

ANNUAL PROCUREMENT PLAN FOR 2018
For Common-Use Supplies and Equipment

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

1. 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.
2. **APPs are considered incorrect if: a) form used is other than the prescribed format downloaded at ps-philgeps.gov.ph and; b) correct format is used but fields were deleted and/or inserted in Portion A of the APP. The agency will be informed through e-mail if the submission is incorrect.**
3. 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.
4. 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. app.nga.ps@gmail.com- For central and regional offices of all national government agencies
 - b. app.suc.ps@gmail.com- For main and other campuses of all state universities and colleges
 - c. app.gocc.ps@gmail.com- For all central and regional offices of government owned and controlled corporations
 - d. app.deped.ps@gmail.com- For primary and secondary schools
 - e. app.lgu.ps@gmail.com For Local government units
5. Consistent with Circular Letter No.2017-12 dated October 19, 2017, the APP for FY 2018 must be submitted on or before **November 30, 2017**.
6. Rename your APP file in the following format: APP2018 Name of Agency Region (e.g. APP2018-PS- Central Office).
7. For further assistance/clarification, agencies may call the Sales Division of the Procurement Service at telephone nos. (02)561-6094 or (02)689-7750 loc. 4021.

Department/Bureau/Office: SOCIAL SECURITY SYSTEM
 Region: NATIONAL CAPITAL REGION
 Address: EAST AVENUE, DILIMAN QUEZON CITY

Agency Account Code: _____

Contact Person: NIXON D. DIMAPASOC
 Position: DEPARTMENT MANAGER III
 E-mail: dimapasocnd@sss.gov.ph
 Telephone/Mobile Nos: (02) 920-64-01 Local 5497

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue	TOTAL AMOUNT	
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			Total Quantity
A. AVAILABLE AT PROCUREMENT SERVICE STORES																								
COMMON ELECTRICAL SUPPLIES																								
1 BATTERY, dry cell, AA, 2 pieces per blister pack	pack				0	0				0	0				0	0				0	0	0	20.28	
2 BATTERY, dry cell, AAA, 2 pieces per blister pack	pack				0	0				0	0				0	0				0	0	0	19.20	
3 BATTERY, dry cell, D, 1.5 volts, alkaline	pack				0	0				0	0				0	0				0	0	0	91.94	
4 FLUORESCENT LAMP, 18 WATTS, linear tubular (T8)	tube				0	0				0	0				0	0				0	0	0	40.97	
5 Lighg Bulb, LED, 7 watts 1 pc in individual box	piece				0	0				0	0				0	0				0	0	0	75.39	
6 TAPE, ELECTRICAL, 18mm x 16M min	roll				0	0				0	0				0	0				0	0	0	18.93	
COMMON OFFICE SUPPLIES																								
1 ACETATE, thickness: 0.075mm min (gauge #3)	roll				0	0				0	0				0	0				0	0	0	766.73	
2 AIR FRESHENER, aerosol, 280ml/150g min	can				0	0				0	0				0	0				0	0	0	88.69	
3 ALCOHOL, ethyl, 68%-70%, scented, 500ml (-5ml)	bottle				0	0				0	0				0	0				0	0	0	49.73	

4	CARBON FILM, PE, black, size 210mm x 297mm	box				0	0				0	0				0	0			0	0	0	205.48	-
5	CARBON FILM, PE, black, size 216mm x 330mm	box				0	0				0	0				0	0			0	0	0	210.91	-
6	CARTOLINA, assorted colors	pack				0	0				0	0				0	0			0	0	0	67.06	-
7	CHALK, molded, white, dustless, length: 78mm min	box				0	0				0	0				0	0			0	0	0	26.89	-
8	CLEARBOOK, 20 transparent pockets, for A4 size	piece				0	0				0	0				0	0			0	0	0	38.19	-
9	CLEARBOOK, 20 transparent pockets, for LEGAL size	piece				0	0				0	0				0	0			0	0	0	40.47	-
10	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box				0	0				0	0				0	0			0	0	0	7.87	-
11	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box				0	0				0	0				0	0			0	0	0	13.94	-
12	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box				0	0				0	0				0	0			0	0	0	19.88	-
13	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box				0	0				0	0				0	0			0	0	0	41.10	-
14	CORRECTION TAPE, film base type, UL 6m min	piece				0	0			10260				10260	180165.6					0	0	10260	17.56	180,165.60
15	DATA FILE BOX, made of chipboard, with closed ends	box				0	0				0	0				0	0			0	0	0	72.57	-
16	DATA FOLDER, made of chipboard, taglia lock	piece				0	0				0	0				0	0			0	0	0	71.39	-
17	ENVELOPE, DOCUMENTARY, for A4 size document	box				0	0				0	0				0	0			0	0	0	424.47	-
18	ENVELOPE, DOCUMENTARY, for legal size document	box				0	0				0	0				0	0			0	0	0	538.80	-
19	ENVELOPE, EXPANDING, KRAFT BOARD, for legal size doc	box				0	0			600				600	385290					0	0	600	642.15	385,290.00
20	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece				0	0				0	0				0	0			0	0	0	28.71	-
21	ENVELOPE, MAILING, white, 80gsm (-5%)	box				0	0				0	0				0	0			0	0	0	341.79	-
22	ENVELOPE, mailing, white, with window	box				0	0				0	0				0	0			0	0	0	427.23	-
23	ERASER, FELT, for blackboard/whiteboard	piece				0	0				0	0				0	0			0	0	0	11.55	-
24	ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece				0	0				0	0				0	0			0	0	0	6.23	-
25	FASTENER, METAL, 70mm between prongs	box				0	0			3200				3200	182688					0	0	3200	57.09	182,688.00
26	FILE ORGANIZER, expanding, plastic, 12 pockets	piece				0	0				0	0				0	0			0	0	0	73.59	-
27	FILE TAB DIVIDER, bristol board, for A4	set				0	0				0	0				0	0			0	0	0	12.98	-
28	FILE TAB DIVIDER, bristol board, for legal	set				0	0				0	0				0	0			0	0	0	17.31	-
29	FOLDER, FANCY, for A4 size documents	bundle				0	0				0	0				0	0			0	0	0	258.50	-
30	FOLDER, FANCY, for legal size documents	bundle				0	0				0	0				0	0			0	0	0	302.85	-
31	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack				0	0				0	0				0	0			0	0	0	177.92	-

