

ANNUAL PROCUREMENT PLAN FOR 2017
For Common-Use Supplies and Equipment

PLS

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

- Select the appropriate worksheet depending on the nearest Regional/Provincial Depot in your area.
- For Sub - Depots please refer to the following (Arranged/ Classified according to commonality of freight cost):
 - Bukidnon, Puerto Princesa Palawan, Biliran, Borongan, Misamis Occidental (Oroquieta) and Southern Leyte (Maasin)- Region XIII
 - Misamis Oriental, Bacolod, Calbayog, Bontoc and Northern Samar (Cataman)- Regions VI, VII, VIII, X, & XI
 - Surigao Del Norte - **Surigao Del Norte**
 - Zamboanga Sibugay- **Zamboanga Sibugay**
 - Camiguin - **Camiguin**
- Indicate the agency's monthly requirement per item in the APP form. The form will automatically compute for the Total Quarterly requirement, Total Amount per item and the Grand Total.
- APPs are considered incorrect if: a) form used is other than the prescribed format downloaded at philgeps.gov.ph and; b) correct format is used but fields were deleted and/or inserted in Portion A of the APP. The agency will be informed through e-mail if the submission is incorrect.
- For Other Items not available from the Procurement Service but regularly purchased from other sources, agency must specify/indicate the item name under each category and unit price based on their last purchase of the item/s. These items will be evaluated by the Procurement Service and may be considered Common Supplies or Equipment (CSE). Items will be added to the electronic catalogue / virtual store as soon as it is procured and made available by the Procurement Service.
- The accomplished **HARD COPY** of the APP CSE shall be submitted in the following manner:
 - DBM Central Office for entities in the Central Office
 - DBM Regional Office (RO) for regional offices, operating units of DepEd, DOH, DPWH, CHED, TESDA and SUCs

The accomplished **SOFT COPY** of the APP-CSE shall be submitted to the following email addresses:

 - ps.app.nga@gmail.com- For central and regional offices of all national government agencies
 - ps.app.suc@gmail.com- For main and other campuses of all state universities and colleges
 - ps.app.doc@gmail.com- For all central and regional offices of government owned and controlled corporations
 - ps.app.deped@gmail.com- For primary and secondary schools
 - ps.app.lgu@gmail.com- For local government units
- Consistent with National Budget Circular No. 555, the APP for FY 2017 must be submitted on or before **November 30, 2016**.
- Rename your APP file in the following format: APP2017- Name of Agency- Region (e.g. APP2017-PS- Central Office).
- For further assistance/clarification, agencies may call the Planning Division of the Procurement Service at telephone nos. (02)561-6116 or (02)689-7750 loc. 4021.



Department/Bureau/Office: AGRICULTURAL TRAINING INSTITUTE
 Region: NCR
 Address: ELLIPTICAL ROAD, DILIMAN, QUEZON CITY

Agency Account Code: _____

Contact Person: JOSE D. TANHUECO
 Position: ADMINISTRATIVE OFFICER V
 E-mail: _____
 Telephone/Mobile Nos: 929-8541 TO 48

Item & Specifications	Unit of Measure	Quantity Requirement																				Total Quantity	Price Catalogue as of August 16, 2016	TOTAL AMOUNT
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
AVAILABLE AT PROCUREMENT SERVICE STORES																								
COMMON ELECTRICAL SUPPLIES																								
1 BATTERY, dry cell AA, 2 pieces per blister pack	pack				0	0				0	0				0	0			0	0	0	17.42	-	
2 BATTERY, dry cell AAA, 2 pieces per blister pack	pack				0	0				0	0				0	0			0	0	0	15.03	-	
3 BATTERY, dry cell D, 2 pieces per blister pack	pack				0	0				0	0				0	0			0	0	0	77.56	-	
4 FLUORESCENT LAMP, tubular, 28 watts	tube				0	0				0	0				0	0			0	0	0	114.40	-	
5 LED Linear Tube, 18 watts Individually wrapped in carton	tube				0	0				0	0				0	0			0	0	0	36.30	-	
6 Light Bulb, LED, 7 watts 1 pc In individual box	piece				0	0				0	0				0	0			0	0	0	93.29	-	
7 TAPE, electrical	roll				0	0				0	0				0	0			0	0	0	18.20	-	
COMMON OFFICE SUPPLIES																								
1 ACETATE, gauge #3, 50m per roll	roll	61			61	3806.4				0	0	61			61	3806.4			0	0	122	624.00	76,128.00	
2 AIR FRESHENER, 280mL/150g min	can	115			115	956.8				0	0	115			115	956.8			0	0	230	83.20	19,136.00	
3 ALCOHOL, 70%, ethyl, 500ml	bottle	142			142	6790.44				0	0	142			142	6790.44			0	0	284	47.82	13,580.88	
4 CARBON FILM, A4 size, 100 sheets per box	box	6			6	1185.48				0	0				0	0			0	0	6	197.58	1,185.48	
5 CARBON FILM, PE, black, 216mm x 30mm, 100 sheets per box	box	3			3	608.4				0	0	3			3	608.4			0	0	6	202.80	1,216.80	
6 CARTOLINA, assorted color, 20 pieces per pack	pack	73			73	4707.04				0	0	73			73	4707.04			0	0	146	64.48	9,414.08	
7 CHALK, white, enamel, 100 pieces per box	box	3			3	77.58				0	0				0	0			0	0	3	25.86	77.58	
8 CLEARBOOK, A4 size	piece				0	0				0	0				0	0			0	0	0	39.52	-	
9 CLEARBOOK, Legal size	piece				0	0				0	0				0	0			0	0	0	43.68	-	
10 CLIP, backfold, 19mm, 12 pieces per box	box	45			45	327.6				0	0	45			45	327.6			0	0	90	7.28	655.20	
11 CLIP, backfold, 25mm, 12 pieces per box	box	71			71	958.5				0	0	71			71	958.5			0	0	142	13.50	1,917.00	
12 CLIP, backfold, 32mm, 12 pieces per box	box	46			46	879.52				0	0	46			46	879.52			0	0	92	19.12	1,759.04	
13 CLIP, backfold, 50mm, 12 pieces per box	box	61			61	2664.48				0	0	61			61	2664.48			0	0	122	43.68	5,328.96	

