

ANNUAL PROCUREMENT PROGRAM FOR 2011

For-Common-Use Supplies and Equipment

Department/Bureau/Office: Department of the Interior and Local Government

Region: Cordillera Administrative Region

Address: Barangay Center, corner North Drive, Baguio City

No.	Product Description	Unit	Quantity Requirement					Unit Price (Php)	Amount
			1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Yearly		
COMMON ELECTRICAL SUPPLIES									
1	BALLAST, 18W/20W, for fluorescent lamp, 220V, pre-heat, normal power factor, Delta brand	each	30	25	30	30	115	67.27	7,736.05
2	BALLAST, 36W/40W, for fluorescent lamp, 220V, pre-heat, normal power factor, Delta brand	each	25	35	25	35	120	69.66	8,359.20
3	BATTERY, dry cell, AA, 1.5 volts, alkaline, two (2) pices per pack, Maxell brand	packet	53	33	53	33	172	15.39	2,647.08
4	BATTERY, dry cell, AAA, 1.5 volts, alkaline, two (2) pieces per pack, GP brand	packet	45	30	45	30	150	15.27	2,290.50
5	BATTERY, dry cell, D, 1.5 volts, alkaline, two (2) pieces per pack, Maxell brand	packet	33	23	33	23	112	70.72	7,920.64
6	COMPACT FLUORESCENT LIGHT (CFL), 18 watts, 18 watts, daylight, 3-turn tube lamp, 6,000 hrs lamp life, 1040 luminous flux, 220-240V/50-60Hz	each	50	35	50	35	170	130.52	22,188.40
7	FLUORESCENT LIGHTING FIXTURE, 1 x 18W/20W, closed-type (box type), 220V, with lampholder, starter, ballast, Innovalite brand	each	18	13	18	13	62	332.54	20,617.48
8	FLUORESCENT LIGHTING FIXTURE, 1 x 36W/40W, closed-type (box type), 220V, with lampholder, starter, ballast, Innovalite brand	each	18	13	18	13	62	368.68	22,858.16
9	FLUORESCENT TUBE, 18 watts, daylight 220 volts Osram brand	each	22	20	22	10	74	32.14	2,378.36
10	FLUORESCENT TUBE, 36 watts, daylight, 220 vvolts, Osram brand	each	88	70	88	70	316	32.14	10,156.24
11	FUSE, 30 amperes, 220 volts, Kopez brand	each	5	5	5	5	20	10.90	218.00
12	FUSE, 60 amperes, 220 volts, Kopez brand	each	5	5	5	5	20	27.44	548.80
13	STARTER, 4-40 watts, for fluorescent lamp, 220-240 volts, Omni brand	each	63	45	88	53	249	5.10	1,269.90
14	TAPE, electrical, 19mm x 16M, made of polyvinyl chloride(PVC), assorted colors, Crocodile brand	roll	12	4	12	4	32	16.64	532.48
COMMON COMPUTER SUPPLIES									
15	COMPACT DISK CASE, plastic/polyethylene case, with 25 individual plastic sleeves good for 50 compact disks	each	250	250	320	95	915	54.08	49,483.20
16	COMPACT DISK DRIVE CLEANER, multimedia lens cleaner for CD, DVD, CD-RW and other optical media devices, dry system, safe and effective cleaning for audio and computer CD heads and lenses	each	3	15	3	3	24	64.22	1,541.28
17	COMPACT DISK RECORDABLE, minimum of 700MB/1 x - 52x minimum speed, 80 min. recording time, Maxell brand	piece	50	50	75	75	250	8.79	2,197.50
18	COMPACT DISK REWRITABLE, high speed, 700MB/80 minutes capacity, compatible with 4x - 12x CD drivers, slim case, Sky brand	piece	80	50	80	50	260	17.16	4,461.60
19	COMPUTER CONTINUOUS FORMS, 1 ply, 280mm x 241mm (11" x 9-1/2"), plain, white GSP bond or equivalent, 70gsm, with side perforation, 2,000 sheets per box	box						655.20	-

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20	COMPUTER CONTINUOUS FORMS, 1 ply, 280mm x 378mm (11" x 14-7/8"), plain, white GSP bond or equivalent, 70gsm, with side perforations, 2,000 sheets per box	box						981.76	-
21	COMPUTER CONTINUOUS FORMS, 2 ply, 280mm x 378mm (11" x 14-7/8"), plain, white GSP bond or equivalent, 55gsm, with carbon interleave and side perforations, 1,000 sets per box	box						1,188.72	-
22	COMPUTER CONTINUOUS FORMS, 2 ply, 280mm x 241mm (11" x 9-1/2"), plain, white GSP bond or equivalent, 55gsm, with carbon interleave and side perforations, 1,000 sets per box	box						722.80	-
23	COMPUTER CONTINUOUS FORMS, 3 ply, 280mm x 241mm (11" x 9-1/2"), plain, white GSP bond or equivalent, 55gsm, with carbon interleave and side perforations, 500 sets per box	box						621.92	-
24	COMPUTER CONTINUOUS FORMS, 3 ply, 280mm x 378mm (11" x 14-7/8"), plain, white GSP bond or equivalent, 55gsm, with carbon interleave and side perforations, 500 sets per box	box						879.84	-
25	COMPUTER CONTINUOUS FORMS, 4 ply, 280mm x 241mm (11" x 9-1/2"), plain, white GSP bond or equivalent, 55gsm, with carbon interleave and side perforations, 250 sets per box	box						407.68	-
26	COMPUTER CONTINUOUS FORMS, 4 ply, 280mm x 378mm (11" x 14-7/8"), plain, white GSP bond or equivalent, 55gsm, with carbon interleave and side perforations, 250 sets per box	box						722.80	-
27	DVD RECORDABLE, 16X speed, 4.7GB capacity, 120 minutes recording time, individually packed in polypropylene slim plastic or equivalent non-breakable skin plastic, Sky brand	piece	115	100	120	56	391	13.52	5,286.32
28	DVD REWRITABLE, 4x speed, 4.7GB capacity, 120 minutes recording time, individually packed in non-breakable slim plastic case, Sky brand	piece	90	80	100	80	350	20.80	7,280.00
29	EDP BINDER, TB, for 11" x 9-1/2" CCF, top binding, 292mm x 250mm, using PVC gamuza plastic, gauge 6, with 1.55mm minimum thickness chipboard as inside support using IBM presser, spring rod type mechanism, provided with clear plastic ID name card holder on front cover, for 11" x 9-1/2" CCF, as	each						31.20	-
30	EDP, BINDER, TB, for 11" x 14-7/8" CCF, plastic, spring rod type, assorted colors	each						35.36	-
31	FLASH DRIVE, 4GB, USB 2.0 port compatible, plug and play, with light indicator, built-in USB interface cover, carrying strap, Imation Nano Pro brand	piece	55	85	55	70	265	327.34	86,745.10
32	INK CARTRIDGE, Brother 7HYC-C, Cyan,	piece						925.60	-
33	INK CARTRIDGE, Brother LC-67HY-BK, black	piece						1,528.80	-
34	INK CARTRIDGE, Brother LC-67HY-M, Magenta,	piece						925.60	-
35	INK CARTRIDGE, Brother LC-67HY-Y, Yellow,	piece						925.60	-
36	INK CARTRIDGE, Epson Part No. TO 38, black, for Epson Inkjet printers C41UX/C41SX/C43X/C45/CX1500	piece	28	42	32	38	140	459.68	64,355.20
37	INK CARTRIDGE, Epson Part No. TO 39, colored, for Epson Inkjet printers C41UX/C41SX/C43X/C43UX/C45/CX1500	piece	22	32	18	26	98	717.60	70,324.80
38	INK CARTRIDGE, Hewlett Packard Part No. 60(CC643WA), tri-color, for HP Deskjet D2560	piece	5	5	5	5	20	759.20	15,184.00
39	INK CARTRIDGE, Hewlett Packard Part No. 60XL (CC641WA), black, for HP Deskjet D2560	piece	0	0	0	0	0	1,264.64	-
40	INK CARTRIDGE, Hewlett Packard Part No. 60XL(CC644WA), tri-color, for HP Deskjet D2560	piece	0	0	0	0	0	1,475.76	-

