

**ANNUAL PROCUREMENT PROGRAM
For the Calendar Year 2013**

Office/Division: **GDC/NDC/Corporate Meetings**

Fund: Institutional Events

Item No	Article	Description	Unit	Amount	Quarter			Total Qty	Total Amount
					1st	2nd	3rd		
1	BATTERY	Size AA, 2pcs/packet,Energizer	pack	70.00	12	12		24	1,680.00
2	BATTERY	Size AAA, NH-AAA-B2E, rechargeable, 2pcs/pack	pack	600.00		2		2	1,200.00
3	BATTERY	Energizer, PP3 9V, 1 box of 12	box	2,100.00		2		2	4,200.00
4	BALLPOINT PEN	Push ballpoint pen, 1.0mm(ball diameter), waterproof ink, black	each	7.00		500		500	3,500.00
5	CORRECTION TAPE	Disposable, usable length of 6 meters(min), 5mm width, 0.02mm(min) thickness, white opaque, with protective cap, rewrite brand	each	20.75		12		12	249.00
6	DICTIONARY/ THESAURUS	Thesaurus 3rd Edition and Dictionary 11th Edition set, big, Merriam Webster	pc	3,735.00		1		1	3,735.00
7	FAX PAPER	Thermal, 216mmx30M, 1/2" core	roll	37.44		4		4	149.76
8	INK CARTRIDGE	HP CN692AA (HP 704), black	cart	500.00		3		3	1,500.00
9	INK CARTRIDGE	HP CN693AA (HP704), tricolor	cart	500.00		3		3	1,500.00
10	LUGGAGE	Affordable and sturdy (Hawk)	pc	5,000.00	1			1	5,000.00
11	MAGAZINE FILE BOX	with open end, made of chipboard with thickness of 3.0mm min., outside is covered with leatherette paper, inside is covered with coated paper, with spine and finger ring, navy blue color	box	36.40		10		10	364.00
12	MAGNIFYING GLASS	Handheld LED Magnifying Glass with 5x Object Enlargement, Light: 2 white LED, Materials: Molded ABS body, Lens Diameter: 37mm, Power: LED's operate via 3x AAA batteries	each	400.00		2		2	800.00
13	PAPER	for PPC,210mm x 297mm (A4), 70gsm, 500 sheets/ream	ream	225.00		75		75	16,875.00

Item No	Article	Description	Unit	Amount	Quarter			Total Qty	Total Amount
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14	PRESENTER	Wireless Presenter Laser Pointer and Mouse 2 in 1	unit	2,500.00		1		1	2,500.00
15	PRINTER	HP Laserjet Pro P1102w Printer w/ Wireless LAN, colored black	unit	7,500.00		1		1	7,500.00
16	PROJECTOR SCREEN	Fastfold, portable, 70 x 70 inches, matte white front projection, with stand	unit	9,000.00		1		1	9,000.00
17	PUSH CART	Heavy duty castor 300 kg rubber wheels mold on roller bearing	unit	3,000.00	1			1	3,000.00
18	SCISSORS	symmetrical, stainless	pc	100.00		4		4	400.00
19	STAPLER	with Staple Remover,Half Strip,Plastic Stapler, Use no. 3 24/6 or 26/6 staples	unit	150.00		5		5	750.00
20	TARPAULIN	For NDC/GDC backdrop	pc	2,400.00	1		1	2	4,800.00
21	TOILET TISSUE	250 twin-ply sheets, 12 rolls/package	pack	61.15		2		2	122.30
22	TONER CARTRIDGE	CE285A, Black for HP Laserjet Pro P1102w Printer	cart	3,400.00		1		1	3,400.00

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