

**ANNUAL PROCUREMENT PLAN FOR 2012
For Common-Use Supplies and Equipment**

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

1. Select the appropriate worksheet depending on the nearest Regional/Provincial Depot on your area.
2. For Sub - Depots please refer to the following:
 - a. Bukidnon, Puerto Princesa Palawan, Biliran, Borongan, and Misamis Occidental (Oroquieta) - **Region XIII**
 - b. Misamis Oriental, Calbayog, and Bontoc - **Regions VI, VII, VIII, X, & XI**
 - c. Surigao Del Norte - **Surigao Del Norte**
 - d. Camiguin - **Camiguin**
3. Indicate the agency's monthly requirement per item in the APP form. The form will automatically compute for the Total Amount per item and the Grand Total.
4. Do not delete any field in the APP Form.
5. For Other Items not available from the Procurement Service but regularly purchased from other sources, agency must specify/indicate the item name under each category and unit price based on their last purchase of the item/s. These items will be evaluated by the Procurement Service and may be considered Common Supplies or Equipment (CSE). Items will be added to the electronic catalogue / virtual store as soon as it is procured and made available by the Procurement Service.
6. Submit the duly accomplished APP form in one (1) hard copy (duly signed by Agency officials) to the Agency's respective Budget Management Bureau in the DBM Central Office or to the DBM Regional Office and email at app@procurement-service.org
7. Consistent with DBM Circular No. 2011-6, the APP for FY 2011 must be submitted on or before September 15, 2011 and the APP for FY 2012 must be submitted on or before November 15, 2011.
8. For further assistance/clarification, agencies may call the Planning Division of the Procurement Service at telephone nos. (02)561-6116 or (02)563-9397.

Department/Bureau/Office: PHILIPPINE RACING COMMISSION
 Region: NATIONAL CAPITAL REGION (NCR)
 Address: 4th FLOOR ELECTRA HOUSE BLDG., ESTEBAN STREET
 LEGASPI VILLAGE, MAKATI CITY

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Item & Specifications	Unit of Measure	Quantity Requirement												PS Price Catalogue as of (09.12.2011)	Total Amount			
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total		
A. AVAILABLE AT PROCUREMENT SERVICE STORES																		
COMMON ELECTRICAL SUPPLIES																		
1. BALLAST, 18 watts	piece															0	67.27	-
2. BALLAST, 1 x 40 watts	piece															0		-
2. BALLAST, 36 watts	piece															0	72.54	-
3. BATTERY, size AA, alkaline, 2 pcs./packet	packet	5	5	5	5	5	5	5	5	5	5	5	5	5	5	60	36.40	2,184.00
4. BATTERY, size AAA, alkaline, 2 pcs./packet	packet	5			5				5			5				20	14.56	291.20
5. BATTERY, size D, alkaline, 2 pcs./packet	packet															0	68.12	-
6. FLUORESCENT LIGHTING FIXTURE, 1 x 20W	set															0	280.54	-
7. FLUORESCENT LIGHTING FIXTURE, 1 x 40W	set															0	368.94	-
8. FLUORESCENT LAMP, tubular, 18 watts	piece															0	32.14	-
9. FLUORESCENT LAMP, tubular, 36 watts	piece															0	33.85	-
10. COMPACT FLUORESCENT LIGHT, 18 watts	piece															0	103.79	-
11. FUSE, 30 amperes	piece															0	10.35	-
12. FUSE, 60 amperes	piece															0	25.48	-
13. STARTER, 4-40 watts	piece															0	3.73	-
14. TAPE, electrical	roll	1							1							2	18.20	36.40

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COMMON COMPUTER SUPPLIES/CONSUMABLES																	
1. COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9-1/2", 2000 sheets/box	box														0	520.00	-
2. COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14-7/8", 2000 sheets/box	box														0	818.48	-
3. COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 9-1/2", 1000 sets/box	box	1			1			1				1			4	581.67	2,326.68
4. COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 14-7/8", 1000 sets/box	box	1			1			1				1			4	951.08	3,804.32
5. COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 9-1/2", 500 sets/box	box														0	480.48	-
6. COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 14-7/8", 500 sets/box	box														0	778.96	-
7. COMPUTER CONTINUOUS FORMS, 4 ply, 11" x 9-1/2", 250 sets/box	box														0	338.00	-
8. COMPUTER CONTINUOUS FORMS, 4 ply, 11" x 14-7/8", 250 sets/box	box														0	722.80	-
9. COMPACT DISK CASE, 50 CDs capacity	piece														0	50.84	-
10. COMPACT DISK DRIVE CLEANER	piece														0	64.22	-
11. COMPACT DISK RECORDABLE, min. of 700MB, 1x - 52x minimum speed, 80 min recording time	piece	10			5			10				5			30	8.79	263.70
12. COMPACT DISK REWRITABLE, 700MB min. capacity, 80 minutes recording time, 4x - 10x min speed	piece														0	16.62	-
13. DVD RECORDABLE, 16x speed, 4.7GB capacity	piece	10			5			10				5			30	11.70	351.00
14. DVD RE-WRITABLE, 4x speed, 4.7GB capacity	piece														0	19.96	-
15. FLASH DRIVE, 4GB, USB 2.0, plug and play	piece	5						5							10	292.08	2,920.80
16. FLASH DRIVE, 8GB, USB 2.0, plug and play	piece														0	468.00	-
17. INK CARTRIDGE, HP 51645A (HP 45)	cart														0	1,216.86	-
18. INK CARTRIDGE, HP C6615DA (HP 15)	cart	5						5							10	1,149.54	11,495.40
19. INK CARTRIDGE, HP C1823DA (HP 23)	cart														0	1,489.20	-
20. INK CARTRIDGE, HP C6625A (HP 17)	cart	1			1			1				1			4	1,250.52	5,002.08
21. INK CARTRIDGE, HP C6578A/D (HP 78)	cart														0	1,352.52	-
22. INK CARTRIDGE, HP C6614D (HP 20)	cart														0	1,344.36	-
23. INK CARTRIDGE, HP C4844A (HP 10)	cart														0	1,402.50	-
24. INK CARTRIDGE, HP C8727AA (HP 27)	cart														0	743.58	-
25. INK CARTRIDGE, HP C8728AA (HP 28)	cart														0	873.12	-
26. INK CARTRIDGE, HP C6656AA (HP 56)	cart	2						3							5	810.90	4,054.50
27. INK CARTRIDGE, HP C6657AA (HP 57)	cart	2						3							5	1,352.52	6,762.60
28. INK CARTRIDGE, HP C9351AA (HP 21)	cart	10		10		10			10		10				50	615.06	30,753.00
29. INK CARTRIDGE, HP C9352AA (HP 22)	cart	10		10		10			10		10				50	708.90	35,445.00
30. INK CARTRIDGE, HP C8765WA (HP 94)	cart														0	820.08	-
31. INK CARTRIDGE, HP C8766WA (HP 95)	cart														0	984.30	-
32. INK CARTRIDGE, HP C9361WA (HP 93)	cart														0	787.44	-
33. INK CARTRIDGE, HP C9362WA (HP 92)	cart														0	588.54	-
34. INK CARTRIDGE, HP CB314A (HP 900), black	cart	3					3		1		3				10	256.02	2,560.20
35. INK CARTRIDGE, HP CB315A (HP 900), tri-color	cart	3					3		1		3				10	329.46	3,294.60
36. INK CARTRIDGE, Epson TO17	cart														0		-

