

**ANNUAL PROCUREMENT PLAN FOR 2012
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 Amount per item and the Grand Total.
2. Do not delete any field in the APP Form.
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.
4. Submit the duly accomplished APP form in two (2) soft copies and two (2) hard copies (duly signed by Agency officials) to the Agency's respective Budget Management Bureau in the DBM Central Office or to the DBM Regional Office.
5. Consistent with DBM Circular No. 2011-6, the APP for FY 2011 must be submitted on or before September 15, 2011 and the APP for FY 2012 must be submitted on or before November 15, 2011.
6. For further assistance/clarification, agencies may call the Planning Division of the Procurement Service at telephone nos. 561-6116 or 563-9397.

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Region: III
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Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (09.12.2011)	Total Amount			
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total		
A. AVAILABLE AT PROCUREMENT SERVICE STORES																		
COMMON ELECTRICAL SUPPLIES																		
1. BALLAST, 18 watts	piece	34			30			34					30			128	67.27	8,610.56
2. BALLAST, 36 watts	piece	38			35			35					35			143	72.54	10,373.22
3. BATTERY, size AA, alkaline, 2 pcs./packet	packet	4			4			4					4			16	36.40	582.40
4. BATTERY, size AAA, alkaline, 2 pcs./packet	packet	5		1		5	1						6		1	19	14.56	276.64
5. BATTERY, size D, alkaline, 2 pcs./packet	packet															0	68.12	-
6. FLUORESCENT LIGHTING FIXTURE, 1 x 20W	set	7						5								12	280.54	3,366.48
7. FLUORESCENT LIGHTING FIXTURE, 1 x 40W	set	10			10			5					5			30	368.94	11,068.20
8. FLUORESCENT LAMP, tubular, 18 watts	piece	30			30			30					30			120	32.14	3,856.80
9. FLUORESCENT LAMP, tubular, 36 watts	piece	35			35			35					35			140	33.85	4,739.00
10. COMPACT FLUORESCENT LIGHT, 18 watts	piece	25			25			25					25			100	103.79	10,379.00
11. FUSE, 30 amperes	piece	10			10			10					10			40	10.35	414.00
12. FUSE, 60 amperes	piece	10			10			10					10			40	25.48	1,019.20
13. STARTER, 4-40 watts	piece	30			25			25					25			105	3.73	391.65
14. TAPE, electrical	roll	22			20			20					20			82	18.20	1,492.40
COMMON COMPUTER SUPPLIES/CONSUMABLES																		
1. COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9-1/2", 2000 sheets/box	box															0	520.00	-
2. COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14-7/8", 2000 sheets/box	box	1														1	818.48	818.48
3. COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 9-1/2", 1000 sets/box	box															0	581.67	-
4. COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 14-7/8", 1000 sets/box	box															0	951.08	-
5. COMPUTER CONTINUOUS FORMS, 3 ply, 11 x 9-1/2", 500 sets/box	box															0	480.48	-
6. COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 14-7/8", 500 sets/box	box															0	778.96	-
7. COMPUTER CONTINUOUS FORMS, 4 ply, 11 x 9-1/2", 250 sets/box	box															0	338.00	-

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8. COMPUTER CONTINUOUS FORMS, 4 ply, 11" x 14-7/8", 250 sets/box	box														0	722.80	-
9. COMPACT DISK CASE, 50 CDs capacity	piece	9						5							14	50.84	711.76
10. COMPACT DISK DRIVE CLEANER	piece	2						2							4	64.22	256.88
11. COMPACT DISK RECORDABLE, min. of 700MB, 1x - 52x minimum speed, 80 min recording time	piece	41				30		11		30					112	8.79	984.48
12. COMPACT DISK REWRITABLE, 700MB min. capacity, 80 minutes recording time, 4x - 10x min speed	piece	31			10			31	10						82	16.62	1,362.84
13. DVD RECORDABLE, 16x speed, 4.7GB capacity	piece	26			20			26				20			92	11.70	1,076.40
14. DVD RE-WRITABLE, 4x speed, 4.7GB capacity	piece	107			10			107				10			234	19.96	4,670.64
15. FLASH DRIVE, 4GB, USB 2.0, plug and play	piece	9					1						1		11	292.08	3,212.88
16. FLASH DRIVE, 8GB, USB 2.0, plug and play	piece	19				1		7		1					28	468.00	13,104.00
17. INK CARTRIDGE, HP 51645A (HP 45)	cart	7			3	1		6		1	3				21	1,216.86	25,554.06
18. INK CARTRIDGE, HP C6615DA (HP 15)	cart														0	1,149.54	-
19. INK CARTRIDGE, HP C1823DA (HP 23)	cart														0	1,489.20	-
20. INK CARTRIDGE, HP C6625A (HP 17)	cart														0	1,250.52	-
21. INK CARTRIDGE, HP C6578A/D (HP 78)	cart	7			3	1		6		1	3				21	1,352.52	28,402.92
22. INK CARTRIDGE, HP C6614D (HP 20)	cart														0	1,344.36	-
23. INK CARTRIDGE, HP C4844A (HP 10)	cart														0	1,402.50	-
24. INK CARTRIDGE, HP C8727AA (HP 27)	cart														0	743.58	-
25. INK CARTRIDGE, HP C8728AA (HP 28)	cart														0	873.12	-
26. INK CARTRIDGE, HP C6656AA (HP 56)	cart														0	810.90	-
27. INK CARTRIDGE, HP C6657AA (HP 57)	cart														0	1,352.52	-
28. INK CARTRIDGE, HP C9351AA (HP 21)	cart	12		1	6	3	1	9		4	6				42	615.06	25,832.52
29. INK CARTRIDGE, HP C9352AA (HP 22)	cart	12		1	6	3	1	9		4	6				42	708.90	29,773.80
30. INK CARTRIDGE, HP C8765WA (HP 94)	cart														0	820.08	-
31. INK CARTRIDGE, HP C8766WA (HP 95)	cart														0	984.30	-
32. INK CARTRIDGE, HP C9361WA (HP 93)	cart														0	787.44	-
33. INK CARTRIDGE, HP C9362WA (HP 92)	cart														0	588.54	-
34. INK CARTRIDGE, HP CB314A (HP 900), black	cart	01/00			2	8		6		10	2				02/10/00	256.02	10,752.84
35. INK CARTRIDGE, HP CB315A (HP 900), tri-color	cart	10			2	5		5		6	2				30	329.46	9,883.80
36. INK CARTRIDGE, Epson TO17	cart														0		-
37. INK CARTRIDGE, Epson TO18	cart														0		-
38. INK CARTRIDGE, Lexmark # 27, colored	cart	1						1							2	1,173.00	2,346.00
39. INK CARTRIDGE, Lexmark # 17, black	cart	1						1							2	984.30	1,968.60
40. INK CARTRIDGE, Epson TO38	cart														0	482.46	-
41. INK CARTRIDGE, Epson TO39	cart														0	755.82	-
42. MOUSE, optical, USB connection type	piece	10						6							16	197.60	3,161.60
43. TONER CARTRIDGE, HP C3906A	cart														0	3,063.06	-
44. TONER CARTRIDGE, HP C3903A	cart	1						1							2	3,588.00	7,176.00
45. TONER CARTRIDGE, HP C4092A	cart	1						1							2	2,657.10	5,314.20
46. TONER CARTRIDGE, HP C4096A	cart														0	4,112.64	-
47. TONER CARTRIDGE, HP C7115A	cart														0	2,523.48	-
48. TONER CARTRIDGE, HP 92298A	cart														0	4,498.20	-
49. TONER CARTRIDGE, HP C4127X	cart														0	5,451.90	-
50. TONER CARTRIDGE, HP Q2613X	cart														0	4,026.96	-
51. TONER CARTRIDGE, HP Q2612A	cart	3				3				3	3				12	2,866.20	34,394.40
52. TONER CARTRIDGE, HP Q5942A	cart														0	6,105.72	-
53. TONER CARTRIDGE, HP Q6511A	cart														0	5,077.56	-
54. TONER CARTRIDGE, HP C9720A	cart														0	6,436.20	-
55. TONER CARTRIDGE, HP C9721A	cart														0	8,710.80	-
56. TONER CARTRIDGE, HP C9722A	cart														0	8,710.80	-
57. TONER CARTRIDGE, HP C9723A	cart														0	8,881.60	-
58. TONER CARTRIDGE, HP Q1338A	cart														0	6,489.60	-
59. TONER CARTRIDGE, HP Q2610A	cart														0	4,882.18	-
60. TONER CARTRIDGE, HP Q3960A	cart														0	3,468.00	-