32	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack				0	0				0	0			0	0			0	0	0	222.27	
33	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box				0	0				0	0			0	0			0	0	0	776.59	
34	FOLDER, TAGBOARD, for A4 size documents	pack				0	0				0	0			0	0			0	0	0	226.05	
35	FOLDER, TAGBOARD, for legal size documents	pack				0	0			4260				4260	766800				0	0	4260	180.00	766,800.00
36	GLUE, all purpose, gross weight: 200 grams min	jar				0	0				0	0			0	0			0	0	0	49.73	
37	INDEX TAB, self-adhesive, transparent	box				0	0				0	0			0	0			0	0	0	53.74	
38	LOOSELEAF COVER, made of chipboard, for legal	bundle				0	0				0	0			0	0			0	0	0	676.00	
39	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece				0	0				0	0			0	0			0	0	0	43.26	
40	MARKER, FLUORESCENT, 3 assorted colors per set	set				0	0			1353				1353	48099.15				0	0	1353	35.55	48,099.15
41	MARKER, whiteboard, black, felt tip, bullet type	piece				0	0			1800				1800	18504				0	0	1800	10.28	18,504.00
42	MARKER, whiteboard, blue, felt tip, bullet type	piece				0	0			900				900	9252				0	0	900	10.28	9,252.00
43	MARKER, whiteboard, red, felt tip, bullet type	piece				0	0			350				350	3598				0	0	350	10.28	3,598.00
44	MARKER, PERMANENT, bullet type, black	piece				0	0			6990				6990	67453.5				0	0	6990	9.65	67,453.50
45	MARKER, PERMANENT, bullet type, blue	piece				0	0			3200				3200	30880				0	0	3200	9.65	30,880.00
46	MARKER, PERMANENT, bullet type, red	piece				0	0			1300				1300	12545				0	0	1300	9.65	12,545.00
47	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece				0	0			1170				1170	14086.8				0	0	1170	12.04	14,086.80
48	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad				0	0							0	0				0	0	0	32.45	
49	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad				0	0							0	0				0	0	0	44.32	
50	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad				0	0							0	0				0	0	0	59.49	
51	PAPER, PAD, ruled, size: 216mm x 330mm (± 2mm)	pad				0	0							0	0				0	0	0	18.99	
52	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box				0	0							0	0				0	0	0	6.91	
53	PAPER CLIP, vinyl/plastic coat, length: 48mm min	box				0	0							0	0				0	0	0	14.04	
54	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream				0	0							0	0				0	0	0	137.66	
55	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream				0	0							0	0				0	0	0	160.94	
56	PAPER, Multi-Purpose (COPY) A4, 70 gsm	ream				0	0			27290				27290	3359126.1				0	0	27290	123.09	3,359,126.10
57	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	ream				0	0							0	0				0	0	0	123.08	
58	PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	ream				0	0							0	0				0	0	0	95.18	
59	PAPER, THERMAL, 55gsm, size: 216mm±1mm x 30m-0.3m	roll				0	0							0	0				0	0	0	34.29	

60	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box				0	0				0	0	440			440	8659.2			0	0	440	19.68	8,659.20
61	PHILIPPINE NATIONAL FLAG, 100% polyester	piece				0	0				0	0				0	0			0	0	0	319.07	-
62	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book				0	0				0	0				0	0			0	0	0	62.73	-
63	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book				0	0				0	0				0	0			0	0	0	97.34	-
64	RING BINDER, 80 rings, plastic, 32mm x 1.12m	bundle				0	0				0	0				0	0			0	0	0	267.14	-
65	RUBBER BAND, 70mm min lay flat length (#18)	box				0	0				0	0				0	0			0	0	0	97.04	-
66	RULER, plastic, 450mm (18"), width: 38mm min	piece				0	0				0	0				0	0			0	0	0	16.10	-
67	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece				0	0				0	0	1185			1185	41012.85			0	0	1185	34.61	41,012.85
68	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece				0	0				0	0	835			835	28899.35			0	0	835	34.61	28,899.35
69	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece				0	0				0	0	200			200	6922			0	0	200	34.61	6,922.00
70	STAMP PAD INK, purple or violet	bottle				0	0				0	0	4050			4050	99751.5			0	0	4050	24.63	99,751.50
71	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece				0	0				0	0				0	0			0	0	0	28.77	-
72	STAPLE WIRE, for heavy duty staplers, (23/13)	box				0	0				0	0				0	0			0	0	0	21.51	-
73	STAPLE WIRE, STANDARD, (26/6)	box				0	0				0	0	14660			14660	277367.2			0	0	14660	18.92	277,367.20
74	TAPE, MASKING, width: 24mm (±1mm)	roll				0	0				0	0	8710			8710	480095.2			0	0	8710	55.12	480,095.20
75	TAPE, MASKING, width: 48mm (±1mm)	roll				0	0				0	0				0	0			0	0	0	109.24	-
76	TAPE, PACKAGING, width: 48mm (±1mm)	roll				0	0				0	0				0	0			0	0	0	29.08	-
77	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll				0	0				0	0				0	0			0	0	0	11.36	-
78	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll				0	0				0	0				0	0			0	0	0	27.58	-
79	TOILET TISSUE PAPER 2-plys sheets, 150 pulls	pack				0	0				0	0	311			311	21023.6			0	0	311	67.60	21,023.60
80	TWINE, plastic, one (1) kilo per roll	roll				0	0				0	0				0	0			0	0	0	51.92	-
81	WRAPPING PAPER, kraft, 65gsm (-5%)	pack				0	0				0	0				0	0			0	0	0	133.99	-
82	Bond prem,LS, 216X330mm,70gsm	ream				0	0				0	0	171180			171180	19574433			0	0	171180	114.35	19,574,433.00
83	Folder,-Cardboard Loose Lift-8-1/2x14	set											370			370	3996			0	0	370	10.80	3,996.00
84	Airline Travel	ticket				0	0				0	0				0	14500000			0	0	0	14,500,000.00	14,500,000.00
COMMON OFFICE DEVICES																								
1	CUTTER BLADE, for heavy duty cutter	tube				0	0				0	0				0	0			0	0	0	10.22	-
2	CUTTER KNIFE, for general purpose	piece				0	0				0	0				0	0			0	0	0	20.55	-

3	DATING AND STAMPING MACHINE, heavy duty	piece				0	0				0	0			0	0			0	0	0	497.52	-
4	PENCIL SHARPENER, manual, single cutter head	piece				0	0				0	0			0	0			0	0	0	194.69	-
5	PUNCHER, paper, heavy duty, with two hole guide	piece				0	0				0	0			0	0			0	0	0	123.42	-
6	SCISSORS, symmetrical, blade length: 65mm min	pair				0	0				0	0			0	0			0	0	0	14.28	-
7	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece				0	0				0	0			0	0			0	0	0	85.45	-
8	STAPLER, BINDER TYPE, heavy duty, desktop	piece				0	0				0	0			0	0			0	0	0	913.95	-
9	STAPLE REMOVER, PLIER-TYPE	piece				0	0				0	0			0	0			0	0	0	18.91	-
10	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece				0	0				0	0			0	0			0	0	0	51.57	-
11	WASTEBASKET, non-rigid plastic	piece				0	0				0	0	1700		1700	42432			0	0	1700	24.96	42,432.00