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14 CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic	piece	159			159	4960.8				0	0	159			159	4960.8				0	0	318	31.20	9,921.60	
15 DATA FILE BOX, made with chipboard, with closed ends	box	5			5	348.9				0	0				0	0				0	0	5	69.78	348.90	
16 DATA FOLDER, made with chipboard, taglia lock	piece	24			24	1647.36				0	0				0	0				0	0	24	68.64	1,647.36	
17 ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box	box	5			5	1907.7				0	0				0	0				0	0	5	381.54	1,907.70	
18 ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box	box	3			3	1522.2				0	0				0	0				0	0	3	507.40	1,522.20	
19 ENVELOPE, EXPANDING, KRAFTBOARD, for legal size documents, 100 pieces per box	box	18			18	1190.78				0	0	18			18	1190.78				0	0	36	621.71	22,381.56	
20 ENVELOPE, EXPANDING, plastic	piece	193			193	5328.73				0	0	193			193	5328.73				0	0	386	27.61	10,657.46	
21 ENVELOPE, MAILING, 500 pieces per box, 80 gsm	box	5			5	2496				0	0				0	0				0	0	5	499.20	2,496.00	
22 ENVELOPE, MAILING, with window, 500 pieces per box, 80 gsm	box				0	0				0	0				0	0				0	0	0	561.60	-	
23 ERASER, felt, for blackboard/whiteboard	piece	7			7	77.77				0	0				0	0				0	0	7	11.11	77.77	
24 ERASER, plastic or rubber	piece	50			50	114.5				0	0	50			50	114.5				0	0	100	2.29	229.00	
25 FASTENER, for paper, metal, 50 sets per box	box				0	0				0	0				0	0				0	0	0	57.09	-	
26 FILE ORGANIZER, expanding, legal, plastic, assorted colors	piece	156			156	11024.52				0	0	156			156	11024.52				0	0	312	70.67	22,049.04	
27 FILE TAB DIVIDER, A4, five (5) colors per set	set				0	0				0	0				0	0				0	0	0	12.48	-	
28 FILE TAB DIVIDER, Legal Size, five(5) colors per set	set				0	0				0	0				0	0				0	0	0	16.64	-	
29 FOLDER, Fancy, A4, 50s/ bundle	bundle				0	0				0	0				0	0				0	0	0	234.00	-	
30 FOLDER, Fancy, Legal, 50 pieces per bundle	bundle				0	0				0	0				0	0				0	0	0	291.20	-	
31 FOLDER, L-type, A4, 50 pieces pack	pack				0	0				0	0				0	0				0	0	0	166.40	-	
32 FOLDER, L-type, Legal size, 50 pieces per pack	pack				0	0				0	0				0	0				0	0	0	203.84	-	
33 FOLDER, Pressboard, size 240mm x 370mm, 100s/box	box	5			5	3733.6				0	0	5			5	3733.6				0	0	10	746.72	7,467.20	
34 FOLDER, Tagboard, A4, 100 pieces per pack	pack	6			6	1075.68				0	0	6			6	1075.68				0	0	12	179.28	2,151.36	
35 FOLDER, Tagboard, Legal size, 100 pieces per pack	pack	12			12	2404.44				0	0	12			12	2404.44				0	0	24	200.37	4,808.88	
36 GLUE, all purpose, 300 grams min.	jar	23			23	1016.14				0	0	23			23	1016.14				0	0	46	44.18	2,032.28	
37 INDEX TAB, self-adhesive, 5 set/box, assorted colors	box				0	0				0	0				0	0				0	0	0	50.84	-	
38 LOOSELEAF COVER, 50sets per bundle	bundle				0	0				0	0				0	0				0	0	0	539.70	-	
39 MAGAZINE FILE BOX, LARGE	piece				0	0				0	0				0	0				0	0	0	41.60	-	
40 MARKER, fluorescent, 3 colors per set	set	50			50	1777.5				0	0	50			50	1777.5				0	0	100	35.55	3,555.00	
41 MARKER, whiteboard, bullet type, black	piece	50			50	514				0	0	50			50	514				0	0	100	10.28	1,028.00	
