

ANNUAL PROCUREMENT PLAN FOR CY 2011

Items/Description	Unit	1 GSD	2 ACCTG	3 TAD	4 BDGT	5 LSG	6 RCGC	7 HRMD	8 COA	9 ARG	10 BSEC	11 OCEO	12 PPG	13 FOSG	14 RBF	15 RSDG	16 ICTG	Total	unit price
Air freshener	can	20	4	12	2	12	20	4	8			35						117	160.00
Alcohol rubbing	blte	30	104	12	3	12	20	4	16	12	12	12	12	16	10	5	24	304	48.00
Audio cassette tape	pc					40		6			60		20			20	20	166	15.60
Ballpen, black	pc	147	104	36	64	60	20	40	72	60	100	75	95	28	60	24	40	1025	19.00
Ballpen, blue	pc	147	104	36		60				60	100	75			60		24	666	19.00
Ballpen, red	pc	3	4	18	16	24		40								8	16	129	19.00
Battery Energizer AA	pc	18	12	12		48	32	8	64	12	100	20	16	16	10	24	12	404	26.00
Battery Energizer AAA	pc					48	32		8				12				8	108	26.00
Battery AA rechargeable	pc	24															8	32	200.00
Battery AAA rechargeable	pc.	24															4	28	200.00
Battery 9 volts	pc	6															8	14	110.00
Battery LR 44 1.5V	pc		8															8	20.00
B-Board A-4	pkt.	14	8		4	12		4	6	8	5		15	12	2	3	10	103	325.00
Carbon film long blue	box	13		1		8		5								1		28	450.00
Cartolina Asstd. Colors 20 pcs/pack	pc																6	6	56.20
Cleaner multi purpose	pc												4				6	10	90.00
CD, Marking pen blkak	pc.																4	4	75.00
CD cleaner	pc.																2	2	71.65
CD Label																	30	30	10.00
CD Rack 18 layers	pc																1	1	500.00
CD Rewritable	pc		32			36			24				35				40	167	24.00
CD Recordable	pc												20				80	100	9.90
DVD WRITABLE/DVD - R	pc.												25			20	80	125	21.85
Clip Bulldog 3"	pc								48				48			10		106	8.00
Clip Double binder 25mm	bx	5						40	40				11			10		106	10.95
Clip double binder 32mm	bx	5																5	15.45
Clip Double binder 50mm	bx								40							10		50	39.55
Columnar book 14 column	pad							8										8	56.00
Columnar pad 4	pad				12													12	25.00
Columnar pad 6	pad				12													12	31.80
Columnar pad 8	pad		2		12													14	31.80
Columnar pad 14	pad		4															4	33.80
Cont Form 4 ply 11x14 7/8	bx.		16															16	569.95
Cont Form 3 ply 11x14 7/8	bx.	10																10	705.00
Cont Form 3 ply 11x9 1/2	bx	10																10	449.30
Cont Form 4 ply 11x9 1/2	bx.		16															16	308.65
Correction fluid, water base	pc	6	8	6		24	2			8	6	3	22	8		2		95	15.00
Correction Pen	pc	9						10	12			12	8					51	85.00
Correction tape for canon	pc	1																1	120.00
Correction tape facit	bx.	6																6	95.00
Correction tape (Computer)	bx.		28															28	30.00
Corrugated box	pc.			6				10	50				11					77	50.00
Cutter blade big	tube	5							2				2					9	30.00