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36. FOLDER, tagboard, A4 size, 100s/box	pack	3.5						3.5							7	253.76	1,776.32
37. FOLDER, morocco/fancy, legal size, 50s/pack	pack	10.2						9.2							19.4	301.60	5,851.04
38. FOLDER, morocco/fancy, A4 size, 50s/pack	bundle	2.7						2.7							5.4	312.00	1,684.80
39. FOLDER, clear plastic, L-type, A4 size, 50s/pack	pack	1.5						0.5							2	247.52	495.04
40. FOLDER, clear plastic, L-type, legal size, 50s/pack	pack	2						1.5							3.5	228.80	800.80
41. GLUE, all purpose, 300 grams min.	jar	47			1	5	1	30		5	4	1			94	37.43	3,518.42
42. ILLUSTRATION BOARD, (30"x40"), 2 ply	piece	24						10	14			10			58	32.97	1,912.26
43. INDEX CARD, 3"x 5", ruled both sides, 500s/pack	pack	23					10	2		10					45	44.45	2,000.25
44. INDEX CARD, 5" x 8", ruled both side, 500s/pack	pack	5													5	99.84	499.20
45. INDEX CARD BOX, 4-3/8"x5-5/8" x 4"(3" x 5")	box	3.5						0.5							4	41.50	166.00
46. INDEX CARD BOX, 5-3/8"x8-7/8" x 6"(5" x 8")	box	7.5						4.5							12	56.68	680.16
47. INDEX TAB, self-adhesive, 5 sets/box	box	43			5	8		25		8	5				94	67.60	6,354.40
48. LEAD, for mechanical pencil, 0.5mm, 12 pcs/tube	tube	12				8	1			8		1			30	11.44	343.20
49. LOOSELEAF COVER, 214mm x 354mm, 50 pcs/bundle	bundle	4						1							5	493.54	2,467.70
50. MAGAZINE FILE BOX, 110mm x 220mm x 265mm, with open end	piece	8						5							13	44.61	579.93
51. MAGAZINE FILE BOX, 112mm x 200mm x 240mm, with open end	piece	27				20		3		10					60	49.56	2,973.60
52. MAP PIN, round head, 100s/box	box	8						4							12	36.40	436.80
53. MARKER, fluorescent, 3 colors/set	set	10				4		1		4					19	41.60	790.40
54. MARKING PEN, whiteboard, black	piece	74			1	12	2	40		12	1	2			144	15.08	2,171.52
55. MARKING PEN, whiteboard, blue	piece	67			1	12	2	38		12	1	2			135	15.08	2,035.80
56. MARKING PEN, whiteboard, red	piece	56			1	8	2	33		8	1	2			111	15.08	1,673.88
57. MARKER, permanent, black	piece	100				10	6	63		10	2	2			193	13.50	2,605.50
58. MARKER, permanent, blue	piece	63				10	6	35		10	2	2			128	13.50	1,728.00
59. MARKER, permanent, red	piece	42						25							67	13.50	904.50
60. MARKING PEN, for transparency	set	16						14							30	84.24	2,527.20
61. NOTE BOOK, stenographer's, 40 leaves	piece														0	7.49	-
62. NOTE PAD, (3"x3"), 100 sheets/pad	pad	3													3	36.40	109.20
63. NOTE PAD, (3"x4"), 100 sheets/pad	pad	11				4	1	3		4		1			24	52.00	1,248.00
64. NOTE PAD, (2"x2"), 400 sheets/pad	pad														0	112.32	-
69. NOTE PAD, (2"x3"), 100 sheets/pad	pad	4				4				4					12	31.20	374.40
66. OIL, for general purpose, 120 mL	bottle	2													2	30.99	61.98
67. PAPER, bond, Premium Grade, 210mm x 297mm (A4), 70 gsm	ream	54				24		24		16					118	104.80	12,366.40
68. PAPER, mimeo, Groundwood, 210mm x 297mm (A4), 60gsm	ream	2				2				2					6	56.06	336.36
70. PAPER, mimeo, WhiteWove, 210mm x 297mm (A4)	ream	39				30		9		20					98	145.60	14,268.80
71. PAPER, for Plain Paper Copier, 210mm x 297mm (A4) 70gsm	ream	48			5	26	3	14		18	6	1			121	144.35	17,466.35
72. PAPER, for Plain Paper Copier, 254mm x 356mm (B4), 70gsm	ream	24				5		6		7					42	194.66	8,175.72
73. PAPER, ruled pad, 216mm x 330mm, 90 sheets/pad	pad	17						12							29	20.57	596.53
74. PAPER, thermal, 210mm x 30M, 1/2" core	roll														0	36.40	-
75. PAPER, thermal, 216mm x 30M, 1/2" core	roll														0	37.44	-
76. PAPER, multicopy, 210mm x 297mm (A4), 80gsm	ream														0	139.32	-
77. PARCHMENT PAPER, A4 size, 80 gsm, 100 sheets/pack	ream	5		4		1		5		1					16	161.20	2,579.20
78. PAPER FASTENER, for paper, metal, 50 sets/box	box	31		3	1		2	20			3	1			61	82.04	5,004.44
79. PAPER CLIP, gem type, jumbo, 48mm, 100s/box	box	28		2	1			17			2				50	15.60	780.00
80. PAPER CLIP, gem type, 32mm, 100s/box	box	19				1		8		1	1				30	8.84	265.20
81. PENCIL, lead, w/eraser, one(1) dozen per box	box	36			6			30			6				78	24.89	1,941.42
82. PENCIL, mechanical, for 0.5mm lead	piece	8				3		5		3					19	18.20	345.80
83. PUSH PIN, flat head type, assorted colors, 100s/box	box	26					1	12				1			40	30.00	1,200.00
84. RECORD BOOK, 300 pages, Smyth sewn	book	30					1	22							53	50.44	2,673.32
85. RECORD BOOK, 500 pages, Smyth sewn	book	32			2			28			2				64	88.40	5,657.60
86. RIBBON, nylon, manual typewriter	spool	12				1		7		1					21	15.81	332.01
87. RIBBON, nylon, for Kitano Bundy Clock	piece														0	644.80	-
88. RIBBON CARTRIDGE, fabric, Iwata E2a time recorder	piece														0	468.00	-
89. RING BINDER, (1/2"x44"), plastic	piece	85			8	3	3	75		6	5	3			188	4.37	821.56