42 MARKER, whiteboard, bullet type, blue	piece	50			50	514				0	0	50			50	514				0	0	100	10.28	1,028.00	
43 MARKER, whiteboard, bullet type, red	piece	50			50	514				0	0	50			50	514				0	0	100	10.28	1,028.00	
44 MARKER, permanent, bullet type, black	piece	50			50	482.5				0	0	50			50	482.5				0	0	100	9.65	965.00	
45 MARKER, permanent, bullet type, blue	piece	50			50	482.5				0	0	50			50	482.5				0	0	100	9.65	965.00	
46 MARKER, permanent, bullet type, red	piece	50			50	482.5				0	0				0	0				0	0	50	9.65	482.50	
47 NOTE BOOK, stenographer's, 40 leaves, spiral	piece	10			10	104				0	0				0	0				0	0	10	10.40	104.00	
48 NOTE PAD, stick-on, (2"x3"), 100 sheets per pad	pad	100			100	3120				0	0	100			100	3120				0	0	200	31.20	6,240.00	
49 NOTE PAD, stick-on, (3"x3"), 100 sheets per pad	pad	50			50	2027				0	0	50			50	2027				0	0	100	40.54	4,054.00	
50 NOTE PAD, stick-on, (3"x4"), 100 sheets per pad	pad	50			50	2703				0	0	50			50	2703				0	0	100	54.06	5,406.00	
51 PAD PAPER, Ruled	pad	15			15	273.9				0	0	15			15	273.9				0	0	30	18.26	547.80	
52 PAPER CLIP, gem type, 48mm, 100 pieces per box	box	50			50	642.5				0	0	50			50	642.5				0	0	100	12.85	1,285.00	
53 PAPER CLIP, gem type, 32mm, 100 pieces per box	box	50			50	311.5				0	0	50			50	311.5				0	0	100	6.43	643.00	
54 PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	156			156	17521.92				0	0	156			156	17521.92				0	0	312	112.32	35,043.84	
55 PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	250			250	33005				0	0	250			250	33005				0	0	500	132.02	66,010.00	
56 PAPER, Multi-Purpose (COPY) A4, 70gsm	ream	150			150	13791	150		150	13791	150			150	13791	150			150		150	13791	600	91.04	55,164.00
57 PAPER, Multi-Purpose (COPY), Legal size, 70gsm	ream	100			100	11435				0	0	100			100	11435				0	0	200	114.35	22,870.00	
58 PARCHMENT PAPER, A4 size, 80 gsm, 100 sheets per pack	ream	12			12	1060.8				0	0				0	0				0	0	12	88.40	1,060.80	
59 PAPER, Thermal, 216mm x 30m	roll	25			25	778.75				0	0				0	0				0	0	25	31.15	778.75	
60 PENCIL, lead, w/eraser, one(1) dozen per box	box	50			50	981				0	0	50			50	981				0	0	100	19.62	1,962.00	
61 PHILIPPINE NATIONAL FLAG	piece				0	0				0	0				0	0				0	0	0	278.72	-	
62 RECORD BOOK, 300 pages, size: 214mm x 278mm min	book	50			50	3016				0	0				0	0				0	0	50	60.32	3,016.00	
63 RECORD BOOK, 500 pages, size: 214mm x 278mm min	book	50			50	4342.5				0	0				0	0				0	0	50	86.85	4,342.50	
64 RING BINDER, Plastic 32mm, 10 pieces per bundle	bundle				0	0				0	0				0	0				0	0	0	250.87	-	
65 RUBBER BAND, 70mm min lay flat length (#18)	box	5			5	466.55				0	0				0	0				0	0	5	93.31	466.55	
66 RULER, plastic, 450mm, 1 piece in individual plastic	piece	25			25	387				0	0				0	0				0	0	25	15.48	387.00	
67 SIGN PEN, black	piece	300			300	11430				0	0				0	0				0	0	300	38.10	11,430.00	
68 SIGN PEN, blue	piece	50			50	1905				0	0	100			100	3810				0	0	150	38.10	5,715.00	
69 SIGN PEN, red	piece	20			20	762				0	0				0	0				0	0	20	38.10	762.00	

