

Department of Transportation
MARITIME INDUSTRY AUTHORITY
Central Office

2020
ANNUAL PROCUREMENT PLAN *for*
Common-use Supplies & Equipment
(APP-CSE)

ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2020 FORM

Introduction:

Listed in this template are all the common supplies and equipment (CSE) carried in stock by the Procurement Service (PS) that may be purchased by government agencies. Agencies must accomplish this form and submit in order to purchase CSEs from the PS. Consistent with DBM Circular No. 2018-10 dated November 8, 2018, the APP-CSE shall serve as the agency's APR for all its CSE requirements. Items in the template have been arranged in accordance with UNSPSC coding and this is in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

Instructions:

- Download the worksheet file APP-CSE 2020 template at www.ps-philgeps.gov.ph
- Indicate the agency's monthly requirement per item in the APP-CSE 2020 form.
- The agency should indicate zero if an item is not being purchased by the agency or purchased for a particular month.
- Agency must not delete any item in the template; neither should it include line items or revise the template.
- An APP-CSE is considered incorrect or invalid if
 - form used is other than the prescribed format which can be downloaded only at www.ps-philgeps.gov.ph and;
 - correct format is used but fields were deleted and/or inserted in PART I of the template
- Fill out the CSE requirements that are available for purchase in the PS under the PART I. For other items that are not available from the PS but is regularly purchased by the agency from other sources, agency must indicate the items in the PART II and indicate likewise the unit prices based on its last purchase.
- Once accomplished and finalized, the APP-CSE 2019 form should be:
 - Saved using this format: APP2020_Name of Agency_Main or Regional Office (e.g. APP2020_DBM_Central Office, APP2020_DBM_Region IVA).
 - Printed and signed by the agency Property/Supply Officer, Budget Officer and Head of the Procuring Entity. An unsigned APP-CSE or that which lacks any of the three (3) signatures will be considered as an invalid submission.
- The SIGNED COPY of the APP-CSE must be scanned and saved as pdf format. The file in excel format should be submitted online using the Virtual Store (VS) facility at PhilGEPS website. (Only buyer coordinators will be allowed to upload APP-CSEs.)
- An agency may revise its APP-CSE during the year if there will be changes in its requirements. However, it should submit an original APP-CSE within the prescribed deadline. Agency may follow the same procedure as indicated in No. 7 when submitting the revised copy. All requirements in excess of the quantities indicated in the original APP-CSE will not be served if not covered by a revised APP-CSE.
- For further assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no.(02)689-7750 local 4019.

Note: Consistent with Memorandum Circular No. 2019 -1 dated 03 September 2019, issued by AO 25, the APP-CSE for FY 2020 must be submitted on or before **October 31, 2019**.

Department/Bureau/Office: MARITIME INDUSTRY AUTHORITY
 Region: NCR-CENTRAL OFFICE
 Address: A. BONIFACIO DRIVE CORNER 20th STREET, PORT AREA, MANILA