Cutter L500	pc	5									6							11	25.80
Items/Description	Unit	GSD	ACCTG	TAD	BDGT	LSG	RCGC	HRMD	COA	ARG	BSEC	OCEO	PPG	FOSG	RBF	RSDG	ICTG	Total	unit price
Data folder	pc	20	200		36				60									316	76.00
Diskette 1.44 MB	box	36					2	50									2	90	49.50
EDP binder top binding	pc	3	60															63	37.50
Env. Mailing Letter white	bx.				1	4												5	145.60
Env., documentary long	pc	125	48	150		180	80	35	80	200	350	150	450	100	1	100	1	2050	0.86
Env., documentary short	pc	75		150		180	80	35	48		200	150	300	60		100	1	1379	0.86
Env., expanding, legal Kraft	pc	125	60	30	100	180	60	75	100	400			60		100	100	100	1490	6.18
Envelope, letter w/ Logo	bx.	3		2		12	1	1	1	80	4	1	2	2	1	1	1	112	850.00
Eraser, steadler	pc	10		6		24	8	10	4		7	2	40	28				139	6.00
File Divider	set							100			60		60					220	15.00
Folder w/ LOGO	pc										400							400	25.00
Folder, Morocco Blue short	pc			20					50									70	2.50
Folder, Pressboard Plain Legal	pc	100	140	20		240	80	50	100	400	80	50	50		100	100	100	1610	13.00
Folder, Tagboard 14pts Legal	pc	150	100	50	100	240	120	100	120	400	350	100	225	120	1	100	1	2277	2.84
Folder, Tagboard 14pts A4	pc	75	80	50	100	120	120		40		200	50	150	60	1	100	1	1147	2.77
Folder, plastic w/ slide	pc.					12	12			12								36	3.50
USB Flash drive 1Gb	pcs.															3		4	250.00
USB Flash drive 2Gb	pcs.															4		3	350.00
USB Flash drive 4Gb	pcs.									8			4					3	550.00
Gestetner Master	roll	2																2	1,850.00
Glue All Purpose 300 gms	pc			2		2	2			2	7	1	4			2		22	45.45
Glue, padding red	gal.	2																2	650.00
Grip Binder, Long	pc												150				20	170	3.00
Illustration Board	pc		8						2									10	31.10
Index Card, RBS 3x5	pck					4		1					1					6	48.05
Index Card, RBS 5x8	pck					4							2					6	101.80
Index Tab	bx					4		1	12		80							97	42.65
Ink, Fountain Pen, Black	btle.					4												4	70.50
Ink, HP office jet H470-B # 95 & 98	crtg.						8											8	950.00
Ink, HP 900 (CB314A)	crtg.					24								16				40	370.00
Ink, HP 900 (CB315A)	crtg.					12								8				20	430.00
Ink, Lexmark 17 black	crtg.		4					36									4	44	1,240.00
Ink, Lexmark 27 colored	crtg.		4					10									4	18	1,450.00
Ink, HP # 21 black	crtg.									40								40	670.00
Ink, HP # 22 colored	crtg.									40								40	774.80
Ink, HP # 23	crtg.							2										2	1,726.40
Ink, HP # 45	crtg.							12										12	1,331.20
Ink, HP # 56	crtg.	6	8								12		1			1		28	889.20
Ink, HP # 57	crtg.	6	8										7			1		22	1,575.60
Ink, HP # 58	crtg.												8					8	1,450.00
Ink, HP # 60 black	crtg.								48		7							55	840.00
Ink, HP # 60 colored	crtg.								8									8	840.00
Ink, HP # 74	crtg.	6	8			48		60	48	40	12	5	9			1	12	249	740.00

