

ANNUAL PROCUREMENT PLAN FOR 2017
For Common-Use Supplies and Equipment

PHIL SCIENCE HIGH SCHOOL-MC
ACCOUNTING UNIT
RECEIVED BY: LOM 11/4/17

PLANNING DIVISION FEB 20 2017

PHILIPPINE SCIENCE HIGH SCHOOL-MC
FINANCE ADMINISTRATIVE DIVISION
RECEIVED
FEB 20 2017

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

- Select the appropriate worksheet depending on the nearest Regional/Provincial Depot in your area.
- For Sub - Depots please refer to the following (Arranged/ Classified according to commonality of freight cost):
 - Bukidnon, Puerto Princesa Palawan, Biliran, Borongan, Misamis Occidental (Oroquieta) and Southern Leyte (Maasin)- Region XIII
 - Misamis Oriental, Bacolod, Calbayog, Bontoc and Northern Samar (Catarman)- Regions VI, VII, VIII, X, & XI
 - Surigao Del Norte - Surigao Del Norte
 - Zamboanga Sibugay- Zamboanga Sibugay
 - Camiguin - Camiguin
- 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.
- APPs are considered incorrect if: a) form used is other than the prescribed format downloaded at philgeps.gov.ph and; b) correct format is used but fields were deleted and/or inserted in Portion A of the APP. The agency will be informed through e-mail if the submission is incorrect.
- 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.
- The accomplished **HARD COPY** of the APP-CSE shall be submitted in the following manner:
 - DBM Central Office- for entities in the Central Office
 - 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:

 - ps.app.nga@gmail.com- For central and regional offices of all national government agencies ✓
 - ps.app.suc@gmail.com- For main and other campuses of all state universities and colleges ✓
 - ps.app.gocc@gmail.com- For all central and regional offices of government owned and controlled corporations
 - ps.app.deped@gmail.com- For primary and secondary schools
 - ps.app.lgu@gmail.com - For Local government units
- Consistent with National Budget Circular No. 555, the APP for FY 2017 must be submitted on or before November 30, 2016.
- Rename your APP file in the following format: APP2017- Name of Agency- Region (e.g. APP2017 -PS- Central Office).
- 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: _____
Region: _____
Address: _____

Agency Account Code: _____

Contact Person: _____
Position: _____
E-mail: _____
Telephone/Mobile Nos: _____

Item & Specifications	Unit of Measure	Quantity Requirement																Price Catalogue as of August 16, 2016	TOTAL AMOUNT		
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			Total Quantity	
AVAILABLE AT PROCUREMENT SERVICE STORES																					
COMMON ELECTRICAL SUPPLIES																					
1 BATTERY, dry cell AA, 2 pieces per blister pack	pack	5	5	5	15		5	5	10	5	5	5	15		5	5	10	50	17.42	871.00	
2 BATTERY, dry cell AAA, 2 pieces per blister pack	pack	6	4	5	15	5	4	6	15	5	5	5	15		5	5	10	60	15.03	901.80	
3 BATTERY, dry cell D, 2 pieces per blister pack	pack		10		10		10		10		5		5		5	5	15	0	25	77.56	1,939.00
4 FLUORESCENT LAMP, tubular, 28 watts	tube				0				0			5					0	25			
5 LED Linear Tube, 18 watts individually wrapped in carton	tube		100		100		100		100				0				0	0	114.40		
6 Light Bulb, LED, 7 watts 1 pc in individual box	piece		25		25		25		25		25		0				0	200	218.00	43,600.00	
7 TAPE, electrical	roll		25		25		25		25		25		0		25		25	100	93.29	9,329.00	
COMMON OFFICE SUPPLIES																					
1 ACETATE, gauge #3, 50m per roll	roll				0				0									0	0	624.00	
2 AIR FRESHENER, 280ml/150g min	can		10		10		10		10	20			0		10		10	50	83.20	4,160.00	

