

ANNUAL PROCUREMENT PLAN FOR 2013

For Common-Use Supplies and Equipment

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

1. Select the appropriate worksheet depending on the nearest Regional/Provincial Depot on your area.
2. For Sub - Depots please refer to the following:
 - a. Bukidnon, Puerto Princesa Palawan, Biliran, Borongan, and Misamis Occidental (Oroquieta) - **Region XIII**
 - b. Misamis Oriental, Calbayog, and Bontoc - **Regions VI, VII, VIII, X, & XI**
 - c. Zamboanga - **Zamboanga**
 - d. Surigao Del Norte - **Surigao Del Norte**
 - e. Camiguin - **Camiguin**
3. 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.
4. Do not delete any field in the APP Form.
5. 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.
6. Submit the duly accomplished APP form in one (1) hard copy (duly signed by Agency officials) to the Agency's respective Budget Management Bureau in the DBM Central Office or to the DBM Regional Office and email at app@procurementsservice.org
7. Consistent with DBM Circular No. 2011-6, the APP for FY 2013 must be submitted on or before November 15, 2013.
8. Rename your APP file in the following format- APP2013 - Sector (NGA/GOCC/GFI/Constitutional Office/Other Executive Offices(OEOs)/SUC/LGU) - Name of Agency - Region (e.g. APP2012 - NGA - DBM-OPS- Central Office
9. For further assistance/clarification, agencies may call the Planning Division of the Procurement Service at telephone nos. (02)561-6116 or (02)563-9397.

Department/Bureau/Office: TECHNICAL EDUCATION & SKILLS DEVELOPMENT AUTHORITY

Contact Person: RENATO S. O. HERNANDEZ

Region: CAR

Position: OIC- FASD

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Item & Specifications	Unit of Measure	Quantity Requirement													** PS Price Catalogue as of (06.30.2012)	Total Amount		
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total				

1. COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9-1/2", 2000 sheets/box	box											0	521.62	-
2. COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14-7/8", 2000 sheets/box	box											0	774.50	-
3. COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 9-1/2", 1000 sets/box	box											0	575.21	-
4. COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 14-7/8", 1000 sets/box	box											0	893.57	-
5. COMPUTER CONTINUOUS FORMS, 3 ply, 11 x 9-1/2", 500 sets/box	box											0	473.84	-
6. COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 14-7/8", 500 sets/box	box											0	733.41	-
7. COMPUTER CONTINUOUS FORMS, 4 ply, 11 x 9-1/2", 250 sets/box	box											0	332.91	-
8. COMPUTER CONTINUOUS FORMS, 4 ply, 11" x 14-7/8", 250 sets/box	box											0	542.16	-
700MB, 1x - 52x minimum speed, 80 min recording time	piece	25		25		25		25				100	10.66	1,066.00
min. capacity, 80 minutes recording time, 4x - 10x min speed	piece	25		25		25		25				100	18.63	1,863.45
capacity, min, made of durable plastic or nylon fabric, double sided sleeves, with closure	piece												54.37	-
12. DVD RECORDABLE, 16x speed, 4.7GB capacity	piece	20		20		20		20				80	14.37	1,149.64
13. DVD RE-WRITABLE, 4x speed, 4.7GB capacity	piece	20		20		20		20				80	22.90	1,831.88
14. FLASH DRIVE, 8GB, USB 2.0, plug and play	piece	8		8		8		8				32	381.63	12,212.10
15. INK CARTRIDGE, HP 51645A (HP 45), black, for HP Deskjet 710c, 720c, 820cxi, 830c,	cart											0	1,247.28	-
black, for HP Deskjet 810c, 840c, 845c, 920c, 948c, 3820, HP Officejet 5110, v40 All-in-One,	cart											0	1,178.28	-
tricolor, for HP Deskjet 710c, 720c, 810c, 830c, 880c, 890c, 895cxi, 1120c, 1125c	cart											0	1,526.43	-
18. INK CARTRIDGE, HP C6625A (HP 17), tricolor, for HP Deskjet 840c, 845c	cart											0	1,281.78	-
tricolor, for HP Deskjet 920c, 930c, 948c, 950c, 960c, 970cxi, 990cxi, 1180c, 1220c, 3820, 6122,	cart											0	1,386.33	-
black, 28mL, for HP Deskjet 610c, 630c, 640c, 656c	cart											0	1,308.97	-
black, 69mL, for HP Officejet 9110, 9120, 9130 All-in-One, HP Business Inkjet 1100+ printer	cart											0	1,365.42	-
black, 10mL, for HP Deskjet 3320, 3325, 3420, 3535, 3550, 3650, 3744, 3745, 3845	cart	6		6		6		6				24	762.17	18,292.07
color, for HP Deskjet 3320, 3325, 3420, 3535, 3550, 3650, 3744, 3745, 3845, HP Officejet	cart	8		8		8		8				32	894.95	28,638.34
24. INK CARTRIDGE, HP C6656AA (HP 56), black, for HP Deskjet 840c, 845c	cart											0	831.17	-
color, for HP Deskjet 450 printer series, 5160, 5550, 5650, 5652, 9650, 9680	cart											0	1,386.33	-
black, for HP Deskjet 3920, 3940, HP PSC 1410, 1402	cart	8		8		8		8				32	630.44	20,173.97
color, for HP Deskjet 3920, 3940, HP Officejet 5610, HP PSC 1410, 1402	cart	6		6		6		6				24	726.62	17,438.94
black, 11 mL, for HP Deskjet 3320, 3325, 3420, 3535, 3550, 3650, 3744, 3745, 3845, HP	cart											0	840.58	-
tri-color, for HP Deskjet 460, 5740, 6540, 6840, HP Officejet 7410 All-in-One	cart											0	1,008.91	-
tri-color, for HP Deskjet D4160, 5440, HP Officejet 6310 All-in-One, HP PSC 1510 All-in-	cart											0	807.13	-
black, for HP Deskjet 5440, HP Officejet 6310 All-in-One, HP PSC 1510 All-in-One	cart											0	603.25	-
32. INK CARTRIDGE, HP CB314A (HP 900), black, for HP Deskjet 900, 910, 915	cart											0	262.42	-

33. INK CARTRIDGE, HP CB315A (HP 900), tri-color, for HP Deskjet 900, 910, 915	cart																	0	337.70	-
black, 28 ml, for HP Officejet Pro K850, HP Business Inkjet CP1700, 1000, 1100, 1200,	cart																	0	1,005.77	-
cyan, for HP Officejet Pro K850, HP Business Inkjet CP1700, 1000, 1100, 1200, 2000, 2200,	cart																	0	1,005.77	-
magenta, 14 ml, for HP Officejet Pro K850 HP Business Inkjet CP1700, 1000, 1100, 1200,	cart																	0	1,005.77	-
yellow , 14 ml, HP Officejet Pro K850, HP Business Inkjet CP1700, 1000, 1100, 1200,	cart																	0	1,005.77	-
cyan 28 ml, HP Officejet 9110, 9120, 9130 All-in-One, HP Business Inkjet 1100 printer series,	cart																	0	1,365.42	-
magenta, 28 ml, for HP Officejet 9110, 9120, 9130 All-in-One	cart																	0	1,365.42	-
yellow 28 ml, for HP Officejet 9110, 9120, 9130 All-in-One	cart																	0	1,365.42	-
40. INK CARTRIDGE, HP C4902AA (HP940), black, for HP Officejet Pro 8000, 8500	cart																	0	997.41	-
41. INK CARTRIDGE, HP C4906AA (HP 940XL), black, HP Officejet Pro 8000, 8500	cart																	0	1,380.06	-
42. INK CARTRIDGE, HPC4907AA (HP 940XL), cyan, for HP Officejet Pro 8000, 8500	cart																	0	997.41	-
940XL), magenta, for HP Officejet Pro 8000, 8500	cart																	0	997.41	-
44. INK CARTRIDGE, HP C4909AA (HP 940XL), yellow, for HP Officejet Pro 8000, 8500	cart																	0	997.41	-
black, for HP Officejet Pro K5300, K5400dn, K5400dtn, K8600, K8600dn, L7380, L7580,	cart																	0	830.13	-
cyan, for HP Officejet Pro K5300, K5400dn, K5400dtn, K8600, K8600dn, L7380, L7580,	cart																	0	622.07	-
magenta, for HP Officejet Pro K5300, K5400dn, K5400dtn, K8600, K8600dn, L7380, L7580,	cart																	0	622.07	-
yellow, for HP Officejet Pro K5300, K5400dn, K5400dtn, K8600, K8600dn, L7380, L7580,	cart																	0	622.07	-
black , 10 ml, for HP Photosmart D6160, D7160, D7260, D7360, D7460, 8230	cart																	0	752.82	-
black , 21 ml, for HP Deskjet 5740, 6540, 6840, 9800, 9860, 9808, HP Photosmart 8030, 8150,	cart																	0	1,260.87	-
cyan , 4 ml, for HP Photosmart D6160, D7160, D7260, D7360, D7460, 8230, HP Photosmart	cart																	0	403.56	-
magenta, 3.5 ml, for HP Photosmart D6160, D7160, D7260, D7360, D7460, 8230, HP	cart																	0	403.56	-
yellow, 6 ml, for HP Photosmart D6160, D7160, D7260, D7360, D7460, 8230, HP Photosmart	cart																	0	403.56	-
light cyan , 5.5 ml, for HP Photosmart D6160, D7160, D7260, D7360, D7460, 8230, HP	cart																	0	403.56	-
55. INK CARTRIDGE, HP C8775WA(HP 02), light magenta , 5.5 ml, for HP Photosmart	cart																	0	403.56	-
tricolor , 14 ml, for HP Deskjet 5740, 6540, 6840, 9800, 9860, 9808, HP Photosmart 2575, 2610,	cart																	0	1,399.92	-
black , 11 ml, HP Deskjet D4160, HP Photosmart D5160, 8030, HP Photosmart	cart																	0	699.44	-
cyan , 17 ml, for HP Officejet Pro K550, K550dtn, K5400dn, K5400dtn, K8600, 600dn,	cart																	0	997.41	-
magenta 17 ml, for HP Officejet Pro K550, K550dtn, K5400dn, K5400dtn, K8600, 600dn,	cart																	0	997.41	-
yellow 17 ml, for HP Officejet Pro K550, K550dtn, K5400dn, K5400dtn, K8600, 600dn,	cart																	0	997.41	-
black 58.5 ml, for HP Officejet Pro K550, K550dtn, K5400dn, K5400dtn, K8600, 600dn,	cart																	0	1,397.83	-
black, for HP Photosmart D5400, C5380, C6380, Photosmart Pro B8550	cart																	0	478.84	-
photo, for HP Photosmart D5400, C5380, C6380, Photosmart Pro B8550	cart																	0	400.43	-