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37. INK CARTRIDGE, Epson TO18	cart														0		-
38. INK CARTRIDGE, Lexmark # 27, colored	cart														0	1,173.00	-
39. INK CARTRIDGE, Lexmark # 17, black	cart														0	984.30	-
40. INK CARTRIDGE, Epson TO38	cart														0	482.46	-
41. INK CARTRIDGE, Epson TO39	cart														0	755.82	-
42. MOUSE, optical, USB conection type	piece														0	197.60	-
43. TONER CARTRIDGE,HP C3906A	cart														0	3,063.06	-
44. TONER CARTRIDGE,HP C3903A	cart														0	3,588.00	-
45. TONER CARTRIDGE,HP C4092A	cart														0	2,657.10	-
46. TONER CARTRIDGE,HP C4096A	cart														0	4,112.64	-
47. TONER CARTRIDGE,HP C7115A	cart														0	2,523.48	-
48. TONER CARTRIDGE,HP 92298A	cart	2						2							4	4,498.20	17,992.80
49. TONER CARTRIDGE,HP C4127X	cart	3						3							6	5,451.90	32,711.40
50. TONER CARTRIDGE, HP Q2613X	cart														0	4,026.96	-
51. TONER CARTRIDGE,HP Q2612A	cart														0	2,866.20	-
52. TONER CARTRIDGE,HP Q5942A	cart														0	6,105.72	-
53. TONER CARTRIDGE, HP Q6511A	cart														0	5,077.56	-
54. TONER CARTRIDGE, HP C9720A	cart														0	6,436.20	-
55. TONER CARTRIDGE, HP C9721A	cart														0	8,710.80	-
56. TONER CARTRIDGE, HP C9722A	cart														0	8,710.80	-
57. TONER CARTRIDGE, HP C9723A	cart														0	8,881.60	-
58. TONER CARTRIDGE, HP Q1338A	cart														0	6,489.60	-
59. TONER CARTRIDGE, HP Q2610A	cart														0	4,882.18	-
60. TONER CARTRIDGE, HP Q3960A	cart														0	3,468.00	-
61. TONER CARTRIDGE, HP Q3961A	cart														0	4,187.10	-
62. TONER CARTRIDGE, HP Q3962A	cart														0	4,187.10	-
63. TONER CARTRIDGE, HP Q3963A	cart														0	4,187.10	-
64. TONER CARTRIDGE, HP Q5949A	cart														0	2,928.42	-
65. TONER CARTRIDGE, HP Q7553A	cart														0	3,301.74	-
66. TONER CARTRIDGE, Lexmark 34217HR(12A8400)	cart														0	4,621.62	-
67. TONER CARTRIDGE, Lexmark 1382920	cart														0	14,198.40	-
68. TONER CARTRIDGE, Brother TN3060	cart														0	4,559.40	-
69. TONER CARTRIDGE, for Kyocera Mita KM-1505/1510/1810	cart														0	3,843.84	-
70. TONER CARTRIDGE, TK 100, for Kyocera Mita KM-1500	cart														0	2,843.56	-
71. TONER CARTRIDGE, Samsung ML-2250D5	cart														0	4,029.00	-
72. TONER CARTRIDGE, Samsung ML-2010D3	cart														0	2,958.00	-
73. TONER CARTRIDGE, Kyocera TK-120	cart														0	5,254.02	-
74. RIBBON, Epson RN 8755	cart														0	84.76	-
75. RIBBON, Epson RN 8750	cart	3						3							9	76.75	690.75
76. RIBBON, Epson RN 7754	cart														0	127.50	-
77. RIBBON, Epson RN SO 15083/SO 15086	cart														0	724.88	-
78. RIBBON, Epson RN SO 15327	cart	3						3							9	328.44	2,955.96

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COMMON OFFICE SUPPLIES																	
1. ACETATE, gauge #3, 50m in length	roll														0	603.20	-
2. AIR FRESHENER, 280ml/can	can	10			10			10						10	40	92.56	3,702.40
3. ALCOHOL, 70%, ethyl	bottle	20			20			20						20	80	37.70	3,016.00
4. AUDIO CASSETTE TAPE, 90min. recording time	piece	10					10								20	16.12	322.40
5. TAPE, blank, for micro-cassette recorder, 60 mins. recording time	pack														0	91.50	-
6. CARBON FILM, polyethylene, 210mm x 297mm(A-4), 100s/box	box	2						3							5	349.44	1,747.20
7. CARBON FILM, polyethylene, 216mm x 330mm, 100s/box	box														0	364.00	-
8. CARTOLINA, assorted color, 20s/pack	pack														0	72.80	-
9. CARTOLINA, white, 20s/pack	pack														0	57.20	-
10. CHALK, white, dustless, 100 pcs/box	box														0	34.81	-
11. CLIP, bulldog (3")	piece														0	8.42	-
12. CLIP, backfold, 25mm, 12s/box	box	10													10	15.60	156.00
13. CLIP, backfold, 50mm, 12s/box	box														0	43.68	-
14. CLIP, backfold, 19mm, 12s/box	box	10													10	7.54	75.40
15. CLIP, backfold, 32mm, 12s/box	box	10													10	17.42	174.20
16. COLUMNAR PAD, 4 cols, 50 gsm min.	pad														0	21.84	-
17. COLUMNAR PAD, 14 cols, 50 gsm min.	pad														0	45.76	-
18. COLUMNAR PAD, 16 cols, 50 gsm min.	pad														0	45.76	-
19. COLUMNAR PAD, 18 cols, 50 gsm min.	pad														0	67.60	-
20. COLUMNAR NOTEBOOK, 12 cols	piece														0	19.64	-
21. CORRECTION FLUID, water based, min 15mL.	bottle	10						10							20	9.82	196.40
22. DATA FILE BOX, (5"x9"x15-3/4")	box	10			10			10						15	45	64.47	2,901.15
23. DATA FOLDER, w/ finger ring, (3" x 9" x 15")	piece	10			10			10						15	45	67.07	3,018.15
26. DRAWING INK, black, 30ml.	bottle														0		-
24. ENVELOPE, documentary (10"x15"), 500s/box	box	1						2							3	560.56	1,681.68
25. ENVELOPE, expanding, kraft, legal size, 100s/box	box	2													2	675.86	1,351.72
26. ENVELOPE, mailing white, 500s/box	box	2							2					2	8	159.78	1,278.24
27. ENVELOPE, mailing white with window, 500s	box				2										0	207.58	-
28. ENVELOPE, pay, kraft, (4"x7-1/2"), 500s/box	box														0	119.60	-
29. ENVELOPE, expanding, plastic, legal size	piece	20						20							40	39.81	1,592.40
30. ENVELOPE, documentary, A4, 500s/box	box	1						2							3	526.24	1,578.72
31. ERASER, blackboard/whiteboard	piece	2													2	11.44	22.88
32. ERASER, rubber	piece														0	4.68	-
33. FILE ORGANIZER, expanding, legal, plastic, assorted colors	piece	25													25	83.20	2,080.00
34. FOLDER, pressboard, plain, legal, 100s/box	pack	2							2						4	851.64	3,406.56
35. FOLDER, tagboard, legal size, 100s/box	pack	1													3	413.92	1,241.76
36. FOLDER, tagboard, A4 size, 100s/box	pack	1						1						1	3	253.76	761.28
37. FOLDER, morocco/fancy, legal size, 50s/pack	pack	1													1	301.60	301.60
38. FOLDER, morocco/fancy, A4 size, 50s/pack	bundle	1													1	312.00	312.00
39. FOLDER, clear plastic, L-type, A4 size, 50s/pack	pack														0	247.52	-
40. FOLDER, clear plastic, L-type, legal size, 50s/pack	pack														0	228.80	-