Agency Account Code: _____
 Organizatio _____

Contact Person: ARNALDO P. VALLESFINO
 Position: Chief Administrative Officer
 E-mail : supply.section_gsd@yahoo.com
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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT					
PART I. AVAILABLE AT PROCUREMENT SERVICE STORES																										
Pesticides or Pest Repellents																										
1	10191509-IN-A01	INSECTICIDE, aerosol type, net content- 600ml min	can	31	10	9	50	6,968.00	23	9	10	42	5,853.12	29	10	9	48	6,689.28	23	9	10	42	5,853.12	182.00	139.36	25,363.52
Solvents																										
2	12191601-AL-E01	ALCOHOL, ethyl, 68%-70%, scented, 500ml (-5ml)	bottle	258	66	68	392	17,244.86	258	66	68	392	17,244.86	318	66	68	452	19,884.38	326	133	133	592	26,043.26	1,828.00	43.992	80,417.38
Color Compounds and Dispersions																										
3	12171703-SI-P01	STAMP PAD INK, purple or violet	bottle	25	32	5	62	1,526.89	8	4	7	19	467.92	12	32	5	49	1,206.73	8	4	6	18	443.29	148.00	24.6272	3,644.83
Films																										
4	13111203-AC-P01	ACETATE, thickness: 0.075mm min (gauge #3)	roll	0	0	0	0	0.00	0	2	0	2	1,474.47	0	3	0	3	2,211.71	0	0	0	0	0.00	5.00	737.2352	3,686.18
5	13111201-CF-P01	CARBON FILM, PE, black, size 210mm x 297mm	box	2	0	0	2	417.04	0	0	1	1	208.52	0	0	0	0	0.00	0	0	1	1	208.52	4.00	208.52	834.08
6	13111201-CF-P02	CARBON FILM, PE, black, size 216mm x 330mm	box	2	0	0	2	417.04	0	0	1	1	208.52	0	0	2	2	417.04	0	0	1	1	208.52	6.00	208.52	1,251.12
Paper Materials and Products																										
7	14111525-CA-A01	CARTOLINA, assorted colors	pack	8	24	4	36	2,620.05	3	0	4	7	509.45	10	1	1	12	873.35	4	0	1	5	363.90	60.00	72.7792	4,366.75
8	14111506-CF-L11	CONTINUOUS FORM, 1 PLY, 280 x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	682.24	0.00
9	14111506-CF-L12	CONTINUOUS FORM, 1 PLY, 280 x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1029.6	0.00
10	14111506-CF-L22	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1300	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AVERAGE	April	May	June	Q2	Q2 AVERAGE	July	Aug	Sept	Q3	Q3 AVERAGE	Oct	Nov	Dec	Q4	Q4 AVERAGE			
11	14111506-CF-L21	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	765.44	0.00
12	14111506-CF-L31	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	596.804	0.00
13	14111506-CF-L32	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1034.8	0.00
14	14111609-LL-C01	LOOSELEAF COVER, made of chipboard, for legal	bundle	3	2	3	8	5,365.57	3	2	3	8	5,365.57	3	2	3	8	5,365.57	3	2	3	8	5,365.57	32.00	670.696	21,462.27
15	14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	127	21	31	179	5,767.24	101	11	31	143	4,607.35	101	39	31	171	5,509.48	91	11	31	133	4,285.15	626.00	32.2192	20,169.22
16	14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	132	71	36	239	13,397.38	100	11	36	147	8,240.23	100	89	39	228	12,780.77	100	11	36	147	8,240.23	761.00	56.056	42,658.62
17	14111514-NP-S03	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad	128	71	36	235	9,751.56	99	11	36	146	6,058.42	102	89	36	227	9,419.59	99	11	36	146	6,058.42	754.00	41.496	31,287.98
18	14111514-NB-S01	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece	153	115	30	298	3,588.87	80	39	39	158	1,902.83	100	112	37	249	2,998.76	77	36	36	149	1,794.44	854.00	12.0432	10,284.89
19	14111507-PP-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	142	37	122	301	39,843.73	107	42	102	251	33,225.17	137	42	127	306	40,505.59	132	42	122	296	39,181.88	1,154.00	132.3712	152,756.36
20	14111507-PP-M02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	107	37	92	236	36,521.47	72	42	67	181	28,010.11	102	42	92	236	36,521.47	97	42	92	231	35,747.71	884.00	154.752	136,800.77
21	14111507-PP-C01	PAPER, Multi-Purpose (COPY) A4, 70 gsm	ream	347	207	282	836	95,734.04	317	250	269	836	95,734.04	380	258	354	992	113,598.28	377	252	312	941	107,758.05	3,605.00	114.5144	412,824.41
22	14111507-PP-C02	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	ream	357	233	267	857	111,392.17	295	293	260	848	110,222.36	334	240	322	896	116,461.36	331	250	275	856	111,262.20	3,457.00	129.9792	449,338.09
23	14111531-PP-R01	PAPER, PAD, ruled, size: 216mm x 330mm (± 2mm)	pad	26	2	4	32	555.11	17	27	4	48	832.67	25	2	4	31	537.76	17	2	4	23	398.99	134.00	17.3472	2,324.52
24	14111503-PA-P01	PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	ream	14	4	4	22	2,116.40	2	26	4	32	3,078.40	1	2	4	7	673.40	0	0	4	4	384.80	65.00	96.2	6,253.00
25	14111818-TH-P02	PAPER, THERMAL, 55gsm, size: 216mm±1mm x 30m-0.3m	roll	18	11	12	41	1,999.82	18	9	13	40	1,951.04	20	11	12	43	2,097.37	19	9	12	40	1,951.04	164.00	48.776	7,999.26
26	14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	46	14	18	78	5,516.16	28	11	18	57	4,031.04	30	13	16	59	4,172.48	25	11	16	52	3,677.44	246.00	70.72	17,397.12
27	14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	96	61	55	212	21,607.04	67	55	55	177	18,039.84	77	55	53	185	18,855.20	32	21	29	82	8,357.44	656.00	101.92	66,859.52
28	14111704-TT-P02	TOILET TISSUE PAPER 2-plys sheets, 150 pulls	pack	221	69	71	361	23,615.18	221	69	71	361	23,615.18	221	69	71	361	23,615.18	221	69	71	361	23,615.18	1,444.00	65.416	94,460.70
Batteries and Cells and Accessories																										
29	26111702-BT-A02	BATTERY, dry cell, AA, 2 pieces per blister pack	pack	93	34	65	192	3,787.93	34	61	23	118	2,328.00	78	39	55	172	3,393.35	46	64	33	143	2,821.22	625.00	19.7288	12,330.50
30	26111702-BT-A01	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack	74	32	43	149	2,905.50	39	40	23	102	1,989.00	59	37	35	131	2,554.50	47	37	30	114	2,223.00	496.00	19.5	9,672.00
31	26111702-BT-A03	BATTERY, dry cell, D, 1.5 volts, alkaline	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	88.4	0.00
Manufacturing Components and Supplies																										
32	31201610-GL-J01	GLUE, all purpose, gross weight: 200 grams min	jar	42	12	13	67	3,203.89	30	10	24	64	3,060.43	31	11	12	54	2,582.24	28	11	12	51	2,438.78	236.00	47.8192	11,285.33
33	31151804-SW-H01	STAPLE WIRE, for heavy duty staplers, (23/13)	box	20	15	6	41	847.68	10	15	10	35	723.63	10	15	3	28	578.91	7	15	9	31	640.93	135.00	20.6752	2,791.15
34	31151804-SW-S01	STAPLE WIRE, STANDARD, (26/6)	box	111	83	75	269	5,393.77	90	85	81	256	5,133.11	97	84	81	262	5,253.41	94	81	77	252	5,052.90	1,039.00	20.0512	20,833.20
35	31201502-TA-E01	TAPE, ELECTRICAL, 18mm x 16M min	roll	6	16	0	22	400.40	4	13	4	21	382.20	4	16	0	20	364.00	6	14	0	20	364.00	83.00	18.2	1,510.60
36	31201503-TA-M01	TAPE, MASKING, width: 24mm (±1mm)	roll	82	36	40	158	8,708.96	61	36	50	147	8,102.64	62	36	42	140	7,716.80	56	37	42	135	7,441.20	580.00	55.12	31,969.60
37	31201503-TA-M02	TAPE, MASKING, width: 48mm (±1mm)	roll	87	34	35	156	16,629.60	68	34	34	136	14,497.60	72	32	31	135	14,391.00	66	31	29	126	13,431.60	553.00	106.6	58,949.80
38	31201517-TA-P01	TAPE, PACKAGING, width: 48mm (±1mm)	roll	73	38	37	148	2,693.60	59	36	37	132	2,402.40	57	38	40	135	2,457.00	50	41	35	126	2,293.20	541.00	18.2	9,846.20
39	31201512-TA-T01	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll	138	58	72	268	2,438.80	115	63	67	245	2,229.50	132	58	68	258	2,347.80	117	53	76	246	2,238.60	1,017.00	9.1	9,254.70
40	31201512-TA-T02	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll	91	45	37	173	3,148.60	75	45	37	157	2,857.40	75	45	34	154	2,802.80	67	46	42	155	2,821.00	639.00	18.2	11,629.80
41	31151507-TW-P01	TWINE, plastic, one (1) kilo per roll	roll	14	2	3	19	968.24	9	26	3	38	1,936.48	2	27	8	37	1,885.52	1	1	3	5	254.80	99.00	50.96	5,045.04
Heating and Ventilation and Air Circulation																										
42	40101604-EF-G01	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	974.48	0.00
43	40101604-EF-C01	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1192.88	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the Year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
44	40101604-EF-S01	ELECTRIC FAN, STAND type, plastic blade	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1006.3872	0.00
45	40101604-EF-W01	ELECTRIC FAN, WALL type, plastic blade	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	669.656	0.00
Lighting and Fbxtures and Accessories																										
46	39101605-FL-T01	FLUORESCENT LAMP, 18 WATTS, linear tubular (T8)	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	40.56	0.00
47	39101628-LB-L01	Ligh Bulb, LED, 7 watts 1 pc in indivdual box	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	72.488	0.00
Measuring and Observing and Testing Equipment																										
48	41111604-RU-P02	RULER, plastic, 450mm (18"), width: 38mm min	piece	18	26	0	44	680.91	1	1	10	12	185.70	3	1	0	4	61.90	8	1	0	9	139.28	69.00	15.4752	1,067.79
Cleaning Equipment and Supplies																										
49	47131812-AF-A01	AIR FRESHENER, aerosol, 280ml/150g min	can	49	24	18	91	7,831.46	37	25	18	80	6,884.80	36	28	15	79	6,798.74	34	22	14	70	6,024.20	320.00	86.06	27,539.20
50	47131604-BR-S01	BROOM, soft (tambo)	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	130	0.00
51	47131604-BR-T01	BROOM, STICK (TING-TING), usable length: 760mm min	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	30.576	0.00
