	0	878.80				
9	STAPLE REMOVER, plier type	piece	25		25	454.5						0	0				0	0	25	18.18	454.50			
10	TAPE DISPENSER, table top	piece	10		10	477.2						0	0				0	0	10	47.72	477.20			
11	WASTE BASKET, non-rigid plastic	piece	10		10	239						0	0				0	0	10	23.90	239.00			
<b>COMMON JANITORIAL SUPPLIES</b>																								
1	BROOM, soft (tambo)	piece	30		30	2652						0	0	30			30	2652		0	0	60	88.40	5,304.00
2	BROOM, stick (tingting)	piece	18		18	430.56						0	0	18			18	430.56		0	0	36	23.92	861.12
3	CLEANER, TOILET BOWL AND URINAL, 900-1000ml cap	bottle	50		50	2080	50					50	2080	50			50	2080	50	50	2080	200	41.60	8,320.00
4	CLEANSER, scouring powder, 350grams/can	can	50		50	1063.5	50					50	1063.5	50			50	1063.5	50	50	1063.5	200	21.27	4,254.00
5	DETERGENT POWDER, all purpose, 1kilo/pouch	pouch	50		50	1871.5	50					50	1871.5	50			50	1871.5	50	50	1871.5	200	37.43	7,486.00
6	DISINFECTANT SPRAY, 400-550 grams	can	50		50	5980						0	0	50			50	5980		0	0	100	119.60	11,960.00
7	DUST PAN, non-rigid plastic	piece	20		20	559.2						0	0				0	0		0	0	20	27.96	559.20
8	FLOOR WAX, Paste, red	can			0	0						0	0				0	0		0	0	0	202.80	-
9	FURNITURE CLEANER, aerosol, 300mL/can	can	15		15	1271.4						0	0				0	0		0	0	15	84.76	1,271.40
10	INSECTICIDE, aerosol type, 600mL/can	can	20		20	2496	20					20	2496	20			20	2496	20	20	2496	80	124.80	9,984.00
11	MOPBUCKET	piece	12		12	21840						0	0				0	0		0	0	12	1,820.00	21,840.00
12	MOPHANDLE, screw type, aluminum handle	piece	10		10	1424.8						0	0				0	0		0	0	10	142.48	1,424.80
13	MOPHEAD, made of rayon	piece	20		20	1976						0	0	20			20	1976		0	0	40	98.80	3,952.00
14	RAG, all cotton, 32 pieces per kilo per bundle	bundle	15		15	745.35	15					15	745.35	15			15	745.35	15	15	745.35	60	49.69	2,981.40
15	SCOURING PAD, 5 pieces per pack	pack	15		15	1544.4						0	0	15			15	1544.4		0	0	30	102.96	3,088.80
16	TRASHBAG, plastic, transparent, 10pcs/roll	roll	100		100	13988						0	0	100			100	13988		0	0	200	139.88	27,976.00
17	DISINFECTANT, bleaching solution	cont			0							0					0			0		0	101.82	-
<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	#####	-

