

**ANNUAL PROCUREMENT PLAN FOR 2017
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 in your area.
2. For Sub - Depots please refer to the following (Arranged/ Classified according to commonality of freight cost):
 - a. Bukidnon, Puerto Princesa Palawan, Biliran, Borongan, Misamis Occidental (Oroquieta) and Southern Leyte (Maasin)- **Region XIII**
 - b. Misamis Oriental, Bacolod, Calbayog, Bontoc and Northern Samar (Catarman)- **Regions VI, VII, VIII, X, & XI**
 - c. Surigao Del Norte - **Surigao Del Norte**
 - d. Zamboanga Sibugay- **Zamboanga Sibugay**
 - e. Camiguin - **Camiguin**
3. Indicate the agency's **monthly** requirement per item in the APP form. The form will automatically compute for the Total Quarterly requirement, Total Amount per item and the Grand Total.
4. **APPs are considered incorrect if: a) form used is other than the prescribed format downloaded at philgeps.gov.ph and; b) correct format is used but fields were deleted and/or inserted in Portion A of the APP. The agency will be informed through e-mail if the submission is incorrect.**
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. The accomplished **HARD COPY** of the APP-CSE shall be submitted in the following manner:
 - a. DBM Central Office- for entities in the Central Office
 - b. DBM Regional Office (RO)- for regional offices, operating units of DepEd, DOH, DPWH, CHED, TESDA and SUCs

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

 - a. ps.app.nga@gmail.com- For central and regional offices of all national government agencies
 - b. ps.app.suc@gmail.com- For main and other campuses of all state universities and colleges
 - c. ps.app.gocc@gmail.com- For all central and regional offices of government owned and controlled corporations
 - d. ps.app.deped@gmail.com- For primary and secondary schools
 - e. ps.app.lgu@gmail.com - For Local government units
7. Consistent with National Budget Circular No. 555, the APP for FY 2016 must be submitted on or before **November 30, 2016**.
8. Rename your APP file in the following format: APP2016- Name of Agency- Region (e.g. APP2016 -PS- Central Office).
9. For further assistance/clarification, agencies may call the Planning Division of the Procurement Service at telephone nos. (02)561-6116 or (02)689-7750 loc. 4021.

Department/Bureau/Office: Department of Budget and Management
 Region: Central Office
 Address: General Solano St., San Miguel, Manila

Agency Account Code: _____

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Item & Specifications	Unit of Measure	Quantity Requirement																	Price Catalogue as of August 16, 2016	TOTAL AMOUNT	
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity			
AVAILABLE AT PROCUREMENT SERVICE STORES																					
COMMON ELECTRICAL SUPPLIES																					
BATTERY, dry cell AA, 2 pieces per blister pack	pack	128	75	55	258	101	69	48	218	100	57	51	208	101	69	51	221	905	17.42	15,765.10	
BATTERY, dry cell AAA, 2 pieces per blister pack	pack	133	54	43	230	104	47	32	183	103	37	31	171	102	43	35	180	764	15.03	11,482.92	
BATTERY, dry cell D, 2 pieces per blister pack	pack	1	0	1	2	1	0	0	1	2	0	0	2	1	0	15	16	21	77.58	1,628.76	
FLUORESCENT LAMP, tubular, 28 watts	tube	0	0	0	0	0	0	0	0	0	0	0	0	0	0	15	15	15	114.40	1,716.00	
LED Linear Tube, 18 watts individually wrapped in carton	tube	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	36.50	-	
Light Bulb, LED, 7 watts 1 pc in individual box	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	93.29	-	
APE, electrical	roll	28	8	8	44	21	5	5	31	22	6	6	34	21	5	5	31	140	18.20	2,548.00	
COMMON OFFICE SUPPLIES																					