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			1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Yearly		
41	INK CARTRIDGE, Hewlett Packard Part No. C4906A, black, for HP Officejet Pro 8000/8500	piece	6	3	3	3	15	1,438.32	21,574.80
42	INK CARTRIDGE, Hewlett Packard Part No. C4907A, Cyan, for HP Officejet Pro 8000/8500	piece	1	1	1	1	4	1,038.96	4,155.84
43	INK CARTRIDGE, Hewlett Packard Part No. C4908A, Magenta, for HP Officejet Pro 8000/8500	piece	1	1	1	1	4	1,038.96	4,155.84
44	INK CARTRIDGE, Hewlett Packard Part No. C4909A, Yellow, for HP Officejet Pro 8000/8500	piece	1	1	1	1	4	1,038.96	4,155.84
45	INK CARTRIDGE, Hewlett Packard Part No. C4936A, black, for HP Officejet Pro K5300/ Pro L7380	piece	6	5	6	5	22	861.12	18,944.64
46	INK CARTRIDGE, Hewlett Packard Part No. C4937A, Cyan, for HP Officejet K5300/ Pro L7380	piece	2	2	2	2	8	646.88	5,175.04
47	INK CARTRIDGE, Hewlett Packard Part No. C4938A, Magenta, for HP Officejet Pro K5300/ Pro L7380	piece	2	2	2	2	8	646.88	5,175.04
48	INK CARTRIDGE, Hewlett Packard Part No. C4939A, Yellow, for HP Officejet Pro K5300/ Pro L7380	piece	2	2	2	2	8	646.88	5,175.04
49	INK CARTRIDGE, Hewlett Packard Part No. C8767WA (#96), black, for HP Deskjet 5740/6540/, HP Photosmart 8450/2710, HP Officejet 7210/7410	piece					0	1,319.76	-
50	INK CARTRIDGE, Hewlett Packard Part No. C9363WA (#97), tricolor,, for HP Deskjet 5740/6540, Photosmart 8450/2710, HP Officejet 7210/7410	piece	5	8	5	8	26	1,466.40	38,126.40
51	INK CARTRIDGE, Hewlett Packard Part No. C9396A, black, for HP Officejet Pro K550/55400/K8600	piece	0	0	0	0	0	1,467.44	-
52	INK CARTRIDGE, Hewlett Packard Part No. CB335WA (#74),, black, for HP Deskjet D4260, HP Photosmart C4280/C4380/C4480/ AIO C5280, HP OJ J6480	piece						673.92	-
53	INK CARTRIDGE, Hewlett Packard Part No. CB336WA(74XL), black, for HP Deskjet D4260/D4360/Photosmart C4380/C4580	piece						1,314.56	-
54	INK CARTRIDGE, Hewlett Packard Part No. CB337WA (#75), tricolor, for HP Deskjet D4260, HP Photosmart C4280/C4380/C4480/ AIO C5280, HP OJ J6480	piece						775.84	-
55	INK CARTRIDGE, Hewlett Packard Part No. CB338A(75XL), tri-color, for HP Deskjet D4260/D4360/Photosmart C4380/C4580	piece						1,466.40	-
56	INK CARTRIDGE, Hewlett Packard Part No. CD887A (#703), black, for HP Deskjet D730 series, HP F735 AIO series	piece						331.76	-
57	INK CARTRIDGE, Hewlett Packard Part No. CD888A (#703), tricolor,, for HP Deskjet D730 series, HP F735 AIO series	piece						331.76	-
58	INK CARTRIDGE, Hewlett Packard Part No. CN 639WA, black, for HP Deskjet D2560	piece						813.28	-
59	INK CARTRIDGE, Hewlett Packard Part No. CN 640WA, color, for HP Deskjet D2560	piece						1,059.76	-
60	INK CARTRIDGE, Hewlett Packars Part No. 60 (CC640WA), black, for HP Deskjet D2560	piece						631.28	-
61	INK CARTRIDGE, HP Part No. 51645A(HP 45), original, black, for HP Deskjet 710C/720C/820Cxi /830C/850C/870Cxi i/880C/890C/895Cxi/930C/950C/960C/970Cxi/990Cxi/1000Cxi/1120C/1125C/1180C /1220C/1600C/1600CM/6122/9300 printers, Officejet G55/G85/G95/K60 /K80/R45/R65/T45/T65 All-in-One, Officejet Pro	piece	6	8	6	6	26	1,306.24	33,962.24
62	INK CARTRIDGE, HP Part No. C1823A (HP 23), original, tri-color, for HP Deskjet model 710C/720C/810C/830C/880C/890C/895Cxi/1120C/1125C/PSC500 All-in-One, Officejet Pro 1170C/1175C//R45/R65/T45/T65 All-in-One	piece	3	3	3	3	12	1,598.48	19,181.76

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			1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Yearly		
63	INK CARTRIDGE, HP Part No. C4844A (HP 10), original, black, for HP Officejet 9110/9120/9130 All-in-One, Business Inkjet 1100+ printer series, 1200+ series, 2000 series, 2230+, 2280+ series, 2300+ series, 2500 series, 2600+ series, HP colour	piece					0	1,430.00	-
64	INK CARTRIDGE, HP Part No. C6578D (HP 78), original, tri-color, for HP Deskjet model 920C/930C/948C/950C/ 960C/970Cxi/990Cxi/1180C/1220C/3820/6122/9300, PSC 750/PSC950 All-in-One, Officejet 5110/G55/G85/G95/K60/K80/V40 All-in-One, Photosmart P1000/P1100/P1215/P1218	piece					0	1,451.84	-
65	INK CARTRIDGE, HP Part No. C6614D (HP 20), original, black, for HP Deskjet model 610C/630/640C/656C printers	piece					0	1,370.72	-
66	INK CARTRIDGE, HP Part No. C6615A (HP 15), original, black, for HP Deskjet model 810C/840C/845C/920C/948C/3820/ Officejet 5110/ V40 All-in-One, PSC500/750/950 All-in-One	piece					0	1,234.48	-
67	INK CARTRIDGE, HP Part No. C6625A (HP 17), original, tri-color, for HP Deskjet model 840/845C printers	piece					0	1,342.64	-
68	INK CARTRIDGE, HP Part No. C6656A (HP 56), original, black, for HP Deskjet 450 printer series, 5160/5550/5650/5652/ 9650/9680, Officejet 4110/4255/5510/6110 All-in-One, PSC 1110/1210/ 1315/1350/2110/2210/2310 All-in-One, PSC 2410/2510/ Photosmart All-in-One, Photosmart 7150/7260/7268/7450/7550/766	piece					0	870.48	-
69	INK CARTRIDGE, HP Part No. C6657A (HP 57), original, tri-color, for HP Deskjet 450 printer series, 5160/5550/5650/5652/ 9650/9680, Officejet 4110/4255/5510/6110 All-in-One, PSC 1110/1210/ 1315/1350/2110/2210/2310 All-in-One, PSC 2410/2510/ Photosmart All-in-One, Photosmart 7150/7260/7268/7450/755	piece					0	1,451.84	-
70	INK CARTRIDGE, HP Part No. C8727A (HP 27), original, black, for HP Deskjet Printer model 3320/3225/3420/3535/ 3550/3650/3744/3745/3845/, PSC 1110/1210/1315 All-in-One	piece					0	797.68	-
71	INK CARTRIDGE, HP Part No. C8728A (HP 28), original, colored, for HP Deskjet Printer model 3320/3225/3420/3535/3550/ 3650/3744/3745/3845, Officejet 4110/4255 All-in-One, PSC 1110/1210/ 131 /All5 All-in-One	piece					0	937.04	-
72	INK CARTRIDGE, HP Part No. C8766WA (HP 95), original, tri-color, for HP Deskjet Printer model 460/5740/6540/6840, HP All-in-One Officejet 7410/ PSC 2355 All-in-One, Photosmart 325/375/2610/2710/8150/8450	piece					0	1,055.60	-
73	INK CARTRIDGE, HP Part No. C9351A (HP 21), original, black, for HP Deskjet Printer model 3920/3940/PSC 1410/1402	piece					0	659.36	-
74	INK CARTRIDGE, HP Part No. C9352A (HP 22), original, tri-color, for HP Deskjet Printer model 3920/3940/PSC 1410/1402	piece					0	760.24	-
75	INK CARTRIDGE, HP Part No. C9361WA (HP 93), original, tri-color, for HP Deskjet D4160/5440/Officejet 6310 All-in-One, HP PSC 1510 All-in-One, HP Photosmart 7830/C3180/C4180 All-in-One	piece					0	844.48	-
76	INK CARTRIDGE, HP Part No. C9362WA (HP 92), original, black, for HP Deskjet 5440, Officejet 6310 All-in-One, HP Photosmart 7830/C3180/C4180 All-in-One	piece					0	631.28	-
77	INK CARTRIDGE, HP Part No. CB314A, original, black, for HP Deskjet 900/910/915	piece					0	288.08	-
78	INK CARTRIDGE, HP Part No. CB315A, original, tri-color, for HP Deskjet 900/910/915	piece					0	372.32	-
79	INK CARTRIDGE, HP Part No. C8765WA (HP 94), original, black, for HP Deskjet Printer model 460/5740/6540/6840, HP All-in-One Officejet 7410/ PSC 2355 All-in-One, Photosmart 2610/2710/8150/8450	piece					0	879.84	-
80	INK CARTRIDGE, Lexmark #17 Part No. 10NO217, black original, for Lexmark Printer model Z515/Z510/Z517/Z645/ X1150/X1185 and X1270	piece					0	975.52	-