2	CALCULATOR, COMPACT, electronic, 12 digits cap, 1 unit in individual box	unit	15		15	2135.4			0	0		2		2	284.72			0	0	17	142.36	2,420.12
3	CALCULATOR, SCIENTIFIC, 1 unit per box	unit			0	0			0	0				0	0			0	0	0	328.64	-
4	CHAIR, monobloc, without armrest, beige	piece			0	0			0	0				0	0			0	0	0	254.68	-
5	CHAIR, monobloc, without armrest, white	piece			0	0			0	0				0	0			0	0	0	254.80	-
6	DIGITAL VOICE RECORDER, 4GB (expandable), 1 unit in individual box	unit	5		5	31148			0	0				0	0			0	0	5	6,229.60	31,148.00
7	DOCUMENT CAMERA, four(4) reference points demarcate viewing area, 16x(1600%) consecutive zoom, PC and Doc Cam video switcher, plug and play	unit	3		3	75816			0	0				0	0			0	0	3	25,272.00	75,816.00
8	ELECTRIC FAN, industrial	unit			0	0			0	0				0	0			0	0	0	956.80	-
9	ELECTRIC FAN, orbit type	unit			0	0			0	0				0	0			0	0	0	1,248.00	-
10	ELECTRIC FAN, stand type	unit	10		10	9671			0	0				0	0			0	0	10	967.10	9,671.00
11	ELECTRIC FAN, wall type	unit			0	0			0	0				0	0			0	0	0	790.40	-
12	FACSIMILE MACHINE, uses thermal paper, 50m/roll, for documents 216mm x 600mm, 15 sec, transmission speed, running width 2018mm, document feeder holds 10 pages, with automatic paper cutter, redial, and fax/tel switch	unit			0	0			0	0				0	0			0	0	0	3,502.72	-
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			0	0				0	0			0	0	0	1,080.56	-
14	FIRE EXTINGUISHER, pure HCFC 123, with fire rating of 1A, 1BC, for ABC class of fire, stored pressure type, non-electrical conductor, non-corrosive, 4.5kg (10 lbs), brand new	unit			0	0			0	0				0	0			0	0	0	4,992.00	-
15	MULTIMEDIA PROJECTOR, 4000 ansi Lumens, 3600 hours lamp life, supports SVGA to SXGA, (compressed) resolution	unit	2		2	52967			0	0				0	0			0	0	2	#####	52,967.20
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			0	0	0	7,488.00	-
17	PAPER SHREDDER, 0.06m/sec shred speed, cuts 6-8 sheets of 70gsm paper	unit			0	0			0	0				0	0			0	0	0	5,699.20	-
18	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column, 480 cps print speed	unit			0	0			0	0				0	0			0	0	0	#####	-
19	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 column, 337 cps print speed	unit			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	5		5	50000				0	0			0	0	5	#####	50,000.00				
21	PRINTER, LASER, monochrome, 24ppm speed, 1200 x 1200 dpi	unit	5		5	6188				0	0			0	0	5	1,237.60	6,188.00				
22	TABLE, monobloc, square, 36" X 36", white, four(4) seater, for indoor and outdoor use	unit			0	0				0	0			0	0	0	1,289.60	-				
23	TABLE, monobloc, square, 36" X 36", beige, four(4) seater, for indoor and outdoor use	unit	2		2	2485.6				0	0			0	0	2	1,242.80	2,485.60				
<b>COMMON COMPUTER SUPPLIES</b>																						
1	COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9-1/2", 2000 sheets/box	box			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	950.30	-				
3	COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 9-1/2", 1000 sets/box	box			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	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	571.80	-				
6	COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 14-7/8", 500 sets/box	box			0	0				0	0			0	0	0	958.15	-				
7	DVD REWRITABLE, 4x speed, 4.7GB capacity	piece	200		200	4358	30		30	653.7	100			100	2179	60	60	1307.4	390	21.79	8,498.10	
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	####	15		15	42276				0	0			0	0			0	0	15	2,818.40	42,276.00
9	FLASH DRIVE, 16GB, USB 2.0, plug and play	piece	100		100	19448	10		10	1944.8	50			0	0	10	10	1944.8	120	194.48	23,337.60	
10	MOUSE, optical, USB connection type	unit	10		10	1278				0	0			0	0			0	0	10	127.80	1,278.00
<b>HANDBOOK ON PROCUREMENT</b>																						
1	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT-RA 9184(6th Edition), 6" x 9", 296 pages,	piece	10		10	618.3				0	0			0	0			0	0	10	61.83	618.30
<b>CONSUMABLES</b>																						
1	INK CART, BROTHER LC39BK, Black	cart			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	447.20	-
3	INK CART, BROTHER LC39M, Magenta	cart			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	447.20	-			
5	INK CART, BROTHER LC67B, Black	cart				0	0				0	0				0	0	0	910.00	-			
6	INK CART, BROTHER LC67C, Cyan	cart				0	0				0	0				0	0	0	546.00	-			
7	INK CART, BROTHER LC67M, Magenta	cart				0	0				0	0				0	0	0	546.00	-			
8	INK CART, BROTHER LC67Y, Yellow	cart				0	0				0	0				0	0	0	546.00	-			
9	INK CART, BROTHER LC67HYBK, Black	cart				0	0				0	0				0	0	0	1,538.16	-			
10	INK CART, BROTHER LC67HYC, Cyan	cart				0	0				0	0				0	0	0	868.40	-			
11	INK CART, BROTHER LC67HYM, Magenta	cart				0	0				0	0				0	0	0	868.40	-			
12	INK CART, BROTHER LC67HYY, Yellow	cart				0	0				0	0				0	0	0	868.40	-			
13	INK CART, CANON PG-810, Black	cart				0	0				0	0				0	0	0	737.36	-			
14	INK CART, CANON PG-740, Black	cart				0	0				0	0				0	0	0	-	-			
15	INK CART, CANON PGI-725, Black	cart				0	0				0	0				0	0	0	574.08	-			
16	INK CART, CANON CLI-726, Black	cart				0	0				0	0				0	0	0	534.56	-			
17	INK CART, CANON CL-811, Colored	cart				0	0				0	0				0	0	0	970.32	-			
18	INK CART, CANON CL-741, Colored	cart				0	0				0	0				0	0	0	945.36	-			
19	INK CART, CANON CLI-726, Cyan	cart				0	0				0	0				0	0	0	535.60	-			
20	INK CART, CANON CLI-726, Magenta	cart				0	0				0	0				0	0	0	535.60	-			
21	INK CART, CANON CLI-726, Yellow	cart				0	0				0	0				0	0	0	535.60	-			
22	INK CART, EPSON C13T038190 (To 38), Black	cart				0	0				0	0				0	0	0	491.92	-			
23	INK CART, EPSON C13T039090 (To 39), Colored	cart				0	0				0	0				0	0	0	770.64	-			
24	INK CART, EPSON C13T105190(73N)/(91N),Black	cart				0	0				0	0				0	0	0	426.40	-			
25	INK CART, EPSON C13T105290(73N)/(91N),Cyan	cart				0	0				0	0				0	0	0	426.40	-			
26	INK CART, EPSON C13T105390(73N)/(91N),Magenta	cart				0	0				0	0				0	0	0	426.40	-			
27	INK CART, EPSON C13T105490(73N)/(91N),Yellow	cart				0	0				0	0				0	0	0	426.40	-			
28	INK CART, EPSON C13T6664100 (T6641), Black	cart	30			30	7644			0	0	30				30	7644		0	0	60	254.80	15,288.00
29	INK CART, EPSON C13T6664200 (T6642), Cyan	cart	30			30	7644			0	0	30				30	7644		0	0	60	254.80	15,288.00
30	INK CART, EPSON C13T6664300 (T6643), Magenta	cart	30			30	7644			0	0	30				30	7644		0	0	60	254.80	15,288.00
31	INK CART, EPSON C13T6664400 (T6644), Yellow	cart	30			30	7644			0	0	30				30	7644		0	0	60	254.80	15,288.00
32	INK CART, HP 51645A, (HP45), Black	cart				0	0				0	0				0	0	0	1,346.80	-			
33	INK CART, HP C1823A, (HP23), Tri-color	cart				0	0				0	0				0	0	0	1,612.00	-			
34	INK CART, HP C4844A, (HP10), Black	cart				0	0				0	0				0	0	0	1,554.80	-			
35	INK CART, HP C4906AA, (HP940XL), Black	cart				0	0				0	0				0	0	0	1,554.80	-			
36	INK CART, HP C4907AA, (HP940XL), Cyan	cart				0	0				0	0				0	0	0	1,034.80	-			