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		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity			
1 ACETATE, gauge #3, 50m per roll	roll	6	1	1	8	2	0	0	2	4	0	0	4	0	0	0	0	14	624.00	8,736.00	
2 AIR FRESHENER, 280mL/150g min	can	71	40	28	139	60	33	25	118	65	30	26	121	66	30	24	120	498	83.20	41,433.60	
3 ALCOHOL, 70%, ethyl, 500ml	bottle	503	82	75	660	206	117	55	378	490	90	72	652	196	102	53	351	2041	47.82	97,600.62	
4 CARBON FILM, A4 size, 100 sheets per box	box	2	0	5	7	1	0	0	1	0	0	0	0	0	0	0	0	8	197.58	1,580.64	
5 CARBON FILM, PE, black, 216mm x 30mm, 100 sheets per box	box	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	202.80	202.80	
6 CARTOLINA, assorted color, 20 pieces per pack	pack	63	16	8	87	39	15	6	60	45	5	6	56	34	6	10	50	253	64.48	16,313.44	
7 CHALK, white, enamel, 100 pieces per box	box	5	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0	5	25.86	129.30	
8 CLEARBOOK, A4 size	piece	292	41	29	362	128	24	25	177	184	7	35	226	103	38	9	150	915	39.52	36,160.80	
9 CLEARBOOK, Legal size	piece	330	55	30	415	158	37	76	271	189	21	36	245	108	51	10	169	1101	43.68	48,091.68	
10 CLIP, backfold, 19mm, 12 pieces per box	box	420	53	13	486	294	47	10	351	342	50	10	402	349	37	10	396	1635	7.28	11,902.80	
11 CLIP, backfold, 25mm, 12 pieces per box	box	398	50	12	460	262	45	8	315	317	47	9	373	317	35	8	360	1508	13.50	20,358.00	
12 CLIP, backfold, 32mm, 12 pieces per box	box	421	55	16	492	267	49	14	350	340	52	14	406	322	39	14	375	1603	19.12	30,649.36	
13 CLIP, backfold, 50mm, 12 pieces per box	box	347	48	13	408	218	39	13	270	274	42	13	329	261	39	13	313	1320	43.68	57,657.60	
14 CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic	piece	584	77	48	709	343	48	49	440	478	103	17	598	360	31	34	425	2172	31.20	67,766.40	
15 DATA FILE BOX, made with chipboard, with closed ends	box	553	137	17	707	241	167	21	429	517	134	18	669	235	64	18	317	2122	69.78	148,073.16	
16 DATA FOLDER, made with chipboard, taglia lock	piece	452	52	100	604	159	144	20	323	366	132	20	518	164	112	19	295	1740	68.64	119,433.60	
17 ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box	box	25	1	1	27	5	2	1	8	18	1	0	19	5	1	1	7	61	381.54	23,273.94	
18 ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box	box	26	0	0	26	4	1	1	6	19	1	0	20	5	1	1	7	59	507.40	29,936.60	
19 ENVELOPE, EXPANDING, KRAFTBOARD, for legal size documents, 100 pieces per box	box	22	2	1	25	7	1	0	8	16	1	1	18	6	1	0	7	58	621.71	36,059.18	
20 ENVELOPE, EXPANDING, plastic	piece	247	1	2	250	47	0	2	49	178	0	2	180	47	0	2	49	328	27.61	14,578.08	
21 ENVELOPE, MAILING, 500 pieces per box, 80 gsm	box	26	2	5	33	7	1	0	8	8	2	0	10	1	0	0	1	52	499.20	25,958.40	
22 ENVELOPE, MAILING, with window, 500 pieces per box, 80 gsm	box	14	0	0	14	6	0	1	7	9	1	0	10	0	0	0	0	31	561.60	17,409.60	
23 ERASER, felt, for blackboard/whiteboard	piece	30	0	0	30	6	1	1	8	23	0	0	23	6	0	0	6	67	11.11	744.37	
24 ERASER, plastic or rubber	piece	210	12	3	225	25	13	5	43	42	6	3	51	49	3	3	55	374	2.29	856.46	
25 FASTENER, for paper, metal, 50 sets per box	box	132	16	17	165	25	44	5	74	69	14	5	88	53	14	5	72	399	57.09	22,778.91	
26 FILE ORGANIZER, expanding, legal, plastic, assorted colors	piece	332	27	7	366	12	20	7	39	45	14	2	61	8	13	3	24	490	70.67	34,628.30	
27 FILE TAB DIVIDER, A4, five (5) colors per set	set	456	39	20	515	71	26	14	111	259	17	17	293	72	15	15	102	1021	12.48	12,742.08	
28 FILE TAB DIVIDER, Legal Size, five(5) colors per set	set	340	19	20	379	60	26	14	100	148	17	17	182	61	15	15	91	752	16.64	12,513.28	
29 FOLDER, Fancy, A4, 50s/ bundle	bundle	24	0	0	24	5	0	0	5	9	0	0	9	5	0	0	5	43	234.00	10,062.00	
30 FOLDER, Fancy, Legal, 50 pieces per bundle	bundle	27	0	0	27	8	0	0	8	11	0	0	11	8	0	0	8	54	291.20	15,724.80	
31 FOLDER, L-type, A4, 50 pieces pack	pack	72	10	2	84	50	10	2	62	62	10	2	74	50	10	2	62	282	166.40	46,924.80	
32 FOLDER, L-type, Legal size, 50 pieces per pack	pack	63	2	0	65	46	0	0	46	57	2	0	59	46	0	0	46	216	203.84	44,029.44	
33 FOLDER, Pressboard, size 240mm x 370mm, 100s/box	box	45	8	8	61	33	11	5	49	34	5	5	44	31	3	3	37	191	746.72	142,623.52	
34 FOLDER, Tagboard, A4, 100 pieces per pack	pack	36	2	1	39	21	4	0	25	32	4	1	37	18	5	1	24	125	192.28	22,410.00	
35 FOLDER, Tagboard, Legal size, 100 pieces per pack	pack	55	3	5	63	36	12	3	51	40	6	2	48	37	5	3	45	207	200.37	41,476.59	
36 GLUE, all purpose, 300 grams min.	jar	72	2	3	77	21	5	3	29	43	3	4	50	22	3	4	29	185	44.18	8,173.30	
37 INDEX TAB, self-adhesive, 5 set/box, assorted colors	box	274	80	20	374	244	140	0	384	219	65	5	289	217	103	13	333	1380	50.84	70,159.20	
38 LOOSELEAF COVER, 50sets per bundle	bundle	18	2	2	22	8	2	2	12	8	2	2	12	7	2	2	11	57	539.76	30,766.32	
39 MAGAZINE FILE BOX, LARGE	piece	154	4	7	165	108	6	9	123	110	5	8	123	84	4	7	95	506	41.60	21,049.60	
40 MARKER, fluorescent, 3 colors per set	set	295	16	27	338	107	44	7	158	250	28	7	285	75	41	7	123	904	35.55	32,137.20	
41 MARKER, whiteboard, bullet type, blue	piece	109	38	7	154	74	34	6	114	93	28	6	127	61	24	6	91	486	10.28	4,996.08	
42 MARKER, whiteboard, bullet type, blue	piece	114	34	7	155	69	34	6	109	88	25	6	119	56	24	6	86	469	10.28	4,821.32	
43 MARKER, whiteboard, bullet type, red	piece	87	21	4	112	43	26	3	72	57	11	3	71	26	16	3	45	300	10.28	3,084.00	
44 MARKER, permanent, bullet type, black	piece	211	36	15	262	58	33	6	97	181	43	20	244	65	37	20	122	725	9.65	6,996.25	

