

**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 (Cataraman)- 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](http://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.
- 
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: II  
 Address: Regional Government Center, Carig Sur, Tuguegarao City, Cagayan

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

Contact Person: Francis C. Bautista  
 Position: Chief Administrative Officer  
 E-mail : [fbautista@dbm.gov.ph](mailto:fbautista@dbm.gov.ph)  
 Telephone/Mobile Nos: (028)3042545

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			
<b>A. AVAILABLE AT PROCUREMENT SERVICE STORES</b>																					
<b>COMMON ELECTRICAL SUPPLIES</b>																					
1 BATTERY, dry cell AA, 2 pieces per blister pack	pack	24			24	24			24	24			24	24				24	96	17.42	1,672.32
2 BATTERY, dry cell AAA, 2 pieces per blister pack	pack	24			24	24			24	24			24	24				24	96	15.03	1,442.88
3 BATTERY, dry cell D, 2 pieces per blister pack	pack				0				0				0					0	0	77.56	-
4 FLUORESCENT LAMP, tubular, 28 watts	tube				0				0				0					0	0	114.40	-
5 LED Linear Tube, 18 watts individually wrapped in carton	tube				0				0				0					0	0	36.30	-
6 Light Bulb, LED, 7 watts 1 pc in individual box	piece				0				0				0					0	0	93.29	-
7 TAPE, electrical	roll	2			2	2			2	2			2	2				2	8	18.20	145.60
<b>COMMON OFFICE SUPPLIES</b>																					
1 ACETATE, gauge #3, 50m per roll	roll				0				0				0					0	0	624.00	-

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		
2 AIR FRESHENER, 280ml/150g mln	can	15			15	15			15	15			15	15			15	60	83.20	4,992.00
3 ALCOHOL, 70%, ethyl, 500ml	bottle	24			24	24			24	24			24	24			24	96	47.82	4,590.72
4 CARBON FILM, A4 size, 100 sheets per box	box				0				0				0				0	0	197.58	-
5 CARBON FILM, PE, black, 216mm x 30mm, 100 sheets per box	box				0				0				0				0	0	202.80	-
6 CARTOLINA, assorted color, 20 pieces per pack	pack				0				0				0				0	0	64.48	-
7 CHALK, white, enamel, 100 pieces per box	box				0				0				0				0	0	25.86	-
8 CLEARBOOK, A4 size	piece				0				0				0				0	0	39.52	-
9 CLEARBOOK, Legal size	piece				0				0				0				0	0	43.68	-
10 CLIP, backfold, 19mm, 12 pieces per box	box				0				0				0				0	0	7.28	-
11 CLIP, backfold, 25mm, 12 pieces per box	box	9			9	9			9	9			9	9			9	36	13.50	486.00
12 CLIP, backfold, 32mm, 12 pieces per box	box				0				0				0				0	0	19.12	-
13 CLIP, backfold, 50mm, 12 pieces per box	box	9			9	9			9	9			9	9			9	36	43.68	1,572.48
14 CORRECTION TAPE, 6 meters(mln), 1 piece in individual plastic	piece	24			24	24			24	24			24	24			24	96	31.20	2,995.20
15 DATA FILE BOX, made with chipboard, with dosed ends	box	10			10	10			10	10			10	10			10	40	69.78	2,791.20
16 DATA FOLDER, made with chipboard, taglia lock	piece				0				0				0				0	0	68.64	-
17 ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box	box	1			1	1			1	1			1	1			1	4	381.54	1,526.16
18 ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box	box	1			1	1			1	1			1	1			1	4	507.40	2,029.60
19 ENVELOPE, EXPANDING, KRAFTBOARD, for legal size documents, 100 pieces per box	box	1			1	1			1	1			1	1			1	4	621.71	2,486.84
20 ENVELOPE, EXPANDING, plastic	piece	10			10	10			10	10			10	10			10	40	27.61	1,104.40
21 ENVELOPE, MAILING, 500 pieces per box, 80 gsm	box	1			1	1			1	1			1	1			1	4	499.20	1,996.80
22 ENVELOPE, MAILING, with window, 500 pieces per box, 80 gsm	box	1			1	1			1	1			1	1			1	4	561.60	2,246.40
23 ERASER, felt, for blackboard/whiteboard	piece				0				0				0				0	0	11.11	-
24 ERASER, plastic or rubber	piece				0				0				0				0	0	2.29	-
25 FASTENER, for paper, metal, 50 sets per box	box	6			6				0	6			6				0	12	57.09	685.08
26 FILE ORGANIZER, expanding, legal, plastic, assorted colors	piece				0				0				0				0	0	70.67	-
27 FILE TAB DIVIDER, A4, five (5) colors per set	set				0				0				0				0	0	12.48	-
28 FILE TAB DIVIDER, Legal Size, five(5) colors per set	set				0				0				0				0	0	16.64	-
29 FOLDER, Fancy, A4, 50s/ bundle	bundle				0				0				0				0	0	234.00	-
30 FOLDER, Fancy, Legal, 50 pieces per bundle	bundle				0				0				0				0	0	291.20	-
31 FOLDER, L-type, A4, 50 pieces pack	pack				0				0				0				0	0	166.40	-
32 FOLDER, L-type, Legal size, 50 pieces per pack	pack				0				0				0				0	0	203.84	-
33 FOLDER, Pressboard, size 240mm x 370mm, 100s/box	box	1			1	1			1	1			1	1			1	4	746.72	2,986.88
34 FOLDER, Tagboard, A4, 100 pieces per pack	pack	1			1	1			1	1			1	1			1	4	179.28	717.12
35 FOLDER, Tagboard, Legal size, 100 pieces per pack	pack	1			1	1			1	1			1	1			1	4	200.37	801.48
36 GLUE, all purpose, 300 grams mb.	jar	1			1	1			1	1			1	1			1	4	44.18	176.72
37 INDEX TAB, self-adhesive, 5 set/box, assorted colors	box	5			5				0	5			5				0	10	50.84	508.40
38 LOOSELEAF COVER, 50sets per bundle	bundle	1			1				0	1			1				0	2	539.76	1,079.52
39 MAGAZINE FILE BOX, LARGE	piece				0				0				0				0	0	41.60	-
40 MARKER, fluorescent, 3 colors per set	set	24			24	24			24	24			24	24			24	96	35.55	3,412.80
41 MARKER, whiteboard, bullet type, black	piece	5			5	5			5	5			5	5			5	20	10.28	205.60
42 MARKER, whiteboard, bullet type, blue	piece	5			5	5			5	5			5	5			5	20	10.28	205.60
43 MARKER, whiteboard, bullet type, red	piece				0				0				0				0	0	10.28	-
44 MARKER, permanent, bullet type, black	piece	2			2	2			2	2			2	2			2	8	9.65	77.20
45 MARKER, permanent, bullet type, blue	piece				0				0				0				0	0	9.65	-
46 MARKER, permanent, bullet type, red	piece				0				0				0				0	0	9.65	-