COMMON JANITORIAL SUPPLIES

1	BROOM, soft (tambo)	piece				0	0				0	0			0	0			0	0	0	91.94	-
2	BROOM, STICK (TING-TING), usable length: 760mm min	piece				0	0				0	0			0	0			0	0	0	24.88	-
3	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle				0	0				0	0			0	0			0	0	0	43.26	-
4	CLEANSER, SCOURING POWDER, 350g min./can	can				0	0				0	0			0	0			0	0	0	24.88	-
5	DETERGENT POWDER, all purpose, 1kg	pouch				0	0				0	0			0	0			0	0	0	38.93	-
6	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can				0	0				0	0			0	0			0	0	0	125.20	-
7	DUST PAN, non-rigid plastic, w/ detachable handle	piece				0	0				0	0			0	0			0	0	0	28.12	-
8	FLOOR WAX, PASTE, RED	can				0	0				0	0			0	0			0	0	0	280.13	-
9	FURNITURE CLEANER, aerosol type, 300ml min per can	can				0	0				0	0			0	0			0	0	0	90.85	-
10	INSECTICIDE, aerosol type, net content: 600ml min	can				0	0				0	0			0	0			0	0	0	142.77	-
11	MOP BUCKET, heavy duty, hard plastic	piece				0	0				0	0			0	0			0	0	0	1,987.44	-
12	MOPHANDLE, heavy duty, aluminum, screw type	piece				0	0				0	0			0	0			0	0	0	148.18	-
13	MOPHEAD, made of rayon, weight: 400 grams min	piece				0	0				0	0			0	0			0	0	0	110.32	-
14	RAGS, all cotton, 32 pieces per kilogram min	bundle				0	0				0	0			0	0			0	0	0	51.68	-
15	SCOURING PAD, made of synthetic nylon, 140 x 220mm	pack				0	0				0	0			0	0			0	0	0	107.08	-
16	TRASHBAG, plastic, transparent	roll				0	0				0	0			0	0			0	0	0	145.48	-
17	DETERGENT BAR, 140 grams as packed	bar				0	0				0	0			0	0			0	0	0	7.57	-

COMMON OFFICE EQUIPMENT

1	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit				0	0				0	0				0	0			0	0	0	10,816.00	-
2	CALCULATOR, compact, 12 digits	unit				0	0				0	0				0	0			0	0	0	140.61	-
3	CHAIR, monobloc, beige, with backrest, w/o armrest	piece				0	0				0	0				0	0			0	0	0	273.10	-
4	CHAIR, monobloc, white, with backrest, w/o armrest	piece				0	0				0	0				0	0			0	0	0	273.10	-
5	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit				0	0				0	0				0	0			0	0	0	6,828.14	-
6	DOCUMENT CAMERA, 3.2M pixels	unit				0	0				0	0				0	0			0	0	0	26,391.04	-
7	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit				0	0				0	0				0	0			0	0	0	1,091.33	-
8	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit				0	0				0	0				0	0			0	0	0	1,372.55	-
9	ELECTRIC FAN, STAND type, plastic blade	unit				0	0				0	0				0	0			0	0	0	1,046.65	-
10	ELECTRIC FAN, WALL type, plastic blade	unit				0	0				0	0				0	0			0	0	0	782.00	-
11	FACSIMILE MACHINE, uses thermal paper	unit				0	0				0	0				0	0			0	0	0	3,642.83	-
12	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	unit				0	0				0	0				0	0			0	0	0	1,123.78	-
13	FIRE EXTINGUISHER, PURE HCFC 123, 4.5kgs	unit				0	0				0	0				0	0			0	0	0	5,191.68	-
14	MULTIMEDIA PROJECTOR, 4000 min ANSI Lumens	unit				0	0				0	0				0	0			0	0	0	27,542.94	-
15	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit				0	0				0	0				0	0			0	0	0	8,411.60	-
16	PAPER SHREDDER, cutting width: 3mm-4mm	unit				0	0				0	0				0	0			0	0	0	5,927.17	-
17	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column	unit				0	0				0	0				0	0			0	0	0	19,457.98	-
18	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit				0	0				0	0				0	0			0	0	0	6,064.78	-
19	PRINTER, LASER, monochrome, network-ready	unit				0	0				0	0				0	0			0	0	0	744.14	-
20	TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")min	unit				0	0				0	0				0	0			0	0	0	1,379.04	-
21	TABLE, MONOBLOC, BEIGE, 889 x 889mm (35" x 35")min	unit				0	0				0	0				0	0			0	0	0	1,379.04	-
22	Desktop Computer, branded	unit				0	0				0	0				0	0			0	0	0	35,887.49	-
23	Laptop Computer, branded	unit				0	0				0	0				0	0			0	0	0	36,587.28	-
COMMON COMPUTER SUPPLIES																								
1	CONTINUOUS FORM, 1 PLY, 280 x 241mm	box				0	0				0	0				0	0			0	0	0	709.53	-
2	CONTINUOUS FORM, 1 PLY, 280 x 378mm	box				0	0				0	0				0	0			0	0	0	1,070.78	-
3	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	box				0	0				0	0				0	0			0	0	0	796.06	-
4	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	box				0	0				0	0				0	0			0	0	0	1,352.00	-