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		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total			
90. RING BINDER, (3/4"x44"), plastic	piece	60			3	3	3	50		6		3		128	12.48	1,597.44	
91. RING BINDER, (1" x 44"), plastic	piece	65			8	3	3	55		6	5	3		148	12.48	1,847.04	
92. RING BINDER, (2" x 44"), plastic	piece	35			3	3	3	25		6		3		78	28.13	2,194.14	
93. RUBBER BAND, 1.0mm min thickness, min. 350grams/box or approx 220pcs	box	8					2	3						13	132.68	1,724.84	
94. RULER, plastic, 300mm	piece	17						5						22	3.64	80.08	
95. RULER, plastic, 450mm	piece	7						4						11	36.40	400.40	
96. SIGN PEN, black	piece	111			9	31		64		31	12			258	41.48	10,701.84	
97. SIGN PEN, blue	piece	48				26		15		26				115	41.48	4,770.20	
98. SIGN PEN, red	piece	36			1	15		17		15	1			85	41.48	3,525.80	
99. STAMP PAD INK, violet, 50mL	bottle	30				2	3	14		2	1			52	27.04	1,406.08	
100. STAMP PAD, felt pad, min 60mm x 100mm	piece	17					2	6						25	24.96	624.00	
101. STAPLE WIRE, standard, #35	box	36				3	11	23	1	3	1			78	25.98	2,026.44	
102. TAPE, adding machine, GSP bond	roll	11						5						16	10.66	170.56	
103. TAPE, masking, 24mm, 50 meters length	roll	40			6	7		22		7	6			88	41.60	3,660.80	
104. TAPE, masking, 48mm, 50 meters length	roll	21						12						33	83.82	2,766.06	
105. TAPE, transparent, 24mm, 50 meters	roll	33			6	11		17		5	7			79	10.87	858.73	
106. TAPE, transparent, 48mm, 50 meters	roll	25						15						40	20.38	815.20	
107. TAPE, packaging, 48mm, 50 meters length	roll	35				3		25		3				66	19.24	1,269.84	
108. TIME CARD, for Amano Bundy Clock,100s/bndl	bundle	5.5				5		0.5		5				16	97.76	1,564.16	
109. TIME CARD, for Kitano Time Recorder,100s/bndl	bundle													0	87.36	-	
110. TOILET TISSUE, 12 rolls/pack	pack	14				4		6		4				28	61.15	1,712.20	
111. TWINE, plastic, one kilo per roll	roll	2						2						4	57.20	228.80	
112. WRAPPING PAPER, kraft, 65gsm, approx. 40m	roll	2						2						4	166.40	665.60	
COMMON OFFICE DEVICES																	
1. BLADE, heavy duty cutter(L500), 10 pcs./pack	pack	25						16						41	10.40	426.40	
2. CUTTER, heavy duty	piece	28						18						46	27.04	1,243.84	
3. PUNCHER, heavy duty	piece	16						3						19	114.40	2,173.60	
4. SCISSORS, (6")	pair	42						1						43	18.72	804.96	
5. SHARPENER, single cutterhead	piece	14						5						19	147.35	2,799.65	
6. STAMPING DATER, self-inking stamp	piece	7							1					8	436.80	3,494.40	
7. STAPLER, heavy duty, standard	piece	22						7						29	162.84	4,722.36	
8. STAPLE REMOVER, twin jaws	piece	21						5						26	19.64	510.64	
9. TAPE DISPENSER, heavy duty, for 24mm(1")	piece	14						2						16	40.23	643.68	
10. WASTE BASKET, plastic	piece	41						18						59	20.99	1,238.41	
COMMON JANITORIAL SUPPLIES																	
1. BATHROOM SOAP, 70gms.	piece	20				20				20				60	14.56	873.60	
2. BROOM, soft (tambo)	piece	30				30				30				90	119.60	10,764.00	
3. BROOM, STICK (tingting)	piece	50				50				50				150	19.76	2,964.00	
4. CLEANSER, powder, 350gms.	canister	100				100				100				300	17.32	5,196.00	
5. DETERGENT POWDER, all purpose, 500gms.	pouch	100				100				100				300	17.16	5,148.00	
6. DETERGENT BAR, min 392 grams net mass, four(4) pcs per bar	bar	50				50				50				150	23.92	3,588.00	
7. DISINFECTANT SPRAY, 400 grams net content	can	20				20				20				60	239.20	14,352.00	
8. DUST PAN, non-rigid plastic, with detachable handle	piece	30				30				30				90	26.00	2,340.00	
9. FLOOR WAX, paste, natural, 2kgs.	can	10				10				10				30	306.80	9,204.00	
10. FLOOR WAX, paste, red, 2kgs.	can	15				15				15				45	306.80	13,806.00	
11. FLOOR WAX, liquid type, 3.75L	can	15				15				15				45	331.50	14,917.50	
12. FURNITURE CLEANER, 300mL/can min	can	10				10				10				30	112.32	3,369.60	
13. INSECTICIDE, 600mL (420g) /can	can	6				6				6				18	116.48	2,096.64	
14. MOPHANDLE, screw type, wooden handle	piece	15				15				15				45	83.20	3,744.00	
15. MOPHEAD, 100% rayon, 400g	piece	30				30				30				90	71.76	6,458.40	

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16. RAG, COTTON, (7") in diameter	kilo	20				20				20					60	43.68	2,620.80
17. SCOURING PAD, economy size	pack	20				20				20					60	131.96	7,917.60
18. TOILET BOWL & URINAL CLEANER, 900ml	bottle	40				40				40					120	62.40	7,488.00
19. TOILET DEODORANT CAKE, 99% paradichlorobenzene, 50gms, 3 pcs/pack	box	50				50				50					150	33.28	4,992.00
20. TRASHBAG, plastic, black, (XL)	roll	25				25				25					75	103.79	7,784.25
LEGAL SIZE PAPER																	
1. PAPER, bond, Premium Grade	ream	103			14	67		40		56	13				293	119.22	34,931.46
2. PAPER, mimeo, Groundwood	ream	4						4							8	91.52	732.16
3. PAPER, mimeo, Whitewove	ream	38			5	25		9		15	5				97	120.02	11,641.94
4. PAPER, for PPC	ream							5			5				10	173.33	1,733.30
5. PAPER, multicopy, legal, for laser printing	ream	55			10	36		9		24	5				139	174.72	24,286.08
COMMON OFFICE EQUIPMENT																	
1. AIRPOT, 4.0 liters, w/ dispenser	unit	2	1	1	1	1									6	1,144.00	6,864.00
2. FILING CABINET, four (4) drawers, steel, plain finish, w/ 8 ball bearing rollers, gauge 24	unit	2	2	1	1	1	1	1	1						10	7,953.92	79,539.20
3. FILING CABINET, four (4) drawers, steel, plain finish, w/ 8 ball bearing rollers, gauge 20	unit	2	1		1		1	1		1	1				8	9,399.52	75,196.16
4. FILING CABINET, four(4) drawers, three (3) drawers + one (1) safe, plain finish, gauge 20	unit	1	1	1	1										4	13,497.12	53,988.48
5. FILING CABINET, lateral, four (4) drawers, beige, plain finish, 55"x18"x35.5(HxWxL) body, 6" x 16" x 32" (H x W x L), gauge 20	unit	2	2		1										5	12,155.52	60,777.60
6.. CALCULATOR, desktop, heavy duty printing, 12 digits, two(2) color print/illuminated display AC power source, Canon	unit	4	1					3							8	1,892.80	15,142.40
7. CALCULATOR, desktop, mini-printer type,12 digits, AC/DC power source, with ink roller & adaptor	unit														0	925.60	-
8. CALCULATOR, scientific, 10 digits, dot matrix display, programmable, with case	unit	3	3	1	1										8	341.12	2,728.96
9. CALCULATOR, compact, electronic, LCD, desktop display, 12 digits, two-way power source	unit	1													1	161.08	161.08
10. CHAIR, monobloc, without armrest,beige/white	unit	225				100		25		100					450	239.20	107,640.00
11. DOCUMENT CAMERA, w/ DVI port, four (4) reference points demarcate viewing area, 8 times (800%) consecutive zoom, PC and Doc Cam VS	unit					1									1	19,552.00	19,552.00
12. ELECTRIC FAN, orbit type	unit	1	2	1						2					6	1,346.26	8,077.56
13. ELECTRIC FAN, with stand	unit	2	1	1	2	2		1							9	764.40	6,879.60
14. ELECTRIC FAN, wall type	unit		1	1	2										4	745.68	2,982.72
15. INDUSTRIAL FAN, 18" metal blade	unit	1	5						5						11	934.84	10,283.24
16. FACSIMILE TRANSCIEVER, uses thermal paper 50m/roll, for documents 216mm x 600mm, 15 sec transmission speed, scanning width 208mm, document feeder holds 10 pages, with automatic paper cutter, redial, and fax/tel switchover	unit														0	4,451.20	-
17. FIRE EXTINGUISHER, dry chemical, for ABC class of fire, squeeze type,non-electrical conductor,non-toxic, non-corrosive, 4.5kg (10lbs.), brand new	unit														0	1,130.48	-
18. FIRE EXTINGUISHER, pure HCFC 123, with fire rating of 1A, 1BC for ABC class of fire, squeeze type non-electrical conductor, 4.5kg (10 lbs), brand new	unit	50						50							100	4,726.80	472,680.00
19. MULTIMEDIA PROJECTOR, 2000 ansi Lumens,	unit	1		1											2	24,939.20	49,878.40