37	INK CART, HP C4908AA, (HP940XL), Magenta	cart					0	0					0	0			0	0	0	1,034.80	-
38	INK CART, HP C4909AA, (HP940XL), Yellow	cart					0	0					0	0			0	0	0	1,034.80	-
39	INK CART, HP C4936A, (HP18), Black	cart					0	0					0	0			0	0	0	982.80	-
40	INK CART, HP C4937A, (HP18), Cyan	cart					0	0					0	0			0	0	0	717.60	-
41	INK CART, HP C4938A, (HP18), Magenta	cart					0	0					0	0			0	0	0	717.60	-
42	INK CART, HP C4939A, (HP18), Yellow	cart					0	0					0	0			0	0	0	717.60	-
43	INK CART, HP C6578DA, (HP78), Tri-color	cart					0	0					0	0			0	0	0	1,606.80	-
44	INK CART, HP C6615DA, (HP15), Black	cart					0	0					0	0			0	0	0	1,237.60	-
45	INK CART, HP C6625AA, (HP17), Tri-color	cart					0	0					0	0			0	0	0	1,346.80	-
46	INK CART, HP C6656AA, (HP56), Black	cart					0	0					0	0			0	0	0	921.44	-
47	INK CART, HP C6657AA, (HP57), Tri-color	cart					0	0					0	0			0	0	0	1,466.40	-
48	INK CART, HP C8727AA, (HP27), Black	cart					0	0					0	0			0	0	0	826.80	-
49	INK CART, HP C8765WA, (HP94), Black	cart					0	0					0	0			0	0	0	930.80	-
50	INK CART, HP C8766WA, (HP95), Tri-color	cart					0	0					0	0			0	0	0	1,133.60	-
51	INK CART, HP C8767WA, (HP96), Black	cart					0	0					0	0			0	0	0	1,430.00	-
52	INK CART, HP C9351AA, (HP21), Black	cart					0	0					0	0			0	0	0	650.00	-
53	INK CART, HP C9352AA, (HP22), Tri-color	cart					0	0					0	0			0	0	0	751.92	-
54	INK CART, HP C9361WA, (HP93), Tri-color	cart					0	0					0	0			0	0	0	1,346.80	-
55	INK CART, HP C9362WA, (HP92), Black	cart					0	0					0	0			0	0	0	600.08	-
56	INK CART, HP C9363WA, (HP97), Tri-color	cart					0	0					0	0			0	0	0	1,492.40	-
57	INK CART, HP C9364WA, (HP98), Black	cart					0	0					0	0			0	0	0	826.80	-
58	INK CART, HP CB314A, (HP900), Black	cart					0	0					0	0			0	0	0	296.40	-
59	INK CART, HP CB315A, (HP900), Tri-color	cart					0	0					0	0			0	0	0	379.60	-
60	INK CART, HP CB335WA, (HP74), Black	cart					0	0					0	0			0	0	0	696.80	-
61	INK CART, HP CB336WA, (HP74XL), Black	cart					0	0					0	0			0	0	0	1,508.00	-
62	INK CART, HP CB337WA, (HP75), Tri-color	cart					0	0					0	0			0	0	0	803.92	-
63	INK CART, HP CB338WA, (HP75XL), Tri-color	cart					0	0					0	0			0	0	0	1,606.80	-
64	INK CART, HP CC640WA, (HP60), Black	cart					0	0					0	0			0	0	0	639.60	-
65	INK CART, HP CC641WA, (HP60XL), Black	cart					0	0					0	0			0	0	0	1,445.60	-

66	INK CART, HP CC643WA, (HP60), Tri-color	cart				0	0				0	0				0	0	0	754.00	-
67	INK CART, HP CC644WA, (HP60XL), Tri-color	cart				0	0				0	0				0	0	0	1,658.80	-
68	INK CART, HP CC653AA, (HP901), Black	cart				0	0				0	0				0	0	0	639.60	-
69	INK CART, HP CC656AA, (HP901), Tri-color	cart				0	0				0	0				0	0	0	1,019.20	-
70	INK CART, HP CC660AA, (HP702), Black	cart				0	0				0	0				0	0	0	1,086.80	-
71	INK CART, HP CD887AA, (HP703), Black	cart				0	0				0	0				0	0	0	358.80	-
72	INK CART, HP CD888AA, (HP703), Tri-color	cart				0	0				0	0				0	0	0	358.80	-
73	INK CART, HP CD971AA, (HP 920), Black	cart				0	0				0	0				0	0	0	792.48	-
74	INK CART, HP CD972AA, (HP 920XL), Cyan	cart				0	0				0	0				0	0	0	629.20	-
75	INK CART, HP CD973AA, (HP 920XL), Magenta	cart				0	0				0	0				0	0	0	629.20	-
76	INK CART, HP CD974AA, (HP 920XL), Yellow	cart				0	0				0	0				0	0	0	629.20	-
77	INK CART, HP CD975AA, (HP 920XL), Black	cart				0	0				0	0				0	0	0	1,242.80	-
78	INK CART, HP CH561WA, (HP61), Black	cart				0	0				0	0				0	0	0	644.80	-
79	INK CART, HP CH562WA, (HP61), Tricolor	cart				0	0				0	0				0	0	0	826.80	-
80	INK CART, HP CN045AA, (HP950XL), Black	cart				0	0				0	0				0	0	0	1,554.80	-
81	INK CART, HP CN046AA, (HP951XL), Cyan	cart				0	0				0	0				0	0	0	1,175.20	-
82	INK CART, HP CN047AA, (HP951XL), Magenta	cart				0	0				0	0				0	0	0	1,180.40	-
83	INK CART, HP CN048AA, (HP951XL), Yellow	cart				0	0				0	0				0	0	0	1,180.40	-
84	INK CART, HP CN692AA, (HP704), Black	cart				0	0				0	0				0	0	0	358.80	-
85	INK CART, HP CN693AA, (HP704), Tri-color	cart				0	0				0	0				0	0	0	358.80	-
86	INK CART, HP CZ107AA, (HP678), Black	cart				0	0				0	0				0	0	0	358.80	-
87	INK CART, HP CZ108AA, (HP678), Tricolor	cart				0	0				0	0				0	0	0	360.88	-
88	INK CART, HP CZ121A (HP685A), Black	cart				0	0				0	0				0	0	0	366.08	-
89	INK CART, HP CZ122A (HP685A), Cyan	cart				0	0				0	0				0	0	0	249.60	-
90	INK CART, HP CZ123A (HP685A), Magenta	cart				0	0				0	0				0	0	0	249.60	-
91	INK CART, HP CZ124A (HP685A), Yellow	cart				0	0				0	0				0	0	0	249.60	-
92	INK CART, HP Q8893AA (C8728AA), (HP28), Colored	cart				0	0				0	0				0	0	0	930.80	-