cyan, for HP Photosmart D5400, C5380, C6380, Photosmart Pro B8550	cart																	0	400.43	-
magenta, for HP Photosmart D5400, C5380, C6380, Photosmart Pro B8550	cart																	0	400.43	-
yellow, for HP Photosmart D5400, C5380, C6380, Photosmart Pro B8550	cart																	0	400.43	-
564XL), cyan, for HP Photosmart D5400, C5380, C6380, Photosmart Pro B8550	cart																	0	795.63	-
magenta, for HP Photosmart D5400, C5380, C6380, Photosmart Pro B8550	cart																	0	795.63	-
yellow, for HP Photosmart D5400, C5380, C6380, Photosmart Pro B8550	cart																	0	795.63	-
black , 4.5 ml, for HP Deskjet D4260, D4360, HP Photosmart C4280, C4380, C4480, C5280 All-in-	cart																	0	644.03	-
black , 18 ml, for HP Deskjet D4260, D4360, HP Photosmart C4280, C4380, C4480, C5280 All-in-	cart																	0	1,262.96	-
(HP75),tricolor, 3.5 ml, for HP Deskjet D4260, D4360, HP Photosmart C4280, C4380, C4480,	cart																	0	740.21	-
75XL), tricolor, 12 ml, for HP Deskjet D4260, D4360, HP Photosmart C4280, C4380, C4480,	cart																	0	1,399.92	-
74. INK CARTRIDGE, HP CC640WA (HP 60), black, 4 ml, for HP Deskjet D2560, F4230,	cart	10			10			10										40	603.25	24,130.14
black 12 ml, for HP Deskjet D2560, F4230, F4250, F4280 All-in-One	cart																		1,206.51	-
76. INK CARTRIDGE, HP CC643WA (HP 60), tricolor, 13 ml, for HP Deskjet D2560, F4230,	cart	8			8			8										32	724.53	23,185.01
tricolor , 11 ml, for HP Deskjet D2560, F4230, F4250, F4280 All-in-One	cart																	0	1,409.33	-
78. INK CARTRIDGE, HP CC653AA (HP 901), black officejet , 4 ml	cart																	0	604.30	-
79. INK CARTRIDGE, HP CC656AA(HP 901), tricolor officejet, 9 ml	cart																	0	926.31	-
black, 20 ml, for HP Officejet J3508, J3608, J5508 All-in-One	cart																	0	1,008.91	-
black deskjet, for HP Deskjet D730, F735 All-in-One	cart	16			16			16										64	330.38	21,144.19
tricolor deskjet, for HP Deskjet D730, F735 All-in-One	cart	12			12			12										48	330.38	15,858.14
83. INK CARTRIDGE, HP CD971AA (HP 920), black, for HP Officejet 6000, 7000	cart																	0	766.35	-
84. INK CARTRIDGE, HP CD972AA (HP920XL), cyan, for HP Officejet 6000, 7000	cart																	0	575.03	-
(HP920XL), magenta, for HP Officejet 6000, 7000	cart																	0	575.03	-
86. INK CARTRIDGE, HP CD974AA (HP 920XL), yellow, for HP Officejet 6000, 7000	cart																	0	575.03	-
87. INK CARTRIDGE, HP CD975AA (HP920XL), black, for HP Officejet 6000, 7000	cart																	0	1,150.05	-
black, for HP Ink Advantage 2010 K010a1, Ink Advantage All-in-One 20601 K110a	cart	16			16			16										64	330.38	21,144.19
tricolor, for HP Ink Advantage 2010 K010a1, Ink Advantage All-in-One 20601 K110a	cart	10			10			10										40	330.38	13,215.12
90. INK CARTRIDGE, Brother LC67HYBK, black	cart																	0	1,589.16	-
91. INK CARTRIDGE, Brother LC67HYC, cyan	cart																	0	961.86	-
92. INK CARTRIDGE, Brother LC67HYM, magenta	cart																	0	961.86	-
93. INK CARTRIDGE, Brother LC67HYY, yellow	cart																	0	961.86	-
94. INK CARTRIDGE, Brother LC 39BK, black	cart																	0	705.71	-
95. INK CARTRIDGE, Brother LC 39Y, yellow	cart																	0	465.25	-

96. INK CARTRIDGE, Brother LC 39C, cyan	cart													0	465.25	-
97. INK CARTRIDGE, Brother LC 39M, magenta	cart													0	465.25	-
98. INK CARTRIDGE, Lexmark Black #14, PN 18C2090A	cart													0	1,008.91	-
99. INK CARTRIDGE, Lexmark Color #15, PN 18C2110A	cart													0	1,252.51	-
100. INK CARTRIDGE, Lexmark # 17, black, PN 10N0217	cart													0	1,008.91	-
101. INK CARTRIDGE, Lexmark # 27, colored, PN 10N0227	cart													0	1,202.33	-
102. INK CARTRIDGE, Lexmark Photo #31, PN 18C0031A	cart													0	2,127.59	-
103. INK CARTRIDGE, Lexmark Black #34, PN 18C0034A	cart													0	1,704.17	-
104. INK CARTRIDGE, Lexmark Color #35, PN 18C0035A	cart													0	2,059.64	-
105. INK CARTRIDGE, Epson C13T028091, black, for printer Stylus C60/CX3100	cart													0	1,166.78	-
106. INK CARTRIDGE, Epson C13T029091, color, for printer Stylus C60/ C50/ CX3100	cart													0	1,065.36	-
107. INK CARTRIDGE, Epson C13T032190, black, for printer Stylus C80/C82/ CX5100	cart													0	1,258.78	-
108. INK CARTRIDGE, Epson C13T032290, Cyan, for printer Stylus C80	cart													0	601.16	-
109. INK CARTRIDGE, Epson C13T032390, Magenta, for printer Stylus C80	cart													0	601.16	-
110. INK CARTRIDGE, Epson C13T032490, Yellow, for printer Stylus C80	cart													0	601.16	-
111. INK CARTRIDGE, Epson C13T038190, black, for printer Stylus C41SX/UX	cart													0	494.52	-
112. INK CARTRIDGE, Epson C13T038191, black, for printer Stylus C41SX/UX (Double	cart													0	871.95	-
113. INK CARTRIDGE, Epson C13T039090, color, for printer Stylus C41SX/UX	cart													0	774.72	-
114. INK CARTRIDGE, Epson C13T042290, Cyan, for printer Stylus C82/CX5100	cart													0	547.84	-
115. INK CARTRIDGE, Epson C13T042390, Magenta, for printer Stylus C82/CX5100	cart													0	547.84	-
116. INK CARTRIDGE, Epson C13T042490, Yellow, for printer Stylus C82/CX5100	cart													0	547.84	-
117. INK CARTRIDGE, Epson C13T046190, black, for printer Stylus C63/C83	cart													0	629.39	-
118. INK CARTRIDGE, Epson C13T047290, Cyan, for printer Stylus C63/C83	cart													0	387.88	-
119. INK CARTRIDGE, Epson C13T047390, Magenta, for printer Stylus C63/C83	cart													0	387.88	-
120. INK CARTRIDGE, Epson C13T047490, Yellow, for printer Stylus C63/C83	cart													0	387.88	-
121. INK CARTRIDGE, Epson C13T062190, black, High Cap, for printer Stylus	cart													0	644.03	-
122. INK CARTRIDGE, Epson C13T063190, black, Std Cap, for printer Stylus	cart													0	494.52	-
123. INK CARTRIDGE, Epson C13T063290, Cyan, Std Cap, for printer Stylus	cart													0	397.29	-
124. INK CARTRIDGE, Epson C13T063390, Magenta, Std Cap, for printer Stylus	cart													0	397.29	-
125. INK CARTRIDGE, Epson C13T063490, Yellow, Std Cap, for printer Stylus	cart													0	397.29	-
126. INK CARTRIDGE, Epson C13T075190, Black, for printer Stylus color C59/CX2900	cart													0	295.88	-
127. INK CARTRIDGE, Epson C13T075290, Cyan, for printer Stylus color C59/CX2900	cart													0	295.88	-

128. INK CARTRIDGE, Epson C13T075390, Magenta, for printer Stylus color C59/CX2900	cart																0	295.88	-
129. INK CARTRIDGE, Epson C13T075490, Yellow, for printer Stylus color C59/CX2900	cart																0	295.88	-
130. INK CARTRIDGE, Epson C13T103190, Black, for printer Stylus T40W/TX600FW	cart																0	870.90	-
131. INK CARTRIDGE, Epson C13T103290, Cyan, for printer StylusT40W/TX600FW	cart																0	580.25	-
132. INK CARTRIDGE, Epson C13T103390, Magenta, for printer Stylus T40W/TX600FW	cart																0	580.25	-
133. INK CARTRIDGE, Epson C13T103490, Yellow, for printer Stylus T40W/TX600FW	cart																0	580.25	-
134. INK CARTRIDGE, Epson C13T104190, black, for printer C110, CX7300/8300,	cart																0	580.25	-
135. INK CARTRIDGE, Epson C13T104193, Black, for printer C110, CX7300/8300,	cart																0	967.09	-
136. INK CARTRIDGE, Epson C13T105190, Black, for printer Stylus T10/T11/ T13/	cart																0	434.93	-
137. INK CARTRIDGE, Epson C13T105290, Cyan, for printer Stylus T10/T11/ T13/	cart																0	434.93	-
138. INK CARTRIDGE, Epson C13T105390, Magenta, for printer Stylus T10/T11/ T13/	cart																0	434.93	-
139. INK CARTRIDGE, Epson C13T105490, Yellow, for printer Stylus T10/T11/ T13/	cart																0	434.93	-
140. INK CARTRIDGE, Epson C13T107190, Black, for printer T10/T11/ T13/T20E/	cart																0	286.47	-
141. INK CARTRIDGE, Epson C13T107290, Cyan, for printer T10/T11/ T13/T20E/	cart																0	286.47	-
142. INK CARTRIDGE, Epson C13T107390, Magenta, for printer T10/T11/ T13/	cart																0	286.47	-
143. INK CARTRIDGE, Epson C13T107490, Yellow, for printer T10/T11/ T13/T20E/	cart																0	286.47	-
144. INK CARTRIDGE, Epson C13T111190, Black, for printer Stylus Photo R270/	cart																0	963.95	-
145. INK CARTRIDGE, Epson C13T111290, Cyan, for printer Stylus Photo R270/	cart																0	963.95	-
146. INK CARTRIDGE, Epson C13T111390, Magenta, for printer Stylus Photo R270/	cart																0	963.95	-
147. INK CARTRIDGE, Epson C13T111490, Yellow, for printer Stylus Photo R270/	cart																0	963.95	-
148. INK CARTRIDGE, Epson C13T111590, Light Cyan, for printer Stylus Photo R270/	cart																0	963.95	-
149. INK CARTRIDGE, Epson C13T111690, Light Magenta, for printer Stylus Photo R270/	cart																0	963.95	-
150. INK CARTRIDGE, Epson C13T112190, Black, for printer Stylus Photo R270/290/390,	cart																0	673.30	-
151. INK CARTRIDGE, Epson C13T112290, Cyan, for printer Stylus Photo R270/290/390,	cart																0	673.30	-
152. INK CARTRIDGE, Epson C13T112390, Magenta, for printer Stylus Photo	cart																0	673.30	-
153. INK CARTRIDGE, Epson C13T112490, Yellow, for printer Stylus Photo R270/290/390,	cart																0	673.30	-
154. INK CARTRIDGE, Epson C13T112590, Light Cyan, for printer Stylus Photo	cart																0	673.30	-
155. INK CARTRIDGE, Epson C13T112690, Light Magenta, for printer Stylus Photo	cart																0	673.30	-
156. INK CARTRIDGE, Epson C13T141190, Black, for ME 32/320/620F - 141	cart																0	310.51	-
157. INK CARTRIDGE, Epson C13T141290, Cyan, for ME 32/320/620F - 141	cart																0	349.20	-
158. INK CARTRIDGE, Epson C13T141390, Magenta, for ME 32/320/620F - 141	cart																0	349.20	-
159. INK CARTRIDGE, Epson C13T141490, Yellow, for ME 32/320/620F - 141	cart																0	349.20	-