52	47131829-TB-C01	CLEANER,TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	41.6	0.00
53	47131805-CL-P01	CLEANSER, SCOURING POWDER, 350g min./can	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	23.92	0.00
54	47131811-DE-B02	DETERGENT BAR, 140 grams as packed	bar	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8.008	0.00
55	47131811-DE-P02	DETERGENT POWDER, all purpose, 1kg	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	37.4296	0.00
56	47131803-DS-A01	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	17	9	11	37	4,550.26	17	9	11	37	4,550.26	13	9	11	33	4,058.34	14	9	11	34	4,181.32	141.00	122.98	17,340.18
57	47131601-DU-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	24.84	0	0	0	0	0.00	1.00	24.8352	24.84
58	47131802-FW-P02	FLOOR WAX, PASTE, RED	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	269.36	0.00
59	47131830-FC-A01	FURNITURE CLEANER, aerosol type, 300ml min per can	can	4	4	4	12	1,048.32	4	4	4	12	1,048.32	4	4	4	12	1,048.32	4	4	4	12	1,048.32	48.00	87.36	4,193.28
60	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1911	0.00
61	47131613-MP-H02	MOPHANDLE, heavy duty, aluminum, screw type	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	145.6	0.00
62	47131619-MP-R01	MOPHEAD, made of rayon, weight: 400 grams min	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	110.24	0.00
63	47131501-RG-C01	RAGS, all cotton, 32 pieces per kilogram min	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	49.6912	0.00
64	47131602-SC-N01	SCOURING PAD, made of synthetic nylon, 140 x 220mm	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	102.96	0.00
65	47121701-TB-P04	TRASHBAG, plastic, transparent	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	139.88	0.00
66	47121702-WB-P01	WASTEBASKET, non-rigid plastic	piece	26	79	4	109	2,571.00	4	1	15	20	471.74	4	79	4	87	2,052.09	1	1	0	2	47.17	218.00	23.5872	5,142.01
Information and Communication Technology (ICT) Equipment and Devices and Accessories																										
67	43211507-DCT-03	Desktop Computer, branded	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	39208	0.00
69	43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	piece	19	10	0	29	79,019.20	1	5	10	16	43,596.80	2	1	0	3	8,174.40	0	0	0	0	0.00	48.00	2724.8	130,790.40
70	43202010-FD-U01	FLASH DRIVE, 16 GB capacity	piece	71	40	44	155	42,879.20	22	12	7	41	11,342.24	51	17	7	75	20,748.00	17	9	32	58	16,045.12	329.00	276.64	91,014.56
71	43211503-LCT-03	Laptop Computer, branded	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	35916.4	0.00
72	43211708-MO-O01	MOUSE, optical, USB connection type	unit	34	5	5	44	5,939.65	10	7	3	20	2,699.84	6	5	3	14	1,889.89	5	5	13	23	3,104.82	101.00	134.992	13,634.19
73	43212102-PR-D02	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	33131.28	0.00
74	43212102-PR-D01	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7995.52	0.00
75	43212105-PR-L01	PRINTER, LASER, monochrome, network ready	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	724.88	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
Office Equipment and Accessories and Supplies																										
76	44121710-CH-W01	CHALK, molded, white, dustless, length: 78mm min	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	25.6776	0.00
77	44122105-BF-C01	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box	76	14	24	114	863.12	61	19	21	101	764.69	67	17	23	107	810.12	61	19	21	101	764.69	423.00	7.5712	3,202.62
78	44122105-BF-C02	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box	103	45	54	202	2,705.83	92	50	48	190	2,545.09	92	49	49	190	2,545.09	87	50	53	190	2,545.09	772.00	13.3952	10,341.09
79	44122105-BF-C03	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box	59	15	17	91	1,870.09	43	14	16	73	1,500.18	47	14	16	77	1,582.38	46	11	19	76	1,561.83	317.00	20.5504	6,514.48
80	44122105-BF-C04	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box	79	40	48	167	6,599.84	62	42	49	153	6,046.56	64	48	46	158	6,244.16	60	42	46	148	5,848.96	626.00	39.52	24,739.52
81	44121801-CT-R01	CORRECTION TAPE, film base type, UL 6m min	piece	137	33	90	260	4,564.35	143	83	126	352	6,179.43	156	88	126	370	6,495.42	138	78	121	337	5,916.10	1,319.00	17.5552	23,155.31
82	44111515-DF-B01	DATA FILE BOX, made of chipboard, with closed ends	piece	18	5	20	43	3,000.71	5	5	0	10	697.84	7	25	0	32	2,233.09	5	5	0	10	697.84	95.00	69.784	6,629.48
83	44122011-DF-F01	DATA FOLDER, made of chipboard, taglia lock	piece	178	133	127	438	30,064.32	147	133	127	407	27,936.48	121	158	127	406	27,867.84	132	133	127	392	26,906.88	1,643.00	68.64	112,775.52
84	44121506-EN-D01	ENVELOPE, DOCUMENTARY, for A4 size document	box	0	5	1	6	2,448.83	0	0	1	1	408.14	1	0	0	1	408.14	0	0	1	1	408.14	9.00	408.1376	3,673.24
85	44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box	1	5	0	6	3,108.46	0	0	1	1	518.08	1	0	0	1	518.08	0	0	1	1	518.08	9.00	518.076	4,662.68
86	44121506-EN-X01	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc	box	12	15	0	27	19,936.80	0	2	1	3	2,215.20	3	2	0	5	3,692.00	0	3	1	4	2,953.60	39.00	738.4	28,797.60
87	44121506-EN-X02	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece	32	15	22	69	2,104.00	32	15	12	59	1,799.08	22	15	22	59	1,799.08	22	15	22	59	1,799.08	246.00	30.4928	7,501.23
88	44121506-EN-M02	ENVELOPE, MAILING, white, 80gsm (-5%)	box	9	7	0	16	5,258.24	5	0	1	6	1,971.84	6	1	0	7	2,300.48	5	0	1	6	1,971.84	35.00	328.64	11,502.40
89	44121504-EN-W02	ENVELOPE, mailing, white, with window	box	10	2	0	12	4,929.60	6	0	0	6	2,464.80	8	1	0	9	3,697.20	6	0	0	6	2,464.80	33.00	410.8	13,556.40
90	44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece	8	22	3	33	366.54	2	0	2	4	44.43	4	2	0	6	66.64	2	0	2	4	44.43	47.00	11.1072	522.04
91	44122118-FA-P01	FASTENER, METAL, 70mm between prongs	box	77	75	23	175	13,810.16	46	30	21	97	7,654.77	50	78	18	146	11,521.62	46	27	17	90	7,102.37	508.00	78.9152	40,088.92
92	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, 12 pockets	piece	26	12	7	45	3,177.25	7	12	7	26	1,835.75	26	12	7	45	3,177.25	7	12	7	26	1,835.75	142.00	70.6056	10,026.00
93	44122018-FT-D01	FILE TAB DIVIDER, bristol board, for A4	set	38	34	12	84	1,048.32	5	7	4	16	199.68	25	37	9	71	886.08	8	4	7	19	237.12	190.00	12.48	2,371.20
94	44122018-FT-D02	FILE TAB DIVIDER, bristol board, for legal	set	72	34	11	117	1,946.88	10	6	4	20	332.80	65	36	9	110	1,830.40	5	6	4	15	249.60	262.00	16.64	4,359.68
95	44122011-FO-F01	FOLDER, FANCY, for A4 size documents	bundle	1	0	0	1	253.29	1	0	0	1	253.29	1	1	0	2	506.58	1	0	0	1	253.29	5.00	253.292	1,266.46
96	44122011-FO-F02	FOLDER, FANCY, for legal size documents	bundle	1	0	0	1	291.20	1	0	0	1	291.20	1	1	0	2	582.40	1	0	0	1	291.20	5.00	291.2	1,456.00
97	44122011-FO-L01	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack	1	0	0	1	171.08	1	0	0	1	171.08	1	0	0	1	171.08	1	0	0	1	171.08	4.00	171.08	684.32
98	44122011-FO-L02	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack	1	0	0	1	213.72	1	0	0	1	213.72	1	0	0	1	213.72	1	0	0	1	213.72	4.00	213.72	854.88
99	44122027-FO-P01	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box	11	10	4	25	18,668.00	5	5	4	14	10,454.08	6	5	4	15	11,200.80	5	5	4	14	10,454.08	68.00	746.72	50,776.96
100	44122011-FO-T03	FOLDER, TAGBOARD, for A4 size documents	pack	7	10	1	18	3,912.48	2	10	1	13	2,825.68	3	10	1	14	3,043.04	7	5	1	13	2,825.68	58.00	217.36	12,606.88
101	44122011-FO-T04	FOLDER, TAGBOARD, for legal size documents	pack	14	17	7	38	10,626.14	9	17	6	32	8,948.33	10	17	7	34	9,507.60	9	17	6	32	8,948.33	136.00	279.6352	38,030.39
102	44122008-IT-T01	INDEX TAB, self-adhesive, transparent	box	36	16	7	59	3,060.64	21	16	7	44	2,282.51	23	15	7	45	2,334.38	32	3	7	42	2,178.76	190.00	51.8752	9,856.29
103	44111515-MF-B02	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece	3	33	0	36	1,497.60	4	3	0	7	291.20	3	3	0	6	249.60	3	3	0	6	249.60	55.00	41.6	2,288.00
104	44121716-MA-F01	MARKER, FLUORESCENT, 3 assorted colors per set	set	90	38	42	170	6,329.44	68	38	43	149	5,547.57	67	40	37	144	5,361.41	57	39	37	133	4,951.86	596.00	37.232	22,190.27
105	44121708-MW-B01	MARKER, whiteboard, black, felt tip, bullet type	piece	69	50	41	160	1,649.02	45	45	41	131	1,350.14	54	42	38	134	1,381.06	40	27	38	105	1,082.17	530.00	10.3064	5,462.39
106	44121708-MW-B02	MARKER, whiteboard, blue, felt tip, bullet type	piece	67	42	33	142	1,463.51	43	45	33	121	1,247.07	55	40	33	128	1,319.22	41	30	33	104	1,071.87	495.00	10.3064	5,101.67
107	44121708-MW-B03	MARKER, whiteboard, red, felt tip, bullet type	piece	39	30	22	91	937.88	25	18	22	65	669.92	41	18	24	83	855.43	27	13	24	64	659.61	303.00	10.3064	3,122.84
108	44121708-MP-B01	MARKER, PERMANENT, bullet type, black	piece	75	122	53	250	2,412.80	41	24	41	106	1,023.03	40	173	48	261	2,518.96	32	17	36	85	820.35	702.00	9.6512	6,775.14
109	44121708-MP-B02	MARKER, PERMANENT, bullet type, blue	piece	61	131	37	229	2,210.12	31	28	25	84	810.70	36	177	34	247	2,383.85	28	26	22	76	733.49	636.00	9.6512	6,138.16
110	44121708-MP-B03	MARKER, PERMANENT, bullet type, red	piece	39	69	30	138	1,331.87	17	17	18	52	501.86	23	68	28	119	1,148.49	15	13	16	44	424.65	353.00	9.6512	3,406.87