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		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity			
		3 ALCOHOL, 70%, ethyl, 500ml	bottle		50		50		50		50	50			50						
4 CARBON FILM, A4 size, 100 sheets per box	box				0				0				0		50			50	197.58	-	
5 CARBON FILM, PE, black, 216mm x 30mm, 100 sheets per box	box				0				0				0					0	202.80	-	
6 CARTOLINA, assorted color, 20 pieces per pack	pack		10		10		10		10		10		10				10	40	64.48	2,579.20	
7 CHALK, white, enamel, 100 pieces per box	box		10		10		10		10	20			10				20	60	25.86	1,551.60	
8 CLEARBOOK, A4 size	piece		20		20		20		20		30		30				30	100	39.52	3,952.00	
9 CLEARBOOK, Legal size	piece		25		25		25		25		30		30				30	100	43.68	4,368.00	
10 CLIP, backfold, 19mm, 12 pieces per box	box	25			25		25		25		25		25				25	100	7.28	728.00	
11 CLIP, backfold, 25mm, 12 pieces per box	box	25			25		25		25		25		25				25	100	13.50	1,350.00	
12 CLIP, backfold, 32mm, 12 pieces per box	box	25			25	25			25		25		25				25	100	19.12	1,912.00	
13 CLIP, backfold, 50mm, 12 pieces per box	box		25		25	25			25		25		25				25	100	43.68	4,368.00	
14 CORRECTION TAPE, 6 meters (min), 1 piece in individual plastic	piece		50		50	50			50		50		50				0	75	31.20	6,240.00	
15 DATA FILE BOX, made with chipboard, with closed ends	box	30			30	30			30		50		50		50		50	200	69.78	8,373.60	
16 DATA FOLDER, made with chipboard, taglia lock	piece		50		50	50			50		30		30	30			30	120	68.64	13,728.00	
17 ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box	box				0				0				0		50		50	200	381.54	-	
18 ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box	box				0				0				0				0	0	507.40	-	
19 ENVELOPE, EXPANDING, KRAFTBOARD, for legal size documents, 100 pieces per box	box	20			20		20		20		20		20				20	80	621.71	49,736.80	
20 ENVELOPE, EXPANDING, plastic	piece				0				0				0				0	0	27.61	-	
21 ENVELOPE, MAILING, 500 pieces per box, 80 gsm	box				0				0				0				0	0	499.20	-	
22 ENVELOPE, MAILING, with window, 500 pieces per box, 80 gsm	box				0				0				0				0	0	561.60	-	
23 ERASER, felt, for blackboard/whiteboard	piece	50			50		50		50		50		50				50	200	11.11	2,222.00	
24 ERASER, plastic or rubber	piece				0				0		50		50		50		50	200	2.29	-	
25 FASTENER, for paper, metal, 50 sets per box	box	20			20				0				0				0	0	291.20	-	
26 FILE ORGANIZER, expanding, legal, plastic, assorted colors	piece				0				0		10		10				10	40	57.09	2,283.60	
27 FILE TAB DIVIDER, A4, five (5) colors per set	set				0				0				0				0	0	70.67	-	
28 FILE TAB DIVIDER, Legal Size, five(5) colors per set	set	25			25	25			0				0				0	0	12.48	-	
29 FOLDER, Fancy, A4, 50s/ bundle	bundle				0				0	25			25		25		25	100	16.64	1,664.00	
30 FOLDER, Fancy, Legal, 50 pieces per bundle	bundle				0				0				0				0	0	234.00	-	
31 FOLDER, L-type, A4, 50 pieces pack	pack	10			0				0				0				0	0	291.20	-	
32 FOLDER, L-type, Legal size, 50 pieces per pack	pack				0				0	10			10		20		20	50	166.40	8,320.00	
33 FOLDER, Pressboard, size 240mm x 370mm, 100s/box	box				0				0				0				0	0	203.84	-	
34 FOLDER, Tagboard, A4, 100 pieces per pack	pack				0				0				0				0	0	746.72	-	
35 FOLDER, Tagboard, Legal size, 100 pieces per pack	pack	10			0				0				0				0	0	179.28	-	
36 GLUE, all purpose, 300 grams min.	jar		10		10		10		10				0				0	20	200.37	4,007.40	
37 INDEX TAB, self-adhesive, 5 set/box, assorted colors	box				0				0		10		10		10		10	40	44.18	1,767.20	
38 LOOSELEAF COVER, 50sets per bundle	bundle				0				0				0				0	0	50.84	-	
39 MAGAZINE FILE BOX, LARGE	piece				0				0				0				0	0	539.76	-	
40 MARKER, fluorescent, 3 colors per set	set				0				0				0				0	0	41.60	-	
41 MARKER, whiteboard, bullet type, black	piece		50		50		50		50		50		50				50	200	10.28	2,056.00	
42 MARKER, whiteboard, bullet type, blue	piece		50		50		50		50		50		50				50	200	10.28	2,056.00	
43 MARKER, whiteboard, bullet type, red	piece		10		10		10		10		10		10				10	40	10.28	411.20	
44 MARKER, permanent, bullet type, black	piece		50		50		50		50		50		50				50	200	9.65	1,930.00	
45 MARKER, permanent, bullet type, blue	piece		50		50		50		50		50		50				50	200	9.65	1,930.00	
46 MARKER, permanent, bullet type, red	piece		10		10		10		10		10		10				10	50	9.65	482.50	
47 NOTE BOOK, stenographer's, 40 leaves, spiral	piece				0				0				0				0	0	10.40	-	
48 NOTE PAD, stick-on, (2"x3"), 100 sheets per pad	pad				0				0				0				0	0	31.20	-	