160. INK CARTRIDGE, Epson C13T143190, Black, for printer ME 960FWD/900WD - 143	cart																		0	590.71	-
161. INK CARTRIDGE, Epson C13T143290, Cyan, for printer ME Office 960FWD/ 900WD -	cart																		0	465.25	-
162. INK CARTRIDGE, Epson C13T143390, Magenta, for printer ME Office 960FWD/ 900WD	cart																		0	465.25	-
163. INK CARTRIDGE, Epson C13T143490, Yellow, for printer ME Office 960FWD/ 900WD -	cart																		0	465.25	-
164. MOUSE, optical, USB conection type for HP Laserjet 1100 printer series, 3200 All-in-One	piece	4																	8	179.09	1,432.70
166. TONER CARTRIDGE, HP C4096A, balck, for HP Laserjet 2100, 2200 printer series	cart																		0	3,221.19	-
167. TONER CARTRIDGE, HP C7115A, black, for HP Laserjet 1000, 1200 printer series, 3300 cap, black, for HP Laserjet 9000, 9040, 9050, HP Laserjet M9040, M9050 MFP series	cart																		0	5,381.19	-
169. TONER CARTRIDGE, HP 92298A, black, for HP Laserjet 4, 4m, 4plus/ 4m plus, 5, 5m, 5n cap, black, for HP Laserjet 2100, 2200 printer series	cart																		0	3,301.69	-
171. TONER CARTRIDGE, HP C4129X, balck, HP Laserjet 5000, 5100 printer series	cart																		0	11,919.75	-
172. TONER CARTRIDGE, HP Q2613X, for HP Laserjet 1300 printer series	cart																		0	4,610.66	-
173. TONER CARTRIDGE, HP Q2613A, black, for HP Laserjet 1300 printer series	cart																		0	7,514.01	-
for HP Laserjet 1010, 1012, 1015, 1018, 1020, 1022, 3015, 3020, 3030, 3050, 3052, 3055,	cart																		0	9,671.92	-
175. TONER CARTRIDGE, HP Q5942A, black, for HP Laserjet 4250, 4350 printer series	cart																		0	4,244.73	-
176. TONER CARTRIDGE, HP Q6511A	cart																		0	3,904.94	-
177. TONER CARTRIDGE, HP Q7516AC, black for HP Laserjet P3005, M3027, M3035 MFP Printer Series	cart																		0	2,937.86	-
179. TONER CARTRIDGE, HP Q1338A, black, for HP Laserjet 4200 printer series	cart																		0	6,258.36	-
for HP Color Laserjet 2550 printer series, 2820, 2840 All-in-One	cart																		0	5,204.50	-
for HP Color Laserjet 2550 printer series, 2820, 2840 All-in-One	cart																		0	7,848.57	-
for HP Color Laserjet 2550 printer series, 2820, 2840 All-in-One	cart																		0	5,581.92	-
magenta, for HP Color Laserjet 2550 printer series, 2820, 2840 All-in-One	cart																		0	6,437.14	-
184. TONER CARTRIDGE, HP Q3971A, cyan, for HP Color LaserJet 2550 Printer Series, HP Color LaserJet 2820, 2840 All-in-One	cart																		0	3,554.70	-
for HP Color LaserJet 2550 Printer Series, HP Color LaserJet 2820, 2840 All-in-One	cart																		0	4,291.78	-
magenta, for HP Color LaserJet 2550 Printer Series, HP Color LaserJet 2820, 2840 All-in-One	cart																		0	4,291.78	-
for HP Laserjet 1160, 1320 printer series, 3390, 3392 All-in-One	cart																		0	4,291.78	-
188. TONER CARTRIDGE, HP Q5950A, black, for HP Color LaserJet 4700 Printer Series	cart																		0	3,226.41	-
189. TONER CARTRIDGE, HP Q5951A, cyan, for HP Color LaserJet 4700 Printer Series	cart																		0	3,226.41	-
190. TONER CARTRIDGE, HP Q5952A, yellow, for HP Color LaserJet 4700 Printer Series	cart																		0	3,226.41	-
magenta, for HP Color LaserJet 4700 Printer Series	cart																		0	3,549.47	-
																			0	7,684.43	-
																			0	10,902.47	-
																			0	10,902.47	-
																			0	10,902.47	-

for HP LaserJet P3005, M3027, M3035 MFP Printer Series	cart																					0	3,384.28	-	
193. TONER CARTRIDGE, HP C3906F, black, for HP LaserJet 5L printer series, 6L printer	cart																						0	3,139.64	-
194. TONER CARTRIDGE, HP CB380A, black, for HP Color LaserJet CP6015 printer series	cart																						0	8,801.02	-
195. TONER CARTRIDGE, HP CB381A, cyan, for HP Color LaserJet CP6015 printer series	cart																						0	13,758.78	-
196. TONER CARTRIDGE, HP CB382A, yellow, for HP Color LaserJet CP6015 printer series	cart																						0	13,758.78	-
magenta, for HP Color LaserJet CP6015 printer series	cart																						0	13,758.78	-
198. TONER CARTRIDGE, HP CB390A, black, for HP Color LaserJet CM6030/CM6040 MFP	cart																						0	2,852.12	-
199. TONER CARTRIDGE, HP CB435A, black, for HP LaserJet P1005, P1006 printer series	cart																						0	2,554.16	-
200. TONER CARTRIDGE, HP CB436A, black, for HP LaserJet P1505 printer series	cart																						0	2,997.45	-
201. TONER CARTRIDGE, HP CB540A, black, for HP Color LaserJet CP1215, CP1510 printer	cart																						0	2,958.77	-
202. TONER CARTRIDGE, HP CB541A, cyan, for HP Color LaserJet CP1215, CP1510 printer	cart																						0	2,718.30	-
203. TONER CARTRIDGE, HP CB542A, yellow, for HP Color LaserJet CP1215, CP1510 printer	cart																						0	2,718.30	-
204. TONER CARTRIDGE, HP CB543A, magenta, for HP Color LaserJet CP1215,	cart																						0	2,718.30	-
205. TONER CARTRIDGE, HP CC364A, black, for HP LaserJet P4014, P4015, P4515 printer	cart																						0	6,482.10	-
206. TONER CARTRIDGE, HP CC364XC, high cap, black, for HP LaserJet P4015, P4515	cart																						0	11,887.34	-
207. TONER CARTRIDGE, HP CC530A, black, for HP Color LaserJet CP2025 printer series	cart																						0	5,190.91	-
208. TONER CARTRIDGE, HP CC531A, cyan, for HP Color LaserJet CP2025 printer series	cart																						0	4,868.89	-
209. TONER CARTRIDGE, HP CC532A, yellow, for HP Color LaserJet CP2025 printer	cart																						0	4,868.89	-
210. TONER CARTRIDGE, HP CC533A, magenta, for HP Color LaserJet CP2025 printer	cart																						0	4,773.57	-
211. TONER CARTRIDGE, HP CE250A, black, for HP Color LaserJet CP3520 printer series	cart																						0	5,385.37	-
212. TONER CARTRIDGE, HP CE251A, cyan, for HP Color LaserJet CP3520 printer series	cart																						0	10,607.64	-
213. TONER CARTRIDGE, HP CE252A, yellow, for HP Color LaserJet CP3520 printer series	cart																						0	10,607.64	-
214. TONER CARTRIDGE, HP CE253A, magenta, for HP Color LaserJet CP3520 printer	cart																						0	10,607.64	-
215. TONER CARTRIDGE, HP CE255A, black, for HP LaserJet P3010 printer series	cart																						0	6,389.05	-
216. TONER CARTRIDGE, HP CE255X, black, for HP LaserJet P3010 printer series	cart																						0	9,029.98	-
217. TONER CARTRIDGE, HP CE260A, black, for HP Color LaserJet Enterprise CP4020 Printer	cart																						0	6,311.68	-
218. TONER CARTRIDGE, HP CE261A, cyan, for HP Color LaserJet Enterprise CP4020 Printer	cart																						0	11,464.95	-
219. TONER CARTRIDGE, HP CE262A, yellow, for HP Color LaserJet Enterprise CP4020 Printer	cart																						0	11,464.95	-
220. TONER CARTRIDGE, HP CE263A, magenta, for HP Color LaserJet Enterprise	cart																						0	11,464.95	-
221. TONER CARTRIDGE, HP CE270A, black, for HP Color LaserJet Enterprise CP5520 Printer	cart																						0	10,164.35	-
222. TONER CARTRIDGE, HP CE271A, cyan, for HP Color LaserJet Enterprise CP5520 Printer	cart																						0	16,575.36	-
223. TONER CARTRIDGE, HP CE272A, yellow, for HP Color LaserJet Enterprise CP5520 Printer	cart																						0	16,575.36	-

224. TONER CARTRIDGE, HP CE273A, magenta, for HP Color LaserJet Enterprise for HP LaserJet P1566, P1606dn, M1536dnf printer	cart																		0	16,575.36	-
226. TONER CARTRIDGE, HP CE285A, black, for HP LaserJet P1102, P1102w, printer for HP Color LaserJet Pro CP1020 Printer Series	cart																		0	3,086.32	-
228. TONER CARTRIDGE, HP CE311A, cyan, for HP Color LaserJet Pro CP1020 Printer	cart																		0	2,264.55	-
229. TONER CARTRIDGE, HP CE312A, yellow, for HP Color LaserJet Pro CP1020 Printer	cart																		0	2,446.47	-
230. TONER CARTRIDGE, HP CE313A, magenta, for HP Color LaserJet Pro CP1020	cart																		0	2,446.47	-
231. TONER CARTRIDGE, HP CE320A, black, for HP Color LaserJet Pro CP1520, CM1415	cart																		0	2,908.58	-
232. TONER CARTRIDGE, HP CE321A, cyan, for HP Color LaserJet Pro CP1520, CM1415	cart																		0	2,761.17	-
233. TONER CARTRIDGE, HP CE322A, yellow, for HP Color LaserJet Pro CP1520, CM1415	cart																		0	2,761.17	-
234. TONER CARTRIDGE, HP CE323A, magenta, for HP Color LaserJet Pro CP1520,	cart																		0	2,761.17	-
235. TONER CARTRIDGE, HP CE390A, black, for HP Laserjet Enterprise 600, M601, 600,	cart																		0	7,318.50	-
236. TONER CARTRIDGE, HP CE390X, high cap, black, for HP Laserjet Enterprise 600,	cart																		0	12,219.80	-
237. TONER CARTRIDGE, HP CE400A, black, for HP Laserjet Enterprise 500 Color M551	cart																		0	6,630.56	-
238. TONER CARTRIDGE, HP CE401A, cyan, for HP Laserjet Enterprise 500 Color M551	cart																		0	9,706.42	-
239. TONER CARTRIDGE, HP CE402A, yellow, for HP Laserjet Enterprise 500 Color M551	cart																		0	9,706.42	-
240. TONER CARTRIDGE, HP CE403A, magenta, for HP Laserjet Enterprise 500 Color	cart																		0	9,706.42	-
241. TONER CARTRIDGE, HP CE505A, black, for HP LaserJet P2035, P2055 printer series	cart																		0	3,680.16	-
242. TONER CARTRIDGE, HP CE505XC, high cap, black, for HP LaserJet P2055 printer series	cart																		0	6,757.07	-
243. TONER CARTRIDGE, HP CE740A, black, for HP Color Laserjet Professional CP5220,	cart																		0	6,223.86	-
244. TONER CARTRIDGE, HP CE741A, cyan, for HP Color Laserjet Professional CP5220,	cart																		0	11,039.43	-
245. TONER CARTRIDGE, HP CE742A, yellow, for HP Color Laserjet Professional CP5220,	cart																		0	11,039.43	-
246. TONER CARTRIDGE, HP CE743A, magenta, for HP Color Laserjet Professional	cart																		0	11,039.43	-
247. TONER CARTRIDGE, HP Q1339A, black, HP Laserjet 4300 printer series	cart																		0	8,801.02	-
248. TONER CARTRIDGE, HP Q6000A, black, for HP Color LaserJet 1600, 2600n, 2605,	cart																		0	3,192.96	-
249. TONER CARTRIDGE, HP Q6001A, cyan, for HP Color LaserJet 1600, 2600n, 2605,	cart																		0	3,480.47	-
250. TONER CARTRIDGE, HP Q6002A, yellow, for HP Color LaserJet 1600, 2600n, 2605,	cart																		0	3,480.47	-
251. TONER CARTRIDGE, HP Q6003A, magenta, for HP Color LaserJet 1600, 2600n,	cart																		0	3,480.47	-
252. TONER CARTRIDGE, HP Q6460A, black, for HP Color LaserJet 4730MFP, CM4730	cart																		0	6,075.40	-
253. TONER CARTRIDGE, HP Q6461A, cyan, for HP Color LaserJet 4730MFP, CM4730	cart																		0	13,069.80	-
254. TONER CARTRIDGE, HP Q6462A, yellow, for HP Color LaserJet 4730MFP, CM4730	cart																		0	13,069.80	-
255. TONER CARTRIDGE, HP Q6463A, magenta, for HP Color LaserJet 4730MFP,	cart																		0	13,069.80	-