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
111	44122104-PC-G01	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	68	41	35	144	861.12	35	43	37	115	687.70	58	38	34	130	777.40	55	13	33	101	603.98	490.00	5.98	2,930.20
112	44122104-PC-G02	PAPER CLIP, vinyl/plastic coat, length: 48mm min	box	68	41	35	144	1,034.30	34	41	37	112	1,120.00	57	38	34	123	1,043.16	35	13	35	95	1,241.36	484.00	18.74	6,144.16
113	44121706-PE-L01	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	50	56	15	121	2,515.54	22	18	15	55	1,143.43	38	56	15	109	2,266.07	16	18	15	49	1,018.69	334.00	20.7896	6,943.73
114	44122037-RB-P10	RING BINDER, 80 rings, plastic, 32mm x 1.12m	bundle	9	5	0	14	2,822.89	4	0	1	5	1,008.18	4	5	0	9	1,814.72	4	0	1	5	1,008.18	33.00	201.6352	6,653.96
115	44122101-RU-B01	RUBBER BAND, 70mm min lay flat length (#18)	box	12	27	6	45	4,352.40	4	1	3	8	773.76	6	1	4	11	1,063.92	2	3	3	8	773.76	72.00	96.72	6,963.84
116	44121905-SP-F01	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece	11	23	0	34	940.58	6	2	3	11	304.30	8	11	1	20	553.28	6	1	3	10	276.64	75.00	27.664	2,074.80
117	44121612-BL-H01	CUTTER BLADE, for heavy duty cutter	piece	15	17	0	32	376.73	2	4	0	6	70.64	15	17	0	32	376.73	2	4	0	6	70.64	76.00	11.7728	894.73
118	44121612-CL-H01	CUTTER KNIFE, for general purpose	piece	43	31	26	100	2,740.40	4	3	1	8	219.23	4	33	1	38	1,041.35	4	3	1	8	219.23	154.00	27.404	4,220.22
119	44103202-DS-M01	DATING AND STAMPING MACHINE, heavy duty	piece	8	3	0	11	5,262.17	3	0	0	3	1,435.14	3	1	0	4	1,913.52	2	0	0	2	956.76	20.00	478.3792	9,567.58
120	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	12	0	2	14	2,620.80	0	21	3	24	4,492.80	2	0	0	2	374.40	0	1	0	1	187.20	41.00	187.2	7,675.20
121	44101602-PU-P01	PUNCHER, paper, heavy duty, with two hole guide	piece	20	4	4	28	3,694.75	1	24	3	28	3,694.75	6	6	0	12	1,583.46	0	2	0	2	263.91	70.00	131.9552	9,236.86
122	44121618-SS-S01	SCISSORS, symmetrical, blade length: 65mm min	pair	62	5	30	97	1,513.20	8	56	2	66	1,029.60	8	8	0	16	249.60	6	7	0	13	202.80	192.00	15.6	2,995.20
123	44121615-ST-S01	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece	37	33	14	84	6,901.44	6	6	0	12	985.92	10	33	0	43	3,532.88	3	7	0	10	821.60	149.00	82.16	12,241.84
124	44121615-ST-B01	STAPLER, BINDER TYPE, heavy duty, desktop	unit	3	1	2	6	5,272.80	0	0	0	0	0.00	1	1	0	2	1,757.60	0	0	0	0	0.00	8.00	878.8	7,030.40
125	44121613-SR-P01	STAPLE REMOVER, PLIER-TYPE	piece	72	43	37	152	2,763.24	18	9	7	34	618.09	23	38	4	65	1,181.65	10	9	4	23	418.12	274.00	18.1792	4,981.10
126	44121605-TD-T01	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece	17	1	9	27	1,507.33	1	18	0	19	1,060.72	4	4	0	8	446.62	1	3	0	4	223.31	58.00	55.8272	3,237.98
127	44101602-PB-M01	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit	3	0	1	4	41,600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	10400	41,600.00
128	44101807-CA-C01	CALCULATOR, compact, 12 digits	unit	35	22	10	67	9,058.40	2	1	2	5	676.00	4	2	2	8	1,081.60	1	1	2	4	540.80	84.00	135.2	11,356.80
129	44101714-FX-M01	FACSIMILE MACHINE, uses thermal paper	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4711.2	0.00
130	44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8088.08	0.00
131	44101603-PS-M01	PAPER SHREDDER, cutting width: 3mm-4mm (Entry Level)	unit	1	0	1	2	11,398.40	1	0	0	1	5,699.20	0	0	0	0	0.00	0	0	0	0	0.00	3.00	5699.2	17,097.60
132	44101603-PS-M02	PAPER SHREDDER, cutting width: 3mm-4mm (Mid-Level)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0	0.00
Printer or Facsimile or Photocopier Supplies																										
135	44103105-CA-C02	INK CART, CANON CL-811, Colored	cart	0	10	0	10	10,296.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	1029.6	10,296.00
137	44103105-CA-B02	INK CART, CANON PG-810, Black	cart	5	5	5	15	11,700.00	0	0	0	0	0.00	5	5	5	15	11,700.00	0	0	0	0	0.00	30.00	780	23,400.00
138	44103105-EP-B17	INK CART, EPSON C13T664100 (T6641), Black	cart	49	33	31	113	28,792.40	40	36	28	104	26,499.20	49	33	31	113	28,792.40	40	36	28	104	26,499.20	434.00	254.8	110,583.20
139	44103105-EP-C17	INK CART, EPSON C13T664200 (T6642), Cyan	cart	37	23	21	81	20,638.80	29	26	18	73	18,600.40	37	23	21	81	20,638.80	29	26	18	73	18,600.40	308.00	254.8	78,478.40
140	44103105-EP-M17	INK CART, EPSON C13T664300 (T6643), Magenta	cart	37	23	21	81	20,638.80	29	26	18	73	18,600.40	37	23	21	81	20,638.80	29	26	18	73	18,600.40	308.00	254.8	78,478.40
141	44103105-EP-Y17	INK CART, EPSON C13T664400 (T6644), Yellow	cart	37	23	21	81	20,638.80	29	26	18	73	18,600.40	37	23	21	81	20,638.80	29	26	18	73	18,600.40	308.00	254.8	78,478.40
153	44103105-HP-B17	INK CART, HP CC640WA, (HP60), Black	cart	2	2	2	6	3,900.00	2	2	2	6	3,900.00	2	2	2	6	3,900.00	2	2	2	6	3,900.00	24.00	650	15,600.00
154	44103105-HP-T17	INK CART, HP CC643WA, (HP60), Tri-color	cart	2	2	2	6	4,598.88	2	2	2	6	4,598.88	2	2	2	6	4,598.88	2	2	2	6	4,598.88	24.00	766.48	18,395.52
155	44103105-HP-B35	INK CART, HP CD887AA, (HP703), Black	cart	6	2	2	10	3,390.40	2	2	2	6	2,034.24	6	2	2	10	3,390.40	2	2	2	6	2,034.24	32.00	339.04	10,849.28
156	44103105-HP-T35	INK CART, HP CD888AA, (HP703), Tri-color	cart	6	2	2	10	3,390.40	2	2	2	6	2,034.24	6	2	2	10	3,390.40	2	2	2	6	2,034.24	32.00	339.04	10,849.28
173	44103105-HP-B33	INK CART, HP CZ107AA, (HP678), Black	cart	122	62	72	256	86,794.24	109	61	71	241	81,708.64	113	62	72	247	83,742.88	109	60	71	240	81,369.60	984.00	339.04	333,615.36
174	44103105-HP-T33	INK CART, HP CZ108AA, (HP678), Tricolor	cart	104	47	56	207	70,181.28	91	45	54	190	64,417.60	95	47	56	198	67,129.92	91	45	55	191	64,756.64	786.00	339.04	266,485.44
179	44103105-HP-T43	INK CART, HP F6V26AA (HP680) Tri-color	cart	220	114	188	522	210,800.30	169	140	143	452	182,532.06	229	120	163	512	206,761.98	175	134	143	452	182,532.06	1,938.00	403.832	782,626.42

