

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: n/a

Region: MAIN & NCR

Address: CLSU Compound Munoz Nueva Ecija

Agency Account Code: No Code

Contact Person:

Marissa L. Octavio

Position:

Property & Supply Officer

E-mail:

pcc_property@yahoo.com.ph

Telephone/Mobile Nos:

444560731

Item & Specifications	Unit of Measure	Quantity Requirement																	Price Catalogue	TOTAL AMOUNT	
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity			
A. AVAILABLE AT PROCUREMENT SERVICE STORES																					
COMMON ELECTRICAL SUPPLIES																					
1	BATTERY, dry cell, AA, 2 pieces per blister pack	pack	29	21	21	71	18	18	18	54	21	20	20	61	18	17	17	52	238	20.28	4,826.64
2	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack	34	50	50	134	27	23	23	73	30	30	25	85	20	20	20	60	352	19.20	6,758.40
3	BATTERY, dry cell, D, 1.5 volts, alkaline	pack				0				0	1			1				0	1	91.94	91.94
4	FLUORESCENT LAMP, 18 WATTS, linear tubular (T8)	tube				0				0				0				0	0	40.97	-
5	Ligth Bulb, LED, 7 watts 1 pc in individual box	piece				0				0				0				0	0	75.39	-
6	TAPE, ELECTRICAL, 18mm x 16M min	roll	10	10	9	29	5	4	4	13	9	6	5	20	4	4	5	13	75	18.93	1,419.75
COMMON OFFICE SUPPLIES																					
1	ACETATE, thickness: 0.075mm min (gauge #3)	roll	2	1		3				0				0				0	3	766.73	2,300.19

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2	AIR FRESHENER, aerosol, 280ml/150g min	can	29	29	28	86	15	15	16	46	18	18	18	54	12	12	12	36	222	88.69	19,689.18
3	ALCOHOL, ethyl, 68%-70%, scented, 500ml (-5ml)	bottle	103	102	102	307	59	58	58	175	58	57	57	172	41	40	40	121	775	49.73	38,540.75
4	CARBON FILM, PE, black, size 210mm x 297mm	box	5	5	5	15	9	8	8	25	2	1	1	4	1			1	45	205.48	9,246.60
5	CARBON FILM, PE, black, size 216mm x 330mm	box	4	3	3	10	1			1	1	1		2	1			1	14	210.91	2,952.74
6	CARTOLINA, assorted colors	pack	3	3	4	10	1			1	3	2	2	7	1	1		2	20	67.06	1,341.20
7	CHALK, molded, white, dustless, length: 78mm min	box				0				0				0				0	0	26.89	-
8	CLEARBOOK, 20 transparent pockets, for A4 size	piece	33	32	32	97	2	2	1	5	15	15	11	41	2	2	1	5	148	38.19	5,652.12
9	CLEARBOOK, 20 transparent pockets, for LEGAL size	piece	40	38	39	117	3	3	3	9	16	15	15	46	4	4	2	10	182	40.47	7,365.54
10	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box	57	57	58	172	18	17	17	52	14	15	11	40	5	5	4	14	278	7.87	2,187.86
11	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box	31	26	25	82	10	10	10	30	14	10	10	34	4	4	2	10	156	13.94	2,174.64
12	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box	18	18	20	56	4	4	3	11	9	5	5	19	4	4	2	10	96	19.88	1,908.48
13	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box	22	21	21	64	6	6	6	18	8	8	8	24	5	5	4	14	120	41.10	4,932.00
14	CORRECTION TAPE, film base type, UL 6m min	piece	46	47	47	140	52	52	51	155	50	50	46	146	25	25	25	75	516	18.26	9,422.16
15	DATA FILE BOX, made of chipboard, with closed ends	box	65	65	62	192	23	22	20	65	30	30	26	86	10	10	10	30	373	72.57	27,068.61
16	DATA FOLDER, made of chipboard, taglia lock	piece	134	100	100	334	42	40	40	122	50	50	41	141	40	40	30	110	707	71.39	50,472.73
17	ENVELOPE, DOCUMENTARY, for A4 size document	box	4	2	2	8	1			1	2	1	1	4				0	13	424.47	5,518.11
18	ENVELOPE, DOCUMENTARY, for legal size document	box	3	3	2	8	1			1	1	1	1	3				0	12	538.80	6,465.60
19	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc	box	5	5	5	15	1	1	1	3	2	1	1	4	2	2	1	5	27	667.84	18,031.68
20	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece	35	35	32	102	11	11	10	32	12	12	13	37				0	171	28.71	4,909.41
21	ENVELOPE, MAILING, white, 80gsm (-5%)	box	2	1	1	4	1	1		2	1	1	1	3				0	9	341.79	3,076.11
22	ENVELOPE, mailing, white, with window	box	1	1		2				0				0	1			1	3	427.23	1,281.69
23	ERASER, FELT, for blackboard/whiteboard	piece	4	3	3	10	2	1	1	4	1	1		2	1			1	17	11.55	196.35
24	ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece	7	5	5	17	2	2	2	6	1	1	1	3	1			1	27	6.23	168.21
25	FASTENER, METAL, 70mm between prongs	box	20	20	19	59	10	9	9	28	8	9	9	26	8	7	5	20	133	59.37	7,896.21
26	FILE ORGANIZER, expanding, plastic, 12 pockets	piece				0				0				0				0	0	73.59	-