256. TONER CARTRIDGE, HP Q6470A, black, for HP Color LaserJet 3600 Printer Series	cart																	0	5,555.79	-
257. TONER CARTRIDGE, HP Q6471A, cyan, for HP Color LaserJet 3600 Printer Series	cart																	0	5,524.42	-
258. TONER CARTRIDGE, HP Q6472A, yellow, for HP Color LaserJet 3600 Printer Series	cart																	0	5,524.42	-
259. TONER CARTRIDGE, HP Q6473A, magenta, for HP Color LaserJet 3600 Printer	cart																	0	5,524.42	-
280. TONER CARTRIDGE, HP Q7570A, black, HP LaserJet M5025, M5035 MFP Printer Series	cart																	0	7,454.42	-
281. TONER CARTRIDGE, HP Q7581A, cyan, for HP Color LaserJet 3800, CP3505 Printer	cart																	0	7,152.27	-
282. TONER CARTRIDGE, HP Q7582A, yellow, for HP Color LaserJet 3800, CP3505 Printer	cart																	0	7,152.27	-
283. TONER CARTRIDGE, HP Q7583A, magenta, for HP Color LaserJet 3800, CP3505	cart																	0	7,152.27	-
284. TONER CARTRIDGE, Brother TN-155BK, b	cart																	0	4,328.37	-
285. TONER CARTRIDGE, Brother TN-155M, m	cart																	0	5,802.53	-
286. TONER CARTRIDGE, Brother TN-155Y, ye	cart																	0	5,802.53	-
287. TONER CARTRIDGE, Brother TN-155C, cy	cart																	0	5,802.53	-
288. TONER CARTRIDGE, Brother TN-2025	cart																	0	2,859.44	-
289. TONER CARTRIDGE, Brother TN-2130	cart																	0	1,871.45	-
290. TONER CARTRIDGE, Brother TN-2150	cart																	0	2,875.13	-
291. TONER CARTRIDGE, Brother TN3060	cart																	0	4,673.39	-
292. TONER CARTRIDGE, TN-3250, low yield, for Brother HL5350DN	cart																	0	3,565.16	-
293. TONER CARTRIDGE, Lexmark 34217HR(12A8400)	cart																	0	4,737.16	-
294. TONER CARTRIDGE, Lexmark 1382920	cart																	0	14,553.36	-
295. TONER CARTRIDGE, Lexmark X340A11G	cart																	0	6,116.18	-
296. TONER CARTRIDGE, Lexmark E360H11P	cart																	0	12,071.34	-
297. TONER CARTRIDGE, Lexmark E450A11P	cart																	0	6,851.16	-
298. TONER CARTRIDGE, Lexmark T650A11P	cart																	0	9,681.33	-
299. TONER CARTRIDGE, Developer, Epson C13S050005, for printer EPL-5500	cart																	0	3,189.82	-
300. TONER CARTRIDGE, Developer, Epson C13S050010, for printer EPL-5700L/5800	cart																	0	5,223.32	-
301. TONER CARTRIDGE, Developer, Epson C13S050087, for printer EPL-5900/5900L	cart																	0	5,324.73	-
302. TONER CARTRIDGE, Developer, Epson C13S050166, 6K, for printer EPL-6200	cart																	0	5,179.41	-
303. TONER CARTRIDGE, Developer, Epson C13S050167, 3K, for printer EPL-6200/6200L	cart																	0	3,292.28	-
304. TONER CARTRIDGE, Epson C13S050440, Std Cap, for printer AL-M2010D/DN	cart																	0	5,711.57	-
305. TONER CARTRIDGE, Developer, Epson C13S050520, 1.8K, for printer AL-M1200	cart																	0	3,631.02	-
306. TONER CARTRIDGE, Developer, Epson C13S050521, 3.2K, for printer AL-M1200	cart																	0	5,372.82	-
307. TONER CARTRIDGE, Samsung Part No. SCX-D655A for printer model MFP 6545	cart																	0	8,886.75	-

308. TONER CARTRIDGE, Samsung Part No. MLD3050B for printer ML-D3050 / ML-D3051	cart																	0	6,691.20	-
309. TONER CARTRIDGE, Samsung Part No. MLTD105L, for printer ML 2580n	cart																	0	2,875.13	-
310. TONER CARTRIDGE, Samsung Part No. ML D2850B, for printer ML D2851ND	cart																	0	4,887.71	-
311. TONER CARTRIDGE, Samsung Part No. MLTD104-S, for Samsung ML 1660	cart																	0	2,927.40	-
312. TONER CARTRIDGE, Samsung Part No. MLTD103-S	cart																	0	2,927.40	-
313. TONER CARTRIDGE, Samsung ML-2250D5	cart																	0	4,809.30	-
314. TONER CARTRIDGE, Samsung ML-2010D3	cart																	0	3,031.95	-
315. TONER CARTRIDGE, for Kyocera Mita KM-1505/1510/1810	cart																	0	3,939.94	-
316. TONER CARTRIDGE, TK 100, for Kyocera Mita KM-1500	cart																	0	2,914.65	-
317. TONER CARTRIDGE, Kyocera TK-120	cart																	0	5,385.37	-
318. TONER CARTRIDGE, for Kyocera FS4000DN printer TK330	cart																	0	8,243.77	-
319. TONER CARTRIDGE, for Kyocera FS4020DN printer TK364	cart																	0	8,527.10	-
320. RIBBON CARTRIDGE, Lexmark 11A3550 for Printer Models 23xx series	cart																	0	1,170.96	-
321. RIBBON CARTRIDGE, Epson C13SO15505 for printer DFX-9000	cart																	0	1,157.37	-
322. RIBBON CARTRIDGE, Epson C13SO15506(7753) Fabric, for printer LQ	cart																	0	122.32	-
323. RIBBON CARTRIDGE, Epson C13SO15508(S015016), black, for printer LQ	cart																	0	353.38	-
324. RIBBON CARTRIDGE, Epson C13SO15568, Color, for printer LX-300	cart																	0	1,254.60	-
325. RIBBON CARTRIDGE, Epson C13SO15577(#8766), for printer DFX-5000+!	cart																	0	963.95	-
326. RIBBON CARTRIDGE, Epson C13SO15587, black for printer DLQ-	cart																	0	1,055.96	-
327. RIBBON CARTRIDGE, Epson C13SO15589(S015337), for printer LQ-590	cart																	0	382.65	-
328. RIBBON, Epson RN 8755	cart																	0	85.21	-
329. RIBBON, Epson RN 8750	cart	2			2				2									8	77.16	617.30
330. RIBBON, Epson RN 7754	cart																	0	130.69	-
331. RIBBON, Epson RN SO 15083/SO 15086	cart																	0	728.71	-
332. RIBBON, Epson RN SO 15327	cart																	0	336.65	-
333. RIBBON CARTRIDGE, for Fujitsu DL3850	cart																	0	449.57	-
334. PRINTHEAD, HP 11, black, C4810A, 8 ml, for HP Officejet 9110, 9120, 9130 All-in-One, HP	cart																	0	1,399.92	-
335. PRINTHEAD, HP 11, cyan, 8 ml, HP Officejet 9110, 9120, 9130 All-in-One, HP	cart																	0	1,399.92	-
336. PRINTHEAD, HP 11, magenta C4812A, 8 ml, HP Officejet 9110, 9120, 9130 All-in-One,	cart																	0	1,399.92	-
337. PRINTHEAD, HP 11 yellow, 8 ml, HP Officejet 9110, 9120, 9130 All-in-One, HP	cart																	0	1,399.92	-
338. Photoconductor Kit, Lexmark PN 12A8302	cart																	0	4,223.82	-
339. Photoconductor Kit, Lexmark PN E260X22G	cart																	0	2,352.38	-

340. Photoconductor Kit, Lexmark PN E250X22G	cart											0	2,352.38	-
341. PHOTOCOnductor UNIT, Epson C13S051099, for printer EPL 6200/6200L	cart											0	3,476.29	-
342. IMAGING UNIT, Samsung SCXR6555A	cart											0	10,455.00	-
INK CARTRIDGE, HP C9351AA (HP 21)	piece	3		6			7			7		23	650.00	14,950.00
INK CARTRIDGE, HP C9352AA (HP 22)	piece	2		3			4			6		15	760.00	11,400.00
INK CARTRIDGE, HP CC640WA, NO.60 black, standard	piece	3		6			6			7		22	603.00	13,266.00
INK CARTRIDGE, HP CC640WA, NO.60 tricolor, standard	piece	1		3			2			6		12	724.20	8,690.40
MOUSE, optical, USB connection type	each	1										1	202.35	202.35
700MB, 1x - 52x minimum speed, 80 min recording time	piece			20			20					40	10.40	416.00
min. capacity, 80 minutes recording time, 4x - 10x min speed	piece											0	18.18	-
capacity, min, made of durable plastic or nylon fabric, double sided sleeves, with closure	piece			20			20						53.04	-
12. DVD RECORDABLE, 16x speed, 4.7GB capacity	piece			50			50					100	14.02	1,402.00
13. DVD RE-WRITABLE, 4x speed, 4.7GB capacity	piece			25			25					50	22.34	1,117.00
14. FLASH DRIVE, 8GB, USB 2.0, plug and play	piece	4						2				6	372.32	2,233.92
														-
COMMON OFFICE SUPPLIES														-
1. ACETATE, gauge #3, 50m in length	roll											0	627.32	-
2. AIR FRESHENER, 280mL/can	can	6		6			6			6		24	91.68	2,200.22
3. ALCOHOL, 70%, ethyl	bottle	16		16			16			16		64	41.04	2,626.62
4. AUDIO CASSETTE TAPE, 90min. recording time	piece											0	21.10	-
insert clear-view pocket on front, back and spine for label	pair											0	117.26	-
with insert clear-view pocket on front, back and spine for label	pair											0	122.59	-
7. CARBON FILM, polyethylene, 210mm x 297mm(A-4), 100s/box	box											0	335.79	-
8. CARBON FILM, polyethylene, 216mm x 330mm, 100s/box	box											0	339.79	-
9. CARTOLINA, assorted color, 20s/pack	pack	1					1					2	71.64	143.27
10. CARTOLINA, white, 20s/pack	pack											0	42.64	-
11. CHALK, white, dustless, 100 pcs/box	box											0	35.18	-
12. CLIP, bulldog (3")	piece	25		25			25			25		100	7.87	787.20
13. CLIP, backfold, 25mm, 12s/box	box	4		4			4			4		16	14.92	238.78
14. CLIP, backfold, 50mm, 12s/box	box	4		4			4			4		16	43.17	690.77
15. CLIP, backfold, 19mm, 12s/box	box											0	7.73	-
16. CLIP, backfold, 32mm, 12s/box	box	4		4			4			4		16	17.06	272.90