5	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	box				0	0				0	0				0	0		0	0	0	620.67	-
6	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	box				0	0				0	0				0	0		0	0	0	1,076.19	-
7	DVD REWRITABLE, speed: 4x min, 4.7GB capacity min	piece				0	0				0	0				0	0		0	0	0	22.66	-
8	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	piece				0	0				0	0				0	0		0	0	0	3,152.86	-
9	FLASH DRIVE, 16 GB capacity	piece				0	0				0	0				0	0		0	0	0	261.75	-
10	MOUSE, optical, USB connection type	unit				0	0				0	0				0	0		0	0	0	140.39	-
HANDBOOK ON PROCUREMENT																							
1	HANDBOOK (RA 9184), 7th Edition	piece				0	0				0	0				0	0		0	0	0	48.13	-
CONSUMABLES																							
1	DRUM CART, BROTHER DR-3455	cart				0	0				0	0				0	0		0	0	0	7,138.56	-
2	INK CART, CANON CL-741, Col.	cart				0	0				0	0				0	0		0	0	0	1,041.58	-
3	INK CART, CANON CL-811, Colored	cart				0	0				0	0				0	0		0	0	0	1,070.78	-
4	INK CART, CANON PG-740, Black	cart				0	0				0	0				0	0		0	0	0	784.16	-
5	INK CART, CANON PG-810, Black	cart				0	0				0	0				0	0		0	0	0	811.20	-
6	INK CART, EPSON C13T664100 (T6641), Black	cart				0	0				0	0				0	0		0	0	0	264.99	-
7	INK CART, EPSON C13T664200 (T6642), Cyan	cart				0	0				0	0				0	0		0	0	0	264.99	-
8	INK CART, EPSON C13T664300 (T6643), Magenta	cart				0	0				0	0				0	0		0	0	0	264.99	-
9	INK CART, EPSON C13T664400 (T6644), Yellow	cart				0	0				0	0				0	0		0	0	0	264.99	-
10	INK CART, HP C2P04AA (HP62) Black	cart				0	0				0	0				0	0		0	0	0	0.00	-
11	INK CART, HP C2P06AA (HP62) Tri-color	cart				0	0				0	0				0	0		0	0	0	0.00	-
12	INK CART, HP C9351AA, (HP21), Black	cart				0	0				0	0				0	0		0	0	0	676.00	-
13	INK CART, HP C9352AA, (HP22), Tri-color	cart				0	0				0	0				0	0		0	0	0	782.00	-
14	INK CART, HP C9363WA, (HP97), Tri-color	cart				0	0				0	0				0	0		0	0	0	1,552.10	-
15	INK CART, HP C9397A (HP72) 69ml Photo Black	cart				0	0				0	0				0	0		0	0	0	0.00	-
16	INK CART, HP C9398A (HP72) 69ml Cyan	cart				0	0				0	0				0	0		0	0	0	0.00	-
17	INK CART, HP C9399A (HP72) 69ml Magenta	cart				0	0				0	0				0	0		0	0	0	0.00	-
18	INK CART, HP C9400A (HP72) 69ml Yellow	cart				0	0				0	0				0	0		0	0	0	0.00	-
19	INK CART, HP C9401A (HP72) 69ml Gray	cart				0	0				0	0				0	0		0	0	0	0.00	-

20	INK CART, HP C9403A (HP72) 130ml Matte Black	cart				0	0				0	0				0	0			0	0	0	0.00	-
21	INK CART, HP CC640WA, (HP60), Black	cart				0	0				0	0				0	0			0	0	0	665.18	-
22	INK CART, HP CC643WA, (HP60), Tri-color	cart				0	0				0	0				0	0			0	0	0	784.16	-
23	INK CART, HP CD887AA, (HP703), Black	cart				0	0				0	0				0	0			0	0	0	373.15	-
24	INK CART, HP CD888AA, (HP703), Tri-color	cart				0	0				0	0				0	0			0	0	0	373.15	-
25	INK CART, HP CD972AA, (HP 920XL), Cyan	cart				0	0				0	0				0	0			0	0	0	654.37	-
26	INK CART, HP CD973AA, (HP 920XL), Magenta	cart				0	0				0	0				0	0			0	0	0	654.37	-
27	INK CART, HP CD974AA, (HP 920XL), Yellow	cart				0	0				0	0				0	0			0	0	0	654.37	-
28	INK CART, HP CD975AA, (HP 920XL), Black	cart				0	0				0	0				0	0			0	0	0	1,292.51	-
29	INK CART, HP CH561WA, (HP61), Black	cart				0	0				0	0				0	0			0	0	0	670.59	-
30	INK CART, HP CH562WA, (HP61), Tricolor	cart				0	0				0	0				0	0			0	0	0	850.87	-
31	INK CART, HP CH565A (HP82) Black	cart				0	0				0	0				0	0			0	0	0	0.00	-
32	INK CART, HP CH566A (HP82) Cyan	cart				0	0				0	0				0	0			0	0	0	0.00	-
33	INK CART, HP CH567A (HP82) Magenta	cart				0	0				0	0				0	0			0	0	0	0.00	-
34	INK CART, HP CH568A (HP82) Yellow	cart				0	0				0	0				0	0			0	0	0	0.00	-
35	INK CART, HP CN045AA, (HP950XL), Black	cart				0	0				0	0				0	0			0	0	0	1,616.99	-
36	INK CART, HP CN046AA, (HP951XL), Cyan	cart				0	0				0	0				0	0			0	0	0	1,222.21	-
37	INK CART, HP CN047AA, (HP951XL), Magenta	cart				0	0				0	0				0	0			0	0	0	1,227.62	-
38	INK CART, HP CN048AA, (HP951XL), Yellow	cart				0	0				0	0				0	0			0	0	0	1,227.62	-
39	INK CART, HP CN692AA, (HP704), Black	cart				0	0				0	0				0	0			0	0	0	373.15	-
40	INK CART, HP CN693AA, (HP704), Tri-color	cart				0	0				0	0				0	0			0	0	0	373.15	-
41	INK CART, HP CZ107AA, (HP678), Black	cart				0	0				0	0				0	0			0	0	0	379.64	-
42	INK CART, HP CZ108AA, (HP678), Tricolor	cart				0	0				0	0				0	0			0	0	0	379.64	-
43	INK CART, HP CZ121A (HP685A), Black	cart				0	0				0	0				0	0			0	0	0	380.72	-
44	INK CART, HP CZ122A (HP685A), Cyan	cart				0	0				0	0				0	0			0	0	0	259.58	-
45	INK CART, HP CZ123A (HP685A), Magenta	cart				0	0				0	0				0	0			0	0	0	259.58	-
46	INK CART, HP CZ124A (HP685A), Yellow	cart				0	0				0	0				0	0			0	0	0	259.58	-
47	INK CART, HP F6V26AA (HP680) Tri-color	cart				0	0				0	0				0	0			0	0	0	0.00	-