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue as of August 16, 2016	TOTAL AMOUNT	
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70 STAMP PAD INK, violet, 50ml.	bottle	50			50	1231.5				0	0				0	0				0	0	50	24.63	1,231.50
71 STAMP PAD, felt pad, min 60mm x 100mm	piece	20			20	553.2				0	0				0	0				0	0	20	27.66	553.20
72 STAPLE WIRE, Heavy duty, 23/13	box				0	0				0	0				0	0				0	0	0	30.42	-
73 STAPLE WIRE, Standard	box	50			50	946				0	0	50			50	946				0	0	100	18.92	1,892.00
74 TAPE, masking, 24mm, 50 meters length	roll	50			50	2756				0	0	50			50	2756				0	0	100	55.12	5,512.00
75 TAPE, masking, 48mm, 50 meters length	roll	50			50	5352				0	0	50			50	5352				0	0	100	105.04	10,504.00
76 TAPE, transparent, 24mm, 50 meters	roll	50			50	868.5				0	0	50			50	868.5				0	0	100	17.37	1,737.00
77 TAPE, transparent, 48mm, 50 meters	roll	50			50	1326				0	0	50			50	1326				0	0	100	26.52	2,652.00
78 TAPE, packaging, 48mm, 50 meters length	roll	50			50	1531.5				0	0	50			50	1531.5				0	0	100	30.63	3,063.00
79 TOILET TISSUE, 12 rolls per pack	pack	100			100	6760				0	0	100			100	6760				0	0	200	67.60	13,520.00
80 TWINE, plastic, one kilo per roll	25	10			10	499.2				0	0	25			25	1248				0	0	35	49.92	1,747.20
81 WRAPPING PAPER, kraft, 50 sheets per pack	pack	10			10	1248				0	0				0	0				0	0	10	124.80	1,248.00
COMMON OFFICE DEVICES					0	0																		
1 CUTTER BLADE, heavy duty cutter, 10 pieces per tube	tube				0	0				0	0				0	0				0	0	0	9.19	-
2 CUTTER KNIFE, heavy duty	piece	50			50	988				0	0				0	0				0	0	50	19.76	988.00
3 DATING AND STAMPING MACHINE	piece				0	0				0	0				0	0				0	0	0	478.38	-
4 PENCIL SHARPENER, 1 piece in individual plastic case	piece	20			20	3744				0	0				0	0				0	0	20	187.20	3,744.00
5 PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box	piece	35			35	3999.8				0	0				0	0				0	0	35	114.28	3,999.80
6 SCISSORS, (6")	pair	25			25	343.25				0	0	25			25	343.25				0	0	50	13.73	686.50
7 STAPLER, standard	piece	30			30	2464.8				0	0				0	0				0	0	30	82.16	2,464.80
8 STAPLER, binder type, heavy duty for high volume stapling, 25-135 sheets of 70gsm bond paper stapling capacity, min 100 staples, with adjustable paper guide	piece				0	0				0	0				0	0				0	0	0	878.80	-
9 STAPLE REMOVER, plier type	piece	25			25	454.5				0	0	25			25	454.5				0	0	50	18.18	909.00
10 TAPE DISPENSER, table top	piece	15			15	715.8				0	0	15			15	715.8				0	0	30	47.72	1,431.60
11 WASTE BASKET, non-rigid plastic	piece	25			25	597.5				0	0	25			25	597.5				0	0	50	23.90	1,195.00
COMMON JANITORIAL SUPPLIES					0	0																		
1 BROOM, soft (tambo)	piece				0	0				0	0				0	0				0	0	0	88.40	-
2 BROOM, stick (tingting)	piece				0	0				0	0				0	0				0	0	0	23.92	-
3 CLEANER, TOILET BOWL AND URINAL, 900-1000ml cap	bottle				0	0				0	0				0	0				0	0	0	41.60	-
4 CLEANSER, scouring powder, 350grams/can	can				0	0				0	0				0	0				0	0	0	37.43	-
5 DETERGENT POWDER, all purpose, 1kilo/pouch	pouch				0	0				0	0				0	0				0	0	0	119.60	-
6 DISINFECTANT SPRAY, 400-550 grams	can				0	0				0	0				0	0				0	0	0	27.96	-
7 DUST PAN, non-rigid plastic	piece				0	0				0	0				0	0				0	0	0	202.80	-
8 FLOOR WAX, Paste, red	can				0	0				0	0				0	0				0	0	0	84.76	-
9 FURNITURE CLEANER, aerosol, 300ml/can	can				0	0				0	0				0	0				0	0	0	124.80	-
10 INSECTICIDE, aerosol type, 600ml/can	can	75			75	9360				0	0	75			75	9360				0	0	150	124.80	18,720.00
11 MOPBUCKET	piece				0	0				0	0				0	0				0	0	0	1,820.00	-
12 MOPHANDLE, screw type, aluminum handle	piece				0	0				0	0				0	0				0	0	0	142.48	-
13 MOPHEAD, made of rayon	piece				0	0				0	0				0	0				0	0	0	98.80	-
14 RAG, all cotton, 32 pieces per kilo per bundle	bundle				0	0				0	0				0	0				0	0	0	49.69	-
15 SCOURING PAD, 5 pieces per pack	pack				0	0				0	0				0	0				0	0	0	102.96	-
16 TRASHBAG, plastic, transparent, 10pcs/roll	roll	50			50	6994				0	0	50			50	6994				0	0	100	139.88	13,988.00
17 DISINFECTANT, bleaching solution	cont				0	0				0	0				0	0				0	0	0	101.82	-
18 DETERGENT BAR, 140g as packed (-2.5%)	bar				0	0				0	0				0	0				0	0	0	7.28	-
COMMON OFFICE EQUIPMENT					0	0																		
1 BINDING AND PUNCHING MACHINE, two(2) hand lever system, 34cm or 13" (24 holes) punching, width adjustable to any format, binds 425 sheets, or up to 2" thick, all metal construction	unit				0	0				0	0				0	0				0	0	0	10,400.00	-
2 CALCULATOR, COMPACT, electronic, 12 digits cap, 1 unit in individual box	unit				0	0				0	0				0	0				0	0	0	142.36	-
3 CALCULATOR, SCIENTIFIC, 1 unit per box	unit				0	0				0	0				0	0				0	0	0	328.64	-
4 CHAIR, monobloc, without armrest, beige	piece				0	0				0	0				0	0				0	0	0	254.68	-
5 CHAIR, monobloc, without armrest, white	piece				0	0				0	0				0	0				0	0	0	254.80	-
6 DIGITAL VOICE RECORDER, 4GB (expandable), 1 unit in individual box	unit				0	0				0	0				0	0				0	0	0	6,229.60	-
7 DOCUMENT CAMERA, four(4) reference points demarcate viewing area, 16x(1600%) consecutive zoom, PC and Doc Cam video switche, plug and play	unit				0	0				0	0				0	0				0	0	0	25,272.00	-
8 ELECTRIC FAN, Industrial	unit	10			10	9568				0	0				0	0				0	0	10	956.80	9,568.00