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41. GLUE, all purpose, 300 grams min.	jar	5						5							10	37.43	374.30
42. ILLUSTRATION BOARD, (30"x40"), 2 ply	piece														0	32.97	-
43. INDEX CARD,3"x 5",ruled both sides, 500s/pack	pack	1													1	44.45	44.45
44. INDEX CARD, 5" x 8",ruled both side, 500s/pack	pack	1													1	99.84	99.84
45. INDEX CARD BOX, 4-3/8"x5-5/8" x 4"(3" x 5")	box	1													1	41.50	41.50
46. INDEX CARD BOX, 5-3/8"x8-7/8" x 6"(5" x 8")	box	1													1	56.68	56.68
47. INDEX TAB, self-adhesive, 5 sets/box	box	10													10	67.60	676.00
48. LEAD, for mechanical pencil,0.5mm, 12 pcs/tube	tube														0	11.44	-
49. LOOSELEAF COVER, 214mm x 354mm, 50 pcs/bundle	bundle	1					1				1				3	493.54	1,480.62
50. MAGAZINE FILE BOX, 110mm x 220mm x 265mm, with open end	piece														0	44.61	-
51. MAGAZINE FILE BOX, 112mm x 200mm x 240mm, with open end	piece														0	49.56	-
52. MAP PIN, round head, 100s/box	box														0	36.40	-
53. MARKER, fluorescent, 3 colors/set	set	5						5							10	41.60	416.00
54. MARKING PEN, whiteboard, black	piece	2						2							4	15.08	60.32
55. MARKING PEN, whiteboard, blue	piece	2						2							4	15.08	60.32
56. MARKING PEN, whiteboard, red	piece														0	15.08	-
57. MARKER, permanent, black	piece	5						5							10	13.50	135.00
58. MARKER, permanent, blue	piece	5						5							10	13.50	135.00
59. MARKER, permanent, red	piece														0	13.50	-
60. MARKING PEN, for transparency	set														0	84.24	-
61. NOTE BOOK, stenographer's, 40 leaves	piece	5						5							10	7.49	74.90
62. NOTE PAD, (3"x3"), 100 sheets/pad	pad														0	36.40	-
63. NOTE PAD, (3"x4"), 100 sheets/pad	pad	5						5							10	52.00	520.00
64. NOTE PAD, (2"x2"), 400 sheets/pad	pad														0	112.32	-
69. NOTE PAD, (2"x3"), 100 sheets/pad	pad														0	31.20	-
66. OIL, for general purpose, 120 mL	bottle														0	30.99	-
67. PAPER, bond, Premium Grade,210mm x 297mm (A4), 70 gsm	ream														0	104.80	-
68. PAPER, mimeo, Groundwood, 210mm x 297mm (A4), 60gsm	ream														0	56.06	-
70. PAPER, mimeo,WhiteWove, 210mm x 297mm (A4)	ream	20			20			20			20				80	145.60	11,648.00
71. PAPER, for Plain Paper Copier, 210mm x 297mm (A4) 70gsm	ream	30			30			30			30				120	144.35	17,322.00
72. PAPER, for Plain Paper Copier, 254mm 356mm(B4), 70gsm	ream	5													5	194.66	973.30
73. PAPER, ruled pad,216mmx330mm, 90 sheets/pad	pad	5						5							10	20.57	205.70
74. PAPER, thermal,210mmx30M, 1/2" core	roll														0	36.40	-
75. PAPER, thermal, 216mmx30M, 1/2" core	roll														0	37.44	-
76. PAPER,multicopy, 210mm x 297mm(A4), 80gsm	ream	20			20			20			20				80	139.32	11,145.60
80. TRACING PAPER, in rolls, 43" x 20" yards	roll														0		-
77. PARCHMENT PAPER, A4 size, 80 gsm,100sheets/pack	ream	2						2							4	161.20	644.80
78.PAPER FASTENER, for paper, metal, 50 sets/box	box	10			5			10			5				30	82.04	2,461.20
79.. PAPER CLIP, gem type,jumbo, 48mm, 100s/box	box	10			10			10			10				40	15.60	624.00
80. PAPER CLIP, gem type, 32mm, 100s/box	box	10			10			10			10				40	8.84	353.60
81. PENCIL, lead, w/eraser, one(1) dozen per box	box	3			5						2				10	24.89	248.90
82. PENCIL, mechanical, for 0.5mm lead	piece														0	18.20	-
83. PUSH PIN, flat head type, assorted colors, 100s/box	box	1		1				1			2				5	30.00	150.00
84. RECORD BOOK, 300 pages, smyth sewn	book														0	50.44	-
85. RECORD BOOK, 500 pages, smyth sewn	book	5						5							10	88.40	884.00

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COMMON JANITORIAL SUPPLIES																	
1. BATHROOM SOAP, 70gms.	piece	10			10			10				10			40	14.56	582.40
2. BROOM, soft (tambo)	piece			5					5						10	119.60	1,196.00
3. BROOM, STICK (tingting)	piece						5								5	19.76	98.80
4. CLEANSER, powder, 350gms.	canister	5				5				5					15	17.32	259.80
5. DETERGENT POWDER, all purpose, 500gms.	pouch	10			10			10				10			40	17.16	686.40
6. DETERGENT BAR, min 392 grams net mass, four(4) pcs per bar	bar														0	23.92	-
7. DISINFECTANT SPRAY, 400 grams net content	can	5													5	239.20	1,196.00
8. DUST PAN, non-rigid plastic, with detachable handle	piece	3													3	26.00	78.00
9. FLOOR WAX, paste, natural, 2kgs.	can														0	306.80	-
10. FLOOR WAX, paste, red, 2kgs.	can														0	306.80	-
11. FLOOR WAX, liquid type, 3.75L	can														0	331.50	-
12. FURNITURE CLEANER, 300mL/can min	can	15						15							30	112.32	3,369.60
13. INSECTICIDE, 600mL (420g) /can	can	5						5			5				15	116.48	1,747.20
14. MOPHANDLE, screw type, wooden handle	piece	3													3	83.20	249.60
15. MOPHEAD, 100% rayon, 400g	piece	5			5			5			5				20	71.76	1,435.20
16. RAG, COTTON, (7") in diameter	kilo	5			5			5			5				20	43.68	873.60
17. SCOURING PAD, economy size	pack	5						5							10	131.96	1,319.60
18. TOILET BOWL & URINAL CLEANER, 900ml	bottle	5						5							10	62.40	624.00
19. TOILET DEODORANT CAKE, 99% paradichlorobenzene, 50gms, 3 pcs/pack	box	5			5			5			5				20	33.28	665.60
20. TRASHBAG, plastic, black, (XL)	roll	10		10		10		10		10		10			60	103.79	6,227.40
LEGAL SIZE PAPER																	
1. PAPER, bond, Premium Grade	ream														0	119.22	-
2. PAPER, mimeo, Groundwood	ream														0	91.52	-
3. PAPER, mimeo, Whitewove	ream	10		10		10		10		10		10			60	120.02	7,201.20
4. PAPER, for PPC	ream	15		15		15		15		15		15			90	173.33	15,599.70
5. PAPER, multicopy, legal, for laser printing	ream	20		20		10		20		10					80	174.72	13,977.60
COMMON OFFICE EQUIPMENT																	
1. AIR CONDITION	unit	1													1	1,144.00	1,144.00
2. AUTOMATIC VOLTAGE REGULATOR, 500watts	unit	2													2	760.00	1,520.00
2. FILING CABINET, four (4) drawers, steel, plain finish, w/ 8 ball bearing rollers, gauge 24	unit														0	7,953.92	-
3. FILING CABINET, four (4) drawers, steel, plain finish, w/ 8 ball bearing rollers, gauge 20	unit														0	9,399.52	-
4. FILING CABINET, four(4) drawers, three (3) drawers + one (1) safe, plain finish, gauge 20	unit														0	13,497.12	-
5. FILING CABINET, lateral, four (4) drawers, beige, plain finish, 55"x18"x35.5(HxWxL) body, 6" x 16" x 32" (H x W x L), gauge 20	unit														0	12,155.52	-

