

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		
313. TONER CARTRIDGE, Samsung ML-2250D5	cart														0	4,950.06	-	
314. TONER CARTRIDGE, Samsung ML-2010D3	cart														0	3,120.69	-	
315. TONER CARTRIDGE, for Kyocera Mita KM-1505/1510/1810	cart														0	4,055.25	-	
316. TONER CARTRIDGE, TK 100, for Kyocera Mita KM-1500	cart														0	2,999.96	-	
317. TONER CARTRIDGE, Kyocera TK-120	cart														0	5,542.99	-	
318. TONER CARTRIDGE, for Kyocera FS4000DN printer TK330	cart														0	8,485.05	-	
319. TONER CARTRIDGE, for Kyocera FS4020DN printer TK364	cart														0	8,776.67	-	
320. RIBBON CARTRIDGE, Lexmark 11A3550 for Printer Models 23xx series	cart														0	1,205.23	-	
321. RIBBON CARTRIDGE, Epson C13SO15505 for printer DFX-9000	cart														0	1,191.24	-	
322. RIBBON CARTRIDGE, Epson C13SO15506(7753) Fabric, for printer LQ 300/300-II & 580	cart	2			2				2				2			8	125.90	1,007.23
323. RIBBON CARTRIDGE, Epson C13SO15508(S015016), black, for printer LQ 670/680/680Pro	cart														0	363.72	-	
324. RIBBON CARTRIDGE, Epson C13SO15568, Color, for printer LX-300	cart														0	1,291.32	-	
325. RIBBON CARTRIDGE, Epson C13SO15577(#8766), for printer DFX-5000+/8000/8500 Black Ribbon (S015055)	cart														0	992.16	-	
326. RIBBON CARTRIDGE, Epson C13SO15587, black for printer DLQ-3000/3000+/3500	cart														0	1,086.86	-	
327. RIBBON CARTRIDGE, Epson C13SO15589(S015337), for printer LQ-590	cart														0	393.85	-	
328. RIBBON, Epson RN 8755	cart														0	87.70	-	
329. RIBBON, Epson RN 8750	cart														0	79.42	-	
330. RIBBON, Epson RN 2754	cart														0	134.51	-	
331. RIBBON, Epson RN SO 15083/SO 15086	cart														0	750.04	-	
332. RIBBON, Epson RN SO 15327	cart														0	346.50	-	
333. RIBBON CARTRIDGE, for Fujitsu DL3850	cart														0	462.72	-	
334. PRINthead, HP 11, black, C4810A, 8 ml, for HP Officejet 9110, 9120, 9130 All-in-One, HP Business Inkjet 1100+ printer series, 1200+ printer series, 2230, 2280 printer series 2300 printer series, 2600 printer series, HP Colour Printer cp1700 series	cart														0	1,440.90	-	
335. PRINthead, HP 11, cyan, 8 ml, HP Officejet 9110, 9120, 9130 All-in-One, HP Business Inkjet 1100+ printer series, 1200+ printer series, 2230, 2280 printer series 2300 printer series, 2600 printer series, HP Colour Printer cp1700 series	cart														0	1,440.90	-	
336. PRINthead, HP 11, magenta C4812A, 8 ml, HP Officejet 9110, 9120, 9130 All-in-One, HP Business Inkjet 1100+ printer series, 1200+ printer series, 2230, 2280 printer series 2300 printer series, 2600 printer series HP Colour Printer cp1700 series	cart														0	1,440.90	-	