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			1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Yearly		
81	INK CARTRIDGE, Lexmark #27, Part No. 10NO227, color, original, for Lexmark Printer model Z515/Z510/Z517/ Z615/Z645/X1150/X1185 and X1270	piece					0	1,102.40	-
82	MONITOR FILTER, 17", glass, with strap	each					0	88.14	-
83	MONITOR FILTER,15", glass, with strap	each					0	82.16	-
84	MOUSE, mechanical, USB, optical, 400 dpi resolution, USB or PS2 connector, with scroll wheel and left and right click button, plug and play, Logitech M100	each	22	18	12	5	57	347.24	19,792.68
85	PRINthead, HP C4810A, black, for HP Business Inkjet 2200/2250	each					0	1,466.40	-
86	PRINthead, HP C4811A, Cyan, for HP Business Inkjet 2200/2250	each					0	1,466.40	-
87	PRINthead, HP C4811A, Magenta, for HP Business Inkjet 2200/2250	each					0	1,466.40	-
88	RIBBON CARTRIDGE, Epson RN 7754, for Epson Dot Matrix Printers LQ-1000/1050/1050+/1170	ca					0	124.28	-
89	RIBBON CARTRIDGE, Epson RN 8750, for Epson Dot Matrix Printers LX 300/300+ II/800 and FX-80	ca					0	76.75	-
90	RIBBON CARTRIDGE, Epson RN 8755, for Epson Dot Matrix Printers FX 100/105/1000/1050	ca					0	84.76	-
91	RIBBON CARTRIDGE, Epson RN SO 15086, for Epson Dot Matrix Printers LQ-2070/2080/2180 and FX-2180	ca					0	724.88	-
92	RIBBON CARTRIDGE, for Fujitsu DL3850	ca					0	449.80	-
93	RIBBON CARTRIDGE, for Iwata E2A time recorder, fabric, two(2) color, for	ca					0	468.00	-
94	RIBBON CARTRIDGE, Lexmark Part No. 11A3540, for Lexmark printer models 2581/23xx series/2490/2491/2480/2481/2580/2590/ and 2591	ca					0	650.00	-
95	RIBBON, Epson SO 15327, for Epson Dot matrix Printers FX-2175/2190	ca					0	334.88	-
96	TONER CARTRIDGE, Brother TN-155Y, Yellow	ca					0	5,772.00	-
97	TONER CARTRIDGE, Brother TN-155BK, Black,	ca					0	4,316.00	-
98	TONER CARTRIDGE, Brother TN-155C, Cyan,	ca					0	5,772.00	-
99	TONER CARTRIDGE, Brother TN-155M, Magenta,	ca					0	5,772.00	-
100	TONER CARTRIDGE, Hewlett Packard Part No. CB436A, black, for HP Laserjet P1505/M1120/M1522	ca					0	3,043.04	-
101	TONER CARTRIDGE, Hewlett Packard Part No. C4129X, black, for HP Laserjet 5000/5100 series	ca					0	7,133.36	-
102	TONER CARTRIDGE, Hewlett Packard Part No. CB540A, black, for HP Color Laserjet CP1215/1515	ca					0	3,076.32	-
103	TONER CARTRIDGE, Hewlett Packard Part No. CB541A, Cyan, for HP Color Laserjet CP1215/1515	ca					0	2,812.16	-
104	TONER CARTRIDGE, Hewlett Packard Part No. CB542A, Magenta, for HP Color Laserjet CP1215/1515	ca					0	2,812.16	-
105	TONER CARTRIDGE, Hewlett Packard Part No. CB543A, Yellow, for HP Color Laserjet CP1215/1515	ca					0	2,812.16	-
106	TONER CARTRIDGE, Hewlett Packard Part No. CE505A, black,, for HP Laserjet P2055/2035	ca					0	3,812.64	-
107	TONER CARTRIDGE, HP Part No. Q2612A, original, black, for HP Laserjet 1010/1012/1015/1018/1020/1022 printer series, 3015/3020/3030/3050/3052/3055 All-in-One, M1005 MFP	piece					0	3,044.08	-

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			1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Yearly		
108	TONER CARTRIDGE, HP Part No. Q6511A, original, black, for HP Laserjet 2400 printer series	piece					0	5,393.44	-
109	TONER CARTRIDGE, for Kyocera Mita KM-1505/1510/1810, /1510/1810	piece					0	3,843.84	-
110	TONER CARTRIDGE, HP Part No. 92298A, original, black, for HP Laserjet model 4/4M/4Plus/4MPlus/5/5M/5N printers	piece					0	4,586.40	-
111	TONER CARTRIDGE, HP Part No. C3903A, original, black, for HP Laserjet 5P/5MP/6P/6MP printers	piece					0	3,588.18	-
112	TONER CARTRIDGE, HP Part No. C3906A, original, black, for HP Laserjet 5L/6L printer series, 3100 All-in-One, 3150 All-in-One	piece					0	2,962.96	-
113	TONER CARTRIDGE, HP Part No. C4092A, original, black, for HP Laserjet 1100 series, 3200 All-in-One	piece					0	2,575.04	-
114	TONER CARTRIDGE, HP Part No. C4096A, original, black, for HP Laserjet model 2100/2200 series printers	piece					0	4,368.00	-
115	TONER CARTRIDGE, HP Part No. C4127X, original, black, for HP Laserjet model 4000 series/4050 series printers	piece					0	5,558.80	-
116	TONER CARTRIDGE, HP Part No. C7115A, original, black, for HP Laserjet model 3300mfp series/3380 All-in-One, 1000/1200 series printers	piece					0	2,680.08	-
117	TONER CARTRIDGE, HP Part No. C9720A, original, black, for HP Color Laserjet 4600/4650 printer series	piece					0	6,562.40	-
118	TONER CARTRIDGE, HP Part No. C9721A, original, Cyan, for HP Color Laserjet 4600/4650 printer series	piece					0	8,881.60	-
119	TONER CARTRIDGE, HP Part No. C9722A, original, Yellow, for HP Color Laserjet 4600/4650 printer series	piece					0	8,881.60	-
120	TONER CARTRIDGE, HP Part No. C9723A, original, Magenta, for HP Color Laserjet 4600/4650 printer series	piece					0	8,881.60	-
121	TONER CARTRIDGE, HP Part No. Q1338A, original, black, for HP Color Laserjet 4200 printer series	piece					0	6,489.60	-
122	TONER CARTRIDGE, HP Part No. Q2610A, original, black, for HP Color Laserjet 2300 printer series	piece					0	4,882.18	-
123	TONER CARTRIDGE, HP Part No. Q2613X, original, for HP Laserjet Printer model 1300 series	piece					0	3,796.00	-
124	TONER CARTRIDGE, HP Part No. Q3960A, original, black, for HP Color Laserjet 2550 printer series, 2820/2840 All-in-One	piece					0	3,510.00	-
125	TONER CARTRIDGE, HP Part No. Q3961A, original, Cyan, for HP Color Laserjet 2550 printer series, 2820/2840 All-in-One	piece					0	4,227.60	-
126	TONER CARTRIDGE, HP Part No. Q3962A, original, Yellow, for HP Color Laserjet 2550 printer series, 2820/2840 All-in-One	piece					0	4,227.60	-
127	TONER CARTRIDGE, HP Part No. Q3963A, original, Magenta, for HP Color Laserjet 2550 printer series, 2820/2840 All-in-One	piece					0	4,227.60	-
128	TONER CARTRIDGE, HP Part No. Q5942A, original, black, for HP Laserjet 4250/4350 printer series	piece					0	6,485.44	-
129	TONER CARTRIDGE, HP Part No. Q5949A, original, black, for HP Laserjet 1160, 1320 printer series, 3390/3392 All-in-One	piece					0	3,110.64	-
130	TONER CARTRIDGE, HP Part No. Q7553A, original, black, for HP Laserjet P2014, P2015 printer series	piece					0	3,506.88	-
131	TONER CARTRIDGE, Kyocera Part No. TK-100, for Kyocera Mita KM-1500	piece					0	2,900.35	-