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45 MARKER, permanent, bullet type, blue	piece	192	36	9	237	51	33	6	90	164	43	18	225	58	35	18	111	663	9.65	6,397.95	
46 MARKER, permanent, bullet type, red	piece	163	33	6	202	47	30	3	80	127	23	3	153	39	20	3	62	497	9.55	4,796.05	
47 NOTE BOOK, stenographer's, 40 leaves, spiral	piece	361	26	9	396	160	49	9	218	240	61	9	310	135	31	6	172	1096	10.40	11,398.40	
48 NOTE PAD, stick-on, (2"x3"), 100 sheets per pad	pad	328	65	31	424	234	90	28	352	247	76	18	341	148	57	18	223	1340	31.20	41,808.00	
49 NOTE PAD, stick-on, (3"x3"), 100 sheets per pad	pad	353	64	30	447	195	56	28	279	288	74	18	380	158	56	28	242	1348	40.54	54,647.92	
50 NOTE PAD, stick-on, (3"x4"), 100 sheets per pad	pad	366	65	29	460	178	77	27	282	265	75	17	357	181	57	17	255	1354	54.06	73,197.24	
51 PAD PAPER, Ruled	pad	47	3	1	51	19	6	1	26	57	1	1	59	13	1	1	15	151	18.26	2,757.26	
52 PAPER CLIP, gem type, 48mm, 100 pieces per box	box	318	9	27	354	84	65	7	156	261	19	6	286	83	16	6	105	901	12.85	11,577.85	
53 PAPER CLIP, gem type, 32mm, 100 pieces per box	box	317	32	23	372	60	67	9	136	278	34	6	318	86	30	8	124	950	6.45	6,108.50	
54 PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	1058	208	215	1481	1069	233	228	1530	1048	203	210	1461	916	205	203	1324	5796	12.32	651,006.72	
55 PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	272	47	44	363	144	49	53	246	173	57	54	284	128	36	44	208	1101	132.02	145,354.02	
56 PAPER, Multi-Purpose (COPY) A4, 70gsm	ream	930	441	251	1622	939	501	246	1686	1094	481	236	1811	914	436	226	1576	6695	91.94	615,538.30	
57 PAPER, Multi-Purpose (COPY), Legal size, 70gsm	ream	341	71	70	482	201	64	68	333	307	66	70	443	218	59	68	345	1603	114.35	183,303.05	
58 PARCHMENT PAPER, A4 size, 80 gsm, 100 sheets per pack	ream	30	2	0	32	9	2	2	13	17	3	2	22	7	2	2	11	78	88.40	6,895.20	
59 PAPER, Thermal, 216mm x 30m	roll	9	2	2	13	7	2	2	11	9	3	3	15	8	3	3	14	53	31.15	1,650.95	
60 PENCIL, lead, w/eraser, one(1) dozen per box	box	221	8	17	246	148	6	6	160	171	12	13	198	136	8	5	149	753	19.62	14,773.86	
61 PHILIPPINE NATIONAL FLAG	piece	13	0	0	13	0	0	0	0	0	0	0	0	0	0	0	0	13	278.72	3,623.36	
62 RECORD BOOK, 300 pages, size: 214mm x 278mm min	book	99	14	16	129	20	6	4	30	77	12	15	104	23	7	5	35	298	60.32	17,975.36	
63 RECORD BOOK, 500 pages, size: 214mm x 278mm min	book	110	18	6	134	23	6	4	33	104	6	4	114	39	6	4	49	330	86.85	28,660.50	
64 RING BINDER, Plastic 32mm, 10 pieces per bundle	bundle	76	17	0	93	9	15	0	24	19	17	0	36	20	5	0	25	178	256.87	45,722.86	
65 RUBBER BAND, 70mm min lay flat length (#18)	box	51	4	2	57	39	2	1	42	32	1	1	34	17	1	1	19	152	93.31	14,183.12	
66 RULER, plastic, 450mm, 1 piece in individual plastic	piece	181	6	5	192	8	0	5	13	19	8	0	27	3	0	0	3	235	15.48	3,637.80	
67 SIGN PEN, black	piece	471	79	60	610	347	119	32	498	415	128	29	572	372	63	69	504	2184	38.10	83,210.40	
68 SIGN PEN, blue	piece	583	109	84	776	469	216	40	725	537	153	37	727	494	160	77	731	2959	38.10	112,737.90	
69 SIGN PEN, red	piece	352	37	52	441	160	62	9	231	276	58	6	340	182	5	45	232	1244	38.10	47,396.40	
70 STAMP PAD INK, violet, 50mL	bottle	42	15	5	62	8	3	3	14	18	3	4	25	7	3	3	13	114	24.63	2,807.82	
71 STAMP PAD, felt pad, min 60mm x 100mm	piece	33	5	6	44	23	1	2	26	12	1	2	15	3	1	2	6	91	27.66	2,517.06	
72 STAPLE WIRE, Heavy duty, 23/13	box	42	1	1	44	8	1	1	10	14	1	1	16	8	1	1	10	80	30.42	2,433.60	
73 STAPLE WIRE, Standard	box	297	50	30	377	126	33	14	173	218	23	22	263	128	16	10	154	967	18.92	18,295.64	
74 TAPE, masking, 24mm, 50 meters length	roll	130	19	7	156	43	17	8	68	95	28	8	131	42	15	8	65	420	55.12	23,150.40	
75 TAPE, masking, 48mm, 50 meters length	roll	94	23	7	124	30	16	8	54	66	19	7	92	40	16	7	63	333	105.04	34,978.32	
76 TAPE, transparent, 24mm, 50 meters	roll	320	37	30	387	164	35	25	224	236	52	16	304	135	47	16	198	1113	17.37	19,332.81	
77 TAPE, transparent, 48mm, 50 meters	roll	113	20	15	148	45	12	24	81	87	23	16	126	49	12	14	75	430	26.52	11,403.60	
78 TAPE, packaging, 48mm, 50 meters length	roll	96	14	6	116	12	14	8	34	44	21	9	74	18	13	9	40	264	30.63	8,086.32	
79 TOILET TISSUE, 12 rolls per pack	pack	281	101	75	457	239	108	70	417	271	120	62	453	269	109	68	446	1773	67.60	119,854.80	
80 TWINE, plastic, one kilo per roll	roll	28	2	1	31	12	8	2	22	22	1	1	24	11	2	3	16	93	49.92	4,642.56	
81 WRAPPING PAPER, kraft, 50 sheets per pack	pack	27	1	0	28	8	2	0	10	9	0	0	9	1	0	0	1	48	14.80	5,990.40	
COMMON OFFICE DEVICES																					
1 CUTTER BLADE, heavy duty cutter, 10 pieces per tube	tube	65	3	5	73	18	2	2	22	26	2	2	30	18	2	2	22	147	9.49	1,350.93	
2 CUTTER KNIFE, heavy duty	piece	57	9	4	70	8	1	1	10	24	1	1	26	5	1	1	7	113	19.76	2,232.88	
3 DATING AND STAMPING MACHINE	piece	11	0	0	11	0	0	0	0	0	0	0	0	0	0	0	0	11	478.38	5,262.18	
4 PENCIL SHARPENER, 1 piece in individual plastic case	piece	53	1	0	54	0	1	7	8	4	0	0	4	0	0	0	0	66	187.20	12,355.20	
5 PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box	piece	103	1	2	106	10	5	0	15	14	0	0	14	3	0	0	3	138	114.28	15,770.64	