93	INK CART, LEXMARK 10NO217 (#17), Black	cart				0	0			0	0			0	0	0	1,003.60	-
94	INK CART, LEXMARK 10NO227 (#27), Colored	cart				0	0			0	0			0	0	0	1,196.00	-
95	TONER CART, BROTHER TN-2025, Black	cart				0	0			0	0			0	0	0	2,556.32	-
96	TONER CART, BROTHER TN-2130, Black	cart				0	0			0	0			0	0	0	1,820.00	-
97	TONER CART, BROTHER TN-2150, Black	cart				0	0			0	0			0	0	0	2,860.00	-
98	TONER CART, BROTHER TN-3320, Black	cart				0	0			0	0			0	0	0	3,354.00	-
99	TONER CART, BROTHER TN-3350, Black, for HL5450DN (CU Printer)	cart				0	0			0	0			0	0	0	4,992.00	-
100	TONER CART, HP C4092A, Black	cart				0	0			0	0			0	0	0	2,741.44	-
101	TONER CART, HP C4096A, Black	cart				0	0			0	0			0	0	0	5,352.88	-
102	TONER CART, HP C7115A, Black	cart				0	0			0	0			0	0	0	2,971.28	-
103	TONER CART, HP CB435A, Black	cart	30		30	84084	30		30	84084	30		30	84084	120		2,802.80	336,336.00
104	TONER CART, HP CB436A, Black	cart				0	0			0	0			0	0	0	3,218.80	-
105	TONER CART, HP CB540A, Black	cart				0	0			0	0			0	0	0	3,312.40	-
106	TONER CART, HP CB541A, Cyan	cart				0	0			0	0			0	0	0	2,984.80	-
107	TONER CART, HP CB542A, Yellow	cart				0	0			0	0			0	0	0	2,984.80	-
108	TONER CART, HP CB543A, Magenta	cart				0	0			0	0			0	0	0	2,984.80	-
109	TONER CART, HP CC364A, Black	cart				0	0			0	0			0	0	0	7,378.80	-
110	TONER CART, HP CC530A, Black	cart				0	0			0	0			0	0	0	5,402.80	-
111	TONER CART, HP CC531A, Cyan	cart				0	0			0	0			0	0	0	5,298.80	-
112	TONER CART, HP CC532A, Yellow	cart				0	0			0	0			0	0	0	5,298.80	-
113	TONER CART, HP CC533A, Magenta	cart				0	0			0	0			0	0	0	5,298.80	-
114	TONER CART, HP CE255A, Black	cart				0	0			0	0			0	0	0	6,754.80	-
115	TONER CART, HP CE278A, Black	cart				0	0			0	0			0	0	0	3,114.80	-
116	TONER CART, HP CE285A (HP85A), Black	cart				0	0			0	0			0	0	0	2,756.00	-
117	TONER CART, HP CE310A, Black	cart				0	0			0	0			0	0	0	2,386.80	-
118	TONER CART, HP CE311A, Cyan	cart				0	0			0	0			0	0	0	2,490.80	-
119	TONER CART, HP CE312A, Yellow	cart				0	0			0	0			0	0	0	2,490.80	-
120	TONER CART, HP CE313A, Magenta	cart				0	0			0	0			0	0	0	2,490.80	-
121	TONER CART, HP CE320A, Black	cart				0	0			0	0			0	0	0	3,166.80	-
122	TONER CART, HP CE321A, Cyan	cart				0	0			0	0			0	0	0	3,010.80	-
123	TONER CART, HP CE322A, Yellow	cart				0	0			0	0			0	0	0	3,010.80	-
124	TONER CART, HP CE323A, Magenta	cart				0	0			0	0			0	0	0	3,010.80	-
125	TONER CART, HP CE390A, Black	cart				0	0			0	0			0	0	0	7,690.80	-
126	TONER CART, HP CE400A, Black	cart				0	0			0	0			0	0	0	6,754.80	-
127	TONER CART, HP CE401A, Cyan	cart				0	0			0	0			0	0	0	9,978.80	-
128	TONER CART, HP CE402A, Yellow	cart				0	0			0	0			0	0	0	9,978.80	-
129	TONER CART, HP CE403A, Magenta	cart				0	0			0	0			0	0	0	9,978.80	-
130	TONER CART, HP CE410A, (HP305), Black	cart				0	0			0	0			0	0	0	3,790.80	-