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49 NOTE PAD, stick-on, (3"x3"), 100 sheets per pad	pad				0				0				0				0	0	40.54	-
50 NOTE PAD, stick-on, (3"x4"), 100 sheets per pad	pad				0				0				0				0	0	54.06	-
51 PAD PAPER, Ruled	pad				0				0				0				0	0	40.54	-
52 PAPER CLIP, gem type, 48mm, 100 pieces per box	box				0				0				0				0	0	54.06	-
53 PAPER CLIP, gem type, 32mm, 100 pieces per box	box				0			10	10		10		0				0	0	18.26	-
54 PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream				0			10	10		10		10		10		10	30	12.85	385.50
55 PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream				0				0			5	5		10		10	25	6.43	160.75
56 PAPER, Multi-Purpose (COPY) A4, 70gsm	ream				0				0				0				0	0	112.32	-
57 PAPER, Multi-Purpose (COPY), Legal size, 70gsm	ream		500		500			250	250		250		500				0	0	132.02	-
58 PARCHMENT PAPER, A4 size, 80 gsm, 100 sheets per pack]	ream		125		125			125	125		125		125		250		250	1500	91.94	137,910.00
59 PAPER, Thermal, 216mm x 30m	roll		5		5			5	5		5		5		125		125	500	114.35	57,175.00
60 PENCIL, lead, w/eraser, one(1) dozen per box	box				0				0			5	5		5		5	20	88.40	1,768.00
61 PHILIPPINE NATIONAL FLAG	piece		25		25			25	25				0				0	0	31.15	-
62 RECORD BOOK, 300 pages, size: 214mm x 278mm min	book		10		10		10		10				0			25	25	100	19.62	1,962.00
63 RECORD BOOK, 500 pages, size: 214mm x 278mm min	book				0				0				0				0	20	278.72	5,574.40
64 RING BINDER, Plastic 32mm, 10 pieces per bundle	bundle				0				0				0				0	0	60.32	-
65 RUBBER BAND, 70mm min lay flat length (#18)	box		10		10		10		10			10					0	0	86.85	-
66 RULER, plastic, 450mm, 1 piece in individual plastic	piece		5		5		5		5			5			10		10	40	256.87	10,274.80
67 SIGN PEN, black	piece		20		20		10		10			10			5		5	20	93.31	1,866.20
68 SIGN PEN, blue	piece		100		100		100		100			100			0		0	30	15.48	464.40
69 SIGN PEN, red	piece		50		50		50		50			100			100		100	400	38.10	15,240.00
70 STAMP PAD INK, violet, 50ml	bottle		10		10		10		10			50			50		50	200	38.10	7,620.00
71 STAMP PAD, felt pad, min 60mm x 100mm	piece		3		3		3		3			3			10		10	40	38.10	1,524.00
72 STAPLE WIRE, Heavy duty, 23/13	box		3		3		3		3			3			3		3	12	24.63	295.56
73 STAPLE WIRE, Standard	box		25		25		25		25			25			1		1	10	27.66	276.60
74 TAPE, masking, 24mm, 50 meters length	roll		25		25		25		25			25			25		25	100	30.42	3,042.00
75 TAPE, masking, 48mm, 50 meters length	roll		30		30		30		30			30			25		25	100	18.92	1,892.00
76 TAPE, transparent, 24mm, 50 meters	roll		25		25		25		25			30			30		30	120	55.12	6,614.40
77 TAPE, transparent, 48mm, 50 meters	roll		25		25		25		25			25			25		25	100	105.04	10,504.00
78 TAPE, packaging, 48mm, 50 meters length	roll		10		10		10		10			25			25		25	100	17.37	1,737.00
79 TOILET TISSUE, 12 rolls per pack	pack		10		10		10		10			10			0		0	30	26.52	795.60
80 TWINE, plastic, one kilo per roll	roll				0				0			0			0		0	20	30.63	612.60
81 WRAPPING PAPER, kraft, 50 sheets per pack	pack		10		10		10		10			10			10		10	40	49.92	1,996.80
					0				0			0			0		0	0	124.80	-
COMMON OFFICE DEVICES																				
1 CUTTER BLADE, heavy duty cutter, 10 pieces per tube	tube	25																		
2 CUT TER KNIFE, heavy duty	piece	25			25		25		25											
3 DATING AND STAMPING MACHINE	piece				25							0						50	9.19	459.50
4 PENCIL SHARPENER, 1 piece in individual plastic case	piece		5		5		5		5		5		25		25		0	50	19.76	988.00
5 PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box	piece		5		5		5		5		5		5		5		0	15	478.38	7,175.70
6 SCISSORS, (6")	pair		5		5		5		5		5		5		5		5	20	187.20	3,744.00
7 STAPLER, standard	piece				0				0			5			5		5	20	114.28	2,285.60
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		10		10		10		10		10		0		0		0	0	13.73	-
9 STAPLE REMOVER, plier type	piece		2		2				0			0			10		10	40	82.16	3,286.40
10 TAP E DISPENSER, table top	piece		10		10		10		10			10			0		0	2	878.80	1,757.60
		2			2		2		2			2			10		2	30	18.18	545.40
																		8	47.72	381.76