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12 FACSIMILE MACHINE, uses thermal paper, 50m/roll, for documents 216mm x 600mm, 15 sec, transmission speed, running width 2018mm, document feeder holds 10 pages, with automatic paper cutter, redial, and fax/tel switchove	unit	0	0	0	0	0	0	0	0	0	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	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	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	4,992.00	4,992.00		
15 MULTIMEDIA PROJECTOR, 4000 ansi Lumens, 3600 hours lamp life, supports SVGA to SXGA, (compressed) resolution	unit	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	26,483.60	26,483.60		
16 PAPER TRIMMER/CUTTING MACHINE, max paper size: B4, 30 sheets cutting cap., automatic clamping, stationary blade guard, A4-A6 format indications	unit	5	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0	0	5	7,488.00	37,440.00		
17 PAPER SHREDDER, 0.06m/sec shred speed, cuts 6-8 sheets of 70gsm paper	unit	12	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	0	12	5,699.20	68,390.40		
18 PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column, 480 cps print speed	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	18,700.60	-		
19 PRINTER, IMPACT DOT MATRIX, 9 pins, 80 column, 337 cps print speed	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,831.52	-		
20 PRINTER, INKJET, wireless capable, 55ppm speed, 512MB memory, duplex printing capable	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,000.00	-		
21 PRINTER, LASER, monochrome, 24ppm speed, 1200 x 1200 dpi	unit	0	0	0	0	0	2	0	2	0	0	0	0	0	0	0	0	0	2	1,237.60	2,475.20		
22 TABLE, monobloc, square, 36" X 36", white, four(4) seater, for indoor and outdoor use	unit	0	0	0	0	0	0	0	0	0	0	0	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	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,242.80	-		
COMMON COMPUTER SUPPLIES																							
1 COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9-1/2", 2000 sheets/box	box	5	0	0	5	0	0	0	0	5	0	0	5	0	0	0	0	0	10	630.76	6,307.60		
2 COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14-7/8", 2000 sheets/box	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	950.30	-		
3 COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 9-1/2", 1000 sets/box	box	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	716.04	716.04		
4 COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 14-7/8", 1000 sets/box	box	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1,220.96	1,220.96		
5 COMPUTER CONTINUOUS FORMS, 3 ply, 11 x 9-1/2", 500 sets/box	box	3	0	0	3	3	0	0	3	3	0	0	3	3	0	0	0	3	12	571.80	6,861.60		
6 COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 14-7/8", 500 sets/box	box	3	0	0	3	3	0	0	3	3	0	0	3	3	0	0	0	3	12	958.15	11,497.80		
7 DVD REWRITABLE, 4x speed, 4.7GB capacity	piece	255	5	10	270	32	5	5	42	79	5	5	89	20	5	5	30	431	21.79	9,391.49			
8 EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0, backward compatible with USB 2.0, 5400 rpm, with dual color LED light to indicate USB 3.0/USB 2.0 transmission, USB powered, System Requirements: USB 3.0: Windows XP/Vista/7/MacOSx 10.4 or above, with USB 3.0 cable and product guide	piece	47	9	1	57	5	0	0	5	6	3	0	9	2	0	0	2	73	2,813.40	205,743.20			
9 FLASH DRIVE, 16GB, USB 2.0, plug and play	piece	299	23	6	328	16	11	1	28	113	7	1	121	21	4	1	26	503	194.46	97,823.44			
10 MOUSE, optical, USB connection type	unit	63	8	2	73	11	2	2	15	20	8	2	30	7	2	2	11	129	127.80	16,486.20			
HANDBOOK ON PROCUREMENT																							