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			
337. PRINTHEAD, HP 11 yellow, 8 ml, HP Officejet 9110, 9120, 9130 All-in-One, HP Business Inkjet 1100+ printer series, 1200+ printer series, 2230, 2280 printer series 2300 printer series, 2600 printer series, HP Colour Printer cp1700 series	cart														0	1,440.90	-
338. Photoconductor Kit, Lexmark PN 12A8302	cart														0	4,347.44	-
339. Photoconductor Kit, Lexmark PN E260X22C	cart														0	2,421.23	-
340. Photoconductor Kit, Lexmark PN E250X22C	cart														0	2,421.23	-
341. PHOTOCONDUCTOR UNIT, Epson C13S051099, for printer EPL 6200/6200L	cart														0	3,578.03	-
342. IMAGING UNIT, Samsung SCXR6555A	cart														0	10,761.00	-
<b>COMMON OFFICE SUPPLIES</b>																	
1. ACETATE, gauge #3, 50m in length	roll														0	645.68	-
2. AIR FRESHENER, 280mL/can	can		75			63			75				63		276	94.36	26,043.14
3. ALCOHOL, 70%, ethyl	bottle		195			95			195				95		580	42.24	24,500.48
4. AUDIO CASSETTE TAPE, 90min. recording time	piece														0	21.72	-
5. BINDER, 3-ring, D-type, A4, 64mm(2.5"), with insert clear-view pocket on front, back and spine for label	pair														0	120.69	-
6. BINDER, 3-ring, D-type, legal, 64MM(2.5"), with insert clear-view pocket on front, back and spine for label	pair														0	126.18	-
7. CARBON FILM, polyethylene, 210mm x 297mm(A4), 100s/box	box	3			2				3				2		10	345.62	3,456.18
8. CARBON FILM, polyethylene, 216mm x 330mm, 100s/box	box														0	349.73	-
9. CARTOLINA, assorted color, 20s/pack	pack			10							8				18	73.73	1,327.21
10. CARTOLINA, white, 20s/pack	pack			10							8				18	43.89	789.98
11. CHALK, white, dustless, 100 pcs/box	box	330			300				318				300		1248	36.21	45,187.08
12. CLIP, bulldog (3")	piece														0	8.10	-
13. CLIP, backfold, 25mm, 12s/box	box						35						25		60	15.36	921.65
14. CLIP, backfold, 50mm, 12s/box	box						35						25		60	44.44	2,666.20
15. CLIP, backfold, 19mm, 12s/box	box						35						25		60	7.95	477.28
16. CLIP, backfold, 32mm, 12s/box	box														0	17.56	-
17. COLUMNAR PAD, 4 cols, 50 gsm min.	pad														0	25.78	-
18. COLUMNAR PAD, 14 cols, 50 gsm min.	pad	14													14	46.08	645.15
19. COLUMNAR PAD, 16 cols, 50 gsm min.	pad	14													14	44.99	629.79
20. COLUMNAR PAD, 18 cols, 50 gsm min.	pad	14													14	75.16	1,052.21
21. COLUMNAR NOTEBOOK, 12 cols	piece	14													14	20.85	291.86
22. CORRECTION TAPE, disposable, usable length of 6 meters(min), 5mm width	pair														0	21.89	-
23. DATA FILE BOX, (5"x9"x15-3/4")	box		296												296	64.73	19,161.50
24. DATA FOLDER, w/ finger ring, (3" x 9" x 15")	piece														0	70.22	-
25. EDP BINDER, TB, for 11" X 9-1/2" CCF	piece														0	35.11	-
26. EDP BINDER, TB, for 11" X 14-7/8" CCF, plastic, spring rod type, assorted colors	piece														0	35.11	-
27. ENVELOPE, documentary (10"x15"), 500s/box	box	18							30						48	617.72	29,650.73
28. ENVELOPE, expanding, kraft, legal size, 100s/box	box	10							20						30	686.35	20,590.54

Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (06.30.2022)	Total Amount		
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total	
29. ENVELOPE, mailing white, 500s/box	box	17						20						37	160.98	5,956.35	
30. ENVELOPE, mailing white with window, 500s	box													0	206.82	-	
31. ENVELOPE, pay, kraft, (4"x7-1/2"), 496s/box	box													0	108.18	-	
32. ENVELOPE, expanding, plastic, legal size	piece													0	48.28	-	
33. ENVELOPE, documentary, A4, 500s/box	box	28						40						68	485.95	33,044.88	
34. ERASER, blackboard/whiteboard	piece					200					148			348	11.17	3,888.01	
35. ERASER, rubber	piece													0	5.46	-	
36. FILE ORGANIZER, expanding, legal, plastic, assorted colors	piece													0	83.39	-	
37. FOLDER, pressboard, plain, legal, 100s/box	pack													0	898.48	-	
38. FOLDER, tagboard, legal size, 100s/box	pack													0	345.62	-	
39. FOLDER, tagboard, A4 size, 100s/box	pack													0	312.70	-	
40. FOLDER, morocco/fancy, legal size, 50s/pack	pack		40				62			40				142	272.11	38,639.00	
41. FOLDER, morocco/fancy, A4 size, 50s/pack	bundle		40				62			40				142	268.81	38,171.59	
42. FOLDER, clear plastic, L-type, A4 size, 50s/pack	pack		20				31			20				71	207.37	14,723.33	
43. FOLDER, clear plastic, L-type, legal size, 50s/pack	pack		20				31			20				71	220.54	15,658.14	
44. GLUE, all purpose, 300 grams min.	jar		40				46			40				126	48.28	6,082.88	
45. ILLUSTRATION BOARD, (30"x40"), 2 ply	piece													0	34.56	-	
46. INDEX CARD, 3"x 5", ruled both sides, 500s/pack	pack													0	43.23	-	
47. INDEX CARD, 5" x 8", ruled both side, 500s/pack	pack													0	98.75	-	
48. INDEX CARD BOX, 4-3/8"x5-5/8" x 4"(3" x 5")	box													0	36.48	-	
49. INDEX CARD BOX, 5-3/8"x8-7/8" x 6"(5" x 8")	box													0	52.92	-	
50. INDEX TAB, self-adhesive, 10 pcs/box	box													0	52.12	-	
51. LEAD, for mechanical pencil, 0.5mm, 12 pcs/tube	tube	6			6			6					6	24	13.69	328.65	
52. LOOSELEAF COVER, 214mm x 354mm, 50 pcs/bundle	bundle													0	521.17	-	
53. MAGAZINE FILE BOX, 110mm x 220mm x 265mm, with open end	piece													0	38.40	-	
54. MAGAZINE FILE BOX, 112mm x 200mm x 240mm, with open end	piece													0	38.40	-	
55. MAP PIN, round head, 100s/case	case													0	38.40	-	
56. MARKER, fluorescent, 3 colors/set	set													0	43.34	-	
57. MARKING PEN, whiteboard, black	piece		290			350			300			312		1252	12.51	15,665.40	
58. MARKING PEN, whiteboard, blue	piece		290			350			300			312		1252	12.51	15,665.40	
59. MARKING PEN, whiteboard, red	piece													0	12.51	-	
60. MARKER, permanent, black	piece		44			50			40			50		184	12.92	2,377.97	
61. MARKER, permanent, blue	piece		44			50			40			50		184	12.92	2,377.97	
62. MARKER, permanent, red	piece													0	12.92	-	
63. NOTE BOOK, stenographer's, 40 leaves, ruled both sides	piece													0	8.12	-	
64. NOTE PAD, (3"x3"), 100 sheets/pad	pad													0	36.21	-	
65. NOTE PAD, (3"x4"), 100 sheets/pad	pad													0	60.35	-	
66. NOTE PAD, (2"x2"), 400 sheets/pad	pad													0	118.50	-	
67. NOTE PAD, (2"x3"), 100 sheets/pad	pad													0	32.92	-	
68. OIL, for general purpose, 120 mL	bottle													0	36.21	-	
69. PAPER, bond, Premium Grade, 210mm x 297mm (A4), 70 gsm	ream	166			200			200					200		766	104.11	79,746.27
70. PAPER, mimeo, Groundwood, 210mm x 297mm (A4), 60gsm	ream													0	73.93	-	