17. COLUMNAR PAD, 4 cols, 50 gsm min.	pad														0	25.05	-
18. COLUMNAR PAD, 14 cols, 50 gsm min.	pad														0	44.77	-
19. COLUMNAR PAD, 16 cols, 50 gsm min.	pad														0	43.71	-
20. COLUMNAR PAD, 18 cols, 50 gsm min.	pad														0	73.02	-
21. COLUMNAR NOTEBOOK, 12 cols	piece														0	20.25	-
22. CORRECTION TAPE, disposable, usable length of 6 meters(min), 5mm width	pair	10			10				10						40	21.27	850.75
23. DATA FILE BOX, (5"x9"x15-3/4")	box														0	62.89	-
24. DATA FOLDER, w/ finger ring, (3" x 9" x 15")	piece	30			30				30						120	68.22	8,186.88
25. EDP BINDER, TB, for 11" X 9-1/2" CCF	piece														0	34.11	-
26. EDP BINDER, TB, for 11" X 14-7/8" CCF, plastic, spring rod type, assorted colors	piece															34.11	-
27. ENVELOPE, documentary (10"x15"), 500s/box	box	1							1						2	600.16	1,200.32
28. ENVELOPE, expanding, kraft, legal size, 100s/box	box	2							2						4	666.83	2,667.34
29. ENVELOPE, mailing white, 500s/box	box														0	156.40	-
30. ENVELOPE, mailing white with window, 500s	box														0	200.94	-
31. ENVELOPE, pay, kraft, (4"x7-1/2"), 496s/box	box														0	105.10	-
32. ENVELOPE, expanding, plastic, legal size	piece														0	46.90	-
33. ENVELOPE, documentary, A4, 500s/box	box	1							1						2	472.14	944.27
34. ERASER, blackboard/whiteboard	piece														0	10.85	-
35. ERASER, rubber	piece														0	5.31	-
36. FILE ORGANIZER, expanding, legal, plastic, assorted colors	piece														0	81.02	-
37. FOLDER, pressboard, plain, legal, 100s/box	pack	1							1						2	872.93	1,745.86
38. FOLDER, tagboard, legal size, 100s/box	pack	2							2						4	335.79	1,343.16
39. FOLDER, tagboard, A4 size, 100s/box	pack	1			1				1						4	303.81	1,215.24
40. FOLDER, morocco/fancy, legal size, 50s/pack	pack														0	264.37	-
41. FOLDER, morocco/fancy, A4 size, 50s/pack	bundle	4			2				2						12	261.17	3,134.04
42. FOLDER, clear plastic, L-type, A4 size, 50s/pack	pack														0	201.47	-
43. FOLDER, clear plastic, L-type, legal size, 50s/pack	pack														0	214.27	-
44. GLUE, all purpose, 300 grams min.	jar	4			4				4						16	46.90	750.46
45. ILLUSTRATION BOARD, (30"x40"), 2 ply	piece														0	33.58	-
46. INDEX CARD, 3"x 5", ruled both sides, 500s/pack	pack	1							1						2	42.00	84.01
47. INDEX CARD, 5" x 8", ruled both side, 500s/pack	pack														0	95.94	-
48. INDEX CARD BOX, 4-3/8"x5-5/8" x 4"(3" x 5")	box														0	35.44	-

49. INDEX CARD BOX, 5-3/8"x8-7/8" x 6"(5" x 8")	box											0	51.41	-
50. INDEX TAB, self-adhesive, 10 pcs/box	box	2				2						4	50.64	202.54
51. LEAD, for mechanical pencil,0.5mm, 12 pcs/tube	tube											0	13.30	-
52. LOOSELEAF COVER, 214mm x 354mm, 50 pcs/bundle	bundle											0	506.35	-
53. MAGAZINE FILE BOX, 110mm x 220mm x 265mm, with open end	piece	10		10		10			10			40	37.31	1,492.40
54. MAGAZINE FILE BOX, 112mm x 200mm x 240mm, with open end	piece											0	37.31	-
55. MAP PIN, round head, 100s/case	case	4		2		2			4			12	37.31	447.72
56. MARKER, fluorescent, 3 colors/set	set	8		8		8			8			32	42.11	1,347.42
57. MARKING PEN, whiteboard, black	piece	12		12		12			12			48	12.16	583.51
58. MARKING PEN, whiteboard, blue	piece	12		12		12			12			48	12.16	583.51
59. MARKING PEN, whiteboard, red	piece	12		12		12			12			48	12.16	583.51
60. MARKER, permanent, black	piece	24		24		12			12			72	12.56	904.05
61. MARKER, permanent, blue	piece	24		24		12			12			72	12.56	904.05
62. MARKER, permanent, red	piece	24		24		12			12			72	12.56	904.05
63. NOTE BOOK, stenographer's, 40 leaves, ruled both sides	piece	10		10		10			10			40	7.89	315.70
64. NOTE PAD, (3"x3"), 100 sheets/pad	pad	20		20		20			20			80	35.18	2,814.24
65. NOTE PAD, (3"x4"), 100 sheets/pad	pad											0	58.63	-
66. NOTE PAD, (2"x2"), 400 sheets/pad	pad	20		20		20			20			80	115.13	9,210.24
67. NOTE PAD, (2"x3"), 100 sheets/pad	pad											0	31.98	-
68. OIL, for general purpose, 120 mL	bottle											0	35.18	-
69. PAPER, bond, Premium Grade,210mm x 297mm (A4), 70 gsm	ream											0	101.15	-
70. PAPER, mimeo, Groundwood, 210mm x 297mm (A4), 60gsm	ream											0	71.83	-
71. PAPER, for Plain Paper Copier, 210mm x 297mm (A4) 70gsm	ream											0	112.87	-
72. PAPER, for Plain Paper Copier, 254mm 356mm(B4), 70gsm	ream											0	199.53	-
73. PAPER, ruled pad,216mmx330mm, 90 sheets/pad	pad	5		5		5			5			20	20.04	400.78
74. PAPER, thermal,210mmx30M, 1/2" core	roll											0	36.99	-
75. PAPER, thermal, 216mmx30M, 1/2" core	roll	20		20		20			20			80	36.99	2,959.38
76. PAPER,multicopy, 210mm x 297mm(A4), 80gsm	ream	40		30		40			30			140	121.03	16,944.48
77. PARCHMENT PAPER, A4 size, 80 gsm,100sheets/pack	ream	1				1						2	165.23	330.46
78.PAPER FASTENER, for paper, metal, 50 sets/box	box	8		8		8			8			32	84.09	2,690.91
79. PAPER CLIP, gem type,jumbo, 48mm, 100s/box	box	8		8		8			8			32	14.39	460.51
80. PAPER CLIP, gem type, 32mm, 100s/box	box	8		8		8			8			32	8.00	255.84

81. PENCIL, lead, w/eraser, One(1) dozen per box	box	9			9			9			9			36	21.04	757.56
82. PENCIL, mechanical, for 0.5mm lead	piece													0	19.19	-
83. PUSH PIN, flat head type, assorted colors, 100s/case	case	3			3			3			3			12	38.38	460.51
84. RECORD BOOK, 300 pages, smythe sewn	book	10			10			5			5			30	58.63	1,758.90
85. RECORD BOOK, 500 pages, smythe sewn	book													0	90.61	-
86. RIBBON, nylon, manual typewriter	spool	2			2			2			2			8	14.90	119.23
87. RIBBON CARTRIDGE, fabric, lwata E2A time recorder	piece													0	479.70	-
88. RING BINDER, 6mm x 1.12m, plastic, 10 pcs/bundle	bundle													0	34.10	-
89. RING BINDER, 8mm x 1.12m, plastic, 10 pcs/bundle	bundle													0	37.30	-
90. RING BINDER, 10mm x 1.12m, plastic, 10 pcs/bundle	bundle													0	45.29	-
91. RING BINDER, 11mm x 1.12m, plastic, 10 pcs/bundle	bundle													0	55.95	-
92. RING BINDER, 12.7mm x 1.12m (1/2"x44"), plastic	piece	10						10						20	4.63	92.66
93. RING BINDER, 14mm x 1.12m, plastic, 10 pcs/bundle	bundle													0	76.21	-
94. RING BINDER, 16mm x 1.12m, plastic, 10 pcs/bundle	bundle													0	101.26	-
95. RING BINDER, 19mm x 1.12m(3/4"x44"), plastic	piece													0	11.67	-
96. RING BINDER, 22mm x 1.12m, plastic, 10 pcs/bundle	bundle													0	151.89	-
97. RING BINDER, 25mm x 1.12m (1"x44"), plastic	piece				10			10						20	12.53	250.51
98. RING BINDER, 28mm x 1.12m, plastic, 10 pcs/bundle	piece													0	232.91	-
99. RING BINDER, 32mm x 1.12m, plastic, 10 pcs/bundle	piece													0	263.29	-
100. RING BINDER, 50mm x 1.12m(2" x 44"), plastic	piece	5						5						10	29.85	298.48
101. RUBBER BAND, 1.0mm min thickness, min. 350grams/box or approx 220pcs	box				1						1			2	136.00	271.99
102. RULER, plastic, 300mm	piece													0	3.73	-
103. RULER, plastic, 450mm	piece													0	37.31	-
104. SIGN PEN, black	piece	24			24			24			24			96	44.22	4,244.98
105. SIGN PEN, blue	piece	24			24			24			24			96	44.22	4,244.98
106. SIGN PEN, red	piece	6			6			6			6			24	44.22	1,061.24
107. STAMP PAD INK, violet, 50mL	bottle													0	22.39	-
108. STAMP PAD, felt pad, min 60mm x 100mm	piece													0	25.58	-
109. STAPLE WIRE, standard, #35	box	10			10			10			10			40	24.18	967.19
110. STENCIL PAPER, ordinary, universal, 24 pcs/quire	quire													0	186.55	-
111. TAPE, adding machine, GSP bond	roll													0	7.95	-
112. TAPE, masking, 24mm, 50 meters length	roll	5			5			5			5			20	46.90	938.08

113. TAPE, masking, 48mm, 50 meters length	roll	5		5		5		5		20	93.59	1,871.86
114. TAPE, transparent, 24mm, 50 meters	roll	16		16		16		10		58	14.92	865.59
115. TAPE, transparent, 48mm, 50 meters	roll	2		2		2		2		8	30.86	246.90
116. TAPE, packaging, 48mm, 50 meters length	roll	3		3		3		3		12	30.86	370.35
117. TIME CARD, for Amano Bundy Clock, 100s/bndl	bundle	1								1	84.75	84.75
118. TIME CARD, for Kitano Time Recorder, 100s/bndl	bundle									0	85.28	-
119. TOILET TISSUE, 12 rolls/pack	pack	26		26		26		26		104	74.62	7,760.48
120. TWINE, plastic, one kilo per roll	roll	3		3		3		2		11	46.78	514.59
121. WRAPPING PAPER, kraft, 65gsm, approx. 40m	roll									0	149.24	-
AIR FRESHENER, 280mL/can	can	1					2		3	6	94.80	568.80
ALCOHOL, 68-72%, ethyl, 500ml	bottle	3					3		3	9	41.00	369.00
CARBON FILM, polyethylen, A-4	box									0	357.85	-
capacity, 80 minutes recording time, 4x - 10x min speed	piece	5							10	15	17.55	263.25
COLUMNAR NOTEBOOK, 12 cols	piece	4								4	20.25	81.00
Correction Tape, white opaque with protective cap	pcs					8			5	13	21.50	279.50
Cutter , big	pcs	4								4	28.80	115.20
DATA FILE BOX, (5" x 9" x 15-3/4")	piece	10								10	66.05	660.50
DATA FOLDER, w/ finger ring, (3" x 9" x 15")	piece	20		10			15			45	68.20	3,069.00
ENVELOPE, mailing white	box	1								1	167.75	167.75
ENVELOPE, expanding, legal, 100pc/box	box	1					1			2	692.15	1,384.30
ERASER, blackboard	each	1								1	13.30	13.30
FLASH DRIVE, 8GB, USB 2.0, plug and play	piece	1							2	3	381.30	1,143.90
Folder, pressboard, plain, legal 100pc/ box	box					1			1	2	880.00	1,760.00
Map Pin, round head	box					5				5	42.60	213.00
MARKER, fluorescent, 3 colors/set	set	2							2	4	42.10	168.40
MARKER, permanent, black	piece	3							3	6	12.55	75.30
MARKER, permanent, blue	piece	3							3	6	12.55	75.30
MARKER, permanent, red	piece	3							3	6	12.55	75.30
MARKING PEN, whiteboard, black	piece	2							2	4	12.60	50.40
MARKING PEN, whiteboard, blue	piece	2							2	4	12.60	50.40
MARKING PEN, whiteboard, red	piece	2							2	4	12.60	50.40
NOTE BOOK, stenographer's, 40 leaves, ruled both sides	piece	6								6	7.90	47.40