Item & Specifications	Unit of Measure	Quantity Requirement																		Price Catalogue as of August 16, 2016	TOTAL AMOUNT	
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity				
1 HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT-RA 9184(6th Edition), 6" x 9", 296 pages,	piece	25	1	0	26	0	0	0	0	0	0	0	0	0	0	0	0	26	61.83	1,607.58		
INK CARTRIDGES																						
1 INK CART, BROTHER LC39BK, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	681.20	-		
2 INK CART, BROTHER LC39C, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	447.20	-		
3 INK CART, BROTHER LC39M, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	447.20	-		
4 INK CART, BROTHER LC39Y, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	447.20	-		
5 INK CART, BROTHER LC67B, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	910.00	-		
6 INK CART, BROTHER LC67C, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	546.00	-		
7 INK CART, BROTHER LC67M, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	546.00	-		
8 INK CART, BROTHER LC67Y, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	546.00	-		
9 INK CART, BROTHER LC67HYBK, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,538.16	-		
10 INK CART, BROTHER LC67HYC, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	868.40	-		
11 INK CART, BROTHER LC67HYM, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	868.40	-		
12 INK CART, BROTHER LC67HY, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	868.40	-		
13 INK CART, CANON PG-810, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	737.36	-		
14 INK CART, CANON PG-740, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-	-		
15 INK CART, CANON PGI-725, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	574.08	-		
16 INK CART, CANON CLI-726, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	534.56	-		
17 INK CART, CANON CL-811, Colored	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	970.32	-		
18 INK CART, CANON CL-741, Colored	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	945.36	-		
19 INK CART, CANON CLI-726, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	535.60	-		
20 INK CART, CANON CLI-726, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	535.60	-		
21 INK CART, CANON CLI-726, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	535.60	-		
22 INK CART, EPSON C13T038190 (T0 38), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	491.92	-		
23 INK CART, EPSON C13T039090 (T0 39), Colored	cart	0	0	0	0	0	0	0	0	0	0	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	0	0	0	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	0	0	0	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	0	0	0	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	0	0	0	0	0	0	0	0	0	0	426.40	-		
28 INK CART, EPSON C13T6664100 (T6641), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	254.80	-		
29 INK CART, EPSON C13T6664200 (T6642), Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	254.80	-		
30 INK CART, EPSON C13T6664300 (T6643), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	254.80	-		
31 INK CART, EPSON C13T6664400 (T6644), Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	254.80	-		
32 INK CART, HP 51645A, (HP45), Black	cart	0	0	0	0	0	0	0	0	0	0	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	0	0	0	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	0	0	0	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	0	0	0	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	0	0	0	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	0	0	0	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	0	0	0	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	0	0	0	0	0	0	0	0	0	0	982.60	-		
40 INK CART, HP C4937A, (HP18), Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	717.60	-		
41 INK CART, HP C4938A, (HP18), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	717.60	-		
42 INK CART, HP C4939A, (HP18), Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	717.60	-		

Item & Specifications	Unit of Measure	Quantity Requirement																		Price Catalogue as of August 16, 2016	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity			
43 INK CART, HP C6578DA, (HP78), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	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	0	0	0	0	0	0	0	0	0	0	0	1,337.60	-
45 INK CART, HP C6625AA, (HP17), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	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	0	0	0	0	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	0	0	0	0	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	0	0	0	0	0	0	0	0	0	0	0	826.80	-
49 INK CART, HP C8765WA, (HP94), Black	cart	0	0	0	0	0	0	0	0	0	0	0	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	0	0	0	0	0	0	0	0	0	0	0	1,333.60	-
51 INK CART, HP C8767WA, (HP96), Black	cart	18	0	0	18	18	0	0	18	13	0	18	31	13	0	0	0	13	80	1,430.00	114,400.00
52 INK CART, HP C9351AA, (HP21), Black	cart	13	0	0	13	3	0	0	3	13	0	13	26	3	0	0	0	3	45	650.00	29,250.00
53 INK CART, HP C9352AA, (HP22), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	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	0	0	0	0	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	0	0	0	0	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	0	0	0	0	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	0	0	0	0	0	0	0	0	0	0	0	826.80	-
58 INK CART, HP CB314A, (HP900), Black	cart	0	0	0	0	0	0	0	0	0	0	0	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	0	0	0	0	0	0	0	0	0	0	0	379.60	-
60 INK CART, HP CB335WA, (HP74), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	696.80	-
61 INK CART, HP CB336WA, (HP74XL), Black	cart	0	0	0	0	0	0	0	0	0	0	0	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	0	0	0	0	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	0	0	0	0	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	0	0	0	0	0	0	0	0	0	0	0	639.60	-
65 INK CART, HP CC641WA, (HP60XL), Black	cart	0	0	0	0	0	0	0	0	0	0	0	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	0	0	0	0	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	0	0	0	0	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	0	0	0	0	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	0	0	0	0	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	0	0	0	0	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	0	0	0	0	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	0	0	0	0	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	0	0	0	0	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	0	0	0	0	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	0	0	0	0	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	0	0	0	0	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	0	0	0	0	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	0	0	0	0	0	0	0	0	0	0	0	644.80	-
79 INK CART, HP CH562WA, (HP61), Tricolor	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	826.80	-
80 INK CART, HP CN045AA, (HP950XL), Black	cart	0	0	0	0	0	0	0	0	0	0	0	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	0	0	0	0	0	0	0	0	0	0	0	617.20	-
82 INK CART, HP CN047AA, (HP951XL), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	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	0	0	0	0	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	0	0	0	0	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	0	0	0	0	0	0	0	0	0	0	0	358.80	-
86 INK CART, HP CZ107AA, (HP678), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	358.80	-
87 INK CART, HP CZ108AA, (HP678), Tricolor	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	360.80	-
88 INK CART, HP CZ121A (HP685A), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	360.80	-