Ink, HP # 75	crtg.	2	8			24		10	8		8	4				1	12	77	850.00
Ink, HP # 92	crtg	24						36		40						8		108	613.60
Items/Description	Unit	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	Total	unit price
		GSD	ACCTG	TAD	BDGT	LSG	RCGC	HRMD	COA	ARG	BSEC	OCEO	PPG	FOSG	RBF	RSDG	ICTG		
Ink, HP # 93 colored	crtg	2						10										12	820.00
Ink, Hp # 94 black	crtg			40										12	30			82	860.00
Ink, HP # 95 colored	crtg			20										12	30			62	1,120.00
Ink, HP # 98	crtg														12	4		16	600.00
Ink, HP Designjet 30 black	crtg																2	2	2,200.00
Ink, HP Designjet 30 colored	crtg.																2	2	5,200.00
Ink, Gestetner CT110	crtg	4	3					2										9	990.50
Ink, Pigment (yellow, magenta, cyan, black)	btle.																2	2	2,000.00
Ink, Plotter	set																2	2	16,000.00
Insecticide	can	20	8		2	12	16	2	8	8		12						88	166.40
Letterhead w/ Logo	rm.	2		4		12	1	12		1	10	2	2	2	1	2	2	53	840.00
Looseleaf Binder, Long	pc.								400									400	63.10
Lysol	can					12	16			8		5						41	156.00
Magazine File, Large	pc.			4	36	12			12		7	4	20				8	103	49.95
Marker, Stabilo Boss	set	6	5	18		12	2	10	8	12	20	12	10	12	15	6	4	152	81.00
Marker, Junior	set												2			2		4	86.00
Marking Pen for Trans. Film	pc.					4							2					6	84.25
Marking Pen, Permanent Black	pc.	15		8	8	12	8	5	24	8	20	75	21	12	12	6	10	244	26.95
Marking Pen, Permanent Blue	pc.	3		8		12	8									6	10	47	26.95
Marking Pen, Permanent Red	pc.																10	10	26.95
Marking Pen, Whiteboard Black	pc.					24		4				24	15	12		6	16	101	25.90
Marking Pen, Whiteboard Blue	pc.											24				6	16	46	25.90
Marking Pen, Whiteboard Red	pc.															2	8	10	25.90
Notebook spiral	pcs.																12	12	40.00
Notebook, Stenographer	pc.			6	8	12	8			2	8	6	21					71	6.95
Notepad 3x3	pd.			10				10		24	10	50				4		108	16.40
Notepad 3x4	pd.												20		30	4	30	84	20.80
Paper Clip 33mm Vinyl Coated	bx.	15	2	6	8	12	8	10	8	4	10	15	17	8	12		12	147	4.40
Paper Clip Jumbo Coated	box	8		6		12		10	6	4	10		17		12		4	89	10.75
Paper Mimeo A 4	ream	32	40			36		5										113	131.15
Paper Onion skin, A-4	ream		4		12					4			2					22	76.00
Paper Rule pad	pad	4	8	5	12	36	4	8	10	4	7	5	14	8	12	12	4	153	21.95
Paper Thermal 210x30	roll	5	3			12				12				12		10		54	39.50
Paper Thermal 216x30	roll							4				60					8	72	36.40
Paper, book 11" x 17"	ream		4		12				2								2	20	285.00
Paper, book A3 11.69 x 16.54"	ream																2	2	235.00
Paper Fastener plastic	box			6		12												18	36.00
Paper, Fastener metal	bx.	27	5	4	12		2	30	12	2	15	5	6			8	2	130	87.50
Paper, PPC A-4	rms	80	80	24	40	60	24	50	40	400	250	30	115	32	150	48	100	1523	178.00
Paper, PPC short	rms								10									10	154.00
Paper, PPC long	rms				12	36		4	12						10			74	210.00
Paper, colored (yellow, green, blue)	rms.												4					4	150.00