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT
180	44103105-HP-B43	INK CART, HP F6V27AA (HP680) Black	cart	246	134	214	594	239,876.21	190	165	164	519	209,588.81	255	140	199	594	239,876.21	196	159	164	519	209,588.81	2,226.00	403.832	898,930.03
197	44103112-EP-R05	RIBBON CART, EPSON C13S015516 (#8750), Black	cart	5	0	0	5	383.76	5	0	0	5	383.76	5	0	0	5	383.76	5	0	0	5	383.76	20.00	76.752	1,535.04
199	44103112-EP-R13	RIBBON CART, EPSON C13S015632, Black, forLX-310	cart	2	1	1	4	303.68	2	1	1	4	303.68	2	1	1	4	303.68	2	1	1	4	303.68	16.00	75.92	1,214.72
205	44103103-HP-B12	TONER CART, HP CB435A, Black	cart	6	1	3	10	28,579.20	6	1	3	10	28,579.20	6	1	3	10	28,579.20	6	1	3	10	28,579.20	40.00	2857.92	114,316.80
207	44103103-HP-B18	TONER CART, HP CE255A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6791.2	0.00
209	44103103-HP-B22	TONER CART, HP CE285A (HP85A), Black	cart	119	46	65	230	679,328.00	79	53	38	170	502,112.00	112	39	58	209	617,302.40	79	53	38	170	502,112.00	779.00	2953.6	2,300,854.40
223	44103103-HP-B27	TONER CART, HP CE410A, (HP305), Black	cart	19	19	20	58	224,390.40	19	19	20	58	224,390.40	19	19	20	58	224,390.40	9	9	8	26	100,588.80	200.00	3868.8	773,760.00
224	44103103-HP-C27	TONER CART, HP CE411A, (HP305), Cyan	cart	19	19	20	58	319,696.00	19	19	20	58	319,696.00	19	19	20	58	319,696.00	9	9	8	26	143,312.00	200.00	5512	1,102,400.00
225	44103103-HP-Y27	TONER CART, HP CE412A, (HP305), Yellow	cart	15	15	15	45	248,040.00	15	15	15	45	248,040.00	15	15	15	45	248,040.00	15	15	15	45	248,040.00	180.00	5512	992,160.00
226	44103103-HP-M27	TONER CART, HP CE413A, (HP305), Magenta	cart	15	15	15	45	248,040.00	15	15	15	45	248,040.00	15	15	15	45	248,040.00	15	15	15	45	248,040.00	180.00	5512	992,160.00
229	44103103-HP-B52	TONER CART, HP CF217A (HP17A) Black LaserJet	cart	5	0	2	7	20,529.60	0	3	0	3	8,798.40	5	0	2	7	20,529.60	0	3	0	3	8,798.40	20.00	2932.8	58,656.00
235	44103103-HP-B57	TONER CART, HP CF283A (HP83A) LaserJet Black	cart	2	2	2	6	19,450.20	2	2	2	6	19,450.20	2	2	2	6	19,450.20	2	2	2	6	19,450.20	24.00	3241.7008	77,800.82
272	44103103-SA-B06	TONER CART, SAMSUNG MLT-D101S, Black	cart	7	0	0	7	18,491.20	7	0	0	7	18,491.20	7	0	0	7	18,491.20	7	0	0	7	18,491.20	28.00	2641.6	73,964.80
275	44103103-SA-B09	TONER CART, SAMSUNG MLT-D105L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2787.2	0.00
Flag or Accessories																										
287	55121905-PH-F01	PHILIPPINE NATIONAL FLAG, 100% polyester	piece	4	0	0	4	1,277.12	0	0	0	0	0.00	3	0	0	3	957.84	0	0	0	0	0.00	7.00	319.28	2,234.96
Fire Fighting Equipment																										
289	46191601-FE-M01	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1144	0.00
290	46191601-FE-H01	FIRE EXTINGUISHER, PURE HCFC 123, 4.5kgs	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4992	0.00
Consumer Electronics																										
291	52161535-DV-R01	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6828.1408	0.00
Furniture and Furnishings																										
292	56101504-CM-B01	CHAIR, monobloc, beige, with backrest, w/o armrest	piece	15	20	0	35	9,191.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	35.00	262.6	9,191.00
293	56101504-CM-W01	CHAIR,monobloc, white, with backrest, w/o armrest	piece	112	20	0	132	34,663.20	0	0	0	0	0.00	100	0	0	100	26,260.00	0	0	0	0	0.00	232.00	262.6	60,923.20
295	56101519-TM-S02	TABLE, MONOBLOC, BEIGE, 889 x 889mm (35" x 35")min	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1326	0.00
Arts and Crafts Equipment and Accessories and Supplies																										
296	60121413-CB-P01	CLEARBOOK, 20 transparent pockets, for A4 size	piece	50	0	2	52	2,068.56	0	0	2	2	79.56	0	0	2	2	79.56	0	0	0	0	0.00	56.00	39.78	2,227.68
297	60121413-CB-P02	CLEARBOOK, 20 transparent pockets, for LEGAL size	piece	50	0	2	52	2,203.76	0	0	2	2	84.76	0	0	2	2	84.76	0	0	0	0	0.00	56.00	42.38	2,373.28
298	60121534-ER-P01	ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece	44	18	0	62	274.04	14	0	0	14	61.88	25	5	0	30	132.60	12	0	0	12	53.04	118.00	4.42	521.56
299	60121524-SP-G01	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	428	52	120	600	20,766.72	162	286	80	528	18,274.71	218	242	110	570	19,728.38	352	76	70	498	17,236.38	2,196.00	34.6112	76,006.20
300	60121524-SP-G02	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	448	52	120	620	21,458.94	182	286	80	548	18,966.94	238	242	110	590	20,420.61	372	76	70	518	17,928.60	2,276.00	34.6112	78,775.09
301	60121524-SP-G03	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	231	24	56	311	10,764.08	51	36	24	111	3,841.84	128	119	51	298	10,314.14	71	38	24	133	4,603.29	853.00	34.6112	29,523.35
302	60121124-WR-P01	WRAPPING PAPER, kraft, 65gsm (-5%)	pack	1	0	0	1	129.67	1	5	0	6	778.00	1	0	0	1	129.67	1	0	0	1	129.67	9.00	129.6672	1,167.00
PART II. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																										
Common Office Equipment																										