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27	FILE TAB DIVIDER, bristol board, for A4	set	7	7	7	21	6	8	6	20	7	7	6	20	8	6	6	20	81	12.98	1,051.38
28	FILE TAB DIVIDER, bristol board, for legal	set	15	15	12	42	6	8	6	20	7	7	6	20	7	7	6	20	102	17.31	1,765.62
29	FOLDER, FANCY, for A4 size documents	bundle	3	3	3	9	1	1	1	3	1	1	1	3	1	1	1	3	18	258.50	4,653.00
30	FOLDER, FANCY, for legal size documents	bundle	4	4	4	12	2	2	1	5	3	3	1	7	2	2	3	7	31	302.85	9,388.35
31	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack	5	5	4	14	2	1	1	4	2	2	1	5	1	1	1	3	26	177.92	4,625.92
32	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack	7	7	6	20	2	3	3	8	2	2	1	5	2	1	1	4	37	222.27	8,223.99
33	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box	4	2	2	8	1			1	1			1				0	10	776.59	7,765.90
34	FOLDER, TAGBOARD, for A4 size documents	pack	6	5	5	16	2	1	1	4	2	1	1	4				0	24	226.05	5,425.20
35	FOLDER, TAGBOARD, for legal size documents	pack	4	4	3	11	1	2	2	5	6	5	5	16				0	32	208.38	6,668.16
36	GLUE, all purpose, gross weight: 200 grams min	jar	16	14	14	44	5	5	5	15	8	7	7	22	3	3	3	9	90	49.73	4,475.70
37	INDEX TAB, self-adhesive, transparent	box	8	8	8	24				0				0				0	24	53.74	1,289.76
38	LOOSELEAF COVER, made of chipboard, for legal	bundle				0				0				0				0	0	676.00	-
39	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece	20	19	18	57	8	7	7	22	8	8	9	25	2	2	1	5	109	43.26	4,715.34
40	MARKER, FLUORESCENT, 3 assorted colors per set	set	33	26	27	86	14	15	14	43	16	16	16	48	10	9	9	28	205	36.97	7,578.85
41	MARKER, whiteboard, black, felt tip, bullet type	piece	34	34	34	102	11	10	10	31	30	30	10	70	8	7	5	20	223	10.69	2,383.87
42	MARKER, whiteboard, blue, felt tip, bullet type	piece	30	31	30	91	6	6	5	17	20	20	15	55	4	4	5	13	176	10.69	1,881.44
43	MARKER, whiteboard, red, felt tip, bullet type	piece	24	24	24	72	4	4	4	12	15	15	10	40	4	4	4	12	136	10.69	1,453.84
44	MARKER, PERMANENT, bullet type, black	piece	35	36	36	107	16	16	16	48	22	22	23	67	16	16	16	48	270	10.04	2,710.80
45	MARKER, PERMANENT, bullet type, blue	piece	30	30	31	91	15	15	10	40	19	20	18	57	13	14	13	40	228	10.04	2,289.12
46	MARKER, PERMANENT, bullet type, red	piece	22	22	22	66	12	13	10	35	12	13	13	38	10	10	5	25	164	10.04	1,646.56
47	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece	185	103	103	391	50	50	50	150	71	70	70	211	28	28	18	74	826	12.52	10,341.52
48	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	90	96	47	233	15	15	18	48	40	42	32	114	15	15	15	45	440	32.45	14,278.00
49	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad	90	96	47	233	17	16	16	49	41	42	32	115	15	15	15	45	442	44.32	19,589.44
50	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	100	80	67	247	18	17	15	50	45	43	41	129	16	16	15	47	473	59.49	28,138.77
51	PAPER, PAD, ruled, size: 216mm x 330mm (±2mm)	pad				0	1			1				0	2	2	1	5	6	18.99	113.94