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			
47 NOTE BOOK, stenographer's, 40 leaves, spiral	piece	24			24	24			24	24			24	24			24	96	10.40	998.40	
48 NOTE PAD, stick-on, (2"x3"), 100 sheets per pad	pad				0				0				0				0	0	31.20	-	
49 NOTE PAD, stick-on, (3"x3"), 100 sheets per pad	pad	50			50	50			50	50			50	50			50	200	40.54	8,108.00	
50 NOTE PAD, stick-on, (3"x4"), 100 sheets per pad	pad				0				0				0				0	0	54.06	-	
51 PAD PAPER, Ruled	pad	24			24	24			24	24			24	24			24	96	18.26	1,752.96	
52 PAPER CLIP, gem type, 48mm, 100 pieces per box	box	10			10	10			10	10			10	10			10	40	12.85	514.00	
53 PAPER CLIP, gem type, 32mm, 100 pieces per box	box	10			10	10			10	10			10	10			10	40	6.43	257.20	
54 PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	30			30	30			30	30			30	30			30	120	112.32	13,478.40	
55 PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	6			6	6			6	6			6	6			6	24	132.02	3,168.48	
56 PAPER, Multi-Purpose (COPY) A4, 70gsm	ream				0				0				0				0	0	91.94	-	
57 PAPER, Multi-Purpose (COPY), Legal size, 70gsm	ream				0				0				0				0	0	114.35	-	
58 PARCHMENT PAPER, A4 size, 80 gsm, 100 sheets per pack]	ream				0				0				0				0	0	88.40	-	
59 PAPER, Thermal, 216mm x 30m	roll				0				0				0				0	0	31.15	-	
60 PENCIL, lead, w/eraser, one(1) dozen per box	box	5			5	5			5	5			5	5			5	20	19.62	392.40	
61 PHILIPPINE NATIONAL FLAG	piece	2			2				0	2			2				0	4	278.72	1,114.88	
62 RECORD BOOK, 300 pages, size: 214mm x 278mm min	book	10			10	10			10	10			10	10			10	40	60.32	2,412.80	
63 RECORD BOOK, 500 pages, size: 214mm x 278mm min	book	10			10	10			10	10			10	10			10	40	86.85	3,474.00	
64 RING BINDER, Plastic 32mm, 10 pieces per bundle	bundle	1			1	1			1	1			1	1			1	4	256.87	1,027.48	
65 RUBBER BAND, 70mm min lay flat length (#18)	box	1			1	1			1	1			1	1			1	4	93.31	373.24	
66 RULER, plastic, 450mm, 1 piece in individual plastic	piece				0				0				0				0	0	15.48	-	
67 SIGN PEN, black	piece	14			14	14			14	14			14	14			14	56	38.10	2,133.60	
68 SIGN PEN, blue	piece	144			144	144			144	144			144	144			144	576	38.10	21,945.60	
69 SIGN PEN, red	piece	24			24	24			24	24			24	24			24	96	38.10	3,657.60	
70 STAMP PAD INK, violet, 50mL	bottle	1			1				0				0				0	1	24.63	24.63	
71 STAMP PAD, felt pad, min 60mm x 100mm	piece	1			1				0				0				0	1	27.66	27.66	
72 STAPLE WIRE, Heavy duty, 23/13	box	1			1				0				0				0	1	30.42	30.42	
73 STAPLE WIRE, Standard	box	8			8	8			8	8			8	8			8	32	18.92	605.44	
74 TAPE, masking, 24mm, 50 meters length	roll	10			10	10			10	10			10	10			10	40	55.12	2,204.80	
75 TAPE, masking, 48mm, 50 meters length	roll	10			10	10			10	10			10	10			10	40	105.04	4,201.60	
76 TAPE, transparent, 24mm, 50 meters	roll	10			10	10			10	10			10	10			10	40	17.37	694.80	
77 TAPE, transparent, 48mm, 50 meters	roll	10			10	10			10	10			10	10			10	40	26.52	1,060.80	
78 TAPE, packaging, 48mm, 50 meters length	roll	10			10	10			10	10			10	10			10	40	30.63	1,225.20	
79 TOILET TISSUE, 12 rolls per pack	pack	30			30	30			30	30			30	30			30	120	67.60	8,112.00	
80 TWINE, plastic, one kilo per roll	roll	1			1	1			1	1			1	1			1	4	49.92	199.68	
81 WRAPPING PAPER, kraft, 50 sheets per pack	pack				0				0				0				0	0	124.80	-	
<b>COMMON OFFICE DEVICES</b>																					
1 CUTTER BLADE, heavy duty cutter, 10 pieces per tube	tube				0				0				0				0	0	9.19	-	
2 CUTTER KNIFE, heavy duty	piece				0				0				0				0	0	19.76	-	
3 DATING AND STAMPING MACHINE	piece				0				0				0				0	0	478.38	-	
4 PENCIL SHARPENER, 1 piece in individual plastic case	piece				0				0				0				0	0	187.20	-	
5 PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box	piece				0				0				0				0	0	114.28	-	
6 SCISSORS, (6")	pair				0				0				0				0	0	13.73	-	
7 STAPLER, standard	piece				0				0				0				0	0	82.16	-	
8 STAPLER, binder type, heavy duty for high volume stapling, 25-135 sheets of 70gsm bond paper stapling capacity, min 100 staples, with adjustable paper guide	piece				0				0				0				0	0	878.80	-	