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				
11 WASTE BASKET, non-rigid plastic	piece				0	500			500				0				0	500	23.90	11,950.00		
COMMON JANITORIAL SUPPLIES																						
1 BROOM, soft (tambo)	piece				0	50			50													
2 BROOM, stick (tingting)	piece				0	50			50				0					0	50	88.40	4,420.00	
3 CLEANER, TOILET BOWL AND URINAL, 900-1000ml cap	bottle				0				0				0					0	50	23.92	1,196.00	
4 CLEANSER, scouring powder, 350grams/can	can				0				0				0					0	0	41.60	-	
5 DETERGENT POWDER, all purpose, 1kilo/pouch	pouch				0				0				0					0	0	21.27	-	
6 DISINFECTANT SPRAY, 400-550 grams	can		50		50	50			50		50		50		50		50	200	0	37.43	7,486.00	
7 DUST PAN, non-rigid plastic	piece		20		20				0				0					0	20	119.60	2,392.00	
8 FLOOR WAX, Paste, red	can				0				0				0					0	0	27.96	-	
9 FURNITURE CLEANER, aerosol, 300ml/can	can				0				0				0					0	0	202.80	-	
10 INSECTICIDE, aerosol type, 600ml/can	can				0				0				0					0	0	84.76	-	
11 MOPBUCKET	piece		5		5	5			5		5		5		5		5	20	0	124.80	2,496.00	
12 MOPHANDLE, screw type, aluminum handle	piece				0				0				0					0	0	1,820.00	-	
13 MOPHEAD, made of rayon	piece				0				0				0					0	0	142.48	-	
14 RAG, all cotton, 32 pieces per kilo per bundle	bundle				0				0				0					0	0	98.80	-	
15 SCOURING PAD, 5 pieces per pack	pack		30		30		20		20				0					0	50	49.69	2,484.50	
16 TRASHBAG, plastic, transparent, 10pcs/roll	roll				0				0				0					0	0	102.96	-	
17 DISINFECTANT, bleaching solution	cont				0				0				0					0	0	139.88	-	
18 DETERGENT BAR, 140g as packed (2.5%)	bar		10		10		5		0				0					0	0	101.82	-	
COMMON OFFICE EQUIPMENT																						
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		2		2				0					0	2	3,502.72	7,005.44	
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		30		30				0					0	30	1,080.56	32,416.80	
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		30		30				0					0	30	4,992.00	149,760.00	

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15 MULTIMEDIA PROJECTOR, 4000 ansi 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: 84, 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		2		2				0				0	0	5,699.20	11,398.40
18 PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column, 480 cps print speed	unit				0				0				0				0	2	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	-
COMMON COMPUTER SUPPLIES																				
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				0		5		5				0				0	5	571.80	2,859.00
6 COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 14-7/8", 500 sets/box	box				0				0				0				0	5	958.15	-
7 DVD REWRITABLE, 4x speed, 4.7GB capacity	piece				0		50		50				0				0	50	21.79	1,089.50
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		5		5				0				0	5	2,818.40	14,092.00
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		10		10				0				0	0	127.80	1,278.00
HANDBOOK ON PROCUREMENT																				
1 HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT- RA 9184(6th Edition), 6" x 9", 296 pages,	piece		30		30				0				0				0	30	61.83	1,854.90
CONSUMABLES																				
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	-
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	-