No.	Product Description	Unit	Quantity Requirement					Unit Price (Php)	Amount
			1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Yearly		
132	TONER CARTRIDGE, Kyocera Part No. TK-120, original, for Kyocera Laser Printer model FS 1030D, 17208 pages yield	piece					0	5,142.80	-
133	TONER CARTRIDGE, Lexmark Part No. 1382920, original, black, for Lexmark Optra S1250/1255/1265/1855/2450/2455 printer	piece					0	11,450.40	-
134	TONER CARTRIDGE, Lexmark Part No. 34217 HR, (12A8400), black, original, for Lexmark Printers E230/E232/E330/E332N/E342N	piece					0	3,659.76	-
135	TONER CARTRIDGE, Samsung ML D2850B, for Samsung printer model ML-2851ND	piece					0	4,862.00	-
136	TONER CARTRIDGE, Samsung ML T-D105L, for Samsung printer model ML 2580N	piece					0	2,886.00	-
137	TONER CARTRIDGE, Samsung ML-2010D3, for Samsung laser printer model ML 2571N	piece					0	3,016.00	-
138	TONER CARTRIDGE, Samsung ML-2250D5, for Samsung laser printer model ML-2250/2251N/2251NP	piece					0	4,108.00	-
COMMON OFFICE SUPPLIES AND DEVICES									
139	ACETATE, gauge #3, transparent, 1.20 meters minimum width, 50 meters per roll minimum in length	roll	5	0	5	0	10	561.39	5,613.90
140	AIR FRESHENER, 280ml/150g, aerosol, spray mist, 280ml/150g minimum, in can, shrink wrapped, assorted scents, Glade brand	can	33	25	33	25	116	116.48	13,511.68
141	ALCOHOL, 68% - 72 % ethyl,	bottle	320	302	285	220	1127	39.26	44,246.02
142	CARBON FILM, polyethylene, 210mm x 297mm, 100 sheets per box, Gold brand	box	0	0	0	0	0	400.40	-
143	CARBON FILM, polyethylene, 216mm x 330mm, black, 100 sheets per box, Gold brand	box	3	0	1	0	4	339.87	1,359.48
144	CARTOLINA, assorted colors, (blue, green, yellow, orange, pink), 572mm 724mm, 100gsm., 20 sheets per bundle	pack	50	35	55	35	175	72.80	12,740.00
145	CARTOLINA, white,	pack	10	10	10	10	40	58.24	2,329.60
146	CHALK, molded yellow enamel, with weight of not less than 500g/100 pieces per box, Kit brand	box	0	0	0	0	0	34.81	-
147	CLIP, backfold, 19mm, (3/4"), all metal, 12 pieces per box, Prince brand	box	225	150	225	150	750	6.76	5,070.00
148	CLIP, backfold, 25mm, all metal, 12 pieces per box, Prince brand	box	250	150	250	150	800	11.44	9,152.00
149	CLIP, backfold, 32mm, (1-1/4"), all metal, 12 pieces per box, Prince brand	box	263	150	299	150	862	13.26	11,430.12
150	CLIP, backfold, 50mm, 2"), all metal, 12 pieces per box, Prince brand	box	222	150	234	150	756	39.52	29,877.12
151	CLIP, bulldog 3", all metal, 73mm (3") minimum, Joy brand	box	101	130	101	101	433	7.99	3,459.67
152	COLUMNAR NOTEBOOK, 12 columns, 52.95 gsm, non-blot, lines and columns numbered, 50 sheets per pad, Veco brand	pad	5	20	5	0	30	18.72	561.60
153	COLUMNAR PAD, 14 columns, 355mm x 430mm, 55.5 gsm non-blot, lines and columns numbered, 50 sheets per pad, Veco brand	pad	10	0	10	0	20	45.76	915.20
154	COLUMNAR PAD, 16 columns, 354.6mm x 431.75mm, 54.72 gsm, non-blot, lines and columns numbered, 50 sheets per pad, Veco brand	pad	10	0	10	0	20	45.76	915.20
155	COLUMNAR PAD, 18 columns, 355mm x 647mm, 59.36 gsm, non-blot, lines and columns numbered, 50 sheets per pad, Veco brand	pad	10	0	10	0	20	68.64	1,372.80
156	COLUMNAR PAD, 4 columns, 355mm x 214mm, 50 gsm non-blot, lines and columns numbered, 50 sheets per pad, Veco brand	pad	5	0	5	0	10	21.84	218.40
157	CORRECTION FLUID, 15 ml, per bottle, water based, white opaque, no obnoxious odor, Uni-Touch brand	bottle	148	142	153	155	598	10.37	6,201.26

No.	Product Description	Unit	Quantity Requirement					Unit Price (Php)	Amount
			1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Yearly		
158	CUTTER BLADE, for heavy duty cutter, 18mm width, 10 pieces per tube, Prince brand	pack	29	13	13	11	66	7.51	495.66
159	CUTTER, for general purpose, heavy duty, palstic molded body, with built-in blade snapper, with metal sliding guide, with screw mechanism, Pointer brand	each	33	17	10	10	0	24.96	-
160	DATA FILE BOX, 128mm x 229mm x405mm, closed ends, made of chipboard with thickness of 3.6mm (caliper #15), outside is covered with leatherette paper, inside is covered with coated paper, spine has window-type design for labeling purposes, spine also provided with finger ring, assorted colors	each	322	226	250	150	948	69.77	66,141.96
161	DATA FOLDER, 76mm x 229mm x383mm, 76mm x 229mm x 381mm (3" x 9" x 15"), made of chipboard with thickness of 2.5mm(#20), outside is covered with leatherette paper, inside is covered with coated paper, with lever archfile mechanism, with taglia lock, spine made with PVC gamuza, with finger	each	270	175	220	175	490	77.26	37,857.40
162	DATING AND STAMPING MACHINE, heavy duty, self-inking stamp, with removable and refillable ink pad, steel and plastic frame, four band date and 12-year band, single color, Shiny S-827D brand	each	7	0	0	0	0	486.72	-
163	DRAWING INK, 30ml., black, waterproof, no smudge, for use on drawing, drafting and tracing paper, free flowing, non-clogging, Padmate brand	bottle	0	0	0	0	0	54.08	-
164	ENVELOPE, documentary, (10"x15"), golden kraft, 165.61gsm., 0.029mm, 500 pieces per box	box	25	10	29	16	80	774.22	61,937.60
165	ENVELOPE, documentary, A4 size, paper/document, 229mm x 324mm., min weight of 150gsm., 0.24mm min. thickness, golden kraft, 500 pieces per box	box	27	19	25	19	90	648.96	58,406.40
166	ENVELOPE, mailing , white, premium grade bond quality, 86.5 gsm, 500 pieces per box, 105mm width, 239mm length,	box	21	10	17	12	60	225.35	13,521.00
167	ENVELOPE, pay, golden kraft, 92.3 gsm, 101.5mm x 190.5mm (4" x 7 ½"), 496 pieces per box, Genius brand	box	10	1	10	0	21	196.04	4,116.84
168	ENVELOPE,expanding, polypropylene plastic, 0.50mm plastic thickness, with good quality elastic strap, 259mm x 380mm size, 34mm expansion, assorted colors, Pointer brand	box	34	22	21	22	0	49.87	-
169	ENVELOPE,expanding,kraft board, with sizing smooth surface, for legal size documents, 0.38mm, with string and eyelet, 100 pieces per box, Nappco brand	box	49	22	39	25	0	541.39	-
170	ENVELOPE,mailing, white, with window, premium grade bond quality, 72 gsm, 500 pieces per box, 26mm window width, 101mm window length, 104.5mm x 240mm size, Advance brand	box	13	4	13	3	13	223.60	2,906.80
171	ERASER, for blackboard/whiteboard, 19mm (¾") thickness of felt, 126.7mm length, 50.3mm width, Joy brand	each	14	1	7	0	22	9.36	205.92
172	ERASER, rubber, soft, 54mm x 23mm x 10mm, rectangular, for pencil draft/writing, Super brand	each	58	12	22	37	129	2.58	332.82
173	FASTENER, for paper, metal, non-corrosive, non-sharp edges, able to hold 25mm thickness of paper, 70mm between prongs, 50 sets per box, Apple brand	box	131	112	91	95	0	83.08	-
174	FILE ORGANIZER, expanding, plastic, legal, with 12 inside pockets with index tab, for legal size paper/document, assrted colors, MO brand	each	32	20	15	20	87	74.36	6,469.32
175	FOLDER, clear plastic, for A4 size documents, 219mm x 307mm, 0.15mm min. thickness, L-type, 50 pieces par pack	pack	104	62	112	73	351	247.52	86,879.52
176	FOLDER, clear plastic, for legal size documents, 235mm x 346mm, 0.15mm min. thickness, L-type, 50 pieces per pack	pack	47	18	51	31	147	260.00	38,220.00
177	FOLDER, fancy, for A4 size paper/document, 240mm x 320mm, 0.24mm minimum thickness, with plastic grip, assorted colors, fifty(50) pieces per bundle per color	pack	27	23	24	23	0	291.20	-