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		
9 STAPLE REMOVER, plier type	piece				0				0				0				0	0	18.18	-
10 TAPE DISPENSER, table top	piece				0				0				0				0	0	47.72	-
11 WASTE BASKET, non-rigid plastic	piece				0				0				0				0	0	23.90	-
<b>COMMON JANITORIAL SUPPLIES</b>																				
1 BROOM, soft (tambo)	piece	3			3	3			3	3			3	3			3	12	88.40	1,060.80
2 BROOM, stick (tingting)	piece	2			2	2			2	2			2	2			2	8	23.92	191.36
3 CLEANER, TOILET BOWL AND URINAL, 900-1000ml cap	bottle	12			12	12			12	12			12	12			12	48	41.60	1,996.80
4 CLEANSER, scouring powder, 350grams/can	can	2			2	2			2	2			2	2			2	8	21.27	170.16
5 TOILET CEMENT POWDER, all purpose, 1kilo/pouch	pouch	12			12	12			12	12			12	12			12	48	37.43	1,796.64
6 DISINFECTANT SPRAY, 400-550 grams	can	12			12	12			12	12			12	12			12	48	119.60	5,740.80
7 DUST PAN, non-rigid plastic	piece				0				0				0				0	0	27.96	-
8 FLOOR WAX, Paste, red	can				0				0				0				0	0	202.80	-
9 FURNITURE CLEANER, aerosol, 300mL/can	can	24			24	24			24	24			24	24			24	96	84.76	8,136.96
10 INSECTICIDE, aerosol type, 600mL/can	can	24			24	24			24	24			24	24			24	96	124.80	11,980.80
11 MOPBUCKET	piece				0				0				0				0	0	1,820.00	-
12 MOPHANDLE, screw type, aluminum handle	piece	1			1	1			1	1			1	1			1	4	142.48	569.92
13 MOPHEAD, made of rayon	piece	3			3	3			3	3			3	3			3	12	98.80	1,185.60
14 RAG, all cotton, 32 pieces per kilo per bundle	bundle	6			6	6			6	6			6	6			6	24	49.69	1,192.56
15 SCOURING PAD, 5 pieces per pack	pack	1			1	1			1	1			1	1			1	4	102.96	411.84
16 TRASHBAG, plastic, transparent, 10pcs/roll	roll	6			6	6			6	6			6	6			6	24	139.88	3,357.12
17 DISINFECTANT, bleaching solution	cont				0				0				0				0	0	101.82	-
18 DETERGENT BAR, 140g as packed (-2.5%)	bar	3			3	3			3	3			3	3			3	12	7.28	87.36
<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	10,400.00	-
2 CALCULATOR, COMPACT, electronic, 12 digits cap, 1 unit in individual box	unit				0				0				0				0	0	142.36	-
3 CALCULATOR, SCIENTIFIC, 1 unit per box	unit				0				0				0				0	0	328.64	-
4 CHAIR, monobloc, without armrest, beige	piece				0				0				0				0	0	254.68	-
5 CHAIR, monobloc, without armrest, white	piece				0				0				0				0	0	254.80	-
6 DIGITAL VOICE RECORDER, 4GB (expandable), 1 unit in individual box	unit				0				0				0				0	0	6,229.60	-
7 DOCUMENT CAMERA, four(4) reference points demarcate viewing area, 16x(1600%) consecutive zoom, PC and Doc Cam video switcher, plug and play	unit				0				0				0				0	0	25,272.00	-
8 ELECTRIC FAN, industrial	unit				0				0				0				0	0	956.80	-
9 ELECTRIC FAN, orbit type	unit				0				0				0				0	0	1,248.00	-
10 ELECTRIC FAN, stand type	unit				0				0				0				0	0	967.10	-
11 ELECTRIC FAN, wall type	unit				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 switchover	unit				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	1,080.56	-