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51	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	50	41	40	131	16	10	10	36	24	24	24	72	10	11	11	32	271	6.91	1,872.61
52	PAPER CLIP, vinyl/plastic coat, length: 48mm min	box	44	40	40	124	9	8	8	25	23	23	21	67	7	7	6	20	236	14.04	3,313.44
53	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	40	37	35	112	35	26	12	73	13	13	12	38	9	9	10	28	251	137.66	34,552.66
54	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	23	23	21	67	12	10	10	32	9	9	9	27	5	6	6	17	143	160.94	23,014.42
55	PAPER, Multi-Purpose (COPY) A4, 70 gsm	ream	27	27	28	82	10	13	10	33	17	16	14	47	9	9	8	26	188	119.09	22,388.92
56	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	ream	103	103	102	308	119	110	110	339	57	57	56	170	39	39	39	117	934	123.08	114,956.72
57	PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	ream	5	4	4	13	3	3	3	9	2	2	2	6	1	1		2	30	95.18	2,855.40
58	PAPER, THERMAL, 55gsm, size: 216mm±1mm x 30m±0.3m	roll				0				0				0				0	0	34.29	-
59	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	65	65	65	195	30	30	24	84	32	32	31	95	22	23	12	57	431	20.40	8,792.40
60	PHILIPPINE NATIONAL FLAG, 100% polyester	piece				0	2			2				0				0	2	319.07	638.14
61	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	30	30	30	90	13	13	12	38	9	10	10	29	5	5	5	15	172	62.73	10,789.56
62	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book				0	7	7	5	19	11	10	10	31	7	8	5	20	70	97.34	6,813.80
63	RING BINDER, 80 rings, plastic, 32mm x 1.12m	bundle				0				0				0				0	0	267.14	-
64	RUBBER BAND, 70mm min lay flat length (#18)	box	12	10	10	32	1	1		2	3	3	2	8	1	1		2	44	97.04	4,269.76
65	RULER, plastic, 450mm (18"), width: 38mm min	piece	12	12	12	36	1	1		2	1	1	1	3	1			1	42	16.10	676.20
66	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	130	130	124	384	78	75	74	227	96	96	96	288	50	50	49	149	1048	35.99	37,717.52
67	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	130	130	124	384	65	63	60	188	85	85	82	252	40	40	38	118	942	35.99	33,902.58
68	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	63	62	62	187	20	20	24	64	50	50	51	151	15	15	15	45	447	35.99	16,087.53
69	STAMP PAD INK, purple or violet	bottle	7	7	7	21	1	1		2	2	2	2	6				0	29	25.62	742.98
70	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece	7	5	5	17	2	1	1	4	2	1	1	4	1	1		2	27	28.77	776.79
71	STAPLE WIRE, for heavy duty staplers, (23/13)	box				0				0				0				0	0	21.51	-
72	STAPLE WIRE, STANDARD, (26/6)	box	41	42	41	124	10	9	9	28	18	18	16	52	10	11	10	31	235	19.68	4,624.80
73	TAPE, MASKING, width: 24mm (±1mm)	roll	29	28	28	85	10	9	9	28	13	13	13	39	9	10	9	28	180	57.32	10,317.60
74	TAPE, MASKING, width: 48mm (±1mm)	roll	20	20	20	60	8	8	8	24	8	8	7	23	7	5	5	17	124	109.24	13,545.76
75	TAPE, PACKAGING, width: 48mm (±1mm)	roll	27	27	27	81	20	20	20	60	18	17	17	52	18	18	18	54	247	29.08	7,182.76