Item & Specifications	Unit of Measure	Quantity Requirement														** PS Price Catalogue as of (09.12.2011)	Total Amount	
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total				
Volume II (138 pages) - light blue color																	-	
Volume III (124 pages) - light yellow color																	-	
Volume IV (118 pages) - light green color																	-	
OTHER CONSUMABLES																		
1. INK CARTRIDGE, HP C4902AA(HP13), black, 28 ml	cart															0	981.24	-
2. INK CARTRIDGE, HP C4815A(HP 13), cyan	cart															0	981.24	-
3. INK CARTRIDGE, HP C4816A (HP 13), magenta, 14 ml	cart															0	981.24	-
4. INK CARTRIDGE, HP C4817A (HP 13), yellow , 14 ml	cart															0	981.24	-
5. INK CARTRIDGE, HP C4836A(HP 11), cyan 28 ml	cart															0	1,332.12	-
6. INK CARTRIDGE, HP C4837A (HP 11), magenta, 28 ml	cart															0	1,332.12	-
7. INK CARTRIDGE, HP C483A(HP 11) , yellow 28 ml	cart															0	1,332.12	-
8. INK CARTRIDGE, HP C4906AA (HP940), black	cart															0	973.08	-
9. INK CARTRIDGE, HP C4906AA(HP 940XL), black	cart															0	1,346.40	-
10. INK CARTRIDGE, HPC4907AA(HP 940XL), cyan	cart															0	973.08	-
11. INK CARTRIDGE, HP C4908AA(HP 940XL), magenta	cart															0	973.08	-
12. INK CARTRIDGE, HP C4909AA(HP 940XL), yellow	cart															0	973.08	-
13. INK CARTRIDGE, HP C4936A(HP 18), black	cart															0	809.88	-
14. INK CARTRIDGE, HP C4937A(HP 18) , cyan	cart															0	606.90	-
15. INK CARTRIDGE, HP C4938A(HP 18) , magenta	cart															0	606.90	-
16. INK CARTRIDGE, HP C4939A (HP18) , yellow	cart															0	606.90	-
17. INK CARTRIDGE, HP C8721A (HP 02), black , 10 ml	cart															0	737.46	-
18. INK CARTRIDGE, HP C8767WA(HP96), black , 21 ml	cart	3			1				3				1			8	1,230.12	9,840.96
19. INK CARTRIDGE, HP C8771WA(HP 02), cyan , 4 ml	cart															0	393.72	-
20. INK CARTRIDGE, HP C8772WA(HP 02), magenta, 3.5 ml	cart															0	393.72	-
21. INK CARTRIDGE, HP C8773WA(HP 02), yellow, 6 ml	cart															0	393.72	-
22. INK CARTRIDGE, HP C8774WA(HP 02), light cyan , 5.5 ml	cart															0	393.72	-
23. INK CARTRIDGE, HP C8775WA(HP 02), light magenta , 5.5 ml	cart															0	393.72	-
24. INK CARTRIDGE, HP C9363WA (HP 97), tricolor , 14 ml	cart	7			1				7				1			16	1,365.78	21,852.48
25. INK CARTRIDGE, HP C9364WA (HP 98), black , 11 ml	cart	4							4							8	682.38	5,459.04
26. INK CARTRIDGE, HP C9391A(HP 88XL), cyan , 17 ml	cart															0	973.08	-
27. INK CARTRIDGE, HP C9392A(HP 88XL), magenta 17 ml	cart															0	973.08	-
28. INK CARTRIDGE, HP C9393A(HP 88XL), yellow 17 ml	cart															0	973.08	-
29. INK CARTRIDGE, HP C9396A(HP 88XL), black 58.5 ml	cart															0	1,363.74	-
30. INK CARTRIDGE, HP CB316WA(HP 564), black	cart															0	467.12	-
31. INK CARTRIDGE, HP CB317WA(HP 564), photo	cart															0	390.66	-
32. INK CARTRIDGE, HP CB318WA(HP 564), cyan	cart															0	390.66	-
33. INK CARTRIDGE, HP CB319WA(HP 564), magenta	cart															0	390.66	-
34. INK CARTRIDGE, HP CB320WA (HP 564), yellow	cart															0	390.66	-
35. INK CARTRIDGE, HP CB335WA(HP74), black , 4.5 ml	cart															0	628.32	-
36. INK CARTRIDGE, HP CB336WA (HP74XL), black , 18 ml	cart															0	1,232.16	-
37. INK CARTRIDGE, HP CB337WA (HP75),tricolor, 3.5 ml	cart															0	722.16	-
38. INK CARTRIDGE, HP CB338WA (HP 75XL), tricolor, 12 ml	cart															0	1,365.78	-
39. INK CARTRIDGE, HP CC640WA (HP 60), black, 4 ml	cart	15						15					15			45	588.54	26,484.30
40. INK CARTRIDGE, HP CC641WA (HP60XL), black 12 ml	cart															0	1,177.08	-
41. INK CARTRIDGE, HP CC643WA (HP 60), tricolor,13 ml	cart	15						15					15			45	706.86	31,808.70
42. INK CARTRIDGE, HP CC644WA (HP60XL), tricolor , 11 ml	cart															0	1,374.96	-
43. INK CARTRIDGE, HP CC653AA (HP 901), black officejet , 4 ml	cart															0	589.86	-
44. INK CARTRIDGE, HP CC656AA(HP 901), tricolor officejet, 9 ml	cart															0	903.72	-
45. INK CARTRIDGE, HP CC660AA(HP702), black, 20 ml	cart															0	984.30	-
46. INK CARTRIDGE, HP CD887AA (HP703), black deskjet	cart	4						4					4			12	332.32	3,987.84
47. INK CARTRIDGE, HP CD888AA(HP 703), tricolor deskjet	cart	4						4					4			12	322.32	3,867.84
48. INK CARTRIDGE, HP CD971AA (HP 920), black	cart															0	747.66	-
49. INK CARTRIDGE, HP CD972AA (HP920XL), cyan	cart															0	561.00	-
50. INK CARTRIDGE, HP CD973AA (HP920XL), magenta	cart															0	561.00	-