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9 ELECTRIC FAN, orbit type	unit				0	0				0	0				0	0				0	0	0	1,246.00	-
10 ELECTRIC FAN, stand type	unit	10			10	9671				0	0				0	0				0	0	10	967.10	9,671.00
11 ELECTRIC FAN, wall type	unit				0	0				0	0				0	0				0	0	0	790.40	-
12 FACSIMILE MACHINE, uses thermal paper, 50m/roll, for documents 216mm x 600mm, 15 sec, transmission speed, running width 2018mm, document feeder holds 10 pages, with automatic paper cutter, redial, and fax/tel switchover	unit				0	0				0	0				0	0				0	0	0	3,502.72	-
13 FIRE EXTINGUISHER, dry chemical, for ABC class of fire, stored pressure type, non-electrical conductor, non-toxic, non-corrosive, 4.5kg (10lbs.), brand new	unit				0	0				0	0				0	0				0	0	0	1,080.50	-
14 FIRE EXTINGUISHER, pure HCFC 123, with fire rating of 1A, 1BC, for ABC class of fire, stored pressure type, non-electrical conductor, non-corrosive, 4.5kg (10 lbs), brand new	unit				0	0				0	0				0	0				0	0	0	4,992.00	-
15 MULTIMEDIA PROJECTOR, 4000 ansi Lumens, 3600 hours lamp life, supports SVGA to SXGA, (compressed) resolution	unit				0	0				0	0				0	0				0	0	0	26,483.60	-
16 PAPER TRIMMER/CUTTING MACHINE, max paper size: B4, 30 sheets cutting cap., automatic clamping, stationery blade guard, A4-A6 format indications	unit				0	0				0	0				0	0				0	0	0	7,488.00	-
17 PAPER SHREDDER, 0.06m/sec shred speed, cuts 6-8 sheets of 70gsm paper	unit				0	0				0	0				0	0				0	0	0	5,499.20	-
18 PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column, 480 cps print speed	unit				0	0				0	0				0	0				0	0	0	18,700.60	-
19 PRINTER, IMPACT DOT MATRIX, 9 pins, 80 column, 337 cps print speed	unit				0	0				0	0				0	0				0	0	0	5,831.52	-
20 PRINTER, INKJET, wireless capable, 55ppm speed, 512MB memory, duplex printing capable	unit				0	0				0	0				0	0				0	0	0	10,000.00	-
21 PRINTER, LASER, monochrome, 24ppm speed, 1200 x 1200 dpi	unit				0	0				0	0				0	0				0	0	0	1,237.60	-
22 TABLE, monobloc, square, 36" X 36", white, four(4) seater, for indoor and outdoor use	unit				0	0				0	0				0	0				0	0	0	1,289.00	-
23 TABLE, monobloc, square, 36" X 36", beige, four(4) seater, for indoor and outdoor use	unit				0	0				0	0				0	0				0	0	0	1,241.80	-
COMMON COMPUTER SUPPLIES					0	0																		
1 COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9-1/2", 2000 sheets/box	box				0	0				0	0				0	0				0	0	0	630.76	-
2 COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14-7/8", 2000 sheets/box	box				0	0				0	0				0	0				0	0	0	950.30	-
3 COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 9-1/2", 1000 sets/box	box				0	0				0	0				0	0				0	0	0	716.04	-
4 COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 14-7/8", 1000 sets/box	box				0	0				0	0				0	0				0	0	0	1,220.96	-
5 COMPUTER CONTINUOUS FORMS, 3 ply, 11 x 9-1/2", 500 sets/box	box				0	0				0	0				0	0				0	0	0	571.00	-
6 COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 14-7/8", 500 sets/box	box				0	0				0	0				0	0				0	0	0	958.16	-
7 DVD REWRITABLE, 4x speed, 4.7GB capacity	piece	23			23	501.17				0	0	23			23	501.17				0	0	46	21.79	1,002.34
8 EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0, backward compatible with USB 2.0, 5400 rpm, with dual color LED light to indicate USB 3.0/USB 2.0 transmission, USB powered, System Requirements: USB 3.0: Windows XP/Vista/7/MacOSx 10.4 or above, with USB 3.0 cable and product guide	piece				0	0				0	0				0	0				0	0	0	2,818.40	-
9 FLASH DRIVE, 16GB, USB 2.0, plug and play	piece	50			50	9724				0	0	50			50	9724				0	0	100	194.48	19,448.00
10 MOUSE, optical, USB connection type	unit				0	0				0	0				0	0				0	0	0	137.80	-
HANDBOOK ON PROCUREMENT					0	0																		
1 HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT-RA 9184(6th Edition), 6" x 9", 296 pages,	piece				0	0				0	0				0	0				0	0	0	61.83	-
CONSUMABLES					0	0																		
149 TONER CART, HP Q6471A, Cyan	cart				0	0				0	0				0	0				0	0	0	5,495.36	-
150 TONER CART, HP Q6472A, Yellow	cart				0	0				0	0				0	0				0	0	0	5,844.80	-
B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																								
COMPUTER SUPPLIES/ACCESSORIES																								
1 DESK TOP COMPUTER	unit	20			20	1300000				0	0				0	0				0	0	20	65,000.00	1,300,000.00
2 COMPUTER PRINTER	unit	30			30	3600000				0	0				0	0				0	0	30	12,000.00	360,000.00
3 MOUSE USB TYPE	pcs	15			15	9750				0	0				0	0				0	0	15	650.00	9,750.00
4 KEYBOARD	pcs	15			15	6750				0	0				0	0				0	0	15	450.00	6,750.00
5 MONITOR	pcs	15			15	97500				0	0				0	0				0	0	15	6,500.00	97,500.00