131	TONER CART, HP CE411A, (HP305), Cyan	cart				0	0											0	0	0	5,402.80	-	
132	TONER CART, HP CE412A, (HP305), Yellow	cart				0	0												0	0	0	5,402.80	-
133	TONER CART, HP CE413A, (HP305), Magenta	cart				0	0												0	0	0	5,402.80	-
134	TONER CART, HP CE505A, Black	cart				0	0												0	0	0	3,998.80	-
135	TONER CART, HP CE505X, Black, high cap	cart				0	0												0	0	0	7,066.80	-
136	TONER CART, HP Q2612A, Black	cart				0	0												0	0	0	3,104.40	-
137	TONER CART, HP Q2613A, Black	cart				0	0												0	0	0	3,328.00	-
138	TONER CART, HP Q5942A, Black	cart				0	0												0	0	0	7,482.80	-
139	TONER CART, HP Q5949A, Black	cart				0	0												0	0	0	3,530.80	-
140	TONER CART, HP Q5950A, Black	cart				0	0												0	0	0	7,644.00	-
141	TONER CART, HP Q5951A, Cyan	cart				0	0												0	0	0	10,845.12	-
142	TONER CART, HP Q5952A, Yellow	cart				0	0												0	0	0	10,845.12	-
143	TONER CART, HP Q5953A, Magenta	cart				0	0												0	0	0	10,845.12	-
144	TONER CART, HP Q6000A, Black	cart				0	0												0	0	0	3,317.60	-
145	TONER CART, HP Q6001A, Cyan	cart				0	0												0	0	0	3,614.00	-
146	TONER CART, HP Q6002A, Yellow	cart				0	0												0	0	0	3,614.00	-
147	TONER CART, HP Q6003A, Magenta	cart				0	0												0	0	0	3,614.00	-
148	TONER CART, HP Q6470A, Black	cart				0	0												0	0	0	5,526.56	-
149	TONER CART, HP Q6471A, Cyan	cart				0	0												0	0	0	5,495.36	-
150	TONER CART, HP Q6472A, Yellow	cart				0	0												0	0	0	5,844.80	-
151	TONER CART, HP Q6473A, Magenta	cart				0	0												0	0	0	5,844.80	-
152	TONER CART, HP Q7553A, Black	cart				0	0												0	0	0	3,894.80	-
153	TONER CART, LEXMARK E360H11P, Black	cart				0	0												0	0	0	8,874.32	-
154	TONER CART, LEXMARK T650A11P, Black	cart				0	0												0	0	0	9,630.40	-
155	TONER CART, SAMSUNG ML-D2850B, Black	cart				0	0												0	0	0	4,992.00	-
156	TONER CART, SAMSUNG MLT-D101S, Black	cart				0	0												0	0	0	2,600.00	-
157	TONER CART, SAMSUNG MLT-D103L, Black	cart				0	0												0	0	0	2,912.00	-
158	TONER CART, SAMSUNG MLT-D103S, Black	cart				0	0												0	0	0	2,912.00	-
159	TONER CART, SAMSUNG MLT-D104S, Black	cart				0	0												0	0	0	2,392.00	-
160	TONER CART, SAMSUNG MLT-D105L, Black	cart	8			8	21632												0	0	8	2,704.00	21,632.00
161	TONER CART, SAMSUNG MLT-D108S, Black	cart				0	0												0	0	0	2,631.20	-
162	TONER CART, SAMSUNG MLT-D119S (ML2010D3), Black	cart				0	0												0	0	0	3,120.00	-
163	TONER CART, SAMSUNG MLT-D203E, Black	cart				0	0												0	0	0	7,280.00	-
164	TONER CART, SAMSUNG MLT-D203L, Black	cart				0	0												0	0	0	4,368.00	-

165	TONER CART, SAMSUNG MLT-D203U, black	cart				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	8,736.00	-
167	TONER CART, SAMSUNG MLT-D205L, Black	cart				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	4,212.00	-
169	RIBBON CART, EPSON C13S015516 (#8750), Black, for LX-300	cart				0	0			0	0				0	0	0	76.75	-
170	RIBBON CART, EPSON C13S015531 (S015086), Black	cart				0	0			0	0				0	0	0	724.88	-
171	RIBBON CART, EPSON C13S015584 (S015327), Black	cart				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	0	75.92	-

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

COMMON ELECTRICAL SUPPLIES																						
1						0	0			0	0				0	0	0	-				
2						0	0			0	0				0	0	0	-				
3						0	0			0	0				0	0	0	-				
COMMON OFFICE EQUIPMENT																						
1	ROUTER, WIRELESS	unit	1		1	0				0	0				0	0	1	-				
2	NOTEBOOK COMPUTER	unit		3	3	210000				0	0				0	0	3	#####	210,000.00			
3	LCD MONITOR, 18.5"	unit			0	0		1	1	6000					0	0	1	6,000.00	6,000.00			
4	KEYBOARD	unit			0	0		1	1	600					0	0	1	600.00	600.00			
5	OPTICAL MOUSE	unit	3		3	2700				0	0		3	3	2700		6	900.00	5,400.00			
6	COMPUTER SET	set			0	0			1				1	45000			1	#####	45,000.00			
7	COMPUTER CHAIR	pc		3	3	7500				0	0				0	0	3	2,500.00	7,500.00			
8	SWIVEL CHAIR, EXECUTIVE	pc	2		2	9000	2		2	9000	2			2	9000	2	8	4,500.00	36,000.00			
9					0	0				0	0				0	0	0	-				
10					0	0				0	0				0	0	0	-				
11					0	0				0	0				0	0	0	-				
COMMON OFFICE SUPPLIES																						
1	BALL PEN, Black	pc	500		500	2000				0	0	500			500	2000		0	0	1000	4.00	4,000.00
2	BALL PEN, Blue	pc	500		500	2000				0	0	500			500	2000		0	0	1000	4.00	4,000.00
3	CARTOLINA, white, 20 pieces per pack	pack	20		20	1289.6	20			20	1289.6	20			20	1289.6	20	20	1289.6	80	64.48	5,158.40
4	RIBBON, nylon, typewriter	spool	1		1	0	1			1	0	1			1	0	4					-
5	Columnar Book, T Columns	pc	36		36	7200				0	0				0	0	36	200.00		36	200.00	7,200.00
6	Ledger, Short	pc	350		350	525				0	0				0	0	350	1.50		350	1.50	525.00
7					0	0				0	0				0	0	0			0	0	-
8					0	0				0	0				0	0	0			0	0	-
9					0	0				0	0				0	0	0			0	0	-
10					0	0				0	0				0	0	0			0	0	-