Paper, Parchment	pck.							50			1						10	61	109.00
Paper, kraft	roll										4			2				6	6.00
Paper, manila	pc																8	8	5.50
Items/Description	Unit	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	Total	unit price
		GSD	ACCTG	TAD	BDGT	LSG	RCGC	HRMD	COA	ARG	BSEC	OCEO	PPG	FOSG	RBF	RSDG	ICTG		
Paper, plotter	roll																4	4	1,500.00
Paste Solid Waterwell	can	16	2	2	3	4					6		2	8				43	18.00
Pencil, mechanical 0.5mm	pc												2					2	2.25
Pencil lead .05	tbe	4				4		10	4				10					32	9.50
Pencil lead .07	tbe	5																5	11.25
Pencil, mongol # 2	bx.	1	4	6	3	12	4	2	4		10	1	14	2	1	2	10	76	26.00
PVC ID Laminating film & sheet	bx.																2	2	1,800.00
Rag Cotton	kg.	20															4	24	50.00
Record Book 300pgs	pc.	10	6	2	6	12		3	4		6	20	2		12		4	87	63.00
Record Book 500pgs	pc.	10					8	3		8						2		31	93.00
Ribbon, Bundy clock	roll							12										12	375.00
Ribbon Facit T360	crtg	12																12	185.00
Ribbon for Canon APO 1	crtg	3				12												15	150.00
Ribbon Adler SE 700DS	crtg						4	4		12								20	195.00
Ribbon Lift off tape facit	bx	6																6	250.00
Ring binder 1/4"	pcs.													8				8	6.10
Ringbinder 1/2"	pc.								6				51	8		12	20	97	6.45
Ringbinder 1"	pc.												20	8		12	30	70	13.75
Ringbinder 3/4"	pc.				12				6				51			12	20	101	8.85
Ring binder 2" x 44	pc		12										10				30	52	34.00
Ribbon Bundy clock (QR 550)	roll							12										12	1,900.00
Ribbon Epson FX 2175	crtg.	20	12					7	2									41	350.00
Ribbon Epson LQ 2180	crtg	5	20		6			6										37	705.00
Ribbon LX 300 (8750)	crtg	10	8					6		20								44	90.00
Rubberband #18	bx.	10		1		4	2	5	1	12		2		4				41	95.00
Ruler Plastic 12"	pc	3		1		4			2		7	2	8					27	3.50
Scissor	pc	5	10			4			2		6	3	6			6		42	15.00
Sign pen black	pc	16	28	36	12	36					72		40	20	30	12	24	326	35.00
Signpen blue	pc	16	28	36		36	24			20	36				30		24	250	35.00
Sign pen 0.7 blue	pc									16		25						41	45.00
Stamp Pad Felt	pc	2																2	19.15
Stamp Pad Ink Violet	btl	5	2	2		4		1	2	4	3	2						25	16.65
Staple wire Remover	pc	5		2		4			4						2			17	4.25
Staple wire #35	bx.	33	12	9			2	10	4	24	8	3	10		10	2	8	135	30.35
Stapler Heavy Duty	pc			1		4									2		1	8	320.00
Tape Dispenser	pc									2					2			4	60.00
Tape Double Adhesive 1"	roll								2								2	4	18.00
Tape, Adding Machine 2 1/4	roll		16															16	8.70
Tape, cloth 1"	roll						4						5	4			1	14	120.00
Tape, cloth 2"	roll		8				4				5		1	8			1	27	240.00
Tape, Magic 3M 1"	roll	3	12		3								2			4	8	32	90.00
Tape, Masking 1"	roll	12		6	3	4	8	9		8	4	2	4				4	64	36.00

Tape, Masking 2"	roll	8	8	6	3	4		5	4	8	8		2					56	45.00
Tape, Packaging	roll	20	4		3	4	4	2	4	8			2	8				59	7.30
Tape, Transparent 1"	roll	30	8			12	8		4	24	40	2	10	12	10		2	162	8.90
Items/Description	Unit	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	Total	unit price
		GSD	ACCTG	TAD	BDGT	LSG	RCGC	HRMD	COA	ARG	BSEC	OCEO	PPG	FOSG	RBF	RSDG	ICTG		
Tape, Transparent 2"	roll					12		4		4			5					25	19.00
Tissue paper/bag 12 roll	roll								60				36				20	116	6.00
Toner TN 114 (Ineo 161)	crtg								2									2	3,600.00
Developer DV-110 (Ineo 161)	crtg								1									1	3,600.00
Toner Brother HL-5150D	crtg															4		4	3,800.00
Toner, HP 2600n (set black & white)	pc																4	4	16000
Toner, HP Laser Jet 5200 Q7516A	crtg		4															4	3,500.00
Toner, Samsung CLP 660N balck	set				2		8	10	12	4	3		2	8		4	4	57	4,900.00
Toner, Samsung CLP 660N cyan	crtg.				2				4				2			4	4	16	6,700.00
Toner, Samsung CLP 660N magenta	crtg.				2				4				2			4	4	16	6,700.00
Toner, Samsung CLP 660N yellow	crtg.				2				4				2			4	4	16	6,700.00
Toner, Toshiba Studio Fax e50	crtg.	3						4					4				2	13	3,800.00
Transparency Film A-4	crtg.		1	1				1	2		12		3				2	22	673.95
Calculator	bx			1														1	582.00
Mouse	pcs.								2									2	550.00
Puncher, Heavy Duty	pc.	2		1														3	260.00
Wipe out	pc						2											2	85.00
Ballast 40W	pc.	60																60	100.00
Car rag	yard	10																10	32.00
Common wire nailt 1"	kg.	10																10	80.00
Common wire nailt 2'	kg.	10																10	80.00
Common wire nail 3"	kg.	15																15	80.00
Convenient outlet # 79 eagle	pcs.	60																60	85.00
Flat cord # 16	roll	6																6	2,800.00
Flourescent lamp 36 watt	pcs.	150																150	45.00
Flourescent lamp holder	box	3																3	450.00
Bulb, C F L 18Watts	pc.	50																50	90.00
Insulated staple 3/4"	box	24																24	25.00
Liquid Sosa	liter	60																60	110.00
Outlet national	pcs.	80																80	50.00
Plate national double	pc.	40																40	50.00
Scissor	unit	5	10															15	15.00
Starter 40W	pc.	150																150	15.00
Switch national	pc.	40																40	50.00
Tape, Electrical	pc.	40																40	20.00
Telephone wire 22/4	roll	6																6	1,300.00
TW wire # 12	roll	6																6	3,500.00
Teflon	pcs.	30																30	8.00
Vulcaseal	gal.	3																3	1,300.00
Jigsaw blade	pcs.	10																10	60.00
Cutting disc (metal)	pcs.	20																20	80.00