Item & Specifications	Unit of Measure	Quantity Requirement																		Price Catalogue as of August 16, 2016	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity			
89 INK CART, HP CZ122A (HP685A), Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	249.60	-
90 INK CART, HP CZ123A (HP685A), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	249.60	-
91 INK CART, HP CZ124A (HP685A), Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	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	0	0	0	0	0	0	0	0	0	0	0	930.80	-
93 INK CART, LEXMARK 10NO217 (#17), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,003.60	-
94 INK CART, LEXMARK 10NO227 (#27), Colored	cart	7	0	0	7	2	0	0	2	2	0	7	9	1	0	0	1	19	1,196.00	22,724.00	
95 TONER CART, BROTHER TN-2025, Black	cart	5	0	0	5	0	0	0	0	0	5	5	0	0	0	0	10	2,556.32	25,563.20		
96 TONER CART, BROTHER TN-2130, Black	cart	7	0	0	7	2	0	0	2	2	0	7	9	0	0	0	18	1,820.00	32,760.00		
97 TONER CART, BROTHER TN-2150, Black	cart	4	0	0	4	3	0	0	3	1	0	4	5	1	0	1	13	1,860.00	37,180.00		
98 TONER CART, BROTHER TN-3320, Black	cart	59	11	10	80	25	19	6	50	49	14	59	122	25	16	6	47	299	2,354.00	1,002,846.00	
99 TONER CART, BROTHER TN-3350, Black, for HL5450DN (CU)	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,992.00	-
100 TONER CART, HP C4092A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,741.44	-
101 TONER CART, HP C4096A, Black	cart	1	0	0	1	0	0	0	0	0	1	1	0	0	0	0	2	2	5,352.88	10,705.76	
102 TONER CART, HP C7115A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,971.28	-
103 TONER CART, HP CB435A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,802.80	-
104 TONER CART, HP CB436A, Black	cart	2	0	0	2	2	0	0	2	2	0	2	4	2	0	2	10	3,218.80	32,188.00		
105 TONER CART, HP CB540A, Black	cart	2	0	0	2	2	0	0	2	2	0	2	4	2	0	2	10	3,312.40	33,124.00		
106 TONER CART, HP CB541A, Cyan	cart	2	0	0	2	2	0	0	2	2	0	2	4	2	0	2	10	2,984.80	29,848.00		
107 TONER CART, HP CB542A, Yellow	cart	2	0	0	2	2	0	0	2	2	0	2	4	2	0	2	10	2,984.80	29,848.00		
108 TONER CART, HP CB543A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,984.80	-
109 TONER CART, HP CC364A, Black	cart	14	3	3	20	7	3	3	13	14	3	14	31	7	3	3	13	77	7,378.80	568,167.60	
110 TONER CART, HP CC530A, Black	cart	11	2	2	15	5	2	2	9	11	2	11	24	5	2	2	9	57	5,402.80	307,959.60	
111 TONER CART, HP CC531A, Cyan	cart	11	2	2	15	5	2	2	9	11	2	11	24	5	2	2	9	57	5,498.80	302,031.60	
112 TONER CART, HP CC532A, Yellow	cart	11	2	2	15	5	2	2	9	11	2	11	24	5	2	2	9	57	5,298.80	302,031.60	
113 TONER CART, HP CC533A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,298.80	-
114 TONER CART, HP CE255A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6,754.80	-
115 TONER CART, HP CE278A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,114.80	-
116 TONER CART, HP CE285A (HP85A), Black	cart	4	0	0	4	3	0	0	3	3	0	4	7	3	0	0	3	17	12,756.00	46,852.00	
117 TONER CART, HP CE310A, Black	cart	4	0	0	4	3	0	0	3	3	0	4	7	3	0	0	3	17	3,386.80	40,575.60	
118 TONER CART, HP CE311A, Cyan	cart	4	0	0	4	3	0	0	3	3	0	4	7	3	0	0	3	17	2,490.80	42,343.60	
119 TONER CART, HP CE312A, Yellow	cart	4	0	0	4	3	0	0	3	3	0	4	7	3	0	0	3	17	2,490.80	42,343.60	
120 TONER CART, HP CE313A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,490.80	-
121 TONER CART, HP CE320A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,166.80	-
122 TONER CART, HP CE321A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,010.80	-
123 TONER CART, HP CE322A, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,010.80	-
124 TONER CART, HP CE323A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,010.80	-
125 TONER CART, HP CE390A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,690.80	-
126 TONER CART, HP CE400A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6,754.80	-
127 TONER CART, HP CE401A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9,978.80	-
128 TONER CART, HP CE402A, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9,978.80	-
129 TONER CART, HP CE403A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	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	0	0	0	0	0	0	0	0	0	0	0	3,790.80	-
131 TONER CART, HP CE411A, (HP305), Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,402.80	-
132 TONER CART, HP CE412A, (HP305), Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,402.80	-
133 TONER CART, HP CE413A, (HP305), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,402.80	-
134 TONER CART, HP CE505A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,998.80	-