No.	Product Description	Unit	Quantity Requirement					Unit Price (Php)	Amount
			1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Yearly		
178	FOLDER, fancy, for legal size paper/document, 225mm x 345mm min. size, 0.24mm min. thickness, with palstic grip, assorted colors, fifty(50) pieces per bundle per color	pack	24	17	22	17	0	312.00	-
179	FOLDER, file tagboard, legal, for legal size paper/document, 100 pieces per pack	pack	56	19	52	24	151	358.80	54,178.80
180	FOLDER, pressboard, plain, legal, for legal size paper/document, 100 pieces per box	pack	25	8	38	21	92	715.52	65,827.84
181	FOLDER, tagboard, A4 size, 241mm x 321mm x14mm leaf dimension,14mm tab, 20mm scoring, smooth-finished and no-blot on both sides, 100 pieces per box, System brand	pack	40	29	38	32	0	222.04	-
182	GLUE, all purpose, 200 grams, minimum gross weight, in jar with applicator, non-toxic smell, Kippy brand	bottle	74	94	64	77	309	43.26	13,367.34
183	ILLUSTRATION BOARD, 760mm x 1000 mm, 1.30mm thickness, double face (black and white), smooth finish	each	5	5	5	0	15	33.07	496.05
184	INDEX CARD BOX, for 3" x 5" index cards, for 76mm x 127mm(3"x5") index cards, 111mm x 143mm x 102mm outside dimension, made of chipboard with thickness of 3.0mm minimum (caliper #15) outside is covered with imitlin paper, inside is covered with coated paper, assorted colors	each	11	6	11	6	0	41.50	-
185	INDEX CARD BOX, for 5" x 8" index cards, for 127mm x 203mm index cards, 5-3/8"x minimum (caliper #15), outside is covered with imitlin paper, inside is covered with coated paper, assorted colors	each	18	9	12	7	0	59.38	-
186	INDEX CARD, ruled both sides, 3" x 5", or 76mm x 127mm, book paper, 120gsm, 500 pieces per bundle	box	19	20	18	18	75	44.45	3,333.75
187	INDEX CARD, ruled both sides, 5" x 8", or 127mm x 203mm, book paper, 120gsm., 500 pieces per bundle	box	17	13	14	14	58	111.61	6,473.38
188	INDEX TAB, transparent self-adhesive, self-adhesive, assorted colors, 10 pieces of 6-inch length tab strip with corresponding alphabet in each box	box	81	97	117	89	0	62.40	-
189	LEAD, for mechanical pencil, black, polymer type, 0.5mm, 12 pieces per tube, Faber Castell brand	tube	18	7	9	8	42	10.40	436.80
190	LOOSELEAF COVER, for legal size documents, 214mm x 354mm, made of chipboard with thickness of 1.5mm minimum(caliper#15), tap flap covered with leatherette paper, green color front and back, with pre-punched holes for fastener, 50 pieces	pack	2	0	1	0	0	475.80	-
191	MAGAZINE FILE BOX, 110mm x 220mm x 265mm, with open end, made of chipboard with thickness of 3.0mm outside is covered with leatherette paper, inside is covered with coated paper, with spine and finger ring, assorted colors,	each	11	10	6	10	0	52.93	-
192	MAGAZINE FILE BOX, 112mm x 200mm x 240mm, with open end, made of chipboard with thickness of 3.0mm outside is covered with leatherette paper, inside is covered with coated paper, with spine and finger ring, assorted colors	each	16	0	6	16	0	49.56	-
193	MAP PIN, round head, 9.5mm diameter, assorted colors, 100 pieces in plastic case	box	28	17	25	17	87	31.20	2,714.40
194	MARKER, fluorescent, 3 colors per set, non-toxic smell, Faber Castell brand	set	258	110	131	101	600	42.12	25,272.00
195	MARKING PEN PERMANENT BLUE,	set	221	148	229	142	740	15.39	11,388.60
196	MARKING PEN, for transparency, fine point, 6 colors per set, Mon Ami brand	set	50	51	50	50	201	84.24	16,932.24
197	MARKING PEN, for Whiteboard, black, felt tip, bullet tip, non-toxic smell, Mon Ami brand	set	217	123	203	120	663	15.08	9,998.04
198	MARKING PEN, for Whiteboard, blue, felt tip, bullet tip, non-toxic smell, Mon Ami brand	set	207	123	191	122	643	15.08	9,696.44
199	MARKING PEN, for Whiteboard, red, felt tip, bullet tip, non-toxic smell, Mon Ami brand	set	102	97	89	66	354	15.08	5,338.32

No.	Product Description	Unit	Quantity Requirement					Unit Price (Php)	Amount
			1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Yearly		
200	MARKING PEN, PERMANENT, black,	set	297	160	236	158	851	15.39	13,096.89
201	MARKING PEN, permanent, red, bullet tip, non-toxic, Mon Ami brand	set	136	78	102	73	389	15.39	5,986.71
202	NOTE PAD, 2" x 2", 50mm x 50mm, 75 gsm., 400 sheets per pad, assorted colors, Post-it brand	pad	135	91	148	90	464	118.35	54,914.40
203	NOTE PAD, 2" x 3", 50mm x 75mm, 75 gsm., 100 sheets per pad, Pointer brand	pad	182	157	182	149	670	31.20	20,904.00
204	NOTE PAD, 3" x 3", 75mm x 75mm, 75 gsm., 100 sheets per pad, assorted colors, Post It brand	pad	244	152	210	164	770	38.27	29,467.90
205	NOTE PAD, 3" x 4", 75mm x 100mm, 75 gsm., 100 sheets per pad, assorted colors, Post-it brand	pad	185	146	201	155	687	54.29	37,297.23
206	NOTEBOOK, stenographer, spiral, 40 leaves, 55 gsm, GSP bond, ruled on both sides, Advance brand	pad	254	197	255	177	883	7.70	6,799.10
207	PAPER CLIP, 32mm min., gem-pattern type, vinyl coated, assorted colors, 100 pieces per box, UK brand	box	458	316	450	294	1518	7.28	11,051.04
208	PAPER CLIP, jumbo, 50mm, gem-pattern type, vinyl/plastic coated, smooth finished, 50mm long, assorted colors, 100 pieces per box, Joy brand	box	177	200	172	190	0	15.39	-
209	PAPER, bond, legal size, P.G., (216mm x 330mm), premium grade, 70 gsm., 500 sheets per ream	ream	16	15	15	10	56	163.23	9,140.88
210	PAPER, bond, P.G., A4 size, (210mm x 297mm), premium grade, 70 gsm., 500 sheets per ream	ream	78	10	60	10	158	131.87	20,835.46
211	PAPER, for PPC, A4 size, 210mm x 297mm), 70 gsm., 500 sheets per ream	ream	500	200	250	250	1200	159.12	190,944.00
212	PAPER, for PPC, B4 size, (254mm x 356mm), 70 gsm., 500 sheets per ream	ream	5	5	5	10	25	232.02	5,800.50
213	PAPER, for PPC, legal size, (216mm x 330mm), 70 gsm., 500 sheets per ream	ream	5	10	0	0	15	175.64	2,634.60
214	PAPER, mimeograph, Groundwood, A4 size, (210mm x 297mm) 60 gsm., 480 sheets per ream	ream	100	100	100	100	400	84.03	33,612.00
215	PAPER, mimeograph, Groundwood, legal size, (216mm x 330mm), 60 gsm., 480 sheets per ream	ream	100	100	100	100	400	87.36	34,944.00
216	PAPER, mimeograph, Whitewove, A4 size, (210mm x 297mm) 70 gsm., 480 sheets per ream	ream	100	100	100	100	400	139.46	55,784.00
217	PAPER, mimeograph, Whitewove, legal size, 216mm x 330mm), 70 gsm., 480 sheets per ream	ream	100	100	100	100	400	154.13	61,652.00
218	PAPER, multicopy, A4 size, (210mm x 297mm), 80 gsm., for laser printer, high speed copier, lithographic printing, etc., 500 sheets per ream	ream	3083	2394	3096	2284	10857	180.02	1,954,477.14
219	PAPER, multicopy, legal size, (216mm x 330mm), for laser printer, high speed copier, lithographic printing, etc.	ream	225	270	197	215	907	196.04	177,808.28
220	PAD PAPER, ruled, GSP bond, 55 gsm., 216mm x 330mm, yellow or white, 90 sheets per pad, Adv, Excellent brand	pad	116	108	92	108	424	23.61	10,010.64
221	PAPER, thermal, 210mm x 30 meters, 1/2" core, in roll, Croco brand	roll	304	167	399	167	1037	40.04	41,521.48
222	PAPER, thermal, 216mm x 30 meters, 1/2" core, in roll, Croco brand	roll	120	65	70	115	370	39.00	14,430.00
223	PARCHMENT PAPER, A4 size, multi-purpose, (297mm x 210mm), basic weight of 80 gsm., fine translucent, suitable for pen and ink drawing, 100 sheets per pack	pack	62	10	36	10	0	161.20	-
224	PASTE, 200 grams, non-toxic smell, with water well and plastic applicator, Kippy brand	bottle	97	31	81	37	246	21.84	5,372.64
225	PENCIL SHARPENER, manual, mountable type with clamp, single cutter-head, one-hole guide 9-10mm in diameter, Joy brand	each	13	5	6	3	27	147.42	3,980.34
226	PENCIL, lead, with eraser, wood cased, one(1) dozen per box, Bright brand	dozen	150	114	147	107	518	20.26	10,494.68