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		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total			
51. INK CARTRIDGE, HP CD974AA (HP 920XL), yellow	cart														0	561.00	-
52. INK CARTRIDGE, HP CD975AA (HP920XL), black	cart														0	1,122.00	-
53. INK CARTRIDGE, HP CN692AA(HP 704), black	cart	10				9		1		9					29	332.32	9,637.28
54. INK CARTRIDGE, HP CN693AA (HP704), tricolor	cart	10				9		1		9					29	332.32	9,637.28
55. INK CARTRIDGE, Brother LC67HYBK, black	cart														0	1,550.40	-
56. INK CARTRIDGE, Brother LC67HYC, cyan	cart														0	938.40	-
57. INK CARTRIDGE, Brother LC67HYM, magenta	cart														0	938.40	-
58. INK CARTRIDGE, Brother LC67HY, yellow	cart														0	938.40	-
59. INK CARTRIDGE, Brother LC 39BK, black	cart														0	681.36	-
60. INK CARTRIDGE, Brother LC 39Y, yellow	cart														0	453.90	-
61. INK CARTRIDGE, Brother LC 39C, cyan	cart														0	453.90	-
62. INK CARTRIDGE, Brother LC 39M, magenta	cart														0	453.90	-
63. INK CARTRIDGE, Lexmark Black #14, PN 18C2090A	cart														0	984.30	-
66. INK CARTRIDGE, Lexmark Color #15, PN 18C2110A	cart														0	1,221.96	-
67. INK CARTRIDGE, Lexmark Photo #31, PN 18C0031A	cart														0	2,075.70	-
68. INK CARTRIDGE, Lexmark Black #34, PN 18C0034A	cart														0	1,662.60	-
69. INK CARTRIDGE, Lexmark Color #35, PN 18C0035A	cart														0	2,009.40	-
70. INK CARTRIDGE, Epson C13T028091, black, for printer Stylus C60/CX3100	cart														0	1,138.32	-
71. INK CARTRIDGE, Epson C13T029091, color, for printer Stylus C60/ C50/ CX3100	cart														0	1,039.38	-
72. INK CARTRIDGE, Epson C13T032190, black, for printer Stylus C80/C82/ CX5100	cart														0	1,228.08	-
73. INK CARTRIDGE, Epson C13T032290, Cyan, for printer Stylus C80	cart														0	586.50	-
74. INK CARTRIDGE, Epson C13T032390, Magenta, for printer Stylus C80	cart														0	586.50	-
75. INK CARTRIDGE, Epson C13T032490, Yellow, for printer Stylus C80	cart														0	586.50	-
76. INK CARTRIDGE, Epson C13T038190, black, for printer Stylus C41SX/UX	cart														0	482.46	-
77. INK CARTRIDGE, Epson C13TO38191, black, for printer Stylus C41SX/UX (Double Pack)	cart														0	850.68	-
78. INK CARTRIDGE, Epson C13TO39090, color, for printer Stylus C41SX/UX	cart														0	755.82	-
79. INK CARTRIDGE, Epson C13T042290, Cyan, for printer Stylus C82/CX5100	cart														0	534.48	-
80. INK CARTRIDGE, Epson C13T042390, Magenta, for printer Stylus C82/CX5100	cart														0	534.48	-
81. INK CARTRIDGE, Epson C13T042490, Yellow, for printer Stylus C82/CX5100	cart														0	534.48	-
82. INK CARTRIDGE, Epson C13T046190, black, for printer Stylus C63/C83	cart														0	614.04	-
83. INK CARTRIDGE, Epson C13T047290, Cyan, for printer Stylus C63/C83	cart														0	378.42	-
84. INK CARTRIDGE, Epson C13T047390, Magenta, for printer Stylus C63/C83	cart														0	378.42	-
85. INK CARTRIDGE, Epson C13T047490, Yellow, for printer Stylus C63/C83	cart														0	378.42	-
86. INK CARTRIDGE, Epson C13T062190, black, High Cap, for printer Stylus CX3700/4700/C67	cart														0	628.32	-
87. INK CARTRIDGE, Epson C13T063190, black, Std Cap, for printer Stylus CX3700/4700/C67	cart	2					2				3				7	482.46	3,377.22

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88. INK CARTRIDGE, Epson C13T063290, Cyan, Std Cap, for printer Stylus CX3700/4700/C67	cart	1				1					2			4	387.60	1,550.40
89. INK CARTRIDGE, Epson C13T063390, Magenta, Std Cap, for printer Stylus CX3700/4700/C67	cart	1				1					2			4	387.60	1,550.40
90. INK CARTRIDGE, Epson C13T063490, Yellow, Std Cap, for printer Stylus CX3700/4700/C67	cart	1				1					2			4	387.60	1,550.40
91. INK CARTRIDGE, Epson C13T075190, Black, for printer Stylus color C59/CX2900	cart													0	288.66	-
92. INK CARTRIDGE, Epson C13T075290, Cyan, for printer Stylus color C59/CX2900	cart													0	288.66	-
93. INK CARTRIDGE, Epson C13T075390, Magenta, for printer Stylus color C59/CX2900	cart													0	288.66	-
94. INK CARTRIDGE, Epson C13T075490, Yellow, for printer Stylus color C59/CX2900	cart													0	288.66	-
95. INK CARTRIDGE, Epson C13T103190, Black, for printer Stylus T40W/TX600FW	cart													0	849.66	-
96. INK CARTRIDGE, Epson C13T103290, Cyan, for printer StylusT40W/TX600FW	cart													0	566.10	-
97. INK CARTRIDGE, Epson C13T103390, Magenta, for printer Stylus T40W/TX600FW	cart													0	566.10	-
98. INK CARTRIDGE, Epson C13T103490, Yellow, for printer Stylus T40W/TX600FW	cart													0	566.10	-
99. INK CARTRIDGE, Epson C13T104190, black, for printer C110, CX7300/8300, TX200/400, Pigment High Cap	cart													0	566.10	-
100. INK CARTRIDGE, Epson C13T104193, Black, for printer C110, CX7300/8300, TX200/400 Pigment High Cap - Double Pack	cart													0	943.50	-
101. INK CARTRIDGE, Epson C13T105190, Black, for printer Stylus T10/T11/ T13/ T30/T20E/C79/C90/TX100/TX110/TX111/TX200/TX210/TX400/TX550W/TX300F/TX510FN/TX600FW/CX3900/CX5500/CX5900/CX6900F/CX8300/CX9300F, Pigment - 73N	cart													0	424.32	-
102. INK CARTRIDGE, Epson C13T105290, Cyan, for printer Stylus T10/T11/ T13/ T30/T20E/C79/C90/TX100/TX110/TX111/TX200/TX210/TX400/TX550W/TX300F/TX510FN/TX600FW/CX3900/CX5500/CX5900/CX6900F/CX8300/CX9300F, Pigment - 73N	cart													0	424.32	-
103. INK CARTRIDGE, Epson C13T105390, Magenta, for printer Stylus T10/T11/ T13/ T30/T20E/C79/C90/TX100/TX110/TX111/TX200/TX210/TX400/TX550W/TX300F/TX510FN/TX600FW/CX3900/CX5500/CX5900/CX6900F/CX8300/CX9300F, Pigment - 73N	cart													0	424.32	-
104. INK CARTRIDGE, Epson C13T105490, Yellow, for printer Stylus T10/T11/ T13/ T30/T20E/C79/C90/TX100/TX110/TX111/TX200/TX210/TX400/TX550W/TX300F/TX510FN/TX600FW/CX3900/CX5500/CX5900/CX6900F/CX8300/CX9300F, Pigment - 73N	cart													0	424.32	-
105. INK CARTRIDGE, Epson C13T107190, Black, for printer T10/T11/ T13/T20E/ TX100/TX110/TX111/CX5500) Pigment - 91N	cart													0	279.48	-