Items/Description	Unit	1 GSD	2 ACCTG	3 TAD	4 BDGT	5 LSG	6 RCGC	7 HRMD	8 COA	9 ARG	10 BSEC	11 OCEO	12 PPG	13 FOSG	14 RBF	15 RSDG	16 ICTG	Total	unit price
Plastic twine	roll	10									12							22	42.65
RJ 45	set																50	50	200.00
Waste basket	pcs.			2							6	3						11	25.00
Print head (for plotter)	pc.																2	2	32,000.00
Exhaust fan	pc.																2	2	1,000.00
Pencil Sharpner	pc/														1		1	2	575.00
Battery UPS 12V 12Ah	pc.																8	8	950.00
Wire ties 50 pcs./pack	pc.																2	2	100.00
Wire trap (5 meter/roll)	pc.																1	1	300.00
Network switch	pc.																1	1	2,500.00
FURNITURE AND EQUIPMENT																		0	
Clerical Chair, swivel									6									6	2500
Visitor's chair									4									4	1900
Desktop Computer Monitor									2									2	8000
Total Amount																			

Prepared by:

Approved:

LEOVINO A. DALANGIN
Head General Services Division

ROMULO Q. FABUL
CEO & Commissioner

Total price	Qtrly
18,720.00	29.25
14,592.00	76.00
2,589.60	41.50
19,475.00	256.25
12,654.00	166.50
2,451.00	32.25
10,504.00	101.00
2,808.00	27.00
6,400.00	8.00
5,600.00	7.00
1,540.00	3.50
160.00	2.00
33,475.00	25.75
12,600.00	7.00
337.20	1.50
900.00	2.50
300.00	1.00
143.30	0.50
300.00	7.50
500.00	0.25
4,008.00	41.75
990.00	25.00
2,731.25	31.25
848.00	26.50
1,160.70	26.50
77.25	1.25
1,977.50	12.50
448.00	2.00
300.00	3.00
381.60	3.00
445.20	3.50
135.20	1.00
9,119.20	4.00
7,050.00	2.50
4,493.00	2.50
4,938.40	4.00
1,425.00	23.75
4,335.00	12.75
120.00	0.25
570.00	1.50
840.00	7.00
3,850.00	19.25
270.00	2.25