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
1	44111905-WB-N01	White Board		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3800	0.00	
3		Counting Machine	unit	1			1	14,500.00				0	0.00				0	0.00				0	0.00	1.00	14500	14,500.00	
4		Adding Machine/calculator	unit	1			1	10,000.00				0	0.00				0	0.00				0	0.00	1.00	10000	10,000.00	
Common Office Supplies																											
1		BALL PEN (BLK)	PCS	148	14	14	176	1,760.00	86	14	14	114	1,140.00	148	14	14	176	1,760.00	86	14	14	114	1,140.00	580.00	10	5,800.00	
2		BALL PEN (BLUE)	PCS	148	14	14	176	1,760.00	86	14	14	114	1,140.00	148	14	14	176	1,760.00	86	14	14	114	1,140.00	580.00	10	5,800.00	
3		BALL PEN (RED)	pc	61			61	610.00	30			30	300.00	61			61	610.00	35			35	350.00	187.00	10	1,870.00	
4		sign pen, green (0.5mm)	pc	12			12	600.00				0	0.00				0	0.00				0	0.00	12.00	50	600.00	
5		Pilot Hi-techpoint V7 Grip (0.7), black	pc	10			10	750.00				0	0.00	10			10	750.00				0	0.00	20.00	75	1,500.00	
6		Pilot Hi-techpoint V7 Grip (0.7), blue	pc	10			10	750.00				0	0.00	10			10	750.00				0	0.00	20.00	75	1,500.00	
7		ACETATE, A4 15PC/pack	PACK	6		2	8	480.00			2	2	120.00			2	2	120.00			2	2	120.00	14.00	60	840.00	
8		ACETATE, LEGAL 5pcs/pack	PACK			2	2	140.00			2	2	140.00			2	2	140.00			2	2	140.00	8.00	70	560.00	
9		INDEX BOX, 5X8	PC	5			5	500.00				0	0.00				0	0.00				0	0.00	5.00	100	500.00	
10		STORAGE BOX with LID	set	15			15	3,750.00				0	0.00				0	0.00				0	0.00	15.00	250	3,750.00	
11		Corrugated box	piece		150		150	6,000.00		150		150	6,000.00		150		150	6,000.00		150		150	6,000.00	600.00	40	24,000.00	
12		Cork board, 12x16	piece		2		2	2,000.00		2		2	2,000.00		1		1	1,000.00		1		1	1,000.00	6.00	1000	6,000.00	
13		Paste, solid with applicator	piece		5		5	250.00		5		5	250.00		5		5	250.00		5		5	250.00	20.00	50	1,000.00	
14		Clip, bulldog	piece		30		30	300.00		30		30	300.00		30		30	300.00		30		30	300.00	120.00	10	1,200.00	
15		Book stands	piece		5		5	125.00		5		5	125.00		5		5	125.00				0	0.00	15.00	25	375.00	
Office Equipment and Accessories																											
1		Transfer Belt for Printer MC 651	pc			1	1	15,000.00				0	0.00				0	0.00				0	0.00	1.00	15000	15,000.00	
2		Fuser for Printer MC 651	pc			1	1	15,000.00				0	0.00				0	0.00				0	0.00	1.00	15000	15,000.00	
3		Steel rack (open shelves)		10			10	50,000.00				0	0.00				0	0.00				0	0.00	10.00	5000	50,000.00	
4		Multi Function Coffee urn electric coffee percolator, tea & water heater dispenser 14.5 L (stainless)	unit	1			1	7,500.00				0	0.00				0	0.00				0	0.00	1.00	7500.00	7,500.00	
Office Supplies																											
1		PILOT V10 (blue)	pc	12	12	12	36	2,880.00	12	12	12	36	2,880.00	12	12	12	36	2,880.00	12	12	12	36	2,880.00	144.00	80	11,520.00	
2		PILOT V10 (black)	pc	6			6	480.00		6		6	480.00		6		6	480.00		6		6	480.00	24.00	80	1,920.00	
3		PILOT V10 (red)	pc		12		12	960.00				0	0.00				0	0.00	6			6	480.00	18.00	80	1,440.00	
4		FOLDER PLASTIC LONG (RED)	pc			30	30	1,500.00				0	0.00				0	0.00				0	0.00	30.00	50	1,500.00	
5		FOLDER PLASTIC LONG (BLACK)	pc			50	50	2,500.00				0	0.00				0	0.00				0	0.00	50.00	50	2,500.00	
6		FOLDER PLASTIC LONG BLUE	pc			50	50	2,500.00				0	0.00				0	0.00				0	0.00	50.00	50	2,500.00	
7		Face mask	box	10			10	500.00	10			10	500.00	10			10	500.00	10			10	500.00	40.00	50	2,000.00	
8		Hand sanitizer	Gal.	4	4	4	12	5,760.00	4	4	4	12	5,760.00	4	4	4	12	5,760.00	4	4	4	12	5,760.00	48.00	480	23,040.00	
9		MARINA Flag	pc	4			4	16,000.00				0	0.00	4			4	16,000.00			4	4	16,000.00	12.00	4000	48,000.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year		
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT
10		DOTr Flag	pc	2			2	8,000.00				0	0.00				0	0.00				0	0.00	2.00	4000	8,000.00
Audio and visual presentation and composing equipment																										
1	52161505-TV-S01	SMART Television					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2	52161520-MC-M01	Microphone		8			8	9,600.00				0	0.00				0	0.00				0	0.00	8.00	1,200	9,600.00
3	52161512-SP-K01	Speakers		8			8	32,000.00				0	0.00				0	0.00				0	0.00	8.00	4000	32,000.00
4	32101514-AM-P01	Amplifier		2			2	16,000.00				0	0.00				0	0.00				0	0.00	2.00	8000	16,000.00
5	52161517-EQ-E01	Equalizer		2			2	29,000.00				0	0.00				0	0.00				0	0.00	2.00	14,500.00	29,000.00
Cleaning Equipment and Supplies																										
1		Vacuum cleaner, portable	unit	2			2	7,000.00				0	0.00				0	0.00				0	0.00	2.00	3500	7,000.00
2		Siver flux, cup	platic bottle	1			1	350.00				0	0.00	1			1	350.00				0	0.00	2.00	350	700.00
3		sacks (50 kilos)	pc	100			100	350.00				0	0.00				0	350.00				0	0.00	100.00	14	1,400.00
Paper Materials and Products																										
1		SPECIALTY BOARD 220 GSM (COLOR: PALE CREAM) 8 1/2 X 13 (10 SHEETS PER PACK)	PACK			7	7	43.75			7	7	350.00			7	7	350.00			7	7	350.00	28.00	50	1,400.00
2		BOARD PAPER 200 GSM (COLOR: NEW JAVA WHITE) 8.5 X 11 (10 SHEETS PER PACK)	PACK			7	7	39.75			7	7	350.00			7	7	350.00			7	7	350.00	28.00	50	1,400.00
3		VELLUM BOARD 200 GSM (COLOR: WHITE)	PACK	5	5	5	15	25.25	5	5	5	15	750.00	5	5	5	15	750.00	5	5	5	15	750.00	60.00	50	3,000.00
4		Copier paper (hard copy), 8½" x 11" 20/70gsm	ream		10		10	1,500.00	5			5	750.00				0	0.00				0	0.00	15.00	150	2,250.00
5		Morocco folder, short (blue with slide)	pc			25	25	375.00				0	0.00				0	0.00				0	0.00	25.00	15	375.00