Item & Specifications	Unit of Measure	Quantity Requirement													** PS Price Catalogue as of (09-12-2011)	Total Amount	
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total			
6.. CALCULATOR, desktop, heavy duty printing, 12 digits, two(2) color print/illuminated display AC power source, Canon	unit														0	1,892.80	-
7. CALCULATOR, desktop, mini-printer type,12 digits, AC/DC power source, with ink roller & adaptor	unit														0	925.60	-
8. CALCULATOR, scientific, 10 digits, dot matrix display, programmable, with case	unit														0	341.12	-
9. CALCULATOR, compact, electronic, LCD, desktop display, 12 digits, two-way power source	unit														0	161.08	-
10. CHAIR, monobloc, without armrest,beige/white	unit	12													12	239.20	2,870.40
11. DOCUMENT CAMERA, w/ DVI port, four (4) reference points demarcate viewing area, 8 times (800%) consecutive zoom, PC and Doc Cam VS	unit														0	19,552.00	-
12. ELECTRIC FAN, orbit type	unit														0	1,346.26	-
13. ELECTRIC FAN, with stand	unit														0	764.40	-
14. ELECTRIC FAN, wall type	unit														0	745.68	-
15. INDUSTRIAL FAN, 18" metal blade	unit														0	934.84	-
16. FACSIMILE TRANSCEIVER, uses thermal paper 50m/roll, for documents 216mm x 600mm, 15 sec transmission speed, scanning width 208mm, document feeder holds 10 pages, with automatic paper cutter, redial, and fax/tel switchover	unit														0	4,451.20	-
17. FIRE EXTINGUISHER, dry chemical, for ABC class of fire, squeeze type,non-electrical conductor,non-toxic, non-corrosive, 4.5kg (10lbs.), brand new	unit														0	1,130.48	-
18. FIRE EXTINGUISHER, pure HCFC 123, with fire rating of 1A, 1BC for ABC class of fire, squeeze type non-electrical conductor, 4.5kg (10 lbs), brand new	unit														0	4,726.80	-
19. MULTIMEDIA PROJECTOR, 2000 ansi Lumens, 2000 hours lamp life, supports SVGA to SXGA (compressed) resolution	unit	1													1	24,939.20	24,939.20
20. PAPER TRIMMER/CUTTING MACHINE, 350MM cutting size, 30 sheets cutting cap. automatic clamping, stationery blade guard, A4-A6 format indications	unit	1													1	8,838.96	8,838.96

Item & Specifications	Unit of Measure	Quantity Requirement												Total	*** PS Price Catalogue as of (00-12-2011)	Total Amount		
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec					
21. PAPER SHREDDER, 220mm feed opening, 4mm shred width, 0.06m/sec shred speed, 6-8 sheets performance, approx 5kg in weight	unit														0	6,238.96	-	
22. PRINTER, automatic data processing, impact dot matrix, 9-pins, 136 columns, complete w/ ribbons, cables and manual, Epson FX-2190	unit														0	28,672.80	-	
23. PRINTER, automatic data processing, impact dot matrix, 24-pins, 136 columns, complete w/ ribbons, cables and manual, Epson LQ-2180	unit														0	35,859.20	-	
24. PRINTER, impact dot matrix, 9-pin, 80 columns, with ribbon, cables and manual ribbons, cables and manual, Epson LX-300+	unit														0	7,124.00	-	
25. PRINTER, laser, 20ppm printing speed, 1200 x 1200 dpi, with power cord, interface cable software drivers and complete documentation, ML-2250	unit														0	4,139.20	-	
26. PRINTER, automatic data processing, impact dot matrix, 24-pins, 136 columns, complete w/ ribbons, cables and manual, Epson LQ-2190	unit														0	30,992.00	-	
27. PUNCHING/BINDING MACHINE, two(2) hand lever system, 34cm or 13" (24 holes) punching width adjustable to any format, binds 425 sheets or up to 2" thick, all metal construction	unit														0	10,398.96	-	
28. RADIO CASSETTE RECORDER, with AM/ FM Radio	unit														0	1,653.60	-	
29. TIME RECORDER, (for attendance), electronic, stylish/compact design, large display, 2-color ribbon, with dot matrix printer, bell and buzzer, wall or desk mount, 220 volts	unit														0	6,188.00	-	
30. TYPEWRITER, manual, 15" carriage, pica/ elite typecase, 46 keys, Philippine keyboard metal casing, Olympia SG3N	unit																	
31. TYPEWRITER, manual, 18" carriage, pica/ elite typecase, 46 keys, Philippine keyboard metal casing, Olympia SG3N	unit																	
32. TYPEWRITER, manual, 24" carriage, pica/ elite typecase, 46 keys, Philippine keyboard metal casing, Olympia SG3N	unit																	
30. UNINTERRUPTIBLE POWER SUPPLY(UPS) line interactive topology,with sealed maintenance free batteries, 520VA-600VA	unit														0	2,038.40	-	

Item & Specifications	Unit of Measure	Quantity Requirement												Unit Price Catalogue as of (09.12.2011)	Total Amount		
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total	
HANDBOOKS ON PROCUREMENT																	
HANDBOOK ON PUBLIC BIDDING DOCUMENTS, 8-1/2" x 11", offset printing, one color print, laminated kromcote cover, newsprint inside pages, perfect binding for:																	
a. Procurement of Goods & Services, 110-115 pages	piece	1													1	32.24	32.24
b. Procurement of Civil Works, 139-149 pages	piece	1													1	37.65	37.65
c. Procurement of Consulting Services, 139-149 pages	piece	1													1	22.36	22.36
d. Sample Forms, 8-1/4" x 11-3/4", 328 pages	piece	1													1	88.40	88.40
HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT(5th Edition), 6" x 9", 228 pages,	piece	1													1	32.40	32.40
HANDBOOK ON PUBLIC BIDDING CHECKLIST, 6" x 9", 70 pages	piece	1													1	13.52	13.52
HANDBOOK ON GENERIC PROCUREMENT MANUAL (GPM), A-4 size(210mm x 297mm), foldcote 12 w/ plastic lamination, one(1) set of four (4) volumes as follows:	set	1													1	130.00	130.00
Volume I (103 pages) - white color																	-
Volume II (138 pages) - light blue color																	-
Volume III (124 pages) - light yellow color																	-
Volume IV (118 pages) - light green color																	-
OTHER CONSUMABLES																	
1. INK CARTRIDGE, HP C4902AA(HP13), black, 28 ml	cart														0	981.24	-
2. INK CARTRIDGE, HP C4815A(HP 13), cyan	cart														0	981.24	-
3. INK CARTRIDGE, HP C4816A (HP 13), magenta, 14 ml	cart														0	981.24	-
4. INK CARTRIDGE, HP C4817A (HP 13), yellow , 14 ml	cart														0	981.24	-
5. INK CARTRIDGE, HP C4836A(HP 11), cyan 28 ml	cart														0	1,332.12	-
6. INK CARTRIDGE, HP C4837A (HP 11), magenta, 28 ml	cart														0	1,332.12	-
7. INK CARTRIDGE, HP C483A(HP 11) , yellow 28 ml	cart														0	1,332.12	-
8. INK CARTRIDGE, HP C4906AA (HP940), black	cart														0	973.08	-
9. INK CARTRIDGE, HP C4906AA(HP 940XL), black	cart														0	1,346.40	-
10. INK CARTRIDGE, HPC4907AA(HP 940XL), cyan	cart														0	973.08	-
11. INK CARTRIDGE, HP C4908AA(HP 940XL), magenta	cart														0	973.08	-
12. INK CARTRIDGE, HP C4909AA(HP 940XL) , yellow	cart														0	973.08	-
13. INK CARTRIDGE, HP C4936A(HP 18) , black	cart														0	809.88	-
14. INK CARTRIDGE, HP C4937A(HP 18) , cyan	cart														0	606.90	-
15. INK CARTRIDGE, HP C4938A(HP 18) , magenta	cart														0	606.90	-
16. INK CARTRIDGE, HP C4939A (HP18) , yellow	cart														0	606.90	-
17. INK CARTRIDGE, HP C8721A (HP 02), black , 10 ml	cart														0	737.46	-
18. INK CARTRIDGE, HP C8767WA(HP96), black , 21 ml	cart														0	1,230.12	-
19. INK CARTRIDGE, HP C8771WA(HP 02), cyan , 4 ml	cart														0	393.72	-
20. INK CARTRIDGE, HP C8772WA(HP 02), magenta, 3.5 ml	cart														0	393.72	-
21. INK CARTRIDGE, HP C8773WA(HP 02), yellow, 6 ml	cart														0	393.72	-
22. INK CARTRIDGE, HP C8774WA(HP 02), light cyan , 5.5 ml	cart														0	393.72	-
23. INK CARTRIDGE, HP C8775WA(HP 02), light magenta , 5.5 ml	cart														0	393.72	-

Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (09.12.2011)	Total Amount		
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total	
24. INK CARTRIDGE, HP C9363WA (HP 97), tricolor , 14 ml	cart														0	1,365.78	-
25. INK CARTRIDGE, HP C9364WA (HP 98), black , 11 ml	cart														0	682.38	-
26. INK CARTRIDGE, HP C9391A(HP 88XL), cyan , 17 ml	cart														0	973.08	-
27. INK CARTRIDGE, HP C9392A(HP 88XL), magenta 17 ml	cart														0	973.08	-
28. INK CARTRIDGE, HP C9393A(HP 88XL) , yellow 17 ml	cart														0	973.08	-
29. INK CARTRIDGE, HP C9396A(HP 88XL), black 58,5 ml	cart														0	1,363.74	-
30. INK CARTRIDGE, HP CB316WA(HP 564), black	cart														0	467.12	-
31. INK CARTRIDGE, HP CB317WA(HP 564), photo	cart														0	390.66	-
32. INK CARTRIDGE, HP CB318WA(HP 564), cyan	cart														0	390.66	-
33. INK CARTRIDGE, HP CB319WA(HP 564) , magenta	cart														0	390.66	-
34. INK CARTRIDGE, HP CB320WA (HP 564), yellow	cart														0	390.66	-
35. INK CARTRIDGE, HP CB335WA(HP74) , black , 4,5 ml	cart														0	628.32	-
36. INK CARTRIDGE, HP CB336WA (HP74XL) , black , 18 ml	cart														0	1,232.16	-
37. INK CARTRIDGE, HP CB337WA (HP75),tricolor, 3,5 ml	cart														0	722.16	-
38. INK CARTRIDGE, HP CB338WA (HP 75XL), tricolor, 12 ml	cart														0	1,365.78	-
39. INK CARTRIDGE, HP CC640WA (HP 60), black, 4 ml	cart	10		10		10		10		10		10		10	60	588.54	35,312.40
40. INK CARTRIDGE, HP CC641WA (HP60XL), black 12 ml	cart														0	1,177.08	-
41. INK CARTRIDGE, HP CC643WA (HP 60), tricolor,13 ml	cart	10		10		10		10		10		10		10	60	706.86	42,411.60
42. INK CARTRIDGE, HP CC644WA (HP60XL), tricolor , 11 ml	cart														0	1,374.96	-
43. INK CARTRIDGE, HP CC653AA (HP 901), black officejet , 4 ml	cart														0	589.86	-
44. INK CARTRIDGE, HP CC656AA(HP 901), tricolor officejet, 9 ml	cart														0	903.72	-
45. INK CARTRIDGE, HP CC660AA(HP702), black, 20 ml	cart														0	984.30	-
46. INK CARTRIDGE, HP CD887AA (HP703), black deskjet	cart	10		10		10		10		10		10		10	60	332.32	19,939.20
47. INK CARTRIDGE, HP CD888AA(HP 703), tricolor deskjet	cart	10		10		10		10		10		10		10	60	322.32	19,339.20
48. INK CARTRIDGE, HP CD971AA (HP 920), black	cart														0	747.66	-
49. INK CARTRIDGE, HP CD972AA (HP920XL), cyan	cart														0	561.00	-
50. INK CARTRIDGE, HP CD973AA (HP920XL), magenta	cart														0	561.00	-
51. INK CARTRIDGE, HP CD974AA (HP 920XL), yellow	cart														0	561.00	-
52. INK CARTRIDGE, HP CD975AA (HP920XL), black	cart														0	1,122.00	-
53. INK CARTRIDGE, HP CN692AA(HP 704), black	cart	10		10		10		10		10		10		10	60	332.32	19,939.20
54. INK CARTRIDGE, HP CN693AA (HP704), tricolor	cart	10		10		10		10		10		10		10	60	332.32	19,939.20
55. INK CARTRIDGE, Brother LC67HYBK, black	cart														0	1,550.40	-
56. INK CARTRIDGE, Brother LC67HYC, cyan	cart														0	938.40	-
57. INK CARTRIDGE, Brother LC67HYM, magenta	cart														0	938.40	-
58. INK CARTRIDGE, Brother LC67HYH, yellow	cart														0	938.40	-
59. INK CARTRIDGE, Brother LC 39BK, black	cart														0	681.36	-
60. INK CARTRIDGE, Brother LC 39Y, yellow	cart														0	453.90	-
61. INK CARTRIDGE, Brother LC 39C, cyan	cart														0	453.90	-
62. INK CARTRIDGE, Brother LC 39M, magenta	cart														0	453.90	-
63. INK CARTRIDGE, Lexmark Black #14, PN 18C2090A	cart														0	984.30	-
66. INK CARTRIDGE, Lexmark Color #15, PN 18C2110A	cart														0	1,221.96	-
67. INK CARTRIDGE, Lexmark Photo #31, PN 18C0031A	cart														0	2,075.70	-
68. INK CARTRIDGE, Lexmark Black #34, PN 18C0034A	cart														0	1,662.60	-
69. INK CARTRIDGE, Lexmark Color #35, PN 18C0035A	cart														0	2,009.40	-
70. INK CARTRIDGE, Epson C13To28091, black, for printer Stylus C60/CX3100	cart														0	1,138.32	-