No.	Product Description	Unit	Quantity Requirement					Unit Price (Php)	Amount
			1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Yearly		
227	PENCIL, mechanical, 0.5mm, push-type, for 0.5mm lead, Sunlit brand	pack	59	60	58	60	237	15.27	3,618.99
228	PUSH PIN, flat head type, assorted colors, 100 pieces per case	case	35	12	18	17	82	28.60	2,345.20
229	RECORD BOOK, 300 pages, white bond, non-blot, smythe sewn, 55 gsm., pre-numbered, with printing of " Official Record Book"	book	95	92	77	65	329	61.24	20,147.96
230	RECORD BOOK, 500 pages, white bond, non-blot, smythe sewn, 55 gsm., pre-numbered, with printing of " Official Record Book"	book	169	114	101	118	502	82.04	41,184.08
231	RIBBON, for bundy clock Kitano, 2 colors(red/black)	piece	0	0	0	0	0	644.80	-
232	RIBBON, for manual typewriter, nylon, balck, Steve brand	spool	0	0	0	0	0	15.03	-
233	RING BINDER, 12.52mm x 1.12 meters, (1/2"x44"), palstic, 80 rings, assorted colors	each	188	54	74	84	400	4.37	1,748.00
234	RING BINDER, 19mm x 1.12 meters, (3/4"x44"), plastic, 80 rings, assorted colors	each	129	83	94	84	390	8.06	3,143.40
235	RING BINDER, 24mm x 1.12 meters, (1"x44"), plastic, 80 rings, assorted colors	each	163	59	89	84	395	12.17	4,807.15
236	RING BINDER, 50mm x 1.12 meters, (2"x44"), plastic, 80 rings, assorted colors	each	74	64	54	69	261	32.24	8,414.64
237	RUBBER BAND, transparent, 1.0mm width, 1.0mm thickness, approximately 445 grams per box, M.O. brand	box	45	22	26	23	116	98.75	11,455.00
238	RULER, plastic, 18", 457.0mm, non-rigid, transparent, Joy brand	piece	5	3	1	1	10	27.75	277.50
239	RULER, plastic, 304.8mm(12"), non-rigid, transparent, Joy brand	piece	10	0	0	0	10	3.74	37.40
240	SCISSORS, 158mm min. length, symmetrical, Joy brand	piece	54	4	10	2	70	15.46	1,082.20
241	SCOURING PAD, made of synthetic nylon, 140mm 220mm, 8mm minimum thickness, green, five(5) pieces per pack, 3M Scotchbrite brand	pad	35	6	33	6	80	136.24	10,899.20
242	SIGN PEN, black, gel type, 0.5mm needle tip, Pentel brand	piece	378	216	432	218	1244	24.84	30,900.96
243	SIGN PEN, black, True Color Shark, gel type, 0.5mm needle tip	piece	246	216	223	196	881	24.84	21,884.04
244	SIGN PEN, blue, True Color Shark, gel type, 0.5mm needle tip	piece	473	438	443	422	1776	24.84	44,115.84
245	SIGN PEN,red, gel type, 0.5mm needle tip	piece	204	189	166	124	683	24.84	16,965.72
246	STAMP PAD INK, purple 50ml, or violet, 50ml, with applicator, Your Office brand	each	45	27	35	31	138	25.97	3,583.86
247	STAMP PAD, felt pad, n plastic or metal container, minimum 61mm x 102mm, Prince brand	box	18	2	12	6	38	20.47	777.86
248	STAPLE REMOVER, twin jaws, assorted colors, UK brand	piece	57	17	18	11	103	6.22	640.66
249	STAPLE WIRE, standard, 5,000's per box, Boston Basic brand	box	281	256	265	236	1038	18.69	19,400.22
250	STAPLER, standard type, Peace brand	each	37	3	2	1	43	217.36	9,346.48
251	STENCIL INK, #217, for Gestetner, machines 4150/4130/1045/4030, 400ml per tube, Gestetner brand	tube	0	0	0	0	0	312.00	-
252	STENCIL PAPER, ordinary, universal heading, 24 pieces per quire, Prince brand	quire	0	0	0	0	0	161.20	-
253	TAPE DISPENSER, heavy duty, for 24mm(1") width transparent tape, New Wonder brand	each	15	4	4	5	28	46.80	1,310.40
254	TAPE, for adding machine, GSP bond, 55gsm, 57mm (2-1/4") width	roll	0	0	0	0	0	9.88	-
255	TAPE, masking, 1", 24mm width, usable length of 50 meters, Armark brand	roll	234	120	189	110	653	38.74	25,297.22
256	TAPE, masking, 2", 48mm width, usable length of 50 meters, Crocodile brand	roll	190	113	173	113	589	76.84	45,258.76
257	TAPE, packaging, 2", 48mm width, usable length of 50 meters, Armark brand	roll	211	117	184	107	619	19.24	11,909.56
258	TAPE, transparent 2, 48mm width, usable length of 50 meters, Crocodile brand	roll	113	75	102	95	385	18.61	7,164.85