11				0	0			0	0			0	0			0	0	0			-
12				0	0			0	0			0	0			0	0	0			-
13				0	0			0	0			0	0			0	0	0			-
14				0	0			0	0			0	0			0	0	0			-
15				0	0			0	0			0	0			0	0	0			-
16				0	0			0	0			0	0			0	0	0			-
17				0	0			0	0			0	0			0	0	0			-
18				0	0			0	0			0	0			0	0	0			-
19				0	0			0	0			0	0			0	0	0			-
20				0	0			0	0			0	0			0	0	0			-
21				0	0			0	0			0	0			0	0	0			-
<b>COMMON JANITORIAL SUPPLIES</b>																					
1	Tie Wire No. 16	roll		0	0			0	0			0	0	2		2	100	2	50.00	100.00	-
2				0	0			0	0			0	0			0	0	0			-
3				0	0			0	0			0	0			0	0	0			-
<b>CONSUMABLES</b>																					
1				0	0			0	0			0	0			0	0	0			-
2				0	0			0	0			0	0			0	0	0			-
3				0	0			0	0			0	0			0	0	0			-
4				0	0			0	0			0	0			0	0	0			-
5				0	0			0	0			0	0			0	0	0			-
6				0	0			0	0			0	0			0	0	0			-
7				0	0			0	0			0	0			0	0	0			-
8				0	0			0	0			0	0			0	0	0			-
9				0	0			0	0			0	0			0	0	0			-
10				0	0			0	0			0	0			0	0	0			-
11				0	0			0	0			0	0			0	0	0			-
12				0	0			0	0			0	0			0	0	0			-
13				0	0			0	0			0	0			0	0	0			-
14				0	0			0	0			0	0			0	0	0			-
15				0	0			0	0			0	0			0	0	0			-
16				0	0			0	0			0	0			0	0	0			-
17				0	0			0	0			0	0			0	0	0			-
18				0	0			0	0			0	0			0	0	0			-
19				0	0			0	0			0	0			0	0	0			-
20				0	0			0	0			0	0			0	0	0			-
21				0	0			0	0			0	0			0	0	0			-
22				0	0			0	0			0	0			0	0	0			-
23				0	0			0	0			0	0			0	0	0			-
24				0	0			0	0			0	0			0	0	0			-
25				0	0			0	0			0	0			0	0	0			-
26				0	0			0	0			0	0			0	0	0			-

27					0	0				0	0				0	0	0			-
28					0	0				0	0				0	0	0			-
29					0	0				0	0				0	0	0			-
30					0	0				0	0				0	0	0			-
31					0	0				0	0				0	0	0			-
32					0	0				0	0				0	0	0			-
33					0	0				0	0				0	0	0			-
<b>Office Equipment and Accessories</b>																				
1	Filing Cabinet, four drawers, steel, plain finish 8 ball bearing rollers, guage 22	unit	5		5	45000				0	0				0	0	5	9,000.00	45,000.00	
2	Filing Cabinet, 2 drawers, steel, plain finish 8 ball bearing rollers, guage 22	unit	4		4	24000				0	0				0	0	4	6,000.00	24,000.00	
3					0	0				0	0				0	0	0			-
4					0	0				0	0				0	0	0			-
5					0	0				0	0				0	0	0			-
6					0	0				0	0				0	0	0			-
7					0	0				0	0				0	0	0			-
8					0	0				0	0				0	0	0			-
9					0	0				0	0				0	0	0			-
10					0	0				0	0				0	0	0			-
<b>Office Supplies</b>																				
1	RIBBON, for manual typewriter	pc	15		15	255	15			15	255	15			15	255	60	17.00	1,020.00	
2	Push Pin	box	10		10	249.6	5			5	124.8	5			5	124.8	25	24.96	624.00	
3	Friction Pen	pc	60		60	4200				0	0	60			60	4200	120	70.00	8,400.00	
4	High Lighter	pc	60		60	1080				0	0	60			60	1080	120	18.00	2,160.00	
5	Pigment Ink EPSON	cart			0	0				0	0				0	0	0			-
6	Double-Sided tape	roll	20		20	7000				0	0				0	0	20	350.00	7,000.00	
7	Certificate Frame	pc	100		100	4000				0	0				0	0	100	40.00	4,000.00	
8					0	0				0	0				0	0	0			-
9					0	0				0	0				0	0	0			-
10					0	0				0	0				0	0	0			-
<b>Audio and visual presentation and composing equipment</b>																				
1	LASER POINTER, PEN TYPE	unit			0	0				0	0	1			1	0	1			-
2	USB Condenser Microphone	unit	2		2	5000				0	0				0	0	2	2,500.00	5,000.00	
3	Lapel Microphone	unit	2		2	10000				0	0				0	0	2	5,000.00	10,000.00	
4	Shotgun Microphone	unit	2		2	10000				0	0				0	0	2	5,000.00	10,000.00	
5					0	0				0	0				0	0	0			-
6					0	0				0	0				0	0	0			-
7					0	0				0	0				0	0	0			-
8					0	0				0	0				0	0	0			-
9					0	0				0	0				0	0	0			-
10					0	0				0	0				0	0	0			-