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		
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	4,992.00	-
15 MULTIMEDIA PROJECTOR, 4000 ansf Lumens, 3600 hours lamp life, supports SVGA to SXGA, (compressed) resolution	unit				0				0				0				0	0	26,483.60	-
16 PAPER TRIMMER/CUTTING MACHINE, max paper size: B4, 30 sheets cutting cap., automatic clamping, stationery blade guard, A4-A6 format indications	unit				0				0				0				0	0	7,488.00	-
17 PAPER SHREDDER, 0.06m/sec shred speed, cuts 6-8 sheets of 70gsm paper	unit				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	18,709.60	-
19 PRINTER, IMPACT DOT MATRIX, 9 pins, 80 column, 337 cps print speed	unit				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	10,000.00	-
21 PRINTER, LASER, monochrome, 24ppm speed, 1200 x 1200 dpi	unit				0				0				0				0	0	1,237.60	-
22 TABLE, monobloc, square, 36" X 36", white, four(4) seater, for indoor and outdoor use	unit				0				0				0				0	0	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	1,242.80	-
<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	630.76	-
2 COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14-7/8", 2000 sheets/box	box				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	716.04	-
4 COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 14-7/8", 1000 sets/box	box				0				0				0				0	0	1,220.96	-
5 COMPUTER CONTINUOUS FORMS, 3 ply, 11 x 9-1/2", 500 sets/box	box	3			3	3			3	3			3	3			3	12	571.80	6,861.60
6 COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 14-7/8", 500 sets/box	box				0				0				0				0	0	958.15	-
7 DVD REWRITABLE, 4x speed, 4.7GB capacity	piece				0				0				0				0	0	21.79	-
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				0				0				0				0	0	2,818.40	-
9 FLASH DRIVE, 16GB, USB 2.0, plug and play	piece				0				0				0				0	0	194.48	-
10 MOUSE, optical, USB connection type	unit				0				0				0				0	0	127.80	-
<b>HANDBOOK ON PROCUREMENT</b>																				
1 HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT-RA 9184(6th Edition), 6" x 9", 296 pages,	piece	24			24				0				0				0	24	61.83	1,483.92
<b>CONSUMABLES</b>																				
1 INK CART, BROTHER LC39BK, Black	cart				0				0				0				0	0	681.20	-
2 INK CART, BROTHER LC39C, Cyan	cart				0				0				0				0	0	447.20	-
3 INK CART, BROTHER LC39M, Magenta	cart				0				0				0				0	0	447.20	-
4 INK CART, BROTHER LC39Y, Yellow	cart				0				0				0				0	0	447.20	-