48	INK CART, HP F6V27AA (HP680) Black	cart				0	0				0	0				0	0			0	0	0	0.00	-
49	INK CART, HP L0S51AA (HP955) Cyan Original	cart				0	0				0	0				0	0			0	0	0	0.00	-
50	INK CART, HP L0S54AA (HP955) Magenta Original	cart				0	0				0	0				0	0			0	0	0	0.00	-
51	INK CART, HP L0S57AA (HP955) Yellow Original	cart				0	0				0	0				0	0			0	0	0	0.00	-
52	INK CART, HP L0S60AA (HP955) Black Original	cart				0	0				0	0				0	0			0	0	0	0.00	-
53	INK CART, HP L0S63AA (HP955XL) Cyan Original	cart				0	0				0	0				0	0			0	0	0	0.00	-
54	INK CART, HP L0S66AA (HP955XL) Magenta Original	cart				0	0				0	0				0	0			0	0	0	0.00	-
55	INK CART, HP L0S69AA (HP955XL) Yellow Original	cart				0	0				0	0				0	0			0	0	0	0.00	-
56	INK CART, HP L0S72AA (HP955XL) Black Original	cart				0	0				0	0				0	0			0	0	0	0.00	-
57	INK CART, HP T6L89AA (HP905) Cyan Original	cart				0	0				0	0				0	0			0	0	0	0.00	-
58	INK CART, HP T6L93AA (HP905) Magenta Original	cart				0	0				0	0				0	0			0	0	0	0.00	-
59	INK CART, HP T6L97AA (HP905) Yellow Original	cart				0	0				0	0				0	0			0	0	0	0.00	-
60	INK CART, HP T6M01AA (HP905) Black Original	cart				0	0				0	0				0	0			0	0	0	0.00	-
61	INK CART, HP T6M05AA (HP905XL) Cyan Original	cart				0	0				0	0				0	0			0	0	0	0.00	-
62	INK CART, HP T6M09AA (HP905XL) Magenta Original	cart				0	0				0	0				0	0			0	0	0	0.00	-
63	INK CART, HP T6M13AA (HP905XL) Yellow Original	cart				0	0				0	0				0	0			0	0	0	0.00	-
64	INK CART, HP T6M17AA (HP905XL) Black Original	cart				0	0				0	0				0	0			0	0	0	0.00	-
65	RIBBON CART, EPSON C13S015516 (#8750), Black	cart				0	0				0	0				0	0			0	0	0	79.82	-
66	RIBBON CART, EPSON C13S015531 (S015086), Black	cart				0	0				0	0				0	0			0	0	0	753.88	-
67	RIBBON CART, EPSON C13S015632, Black, for LX-310	cart				0	0				0	0				0	0			0	0	0	78.96	-
68	TONER CART, BROTHER TN-2025, Black	cart				0	0				0	0				0	0			0	0	0	2,658.57	-
69	TONER CART, BROTHER TN-2130, Black	cart				0	0				0	0				0	0			0	0	0	1,892.80	-
70	TONER CART, BROTHER TN-2150, Black	cart				0	0				0	0				0	0			0	0	0	2,720.22	-
71	TONER CART, BROTHER TN-3320, Black	cart				0	0				0	0				0	0			0	0	0	3,059.63	-
72	TONER CART, BROTHER TN-3350, Black, for HL5450DN (CU Printer)	cart				0	0			2340					2340	10035183.6				0	0	2340	4,288.54	10,035,183.60
73	TONER CART, HP CB435A, Black	cart				0	0				0	0				0	0			0	0	0	2,914.91	-
74	TONER CART, HP CB540A, Black	cart				0	0				0	0				0	0			0	0	0	3,444.90	-
75	TONER CART, HP CE255A, Black	cart				0	0				0	0				0	0			0	0	0	7,024.99	-

76	TONER CART, HP CE278A, Black	cart				0	0				0	0			0	0			0	0	0	3,239.39	-
77	TONER CART, HP CE285A (HP85A), Black	cart				0	0				0	0			0	0			0	0	0	3,009.01	-
78	TONER CART, HP CE310A, Black	cart				0	0				0	0			0	0			0	0	0	2,482.27	-
79	TONER CART, HP CE311A, Cyan	cart				0	0				0	0			0	0			0	0	0	2,590.43	-
80	TONER CART, HP CE312A, Yellow	cart				0	0				0	0			0	0			0	0	0	2,590.43	-
81	TONER CART, HP CE313A, Magenta	cart				0	0				0	0			0	0			0	0	0	2,590.43	-
82	TONER CART, HP CE320A, Black	cart				0	0				0	0			0	0			0	0	0	2,968.99	-
83	TONER CART, HP CE321A, Cyan	cart				0	0				0	0			0	0			0	0	0	3,131.23	-
84	TONER CART, HP CE322A, Yellow	cart				0	0				0	0			0	0			0	0	0	3,131.23	-
85	TONER CART, HP CE323A, Magenta	cart				0	0				0	0			0	0			0	0	0	3,131.23	-
86	TONER CART, HP CE390A, Black	cart				0	0				0	0			0	0			0	0	0	7,998.43	-
87	TONER CART, HP CE400A, Black	cart				0	0				0	0			0	0			0	0	0	7,024.99	-
88	TONER CART, HP CE401A, Cyan	cart				0	0				0	0			0	0			0	0	0	10,377.95	-
89	TONER CART, HP CE402A, Yellow	cart				0	0				0	0			0	0			0	0	0	10,377.95	-
90	TONER CART, HP CE403A, Magenta	cart				0	0				0	0			0	0			0	0	0	10,377.95	-
91	TONER CART, HP CE410A, (HP305), Black	cart				0	0				0	0			0	0			0	0	0	3,942.43	-
92	TONER CART, HP CE411A, (HP305), Cyan	cart				0	0				0	0			0	0			0	0	0	5,618.91	-
93	TONER CART, HP CE412A, (HP305), Yellow	cart				0	0				0	0			0	0			0	0	0	5,618.91	-
94	TONER CART, HP CE413A, (HP305), Magenta	cart				0	0				0	0			0	0			0	0	0	5,618.91	-
95	TONER CART, HP CE505A, Black	cart				0	0				0	0			0	0			0	0	0	4,158.75	-
96	TONER CART, HP CE505X, Black, high cap	cart				0	0				0	0			0	0			0	0	0	7,349.47	-
97	TONER CART, HP CF217A (HP17A) Black LaserJet	cart				0	0				0	0			0	0			0	0	0	0.00	-
98	TONER CART, HP CF226A (HP26A) Black LaserJet	cart				0	0				0	0			0	0			0	0	0	0.00	-
99	TONER CART, HP CF226XC (HP26XC) Black LaserJet	cart				0	0				0	0			0	0			0	0	0	0.00	-
100	TONER CART, HP CF280A, LaserJet Pro M401/M425 2.7K Black	cart				0	0				0	0			0	0			0	0	0	0.00	-
101	TONER CART, HP CF280XC	cart				0	0				0	0			0	0			0	0	0	7,241.31	-
102	TONER CART, HP CF281A (HP81A) Black LaserJet	cart				0	0				0	0			0	0			0	0	0	0.00	-
103	TONER CART, HP CF283A (HP83A) LaserJet Black	cart				0	0				0	0			0	0			0	0	0	0.00	-