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
71. PAPER, for Plain Paper Copier, 210mm x 297mm (A4) 70gsm	ream													0	116.18	-
72. PAPER, for Plain Paper Copier, 254mm x 356mm (B4), 70gsm	ream													0	205.37	-
73. PAPER, ruled pad, 216mm x 330mm, 90 sheets/pad	pad													0	20.63	-
74. PAPER, thermal, 210mm x 30M, 1/2" core	roll													0	38.07	-
75. PAPER, thermal, 216mm x 30M, 1/2" core	roll													0	38.07	-
76. PAPER, multicopy, 210mm x 297mm (A4), 80gsm	ream													0	124.57	-
77. PARCHMENT PAPER, A4 size, 80 gsm, 100 sheets/pack	ream													0	170.07	-
78. PAPER FASTENER, for paper, metal, 50 sets/box	box	20				20					20			60	86.55	5,193.13
79. PAPER CLIP, gem type, jumbo, 48mm, 100s/box	box													0	14.81	-
80. PAPER CLIP, gem type, 32mm, 100s/box	box	20				20					20			60	8.23	493.74
81. PENCIL, lead, w/eraser, one(1) dozen per box	box	20			20			20				12		72	21.66	1,559.46
82. PENCIL, mechanical, for 0.5mm lead	piece	2						2						4	19.75	79.00
83. PUSH PIN, flat head type, assorted colors, 100s/case	case	30			30			30				30		120	39.50	4,739.90
84. RECORD BOOK, 300 pages, Smythe sewn	book												29	29	60.35	1,750.03
85. RECORD BOOK, 500 pages, Smythe sewn	book												29	29	93.26	2,704.60
86. RIBBON, nylon, manual typewriter	spool	3			3			3				3		12	15.34	184.08
87. RIBBON CARTRIDGE, fabric, Iwata E2A time recorder	piece													0	493.74	-
88. RING BINDER, 6mm x 1.12m, plastic, 10 pcs/bundle	bundle													0	35.10	-
89. RING BINDER, 8mm x 1.12m, plastic, 10 pcs/bundle	bundle													0	38.39	-
90. RING BINDER, 10mm x 1.12m, plastic, 10 pcs/bundle	bundle													0	46.62	-
91. RING BINDER, 11mm x 1.12m, plastic, 10 pcs/bundle	bundle													0	57.59	-
92. RING BINDER, 12.7mm x 1.12m (1/2"x44"), plastic	piece													0	4.77	-
93. RING BINDER, 14mm x 1.12m, plastic, 10 pcs/bundle	bundle													0	78.44	-
94. RING BINDER, 16mm x 1.12m, plastic, 10 pcs/bundle	bundle													0	104.22	-
95. RING BINDER, 19mm x 1.12m (3/4"x44"), plastic	piece		200						190					390	12.02	4,686.42
96. RING BINDER, 22mm x 1.12m, plastic, 10 pcs/bundle	bundle													0	156.34	-
97. RING BINDER, 25mm x 1.12m (1"x44"), plastic	piece		200							190				390	12.89	5,027.92
98. RING BINDER, 28mm x 1.12m, plastic, 10 pcs/bundle	piece													0	239.73	-
99. RING BINDER, 32mm x 1.12m, plastic, 10 pcs/bundle	piece													0	271.00	-
100. RING BINDER, 50mm x 1.12m (2" x 44"), plastic	piece													0	30.72	-
101. RUBBER BAND, 1.0mm min thickness, min. 350grams/box or approx 220pcs	box													0	139.98	-
102. RULER, plastic, 300mm	piece													0	3.84	-
103. RULER, plastic, 450mm	piece							30						30	38.40	1,152.06
104. SIGN PEN, black	piece	200			220			230				220		870	45.51	39,596.05
105. SIGN PEN, blue	piece	200			220			230				220		870	45.51	39,596.05
106. SIGN PEN, red	piece													0	45.51	-
107. STAMP PAD INK, violet, 50mL	bottle		31							31				62	23.04	1,428.55
108. STAMP PAD, felt pad, min 60mm x 100mm	piece			6										6	26.33	158.00
109. STAPLE WIRE, standard, #35	box		37			40				40		40		157	24.89	3,907.33
110. STENCIL PAPER, ordinary, universal, 24 pcs/quire	quire													0	192.01	-
111. TAPE, adding machine, CSP bond	roll													0	8.19	-
112. TAPE, masking, 24mm, 50 meters length	roll													0	48.28	-
113. TAPE, masking, 48mm, 50 meters length	roll													0	96.33	-
114. TAPE, transparent, 24mm, 50 meters	roll		30			30				30		30		120	15.36	1,843.30
115. TAPE, transparent, 48mm, 50 meters	roll		30			30				30		30		120	31.77	3,811.93