No.	Product Description	Unit	Quantity Requirement					Unit Price (Php)	Amount
			1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Yearly		
259	TAPE, transparent, 1", 24mm width, usable length of 50 meters, Crocodile brand	roll	324	217	358	207	1106	10.76	11,900.56
260	TIME CARD, for Amano Bundy Clock, 85mm x 190mm (3-3/8" x 7-1/2"), imported 14 pts tagboard, offset process, two side printing, black color print, 100 pieces per bundle	bundle	0	0	0	0	0	97.76	-
261	TIME CARD, for Kitano Bundy Clock, 85mm x 184mm, die cut, one color;red (back to back), 18 points(0.46mm), 100 pieces per bundle	bundle	0	0	0	0	0	87.36	-
262	TIME CARD, for Seiko Bundy Clock, 85mm x 190mm (3-3/8" x 7-1/2"), imported 14 pts tagboard, offset process, two side printing, two (2) colors (blue/red), 100 pieces per bundle	bundle	0	0	0	0	0	68.64	-
263	TRANSPARENCY FILM, for colored presentation, 210mm x 297mm (A4) suitable for plain paper copier, color laser, inkjet printers, for writing, on with OHP markers, 50 sheets per box, Konika brand	box	2	2	2	2	8	673.92	5,391.36
264	TRANSPARENCY FILM, for OHP/PPC, A-4, for plain paper copier/ overhead projector, size 8-1/4" x 11-3/4" (A4), 100 sheets per box, Superfax brand	box	11	3	12	2	28	206.96	5,794.88
265	WRAPPING PAPER, kraft, 65 gsm., 910mm in width, approximately 40 meters length per roll with 3" diameter	roll	32	12	21	11	76	162.24	12,330.24
COMMON JANITORIAL SUPPLIES									
266	BATHROOM SOAP, 70 grams as packed,	each	35	15	15	15	80	16.41	1,312.80
267	BROOM, soft (tambo), wooden handle	each	3	1	0	1	5	72.80	364.00
268	BROOM, stick (ting-ting), standard size, grip measured 6" from the top, usable length of at least 760mm, rib diameter of approximately 1.8mm, rib count of approximately 370 pieces	each	10	0	10	0	20	16.64	332.80
269	CLEANSER (SCOURING) POWDER, 350 gms. minimum net weight/in canister, Zim brand	can	19	3	19	3	44	17.42	766.48
270	DETERGENT BAR, laundry soap, minimum 400 grams per bar, Surf brand	bar	64	3	54	13	134	18.72	2,508.48
271	DETERGENT POWDER, all purpose, 500 grams per plastic pouch, Penguin brand	pouch	35	6	35	6	82	20.69	1,696.58
272	DISINFECTANT SPRAY, aerosol, in can, 425grams, scented, shrink wrapped, End Bac brand	can	68	26	68	26	188	119.39	22,445.32
273	DUST PAN, non-rigid plastic, with detachable handle, assorted colors	each	9	0	8	0	17	26.00	442.00
274	FLOOR WAX, liquid type, water based, T.G., natural, buffable, for all types of floors except wood and cork, 3.75 liters per container, Johnson Traffic Grade brand	can	0	0	0	0	0	346.63	-
275	FLOOR WAX, paste type, natural, non-toxic odor, 2.0 kilograms per can, Shining Star brand	can	1	0	0	0	1	249.60	249.60
276	FLOOR WAX, paste type, red, non-toxic odor, 2.0 kilograms per can, Shining Star brand	can	0	0	0	0	0	237.64	-
277	FURNITURE CLEANER, aerosol type, multi-purpose, minimum 300ml per can, shrinked wrapped, Splenda brand	can	47	33	42	33	155	133.64	20,714.20
278	INSECTICIDE, aerosol type, 420g per can, shrink wrapped, Bayer brand	can	122	50	118	44	334	136.76	45,677.84
279	MOPHANDLE, heavy duty, screw type, smooth wooden handle, 1.5 meters min. length	each	6	0	0	0	6	76.44	458.64
280	MOPHEAD, rayon type, twisted, 400 grams min. weight	each	26	0	26	0	52	61.36	3,190.72
281	OIL, for general purpose, 120ml per plastic bottle	bottle	6	0	0	0	6	30.99	185.94
282	RAGS, cotton , approximately 203mm (8") in diameter or 203mm x 203mm (8" x 8"), minimum 20 pieces per kilo, assorted colors	kilo	57	32	39	22	150	41.60	6,240.00

No.	Product Description	Unit	Quantity Requirement					Unit Price (Php)	Amount
			1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Yearly		
283	TOILET BOWL CLEANER, bactericidal, 900ml per bottle, Go Getter brand	bottle	32	6	32	6	76	61.78	4,695.28
284	TOILET DEODORANT CAKE, Deodorizer/moth proofer, 99% paradichlorobenzene, 50 grams per piece, 3 pieces per pack, Penguin brand	box	50	8	50	6	0	34.20	-
285	TOILET TISSUE, white, 28gsm., minimum 150 pulls per 2-ply sheets per roll, 12 rolls per pack, Eco Pal brand	roll	335	312	405	350	1402	65.52	91,859.04
286	TRASHBAG, plastic, gusseted type, black, with tie, made from polyethylene plastic, 469mm x 469mm x 1016mm (18.5" x 18.5" x 40") dimension, 235mm depth of gusset on each side, ten (10) pieces per pack per roll	roll	110	80	82	80	270	103.79	28,023.30
287	TWINE, plastic, one kilo per roll	roll	44	15	36	13	108	57.20	6,177.60
288	WASTEBASKET, non-rigid plastic, square, oval or round shape, assorted colors	each	36	3	2	5	46	29.12	1,339.52
COMMON OFFICE EQUIPMENT									
289	AIRPOT, electric, with dispenser, 4.0L capacity, 3 water dispensing selection (auto pump, air pump, cup touch), automatic boiling/keep warm, with reboil switch, 220V, Fukuda brand model FAP-45L, brand new	each	8	4	1	0	13	1,144.00	14,872.00
290	card holder, with automatic lock mechanism, with adjustable slide dividers per drawer, made of heavy duty cold rolled B.I. steels	each	3	7	2	0	12	8,122.40	97,468.80
291	CABINET, steel filing, vertical, gauge 20,	each	4	0	4	0	8	9,172.80	73,382.40
292	CABINET, steel filing, with safe, gauge 20, gauge 20, smooth finish, three (3) ordinary drawers + one (1) safe on top, with card holder and drawer handle, with	each	0	0	0	0	0	17,024.80	-
293	CALCULATOR, desktop type, compact, compact, electronic, LCD display, 12 digits capacity, two-way power source, Canon brand model WS-112H, brand new	unit	9	3	2	2	16	165.88	2,654.08
	CALCULATOR, heavy duty, adding mach. type, ribbon type printer, 12 digits						0		-
294	capacity, 2-color print, illuminated or LCD display, AC power source, includes plug adaptor, paper holder, one(1) adding machine tape, Canon brand model MP-1200FTS brand new	unit	4	0	0	0	4	1,921.92	7,687.68
	CALCULATOR, mini-printing type, 12 digits capacity, AC/DC power source, ink roller						0		-
295	type, with AC adaptor, paper holder, one (1) adding machine type, Canon brand, model P1-DTS V, brand new	unit	2	1	1	1	5	707.20	3,536.00
							0		-
296	CALCULATOR, scientific, 10 + 2 digits capacity, dot matrix, pocket size with case, two way power source (solar/cell type) Canon brand, model F-715S, brand new	unit	8	6	2	2	18	326.56	5,878.08
297	CHAIR, monobloc, beige, with backrest, without armrest, model Euro-Chair Lucky	each	12	0	0	0	12	226.72	2,720.64
298	CHAIR, monobloc, white, with backrest, without armrest, model Euro-Chair Lucky	each	2	0	0	0	2	226.72	453.44
	DOCUMENT CAMERA, with DVI port, 3.2 megapixel, display documents, 3D object,						0		-
299	PC presentation and microscopic images on large LCD/DLP projector screen, plug and play, no software drivers required, IR remote control access to all function, four(4) reference points demarcate	unit	0	0	0	0	0	20,280.00	-
							0		-
300	ELECTRIC FAN, orbit type (for ceiling), heavy duty, 385mm (16") plastic blade, speed setting with switch box, 220-240V, Fukuda brand model FO-16P, brand new	piece	2	0	0	0	2	988.00	1,976.00
301	ELECTRIC FAN, wall type, 400mm diameter plastic blade, with 3 speed button switch, 220 volts, Fukuda brand, model FWF-163, brand new	piece	7	1	0	0	8	745.68	5,965.44
	ELECTRIC FAN, with stand, heavy duty, 385mm (16") plastic blade, three(3) speed						0		-
302	button switch, knobless head adjustment, 220-240 volts, Fukuda brand, model SF-	piece	13	5	3	1	22	764.40	16,816.80