NOTE PAD, (3"x4"), 100 sheets/pad	pad	3			3			3		3		12	35.15	421.80
NOTE PAD, (2"x3"), 100 sheets/pad	pad	3			3			3		3		12	58.60	703.20
Paper Clip, gem type, 33mm, 100s/box	box							8		5		13	6.80	88.40
Paper Fastener, non-rust metal, 25mm, 50sets/box	box							10		5		15	74.75	1,121.25
PAPER, bond, Premium Grade, 210mm x 297mm (A4), 70 gsm	ream	12			12			10		10		44	91.00	4,004.00
PAPER, for PPC, legal, 70gsm, subs. 20	ream							10		10		20	112.25	2,245.00
PAPER, multcopy, A4, 80 gsm, subs. 24	ream	3			2			12		10		27	115.15	3,109.05
PAPER, multcopy, legal, 80gsm, subs. 24	ream	3			2			12		10		27	131.25	3,543.75
Paper, ruled pad, 216mmx330mm	pad							5				5	17.90	89.50
PARCHMENT PAPER, A4 size, 80 gsm, 100sheets/pack	ream	1			15					5		21	165.08	3,466.68
Pencil, lead, w/ eraser	doz	1						2		2		5	25.50	127.50
PUNCHER, heavy duty	piece	1						2				3	104.90	314.70
RECORD BOOK, 300 pages, Smythe sewn	book	5										5	58.60	293.00
Scissors, 6"	pair							5				5	13.40	67.00
SIGN PEN, black & blue	piece	6						16		9		31	44.20	1,370.20
STAPLE WIRE, standard, #35	box	2						10		10		22	26.65	586.30
TAPE, dispenser, heavy duty, for 24mm	piece	1						1		1		3	53.25	159.75
TAPE, masking, 1"	roll							10		5		15	51.15	767.25
TOILET TISSUE, 12 rolls/pack	pack	3								1		4	70.30	281.20
TAPE, transparent, 1"	roll	3						10		5		18	15.80	284.40
Twine, plastic, 1 kilo/ roll	each							3		2		5	44.20	221.00
HANDBOOK ON RA 9184 & ITS IRR	each									1		1	33.17	33.17
2. AIR FRESHENER, 280mL/can	can	2			2			2		2		8	89.44	715.52
3. ALCOHOL, 70%, ethyl	bottle	20						20				40	40.04	1,601.60
4. AUDIO CASSETTE TAPE, 90min. recording time	piece											0	20.59	-
insert clear-view pocket on front, back and spine for label	pair											0	114.40	-
with insert clear-view pocket on front, back and spine for label	pair											0	119.60	-
7. CARBON FILM, polyethylene, 210mm x 297mm(A-4), 100s/box	box	2						2				4	327.60	1,310.40
8. CARBON FILM, polyethylene, 216mm x 330mm, 100s/box	box	1						1				2	331.50	663.00
9. CARTOLINA, assorted color, 20s/pack	pack											0	69.89	-
10. CARTOLINA, white, 20s/pack	pack											0	41.60	-
11. CHALK, white, dustless, 100 pcs/box	box											0	34.32	-

12. CLIP, bulldog (3")	piece													0	7.68	
13. CLIP, backfold, 25mm, 12s/box	box	1					1							2	14.56	29.12
14. CLIP, backfold, 50mm, 12s/box	box	1					1							2	42.12	84.24
15. CLIP, backfold, 19mm, 12s/box	box	6			6		6				2			20	7.54	150.80
16. CLIP, backfold, 32mm, 12s/box	box				2									2	16.64	33.28
17. COLUMNAR PAD, 4 cols, 50 gsm min.	pad													0	24.44	
18. COLUMNAR PAD, 14 cols, 50 gsm min.	pad													0	43.68	
19. COLUMNAR PAD, 16 cols, 50 gsm min.	pad													0	42.64	
20. COLUMNAR PAD, 18 cols, 50 gsm min.	pad													0	71.24	
21. COLUMNAR NOTEBOOK, 12 cols	piece													0	19.76	
22. CORRECTION TAPE, disposable, usable length of 6 meters(min), 5mm width	pair	12					12							24	20.75	498.00
23. DATA FILE BOX, (5"x9"x15-3/4")	box													0	61.36	
24. DATA FOLDER, w/ finger ring, (3" x 9" x 15")	piece	15			15		15				15			60	66.56	3,993.60
25. EDP BINDER, TB, for 11" X 9-1/2" CCF	piece													0	33.28	
26. EDP BINDER, TB, for 11" X 14-7/8" CCF, plastic, spring rod type, assorted colors	piece													0	0	
27. ENVELOPE, documentary (10"x15"), 500s/box	box	1												1	585.52	585.52
28. ENVELOPE, expanding, kraft, legal size, 100s/box	box													0	650.57	
29. ENVELOPE, mailing white, 500s/box	box						1							1	152.59	152.59
30. ENVELOPE, mailing white with window, 500s	box	1												1	196.04	196.04
31. ENVELOPE, pay, kraft, (4"x7-1/2"), 496s/box	box													0	102.54	
32. ENVELOPE, expanding, plastic, legal size	piece													0	45.76	
33. ENVELOPE, documentary, A4, 500s/box	box													0	460.62	
34. ERASER, blackboard/whiteboard	piece													0	10.59	
35. ERASER, rubber	piece													0	5.18	
36. FILE ORGANIZER, expanding, legal, plastic, assorted colors	piece													0	79.04	
37. FOLDER, pressboard, plain, legal, 100s/box	pack				1									1	851.64	851.64
38. FOLDER, tagboard, legal size, 100s/box	pack	1			1		1				1			4	327.60	1,310.40
39. FOLDER, tagboard, A4 size, 100s/box	pack	1												1	296.40	296.40
40. FOLDER, morocco/fancy, legal size, 50s/pack	pack	1					1							2	257.92	515.84
41. FOLDER, morocco/fancy, A4 size, 50s/pack	bundle													0	254.80	
42. FOLDER, clear plastic, L-type, A4 size, 50s/pack	pack													0	196.56	
43. FOLDER, clear plastic, L-type, legal size, 50s/pack	pack													0	209.04	

44. GLUE, all purpose, 300 grams min.	jar			12			6			7			25	45.76	1,144.00
45. ILLUSTRATION BOARD, (30"x40"), 2 ply	piece												0	32.76	
46. INDEX CARD, 3"x 5", ruled both sides, 500s/pack	pack												0	40.98	
47. INDEX CARD, 5" x 8", ruled both side, 500s/pack	pack												0	93.60	
48. INDEX CARD BOX, 4-3/8"x5-5/8" x 4"(3" x 5")	box												0	34.58	
49. INDEX CARD BOX, 5-3/8"x8-7/8" x 6"(5" x 8")	box												0	50.16	
50. INDEX TAB, self-adhesive, 10 pcs/box	box												0	49.40	
51. LEAD, for mechanical pencil, 0.5mm, 12 pcs/tube	tube												0	12.98	
52. LOOSELEAF COVER, 214mm x 354mm, 50 pcs/bundle	bundle												0	494.00	
53. MAGAZINE FILE BOX, 110mm x 220mm x 265mm, with open end	piece												0	36.40	
54. MAGAZINE FILE BOX, 112mm x 200mm x 240mm, with open end	piece			25									25	36.40	910.00
55. MAP PIN, round head, 100s/case	case												0	36.40	
56. MARKER, fluorescent, 3 colors/set	set												0	41.08	
57. MARKING PEN, whiteboard, black	piece	4					4						8	11.86	94.88
58. MARKING PEN, whiteboard, blue	piece	4					4						8	11.86	94.88
59. MARKING PEN, whiteboard, red	piece	4					4						8	11.86	94.88
60. MARKER, permanent, black	piece	1		2			2			2			7	12.25	85.75
61. MARKER, permanent, blue	piece												0	12.25	
62. MARKER, permanent, red	piece	1		1			1			1			4	12.25	49.00
63. NOTE BOOK, stenographer's, 40 leaves, ruled both sides	piece												0	7.70	
64. NOTE PAD, (3"x3"), 100 sheets/pad	pad												0	34.32	
65. NOTE PAD, (3"x4"), 100 sheets/pad	pad												0	57.20	
66. NOTE PAD, (2"x2"), 400 sheets/pad	pad												0	112.32	
67. NOTE PAD, (2"x3"), 100 sheets/pad	pad												0	31.20	
68. OIL, for general purpose, 120 mL	bottle												0	34.32	
69. PAPER, bond, Premium Grade, 210mm x 297mm (A4), 70 gsm	ream	25		25			25			24			99	98.68	9,769.32
70. PAPER, mimeo, Groundwood, 210mm x 297mm (A4), 60gsm	ream												0	70.08	
71. PAPER, for Plain Paper Copier, 210mm x 297mm (A4) 70gsm	ream												0	110.12	
72. PAPER, for Plain Paper Copier, 254mm 356mm(B4), 70gsm	ream												0	194.66	
73. PAPER, ruled pad, 216mmx330mm, 90 sheets/pad	pad	6					3			3			12	19.55	234.60
74. PAPER, thermal, 210mmx30M, 1/2" core	roll	3		3			3			3			12	36.09	433.08
75. PAPER, thermal, 216mmx30M, 1/2" core	roll												0	36.09	

76. PAPER,multicopy, 210mm x 297mm(A4), 80gsm	ream												0	0	-
77. PARCHEMENT PAPER, A4 size, 80 gsm,100sheets/pack	ream	15					20						35	161.20	5,642.00
78.PAPER FASTENER, for paper, metal, 50 sets/box	box	12		12			12			12			48	82.04	3,937.92
79. PAPER CLIP, gem type,jumbo, 48mm, 100s/box	box	12		12			12			12			48	14.04	673.92
80. PAPER CLIP, gem type, 32mm, 100s/box	box	6		6			6			6			24	7.80	187.20
81. PENCIL, lead, w/eraser, One(1) dozen per box	box	20					10			10			40	20.53	821.20
82. PENCIL, mechanical, for 0.5mm lead	piece												0	18.72	-
83. PUSH PIN, flat head type, assorted colors, 100s/case	case	1		1			1			1			4	37.44	149.76
84. RECORD BOOK, 300 pages, smythe sewn	book	15								15			30	57.20	1,716.00
85. RECORD BOOK, 500 pages, smythe sewn	book	10		10									20	88.40	1,768.00
86. RIBBON, nylon, manual typewriter	spool	3		3			3			3			12	14.54	174.48
87. RIBBON CARTRIDGE, fabric, lwata E2A time recorder	piece												0	468.00	-
88. RING BINDER, 6mm x 1.12m, plastic, 10 pcs/bundle	bundle												0	33.27	-
89. RING BINDER, 8mm x 1.12m, plastic, 10 pcs/bundle	bundle												0	36.39	-
90. RING BINDER, 10mm x 1.12m, plastic, 10 pcs/bundle	bundle												0	44.19	-
91. RING BINDER, 11mm x 1.12m, plastic, 10 pcs/bundle	bundle												0	54.59	-
92. RING BINDER, 12.7mm x 1.12m (1/2"x44"), plastic	piece												0	4.52	-
93. RING BINDER, 14mm x 1.12m, plastic, 10 pcs/bundle	bundle												0	74.35	-
94. RING BINDER, 16mm x 1.12m, plastic, 10 pcs/bundle	bundle												0	98.79	-
95. RING BINDER, 19mm x 1.12m(3/4"x44"), plastic	piece												0	11.39	-
96. RING BINDER, 22mm x 1.12m, plastic, 10 pcs/bundle	bundle												0	148.19	-
97. RING BINDER, 25mm x 1.12m (1"x44"), plastic	piece												0	12.22	-
98. RING BINDER, 28mm x 1.12m, plastic, 10 pcs/bundle	piece												0	227.23	-
99. RING BINDER, 32mm x 1.12m, plastic, 10 pcs/bundle	piece												0	256.87	-
100. RING BINDER, 50mm x 1.12m(2" x 44"), plastic	piece												0	29.12	-
101. RUBBER BAND, 1.0mm min thickness, min. 350grams/box or approx 220pcs	box												0	132.68	-
102. RULER, plastic, 300mm	piece												0	3.64	-
103. RULER, plastic, 450mm	piece												0	36.40	-
104. SIGN PEN, black	piece	12					13						25	43.14	1,078.50
105. SIGN PEN, blue	piece												0	43.14	-
106. SIGN PEN, red	piece												0	43.14	-
107. STAMP PAD INK, violet, 50mL	bottle	3					3						6	21.84	131.04