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77	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll	45	45	45	135	13	13	13	39	15	16	16	47	16	16	16	48	269	11.36	3,055.84
78	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll	24	24	24	72	8	7	7	22	10	10	9	29	9	5	5	19	142	27.58	3,916.36
79	TOILET TISSUE PAPER 2-plys sheets, 150 pulls	pack	108	108	107	323	90	80	68	238	100	100	85	285	81	80	80	241	1087	70.30	76,416.10
80	TWINE, plastic, one (1) kilo per roll	roll	4	4	4	12	1			1	2	2	1	5	1			1	19	51.92	986.48
81	WRAPPING PAPER, kraft, 65gsm (-5%)	pack	2	2	2	6				0	2	2	1	5				0	11	133.99	1,473.89
82	Airline Travel	ticket				0				0				0				0	0	0.00	-

COMMON OFFICE DEVICES

1	CUTTER BLADE, for heavy duty cutter	tube	4	3	3	10	1			1	3	2	2	7				0	18	10.22	183.96
2	CUTTER KNIFE, for general purpose	piece	15	16	16	47	5	5	5	15	6	6	5	17	2	2	1	5	84	20.55	1,726.20
3	DATING AND STAMPING MACHINE, heavy duty	piece	4	3	3	10				0				0				0	10	497.52	4,975.20
4	PENCIL SHARPENER, manual, single cutter head	piece	6	7	6	19	1			1				0	1			1	21	194.69	4,088.49
5	PUNCHER, paper, heavy duty, with two hole guide	piece	8	8	7	23	1	1	1	3	1	1		2	1	1	1	3	31	123.42	3,826.02
6	SCISSORS, symmetrical, blade length: 65mm min	pair	35	39	39	113	11	11	10	32	6	6	8	20	5	5	4	14	179	14.28	2,556.12
7	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece	13	13	12	38	2	2	2	6	1	1		2	1	1	1	3	49	85.45	4,187.05
8	STAPLER, BINDER TYPE, heavy duty, desktop	piece	4	3	3	10				0				0				0	10	913.95	9,139.50
9	STAPLE REMOVER, PLIER-TYPE	piece	20	20	20	60	2	2	1	5	4	4	3	11	1	2	2	5	81	18.91	1,531.71
10	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece	10	9	9	28	1	1		2	1	1		2	1			1	33	51.57	1,701.81
11	WASTEBASKET, non-rigid plastic	piece	22	13	12	47	10	9	9	28	3	4	3	10				0	85	25.96	2,206.60

COMMON JANITORIAL SUPPLIES

1	BROOM, soft (tambo)	piece	12	12	12	36	9	9	9	27	9	9	8	26	6	6	6	18	107	91.94	9,837.58
2	BROOM, STICK (TING-TING), usable length: 760mm min	piece	15	15	14	44	15	15	11	41	10	10	16	36	12	11	11	34	155	24.88	3,856.40
3	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle	16	16	16	48	12	12	12	36	10	10	6	26	9	8	9	26	136	43.26	5,883.36
4	CLEANSER, SCOURING POWDER, 350g min./can	can	18	17	17	52	12	12	10	34	9	10	10	29	8	8	8	24	139	24.88	3,458.32
5	DETERGENT POWDER, all purpose, 1kg	pouch	32	31	31	94	21	20	20	61	20	20	19	59	18	17	17	52	266	38.93	10,355.38
6	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	30	29	29	88	15	15	14	44	15	15	15	45	10	9	9	28	205	125.20	25,666.00