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue as of August 16, 2016	TOTAL AMOUNT		
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			Total Quantity	
6 WIRELESS ROUTER	pcs	15			15	283500				0	0				0	0				0	0	15	18,900.00	283,500.00	
7 EXTERNAL DRIVE	pcs	15			15	97500				0	0				0	0				0	0	15	6,500.00	97,500.00	
8 UPS (UNINTERRUPTIBLE POWER SUPPLY) 600 WATTS	pcs	12			12	54000				0	0				0	0				0	0	12	4,500.00	54,000.00	
9 HARD DISK DRIVE/SEAGATE 500GB	pcs	6			6	16800				0	0				0	0				0	0	6	2,800.00	16,800.00	
10 WIRELESS MOUSE	pcs	15			15	22500																15	1,500.00	22,500.00	
11 ULTRA SIM USB	pcs	10			10	8500					10				10	8500						20	850.00	17,000.00	
SHARP COPIER TONER/ACCESSORIES					0	0				0	0				0	0					0	0	0	0	-
1 TONER CARRIDGE MX-23FTBA (BLACK)	crt	12			12	59076	12			12	59076	12			12	59076	12			12	59076	48	4,923.00	236,304.00	
2 TONER CARRIDGE MX-23FTBA (CYAN)	crt	12			12	82140	12			12	82140	12			12	82140	12			12	82140	48	6,845.00	328,560.00	
3 TONER CARRIDGE MX-23FTBA (MAGENTA)	crt	12			12	82140	12			12	82140	12			12	82140	12			12	82140	48	6,845.00	328,560.00	
4 TONER CARRIDGE MX-23FTBA (YELLOW)	crt	12			12	82140	12			12	82140	12			12	82140	12			12	82140	48	6,845.00	328,560.00	
5 TONER CARTRIDGE MX-312FT	crt	12			12	99336	12			12	99336	12			12	99336	12			12	99336	48	8,278.00	397,344.00	
6 TONER CARTRIDGE AR-310FT	crt	12			12	99336	12			12	99336	12			12	99336	12			12	99336	48	8,278.00	397,344.00	
7 TONER CARTRIDGE AR-202FT	crt	12			12	83616	12			12	83616	12			12	83616	12			12	83616	48	6,968.00	334,464.00	
8 SHARP COPIER ACCESSORIES	as needed				0	0				0	0				0	0					0	0	0	0	200,000.00
COMPUTER INK					0	0				0	0				0	0					0	0	0	0	-
1 EPSON INK BOTTLE, BLACK T664	bot	3			3	3150	3			3	3150	3			3	3150	3			3	3150	12	1,050.00	12,600.00	
2 EPSON INK BOTTLE, CYAN T664	bot	3			3	3150	3			3	3150	3			3	3150	3			3	3150	12	1,050.00	12,600.00	
3 EPSON INK BOTTLE, MAGENTA T664	bot	3			3	3150	3			3	3150	3			3	3150	3			3	3150	12	1,050.00	12,600.00	
4 EPSON INK BOTTLE, YELLOW T664	bot	3			3	3150	3			3	3150	3			3	3150	3			3	3150	12	1,050.00	12,600.00	
5 EPSON L1300 BLACK	bot	3			3	2850	3			3	2850	3			3	2850	3			3	2850	12	950.00	11,400.00	
6 EPSON L1300 CYAN	bot	3			3	2850	3			3	2850	3			3	2850	3			3	2850	12	950.00	11,400.00	
7 EPSON L1300 MAGENTA	bot	3			3	2850	3			3	2850	3			3	2850	3			3	2850	12	950.00	11,400.00	
8 EPSON L1300 YELLOW	bot	3			3	2850	3			3	2850	3			3	2850	3			3	2850	12	950.00	11,400.00	
9 EPSON L355 BLACK	bot	3			3	3150	3			3	3150	3			3	3150	3			3	3150	12	1,050.00	12,600.00	
10 EPSON L355 CYAN	bot	3			3	3150	3			3	3150	3			3	3150	3			3	3150	12	1,050.00	12,600.00	
11 EPSON L355 MAGENTA	bot	3			3	3150	3			3	3150	3			3	3150	3			3	3150	12	1,050.00	12,600.00	
12 EPSON L355 YELLOW	bot	3			3	3150	3			3	3150	3			3	3150	3			3	3150	12	1,050.00	12,600.00	
13 EPSON L220 CYAN	bot	3			3	2850	3			3	2850	3			3	2850	3			3	2850	12	950.00	11,400.00	
14 EPSON L220 MAGENTA	bot	3			3	2850	3			3	2850	3			3	2850	3			3	2850	12	950.00	11,400.00	