<b>Photographic or filming or video equipment</b>				0															
1	DSLR Camera	unit	1		1	36000				0	0			0	0	1	#####	36,000.00	
2	Video Camera HD	unit	1		1	36000				0	0			0	0	1	#####	36,000.00	
3					0	0				0	0			0	0	0		-	
4					0	0				0	0			0	0	0		-	
5					0	0				0	0			0	0	0		-	
6					0	0				0	0			0	0	0		-	
7					0	0				0	0			0	0	0		-	
8					0	0				0	0			0	0	0		-	
9					0	0				0	0			0	0	0		-	
10					0	0				0	0			0	0	0		-	
<b>Cleaning Equipment and Supplies</b>				0															
1	Muriatic Acid	botl	5		5	300	5		5	300	5		5	300	5	20	60.00	1,200.00	
2	Fabric Conditioner	botl	10		10	1500	10		10	1500	10		10	1500	10	40	150.00	6,000.00	
3	Stain remover	botl	10		10	500	10		10	500	10		10	500	10	40	50.00	2,000.00	
4	Liquid Hand Soap	botl	40		40	1600	40		40	1600	40		40	1600	40	160	40.00	6,400.00	
5	Glass Cleaner	botl	10		10	1700	10		10	1700	10		10	1700	10	40	170.00	6,800.00	
6	Doormat	pc	15		15	600	15		15	600	15		15	600	15	60	40.00	2,400.00	
7					0	0				0	0			0	0	0		-	
8					0	0				0	0			0	0	0		-	
9					0	0				0	0			0	0	0		-	
10					0	0				0	0			0	0	0		-	
<b>Paper Materials and Products</b>				0															
1	Creepe Paper	pc	15		15	225				0	0			0	0	15	15.00	225.00	
2	Palara, gold/silver	pack	15		15	225			15				15	225		30	15.00	450.00	
3	Glossy paper, assorted color	pack	15		15	180			15				15	180		30	12.00	360.00	
4	Japanese Paper	pc	15		15	75			15				15	75		30	5.00	150.00	
5	Paper, laid, A4	pack	60		60	1800			60				60	1800		120	30.00	3,600.00	
6	Paper, laid, legal	pack	60		60	2100			60				60	2100		120	35.00	4,200.00	
7	Board, laid, A4	pack	60		60	3000			60				60	3000		120	50.00	6,000.00	
8	Board, laid, legal	pack	60		60	3300			60				60	3300		120	55.00	6,600.00	
9	Photo Paper, A4	pack	30		30	2100			30				30	2100		60	70.00	4,200.00	
10	Sticker Paper	pack	30		30	1800			30				30	1800		60	60.00	3,600.00	
<b>Lighting and fixtures and accessories</b>				0															
1					0	0				0	0			0	0	0		-	
2					0	0				0	0			0	0	0		-	
9					0	0				0	0			0	0	0		-	
10					0	0				0	0			0	0	0		-	
<b>Electrical equipment and components and supplies</b>				0															
1	Extention Wires	unit	10		10	2500				0	0			0	0	10	250.00	2,500.00	
2					0	0				0	0			0	0	0		-	
9					0	0				0	0			0	0	0		-	



10					0	0				0	0					0	0	0			-		
<b>Computer Supplies</b>																							
1	Compact Disk Rewritable	pc	300		300	4500				0	0	250			300	4500			0	0	600	15.00	9,000.00
2	RJ 45 Ethernet Connection		50		50	500	50			50	500	50			50	500	50		50	500	200	10.00	2,000.00
3	Box Cat6e Ethernet Cable		2		2	10000				0	0				0	0			0	0	2	5,000.00	10,000.00
4	Motherboard		5		5	25000				0	0				0	0			0	0	5	5,000.00	25,000.00
<b>Computer Equipment and Accessories</b>																							
1	LAPTOP	unit	5		5	250000				0	0				0	0			0	0	5	#####	250,000.00
2	DESKTOP COMPUTER	unit	1		1	60000				0	0				0	0			0	0	1	#####	60,000.00
3	CCTV Camera	unit	4		4	10000				0	0				0	0			0	0	4	2,500.00	10,000.00
4	Network Attached Storage	unit	2		2	10000				0	0				0	0			0	0	2	5,000.00	10,000.00
5	Motherboard	unit	5		5	25000				0	0				0	0			0	0	5	5,000.00	25,000.00
6	Computer Processor	unit	5		5	40000				0	0				0	0			0	0	5	8,000.00	40,000.00
7	Router	unit	5		5	10000				0	0				0	0			0	0	5	2,000.00	10,000.00
8	RAM DDR3	unit	10		10	20000				0	0				0	0			0	0	10	2,000.00	20,000.00
9	Switch	unit	4		4	20000				0	0				0	0			0	0	4	5,000.00	20,000.00
10	Graphics Card	unit	2		2	20000				0	0				0	0			0	0	2	#####	20,000.00
	Printer	unit	4		4	60000				0	0				0	0			0	0	4	#####	60,000.00
11	Keyboard USB Type				0	0				0	0				0	#REF!			0	0	0		-
<b>*Other Categories</b>																							
1					0	0				0	0				0	0			0	0	0		-
2					0	0				0	0				0	0			0	0	0		-
<b>C. TOTAL (A + B):</b>																				<b>2,824,209.72</b>			
<b>D. ADDITIONAL PROVISION FOR</b>																				<b>282,420.97</b>			
<b>E. GRAND TOTAL (C + D)</b>																				<b>3,106,630.69</b>			
<b>F. APPROVED BUDGET BY THE</b>																							
<b>G. MONTHLY CASH REQUIREMENTS</b>																							
G.1 Available at Procurement Service Stores			###							3E+05						452174				3E+05		0	
G.2 Other Items not available at PS but			###							7080						#REF!				7080		0	
<b>TOTAL MONTHLY CASH</b>			###							3E+05						#REF!				3E+05		0	

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:

  
MAGDALENA C. ORANDA  
AO V/Property Custodian

Certified Funds Available /  
Certified Appropriate Funds Available:

  
CHERITA P. FURIGAY  
AO IV/OIC -Budget Officer

Approved by:

  
JOHN M. CASTAÑEDA, CESO III  
Regional Director

Date Prepared:



DILG Regional Office	DILG R2											
LGUIA planning Meetings	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	14,000.00	14,000.00			
MASA MASID Planning conference	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	10,500.00	10,500.00			
CFLGA Planning Meetings	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	14,000.00	14,000.00			
Division Monthly Meetings	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	42,000.00	42,000.00			
Division Planning Conference	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	7,000.00	7,000.00			
RPSPB Meetings	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	52,500.00	52,500.00			
ROPMT Meetings	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	18,200.00	18,200.00			
FAD Quarterly Meeting	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	53,200.00	53,200.00			
PBB Meetings	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	21,000.00	21,000.00			
RIPE Meetings	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	21,000.00	21,000.00			
FAD SPMS Meetings	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	19,000.00	19,000.00			
Retooling Meeting	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	50,000.00	50,000.00			
HRD Activities	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	80,000.00	80,000.00			
CSC Month Activities	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	38,500.00	38,500.00			
Semestral Audit Exit Con.	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	21,000.00	21,000.00			
Budget Consultation with CSOs	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	6,000.00	6,000.00			
DILG Nueva Vizcaya	DILG R2											
Quarterly POC Meeting	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	60,000.00	60,000.00			
SGLG Validation	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	25,000.00	25,000.00			
LGU Evaluation	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	25,000.00	25,000.00			
LGU Validation	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	25,000.00	25,000.00			
CFLGA LGU Assessment and Validation	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	20,000.00	20,000.00			
Institutionalizing GAD	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	20,000.00	20,000.00			
SPMS Formulation	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	30,000.00	30,000.00			
PPBS Meeting	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	15,000.00	15,000.00			
Provincial Team Conference	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	120,000.00	120,000.00			
Cluster Meetings	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	60,000.00	60,000.00			
Team Meetings	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	30,000.00	30,000.00			
BAC Meetings	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	10,000.00	10,000.00			
DILG Isabela	DILG R2											
Kapighans	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	30,000.00	30,000.00			