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		
5 INK CART, BROTHER LC67B, Black	cart				0				0				0				0	0	910.00	-
6 INK CART, BROTHER LC67C, Cyan	cart				0				0				0				0	0	546.00	-
7 INK CART, BROTHER LC67M, Magenta	cart				0				0				0				0	0	546.00	-
8 INK CART, BROTHER LC67Y, Yellow	cart				0				0				0				0	0	546.00	-
9 INK CART, BROTHER LC67HYBK, Black	cart				0				0				0				0	0	1,538.16	-
10 INK CART, BROTHER LC67HYC, Cyan	cart				0				0				0				0	0	868.40	-
11 INK CART, BROTHER LC67HYM, Magenta	cart				0				0				0				0	0	868.40	-
12 INK CART, BROTHER LC67HYV, Yellow	cart				0				0				0				0	0	868.40	-
13 INK CART, CANON PG-810, Black	cart				0				0				0				0	0	737.36	-
14 INK CART, CANON PG-740, Black	cart				0				0				0				0	0		-
15 INK CART, CANON PGI-725, Black	cart				0				0				0				0	0	574.08	-
16 INK CART, CANON CLI-726, Black	cart				0				0				0				0	0	534.56	-
17 INK CART, CANON CL-811, Colored	cart				0				0				0				0	0	970.32	-
18 INK CART, CANON CL-741, Colored	cart				0				0				0				0	0	945.36	-
19 INK CART, CANON CLI-726, Cyan	cart				0				0				0				0	0	535.60	-
20 INK CART, CANON CLI-726, Magenta	cart				0				0				0				0	0	535.60	-
21 INK CART, CANON CLI-726, Yellow	cart				0				0				0				0	0	535.60	-
22 INK CART, EPSON C13T038190 (To 38), Black	cart				0				0				0				0	0	491.92	-
23 INK CART, EPSON C13T039090 (To 39), Colored	cart				0				0				0				0	0	770.64	-
24 INK CART, EPSON C13T105190(73N)/(91N), Black	cart				0				0				0				0	0	426.40	-
25 INK CART, EPSON C13T105290(73N)/(91N), Cyan	cart				0				0				0				0	0	426.40	-
26 INK CART, EPSON C13T105390(73N)/(91N), Magenta	cart				0				0				0				0	0	426.40	-
27 INK CART, EPSON C13T105490(73N)/(91N), Yellow	cart				0				0				0				0	0	426.40	-
28 INK CART, EPSON C13T6664100 (T6641), Black	cart				0				0				0				0	0	254.80	-
29 INK CART, EPSON C13T6664200 (T6642), Cyan	cart				0				0				0				0	0	254.80	-
30 INK CART, EPSON C13T6664300 (T6643), Magenta	cart				0				0				0				0	0	254.80	-
31 INK CART, EPSON C13T6664400 (T6644), Yellow	cart				0				0				0				0	0	254.80	-
32 INK CART, HP 51645A, (HP45), Black	cart				0				0				0				0	0	1,346.80	-
33 INK CART, HP C1823A, (HP23), Tri-color	cart				0				0				0				0	0	1,612.00	-
34 INK CART, HP C4844A, (HP10), Black	cart				0				0				0				0	0	1,554.80	-
35 INK CART, HP C4906AA, (HP940XL), Black	cart				0				0				0				0	0	1,554.80	-
36 INK CART, HP C4907AA, (HP940XL), Cyan	cart				0				0				0				0	0	1,034.80	-
37 INK CART, HP C4908AA, (HP940XL), Magenta	cart				0				0				0				0	0	1,034.80	-
38 INK CART, HP C4909AA, (HP940XL), Yellow	cart				0				0				0				0	0	1,034.80	-
39 INK CART, HP C4936A, (HP18), Black	cart				0				0				0				0	0	982.80	-
40 INK CART, HP C4937A, (HP18), Cyan	cart				0				0				0				0	0	717.60	-
41 INK CART, HP C4938A, (HP18), Magenta	cart				0				0				0				0	0	717.60	-
42 INK CART, HP C4939A, (HP18), Yellow	cart				0				0				0				0	0	717.60	-
43 INK CART, HP C6578DA, (HP78), Tri-color	cart				0				0				0				0	0	1,606.80	-
44 INK CART, HP C6615DA, (HP15), Black	cart				0				0				0				0	0	1,237.60	-
45 INK CART, HP C6625AA, (HP17), Tri-color	cart				0				0				0				0	0	1,346.80	-
46 INK CART, HP C6656AA, (HP56), Black	cart				0				0				0				0	0	921.44	-
47 INK CART, HP C6657AA, (HP57), Tri-color	cart				0				0				0				0	0	1,466.40	-
48 INK CART, HP C8727AA, (HP27), Black	cart				0				0				0				0	0	826.80	-
49 INK CART, HP C8765WA, (HP94), Black	cart				0				0				0				0	0	930.80	-
50 INK CART, HP C8766WA, (HP95), Tri-color	cart				0				0				0				0	0	1,133.60	-
51 INK CART, HP C8767WA, (HP96), Black	cart				0				0				0				0	0	1,430.00	-
52 INK CART, HP C9351AA, (HP21), Black	cart				0				0				0				0	0	650.00	-