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			
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 LC67HYU, Yellow	cart				0				0				0				0	0	737.36	-	
13 INK CART, CANON PG-810, Black	cart				0				0				0				0	0	574.08	-	
14 INK CART, CANON PG-740, Black	cart				0				0				0				0	0	534.56	-	
15 INK CART, CANON PGI-725, Black	cart				0				0				0				0	0	970.32	-	
16 INK CART, CANON CLI-726, Black	cart				0				0				0				0	0	945.36	-	
17 INK CART, CANON CL-811, Colored	cart				0				0				0				0	0	535.60	-	
18 INK CART, CANON CL-741, Colored	cart				0				0				0				0	0	535.60	-	
19 INK CART, CANON CLI-726, Cyan	cart				0				0				0				0	0	491.92	-	
20 INK CART, CANON CLI-726, Magenta	cart				0				0				0				0	0	770.64	-	
21 INK CART, CANON CLI-726, Yellow	cart				0				0				0				0	0	426.40	-	
22 INK CART, EPSON C13T038190 (To 38), Black	cart				0				0				0				0	0	426.40	-	
23 INK CART, EPSON C13T039090 (To 39), Colored	cart				0				0				0				0	0	426.40	-	
24 INK CART, EPSON C13T105190(73N)(91N), Black	cart				0				0				0				0	0	254.80	-	
25 INK CART, EPSON C13T105290(73N)(91N), Cyan	cart				0				0				0				0	0	254.80	-	
26 INK CART, EPSON C13T105390(73N)(91N), Magenta	cart				0				0				0				0	0	1,346.80	-	
27 INK CART, EPSON C13T105490(73N)(91N), Yellow	cart				0				0				0				0	0	1,612.00	-	
28 INK CART, EPSON C13T6664100 (T6641), Black	cart				0				0				0				0	0	1,554.80	-	
29 INK CART, EPSON C13T6664200 (T6642), Cyan	cart				0				0				0				0	0	1,554.80	-	
30 INK CART, EPSON C13T6664300 (T6643), Magenta	cart				0				0				0				0	0	1,034.80	-	
31 INK CART, EPSON C13T6664400 (T6644), Yellow	cart				0				0				0				0	0	1,034.80	-	
32 INK CART, HP 51645A, (HP45), Black	cart				0				0				0				0	0	982.80	-	
33 INK CART, HP C1823A, (HP23), Tri-color	cart				0				0				0				0	0	717.60	-	
34 INK CART, HP C4844A, (HP10), Black	cart				0				0				0				0	0	717.60	-	
35 INK CART, HP C4906AA, (HP940XL), Black	cart				0				0				0				0	0	1,606.80	-	
36 INK CART, HP C4907AA, (HP940XL), Cyan	cart				0				0				0				0	0	1,237.60	-	
37 INK CART, HP C4908AA, (HP940XL), Magenta	cart				0				0				0				0	0	1,346.80	-	
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	1,034.80	-	
40 INK CART, HP C4937A, (HP18), Cyan	cart				0				0				0				0	0	982.80	-	
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	717.60	-	
44 INK CART, HP C6615DA, (HP15), Black	cart				0				0				0				0	0	717.60	-	
45 INK CART, HP C6625AA, (HP17), Tri-color	cart				0				0				0				0	0	1,606.80	-	
46 INK CART, HP C6656AA, (HP56), Black	cart				0				0				0				0	0	1,237.60	-	
47 INK CART, HP C6657AA, (HP57), Tri-color	cart				0				0				0				0	0	1,346.80	-	
48 INK CART, HP C8727AA, (HP27), Black	cart				0				0				0				0	0	921.44	-	
49 INK CART, HP C8765WA, (HP94), Black	cart				0				0				0				0	0	1,466.40	-	
50 INK CART, HP C8766WA, (HP95), Tri-color	cart				0				0				0				0	0	826.80	-	
51 INK CART, HP C8767WA, (HP96), Black	cart				0				0				0				0	0	930.80	-	
52 INK CART, HP C9351AA, (HP21), Black	cart				0				0				0				0	0	1,133.60	-	
53 INK CART, HP C9352AA, (HP22), Tri-color	cart				0				0				0				0	0	1,430.00	-	
54 INK CART, HP C9361WA, (HP93), Tri-color	cart				0				0				0				0	0	650.00	-	
55 INK CART, HP C9362WA, (HP92), Black	cart				0				0				0				0	0	751.92	-	
					0				0				0				0	0	1,346.80	-	
					0				0				0				0	0	600.08	-	

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		
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	5			5	5			5	5			5	5			5	20	639.60	12,792.00
69 INK CART, HP CC656AA, (HP901), Tri-color	cart	3			3	3			3	3			3	3			3	12	1,019.20	12,230.40
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	629.20	-
78 INK CART, HP CH561WA, (HP61), Black	cart				0				0				0				0	0	1,242.80	-
79 INK CART, HP CH562WA, (HP61), Tricolor	cart				0				0				0				0	0	644.80	-
80 INK CART, HP CN045AA, (HP950XL), Black	cart				0				0				0				0	0	826.80	-
81 INK CART, HP CN046AA, (HP951XL), Cyan	cart				0				0				0				0	0	1,554.80	-
82 INK CART, HP CN047AA, (HP951XL), Magenta	cart				0				0				0				0	0	1,175.20	-
83 INK CART, HP CN048AA, (HP951XL), Yellow	cart				0				0				0				0	0	1,180.40	-
84 INK CART, HP CN692AA, (HP704), Black	cart		2	2	4	2	2		4	3	3		6	2	2	2	6	20	358.80	7,176.00
85 INK CART, HP CN693AA, (HP704), Tri-color	cart		2	2	4	2	2		4	2	2		4	2	2	2	6	20	358.80	4,664.40
86 INK CART, HP CZ107AA, (HP678), Black	cart	7			7	7			7	7			7	5	4		9	30	358.80	10,764.00
87 INK CART, HP CZ121A (HP685A), Black	cart	5			10	3	2		3	3			3	3	3		6	15	360.88	5,413.20
89 INK CART, HP CZ122A (HP685A), Cyan	cart		3		3	3			3	2			2				0	12	366.08	4,392.96
90 INK CART, HP CZ123A (HP685A), Magenta	cart		3		3	3			3	2			2	2			2	10	249.60	2,496.00
91 INK CART, HP CZ124A (HP685A), Yellow	cart		3		3	3			3	2			2	2			2	10	249.60	2,496.00
92 INK CART, HP Q8893AA (C8728AA), (HP28), Colored	cart				0				0				0				0	0	930.80	-
93 INK CART, LEXMARK 10N0217 (#17), Black	cart				0				0				0				0	0	1,003.60	-
94 INK CART, LEXMARK 10N0227 (#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 Printer)	cart				0				0				0				0	0	4,992.00	-
100 TONER CART, HP C4092A, Black	cart				0				0				0				0	0	2,741.44	-
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	10			10		15		15		15		15		10		10	50	2,802.80	140,140.00