Item & Specifications	Unit of Measure	Quantity Requirement																		Price Catalogue as of August 16, 2016	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity			
135 TONER CART, HP CE505X, Black, high cap	cart	1	0	0	1	1	0	0	1	1	0	1	2	1	0	0	1	5	7,066.80	35,334.00	
136 TONER CART, HP Q2612A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,104.40	-	
137 TONER CART, HP Q2613A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,328.00	-	
138 TONER CART, HP Q5942A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,482.80	-	
139 TONER CART, HP Q5949A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,530.80	-	
140 TONER CART, HP Q5950A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,644.00	-	
141 TONER CART, HP Q5951A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,845.12	-	
142 TONER CART, HP Q5952A, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,845.12	-	
143 TONER CART, HP Q5953A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,845.12	-	
144 TONER CART, HP Q6000A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,317.60	-	
145 TONER CART, HP Q6001A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,614.00	-	
146 TONER CART, HP Q6002A, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,614.00	-	
147 TONER CART, HP Q6003A, Magenta	cart	3	0	0	3	0	0	0	0	2	0	3	5	0	0	0	0	8	3,614.00	28,912.00	
148 TONER CART, HP Q6470A, Black	cart	3	0	0	3	0	0	0	0	2	0	3	5	0	0	0	0	8	5,526.56	44,212.48	
149 TONER CART, HP Q6471A, Cyan	cart	3	0	0	3	0	0	0	0	2	0	3	5	0	0	0	0	8	5,495.36	43,962.88	
150 TONER CART, HP Q6472A, Yellow	cart	3	0	0	3	0	0	0	0	2	0	3	5	0	0	0	0	8	5,844.80	46,758.40	
151 TONER CART, HP Q6473A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,844.80	-	
152 TONER CART, HP Q7553A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,894.80	-	
153 TONER CART, LEXMARK E360H11P, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8,874.32	-	
154 TONER CART, LEXMARK T650A11P, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9,030.40	-	
155 TONER CART, SAMSUNG ML-D2850B, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,992.00	-	
156 TONER CART, SAMSUNG MLT-D101S, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,600.00	-	
157 TONER CART, SAMSUNG MLT-D103L, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,912.00	-	
158 TONER CART, SAMSUNG MLT-D103S, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,912.00	-	
159 TONER CART, SAMSUNG MLT-D104S, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,592.00	-	
160 TONER CART, SAMSUNG MLT-D105L, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,704.00	-	
161 TONER CART, SAMSUNG MLT-D108S, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,631.20	-	
162 TONER CART, SAMSUNG MLT-D119S(ML-2010D3), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,120.00	-	
163 TONER CART, SAMSUNG MLT-D203E, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,280.00	-	
164 TONER CART, SAMSUNG MLT-D203L, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,368.00	-	
165 TONER CART, SAMSUNG MLT-D203U, black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9,464.00	-	
166 TONER CART, SAMSUNG MLT-D205E, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8,756.00	-	
167 TONER CART, SAMSUNG MLT-D205L, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,888.00	-	
168 TONER CART, SAMSUNG SCX-D6555A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,212.00	-	
169 RIBBON CART, EPSON C13S015516 (#8750), Black, for LX-300	cart	2	0	4	6	2	4	0	6	2	4	2	8	2	4	0	6	26	76.75	1,995.50	
170 RIBBON CART, EPSON C13S015531 (S015086), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	724.88	-	
171 RIBBON CART, EPSON C13S015584 (S015327), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	534.88	-	
172 RIBBON CART, EPSON C13S015632, Black, for LX-310	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	75.92	-	

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

COMMON ELECTRONIC SUPPLIES	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity	Price	TOTAL AMOUNT
1				0				0				0				0	0		-
2				0				0				0				0	0		-
3				0				0				0				0	0		-