COMMON JANITORIAL SUPPLIES															
1. BATHROOM SOAP, 70gms.	piece											0	20.25		-
2. BROOM, soft (tambo)	piece	5		5		5			5			20	122.59		2,451.80
3. BROOM, STICK (tingting)	piece	6				6						12	18.12		217.46
4. CLEANSER, powder, 350gms.	canister	3		3		3			3			12	16.31		195.69
5. DETERGENT POWDER, all purpose, 500gms.	pouch	10		10		10			10			40	23.45		938.08
6. DETERGENT BAR, min 392 grams net mass, four(4) pcs per bar	bar											0	18.66		-
7. DISINFECTANT SPRAY, 400 grams net content	can											0	156.70		-
8. DUST PAN, non-rigid plastic, with detachable handle	piece	3				3						6	34.11		204.67
9. FLOOR WAX, paste, natural, 2kgs.	can											0	314.47		-
10. FLOOR WAX, paste, red, 2kgs.	can											0	319.80		-
11. FLOOR WAX, liquid type, 3.9L/ plastic container	container											0	353.38		-
12. FURNITURE CLEANER, 300mL/can min	can	3		3		3			3			12	103.40		1,240.82
13. INSECTICIDE, 600mL (420g) /can	can	10		10		10			10			40	117.26		4,690.40
14. MOPHANDLE, screw type, wooden handle	piece	3				3						6	90.61		543.66
15. MOPHEAD, 100% rayon, 400g	piece	6		6		6			6			24	79.95		1,918.80
16. RAG, COTTON, (7") in diameter	kilo	10		10		10			10			40	47.97		1,918.80
17. SCOURING PAD, economy size	pack	3		3		3			3			12	138.58		1,662.96
18. TOILET BOWL & URINAL CLEANER, 900ml	bottle	3		3		3			3			12	69.29		831.48
19. TOILET DEODORANT CAKE, 99% paradichlorobenzene, 50gms, 3 pcs/pack	box	10		10		10			10			40	29.85		1,193.92
20. TRASHBAG, plastic, black, (XL), 10 pcs per pack per roll	roll	10		10		10			10			40	147.11		5,884.32
BATHROOM SOAP, regular size, 70gms	each	3						6		3		12	19.90		238.80
FLOOR WAX, traffic grade, 3.75 liters	can	1						1		1		3	379.45		1,138.35
BROOM, soft	piece	2						2		2		6	122.50		735.00
DETERGENT POWDER, all purpose, 500gms.	pouch	3		2				3		2		10	23.45		234.50
FURNITURE CLEANER, min. 300ml	can	1		1				3		2		7	115.05		805.35
INSECTICIDE, 600mL (420g) /can	can	1		1				3		1		6	137.95		827.70
MOPHANDLE, screw type, wooden handle	each	1								1		2	90.55		181.10
MOPHEAD, 100% rayon, 400g	each	1								1		2	79.90		159.80
RAG, COTTON, (8") in diameter	kilo	3		1				3		1		8	42.60		340.80
TOILET BOWL & URINAL CLEANER	bottle	2								2		4	69.25		277.00
TOILET DEODORANT CAKE, 99%, 50gms	box	1								2		3	34.10		102.30

WASTE BASKET, plastic	piece	8										8	23.85	190.80
1. BATHROOM SOAP, 70gms.	piece	4		4			4			4		16	19.76	316.16
2. BROOM, soft (tambo)	piece	1		1			1			1		4	119.60	478.40
3. BROOM, STICK (tingting)	piece	1		1			1			1		4	17.68	70.72
4. CLEANSER, powder, 350gms.	canister	3		1			1			3		8	15.91	127.28
5. DETERGENT POWDER, all purpose, 500gms.	pouch	4		4			4			4		16	22.88	366.08
6. DETERGENT BAR, min 392 grams net mass, four(4) pcs per bar	bar											0	18.20	-
7. DISINFECTANT SPRAY, 400 grams net content	can	1		1			1			1		4	152.88	611.52
8. DUST PAN, non-rigid plastic, with detachable handle	piece	2					2					4	33.28	133.12
9. FLOOR WAX, paste, natural, 2kgs.	can	1					1					2	306.80	613.60
10. FLOOR WAX, paste, red, 2kgs.	can											0	312.00	-
11. FLOOR WAX, liquid type, 3.9L/ plastic container	container											0	344.76	-
12. FURNITURE CLEANER, 300mL/can min	can	1		1			1			1		4	100.88	403.52
13. INSECTICIDE, 600mL (420g) /can	can	2		2			1			1		6	114.40	686.40
14. MOPHANDLE, screw type, wooden handle	piece			1			1					2	88.40	176.80
15. MOPHEAD, 100% rayon, 400g	piece			1			1					2	78.00	156.00
16. RAG, COTTON, (7") in diameter	kilo	2		2			2			2		8	46.80	374.40
17. SCOURING PAD, economy size	pack	2		2			2			2		8	135.20	1,081.60
18. TOILET BOWL & URINAL CLEANER, 900ml	bottle	1		1			1			1		4	67.60	270.40
19. TOILET DEODORANT CAKE, 99% paradichlorobenzene, 50gms, 3 pcs/pack	box	5		5			5			5		20	29.12	582.40
20. TRASHBAG, plastic, black, (XL), 10 pcs per pack per roll	roll	3		3			3			3		12	143.52	1,722.24
														-
LEGAL SIZE PAPER														-
1. PAPER, bond, Premium Grade	ream											0	116.94	-
2. PAPER, mimeo, Groundwood	ream											0	79.47	-
4. PAPER, for PPC	ream											0	117.16	-
5. PAPER, multicopy, legal, for laser printing	ream	20		20			20			20		80	147.64	11,811.28
4. PAPER, for PPC	ream	25		25			25			25		100	117.16	11,716.00
														-
COMMON OFFICE EQUIPMENT														-
1. AIRPOT, 4.0 liters, w/ dispenser	unit											0	1,364.48	-
2. CALCULATOR, desktop, heavy duty printing, 12 digits, two(2) color print/illuminated display,	unit											0	1,918.80	-

digits, AC/DC power source, with ink roller & adaptor	unit	1													2	903.97	1,807.94
4. CALCULATOR, scientific, 10 digits, dot, matrix display, programmable, with case	unit														0	404.01	-
desktop, display, 12 digits, two-way power source	unit														0	159.78	-
6. CHAIR, monobloc, without armrest, beige/white	unit														0	255.84	-
7. DIGITAL VOICE RECORDER, 4GB, memory, stereo channel, MP3, WMA, recording and reference points demarcate viewing area, 8 times, (800%) consecutive zoom, PC and Doc	unit														0	9,572.68	-
	unit														0	20,040.80	-
9. ELECTRIC FAN, orbit type	unit														0	1,439.10	-
10. ELECTRIC FAN, with stand	unit														0	1,097.98	-
11. ELECTRIC FAN, wall type	unit														0	1,055.34	-
12. INDUSTRIAL FAN, 18" metal blade	unit														0	1,119.30	-
13. FACSIMILE TRANSCIVER, uses thermal paper, 50m/roll, for documents 216mm x ABC class, of fire, squeeze type, non-electrical conductor, non-toxic, non-corrosive, 4.5kg	unit														0	3,913.61	-
with fire, rating of 1A, 1BC for ABC class of fire, squeeze type, non-electrical conductor,	unit														0	1,063.87	-
16. MULTIMEDIA PROJECTOR, 2000 ansi Lumens, 2000 hours lamp life, supports SVGA	unit														0	23,420.02	-
350MM cutting size, 30 sheets cutting cap., automatic clamping, stationery blade guard, A4-4mm shred width, 0.06m/sec shred speed, 6-8 sheets performance, approx 5kg in weight	unit														0	9,059.93	-
	unit														0	5,967.47	-
impact, dot matrix, 9-pins, 136 columns, complete w/ ribbons, cables and manual	unit														0	17,056.00	-
columns, with ribbon, cables and manual, ribbons, cables and manual, LX-300+ II	unit														0	6,351.96	-
1200 x 1200 dpi, with power cord, interface cable, software drivers and complete	unit														0	3,832.27	-
columns, 465 cps print speed, parallel or USB interface, manual/tractor feeder paper handling,	unit														0	31,766.80	-
hand lever system, 34cm or 13" (24 holes) punching, width adjustable to any format, binds	unit														0	10,658.93	-
24. TABLE, monobloc, square, 36" X 36", white, four(4) seater, for indoor and outdoor use	unit														0	1,263.21	-
24. TIME RECORDER, (for attendance), electronic, stylish/compact design, large, display,	unit														0	4,699.78	-
desktop, display, 12 digits, two-way power source	unit	1								1					1	159.65	159.65
ELECTRIC FAN, orbit type	unit	1													1	1,256.70	1,256.70
ELECTRIC FAN, with stand	unit	1													1	1,062.90	1,062.90
6 CHAIR, monobloc, without armrest, beige/white	unit	8													8	249.60	1,996.80
7. DIGITAL VOICE RECORDER, 4GB, memory, stereo channel, MP3, WMA, recording and reference points demarcate viewing area, 8 times, (800%) consecutive zoom, PC and Doc	unit														0	9,339.20	-
	unit														0	19,552.00	-
9. ELECTRIC FAN, orbit type	unit														0	1,404.00	-
10. ELECTRIC FAN, with stand	unit														0	1,071.20	-
11. ELECTRIC FAN, wall type	unit														0	1,029.60	-

B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)														-	
Office Equipment and Accessories														-	
1 Toner for duplicating machine, ineo 215	cart				3					3			6	2,500.00	15,000.00
2 Drum for duplicating machine, ineo 215	piece				1								1	6,000.00	6,000.00
10													0		-
Office Supplies														-	
1 Folder, morocco, short, blue	piece	100											200	8.00	1,600.00
2 Folder, tagboard, short	piece	100			100								300	3.00	900.00
3 Paper, PPC, short	ream	30			30					30			120	124.00	14,880.00
4 Data Folder w/ finger ring, (3" x 9" x 15"), BLUE	piece	15											30	120.00	3,600.00
5 Data Folder w/ finger ring, (3" x 9" x 15"), BLACK	piece	15											30	120.00	3,600.00
6 Data Folder w/ finger ring, (3" x 9" x 15"), GREEN	piece	20			10					10			60	120.00	7,200.00
7 Data Folder w/ finger ring, (3" x 9" x 15"), RED	piece	10											20	120.00	2,400.00
8 Ballpoint pen, retractable, blue/black	piece	36			36					36			144	22.00	3,168.00
9 CD Envelope	piece	30			30					30			120	2.00	240.00
10 CD Label, sticker paper	piece	30			30					30			90	5.00	450.00
11 Gold seal, notarial	box	4											8	25.00	200.00
12 Magazine file, large w/ cover, asst. Color	piece	20			20					30			90	175.00	15,750.00
13 Paper, board, short, 10 sheet/pack	pack	10			10					10			40	30.00	1,200.00
14 Paper, board, long, 10 sheet/pack	pack	10			10					10			40	35.00	1,400.00
15 Paper, colored, short	ream	1											2	150.00	300.00
16 Paper, PPC, extra long (8-1/2 x 14")	ream	25			25					25			100	175.00	17,500.00
17 Sign pen, retractable, blue/black	piece	36			36					36			144	44.00	6,336.00
18 Tape, double sided	roll	6			6								18	40.00	720.00
19 Paper fastener, plastic	box	8			4					4			24	45.00	1,080.00
20 Paper, national certificate (NC)	sheet	5000			3000					4000			15000	35.00	525,000.00
21 Staple wire, bostich	box	4			4					4			16	35.00	560.00
22 Letterhead w/ logo, A-4	ream	10											20	1,200.00	24,000.00
23 Letterhead w/ logo, long	ream	5											10	1,500.00	15,000.00
24 Envelope, mailing, white w/ TESDA Logo	box	3											6	1,200.00	7,200.00
25 Ballpoint pen, ordinary, blue/black, 12 pcs/box	box	4			4					4			16	55.00	880.00
Ballpoint Pen, black	each	7							10			9	26	18.00	468.00