DILG Cagayan	DILG R2											
Provincial Team Conferences	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	122,400.00		122,400.00		
Cluster Meetings	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	61,200.00		61,200.00		
Monitoring of BuB Projects Meetings	DILG R2	Section 53.9 Neg. Proc.(SVP)	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	400,000.00		400,000.00		
<b>LEASE OF VENUE</b> (with accommodation & meals)	DILG R2											
DILG Regional Office	DILG R2											
LGUIA Awarding	DILG R2	Section 53.10 Neg. Proc. (lease)	as scheduled	as scheduled	as scheduled	as scheduled	GAA	800,000.00		800,000.00		
SGLG Planning Conference	DILG R2	Section 53.10 Neg. Proc. (lease)	as scheduled	as scheduled	as scheduled	as scheduled	GAA	30,000.00		30,000.00		
SGLG Post Conference	DILG R2	Section 53.10 Neg. Proc. (lease)	as scheduled	as scheduled	as scheduled	as scheduled	GAA	21,000.00		21,000.00		
MASA MASID Roll out training	DILG R2	Section 53.10 Neg. Proc. (lease)	as scheduled	as scheduled	as scheduled	as scheduled	GAA	220,000.00		220,000.00		
CFLGA Post Conference	DILG R2	Section 53.10 Neg. Proc. (lease)	as scheduled	as scheduled	as scheduled	as scheduled	GAA	17,500.00		17,500.00		
Team Building Activity	DILG R2	Section 53.9 Neg. Proc.(SVP)	as scheduled	as scheduled	as scheduled	as scheduled	GAA	228,000.00		228,000.00		
DILG Nueva Vizcaya	DILG R2											
MASA MASID-LGU Orientation	DILG R2	Section 53.9 Neg. Proc.(SVP)	as scheduled	as scheduled	as scheduled	as scheduled	GAA	75,000.00		75,000.00		
POPS Planning Workshop	DILG R2	Section 53.9 Neg. Proc.(SVP)	as scheduled	as scheduled	as scheduled	as scheduled	GAA	75,000.00		75,000.00		
BADAC Training	DILG R2	Section 53.9 Neg. Proc.(SVP)	as scheduled	as scheduled	as scheduled	as scheduled	GAA	80,000.00		80,000.00		
BNEO Training	DILG R2	Section 53.9 Neg. Proc.(SVP)	as scheduled	as scheduled	as scheduled	as scheduled	GAA	150,000.00		150,000.00		
SGLG Assessment	DILG R2	Section 53.9 Neg. Proc.(SVP)	as scheduled	as scheduled	as scheduled	as scheduled	GAA	50,000.00		50,000.00		
LGUIA Awarding	DILG R2	Section 53.9 Neg. Proc.(SVP)	as scheduled	as scheduled	as scheduled	as scheduled	GAA	150,000.00		150,000.00		
BuB PCF,KALSADA Coordination Meetings	DILG R2	Section 53.9 Neg. Proc.(SVP)	as scheduled	as scheduled	as scheduled	as scheduled	GAA	250,000.00		250,000.00		
DILG Isabela	DILG R2											
Provincial Team Conferences	DILG R2	Section 53.9 Neg. Proc.(SVP)	as scheduled	as scheduled	as scheduled	as scheduled	GAA	168,000.00		168,000.00		
DILG Cagayan	DILG R2											
Mid-Year Planning and Assessment cum Team Building	DILG R2	Section 53.9 Neg. Proc.(SVP)	as scheduled	as scheduled	as scheduled	as scheduled	GAA	163,200.00		163,200.00		
Year-End Evaluation cum Planning	DILG R2	Section 53.9 Neg. Proc.(SVP)	as scheduled	as scheduled	as scheduled	as scheduled	GAA	40,800.00		40,800.00		
Family day	DILG R2	Section 53.9 Neg. Proc.(SVP)	as scheduled	as scheduled	as scheduled	as scheduled	GAA	20,400.00		20,400.00		
<b>INFRASTRUCTURE PROJECTS</b>												
Construction of Retaining Wall of DILG Regional Office 02	DILG R2	Public Bidding	as scheduled	as scheduled	as scheduled	as scheduled	GAA				1,139,664.13	
								<b>15,461,609.72</b>	<b>14,801,609.72</b>		<b>1,699,664.13</b>	

PREPARED BY:

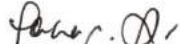


**MAGDALENA C. ORANDA**  
BAC Secretariat Chairperson

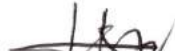
RECOMMENDING APPROVAL:



**DIGNA R. HERRERA**  
BAC Chairperson



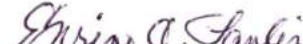
**LORNA M. DURWIN**  
BAC Vice-Chairperson



**IMELDA A. ROSALES**  
BAC Member



**ELMA M. URBINA**  
BAC Member



**ENRICO C. TAMBIS**  
BAC Provisional Member



**FELIXIMAR B. CABATBAT**  
BAC Provisional Member

Approved  
 Disapproved



**JOHN M. CASTAÑEDA, CESO III**  
Regional Director

Date: 28 November 2016