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14	MULTIMEDIA PROJECTOR, 4000 min ANSI Lumens	unit				0				0				0			0	0	27,542.94	-
15	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit	1	1	1	3				0				0			0	3	8,411.60	25,234.80
16	PAPER SHREDDER, cutting width: 3mm-4mm	unit				0				0				0			0	0	5,927.17	-
17	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column	unit				0				0				0			0	0	19,457.98	-
18	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit				0				0				0			0	0	6,064.78	-
19	PRINTER, LASER, monochrome, network-ready	unit				0				0				0			0	0	744.14	-
20	TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")min	unit				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	1,379.04	-
22	Desktop Computer, branded	unit				0				0				0			0	0	35,887.49	-
23	Laptop Computer, branded	unit				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	709.53	-
2	CONTINUOUS FORM, 1 PLY, 280 x 378mm	box				0				0				0			0	0	1,070.78	-
3	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	box				0				0				0			0	0	796.06	-
4	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	box				0				0				0			0	0	1,352.00	-
5	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	box				0				0				0			0	0	620.67	-
6	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	box				0				0				0			0	0	1,076.19	-
7	DVD REWRITABLE, speed: 4x min, 4.7GB capacity min	piece	40	40	40	120	1	1		2	16	16	15	47	1	1	2	171	22.66	3,874.86
8	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	piece	21	20	20	61	2	2	1	5	2	2	1	5	1		1	72	3,152.86	227,005.92
9	FLASH DRIVE, 16 GB capacity	piece	80	80	62	222	5	5	5	15	10	10	14	34	7	6	6	19	261.75	75,907.50
10	MOUSE, optical, USB connection type	unit	3	3	2	8				0	1	1	1	3			0	11	140.39	1,544.29
HANDBOOK ON PROCUREMENT																				
1	HANDBOOK (RA 9184), 7th Edition	piece				0				0				0			0	0	48.13	-
CONSUMABLES																				
1	DRUM CART, BROTHER DR-3455	cart				0				0				0			0	0	7,138.56	-

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52	INK CART, HP LoS60AA (HP955) Black Original	cart				0				0				0				0	0	0.00	-
53	INK CART, HP LoS63AA (HP955XL) Cyan Original	cart				0				0				0				0	0	0.00	-
54	INK CART, HP LoS66AA (HP955XL) Magenta Original	cart				0				0				0				0	0	0.00	-
55	INK CART, HP LoS69AA (HP955XL) Yellow Original	cart				0				0				0				0	0	0.00	-
56	INK CART, HP LoS72AA (HP955XL) Black Original	cart				0				0				0				0	0	0.00	-
57	INK CART, HP T6L89AA (HP905) Cyan Original	cart				0				0				0				0	0	0.00	-
58	INK CART, HP T6L93AA (HP905) Magenta Original	cart				0				0				0				0	0	0.00	-
59	INK CART, HP T6L97AA (HP905) Yellow Original	cart				0				0				0				0	0	0.00	-
60	INK CART, HP T6M01AA (HP905) Black Original	cart				0				0				0				0	0	0.00	-
61	INK CART, HP T6M05AA (HP905XL) Cyan Original	cart				0				0				0				0	0	0.00	-
62	INK CART, HP T6M09AA (HP905XL) Magenta Original	cart				0				0				0				0	0	0.00	-
63	INK CART, HP T6M13AA (HP905XL) Yellow Original	cart				0				0				0				0	0	0.00	-
64	INK CART, HP T6M17AA (HP905XL) Black Original	cart				0				0				0				0	0	0.00	-
65	RIBBON CART, EPSON C13S015516 (#8750), Black	cart				0				0				0				0	0	79.82	-
66	RIBBON CART, EPSON C13S015531 (S015086), Black	cart				0				0				0				0	0	753.88	-
67	RIBBON CART, EPSON C13S015632, Black, for LX-310	cart				0				0				0				0	0	78.96	-
68	TONER CART, BROTHER TN-2025, Black	cart				0				0				0				0	0	2,658.57	-
69	TONER CART, BROTHER TN-2130, Black	cart				0				0				0				0	0	1,892.80	-
70	TONER CART, BROTHER TN-2150, Black	cart				0				0				0				0	0	2,720.22	-
71	TONER CART, BROTHER TN-3320, Black	cart				0				0				0				0	0	3,059.63	-
72	TONER CART, BROTHER TN-3350, Black, for HL5450DN (CU Printer)	cart				0				0				0				0	0	4,460.08	-
73	TONER CART, HP CB435A, Black	cart	2	1	1	4	2	1	1	4	2	1	1	4	2	1	1	4	16	2,914.91	46,638.56
74	TONER CART, HP CB540A, Black	cart				0				0				0				0	0	3,444.90	-
75	TONER CART, HP CE255A, Black	cart				0				0				0				0	0	7,024.99	-
76	TONER CART, HP CE278A, Black	cart				0				0				0				0	0	3,239.39	-