6		Frames, A4 size for certificates	piece		25		25	3,750.00		25		25	3,750.00		25		25	3,750.00		25		25	3,750.00	100.00	150	15,000.00
7		Paper board, specialty paper for certificates	pack		25		25	1,250.00		25		25	1,250.00		25		25	1,250.00		25		25	1,250.00	100.00	50	5,000.00
8		Sticker paper, 10 pcs per pack	pack		10	20	30	1,500.00		15	20	35	1,750.00		10	20	30	1,500.00		15	20	35	1,750.00	130.00	50	6,500.00
9		Envelope, Mailing with MARINA Logo	box	10	5		15	3,000.00		5		5	1,000.00		5		5	1,000.00		5		5	1,000.00	30.00	200	6,000.00
10		Agenda Folders with MARINA logo (improved style)	piece		150		150	5,250.00		150		150	5,250.00		150		150	5,250.00		150		150	5,250.00	600.00	35	21,000.00
11		Cartolina, white, 20 pcs per pack	pack	5	5	5	15	1,125.00	5	5	5	15	1,125.00	5	5	5	15	1,125.00	5	5	5	15	1,125.00	60.00	75	4,500.00
12		Letterhead, MARINA A4	ream	150	150		300	150,000.00				0	0.00				0	0.00				0	0.00	300.00	500	150,000.00
13		Letterhead, MARINA Legal	ream	20			20	12,000.00				0	0.00				0	0.00				0	0.00	20.00	600	12,000.00
14		Envelope Mailing (MARINA w/ logo)	box	10	10		20	10,000.00				0	0.00				0	0.00				0	0.00	20.00	500	10,000.00
15		Board Paper, A4 size	pack	20			20	1,000.00				0	0.00				0	0.00				0	0.00	20.00	50	1,000.00
16		Corrugated Box	pack	1,500	500		2000	100,000.00				0	0.00				0	0.00				0	0.00	2,000.00	50	100,000.00
17		Paper, Mimeo, A4	pack	50			50	6,000.00				0	0.00				0	0.00				0	0.00	50.00	120	6,000.00
18		Paper, Mimeo, Legal	pack	50			50	2,500.00				0	0.00				0	0.00				0	0.00	50.00	50	2,500.00
Lighting and fbtures and accessories																										
1	39112102-LB-B01	LED bulb					0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2		LED bulb	9w, piece	15	15	15	45	13,500.00	15	15	15	45	13,500.00	15	15	15	45	13,500.00	15	15	16	46	13,800.00	181.00	300	54,300.00
3		T8, LED Tube light	9w, piece	82	12	12	106	23,320.00	12	12	12	36	7,920.00	12	12	12	36	7,920.00	12	12	12	36	7,920.00	214.00	220	47,080.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year		
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT
4		LED bulb 9 watts	piece	50			50	4,750.00				0	0.00				0	0.00				0	0.00	50.00	95	4,750.00
5		Flourescent Lamp 28 watts	piece	25			25	2,000.00				0	0.00	25			25	2,000.00				0	0.00	50.00	80	4,000.00
6		Extension Cord 3 gang outlet	piece	10			10	5,000.00				0	0.00				0	0.00				0	0.00	10.00	500	5,000.00
Electrical equipmant and components and supplies																										
1		Extension cord with 6 outlet		4	2		6	6,000.00				0	0.00				0	0.00		2		2	2,000.00	8.00	1000	8,000.00
2		Extension cord (rolled)		1			1	1,000.00				0	0.00				0	0.00				0	0.00	1.00	1000	1,000.00
3		Electrical wire, 2.0	box	1			1	4,000.00	1			1	4,000.00	1			1	4,000.00	1			1	4,000.00	4.00	4000	16,000.00
4		Electric wire, 3.5	box	1			1	4,500.00	1			1	4,500.00	1			1	4,500.00	1			1	4,500.00	4.00	4500	18,000.00
5		Electrical tape (rubberized)	roll	6			6	1,800.00	6			6	1,800.00	6			6	1,800.00	6			6	1,800.00	24.00	300	7,200.00
6		Pylon tape	roll	1	1	1	3	540.00	1	1	1	3	540.00	1	1	1	3	540.00	1	1	1	3	540.00	12.00	180	2,160.00
7		Paint brush, #1	pc	2	2	2	6	360.00	2	2	2	6	360.00	2	2	2	6	360.00	2	2	2	6	360.00	24.00	60	1,440.00
8		Soldering lead	roll	2	2	2	6	1,500.00	2	2	2	6	1,500.00	2	2	2	6	1,500.00	2	2	2	6	1,500.00	24.00	250	6,000.00
9		Soldering rod	stick	5	5	5	15	750.00	5	5	5	15	750.00	5	5	5	15	750.00	5	5	5	15	750.00	60.00	50	3,000.00
10		Rugby	Can	1			1	700.00	1			1	700.00	1			1	700.00	1			1	700.00	4.00	700	2,800.00
11		Cool pro	Cylinder	1	1	1	3	1,500.00	1	1	1	3	1,500.00	1	1	1	3	1,500.00	1	1	1	3	1,500.00	12.00	500	6,000.00
12		Polyethelene	roll	1	1	1	3	1,050.00	1	1	1	6	2,100.00	1	1	1	3	1,050.00	1	1	1	3	1,050.00	15.00	350	5,250.00
13		Coil cleaner	Container	1		1	2	7,000.00	1		1	2	7,000.00	1		1	2	7,000.00	1		1	2	7,000.00	8.00	3500	28,000.00
14		refregirant gas	kilo	50			50	900.00				0	0.00				0	0.00				0	0.00	50.00	900	45,000.00
15		nitrogen gas	Tank	2			2	15,000.00				0	0.00				0	0.00				0	0.00	2.00	15000	30,000.00
16		nitrogen regulator	unit	1			1	3,500.00				0	0.00				0	0.00				0	0.00	1.00	3500	3,500.00
17		Teplon tape, 3/4" , US	roll	30			30	1,500.00				0	0.00				0	0.00				0	0.00	30.00	50	1,500.00
Computer Supplies																										
1		DVD Rewritable, speed: 4x min, 4.7GB	pc	20		6	26	520.00		6		6	120.00			3	3	60.00			3	3	60.00	38.00	20	760.00
2		wireless mouse	pc	3			3	1,500.00				0	0.00				0	0.00				0	0.00	3.00	500	1,500.00
Common ICT Equipment																										
10	45111601-WP-P01	Wireless Pointing Device / Laser Pointer			2	1	3	3,000.00		2		2	2,000.00				0	0.00				0	0.00	5.00	1000	5,000.00
12	39121011-UP-S01	UNINTERRUPTIBLE POWER SUPPLY (UPS)			12	10	22	44,000.00		3		3	6,000.00				0	0.00				0	0.00	25.00	2000	50,000.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year		
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT
Consumables																										
1		DCP - T310 / BTD60 B (Black)		20	5	7	32	12,800.00	9	13	2	24	9,600.00	21	8	7	36	14,400.00	9	13	2	24	9,600.00	116.00	400	46,400.00
2		DCP -T310 / BT5000 M (Magenta)		13	3	6	22	8,800.00	6	10	1	17	6,800.00	15	5	6	26	10,400.00	6	10	1	17	6,800.00	82.00	400	32,800.00
3		DCP-T310 / BT5000 C (Cyan)		13	3	6	22	8,800.00	6	10	1	17	6,800.00	15	5	6	26	10,400.00	6	10	1	17	6,800.00	82.00	400	32,800.00
4		DCP-T310 / BT5000 Y (Yellow)		13	3	6	22	8,800.00	6	10	1	17	6,800.00	15	5	6	26	10,400.00	6	10	1	17	6,800.00	82.00	400	32,800.00