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	
116. TAPE, packaging, 48mm, 50 meters length	roll														0	31.77	-
117. TIME CARD, for Amano Bundy Clock, 1000s/bndl	bundle														0	87.23	-
118. TIME CARD, for Kitano Time Recorder, 1000s/bndl	bundle														0	87.78	-
119. TOILET TISSUE, 12 rolls/pack	pack			30											60	76.80	4,608.24
120. TWINE, plastic, one kilo per roll	roll														0	48.15	-
121. WRAPPING PAPER, kraft, 65gsm, approx. 40m	roll														0	153.61	-
<b>COMMON OFFICE DEVICES</b>																	
1. BLADE, heavy duty cutter(L500), 10 pcs./pack	pack														0	9.87	-
2. CUTTER, heavy duty	piece			47											0	29.52	2,272.96
3. PUNCHER, heavy duty	piece										30				77	104.23	-
4. SCISSORS, (6")	pair			60											120	18.30	2,196.51
5. SHARPENER, single cutterhead	piece			30								60			30	181.04	5,431.14
6. STAMPING DATER, self-inking stamp	piece														0	466.31	-
7. STAPLER, heavy duty, standard	piece			50											0	152.16	13,390.31
8. STAPLE REMOVER, twin jaws	piece			30									38		30	17.43	522.86
9. TAPE DISPENSER, heavy duty, for 24mm(1")	piece														0	54.86	-
10. TAPE DISPENSER, handheld, for 48mm width packaging tape	piece														0	42.44	-
11. WASTE BASKET, plastic	piece														0	27.43	-
<b>COMMON JANITORIAL SUPPLIES</b>																	
1. BATHROOM SOAP, 70gms.	piece														0	20.85	-
2. BROOM, soft (tambo)	piece		30			30				30				30	120	126.18	15,141.36
3. BROOM, STICK (tingting)	piece		30			30				30				30	120	18.65	2,238.29
4. CLEANSER, powder, 350gms.	canister														0	16.79	-
5. DETERGENT POWDER, all purpose, 500gms.	pouch		250			250				250				250	1000	24.14	24,138.40
6. DETERGENT BAR, min 392 grams net mass, four(4) pcs per bar	bar		30			30				30				30	120	19.20	2,304.12
7. DISINFECTANT SPRAY, 400 grams net content	can		30			30				30				30	120	161.29	19,354.61
8. DUST PAN, non-rigid plastic, with detachable handle	piece		15												30	35.11	1,053.31
9. FLOOR WAX, paste, natural, 2kgs.	can									15					0	323.67	-
10. FLOOR WAX, paste, red, 2kgs.	can														0	329.16	-
11. FLOOR WAX, liquid type, 3.9L/ plastic container	container														0	363.72	-
12. FURNITURE CLEANER, 300ml/can min	can				3										3	106.43	319.29
13. INSECTICIDE, 600ml (420g) /can	can														0	120.69	-
14. MOPHANDLE, screw type, wooden handle	piece														0	93.26	-
15. MOPHEAD, 100% rayon, 400g	piece														0	82.29	-
16. RAG, COTTON, (7") in diameter	kilo		30												0	49.37	2,962.44
17. SCOURING PAD, economy size	pack		15							15					30	142.64	4,279.68
18. TOILET BOWL & URINAL CLEANER, 900ml	bottle		15			15				15					60	71.32	4,279.68
19. TOILET DEODORANT CAKE, 99% paradichlorobenzene, 50gms, 3 pcs/pack	box		30												120	30.72	3,686.59
20. TRASHBAG, plastic, black, (XL), 10 pcs per pack per roll	roll		15			15				15					30	151.41	4,542.41
21. MULHINSECT KILLER SPRAY	CANS		30		30			30		30			30		150	235.00	35,250.00