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		
53 INK CART, HP C9352AA, (HP22), Tri-color	cart				0				0				0				0	0	751.92	-
54 INK CART, HP C9361WA, (HP93), Tri-color	cart				0				0				0				0	0	1,346.80	-
55 INK CART, HP C9362WA, (HP92), Black	cart				0				0				0				0	0	600.08	-
56 INK CART, HP C9363WA, (HP97), Tri-color	cart				0				0				0				0	0	1,492.40	-
57 INK CART, HP C9364WA, (HP98), Black	cart				0				0				0				0	0	826.80	-
58 INK CART, HP CB314A, (HP900), Black	cart				0				0				0				0	0	296.40	-
59 INK CART, HP CB315A, (HP900), Tri-color	cart				0				0				0				0	0	379.60	-
60 INK CART, HP CB335WA, (HP74), Black	cart				0				0				0				0	0	696.80	-
61 INK CART, HP CB336WA, (HP74XL), Black	cart				0				0				0				0	0	1,508.00	-
62 INK CART, HP CB337WA, (HP75), Tri-color	cart				0				0				0				0	0	803.92	-
63 INK CART, HP CB338WA, (HP75XL), Tri-color	cart				0				0				0				0	0	1,606.80	-
64 INK CART, HP CC640WA, (HP60), Black	cart				0				0				0				0	0	639.60	-
65 INK CART, HP CC641WA, (HP60XL), Black	cart				0				0				0				0	0	1,445.60	-
66 INK CART, HP CC643WA, (HP60), Tri-color	cart				0				0				0				0	0	754.00	-
67 INK CART, HP CC644WA, (HP60XL), Tri-color	cart				0				0				0				0	0	1,658.80	-
68 INK CART, HP CC653AA, (HP901), Black	cart				0				0				0				0	0	639.60	-
69 INK CART, HP CC656AA, (HP901), Tri-color	cart				0				0				0				0	0	1,019.20	-
70 INK CART, HP CC660AA, (HP702), Black	cart				0				0				0				0	0	1,086.80	-
71 INK CART, HP CD887AA, (HP703), Black	cart				0				0				0				0	0	358.80	-
72 INK CART, HP CD888AA, (HP703), Tri-color	cart				0				0				0				0	0	358.80	-
73 INK CART, HP CD971AA, (HP 920), Black	cart				0				0				0				0	0	792.48	-
74 INK CART, HP CD972AA, (HP 920XL), Cyan	cart				0				0				0				0	0	629.20	-
75 INK CART, HP CD973AA, (HP 920XL), Magenta	cart				0				0				0				0	0	629.20	-
76 INK CART, HP CD974AA, (HP 920XL), Yellow	cart				0				0				0				0	0	629.20	-
77 INK CART, HP CD975AA, (HP 920XL), Black	cart				0				0				0				0	0	1,242.80	-
78 INK CART, HP CH561WA, (HP61), Black	cart				0				0				0				0	0	644.80	-
79 INK CART, HP CH562WA, (HP61), Tricolor	cart				0				0				0				0	0	826.80	-
80 INK CART, HP CN045AA, (HP950XL), Black	cart				0				0				0				0	0	1,554.80	-
81 INK CART, HP CN046AA, (HP951XL), Cyan	cart				0				0				0				0	0	1,175.20	-
82 INK CART, HP CN047AA, (HP951XL), Magenta	cart				0				0				0				0	0	1,180.40	-
83 INK CART, HP CN048AA, (HP951XL), Yellow	cart				0				0				0				0	0	1,180.40	-
84 INK CART, HP CN692AA, (HP704), Black	cart				0				0				0				0	0	358.80	-
85 INK CART, HP CN693AA, (HP704), Tri-color	cart				0				0				0				0	0	358.80	-
86 INK CART, HP CZ107AA, (HP678), Black	cart				0				0				0				0	0	358.80	-
87 INK CART, HP CZ108AA, (HP678), Tricolor	cart				0				0				0				0	0	360.88	-
88 INK CART, HP CZ121A (HP685A), Black	cart				0				0				0				0	0	366.08	-
89 INK CART, HP CZ122A (HP685A), Cyan	cart				0				0				0				0	0	249.60	-
90 INK CART, HP CZ123A (HP685A), Magenta	cart				0				0				0				0	0	249.60	-
91 INK CART, HP CZ124A (HP685A), Yellow	cart				0				0				0				0	0	249.60	-
92 INK CART, HP Q8893AA (C8728AA), (HP28), Colored	cart				0				0				0				0	0	930.80	-
93 INK CART, LEXMARK 10NO217 (#17), Black	cart				0				0				0				0	0	1,003.60	-
94 INK CART, LEXMARK 10NO227 (#27), Colored	cart				0				0				0				0	0	1,196.00	-
95 TONER CART, BROTHER TN-2025, Black	cart				0				0				0				0	0	2,556.32	-
96 TONER CART, BROTHER TN-2130, Black	cart				0				0				0				0	0	1,820.00	-
97 TONER CART, BROTHER TN-2150, Black	cart				0				0				0				0	0	2,860.00	-
98 TONER CART, BROTHER TN-3320, Black	cart				0				0				0				0	0	3,354.00	-
99 TONER CART, BROTHER TN-3350, Black, for HL5450DN (CU	cart	1			1				0	1			0				0	2	4,992.00	9,984.00
100 TONER CART, HP C4092A, Black	cart				0				0				0				0	0	2,741.44	-