5		Epson L3110 / 003 B (Black)		13	2	3	18	5,400.00	6	166	2	174	52,200.00	10	5	3	18	5,400.00	6	6	2	14	4,200.00	224.00	300	67,200.00
6		Epson L3110 / 003 M (Magenta)		9	1	2	12	3,600.00	4	164	1	169	50,700.00	7	3	2	12	3,600.00	4	4	1	9	2,700.00	202.00	300	60,600.00
7		Epson L3110 / 003 C (Cyan)		9	1	2	12	3,600.00	4	164	1	169	50,700.00	7	3	2	12	3,600.00	4	4	1	9	2,700.00	202.00	300	60,600.00
8		Epson L3110 / 003 Y (Yellow)		9	1	2	12	3,600.00	4	164	1	169	50,700.00	7	3	2	12	3,600.00	4	4	1	9	2,700.00	202.00	300	60,600.00
9		HP CF 332AC					0	0.00			1	1	17,545.00				0	0.00				0	0.00	1.00	17545	17,545.00
10		HP CF 333AC					0	0.00			1	1	17,545.00				0	0.00				0	0.00	1.00	17545	17,545.00
11		HP CF 331AC					0	0.00			1	1	17,545.00				0	0.00				0	0.00	1.00	17545	17,545.00
12		HP CF 320AC					0	0.00			2	2	47,500.00				0	0.00				0	0.00	2.00	23750	47,500.00
13		Samsung MLT D111S				1	1	1,800.00			1	1	1,800.00			1	1	1,800.00			1	1	1,800.00	4.00	1800	7,200.00
14		TONER CART, SAMSUNG D2850B, Black	Cart	6	2	2	10	60,000.00	6	2	2	10	60,000.00	6	2	2	10	60,000.00	6	2	2	10	60,000.00	40.00	6000	240,000.00
15		Brother Drum DR-451CL, 30,000 pages	piece	5			5	33,800.00		5		5	33,800.00		5		5	33,800.00	10			10	67,600.00	25.00	6,760	169,000.00
16		Toner, Cart, Brother TN-456 Black, high yield, 6,500 pages	cart	20	10	10	40	203,216.00	20	10	10	40	203,216.00	20	10	10	40	203,216.00	20	10	10	40	203,216.00	160.00	5,080	812,864.00
17		Toner, Cart, Brother TN-456 Cyan, high yield, 6,500 pages	cart	9	8	8	25	214,240.00	9	8	8	25	214,240.00	9	8	8	25	214,240.00	9	8	8	25	214,240.00	100.00	8,570	856,960.00
18		Toner, Cart, Brother TN-456 Yellow, high yield, 6,500 pages	cart	9	8	8	25	214,240.00	9	8	8	25	214,240.00	9	8	8	25	214,240.00	9	8	8	25	214,240.00	100.00	8,570	856,960.00
19		Toner, Cart, Brother TN-456 Magenta, high yield, 6,500 pages	cart	9	8	8	25	214,240.00	9	8	8	25	214,240.00	9	8	8	25	214,240.00	9	8	8	25	214,240.00	100.00	8,570	856,960.00
20		Duplo, Black Ink DA14	cart				0	0.00		50		50	45,000.00				0	0.00				0	0.00	50.00	900	45,000.00
21		Fiji Xerox Toner	cart				0	0.00		5		5	19,750.00				0	0.00				0	0.00	5.00	3,950	19,750.00
22		Sharp Xerox Toner	cart				0	0.00		5		5	33,000.00				0	0.00				0	0.00	5.00	6,600	33,000.00
Other Categories																										
9	26111729-AB-001	Auto Battery		18			18	90,000.00				0	0.00				0	0.00				0	0.00	18.00	5000	90,000.00
10		Auto Tires		72			72	396,000.00				0	0.00				0	0.00				0	0.00	72.00	5500	396,000.00
11		Car freshner		9		8	17	4,250.00		8		8	2,000.00	9		8	17	4,250.00		8		8	2,000.00	50.00	250	12,500.00
12		Hand drier (for Restrooms)	unit	61			61	244,000.00				0	0.00				0	0.00				0	0.00	61.00	4000	244,000.00
13		Door stopper (for offices & restrooms)	piece	100			100	80,000.00				0	0.00				0	0.00				0	0.00	100.00	800	80,000.00
14		Polo Shirts for OPLAN Biyaheng Ayos: Semana Santa, Balik Eskwela, Undas at Kapaskuhan (8 polo shirts / set, P700/polo shirt)	sets		18		18	100,800.00				0	0.00				0	0.00				0	0.00	18.00	5600	100,800.00
15		Wall clock			2		2	2,000.00		2		2	2,000.00				0	0.00				0	0.00	4.00	1000	4,000.00
16		Electric Air Purifier / Freshener	piece		3		3	1,500.00				0	0.00				0	0.00				0	0.00	3.00	500	1,500.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4			
17		Drinking Glasses (for the Board Meeting), 6 pcs per set	set		5		5	5,000.00		5		5	5,000.00			0	0.00			0	0.00	10.00	1000	10,000.00	
18		Dinnerware set (preferably white)	set		6		6	6,000.00				0	0.00			0	0.00			0	0.00	6.00	1000	6,000.00	
19		Glass pitcher	piece		15		15	2,250.00				0	0.00			0	0.00			0	0.00	15.00	150	2,250.00	
20		Good Year Tire	piece	4			4	22,000.00				0	0.00			0	0.00			0	0.00	4.00	5500	22,000.00	
21		Engine Oil	piece	1			1	2,000.00				0	0.00	1		1	2,000.00			0	0.00	2.00	2000	4,000.00	
22		Disaster Preparedness Emergency Kit (2pcs/item/Floor)	set	24			24	144,000.00		8		8	48,000.00	8		8	96,000.00		8		8	48,000.00	56.00	6000	336,000.00
23		Lapel Microphone, Wireless	unit	4			4	2,000.00				0	0.00			0	0.00			0	0.00	4.00	8000	32,000.00	

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the Year	Price Catalogue	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
A. TOTAL																						P	18,988,793.30	
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																						P	1,898,879.33	
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If applicable for motor vehicle and other items)																								
D. GRAND TOTAL (A + B+ C)																						P	20,887,672.63	
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																						P		
F. MONTHLY CASH REQUIREMENTS																						P	-	
G.1 Available at Procurement Service Stores					3,518,239.68				2,908,113.14				3,196,203.00				2,562,978.48	P	12,185,534.30					
G.2 Other Items not available at PS but regulary purchased from other sources					2,814,439.75				1,522,471.00				1,207,976.00				1,167,231.00	P	6,712,117.75					
TOTAL MONTHLY CASH REQUIREMENTS					6,332,679.43				4,430,584.14				4,404,179.00				3,730,209.48	P	18,897,652.05					

**Agency must put the monthly requirement for air tickets both local and international.*

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:

ARNALDO P. VALLESFINO
Chief Administrative Officer

Date Prepared: 28 October 2019

Certified Appropriate Funds Available:

RALPH A. NARVAEZ
OIC, Budget Division

Approved by:

VADM NARCISO A VINGSON JR
Officer-In-Charge
Office of the Administrator