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	
															0.00		
<b>LEGAL SIZE PAPER</b>																	
1. PAPER, bond, Premium Grade	ream	183			173			180					170		706	120.36	84,977.65
2. PAPER, mimeo, Groundwood	ream														0	81.79	-
4. PAPER, for PPC	ream														0	120.59	-
5. PAPER, multicopy, legal, for laser printing	ream														0	151.96	-
6. PAPER, COLORED, legal, for all printing type (green & pink)	ream		30						30						60	150.00	9,000.00
<b>COMMON OFFICE EQUIPMENT</b>																	
1. AIRPOT, 4.0 liters, w/ dispenser	unit														0	1,404.42	-
2. CALCULATOR, desktop, heavy duty printing, 12 digits, two(2) color print/illuminated display, AC power source, Canon	unit														0	1,974.96	-
3. CALCULATOR, desktop, mini-printer type,12 digits, AC/DC power source, with ink roller & adaptor	unit														0	930.43	-
4. CALCULATOR, scientific, 10 digits, dot, matrix display, programmable, with case	unit														0	415.84	-
5. CALCULATOR, compact, electronic, LCD, desktop, display, 12 digits, two-way power source	unit														0	164.45	-
6. CHAIR, monobloc, without armrest,beige/white	unit														0	263.33	-
7. DIGITAL VOICE RECORDER, 4GB, memory, stereo channel, MP3, WMA, recording and playback format, with earphone jack, built-in microphone, with USB cable, rechargeable batteries, instructional manual, carrying pouch, hand strap, earphone	unit														1	9,852.86	9,852.86
8. DOCUMENT CAMERA, w/ DVI port, four (4), reference points demarcate viewing area, 8 times, (800%) consecutive zoom, PC and Doc Cam VS	unit														1	20,627.36	20,627.36
9. ELECTRIC FAN, orbit type	unit	25													25	1,481.22	37,030.50
10. ELECTRIC FAN, with stand	unit														0	1,130.12	-
11. ELECTRIC FAN, wall type	unit														0	1,086.23	-
12. INDUSTRIAL FAN, 18" metal blade	unit														0	1,152.06	-
13. FACSIMILE TRANSCIVER, uses thermal paper, 50m/roll, for documents 216mm x 600mm, 15 sec, transmission speed, running width 208mm, document feeder holds 10 pages, with automatic, paper cutter, redial, and fax/tel switchover	unit														0	4,028.16	-
14. FIRE EXTINGUISHER, dry chemical, for ABC class, of fire, squeeze type,non-electrical conductor,non-toxic, non-corrosive, 4.5kg (10lbs.), brand new	unit														0	1,095.01	-
15. FIRE EXTINGUISHER, pure HCFC 123, with fire rating of 1A, 1BC for ABC class of fire, squeeze type, non-electrical conductor, 4.5kg (10 lbs), brand new	unit														6	3,914.81	23,488.86
16. MULTIMEDIA PROJECTOR, 2000 ansi Lumens, 2000 hours lamp life, supports SVGA to SXGA, (compressed) resolution	unit						3							3	15	24,105.48	361,582.26

Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue as of (09.30.2012)	Total Amount	
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total
17. PAPER TRIMMER/CUTTING MACHINE, 350MM cutting size, 30 sheets cutting cap., automatic clamping, stationery blade guard, A4-A6 format indications	unit													4	9,325.10	37,300.41
18. PAPER SHREDDER, 220mm feed opening, 4mm shred width, 0.06m/sec shred speed, 6-8 sheets performance, approx 5kg in weight	unit		4											0	6,142.13	-
19. PRINTER, automatic data processing, impact, dot matrix, 9-pins, 136 columns, complete w/ ribbons, cables and manual	unit													0	17,555.20	-
20. PRINTER, impact dot matrix, 9-pin, 80 columns, with ribbon, cables and manual, ribbons, cables and manual, LX-300+ II	unit													0	6,537.87	-
21. PRINTER, laser, 20ppm printing speed, 1200 x 1200 dpi, with power cord, interface cable, software drivers and complete documentation	unit													0	3,944.43	-
22. PRINTER, impact dot matrix, 24-pins, 136 columns, 465 cps print speed, parallel or USB interface, manual/tractor feeder paper handling, 220VAC/60Hz, with power cable, data cable, software driver (if any), manual and ribbon cartridge	unit													0	32,696.56	-
23. PUNCHING/BINDING MACHINE, two(2) hand lever system, 34cm or 13" (24 holes) punching, width adjustable to any format, binds 425 sheets, or up to 2" thick, all metal construction	unit													1	10,970.90	10,970.90
24. TABLE, monobloc, square, 36" X 36", white, four(4) seater, for indoor and outdoor use	unit													0	1,300.18	-
24. TIME RECORDER, (for attendance), electronic, stylish/compact design, large, display, 2-color ribbon, with dot matrix printer, bell and buzzer, wall or desk mount, 220 volts	unit													0	4,837.33	-
															0.00	-
<b>HANDBOOKS ON PROCUREMENT</b>																
HANDBOOK ON PUBLIC BIDDING DOCUMENTS, 8-1/2" x 11", offset printing, one color print, laminated kromcote cover, newsprint inside pages, perfect binding for:																
a. Procurement of Goods & Services, 110-115 pages	piece													0	34.01	-
b. Procurement of Civil Works, 139-149 pages	piece													0	39.72	-
c. Procurement of Consulting Services, 139-149 pages	piece													0	23.59	-
d. Sample Forms, 8-1/4" x 11-3/4", 328 pages	piece													0	93.26	-
e. for LGUs	piece														119.59	-
HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT(5th Edition), 6" x 9", 228 pages,	piece													0	41.69	-
HANDBOOK ON PUBLIC BIDDING CHECKLIST, 6" x 9", 70 pages	piece													0	14.26	-
HANDBOOK ON GENERIC PROCUREMENT MANUAL (GPM), A-4 size(210mm x 297mm), foldcote 12 w/ plastic lamination, one(1) set of four (4) volumes as follows:	set													0	137.15	-
Volume I (103 pages) - white color																-
Volume II (138 pages) - light blue color																-