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			
104 TONER CART, HP CB436A, Black	cart				0				0									0	0	3,218.80	-
105 TONER CART, HP CB540A, Black	cart	2		1	3	2		1	3	2			0					0	0	3,312.40	49,686.00
106 TONER CART, HP CB541A, Cyan	cart	1	1		2	1	1		2	1	1		3	2	2	2	6	15	2,984.80	29,848.00	
107 TONER CART, HP CB542A, Yellow	cart	1	1		2	1	1		2	1	1		2	1	2	1	4	10	2,984.80	29,848.00	
108 TONER CART, HP CB543A, Magenta	cart	1	1		2	1	1		2	1	1		2	1	2	1	4	10	2,984.80	29,848.00	
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				0				0				0				0	0	6,754.80	-	
115 TONER CART, HP CE278A, Black	cart				0				0				0				0	0	6,754.80	-	
116 TONER CART, HP CE285A (HP85A), Black	cart	10	6	4	20	3	10	5	18	5	6		11	5	6		11	60	2,756.00	165,360.00	
117 TONER CART, HP CE310A, Black	cart	2	2	2	6	2	2	2	6	2	2	2	6	10	2		12	30	2,386.80	71,604.00	
118 TONER CART, HP CE311A, Cyan	cart	1	1		2	1		1	2	2	2	2	6				2	12	2,490.80	29,889.60	
119 TONER CART, HP CE312A, Yellow	cart	1	1		2	1		1	2	2	2	2	6				2	12	2,490.80	29,889.60	
120 TONER CART, HP CE313A, Magenta	cart	1	1		2	1		1	2	2	2	2	6				2	12	2,490.80	29,889.60	
121 TONER CART, HP CE320A, Black	cart				0			1	2	2	2	2	6			2		12	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	3,010.80	-	
126 TONER CART, HP CE400A, Black	cart				0				0				0				0	0	7,690.80	-	
127 TONER CART, HP CE401A, Cyan	cart				0				0				0				0	0	6,754.80	-	
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	9,978.80	-	
131 TONER CART, HP CE411A, (HP305), Cyan	cart				0				0				0				0	0	3,790.80	-	
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	5,402.80	-	
135 TONER CART, HP CE505X, Black, high cap	cart				0				0				0				0	0	3,998.80	-	
136 TONER CART, HP Q2612A, Black	cart		6		6	6			6	6			6			6	24	3,104.40	74,505.60		
137 TONER CART, HP Q2613A, Black	cart				0				0				0			6	0	0	7,066.80	-	
138 TONER CART, HP Q5942A, Black	cart				0				0				0				0	0	3,328.00	-	
139 TONER CART, HP Q5949A, Black	cart				0				0				0				0	0	7,482.80	-	
140 TONER CART, HP Q5950A, Black	cart				0				0				0				0	0	3,530.80	-	
141 TONER CART, HP Q5951A, Cyan	cart				0				0				0				0	0	7,644.00	-	
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	10,845.12	-	
145 TONER CART, HP Q6001A, Cyan	cart				0				0				0				0	0	3,317.60	-	
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	3,614.00	-	
149 TONER CART, HP Q6471A, Cyan	cart				0				0				0				0	0	5,526.56	-	
150 TONER CART, HP Q6472A, Yellow	cart				0				0				0				0	0	5,495.36	-	
151 TONER CART, HP Q6473A, Magenta	cart				0				0				0				0	0	5,844.80	-	
					0				0				0				0	0	5,844.80	-	