No.	Product Description	Unit	Quantity Requirement					Unit Price (Php)	Amount
			1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Yearly		
	162, brand new FACSIMILE MACHINE, uses thermal paper of 30m roll, for documents 216mm x						0		-
303	330mm, 15 secs transmission speed, 208mm scanning width, with automatic document feeder, automatic paper cutter, automatic redial, automatic fax/telephone switchover Brother model 236S	unit	3	2	2	1	8	4,139.20	33,113.60
	FIRE EXTINGUISHER, dry chemical, for ABC class of fire, store pressure type, non-						0		-
304	electrical conductor, non-toxic, non-corrosive, with pressure gauge control, wall/hook attachment, 4.5kg (10 lbs.), Champion brand, brand new	each	0	0	0	0	0	1,083.68	-
	FIRE EXTINGUISHER, pure HCFC 123, with fire rating of 1A, 1BC for ABC class of fire, squeeze type, non-electrical conductor, non-toxic, non-corrosive, with pressure gauge control, wall/hook attachment, 4.5kg.(10 lbs.), Champion brand, brand new	each	0	0	0	0	0	3,515.20	-
305	INDUSTRIAL FAN, ground, minimum 17" blade diameter, three (3) speed setting , 90 degree oscillation, self oiling motor, Camel brand model RIF-18, brand new	piece	2	0	0	0	2	970.84	1,941.68
306	MULTIMEDIA PROJECTOR, LCD display, 2500 ANSI Lumens, 2000 hours lamp life, supports SVGA to SXGA native resolution, with power cable, remote control, CDchar(39)s and Userchar(39)s manual and carrying case, Sanyo brand, model PLC	each	0	0	0	0	0	24,960.00	-
307	PAPER PUNCHER, heavy duty, minimum punching capacity or 35 sheets using 70gsm bond paper, with two hole guide, approximately 6.5mm diameter of hole, Joy brand	each	8	2	3	0	13	93.57	1,216.41
308	PAPER SHREDDER, also shreds paper clips and staples, strip cut, cuts 6-8 sheets for 70 gsm paper, cutting speed of 60mm/sec, cutting width of 3mm-4mm, cuts staples, credit card and CDchar(39)s, Admiral brand model T-818, brand new	each	4	0	0	0	4	6,427.20	25,708.80
309	PAPER TRIMMER/CUTTING MACHINE, table top, guillotine type, 20-25 sheets paper capacity, B4 maximum paper size, approximately 400mm x 300mm base size, 36cm x 26cm (LxW) paper ruler size, scale in centimeter, with guillotine arm tension/safety bolt, with securable sliding paper size mark	each	1	0	0	0	1	8,829.60	8,829.60
310	PRINTER, Epson FX-2190, automatic data processing, impact dot matrix, 9-pins, 136 columns, complete with ribbons, cables (power and parallel connectors) and manual, Epson brand model FX-2190	unit	0	0	0	0	0	28,672.80	-
311	PRINTER, Epson LQ-2180, automatic data processing, impact dot matrix, 24-pins, 136 columns, complete with ribbons, cables(power and parallel connector), and manual, Epson brand, model LQ-2180, brand new	unit	0	0	0	0	0	35,859.20	-
312	PRINTER, Epson LX-300+, impact dot matrix, 9-pin, 80 columns, 337 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	1	0	0	0	1	7,315.36	7,315.36
313	PRINTER, Fujitsu DL-3850+, 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, Fujitsu brand model DL-3850+,	unit	0	0	0	0	0	18,156.32	-
314	PRINTER, Impact DoT Matrix, Epson LQ-2190, 24 pins, 136 columns, bi-directional with logic seeking print direction, 480 cps high speed draft 10cpi print speed, parallel or USB interface, manual, tractor feeder paper handling, 220 VAC/60Hz, with power cable, data cable, software driver(if any), man	unit	0	0	0	0	0	23,920.00	-
315	PRINTER, laser monochrome, Samsung ML-2580N, 24ppm (A4) at normal mode, 12,000 pages monthly duty cycle, 1200 x 1200 dpi print resolution, high speed USB 2.0 Ethernet 10/100 Base Tx connectivity, complete with interface cable, software drivers, power cord & other standard accessories	unit	0	0	0	0	0	4,472.00	-

No.	Product Description	Unit	Quantity Requirement					Unit Price (Php)	Amount
			1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Yearly		
317	PRINTER, laser, 20ppm printing speed, 1200 x 1200 dpi, with power cord, interface cable, toner cartridge, software drivers and manuals Samsung brand model ML-2571N	unit	0	0	0	0	0	4,482.40	-
318	PRINTER, Lexmark 2581, impact dot matrix, 9-pins, 136 columns, 510 cps (fast draft or equivalent setting) print speed, parallel or USB interface, manual/tractor feeder paper handling, 220VAC/60Hz, with power cable, data cable, software driver (if any) manual, ribbon cartridge,	unit	0	0	0	0	0	16,640.00	-
319	PUNCHING AND BINDING MACHINE, two (2) hand lever system, 34cm or 13char(39)char(39) punching width and adjustable to any format, binds up to 2char(39)char(39) or 425 sheets of paper (70gsm), Nibo brand model BM-C24D,	each	0	0	0	0	0	10,398.96	-
320	RADIO CASSETTE RECORDER, 2.0W Total Output Power, AM/FM Tuner, CD-R/CD-RW Playback capability, single cassette deck, with built-in microphone, full auto shut-off, 220V, AC.DC operations, includes plug with adaptor, Pensonic brand, model CDC-9859	each	5	5	0	0	10	1,653.60	16,536.00
321	TAPE, for audio cassette recorder, blank, for 90 minutes recording time minimum, Maxell brand	each	137	105	131	117	490	15.08	7,389.20
322	TAPE, for microcassette recorder, blank, for 60 minutes recording time minimum, 3 pieces per pack, Sony brand	each	22	12	22	12	68	91.50	6,222.00
323	TIME RECORDER/ BUNDDY CLOCK, electronic, digital 2-color ribbon, compact size but with large clock face, adjust free with electronic memory for perpetual calendar, dot matrix printer, 220 volts, with back-up power reserve, 12-hour printing system, Bisbio brand model TR-88, brand new	each	0	0	0	0	0	6,188.00	-
324	UNINTERRUPTIBLE POWER SUPPLY (UPS), line interactive, 520-600VA capacity, Quasi-sine wave/square wave form, five (5) minutes back-up time at full load, battery low/replace, battery indicators, with sealed maintenance-free battery, with two(2) outlets for battery back-up, Umart brand model	unit	22	0	4	0	26	1,669.20	43,399.20
HANDBOOK ON PROCUREMENT									
325	HANDBOOK ON GENERIC PROCUREMENT MANUAL (GPM), A4 size (210mm x 297mm), foldcote 12 plastic lamination cover (1 color of each kind) 3-color print, newsprint 50 gsm inside, perfect binding, offset printing, 1 set of four (4) volumes	set	8	0	0	0	8	130.00	1,040.00
326	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT(5th Edition), includes revised IRR of RA 9184 and its latest GPPB issuances, 6" x 9", 260 pages, perfect binding, offset printing, full color print cover, one-color front and back inside, foldcote, 0.30mm thickness(caliper12) cover, newsprint high quality 50gsm inside	piece	8	0	0	0	8	32.40	259.20
327	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT, 5th edition, RA 9184, includes revised IRR of RA 9184 and its latest GPPB issuances 6" x 9", 260 pages, perfect binding, offset printing, full color print cover, one-color front and back inside, foldcote, 0.30mm thickness(caliper 12) cover, newsprint high quality, 50 gsm	piece	8	0	0	0	8	32.40	259.20
328	HANDBOOK ON PUBLIC BIDDING CHECKLIST, 6" x 9", 70 pages, saddle stitch binding, offset printing, two (2) color print cover, one(1) color print inside pages, C2S 120lbs cover	piece	8	0	0	0	8	13.52	108.16
329	HANDBOOK ON PUBLIC BIDDING DOCUMENTS for LGU's, A-4 size, (210 mm 297mm), foldcote 12 with plastic lamination cover (1 color of each kind) 3-color print, newsprint 50 gsm inside, perfect binding, offset printing, 1 set of four (4)	piece	8	0	0	0	8	113.36	906.88
330	HANDBOOK, Goods and Services, PUBLIC BIDDING DOCUMENTS, for Goods and Services, 8-1/2" x 11", offset printing, one color print, kromcote, 189 lbs cover, laminated, newsprint inside pages, 110-115 pages	piece	8	0	0	0	8	32.24	257.92

No.	Product Description	Unit	Quantity Requirement					Unit Price (Php)	Amount
			1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Yearly		
331	HANDBOOK, Procurement of Civil Works, PUBLIC BIDDING DOCUMENTS, for Procurement of Civil Works, 8-1/2" x 11", offset printing, one color print, kromcote, 189 lbs cover, laminated, newsprint inside pages, 139-149 pages	piece	8	0	0	0	8	37.65	301.20
332	HANDBOOK, Procurement of Consulting Services, PUBLIC BIDDING DOCUMENTS, for Procurement of Consulting Services, 8-1/2" x 11", offset printing, one color print, kromcote, 189 lbs cover, laminated, newsprint inside pages, 139-149 pages	piece	8	0	0	0	8	22.36	178.88
333	HANDBOOK, Sample Forms, PUBLIC BIDDING DOCUMENTS, for Sample Forms, 8-1/4" x 11-3/4", offset, printing, one color print, kromcote, 189 lbs cover, laminated, newsprint inside pages, 328 pages	piece	8	0	0	0	8	88.40	707.20
	TOTAL								5,171,950.83