104	TONER CART, HP CF283XC (HP83X) Blk Contract LJ	cart				0	0				0	0				0	0			0	0	0	0.00	-
105	TONER CART, HP CF287A (HP87) black	cart				0	0				0	0				0	0			0	0	0	0.00	-
106	TONER CART, HP CF310AC (HP826) black	cart				0	0				0	0				0	0			0	0	0	0.00	-
107	TONER CART, HP CF311AC (HP826) cyan	cart				0	0				0	0				0	0			0	0	0	0.00	-
108	TONER CART, HP CF312AC (HP826) yellow	cart				0	0				0	0				0	0			0	0	0	0.00	-
109	TONER CART, HP CF313AC (HP826) magenta	cart				0	0				0	0				0	0			0	0	0	0.00	-
110	TONER CART, HP CF325XC (HP25X) Black LaserJet	cart				0	0				0	0				0	0			0	0	0	0.00	-
111	TONER CART, HP CF350A Black LJ	cart				0	0				0	0				0	0			0	0	0	0.00	-
112	TONER CART, HP CF351A Cyan LJ	cart				0	0				0	0				0	0			0	0	0	0.00	-
113	TONER CART, HP CF352A Yellow LJ	cart				0	0				0	0				0	0			0	0	0	0.00	-
114	TONER CART, HP CF353A Magenta LJ	cart				0	0				0	0				0	0			0	0	0	0.00	-
115	TONER CART, HP CF360A (HP508A) Black LaserJet	cart				0	0				0	0				0	0			0	0	0	0.00	-
116	TONER CART, HP CF360XC (HP508X) Black Contract LJ	cart				0	0				0	0				0	0			0	0	0	0.00	-
117	TONER CART, HP CF361A (HP508A) Cyan LaserJet	cart				0	0				0	0				0	0			0	0	0	0.00	-
118	TONER CART, HP CF361XC (HP508X) Cyan Contract LJ	cart				0	0				0	0				0	0			0	0	0	0.00	-
119	TONER CART, HP CF362A (HP508A) Yellow LaserJet	cart				0	0				0	0				0	0			0	0	0	0.00	-
120	TONER CART, HP CF362XC (HP508X) Yellow Contract LJ	cart				0	0				0	0				0	0			0	0	0	0.00	-
121	TONER CART, HP CF363A (HP508A) Magenta LaserJet	cart				0	0				0	0				0	0			0	0	0	0.00	-
122	TONER CART, HP CF363XC (HP508X) Magenta Contract LJ	cart				0	0				0	0				0	0			0	0	0	0.00	-
123	TONER CART, HP CF400A (HP201A) Black LaserJet	cart				0	0				0	0				0	0			0	0	0	0.00	-
124	TONER CART, HP CF401A (HP201A) Cyan LaserJet	cart				0	0				0	0				0	0			0	0	0	0.00	-
125	TONER CART, HP CF402A (HP201A) Yellow LaserJet	cart				0	0				0	0				0	0			0	0	0	0.00	-
126	TONER CART, HP CF403A (HP201A) Magenta LaserJet	cart				0	0				0	0				0	0			0	0	0	0.00	-
127	TONER CART, HP CF410A (HP410A) black	cart				0	0				0	0				0	0			0	0	0	0.00	-
128	TONER CART, HP CF410XC (HP410XC) black	cart				0	0				0	0				0	0			0	0	0	0.00	-
129	TONER CART, HP CF411A (HP410A) cyan	cart				0	0				0	0				0	0			0	0	0	0.00	-
130	TONER CART, HP CF411XC (HP410XC) cyan	cart				0	0				0	0				0	0			0	0	0	0.00	-
131	TONER CART, HP CF412A (HP410A) yellow	cart				0	0				0	0				0	0			0	0	0	0.00	-

132	TONER CART, HP CF412XC (HP410XC) yellow	cart				0	0				0	0			0	0			0	0	0	0.00	-
133	TONER CART, HP CF413A (HP410A) magenta	cart				0	0				0	0			0	0			0	0	0	0.00	-
134	TONER CART, HP CF413XC (HP410XC) magenta	cart				0	0				0	0			0	0			0	0	0	0.00	-
135	TONER CART, HP Q2612A, Black	cart				0	0				0	0			0	0			0	0	0	3,228.58	-
136	TONER CART, HP Q5942A, Black	cart				0	0				0	0			0	0			0	0	0	7,782.11	-
137	TONER CART, HP Q7553A, Black	cart				0	0				0	0			0	0			0	0	0	4,050.59	-
138	TONER CART, LEXMARK E360H11P, Black	cart				0	0				0	0			0	0			0	0	0	9,229.29	-
139	TONER CART, LEXMARK T650A11P, Black	cart				0	0				0	0			0	0			0	0	0	10,015.62	-
140	TONER CART, SAMSUNG MLT-D101S, Black	cart				0	0				0	0			0	0			0	0	0	2,747.26	-
141	TONER CART, SAMSUNG MLT-D103S, Black	cart				0	0				0	0			0	0			0	0	0	3,028.48	-
142	TONER CART, SAMSUNG MLT-D104S, Black	cart				0	0				0	0			0	0			0	0	0	2,541.76	-
143	TONER CART, SAMSUNG MLT-D105L, Black	cart				0	0				0	0			0	0			0	0	0	2,898.69	-
144	TONER CART, SAMSUNG MLT-D108S, Black	cart				0	0				0	0			0	0			0	0	0	2,855.42	-
145	TONER CART, SAMSUNG MLT-D203E, Black	cart				0	0				0	0	2820		2820	20529600			0	0	2820	7,280.00	20,529,600.00
146	TONER CART, SAMSUNG MLT-D203L, Black	cart				0	0				0	0			0	0			0	0	0	4,802.30	-
147	TONER CART, SAMSUNG MLT-D203U, black	cart				0	0				0	0			0	0			0	0	0	9,842.56	-
148	TONER CART, SAMSUNG MLT-D205E, Black	cart				0	0				0	0			0	0			0	0	0	9,572.16	-
149	TONER CART, SAMSUNG MLT-D205L, Black	cart				0	0				0	0			0	0			0	0	0	5,267.39	-
150	TONER CART, SAMSUNG SCX-D6555A, Black	cart				0	0				0	0			0	0			0	0	0	4,531.90	-
151	TONER CARTRIDGE, BROTHER TN-3478, Black, for printer HL-6400DW (12,000 pages)	cart				0	0				0	0			0	0			0	0	0	6,312.22	-
152	TONER for HP CP2025, CC530A, BLACK	cart				0	0				0	0	20		0	108056			0	0	20	5,402.80	108,056.00
153	TONER CARTRIDGE, CANON 324 II, for printer LBP6780x	cart				0	0				0	0			0	0			0	0	0	13,935.33	-
																						70,835,919.65 /	