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77	TONER CART, HP CE385A, (HP85A), Black	cart	2	2	2	6	3	3	3	9	1	1	1	3				0	18	3,009.01	54,162.18
78	TONER CART, HP CE310A, Black	cart				0				0				0				0	0	2,482.27	-
79	TONER CART, HP CE311A, Cyan	cart				0				0				0				0	0	2,590.43	-
80	TONER CART, HP CE312A, Yellow	cart				0				0				0				0	0	2,590.43	-
81	TONER CART, HP CE313A, Magenta	cart				0				0				0				0	0	2,590.43	-
82	TONER CART, HP CE320A, Black	cart				0				0				0				0	0	2,968.99	-
83	TONER CART, HP CE311A, Cyan	cart				0				0				0				0	0	3,131.23	-
84	TONER CART, HP CE322A, Yellow	cart				0				0				0				0	0	3,131.23	-
85	TONER CART, HP CE333A, Magenta	cart				0				0				0				0	0	3,131.23	-
86	TONER CART, HP CE390A, Black	cart				0				0				0				0	0	7,998.43	-
87	TONER CART, HP CE400A, Black	cart				0				0				0				0	0	7,024.99	-
88	TONER CART, HP CE401A, Cyan	cart				0				0				0				0	0	10,377.95	-
89	TONER CART, HP CE402A, Yellow	cart				0				0				0				0	0	10,377.95	-
90	TONER CART, HP CE403A, Magenta	cart				0				0				0				0	0	10,377.95	-
91	TONER CART, HP CE410A, (HP305), Black	cart				0				0				0				0	0	3,942.43	-
92	TONER CART, HP CE411A, (HP305), Cyan	cart				0				0				0				0	0	5,618.91	-
93	TONER CART, HP CE412A, (HP305), Yellow	cart				0				0				0				0	0	5,618.91	-
94	TONER CART, HP CE413A, (HP305), Magenta	cart				0				0				0				0	0	5,618.91	-
95	TONER CART, HP CE505A, Black	cart	2	2	1	5	3	3	3	9	2	2	1	5	2	2	1	5	24	4,158.75	99,810.00
96	TONER CART, HP CE505X, Black, high cap	cart				0				0				0				0	0	7,349.47	-
97	TONER CART, HP CF317A (HP17A) Black LaserJet	cart				0				0				0				0	0	0.00	-
98	TONER CART, HP CF326A (HP26A) Black LaserJet	cart				0				0				0				0	0	0.00	-
99	TONER CART, HP CF326XC (HP26XC) Black LaserJet	cart				0				0				0				0	0	0.00	-
100	TONER CART, HP CF380A, LaserJet Pro M401/M425 2.7K Black	cart				0				0				0				0	0	0.00	-
101	TONER CART, HP CF380XC	cart				0				0				0				0	0	7,241.31	-