COMMON OFFICE EQUIPMENT

Item & Specifications	Unit of Measure	Quantity Requirement																Price Catalogue as of August 16, 2016	TOTAL AMOUNT	
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			Total Quantity
7					0				0				0				0	0		-
8					0				0				0				0	0		-
9					0				0				0				0	0		-
10					0				0				0				0	0		-
Audio and visual presentation and composing equipment																				
1					0				0				0				0	0		-
2					0				0				0				0	0		-
3					0				0				0				0	0		-
4					0				0				0				0	0		-
5					0				0				0				0	0		-
6					0				0				0				0	0		-
7					0				0				0				0	0		-
8					0				0				0				0	0		-
9					0				0				0				0	0		-
10					0				0				0				0	0		-
Photographic or filming or video equipment																				
1					0				0				0				0	0		-
2					0				0				0				0	0		-
3					0				0				0				0	0		-
4					0				0				0				0	0		-
5					0				0				0				0	0		-
6					0				0				0				0	0		-
7					0				0				0				0	0		-
8					0				0				0				0	0		-
9					0				0				0				0	0		-
10					0				0				0				0	0		-
Cleaning Equipment and Supplies																				
1					0				0				0				0	0		-
2					0				0				0				0	0		-
3					0				0				0				0	0		-
4					0				0				0				0	0		-
5					0				0				0				0	0		-
6					0				0				0				0	0		-
7					0				0				0				0	0		-
8					0				0				0				0	0		-
9					0				0				0				0	0		-
10					0				0				0				0	0		-
Paper Materials and Products																				
1					0				0				0				0	0		-
2					0				0				0				0	0		-
3					0				0				0				0	0		-
4					0				0				0				0	0		-
5					0				0				0				0	0		-
6					0				0				0				0	0		-
7					0				0				0				0	0		-
8					0				0				0				0	0		-
9					0				0				0				0	0		-
10					0				0				0				0	0		-

Item & Specifications	Unit of Measure	Quantity Requirement																		Price Catalogue as of August 16, 2016	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity			
Lighting and fixtures and accessories																					
1					0				0				0					0	0		
2					0				0				0					0	0		
3					0				0				0					0	0		
4					0				0				0					0	0		
5					0				0				0					0	0		
6					0				0				0					0	0		
7					0				0				0					0	0		
8					0				0				0					0	0		
9					0				0				0					0	0		
10					0				0				0					0	0		
Electrical equipment and components and supplies																					
1					0				0				0					0	0		
2					0				0				0					0	0		
3					0				0				0					0	0		
4					0				0				0					0	0		
5					0				0				0					0	0		
6					0				0				0					0	0		
7					0				0				0					0	0		
8					0				0				0					0	0		
9					0				0				0					0	0		
10					0				0				0					0	0		
Computer Supplies																					
1					0				0				0					0	0		
2					0				0				0					0	0		
3					0				0				0					0	0		
4					0				0				0					0	0		
5					0				0				0					0	0		
6					0				0				0					0	0		
7					0				0				0					0	0		
8					0				0				0					0	0		
9					0				0				0					0	0		
10					0				0				0					0	0		
Computer Equipment and Accessories																					
1					0				0				0					0	0		
2					0				0				0					0	0		
3					0				0				0					0	0		
4					0				0				0					0	0		
5					0				0				0					0	0		
6					0				0				0					0	0		
7					0				0				0					0	0		
8					0				0				0					0	0		
9					0				0				0					0	0		
10					0				0				0					0	0		
Other Categories																					
1					0				0				0					0	0		
2					0				0				0					0	0		
3					0				0				0					0	0		

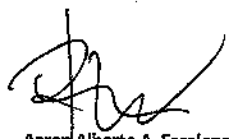
Item & Specifications	Unit of Measure	Quantity Requirement																	Price Catalogue as of August 16, 2016	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity		
4					0				0				0				0	0		
5					0				0				0				0	0		
6					0				0				0				0	0		
7					0				0				0				0	0		
8					0				0				0				0	0		
9					0				0				0				0	0		
10					0				0				0				0	0		
TOTAL (A+B)																				9,940,175.49
D. ADDITIONAL PROVISION FOR INFLATION (10% of C)																				994,017.55
E. GRAND TOTAL (C + D)																				9,940,193.04
F. APPROVED BUDGET BY THE AGENCY HEAD (in Figures and Words)																				
MONTHLY CASH REQUIREMENTS																				
G.1 Available at Procurement Service Stores		X			3138666	X			1654529	X			2723867	X			1521688		9038750.01	
G.2 Other Items not available at PS but regularly purchased from other sources					0				0				0				0			
TOTAL MONTHLY CASH REQUIREMENTS					3138666				1654529				2723867				1521688		9038750.01	

*Other categories that are not indicated herein

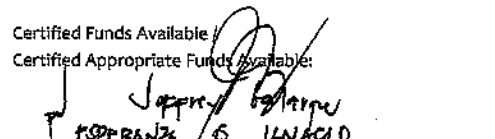
**Prices are FOB Manila/Applicable for items under A.

I 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.

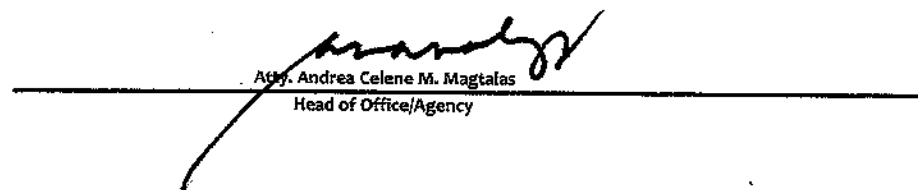
Prepared by:


 Aaron Alberto A. Escalona
 Property/Supply Officer

Certified Funds Available
 Certified Appropriate Funds Available:


 ESPERANZA G. IGNACIO
 Accountant/
 Local Budget Officer

Approved by:


 Atty. Andrea Celene M. Magtala
 Head of Office/Agency

Date Prepared:
 November 10, 2016