283.80	2.75
Total price	Qtrly
24,016.00	79.00
4,455.00	22.50
2,362.50	15.75
728.00	1.25
1,763.00	512.50
1,185.94	344.75
9,208.20	372.50
95,200.00	28.00
834.00	34.75
3,300.00	55.00
10,000.00	100.00
175.00	17.50
20,930.00	402.50
6,466.68	569.25
3,177.19	286.75
126.00	9.00
1,000.00	1.00
1,050.00	0.75
1,650.00	0.75
3,700.00	0.50
999.90	5.50
1,300.00	0.50
510.00	42.50
311.00	2.50
288.30	1.50
610.80	1.50
4,137.05	24.25
282.00	1.00
7,600.00	2.00
14,800.00	10.00
8,600.00	5.00
54,560.00	11.00
26,100.00	4.50
26,800.00	10.00
30,992.00	10.00
3,452.80	0.50
15,974.40	3.00
24,897.60	7.00
34,663.20	5.50
11,600.00	2.00
46,200.00	13.75
6,720.00	2.00
184,260.00	62.25

65,450.00	19.25
66,268.80	27.00
Total price	Qtrly
9,840.00	3.00
70,520.00	20.50
69,440.00	15.50
9,600.00	4.00
4,400.00	0.50
10,400.00	0.50
8,914.50	2.25
4,000.00	0.50
32,000.00	0.50
14,643.20	22.00
44,520.00	13.25
25,240.00	100.00
6,396.00	10.25
5,144.85	25.75
12,312.00	38.00
344.00	1.00
505.50	1.50
6,575.80	61.00
1,266.65	11.75
269.50	2.50
2,615.90	25.25
1,191.40	11.50
259.00	2.50
480.00	3.00
493.45	17.75
1,771.20	27.00
1,747.20	21.00
646.80	36.75
956.75	22.25
14,819.95	28.25
1,672.00	5.50
3,358.35	38.25
2,133.00	13.50
2,620.80	18.00
5,700.00	5.00
470.00	0.50
648.00	4.50
11,375.00	32.50
271,094.00	380.75
1,540.00	2.50
15,540.00	18.50
600.00	1.00

6,649.00	15.25
36.00	1.50
44.00	2.00
Total price	Qtrly
6,000.00	1.00
774.00	10.75
4.50	0.50
304.00	8.00
56.25	1.25
1,976.00	19.00
3,600.00	0.50
1,200.00	6.00
5,481.00	21.75
2,883.00	7.75
4,500.00	3.00
2,220.00	3.00
2,250.00	3.75
3,900.00	5.00
1,500.00	1.50
48.80	2.00
625.65	24.25
962.50	17.50
893.85	25.25
1,768.00	13.00
22,800.00	3.00
14,350.00	10.25
26,085.00	9.25
3,960.00	11.00
3,895.00	10.25
94.50	6.75
630.00	10.50
11,410.00	81.50
8,750.00	62.50
1,845.00	10.25
38.30	0.50
416.25	6.25
72.25	4.25
4,097.25	33.75
2,560.00	2.00
240.00	1.00
72.00	1.00
139.20	4.00
1,680.00	3.50
6,480.00	6.75
2,880.00	8.00
2,304.00	16.00

2,520.00	14.00
430.70	14.75
1,441.80	40.50
Total price	Qtrly
475.00	6.25
696.00	29.00
7,200.00	0.50
3,600.00	0.25
15,200.00	1.00
64,000.00	1.00
14,000.00	1.00
279,300.00	14.25
107,200.00	4.00
107,200.00	4.00
107,200.00	4.00
49,400.00	3.25
14,826.90	5.50
582.00	0.25
1,100.00	0.50
780.00	0.75
170.00	0.50
6,000.00	15.00
320.00	2.50
800.00	2.50
800.00	2.50
1,200.00	3.75
5,100.00	15.00
16,800.00	1.50
6,750.00	37.50
1,350.00	0.75
4,500.00	12.50
600.00	6.00
6,600.00	15.00
4,000.00	20.00
2,000.00	10.00
225.00	3.75
2,250.00	37.50
2,000.00	10.00
800.00	10.00
7,800.00	1.50
21,000.00	1.50
240.00	7.50
3,900.00	0.75
600.00	2.50
1,600.00	5.00

Total price	Qtrly
938.30	5.50
10,000.00	12.50
275.00	2.75
64,000.00	0.50
2,000.00	0.50
1,150.00	0.50
7,600.00	2.00
200.00	0.50
300.00	0.25
2,500.00	0.25
	0.00
15,000.00	1.50
7,600.00	1.00
16,000.00	0.50
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