BATTERY, size AA, alkaline, 2 pcs./packet	packet	2								2		4	48.00	192.00
Card, Bundy Clock	pieces						100					100	2.50	250.00
Cartolina, assorted color, 20s/pack	pack	1								1		2	98.00	196.00
Cutter blade, big	tube	1								1		2	60.00	120.00
Daily Time Record, Rack, 9-10 slots	piece						1					1	500.00	500.00
Folder, Ordinary, Legal	piece	50								50		100	3.50	350.00
Folder, Expanding, Legal, Green	piece						100			50		150	8.50	1,275.00
Glue, Elmers, medium size	tubes						10			5		15	85.00	1,275.00
Magazine File Box, 5"x9"x15	piece	25										25	85.00	2,125.00
Ink, canon #810, black	piece	12		15			30			20		77	775.00	59,675.00
Ink, canon #811, color	piece	5		7			25			20		57	970.00	55,290.00
Keyboard	unit	1										1	350.00	350.00
Letterhead, A4	ream								5			5	1,200.00	6,000.00
Multi- Tray	pack	2										2	650.00	1,300.00
Paper, board, short, 10s/ pack	pack	3								5		8	28.00	224.00
Paper, sticker, A4 size	pack	10								10		20	8.50	170.00
Paper, photo, premium, A4	pack	2								3		5	65.00	325.00
Ribbon, Electronic typewriter, AX 10/15 AX20	cart	1		2			5			3		11	175.00	1,925.00
Stapler HD, w/ staple remover, MAX	each	2								2		4	240.00	960.00
Tape, correctible, 6pcs/pack/AX10/15AX20	pack	1					5			3		9	115.00	1,035.00
												0		-
Audio and visual presentation and composing equipment														-
1 Memory card, 16 gb	piece			2								2	1,000.00	2,000.00
Microphone	piece											0	800.00	-
Uninterrupted Power Supply, UPS	unit	2										2	1,800.00	3,600.00
												0		-
Cleaning Equipment and Supplies														-
1 Dirt & stain remover, 250 gms	can	6		6			3			6		21	55.00	1,155.00
2 Dishwashing paste, 400 gms	can	5		5			5			5		20	60.00	1,200.00
3 Hand gloves, plastic	pr	3					3					6	120.00	720.00
4 Cleaning brush/ round brush	piece	4		4			4			4		16	45.00	720.00
5 Plunger	piece	1		1			1			1		4	130.00	520.00

1														0		-
2														0		-
3														0		-
4														0		-
5														0		-
6														0		-
7														0		-
8														0		-
9														0		-
10														0		-
Electrical equipment and components and supplies																-
1 Compact Fluorescent light, 20 W	piece				15						15			30	120.00	3,600.00
10														0		-
Computer Supplies																-
1 Ink, cartridge, canon 40, black	piece	16			16					16				64	890.00	56,960.00
2 Ink, cartridge, canon 41, tricolor	piece	12			12					12				48	1,050.00	50,400.00
3 Ink, cartridge, HP 810, black	piece	16			16					16				64	880.00	56,320.00
4 Ink, cartridge, HP 811, tricolor	piece	12			12					12				48	950.00	45,600.00
5 Ink, cartridge, HP 678, black	piece	12			12					12				48	385.00	18,480.00
6 Ink, cartridge, HP 678, tricolor	piece	8			8					8				32	385.00	12,320.00
7 Ink, cartridge canon lx6560, black	piece	3			3					3				12	250.00	3,000.00
8 Ink, cartridge, Canon lx6560, magenta	piece	3			3					3				12	250.00	3,000.00
9 Ink, cartridge, canon lx6560, cyan	piece	3			3					3				12	250.00	3,000.00
Computer Equipment and Accessories																-
1 External drive, 1 TB	piece				1					1				2	4,000.00	8,000.00
2 Desktop computer, PC, I7	unit				2					2				4	26,000.00	104,000.00
3 Laptop, computer, I5	unit				1				1					3	28,000.00	84,000.00
4 Keyboard, USB	piece				2				2					6	150.00	900.00
5 Monitor, LED, 21"	piece				2					2				4	3,500.00	14,000.00
6 Printer, inkjet	piece				1				1					3	3,000.00	9,000.00
7 Power supply, 650 W	piece				2					1				3	400.00	1,200.00
Bundy Clock, electronic, 220V	unit								1					1	8,500.00	8,500.00

Desktop Computer, Intel Core Duo E6320	unit													0	25,000.00	-
External Hardrive, 500 GB	each													0	3,500.00	-
Laptop, Intel Core i5-3317u, 14"HD LED Display	unit													3	35,500.00	106,500.00
Printer, 3 in 1, print, scan and copy	unit														6,500.00	-
*Other Categories																-
Absorbent cotton, big	pack													1	16.00	16.00
Amoxicillin 500	cap													10	5.00	50.00
Betadyne, anti bacterial wash, 120 ml	bti													1	106.50	106.50
Biogesic tablet	tab													10	2.85	28.50
Cabinet, Medicine/ Box	pc													0	250.00	-
Lomotil	cap													10	4.75	47.50
Neozep tab	cap													10	4.25	42.50
Band Aid	pcs													10	1.00	10.00
Gauze	roll													1	30.00	30.00
Scissor	pc													1	110.00	110.00
Tape	roll													1	25.00	25.00
Check booklets	bkits		10											10	350.00	3,500.00
Official Receipt, carbonless	bkits			10										10	145.00	1,450.00
C.W. Nail 1"	kilo		5											5	85.00	425.00
C.W. nail 2"	kilo		5											5	85.00	425.00
C.W. nail 2.5"	kilo		5											5	85.00	425.00
C.W. nail 3"	kilo		20											20	75.00	1,500.00
C.W. nail 4"	kilo		20											20	75.00	1,500.00
lumber, 2" x 2" x 12', seasoned	piece		100											100	96.00	9,600.00
lumber, 2" x 6" x 12', seasoned	piece		4											4	288.00	1,152.00
lumber, 2" x 3" x 12', seasoned	piece		50											50	144.00	7,200.00
Plain G.I. Sheet G26	piece		2											2	265.00	530.00
Corrugated G.I. Sheet G26 x 12'	piece		10											10	348.00	3,480.00
Nylon string, fishing line	roll		5											5	20.00	100.00
Plywood, 1/4" x 4' x 8', ordinary	piece		10											10	330.00	3,300.00
Plywood, 1/2" x 4' x 8', ordinary	piece		2											2	500.00	1,000.00
Security & Janitorial Services 2013 (January-December 2013)	lot	1	1	1	1	1	1	1	1	1	1	1	1	12	174,600.00	2,095,200.00

Telephone expense (landline)	lot	1	1	1	1	1	1	1	1	1	1	1	1	12	3,000.00	36,000.00
Telephone expense (mobile)	lot	1	1	1	1	1	1	1	1	1	1	1	1	12	4,333.33	52,000.00
Internet expense	lot	1	1	1	1	1	1	1	1	1	1	1	1	12	12,000.00	144,000.00
Fuel, oil & lubricants	lot	1	1	1	1	1	1	1	1	1	1	1	1	12	48,000.00	576,000.00
Cable, radio & telegram expenses	lot	1	1	1	1	1	1	1	1	1	1	1	1	12	780.00	9,360.00
Water	lot	1	1	1	1	1	1	1	1	1	1	1	1	12	28,000.00	336,000.00
Electricity	lot	1	1	1	1	1	1	1	1	1	1	1	1	12	28,000.00	336,000.00
Printing / Advertising expenses (tarp)	pcs	1	1	1	1	1	1	1	1	1	1	1	1	12	600.00	7,200.00
Printing / Advertising expenses (tarp)	pcs		3	2	2	2	2	2	2	2	2	0	1	20	450.00	9,000.00
Printing / Advertising expenses (tarp)	pcs	2				2			2		2	1		9	420.00	3,780.00
Printing / Advertising expenses TVET Carera	pcs		200		200			200			200			800	50.00	40,000.00
Printing/Advertising expenses Year end report	pcs		50		50			50			50			200	150.00	30,000.00
Printing / Advertising expenses	lot			1										1	950.00	950.00
Printing / Advertising expenses	lot			1										1	3,000.00	3,000.00
Advertisement expenses (panagbenga- on air)	lot					1								1	2,650.00	2,650.00
Advertisement expenses (TESDA programs on air)	lot								1					1	25,000.00	25,000.00
Advertisement expenses (TESDA programs on air)	lot								1					1	7,200.00	7,200.00
Advertisement expenses (on air- FM)	lot								1					1	5,000.00	5,000.00
Advertisement expenses (on air- FM)	lot								1					1	500.00	500.00
Subscription/Newspaper	lot	1	1	1	1	1	1	1	1	1	1	1	1	12	41.67	500.00
Cultural & athletic Expenses	pax							97						97	1,200.00	116,400.00
Insurance/registration of vehicle SEK-549	lot								1					1	8,500.00	8,500.00
Insurance/registration of vehicle UDD-896	lot								1					1	6,500.00	6,500.00
Laundry expenses	lot	1	1	1	1	1	1	1	1	1	1	1	1	12	700.00	8,400.00
Catering during PTESDC Meeting	lot		1		1				1			1		4	1,500.00	6,000.00
Catering services during Staff Meeting	lot	1	1	1	1	1	1	1	1	1	1	1	1	12	1,000.00	12,000.00
Catering services during TESDA Anniversary	lot							1						1	3,000.00	3,000.00
Catering Services during ISO Nurturing/Surveillance	lot							1					1	2	2,500.00	5,000.00
Telephone expense (landline w/ internet)	lot	1	1	1	1	1	1	1						7	1,000.00	7,000.00
Mobile Cellphone, Smart	lot	1	1	1	1	1	1	1	1	1	1	1	1	11	1,500.00	16,500.00
Mobile Cellphone, Globe	lot	1	1	1	1	1	1	1	1	1	1	1	1	12	1,000.00	12,000.00
Internet expense, Plan 999	lot	1	1	1	1	1	1	1	1	1	1	1	1	12	999.00	11,988.00

Fuel, oil & lubricants	lot	1	1	1	1	1	1	1	1	1	1	1	1	12	9,500.00	114,000.00
Honorarium, PTESDC	lot		1			1			1			1		4	3,200.00	12,800.00
Fidelity Bond	pax						1		2					3	1,200.00	3,600.00
Cable, radio & telegram expenses	lot	1	1	1	1	1	1	1	1	1	1	1	1	12	350.00	4,200.00
Water, drinking, purified	lot	1	1	1	1	1	1	1	1	1	1	1	1	12	350.00	4,200.00
Printing / Advertising expenses (tarp) 1 x 2 yrd	lot			3		3			3			2		11	650.00	7,150.00
Advertisement expenses (TESDA programs on air)	lot			1				1			1			3	750.00	2,250.00
Cultural & athletic Expenses	pax			8										8	500.00	4,000.00
Insurance/registration of vehicle SFU 750	lot								1					1	11,500.00	11,500.00
Laundry expenses	lot		1		1			1			1			4	350.00	1,400.00
Loyalty Pay	lot					1			3					4	5,000.00	20,000.00
Reproduction of Forms	lot	1	1	1	1	1	1	1	1	1	1	1	1	12	750.00	9,000.00
Security & Janitorial	lot	1	1	1	1	1	1	1	1	1	1	1	1	12	12,420.00	149,040.00

***GRAND TOTAL: **6,292,938.08**

TOTAL W/ 10% ADDITIONAL PROVISION FOR INFLATION 6,922,231.89

APPROVED BUDGET: 6,922,300.00

**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: _____ Certified Funds Available /
 _____ Certified Appropriate Funds Available:

Approved: _____

BILLY B. F. BALINGIT

Property/Supply Officer

RENATO S. O. HERNANDEZ

Accountant /

Local Budget Officer

YOLANDA E. OLANO

Head of Office/Agency

Date Prepared:

1/15/2013