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106. INK CARTRIDGE, Epson C13T107290, Cyan, for printer T10/T11/T13/T20E/ TX100/TX110/TX111/CX5500) Pigment - 91N	cart														0	279.48	-
107. INK CARTRIDGE, Epson C13T107390, Magenta, for printer T10/T11/ T13/ T20E/TX100/TX110/TX111/CX5500) Pigment - 91N	cart														0	279.48	-
108. INK CARTRIDGE, Epson C13T107490, Yellow, for printer T10/T11/ T13/T20E/ TX100/TX110/TX111/CX5500) Pigment - 91N	cart														0	279.48	-
109. INK CARTRIDGE, Epson C13T111190, Black, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart														0	940.44	-
110. INK CARTRIDGE, Epson C13T111290, Cyan, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart														0	940.44	-
111. INK CARTRIDGE, Epson C13T111390, Magenta, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart														0	940.44	-
112. INK CARTRIDGE, Epson C13T111490, Yellow, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart														0	940.44	-
113. INK CARTRIDGE, Epson C13T111590, Light Cyan, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart														0	940.44	-
114. INK CARTRIDGE, Epson C13T111690, Light Magenta, for printer Stylus Photo R270/ 290/390/RX590, High Cap	cart														0	940.44	-
115. INK CARTRIDGE, Epson C13T112190, Black, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart														0	656.88	-
116. INK CARTRIDGE, Epson C13T112290, Cyan, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart														0	656.88	-
117. INK CARTRIDGE, Epson C13T112390, Magenta, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart														0	656.88	-
118. INK CARTRIDGE, Epson C13T112490, Yellow, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart														0	656.88	-
119. INK CARTRIDGE, Epson C13T112590, Light Cyan, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart														0	656.88	-
120. INK CARTRIDGE, Epson C13T112690, Light Magenta, for printer Stylus Photo R270/290/390, RX590, Std Cap	cart														0	656.88	-
121. INK CARTRIDGE, Epson C13T141190, Black, for ME 32/320/620F - 141	cart														0	302.94	-
122. INK CARTRIDGE, Epson C13T141290, Cyan, for ME 32/320/620F - 141	cart														0	302.94	-
123. INK CARTRIDGE, Epson C13T141390, Magenta, for ME 32/320/620F - 141	cart														0	302.94	-
124. INK CARTRIDGE, Epson C13T141490, Yellow, for ME 32/320/620F - 141	cart														0	302.94	-
125. INK CARTRIDGE, Epson C13T143190, Black, for printer ME 960FWD/900WD - 143	cart														0	576.30	-
126. INK CARTRIDGE, Epson C13T143290, Cyan, for printer ME Office 960FWD/ 900WD - 143	cart														0	453.90	-
127. INK CARTRIDGE, Epson C13T143390, Magenta, for printer ME Office 960FWD/ 900WD - 143	cart														0	453.90	-
128. INK CARTRIDGE, Epson C13T143490, Yellow, for printer ME Office 960FWD/ 900WD - 143	cart														0	453.90	-
129. TONER CARTRIDGE, HP C3906F, black	cart														0	3,063.06	-
130. TONER CARTRIDGE, HP CB435A, black	cart														0	2,491.86	-
131. TONER CARTRIDGE, HP CB436A, black	cart														0	2,924.34	-

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		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total			
132. TONER CARTRIDGE, HP CB540A, black	cart														0	2,886.60	-
133. TONER CARTRIDGE, HP CB541A, cyan	cart														0	2,652.00	-
134. TONER CARTRIDGE, HP CB542A, yellow	cart														0	2,652.00	-
135. TONER CARTRIDGE, HP CB543A, magenta	cart														0	2,652.00	-
136. TONER CARTRIDGE, HP CC364A, black	cart														0	6,324.00	-
137. TONER CARTRIDGE, HP CC530A, black	cart														0	5,064.30	-
138. TONER CARTRIDGE, HP CC531A, cyan	cart														0	4,750.14	-
139. TONER CARTRIDGE, HP CC532A, yellow	cart														0	4,750.14	-
140. TONER CARTRIDGE, HP CC533A, magenta	cart														0	4,750.14	-
141. TONER CARTRIDGE, HP CE250A, black	cart														0	5,254.02	-
142. TONER CARTRIDGE, HP CE251A, cyan	cart														0	10,348.92	-
143. TONER CARTRIDGE, HP CE252A, yellow	cart														0	10,348.92	-
144. TONER CARTRIDGE, HP CE253A, magenta	cart														0	10,348.92	-
145. TONER CARTRIDGE, HP CE255A, black	cart														0	6,233.22	-
146. TONER CARTRIDGE, HP CE260A, black	cart														0	6,157.74	-
147. TONER CARTRIDGE, HP CE261A, cyan	cart														0	11,185.32	-
148. TONER CARTRIDGE, HP CE262A, yellow	cart														0	11,185.32	-
149. TONER CARTRIDGE, HP CE263A, magenta	cart														0	11,185.32	-
150. TONER CARTRIDGE, HP CE278A, black	cart														0	3,011.04	-
151. TONER CARTRIDGE, HP CE285A, black	cart														0	2,655.06	-
152. TONER CARTRIDGE, HP CE505A, black	cart														0	3,590.40	-
153. TONER CARTRIDGE, HP CE505X, high cap, black	cart														0	6,592.26	-
154. TONER CARTRIDGE, HP Q6000A, black	cart														0	3,115.08	-
155. TONER CARTRIDGE, HP Q6001A, cyan	cart														0	3,395.58	-
156. TONER CARTRIDGE, HP Q6002A, yellow	cart														0	3,395.58	-
157. TONER CARTRIDGE, HP Q6003A, magenta	cart														0	3,395.58	-
158. TONER CARTRIDGE, HP Q6470A, black	cart														0	5,420.28	-
159. TONER CARTRIDGE, HP Q6471A, cyan	cart														0	5,389.68	-
160. TONER CARTRIDGE, HP Q6472A, yellow	cart														0	5,389.68	-
161. TONER CARTRIDGE, HP Q6473A, magenta	cart														0	5,389.68	-
162. TONER CARTRIDGE, HP Q7581A, cyan	cart														0	6,977.82	-
163. TONER CARTRIDGE, HP Q7582A, yellow	cart														0	6,977.82	-
164. TONER CARTRIDGE, HP Q7583A, magenta	cart														0	6,977.82	-
165. TONER CARTRIDGE, Brother TN-155BK, black	cart														0	4,222.80	-
166. TONER CARTRIDGE, Brother TN-155M, magenta	cart														0	5,661.00	-
167. TONER CARTRIDGE, Brother TN-155Y, yellow	cart														0	5,661.00	-
168. TONER CARTRIDGE, Brother TN-155C, cyan	cart														0	5,661.00	-
169. TONER CARTRIDGE, Brother TN-2025	cart														0	2,601.00	-
170. TONER CARTRIDGE, Brother TN-2130	cart														0	1,785.00	-
171. TONER CARTRIDGE, TN-3250, low yield, for Brother HL5350DN	cart														0	3,264.00	-
172. TONER CARTRIDGE, Lexmark X340A11G	cart														0	5,967.00	-
173. TONER CARTRIDGE, Lexmark E360H11P	cart														0	11,776.92	-
174. TONER CARTRIDGE, Lexmark E450A11P	cart														0	6,684.06	-
175. TONER CARTRIDGE, Lexmark T650A11P	cart														0	9,445.20	-
176. TONER CARTRIDGE, Lexmark T650H11P	cart														0	25,586.70	-
177. TONER CARTRIDGE, Developer, Epson C13SO50005, for printer EPL-5500	cart														0	3,112.02	-