B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																									
COMMON ELECTRICAL SUPPLIES																									
Column 1	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11	Column 12	Column 13	Column 14	Column 15	Column 16	Column 17	Column 18	Column 19	Column 20	Column 21	Column 22	Column 23	Column 24	Column 25	Column 26	Column 27
1						0	0				0	0				0	0				0	0	0		-
2						0	0				0	0				0	0				0	0	0		-
3						0	0				0	0				0	0				0	0	0		-
4						0	0				0	0				0	0				0	0	0		-
5						0	0				0	0				0	0				0	0	0		-
COMMON OFFICE EQUIPMENT																									
1						0	0				0	0				0	0				0	0	0		-
2						0	0				0	0				0	0				0	0	0		-
3						0	0				0	0				0	0				0	0	0		-
4						0	0				0	0				0	0				0	0	0		-
5						0	0				0	0				0	0				0	0	0		-
COMMON OFFICE SUPPLIES																									
OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																									
1	Bookpaper/Offset – 8 ½ x 11	ream				0	0				0	0	15240			15240	1864614				0	0	15240	122.35	1,864,614.00
2	Folder-Marble Green, 11 x 14-7/8	set				0	0				0	0	520			520	26977.6				0	0	520	51.88	26,977.60
3	Cartolina-Blue, 22-1/2 x 28 – ½	pc				0	0				0	0	13410			13410	59406.3				0	0	13410	4.43	59,406.30
4	Cartolina-Green, 22-1/2 x 28 – ½	pc				0	0				0	0	13480			13480	57290				0	0	13480	4.25	57,290.00
5	Cartolina-White, 22-1/2 x 28 – ½	pc				0	0				0	0	37340			37340	112020				0	0	37340	3.00	112,020.00
6	Cartolina-Red, 22-1/2 x 28 – ½	pc				0	0				0	0	30			30	183				0	0	30	6.10	183.00
7	Envelope-wdw Reg No add wht For Branch	box				0	0				0	0	750			750	278347.5				0	0	750	371.13	278,347.50
8	Pre-printed Letter Carrier, SSS ID Ctr	sht				0	0				0	0	2063000			2063000	2063000				0	0	2063000	1.00	2,063,000.00
9	Pre-printed Window Envelope,SSS ID ctr	sht				0	0				0	0	2063000			2063000	2063000				0	0	2063000	1.00	2,063,000.00
10						0	0				0	0				0	0				0	0	0		-
11						0	0				0	0				0	0				0	0	0		-
12						0	0				0	0				0	0				0	0	0		-
13						0	0				0	0				0	0				0	0	0		-

14					0	0				0	0				0	0			0	0	0		-
15					0	0				0	0				0	0			0	0	0		-
COMMON JANITORIAL SUPPLIES																							
1					0	0				0	0				0	0			0	0	0		-
2					0	0				0	0				0	0			0	0	0		-
3					0	0				0	0				0	0			0	0	0		-
4					0	0				0	0				0	0			0	0	0		-
5					0	0				0	0				0	0			0	0	0		-
CONSUMABLES OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																							
1	TSF-11x8-1/2 1 ply 2000 shts/box	M			0	0				0	0	6260			6260	1478925			0	0	6260	236.25	1,478,925.00
2	TSF-11x14-7/8 1 ply 2000 shts/box	M			0	0				0	0	1830			1830	835852.5			0	0	1830	456.75	835,852.50
3	TSF-11x14-7/8 3 ply 500 shts/box	M			0	0				0	0	10			10	15487.5			0	0	10	1,548.75	15,487.50
4	Ribbon -ERC 31 FOR TMU-+60 (EPSON)	pc			0	0				0	0	2490			2490	227461.5			0	0	2490	91.35	227,461.50
5	Ribbon -Printronix 90m C Part#179499-00	spl			0	0				0	0	140			140	276287.2			0	0	140	1,973.48	276,287.20
6	Thermal paper 80mm x 76m (KIOSKS)	roll			0	0				0	0	5210			5210	183392			0	0	5210	35.20	183,392.00
7	Pad for AV186 + scanner	un			0	0				0	0	750			750	1496250			0	0	750	1,995.00	1,496,250.00
8	ADF Roller for AV186 +Scanner	un			0	0				0	0	50			50	210000			0	0	50	4,200.00	210,000.00
9	Pad for AV6200 scanner	un			0	0				0	0	6			6	11970			0	0	6	1,995.00	11,970.00
10	ADF Roller for AV6200 Scanner	un			0	0				0	0	6			6	25200			0	0	6	4,200.00	25,200.00
11	RIBBON-Epson LQ 310 - dot Matrix Printer	pc			0	0				0	0	3030			3030	448591.5			0	0	3030	148.05	448,591.50
12	Toner for LP, EPSON AL- M300DN	pc			0	0				0	0	1470			1470	16669800			0	0	1470	11,340.00	16,669,800.00
13	Toner Fujixerox 405d Cyan, Ct 202019	un			0	0				0	0	30			30	248850			0	0	30	8,295.00	248,850.00
14	TONER -CANON CARTRIDGE 324 II	un			0	0				0	0	1800			1800	25288200			0	0	1800	14,049.00	25,288,200.00
15	DP Blank Ink, DP-514	pc			0	0				0	0	4702			4702	3780408			0	0	4702	804.00	3,780,408.00
16	Duplo Blue Ink, DP-512	pc			0	0				0	0	130			130	109200			0	0	130	840.00	109,200.00
17	dp Master Roll DR-C42	roll			0	0				0	0	80			80	310720			0	0	80	3,884.00	310,720.00
18	Toner -N/P Reader Printer Minolta	cv			0	0				0	0	400			400	1280000			0	0	400	3,200.00	1,280,000.00
19	MXS Mailer Cert Toner Cartridge	un			0	0				0	0	52			52	981240			0	0	52	18,870.00	981,240.00