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		
101 TONER CART, HP C4096A, Black	cart				0				0				0				0	0	5,352.88	-
102 TONER CART, HP C7115A, Black	cart				0				0				0				0	0	2,971.28	-
103 TONER CART, HP CB435A, Black	cart				0				0				0				0	0	2,802.80	-
104 TONER CART, HP CB436A, Black	cart				0				0				0				0	0	3,218.80	-
105 TONER CART, HP CB540A, Black	cart				0				0				0				0	0	3,312.40	-
106 TONER CART, HP CB541A, Cyan	cart				0				0				0				0	0	2,984.80	-
107 TONER CART, HP CB542A, Yellow	cart				0				0				0				0	0	2,984.80	-
108 TONER CART, HP CB543A, Magenta	cart				0				0				0				0	0	2,984.80	-
109 TONER CART, HP CC364A, Black	cart				0				0				0				0	0	7,378.80	-
110 TONER CART, HP CC530A, Black	cart				0				0				0				0	0	5,402.80	-
111 TONER CART, HP CC531A, Cyan	cart				0				0				0				0	0	5,298.80	-
112 TONER CART, HP CC532A, Yellow	cart				0				0				0				0	0	5,298.80	-
113 TONER CART, HP CC533A, Magenta	cart				0				0				0				0	0	5,298.80	-
114 TONER CART, HP CE255A, Black	cart	2			2				0	2			2				0	4	6,754.80	27,019.20
115 TONER CART, HP CE278A, Black	cart				0				0				0				0	0	3,114.80	-
116 TONER CART, HP CE285A (HP85A), Black	cart				0				0				0				0	0	2,756.00	-
117 TONER CART, HP CE310A, Black	cart				0				0				0				0	0	2,386.80	-
118 TONER CART, HP CE311A, Cyan	cart				0				0				0				0	0	2,490.80	-
119 TONER CART, HP CE312A, Yellow	cart				0				0				0				0	0	2,490.80	-
120 TONER CART, HP CE313A, Magenta	cart				0				0				0				0	0	2,490.80	-
121 TONER CART, HP CE320A, Black	cart				0				0				0				0	0	3,166.80	-
122 TONER CART, HP CE321A, Cyan	cart				0				0				0				0	0	3,010.80	-
123 TONER CART, HP CE322A, Yellow	cart				0				0				0				0	0	3,010.80	-
124 TONER CART, HP CE323A, Magenta	cart				0				0				0				0	0	3,010.80	-
125 TONER CART, HP CE390A, Black	cart				0				0				0				0	0	7,690.80	-
126 TONER CART, HP CE400A, Black	cart				0				0				0				0	0	6,754.80	-
127 TONER CART, HP CE401A, Cyan	cart				0				0				0				0	0	9,978.80	-
128 TONER CART, HP CE402A, Yellow	cart				0				0				0				0	0	9,978.80	-
129 TONER CART, HP CE403A, Magenta	cart				0				0				0				0	0	9,978.80	-
130 TONER CART, HP CE410A, (HP305), Black	cart				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	-