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102	TONER CART, HP CF281A (HP81A) Black LaserJet	cart				0				0				0			0	0	0.00	-
103	TONER CART, HP CF283A (HP83A) LaserJet Black	cart				0				0				0			0	0	0.00	-
104	TONER CART, HP CF283XC (HP83X) Blk Contract LJ	cart				0				0				0			0	0	0.00	-
105	TONER CART, HP CF287A (HP87) black	cart				0				0				0			0	0	0.00	-
106	TONER CART, HP CF310AC (HP826) black	cart				0				0				0			0	0	0.00	-
107	TONER CART, HP CF311AC (HP826) cyan	cart				0				0				0			0	0	0.00	-
108	TONER CART, HP CF312AC (HP826) yellow	cart				0				0				0			0	0	0.00	-
109	TONER CART, HP CF313AC (HP826) magenta	cart				0				0				0			0	0	0.00	-
110	TONER CART, HP CF325XC (HP25X) Black LaserJet	cart				0				0				0			0	0	0.00	-
111	TONER CART, HP CF350A Black LJ	cart				0				0				0			0	0	0.00	-
112	TONER CART, HP CF351A Cyan LJ	cart				0				0				0			0	0	0.00	-
113	TONER CART, HP CF352A Yellow LJ	cart				0				0				0			0	0	0.00	-
114	TONER CART, HP CF353A Magenta LJ	cart				0				0				0			0	0	0.00	-
115	TONER CART, HP CF360A (HP508A) Black LaserJet	cart				0				0				0			0	0	0.00	-
116	TONER CART, HP CF360XC (HP508X) Black Contract LJ	cart				0				0				0			0	0	0.00	-
117	TONER CART, HP CF361A (HP508A) Cyan LaserJet	cart				0				0				0			0	0	0.00	-
118	TONER CART, HP CF361XC (HP508X) Cyan Contract LJ	cart				0				0				0			0	0	0.00	-
119	TONER CART, HP CF362A (HP508A) Yellow LaserJet	cart				0				0				0			0	0	0.00	-
120	TONER CART, HP CF362XC (HP508X) Yellow Contract LJ	cart				0				0				0			0	0	0.00	-
121	TONER CART, HP CF363A (HP508A) Magenta LaserJet	cart				0				0				0			0	0	0.00	-
122	TONER CART, HP CF363XC (HP508X) Magenta Contract LJ	cart				0				0				0			0	0	0.00	-
123	TONER CART, HP CF400A (HP201A) Black LaserJet	cart				0				0				0			0	0	0.00	-
124	TONER CART, HP CF401A (HP201A) Cyan LaserJet	cart				0				0				0			0	0	0.00	-
125	TONER CART, HP CF402A (HP201A) Yellow LaserJet	cart				0				0				0			0	0	0.00	-
126	TONER CART, HP CF403A (HP201A) Magenta LaserJet	cart				0				0				0			0	0	0.00	-

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Electrical equipment and components and supplies																
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Computer Supplies																
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10																
C. TOTAL (A + B):																
D. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																
E. GRAND TOTAL (C + D)																

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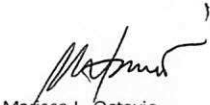
F. APPROVED BUDGET BY THE AGENCY HEAD										
G. MONTHLY CASH REQUIREMENTS										
G.1 Available at Procurement Service Stores		931684		357938		343020		233293		1865935.25
G.2 Other Items not available at PS but regularly purchased from other sources		0		0		0		0		0
TOTAL MONTHLY CASH REQUIREMENTS		931684		357938		343020		233293		1865935.25

*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.

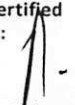
Prepared by:



Marissa L. Octavio

Property/Supply Officer

Certified Funds Available / Certified
Appropriate Funds Available:



Aimee T. Fulgencio

Accountant / Local Budget Officer

Approved by:



Arnel N. Del Barrio

Head of Office/Agency

Date: 09/11/2017