Item & Specifications	Unit of Measure	Quantity Requirement														** PS Price Catalogue as of (09.12.2011)	Total Amount
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total			
178. TONER CARTRIDGE, Developer, Epson C13SO50010, for printer EPL-5700L/5800	cart														0	5,095.92	-
179. TONER CARTRIDGE, Developer, Epson C13SO50087, for printer EPL-5900/5900L	cart														0	5,194.86	-
180. TONER CARTRIDGE, Developer, Epson C13SO50166, 6K, for printer EPL-6200	cart														0	5,053.08	-
181. TONER CARTRIDGE, Developer, Epson C13SO50167, 3K, for printer EPL-6200/6200L	cart														0	3,211.98	-
182. TONER CARTRIDGE, Epson C13SO50440, Std Cap, for printer AL-M2010D/DN	cart														0	5,389.68	-
183. TONER CARTRIDGE, Developer, Epson C13SO50520, 1.8K, for printer AL-M1200	cart														0	3,542.46	-
184. TONER CARTRIDGE, Developer, Epson C13SO50521, 3.2K, for printer AL-M1200	cart														0	5,241.78	-
185. TONER CARTRIDGE, Samsung Part No. SCX-D655A for printer model MFP 6545	cart														0	10,200.00	-
186. TONER CARTRIDGE, Samsung Part No. ML D3050B for printer ML-D3050 / ML-D3051	cart														0	6,987.00	-
187. TONER CARTRIDGE, Samsung Part No. ML T-D105L, for printer ML 2580n	cart														0	2,805.00	-
188. TONER CARTRIDGE, Samsung Part No. ML D2850B, for printer ML D2851ND	cart														0	4,768.50	-
189. TONER CARTRIDGE, Samsung Part No. ML TD104-S, for Samsung ML 1660	cart														0	2,978.40	-
190. RIBBON CARTRIDGE, for Fujitsu DL3850	cart														0	449.80	-
191. RIBBON CARTRIDGE, for OKI ML 1120	cart														0	7,124.00	-
192. RIBBON CARTRIDGE, Lexmark 11A3550 for Printer Models 23xx series	cart														0	1,142.40	-
193. RIBBON CARTRIDGE, Epson C13SO15505 for printer DFX-9000	cart														0	1,129.14	-
194. RIBBON CARTRIDGE, Epson C13SO15506(7753) Fabric, for printer LQ 300/300+II & 580	cart														0	119.34	-
195. RIBBON CARTRIDGE, Epson C13SO15508(S015016), black, for printer LQ 670/680/680Pro	cart														0	344.76	-
196. RIBBON CARTRIDGE, Epson C13SO15568, Color, for printer LX-300	cart														0	1,224.00	-
197. RIBBON CARTRIDGE, Epson C13SO15577(#8766), for printer DFX-5000+/ 8000/8500 Black Ribbon (S015055)	cart														0	940.44	-
198. RIBBON CARTRIDGE, Epson C13SO15587, black for printer DLQ-3000/3000+/3500	cart														0	1,030.20	-
199. RIBBON CARTRIDGE, Epson C13SO15589(S015337), for printer LQ-590	cart														0	373.32	-
200. PRINthead, HP 11, black, C4810A , 8 ml	cart														0	1,365.78	-
201. PRINthead, HP 11, cyan, 8 ml	cart														0	1,365.78	-
202. PRINthead, HP 11, magenta C4812A, 8 ml	cart														0	1,365.78	-
203. PRINthead, HP 11 yellow, 8 ml	cart														0	1,365.78	-
204. Photoconductor Kit, Lexmark PN 12A8302	cart														0	4,120.80	-
205. Photoconductor Kit, Lexmark PN E260X22G	cart														0	2,295.00	-
206. Photoconductor Kit, Lexmark PN E250X22G	cart														0	2,295.00	-
207. PHOTOCONDUCTOR UNIT, Epson C13SO51099, for printer EPL 6200/6200L	cart														0	3,391.50	-
B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																	
Office Equipment and Accessories																	

Item & Specifications	Unit of Measure	Quantity Requirement														** PS Price Catalogue as of (09.12.2011)	Total Amount
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total			
1 Split-type aircon	unit	8													8	75,000.00	600,000.00
2 Window-type aircon	unit	4		2											6	25,000.00	150,000.00
3 3-in-1 printer with spare toner	unit	1													1	20,000.00	20,000.00
4 Xerox machine, heavy duty	unit	2													2	50,000.00	100,000.00
5 Cash vault/filing cabinet	unit	1													1	18,000.00	18,000.00
6 Wooden book shelves	piece	9													9	850.00	7,650.00
7 Office table & chair, wooden	set	1													1	9,000.00	9,000.00
8 Computer desktop with printer & inkjet	set	1													1	50,000.00	50,000.00
9 Laptop, latest model	unit			1	1		1								3		-
10															0		-
Office Supplies																	
1 Copy Paper, subs 20, short	ream	76				63		8		63					210	150.00	31,500.00
2 Copy Paper, subs 20, long	ream	102				89		8		89					288	165.00	47,520.00
3 Folder, ordinary, short, 100s/pack	pack	2.2				2				2					6	280.00	1,736.00
4 Folder, ordinary, long, 100s/pack	pack	2.2				2				2					6	300.00	1,860.00
5 Ballpen, high quality, black	piece	7						7							14	10.00	140.00
6 Manila paper	piece				100						100				200	10.00	2,000.00
7 Copy Paper, subs 20, 10x 14	ream	1						1							2	220.00	440.00
8 Whiteboard, 1.5 x 3 m	piece	4													4	2,500.00	10,000.00
9 Whiteboard, 4 x 5	piece	1						1							2	3,800.00	7,600.00
10 Fiber board	piece	1						1							2		-
Office Supplies																	
11 Paper, short bond, premium grade, 70gsm	ream	36				30		6		30					102	100.00	10,200.00
12 Folder, expanding, legal size, 50s/pack	pack	1						1							2	200.00	400.00
13 Plastic cover	roll	1				1				1					3	1,000.00	3,000.00
14 Multi-mark pen for signing ID	piece	4				4				4					12	75.00	900.00
15 Paper A3	ream	2				1				1					4	300.00	1,200.00
16 Tracing paper, 70/75 pre-cut, 8pc/tube	tube	3			3			3			3				12	150.00	1,800.00
17 Voice recorder with blank tapes	set	1													1	3,800.00	3,800.00
18 Stapler with staple remover	piece	5													5	180.00	900.00
19 Fastener, plastic	box	2						2							4	90.00	360.00
20 Paper multi-copy/laser printing, short	ream	10				10				10					30	186.00	5,580.00
Photographic or filming or video eqpt & accessories																	
1 Memory stick, Tro Duo, 4Gb (Sony model no. DSC-S930)	piece	1													1	2,500.00	2,500.00
2 Memory stick, Transcend, 2Gb (Canon model PC 1201)	piece	1													1	2,500.00	2,500.00
3 Digital camera	unit		1		1										2	14,000.00	28,000.00
4 LCD Projector with screen	set		1				1								2	28,000.00	56,000.00
5 White screen	piece	1													1	3,500.00	3,500.00
6 Curtains, 45 width x 60 length	piece	30													30	300.00	9,000.00
7 Folder tagboard, short, 100s/pack	pack	1.5						1							3	280.00	700.00
8 Folder morocco, short, 50s/pack	pack	3						2							5	300.00	1,500.00
9 Magazine file box, 85x14 w/ open-ended multicolored	piece	200						150							350	75.00	26,250.00
10															0		-
Cleaning Equipment and Supplies																	
1 Hoe	piece	2													2	320.00	640.00
2 Pail, 15 liters capacity	piece	7						5							12	200.00	2,400.00
3 Garden hose	meter	50													50	50.00	2,500.00

Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (09.12.2011)	Total Amount		
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total	
4 Spade	piece	2													2	320.00	640.00
5 Rake	piece	1													1	300.00	300.00
6 Toilet brush	piece	40				40				40					120	40.00	4,800.00
7 Floor Polisher	set	1				1				1					3	18,000.00	54,000.00
8 Grass cutter	set	1						1							2	800.00	1,600.00