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		
Volume III (124 pages) - light yellow color																		
Volume IV (118 pages) - light green color																		
<b>B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)</b>																		
<b>Office Equipment and Accessories</b>																		
HP PRINTER	Unit						16									16	3,990.00	63,840.00
OFFICE TABLE	Unit		5		6		5		4		5					25	2,850.00	71,250.00
WHITE BOARD	Unit					10										10	390.00	3,900.00
TOP GLASS	Unit		5		6		5		4		5					25	342.00	8,550.00
UPS (Uninterruptible Power Supply)	Unit				24											24	3,200.00	76,800.00
																0		-
																0		-
																0		-
																0		-
																0		-
<b>Office Supplies</b>																		
CORRECTION FLUID, 15mL.	Piece		50			50			50			50				200	10.25	2,050.00
RIZOGRAPHING PAPER	Ream		125			125			125			125				500	102.25	51,125.00
RISO GENUINE INK	Tube		15			20			15			20				70	1,335.00	93,450.00
RISO GENUINE MASTER	Unit		7			8			7			8				30	2,780.00	83,400.00
																0		-
<b>Audio and visual presentation and composing equipment</b>																		
1																0		-
<b>Photographic or filming or video equipment</b>																		
1 EVOLIS PN R3011 (YMCKO) RIBBON, 200 PRINTS PER ROLL	ROLL				20											20	4,500.00	315,000.00
2 TOPAZ SIGNATURE TABLET T-S640-HSB-R 1X5 PAD	UNIT				2											2	12,500.00	25,000.00
<b>Cleaning Equipment and Supplies</b>																		
Muriatic Acid	Gal		30			30			30			30				120	78.00	9,360.00
Full Charge Battery Solution	Gal.		30			30			30			30				120	76.00	9,120.00
PAIL	Piece		10			10			10			10				40	68.00	2,720.00
BRUSH	Piece		10			10			10			10				40	17.60	704.00
DIPPER/TABO	Piece		10			10			10			10				40	23.40	936.00
GLOVES	Piece		30			30			30			30				120	12.34	1,480.80
MASK	Piece		30			30			30			30				120	9.75	1,170.00
FLOOR MOP	Piece		10			10			10			10				40	78.95	3,158.00
RUBBER PUMP	Piece		10			10			10			10				40	46.80	1,872.00
SHOVEL	unit															0		-
<b>Paper Materials and Products</b>																		
1																0		-
<b>Lighting and fixtures and accessories</b>																		
1																0		-



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		
Electrical equipment and components and supplies																		
Computer Supplies																		
Computer Equipment and Accessories																		
INK CARTRIDGE, 810 Black	Cart	3			2			3				2				10	865.00	8,650.00
INK CARTRIDGE, 811 Colored	Cart	2			1			2				1				6	895.00	5,370.00
CD DRIVE CLEANER	Piece				30							30				60	64.22	3,853.20
TONER CARTRIDGE, Kyocera TK-135	Cart	1			1			1				1				4	3,285.00	13,140.00
TONER CARTRIDGE, Konica Minolta, bizhub 160	cart	1			1			1				1				4	2,685.00	10,740.00
*Other Categories																		

\*\*\*GRAND TOTAL: ..... 2,950,746.90  
TOTAL W/ 10% ADDITIONAL PROVISION FOR INFLATION ..... 3,245,821.59  
APPROVED BUDGET: .....


\*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:

  
JOHN A. ALLES  
Property/Supply Officer

Certified Funds Available /  
Certified Appropriate Funds Available:

  
PASTOR T. TAGURA, MBA  
Accountant /  
Local Budget Officer

Approved:

  
DAM MANG S. SANTALA, Ph.D.  
Head of Office/Agency