15 EPSON L220 YELLOW	bot	3			3	2850	3			3	2850	3			3	2850	3			3	2850	12	950.00	11,400.00	
16 EPSON L220 BLACK	bot	3			3	2850	3			3	2850	3			3	2850	3			3	2850	12	950.00	11,400.00	
17 TONER CART BROTHER BT 5000 BLACK	cart	3			3	2850	3			3	2850	3			3	2850	3			3	2850	12	950.00	11,400.00	
18 TONER CART BROTHER BT 5000 CYAN	cart	3			3	2850	3			3	2850	3			3	2850	3			3	2850	12	950.00	11,400.00	
19 TONER CART BROTHER BT 5000 MAGENTA	cart	3			3	2850	3			3	2850	3			3	2850	3			3	2850	12	950.00	11,400.00	
20 TONER CART BROTHER BT 5000 YELLOW	cart	3			3	2850	3			3	2850	3			3	2850	3			3	2850	12	950.00	11,400.00	
21 CANON G3000 INK TANK BLACK	tank	3			3	3150	3			3	3150	3			3	3150	3			3	3150	12	1,050.00	12,600.00	
22 CANON G3000 INK TANK CYAN	tank	3			3	3150	3			3	3150	3			3	3150	3			3	3150	12	1,050.00	12,600.00	
23 CANON G3000 INK TANK MAGENTA	tank	3			3	3150	3			3	3150	3			3	3150	3			3	3150	12	1,050.00	12,600.00	
24 CANON G3000 INK TANK YELLOW	tank	3			3	3150	3			3	3150	3			3	3150	3			3	3150	12	1,050.00	12,600.00	
25 CANON PIXMA 821 BLACK	cart	3			3	3150	3			3	3150	3			3	3150	3			3	3150	12	1,050.00	12,600.00	
26 CANON PIXMA 821 CYAN	cart	3			3	3150	3			3	3150	3			3	3150	3			3	3150	12	1,050.00	12,600.00	
27 CANON PIXMA 821 MAGENTA	cart	3			3	3150	3			3	3150	3			3	3150	3			3	3150	12	1,050.00	12,600.00	
28 CANON PIXMA 821 YELLOW	cart	3			3	3150	3			3	3150	3			3	3150	3			3	3150	12	1,050.00	12,600.00	
29 HP LASERJET #53A	cart	3			3	3150	3			3	3150	3			3	3150	6			6	6300	15	1,050.00	15,750.00	
30 HP LASERJET #05A	cart	3			3	3150	3			3	3150	3			3	3150	3			3	3150	12	1,050.00	12,600.00	
31 HP TONER LASERJET P1102	cart	6			6	24480	6			6	24480	6			6	24480	6			6	24480	24	4,080.00	97,920.00	
32 TONER CART, OKI BLACK	cart	6	6	6	18	167760	6	6	6	18	167760	6	6	6	18	167760	6	6	6	18	167760	72	9,320.00	671,040.00	
33 TONER CART, OKI CYAN	cart	6	6	6	18	368820	6	6	6	18	368820	6	6	6	18	368820	6	6	6	18	368820	72	20,490.00	1,475,280.00	
34 TONER CART, OKI MAGENTA	cart	6	6	6	18	368820	6	6	6	18	368820	6	6	6	18	368820	6	6	6	18	368820	72	20,490.00	1,475,280.00	
35 TONER CART, OKI C9650 YELLOW	cart	6	6	6	18	368820	6	6	6	18	368820	6	6	6	18	368820	6	6	6	18	368820	72	20,490.00	1,475,280.00	
36 TONER DRUM, OKI DRUM BLACK	cart	6	6	6	18	163800	6	6	6	18	163800	6	6	6	18	163800	6	6	6	18	163800	72	9,100.00	655,200.00	
37 TONER DRUM, OKI DRUM CYAN	cart	6	6	6	18	163800	6	6	6	18	163800	6	6	6	18	163800	6	6	6	18	163800	72	9,100.00	655,200.00	
38 TONER DRUM, OKI DRUM MAGENTA	cart	6	6	6	18	163800	6	6	6	18	163800	6	6	6	18	163800	6	6	6	18	163800	72	9,100.00	655,200.00	
39 TONER DRUM, OKI DRUM YELLOW	cart	6	6	6	18	163800	6	6	6	18	163800	6	6	6	18	163800	6	6	6	18	163800	72	9,100.00	655,200.00	
40 OKI DIGITAL PRINTER/ACCESSORIES		1			1	25000	1			1	25000	1			1	25000	1			1	25000	4	25,000.00	100,000.00	
41 BLACK INK, DUPLO DC14/CART	cart	6	6	6	18	13122	6	6	6	18	13122	6	6	6	18	13122	6	6	6	18	13122	72	729.00	52,488.00	
42 BROTHER DCP-T300 (SET)	set	4			4	19200	4			4	19200	4			4	19200	4			4	19200	16	4,800.00	76,800.00	
PRINTING AND PUBLICATION					0	0				0	0				0	0					0	0	0	0	-