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		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity			
152 TONER CART, HP Q7553A, Black	cart				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	8,874.32	-
155 TONER CART, SAMSUNG ML-D2850B, Black	cart				0				0				0					0	0	9,630.40	-
156 TONER CART, SAMSUNG MLT-D101S, Black	cart				0				0				0					0	0	9,630.40	-
157 TONER CART, SAMSUNG MLT-D103L, Black	cart		2		2			2			2					2		2	8	4,992.00	20,800.00
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	2,912.00	-
160 TONER CART, SAMSUNG MLT-D105L, Black	cart				0				0				0					0	0	2,392.00	-
161 TONER CART, SAMSUNG MLT-D108S, Black	cart				0				0				0					0	0	2,704.00	-
162 TONER CART, SAMSUNG MLT-D119S(ML-2010D3), Black	cart				0				0				0					0	0	2,631.20	-
163 TONER CART, SAMSUNG MLT-D203E, Black	cart				0				0				0					0	0	3,120.00	-
164 TONER CART, SAMSUNG MLT-D203L, Black	cart				0				0				0					0	0	7,280.00	-
165 TONER CART, SAMSUNG MLT-D203U, black	cart				0				0				0					0	0	4,368.00	-
166 TONER CART, SAMSUNG MLT-D205E, Black	cart				0				0				0					0	0	9,464.00	-
167 TONER CART, SAMSUNG MLT-D205L, Black	cart				0				0				0					0	0	8,736.00	-
168 TONER CART, SAMSUNG SCX-D655A, Black	cart				0				0				0					0	0	4,888.00	-
169 RIBBON CART, EPSON C13S015516 (#8750), Black, for LX-300	cart				0				0				0					0	0	4,212.00	-
170 RIBBON CART, EPSON C13S015531 (S015086), Black	cart				0				0				0					0	0	76.75	-
171 RIBBON CART, EPSON C13S015584 (S015327), Black	cart				0				0				0					0	0	724.88	-
172 RIBBON CART, EPSON C13S015632, Black, for LX-310	cart				0				0				0					0	0	334.88	-
B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																					
COMMON ELECTRICAL SUPPLIES																					
1					0				0				0					0	0	-	
2					0				0				0					0	0	-	
3					0				0				0					0	0	-	
COMMON OFFICE EQUIPMENT																					
1					0				0				0					0	0	-	
2					0				0				0					0	0	-	
3					0				0				0					0	0	-	
4					0				0				0					0	0	-	
5					0				0				0					0	0	-	
COMMON OFFICE SUPPLIES																					
Push Pins assorted	box	5			5			5				5						5	20	24.96	499.20
Sticker Paper	packsa				0	20		5			5		5			5		5	20	28.75	575.00
					0				0				0					0	0	-	
					0				0				0					0	0	-	
					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			
9					0				0				0					0	0		
10					0				0				0					0	0		
Office Supplies					0				0				0					0	0		
1 Assorted Colored Paper (80gsm)	pack																		0		
2 Ballpen, Black	piece	6		60	60			60	60			60	60			60	60	240	27.50		6,600.00
3 Ballpen, Red	piece	25			6		6		6	6		6			6		6	24	20.00		480.00
4 Bond Paper A4, sub 24	ream	10			10			25	25	25		25			25		25	100	20.00		2,000.00
5 Certificate Foldere	piece		25		25			25	25			0					0	10	245.50		2,455.00
6 Certificate Frame	piece		20		20			10	10			25			25		25	100	60.00		6,000.00
7 Certificate Holder	piece		3		3			2	3			3			3		2	10	109.00		5,450.00
8 Check Landbank Booklet	booklet		1		1			1	1			1			1		0	3	600.00		1,800.00
9 Colored Chalk	box	10			10			10	10			0			0		0	20	17.75		355.00
10 Copy Paper, short 8' x 11' subs 20	ream	75			75	75			75	75			75	75			75	300	207.75		62,325.00
11 Correction Fluid	piece	4			4	4			4	4			4	4			4	16	36.75		588.00
13 Dustless Chalk	box	5			5			5	5			5	5	5			5	20	25.86		517.20
14 EJA Memo Pad	pad	3			3			3	3			3	3			3	3	12			
15 Laminating Film	pack	3			3			3	3			3	3			3	3	12			
16 Meter Stick	piece			3	3			2	2			3	3			3	3	12	59.00		708.00
17 Official receipt	pad	10			10	10			10	10			10	10			2	2	10		340.00
18 Origami Paper	pack	3			3	2			2	3			3	2			10	40	100.00		4,000.00
19 Paper Fastener, plastic	box	10			10	4			4	2			3	2			2	10	31.75		317.50
20 Paste	jar	4			4			4	4			4	4			2	18	65.50		1,179.00	
21 Plaque	piece		10		10			10	10			10	4	4			4	16	18.00		288.00
22 Post-it paper (Light yello, Light Green, orange)	pad		10		10			10	10			10	10		10		10	40	1,200.00		48,000.00
23 Scotch Tape 3'	pack		6		6			6	6			6	10		10		10	40	45.00		1,800.00
24 Specialty Paper	pack		1100		1100			300	300			6	6		6		6	24	34.00		816.00
25 Tarpuline/Banner	piece	3			3			3	3		3	300	300		300		300	2000	30.00		60,000.00
26 Thumbtacks	box		10		10			0	0			0	0			3	12	1,000.00		12,000.00	