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		
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				0				0				0				0	0	2,704.00	-
164 TONER CART, SAMSUNG MLT-D108S, Black	cart				0				0				0				0	0	2,631.20	-
162 TONER CART, SAMSUNG MLT-D119S(ML-2010D3), 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	9,464.00	-
166 TONER CART, SAMSUNG MLT-D205E, Black	cart				0				0				0				0	0	8,736.00	-
167 TONER CART, SAMSUNG MLT-D205L, Black	cart				0				0				0				0	0	4,888.00	-
168 TONER CART, SAMSUNG SCX-D6555A, Black	cart				0				0				0				0	0	4,212.00	-
169 RIBBON CART, EPSON C13S015516 (#8750), Black, for LX-300	cart				0				0				0				0	0	76.75	-
170 RIBBON CART, EPSON C13S015531 (S015086), Black	cart				0				0				0				0	0	724.88	-
171 RIBBON CART, EPSON C13S015584 (S015327), Black	cart				0				0				0				0	0	334.88	-
172 RIBBON CART, EPSON C13S015632, Black, for LX-310	cart				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		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity	Price Catalogue as of August 16, 2016	TOTAL AMOUNT
1	Ballast, 36 watts	20			20				0				0				0	20	75.00	1,500.00
2	Flourescent lamp, tubular, 36/40 watts	50			50				0	50			50				0	100	70.00	7,000.00
3		20			20				0				0				0	20	30.00	600.00

COMMON OFFICE EQUIPMENT		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity	Price Catalogue as of August 16, 2016	TOTAL AMOUNT
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		-

COMMON OFFICE SUPPLIES		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity	Price Catalogue as of August 16, 2016	TOTAL AMOUNT
					0				0				0				0	0		-
					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				
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			
<b>Cleaning Equipment and Supplies</b>																						
1	Magic mop	piece	6			6	6			6	6			6	6				6	24	200.00	4,800.00
2	Diswashing paste	piece	12			12	12			12	12			12	12				12	48	50.00	2,400.00
3	Fabric conditioner	bottle	9			9	9			9	9			9	9				9	36	120.00	4,320.00
4	Glass cleaner, 250 ml	piece	6			6	6			6	6			6	6				6	24	100.00	2,400.00
5	Brush	piece	2			2	2			2	2			2	2				2	8	30.00	240.00
6	Plastic bag, Transparent (small)	bundle	15			15	15			15	15			15	15				15	60	30.00	1,800.00
7	Tie wire for grass cutter	roll	2			2	2			2	2			2	2				2	8	200.00	1,600.00
8	Garbage bag	bundle	6			6	6			6	6			6	6				6	24	100.00	2,400.00
9						0				0				0					0	0		
10						0				0				0					0	0		
<b>Paper Materials and Products</b>																						
1	Colored Paper, A4	ream	12			12	12			12	12			12	12				12	48	290.00	13,920.00
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		
<b>Lighting and fixtures and accessories</b>																						
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		
<b>Electrical equipment and components and supplies</b>																						
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	
<b>Computer Supplies</b>																					
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	-	
<b>Computer Equipment and Accessories</b>																					
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	-	
<b>*Other Categories</b>																					
1	Car Freshener	piece	2		2	2			2	2			2	2				2	8	150.00	1,200.00
2	Tire Black	piece	1		1	1			1	1			1	1				1	4	100.00	400.00
3	Battery solution	bottle	8		8				0	8			8					0	16	50.00	800.00
4	Car Wax	piece	1		1	1			1	1			1	1				1	4	300.00	1,200.00
5	Armour All	piece	3		3	3			3	3			3	3				3	12	170.00	2,040.00
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	-	
<b>C. TOTAL (A + B):</b>																					<b>392,385.51</b>
<b>D. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)</b>																					<b>39,238.55</b>
<b>E. GRAND TOTAL (C + D)</b>																					<b>431,624.06</b>
<b>F. APPROVED BUDGET BY THE AGENCY HEAD</b>																					
<b>In Figures and Words:</b>																					
<b>G. MONTHLY CASH REQUIREMENTS</b>																					
G.1 Available at Procurement Service Stores					176239				49950.2				73645.7					49950.2			349,785.51
G.2 Other Items not available at PS but regularly purchased from other sources					10850				10450				10850					10450			42,600.00
<b>TOTAL MONTHLY CASH REQUIREMENTS</b>					<b>187089</b>				<b>60400.2</b>				<b>84495.7</b>					<b>60400.2</b>			<b>392,385.51</b>

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		

\*Other categories that are not indicated herein

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


We hereby warrant that the total amount reflected in this Annual Supplies/ Equipment Procurement Plan to procure the listed common-use supplies, materials and equipment has been included in or is within our approved budget for the year.

Prepared by:


Reviewed and Checked by:

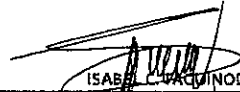
Certified Funds Available /  
Certified Appropriate Funds Available:

Approved by:

  
 JAYSON S. ESTEBAN  
 Admin Officer II - JO

  
 FRANCIS BAUTISTA  
 Property/Supply Officer

  
 MARICAR B. CRUZ  
 Accountant III  
 Designated Budget Officer

  
 ISABEL C. MACINOD  
 Director IV

Date Prepared: October 5, 2016