Item & Specifications	Unit of Measure	Quantity Requirement												MS Price Catalogue as of (09.12.2011)	Total Amount	
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total
71. INK CARTRIDGE, Epson C13T029091, color, for printer Stylus C60/ C50/ CX3100	cart													0	1,039.38	-
72. INK CARTRIDGE, Epson C13T032190, black, for printer Stylus C80/C82/ CX5100	cart													0	1,228.08	-
73. INK CARTRIDGE, Epson C13T032290, Cyan, for printer Stylus C80	cart													0	586.50	-
74. INK CARTRIDGE, Epson C13T032390, Magenta, for printer Stylus C80	cart													0	586.50	-
75. INK CARTRIDGE, Epson C13T032490, Yellow, for printer Stylus C80	cart													0	586.50	-
76. INK CARTRIDGE, Epson C13T038190, black, for printer Stylus C41SX/UX	cart													0	482.46	-
77. INK CARTRIDGE, Epson C13T038191, black, for printer Stylus C41SX/UX (Double Pack)	cart													0	850.68	-
78. INK CARTRIDGE, Epson C13T039090, color, for printer Stylus C41SX/UX	cart													0	755.82	-
79. INK CARTRIDGE, Epson C13T042290, Cyan, for printer Stylus C82/CX5100	cart													0	534.48	-
80. INK CARTRIDGE, Epson C13T042390, Magenta, for printer Stylus C82/CX5100	cart													0	534.48	-
81. INK CARTRIDGE, Epson C13T042490, Yellow, for printer Stylus C82/CX5100	cart													0	534.48	-
82. INK CARTRIDGE, Epson C13T046190, black, for printer Stylus C63/C83	cart													0	614.04	-
83. INK CARTRIDGE, Epson C13T047290, Cyan, for printer Stylus C63/C83	cart													0	378.42	-
84. INK CARTRIDGE, Epson C13T047390, Magenta, for printer Stylus C63/C83	cart													0	378.42	-
85. INK CARTRIDGE, Epson C13T047490, Yellow, for printer Stylus C63/C83	cart													0	378.42	-
86. INK CARTRIDGE, Epson C13T062190, black, High Cap, for printer Stylus CX3700/4700/C67	cart													0	628.32	-
87. INK CARTRIDGE, Epson C13T063190, black, Std Cap, for printer Stylus CX3700/4700/C67	cart													0	482.46	-
88. INK CARTRIDGE, Epson C13T063290, Cyan, Std Cap, for printer Stylus CX3700/4700/C67	cart													0	387.60	-
89. INK CARTRIDGE, Epson C13T063390, Magenta, Std Cap, for printer Stylus CX3700/4700/C67	cart													0	387.60	-
90. INK CARTRIDGE, Epson C13T063490, Yellow, Std Cap, for printer Stylus CX3700/4700/C67	cart													0	387.60	-
91. INK CARTRIDGE, Epson C13T075190, Black, for printer Stylus color C59/CX2900	cart													0	288.66	-
92. INK CARTRIDGE, Epson C13T075290, Cyan, for printer Stylus color C59/CX2900	cart													0	288.66	-
93. INK CARTRIDGE, Epson C13T075390, Magenta, for printer Stylus color C59/CX2900	cart													0	288.66	-
94. INK CARTRIDGE, Epson C13T075490, Yellow, for printer Stylus color C59/CX2900	cart													0	288.66	-
95. INK CARTRIDGE, Epson C13T103190, Black, for printer Stylus T40W/TX600FW	cart													0	849.66	-

Item & Specifications	Unit of Measure	Quantity Requirement													** PS Price Catalogue as of (01-12-2011)	Total Amount	
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total			
96. INK CARTRIDGE, Epson C13T103290, Cyan, for printer StylusT40W/TX600FW	cart														0	566.10	-
97. INK CARTRIDGE, Epson C13T103390, Magenta, for printer Stylus T40W/TX600FW	cart														0	566.10	-
98. INK CARTRIDGE, Epson C13T103490, Yellow, for printer Stylus T40W/TX600FW	cart														0	566.10	-
99. INK CARTRIDGE, Epson C13T104190, black, for printer C110, CX7300/8300, TX200/400, Pigment High Cap	cart														0	566.10	-
100. INK CARTRIDGE, Epson C13T104193, Black, for printer C110, CX7300/8300, TX200/400 Pigment High Cap - Double Pack	cart														0	943.50	-
101. INK CARTRIDGE, Epson C13T105190, Black, for printer Stylus T10/T11/ T13/ T30/T20E/C79/C90/TX100/TX110/TX111/TX210/TX400/TX550 W/TX300F/TX510FN/TX600FW/CX3900/CX5500/CX5900/CX6900F/CX8300/CX9300F, Pigment - 73N	cart														0	424.32	-
102. INK CARTRIDGE, Epson C13T105290, Cyan, for printer Stylus T10/T11/ T13/ T30/T20E/C79/C90/TX100/TX110/TX111/TX200/TX210/TX400/TX550 W/TX300F/TX510FN/TX600FW/CX3900/CX5500/CX5900/CX6900F/CX8300/CX9300F, Pigment - 73N	cart														0	424.32	-
103. INK CARTRIDGE, Epson C13T105390, Magenta, for printer Stylus T10/T11/ T13/ T30/T20E/C79/C90/TX100/TX110/TX111/TX200/ TX210/TX400/TX550W/ TX300F/TX510FN/TX600FW/CX3900/CX5500/CX5900/CX6900F/CX 8300/CX9300F, Pigment - 73N	cart														0	424.32	-
104. INK CARTRIDGE, Epson C13T105490, Yellow, for printer Stylus T10/T11/ T13/ T30/T20E/C79/C90/TX100/TX110/TX111/TX200/ TX210/TX400/TX550W/ TX300F/TX510FN/TX600FW/CX3900/CX5500/CX5900/CX6900F/CX 8300/CX9300F, Pigment - 73N	cart														0	424.32	-
105. INK CARTRIDGE, Epson C13T107190, Black, for printer T10/T11/ T13/T20E/ TX100/TX110/TX111/CX5500) Pigment - 91N	cart														0	279.48	-
106. INK CARTRIDGE, Epson C13T107290, Cyan, for printer T10/T11/ T13/T20E/ TX100/TX110/TX111/CX5500) Pigment - 91N	cart														0	279.48	-
107. INK CARTRIDGE, Epson C13T107390, Magenta, for printer T10/T11/ T13/ T20E/ TX100/TX110/TX111/CX5500) Pigment - 91N	cart														0	279.48	-
108. INK CARTRIDGE, Epson C13T107490, Yellow, for printer T10/T11/ T13/T20E/ TX100/TX110/TX111/CX5500) Pigment - 91N	cart														0	279.48	-
109. INK CARTRIDGE, Epson C13T11190, Black, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart														0	940.44	-
110. INK CARTRIDGE, Epson C13T11290, Cyan, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart														0	940.44	-
111. INK CARTRIDGE, Epson C13T11390, Magenta, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart														0	940.44	-
112. INK CARTRIDGE, Epson C13T11490, Yellow, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart														0	940.44	-
113. INK CARTRIDGE, Epson C13T11590, Light Cyan, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart														0	940.44	-
114. INK CARTRIDGE, Epson C13T11690, Light Magenta, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart														0	940.44	-
115. INK CARTRIDGE, Epson C13T112190, Black, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart														0	656.88	-