Item & Specifications	Unit of Measure	Quantity Requirement													** PS Price Catalogue as of (09.12.2011)	Total Amount	
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total			
9 Hammer	piece	2						2							4	175.00	700.00
10 Cross-cut saw	piece	2						2							4	500.00	2,000.00
11 Crowbar	piece	2						2							4	400.00	1,600.00
12 Riveter	piece	1													1	800.00	800.00
13 Bolo	piece	10				10				5					25	120.00	3,000.00
14 Plant trimmer	piece	2						2							4	500.00	2,000.00
15 Pipe threader	set	1													1	7,000.00	7,000.00
16 Pipe wrench	piece	2						2							4	700.00	2,800.00
17 Shovel	piece	2					2			2					6	210.00	1,260.00
18 Cup and saucer	pair	36								24					60	50.00	3,000.00
19 Spoon & fork	pair	36								24					60	25.00	1,500.00
20 Plates	piece	36								24					60	20.00	1,200.00
Computer Supplies																	
1 Ink Cartridge,HP Black #61	cart	3					3			3					9	700.00	6,300.00
2 Ink Cartridge, HP Tri-color #61	cart	1					1			1					3	1,200.00	3,600.00
3 Ink Cartridge, Epson C65, Black TO461	cart	2					2			2					6	700.00	4,200.00
4 Ink Cartridge, Epson C65, Cyan TO472	cart	1					1			1					3	450.00	1,350.00
5 Ink Cartridge, Epson C65, Magenta TO473	cart	1					1			1					3	450.00	1,350.00
6 Ink Cartridge, Epson C65, Yellow TO474	cart	1					1			1					3	450.00	1,350.00
7 Toner Cartridge, Kyocera KM-1635	cart	1					1			1					3	4,500.00	13,500.00
8 Toner drum kit Kyocera KM-1635	cart	1													1	10,000.00	10,000.00
9 Ink Cartridge, Canon, PG-830, Black	cart	2						2							4	850.00	3,400.00
10 Ink Cartridge, Canon, CL-831 Colored	cart	2						2							4	1,000.00	4,000.00
Electrical equipment and components and supplies																	
1 Welding machine, 300Amp	unit	1													1	40,000.00	40,000.00
2 Copper wire, THHN, 2mm	box	4													4	800.00	3,200.00
3 PDX Wire #14 AWG	box	4													4	580.00	2,320.00
4 Water dispenser, hot & cold	unit		1												1	4,500.00	4,500.00
5 Fuse 5A, 50s/pack	pack	1						1							2	250.00	500.00
6 Fuse 10A, 50s/pack	pack	1						1							2	300.00	600.00
7 Auto Rechargeable Light	unit	1													1	5,000.00	5,000.00
8 CFL 60 Watts	piece	40					20			20					80	110.00	8,800.00
9 Extension wire/outlet (10m)	set	1													1	500.00	500.00
10 Grasscutter	unit						1								1	15,000.00	15,000.00
Computer Supplies																	
1 Toner Cartridge for Kyocera Mita 2810	cart	2						2							4	4,500.00	18,000.00
2 Toner Cartridge, Sharp AR-168FT	cart	4					1	4							9	4,200.00	37,800.00
3 Ink Cartridge, Canon #40 Black	cart		2					2			2				6	950.00	5,700.00
4 Ink Cartridge, Canon #41 Colored	cart		2					2			2				6	1,000.00	6,000.00
5 Computer table	piece			1											1	900.00	900.00
6 Ink Cartridge, Brother LC38BK, Black	cart	2					2			2					6	700.00	4,200.00
7 Ink Cartridge, Brother LC38Y, Yellow	cart	2					2			2					6	500.00	3,000.00
8 Ink Cartridge, Brother LC38C, Cyan	cart	2					2			2					6	500.00	3,000.00
9 Ink Cartridge, Brother LC38M, Magenta	cart	2					2			2					6	500.00	3,000.00

Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (09.12.2011)	Total Amount		
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total	
10 Toner Cartridge, NPG-11, Canon	cart	1						1							2	3,000.00	6,000.00
Computer Equipment and Accessories																	
1 Auto voltage regulator, 220v	unit	1	1												2	800.00	1,600.00
2 Laptop latest model w/ printer and inkjet	set			1				1							2	50,000.00	100,000.00
3 CPU	unit				1										1	10,000.00	10,000.00
4 External storage device, 1 Terrabyte	piece	2													2	5,000.00	10,000.00
5 Computer deskktop	set	1	1		1	1	1	1							6	25,000.00	150,000.00
6 Ri boon cartridge, Epson #8758	cart	4						4							8	100.00	800.00
7 Electra Instant Contact Cleaner	bottle	2						2							4	120.00	480.00
8 Mouse optical, PS2	piece	10						10							20	150.00	3,000.00
9 Memory DDR2 800 (2Gb)	piece	10						10							20	900.00	18,000.00
10 Memory SDRAM (1Gb)	piece	10						10							20	800.00	16,000.00
*Other Categories																	
11 Keyboard PS2	piece	10						10							20	250.00	5,000.00
12 Power sypply, standard	piece	10						10							20	1,800.00	36,000.00
13 RJ45 Connector, 500s/box	box	1						1							2	500.00	1,000.00
14 UTP Cable, 300m/box	box	1						1							2	1,200.00	2,400.00
15 LCDMonitor 16" AOC	piece	5						5							10	1,500.00	15,000.00
16 Motherboard ASUS AM2 Board w/ Audio, Video, LAN	set	5						5							10	5,000.00	50,000.00
17 Hardisk Seagate SATA 7200rpm, 500Gb	piece	5						5							10	2,000.00	20,000.00
18 Video Card, 512MB, PCI-E Geforce/ATI Radeon w/ TV out	piece	5						5							10	1,800.00	18,000.00
19 Toner Cartridge, Kyocera TK-410	cart	3						3							6	5,500.00	33,000.00
10 Polyethylene bags 2.5" x 2.5" x 6	piece	5000													5000	1.00	5,000.00

***GRAND TOTAL: **4,103,354.32**

TOTAL W/ 10% ADDITIONAL PROVISION FOR INFLATION

APPROVED BUDGET:

*Other categories that are not indicated herein

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

***Grand total for items under A and B

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

Prepared by:

DOLORES SALVACION F. TOLENTINO
Director, Planning

Certified Funds Available:

MELITA M. AMATORIO
Budget Officer

Approved:

EUSEBIO V. ANGARA, Ph.D.
College President

Date Prepared: November 14, 2011

DIVISION/AUDIT	AMOUNT	% Share
Higher Ed		
VP Academics	59,382.68	1.17
Graduate School	64,093.83	1.26
Agriculture	686,349.03	13.52
Forestry	41,521.82	0.82
General Education	165,403.98	3.26
Engineering	107,077.36	2.11
Industrial Technology	110,363.93	2.17
Information Technology	389,056.74	7.66
Office of Student Affairs	76,380.60	1.50
Registrar	159,257.00	3.14
Library	80,895.28	1.59
Sub-total	1,939,782.25	
Research	184,996.84	3.64
Extension	101,121.00	1.99
Accreditation	490,461.56	9.66
GASS		
Office of the President	913,054.66	17.98
VP Administration	47,141.57	0.93
PPSDO	766,128.52	15.09
Budget Office	22,340.93	0.44
Accounting	97,471.10	1.92
Records & Planning Office	35,031.54	0.69
Cashier	84,336.43	1.66
Supply & Auxiliary	173,977.97	3.43
HRMO	61,625.79	1.21
Production/IGP	27,323.47	0.54
Publication & Media Affairs	92,068.99	1.81
PAED	27,659.43	0.54
COA	12,642.00	0.25
Sub-total	2,360,802.40	
GRAND TOTAL	5,077,164.05	100.00