27 White Board maeker refill	piece			33	33			32	32			0	0			0	10	13.75		137.50	
28 B T6641 Black Ink	cart		5		5			5	5			5	5			5	15	245.00		3,675.00	
29 C T6642 Cyan Ink	cart		5		5			5	5			5	5			5	15	245.00		3,675.00	
CMT6643 Magenta Ink	cart		5		5			5	5			5	5			5	15	245.00		3,675.00	
30 CP17 Ink black for 5307/5308/dx3443	cart		5		5			5	5			5	5			5	15	245.00		3,675.00	
31 Ink Canon 750 black	cart		10		10			10	10			50	50			0	10	245.00		2,450.00	
32 Ink Canon 751 Cyan	cart		10		10			10	10			10	10			10	40	1,205.00		120,500.00	
33 Ink Canon 751 magenta	cart		5		5			5	5			5	5			5	20	635.00		25,400.00	
34 Ink Canon 751 yellow	cart		5		5			5	5			5	5			5	20	554.00		11,080.00	
35 Ink HP 680 black	cart		5		5			5	5			5	5			5	20	554.00		11,080.00	
36 Ink HP 680 Color	cart		5		5			5	5			5	5			5	20	554.00		11,080.00	
37 Ink Samsung C5045 - Cyan	cart		5		5			5	5			5	5			5	20	395.00		7,900.00	
38 Ink Samsung K5045 - Cyan	cart		5		5			5	5			5	5			5	20	395.00		7,900.00	
39 Ink Samsung M5045 - Magenta	cart		5		5			5	5			5	5			0	10	4,250.00		42,500.00	
40 Ink Samsung Y5045 - Yellow	cart		5		5			5	5			5	5			0	10	4,250.00		42,500.00	
41					0				0				0				0	0			
42					0				0				0				0	0			
43					0				0				0				0	0			
44					0				0				0				0	0			
45					0				0				0				0	0			
46					0				0				0				0	0			
47					0				0				0				0	0			
48					0				0				0				0	0			
49					0				0				0				0	0			
50					0				0				0				0	0			
Audio and visual presentation and composing equipment					0				0				0				0	0			
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	
6																					
7					0				0				0					0	0		
8					0				0				0					0	0		
9					0				0				0					0	0		
10					0				0				0					0	0		
Photographic or filming or video equipment					0				0				0					0	0		
1					0				0				0					0	0		
2					0				0				0					0	0		
3					0				0				0					0	0		
4					0				0				0					0	0		
5					0				0				0					0	0		
6					0				0				0					0	0		
7					0				0				0					0	0		
8					0				0				0					0	0		
9					0				0				0					0	0		
10					0				0				0					0	0		
Cleaning Equipment and Supplies					0				0				0					0	0		
1					0				0				0					0	0		
2					0				0				0					0	0		
3					0				0				0					0	0		
4					0				0				0					0	0		
5					0				0				0					0	0		
6					0				0				0					0	0		
7					0				0				0					0	0		
8					0				0				0					0	0		
9					0				0				0					0	0		
10					0				0				0					0	0		
Paper Materials and Products					0				0				0					0	0		
1					0				0				0					0	0		
2		50			50		50		50				0					0	100		
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		
Lighting and fixtures and accessories					0				0				0					0	0		
1					0				0				0					0	0		
2					0				0				0					0	0		
3					0				0				0					0	0		
4					0				0				0					0	0		
5					0				0				0					0	0		
6					0				0				0					0	0		
7					0				0				0					0	0		
8					0				0				0					0	0		
9					0				0				0					0	0		
10					0				0				0					0	0		
Electrical equipment and components and supplies					0				0				0					0	0		
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			
43																					
44																					
45																					
###																					
C. TOTAL (A+B)																					
D. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																					5,234,147.97
E. GRAND TOTAL (C+D)																					5,234,147.97
F. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																					5,757,562.71
G. MONTHLY CASH REQUIREMENTS																					
G.1 Available at Procurement Service Stores		X			340907.85	X			601896.6	X			321741.3	X			293652.32		1,558,198.02		
G.2 Other items not available at PS but regularly purchased from other sources		X			918987.47	X			918987.5	X			918987.5	X			918987.47		3,675,949.88		
TOTAL MONTHLY CASH REQUIREMENTS		X			1259895.32	X			1520884	X			1240729	X			1212639.8		5,234,147.90		

*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:

[Signature]

Property/Supply Officer

Certified Funds Available /
Certified Appropriate Funds Available:

[Signature]
BERNARDO M. CAMAYA

Accountant /
Local Budget Officer 1/6/17

Approved by:

[Signature]
VIRGINIA P. ANDRES
Director, PSHS Main Campus
Head of Office/Agency

Date Prepared:

January 4, 2017