20	Wetter Fluid	Con				0	0				0	0	32			32	272000				0	0	32	8,500.00	272,000.00
21	Bulb reader Printer Minolta 605,20v-150	pc				0	0				0	0	300			300	523500				0	0	300	1,745.00	523,500.00
22	Maintenance Kit, 220V	un				0	0				0	0	8			8	404000				0	0	8	50,500.00	404,000.00
23	MXD Double sided Adhesive Card Sticker	cv				0	0				0	0	18			18	838080				0	0	18	46,560.00	838,080.00
24						0	0				0	0				0	0				0	0	0		
25						0	0				0	0				0	0				0	0	0		-
26						0	0				0	0				0	0				0	0	0		-
27						0	0				0	0				0	0				0	0	0		-
28						0	0				0	0				0	0				0	0	0		-
29						0	0				0	0				0	0				0	0	0		-
30						0	0				0	0				0	0				0	0	0		*
Office Equipment and Accessories																									
1						0	0				0	0				0	0				0	0	0		-
2						0	0				0	0				0	0				0	0	0		-
3						0	0				0	0				0	0				0	0	0		-
4						0	0				0	0				0	0				0	0	0		-
5						0	0				0	0				0	0				0	0	0		-
6						0	0				0	0				0	0				0	0	0		-
7						0	0				0	0				0	0				0	0	0		-
Office Supplies OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																									
1	Rubber Band – Multicolor,450grams	box				0	0				0	0	770			770	128975				0	0	770	167.50	128,975.00
2	Rubber Band – Transparent, 455grams	bag				0	0				0	0	1370			1370	257080.5				0	0	1370	187.65	257,080.50
3	Corrugated Box	pc				0	0				0	0	49140			49140	1835379				0	0	49140	37.35	1,835,379.00
4	Rag-Camiseta	kg				0	0				0	0	1350			1350	82417.5				0	0	1350	61.05	82,417.50
5	Correction Fluid base	pc				0	0				0	0	2420			2420	33638				0	0	2420	13.90	33,638.00
6	Stamp Pad – big 3-7/16 x 5-5/8	pc				0	0				0	0	520			520	18278				0	0	520	35.15	18,278.00
7	Plastic Envelope, 10 x 15 Gauge No.5	pc				0	0				0	0	58800			58800	517440				0	0	58800	8.80	517,440.00
8						0	0				0	0				0	0				0	0	0		-

9					0	0				0	0				0	0				0	0	0			-
10					0	0				0	0				0	0				0	0	0			-
Audio and visual presentation and composing equipment																									
1					0	0				0	0				0	0				0	0	0			-
2					0	0				0	0				0	0				0	0	0			-
3					0	0				0	0				0	0				0	0	0			-
4					0	0				0	0				0	0				0	0	0			-
5					0	0				0	0				0	0				0	0	0			-
Photographic or filming or video equipment																									
1					0	0				0	0				0	0				0	0	0			-
2					0	0				0	0				0	0				0	0	0			-
3					0	0				0	0				0	0				0	0	0			-
4					0	0				0	0				0	0				0	0	0			-
5					0	0				0	0				0	0				0	0	0			-
Cleaning Equipment and Supplies																									
1					0	0				0	0				0	0				0	0	0			-
2					0	0				0	0				0	0				0	0	0			-
3					0	0				0	0				0	0				0	0	0			-
4					0	0				0	0				0	0				0	0	0			-
5					0	0				0	0				0	0				0	0	0			-
Paper Materials and Products																									
1					0	0				0	0				0	0				0	0	0			-
2					0	0				0	0				0	0				0	0	0			-
3					0	0				0	0				0	0				0	0	0			-
4					0	0				0	0				0	0				0	0	0			-
5					0	0				0	0				0	0				0	0	0			-
Lighting and fixtures and accessories																									
1					0	0				0	0				0	0				0	0	0			-

2					0	0				0	0				0	0				0	0	0			-
3					0	0				0	0				0	0				0	0	0			-
4					0	0				0	0				0	0				0	0	0			-
5					0	0				0	0				0	0				0	0	0			-
Electrical equipment and components and supplies																									
1					0	0				0	0				0	0				0	0	0			-
2					0	0				0	0				0	0				0	0	0			-
3					0	0				0	0				0	0				0	0	0			-
4					0	0				0	0				0	0				0	0	0			-
5					0	0				0	0				0	0				0	0	0			-
Computer Supplies																									
1					0	0				0	0				0	0				0	0	0			-
2					0	0				0	0				0	0				0	0	0			-
3					0	0				0	0				0	0				0	0	0			-
4					0	0				0	0				0	0				0	0	0			-
5					0	0				0	0				0	0				0	0	0			-
Computer Equipment and Accessories																									
1					0	0				0	0				0	0				0	0	0			-
2					0	0				0	0				0	0				0	0	0			-
3					0	0				0	0				0	0				0	0	0			-
4					0	0				0	0				0	0				0	0	0			-
5					0	0				0	0				0	0				0	0	0			-

M4

*Other Categories		OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																							
1	R-6 Misc Paymnt Ret, 25 shts, 07/2013	pad				0	0				0	0	10940			10940	592072.8				0	0	10940	54.12	592,072.80
2	Daily time Records 14 pts. Tagboard	c				0	0				0	0	220			220	18150				0	0	220	82.50	18,150.00
3	REL-9 Real Estate Pymnt 25 sets/pad 4ply	pad				0	0				0	0	5280			5280	164102.4				0	0	5280	31.08	164,102.40
4	ACD 539 - Special RECEIPT 25 shts	pad				0	0				0	0	39860			39860	1774567.2				0	0	39860	44.52	1,774,567.20
5	Contribution Payment Form (RS & RS-5)	pad				0	0				0	0	721250			721250	61306250				0	0	721250	85.00	61,306,250.00
6	Four-in-one Checks- LBP	sht				0	0				0	0	7470			7470	152836.2				0	0	7470	20.46	152,836.20
7						0	0				0	0				0	0				0	0	0		-
8						0	0				0	0				0	0				0	0	0		-
9						0	0				0	0				0	0				0	0	0		-
C. TOTAL (A + B):																								₱200,157,359.85	
D. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																								₱20,015,735.99	
E. GRAND TOTAL (C + D)																								₱220,173,095.84	
F. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																									
G. MONTHLY CASH REQUIREMENTS																									
G.1 Available at Procurement Service Stores				0				0				70835919.65				0					0				₱70,835,919.65
G.2 Other Items not available at PS but regularly purchased from other sources				0				0				129321440.2				0				₱129,321,440.20					
TOTAL MONTHLY CASH REQUIREMENTS				0				0				200157359.85				0				₱200,157,359.85					

*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:


NIXON D. DIMAPASOC
Department Manager III, OSD

Noted by:


HYDEE R. RAQUID
Department Manager III, PPMO

Certified Appropriate Funds Available:


BELINDA B. ELLA
Accountant/Local Budget Officer

Approved:


EMMANUEL F. DOOC
Head of Office/Agency