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116. INK CARTRIDGE, Epson C13T112290, Cyan, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart													0	656.88	-
117. INK CARTRIDGE, Epson C13T112390, Magenta, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart													0	656.88	-
118. INK CARTRIDGE, Epson C13T112490, Yellow, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart													0	656.88	-
119. INK CARTRIDGE, Epson C13T112590, Light Cyan, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart													0	656.88	-
120. INK CARTRIDGE, Epson C13T112690, Light Magenta, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart													0	656.88	-
121. INK CARTRIDGE, Epson C13T141190, Black, for ME 32/320/620F - 141	cart													0	302.94	-
122. INK CARTRIDGE, Epson C13T141290, Cyan, for ME 32/320/620F - 141	cart													0	302.94	-
123. INK CARTRIDGE, Epson C13T141390, Magenta, for ME 32/320/620F - 141	cart													0	302.94	-
124. INK CARTRIDGE, Epson C13T141490, Yellow, for ME 32/320/620F - 141	cart													0	302.94	-
125. INK CARTRIDGE, Epson C13T143190, Black, for printer ME 960FWD/900WD - 143	cart													0	576.30	-
126. INK CARTRIDGE, Epson C13T143290, Cyan, for printer ME Office 960FWD/ 900WD - 143	cart													0	453.90	-
127. INK CARTRIDGE, Epson C13T143390, Magenta, for printer ME Office 960FWD/ 900WD - 143	cart													0	453.90	-
128. INK CARTRIDGE, Epson C13T143490, Yellow, for printer ME Office 960FWD/ 900WD - 143	cart													0	453.90	-
129. TONER CARTRIDGE, HP C3906F, black	cart	1					1						1	3	3,063.06	9,189.18
130. TONER CARTRIDGE, HP CB435A, black	cart	4			4			4					4	16	2,491.86	39,869.76
131. TONER CARTRIDGE, HP CB436A, black	cart													0	2,924.34	-
132. TONER CARTRIDGE, HP CB540A, black	cart													0	2,886.60	-
133. TONER CARTRIDGE, HP CB541A, cyan	cart													0	2,652.00	-
134. TONER CARTRIDGE, HP CB542A, yellow	cart													0	2,652.00	-
135. TONER CARTRIDGE, HP CB543A, magenta	cart													0	2,652.00	-
136. TONER CARTRIDGE, HP CC364A, black	cart													0	6,324.00	-
137. TONER CARTRIDGE, HP CC530A, black	cart													0	5,064.30	-
138. TONER CARTRIDGE, HP CC531A, cyan	cart													0	4,750.14	-
139. TONER CARTRIDGE, HP CC532A, yellow	cart													0	4,750.14	-
140. TONER CARTRIDGE, HP CC533A, magenta	cart													0	4,750.14	-
141. TONER CARTRIDGE, HP CE250A, black	cart													0	5,254.02	-
142. TONER CARTRIDGE, HP CE251A, cyan	cart													0	10,348.92	-
143. TONER CARTRIDGE, HP CE252A, yellow	cart													0	10,348.92	-
144. TONER CARTRIDGE, HP CE253A, magenta	cart													0	10,348.92	-
145. TONER CARTRIDGE, HP CE255A, black	cart													0	6,233.22	-
146. TONER CARTRIDGE, HP CE260A, black	cart													0	6,157.74	-
147. TONER CARTRIDGE, HP CE261A, cyan	cart													0	11,185.32	-
148. TONER CARTRIDGE, HP CE262A, yellow	cart													0	11,185.32	-
149. TONER CARTRIDGE, HP CE263A, magenta	cart													0	11,185.32	-
150. TONER CARTRIDGE, HP CE278A, black	cart													0	3,011.04	-
151. TONER CARTRIDGE, HP CE285A, black	cart													0	2,655.06	-
152. TONER CARTRIDGE, HP CE505A, black	cart	2			2			2					2	8	3,590.40	28,723.20
153. TONER CARTRIDGE, HP CE505X, high cap, black	cart													0	6,592.26	-
154. TONER CARTRIDGE, HP Q6000A, black	cart													0	3,115.08	-
155. TONER CARTRIDGE, HP Q6001A, cyan	cart													0	3,395.58	-

Item & Specifications	Unit of Measure	Quantity Requirement														** PS Price Catalogue as of (09-12-2011)	Total Amount
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total			
156. TONER CARTRIDGE, HP Q6002A, yellow	cart														0	3,395.58	-
157. TONER CARTRIDGE, HP Q6003A, magenta	cart														0	3,395.58	-
158. TONER CARTRIDGE, HP Q6470A, black	cart														0	5,420.28	-
159. TONER CARTRIDGE, HP Q6471A, cyan	cart														0	5,389.68	-
160. TONER CARTRIDGE, HP Q6472A, yellow	cart														0	5,389.68	-
161. TONER CARTRIDGE, HP Q6473A, magenta	cart														0	5,389.68	-
162. TONER CARTRIDGE, HP Q7581A, cyan	cart														0	6,977.82	-
163. TONER CARTRIDGE, HP Q7582A, yellow	cart														0	6,977.82	-
164. TONER CARTRIDGE, HP Q7583A, magenta	cart														0	6,977.82	-
165. TONER CARTRIDGE, Brother TN-155BK, black	cart														0	4,222.80	-
166. TONER CARTRIDGE, Brother TN-155M, magenta	cart														0	5,661.00	-
167. TONER CARTRIDGE, Brother TN-155Y, yellow	cart														0	5,661.00	-
168. TONER CARTRIDGE, Brother TN-155C, cyan	cart														0	5,661.00	-
169. TONER CARTRIDGE, Brother TN-2025	cart														0	2,601.00	-
170. TONER CARTRIDGE, Brother TN-2130	cart														0	1,785.00	-
171. TONER CARTRIDGE, TN-3250, low yield, for Brother HL5350DN	cart	2						2						2	6	3,264.00	19,584.00
172. TONER CARTRIDGE, Lexmark X340A11G	cart														0	5,967.00	-
173. TONER CARTRIDGE, Lexmark E360H11P	cart														0	11,776.92	-
174. TONER CARTRIDGE, Lexmark E450A11P	cart														0	6,684.06	-
175. TONER CARTRIDGE, Lexmark T650A11P	cart														0	9,445.20	-
176. TONER CARTRIDGE, Lexmark T650H11P	cart														0	25,586.70	-
177. TONER CARTRIDGE, Developer, Epson C13SO50005, for printer EPL-5500	cart														0	3,112.02	-
178. TONER CARTRIDGE, Developer, Epson C13SO50010, for printer EPL-5700L/5800	cart														0	5,095.92	-
179. TONER CARTRIDGE, Developer, Epson C13SO50087, for printer EPL-5900/5900L	cart														0	5,194.86	-
180. TONER CARTRIDGE, Developer, Epson C13SO50166, 6K, for printer EPL-6200	cart														0	5,053.08	-
181. TONER CARTRIDGE, Developer, Epson C13SO50167, 3K, for printer EPL-6200/6200L	cart														0	3,211.98	-
182. TONER CARTRIDGE, Epson C13SO50440, Std Cap, for printer AL-M2010D/DN	cart														0	5,389.68	-
183. TONER CARTRIDGE, Developer, Epson C13SO50520, 1.8K, for printer AL-M1200	cart														0	3,542.46	-
184. TONER CARTRIDGE, Developer, Epson C13SO50521, 3.2K, for printer AL-M1200	cart														0	5,241.78	-
185. TONER CARTRIDGE, Samsung Part No. SCX-D655A for printer model MFP 6545	cart														0	10,200.00	-
186. TONER CARTRIDGE, Samsung Part No. ML D3050B for printer ML-D3050 / ML-D3051	cart														0	6,987.00	-
187. TONER CARTRIDGE, Samsung Part No. ML T-D105L, for printer ML 2580n	cart														0	2,805.00	-
188. TONER CARTRIDGE, Samsung Part No. ML D2850B, for printer ML D2851ND	cart														0	4,768.50	-
189. TONER CARTRIDGE, Samsung Part No. ML TD104-S, for Samsung ML 1660	cart														0	2,978.40	-
190. RIBBON CARTRIDGE, for Fujitsu DL3850	cart														0	449.80	-

Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (09-12-2011)	Total Amount		
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total	
191. RIBBON CARTRIDGE, for OKI ML 1120	cart													0	7,124.00	-	
192. RIBBON CARTRIDGE, Lexmark 11A3550 for Printer Models 23xx series	cart													0	1,142.40	-	
193. RIBBON CARTRIDGE, Epson C13SO15505 for printer DFX-9000	cart													0	1,129.14	-	
194. RIBBON CARTRIDGE, Epson C13SO15506(7753) Fabric, for printer LQ 300/300+II & 580	cart													0	119.34	-	
195. RIBBON CARTRIDGE, Epson C13SO15508(S015016), black, for printer LQ 670/680/680Pro	cart													0	344.76	-	
196. RIBBON CARTRIDGE, Epson C13SO15568, Color, for printer LX-300	cart													0	1,224.00	-	
197. RIBBON CARTRIDGE, Epson C13SO15577(#8766), for printer DFX-5000+/ 8000/8500 Black Ribbon (S015055)	cart													0	940.44	-	
198. RIBBON CARTRIDGE, Epson C13SO15587, black for printer DLQ-3000/3000+/3500	cart													0	1,030.20	-	
199. RIBBON CARTRIDGE, Epson C13SO15589(S015337), for printer LQ-590	cart													0	373.32	-	
200. PRINTHEAD, HP 11, black, C4810A , 8 ml	cart													0	1,365.78	-	
201. PRINTHEAD, HP 11, cyan, 8 ml	cart													0	1,365.78	-	
202. PRINTHEAD, HP 11, magenta C4812A, 8 ml	cart													0	1,365.78	-	
203. PRINTHEAD, HP 11 yellow, 8 ml	cart													0	1,365.78	-	
204. Photoconductor Kit, Lexmark PN 12A8302	cart													0	4,120.80	-	
205. Photoconductor Kit, Lexmark PN E260X22G	cart													0	2,295.00	-	
206. Photoconductor Kit, Lexmark PN E250X22G	cart													0	2,295.00	-	
207. PHOTOCODUCTOR UNIT, Epson C13S051099, for printer EPL 6200/6200L	cart													0	3,391.50	-	
B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																	
Office Equipment and Accessories																	
Mobile Pedestal, 400Wx540Dx650H	unit	1													1	2,500.00	2,500.00
Executive High Back Chair	unit	2													2	3,950.00	7,900.00
Visitor's Chair	unit	3													3	1,450.00	4,350.00
Laminating Machine	unit	1													1	11,000.00	11,000.00
															0		-
6															0		-
7															0		-
8															0		-
9															0		-
10															0		-
Office Supplies																	
Sign Pen, green, 0.5pt.	piece	5			5			5					5		20	17.75	355.00
Laminating Pouch Film	box	1													1	145.00	145.00
Refill, Sign Pen, black 0.5pt	piece	5			5			5					5		20	14.75	295.00
Refill, Correction Tape WH-605	set	3			3			3					3		12	68.00	816.00
Lift Off Tape, Olympia Carrera de Luxe, 10pcs/box	box	1						1							2	550.00	1,100.00
Clearbook Refill, legal	pack	10						10							20	23.75	475.00
Carbon Ribbon for Olympia Carrera de Luxe typewriter	piece	5						5							10	300.00	3,000.00
Storage Box with string	piece	6						6							12	88.25	1,059.00
Clear Sheet Protector	pack	15						15							30	39.75	1,192.50
Ring Binder, legal, 2"	piece	5													5	135.00	675.00
Lever Archfile Folder, 2"m 70mm	piece	6													6	161.75	970.50
Clearbook, legal	piece	12													12	129.75	1,557.00
Document Filing Tray	piece	3													3	280.00	840.00
Ballpen, black	piece	50			50			50					50		200	6.00	1,200.00

Item & Specifications	Unit of Measure	Quantity Requirement												Total	PS Price Catalogue as of (09-12-2011)	Total Amount	
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec				
Audio and visual presentation and composing equipment															0		-
															0		-
3															0		-
4															0		-
5															0		-
6															0		-
7															0		-
8															0		-
9															0		-
10															0		-
Photographic or filming or video equipment																	
Digital Video Camera	unit	1													1	37,000.00	37,000.00
Card Printer	unit	1													1	99,000.00	99,000.00
3															0		-
4															0		-
5															0		-
6															0		-
7															0		-
8															0		-
9															0		-
10															0		-
Cleaning Equipment and Supplies																	
Liquid Handwash	bottle	2			2			2			2				8	113.90	911.20
Dishwashing Liquid, Joy brand, lemon scent	sachet	3		3		3		3		3		3			18	35.00	630.00
Glass Cleaner	bottle	2			2			2			2				8	119.75	958.00
Toilet Brush	piece	3													3	95.00	285.00
5															0		-
6															0		-
7															0		-
8															0		-
9															0		-
10															0		-
Paper Materials and Products																	
Paper, bond, substance 20, short	ream	2				2				2					6	205.00	1,230.00
Folder, slide, morocco, short	piece	12													12	6.25	75.00
Paper Sticker, glossy	pack	15						15							30	28.75	862.50
Paper, board, vellum	pack	3													3	32.00	96.00
Folder Divider, legal	pack	5			5			5			5				20	21.00	420.00
Notarial Seal #26	box	1				1				1					3	62.75	188.25
															0		-
8															0		-
9															0		-
10															0		-

Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (09.12.2011)	Total Amount		
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total	
Lighting and fixtures and accessories															0		-
															0		-
															0		-
4															0		-
5															0		-
6															0		-
7															0		-
8															0		-
9															0		-
10															0		-
Electrical equipment and components and supplies																	
Extension Cord Set	set	2					2								4	179.75	719.00
Universal Adaptor	piece	2													2	65.00	130.00
3															0		-
4															0		-
5															0		-
6															0		-
7															0		-
8															0		-
9															0		-
10															0		-
Computer Supplies																	
Video Card, PCI-E, 1GB	piece	3													3	2,900.00	8,700.00
Computer Keyboard	piece	5													5	370.00	1,850.00
AGP Video Card 256	piece	3													3	1,600.00	4,800.00
Optical Mouse	piece	2													2	120.00	240.00
USB Extension Cable 2.5m	piece	2													2	80.00	160.00
Lithium Battery CR2032	piece	10													10	120.00	1,200.00
Diskette Imation 3.5	piece	5			5			5			5				20	14.00	280.00
Cable Organizer, Twistee 100mm-black w/ hard cover & cutter	roll	1						1							2	79.75	159.50
9															0		-
10															0		-
Computer Equipment and Accessories																	
HP 2035 Laserjet Printer	piece	2													2	21,000.00	42,000.00
HP K010A Ink Advantage Printer	piece	3													3	3,120.00	9,360.00
Computer System, Acer Aspire M1920 with Professional OS	set	12													12	33,000.00	396,000.00
External Hard Drive & DVD Writer	unit	1													1	11,000.00	11,000.00
Notebook Computer	unit	1													1	34,000.00	34,000.00
Wireless Net USB Network Adapter	unit	10													10	380.00	3,800.00
																	-
																	-
																	-
10															0		-

Item & Specifications	Unit of Measure	Quantity Requirement												*** PS Price Catalogue as of (09.12.2011)	Total Amount				
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total			
*Other Categories																			
																		0	-
																		0	-
3																		0	-
4																		0	-
5																		0	-
6																		0	-
7																		0	-
8																		0	-
9																		0	-
10																		0	-

***GRAND TOTAL: 1,306,648.31
TOTAL W/ 10% ADDITIONAL PROVISION FOR INFLATION 1,437,313.14
APPROVED BUDGET: 1,440,000.00

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

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. the year.

Prepared by:

MARISSA C. BENOSA
Property/Supply Officer

Certified Funds Available /
Certified Appropriate Funds Available:

SUSANA S. FRANCO
Chief Accountant

Approved:

ANGEL L. CASTAÑO, JR.
Head of Office/Agency

Date Prepared: January 19, 2012