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue as of August 16, 2016	TOTAL AMOUNT		
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			Total Quantity	
1 BANANA PRODUCTION KIT	copies	2000			2000	50000				0	0	2000			2000	50000				0	0	4000	25.00	100,000.00	
2 LOWLAND VEGETABLE PRODUCTION KIT	copies	2000			2000	50000				0	0	2000			2000	50000				0	0	4000	25.00	100,000.00	
3 HIGHLAND VEGETABLE PRODUCTION KIT	copies	2000			2000	2000				0	0	2000			2000	2000				0	0	4000	21.00	84,000.00	
4 CORN PRODUCTION KIT	copies	2000			2000	21000				0	0	2000			2000	21000				0	0	4000	10.50	42,000.00	
5 DURIAN PRODUCTION KIT	copies	2000			2000	3000				0	0	2000			2000	3000				0	0	4000	25.00	100,000.00	
6 MANGO PRODUCTION KIT	copies	2000			2000	2000				0	0	2000			2000	2000				0	0	4000	25.00	100,000.00	
7 CITRUS PRODUCTION KIT	copies	2000			2000	2000				0	0	2000			2000	2000				0	0	4000	24.00	96,000.00	
8 CASHEW PRODUCTION KIT	copies	2000			2000	2000				0	0	2000			2000	2000				0	0	4000	24.00	96,000.00	
9 COFFE PRODUCTION KIT	copies	2000			2000	2000				0	0	2000			2000	2000				0	0	4000	25.00	100,000.00	
10 CABBAGE PRODUCTION GUIDE	copies	2000			2000	4000						2000			2000	4000						4000	18.50	74,000.00	
11 TOMATO PRODUCTION GUIDE	copies	2000			2000	4000						2000			2000	4000						4000	20.50	82,000.00	
12 OKRA PRODUCTION GUIDE	copies	2000			2000	4000						2000			2000	4000						4000	8.75	35,000.00	
13 AMPALAYA PRODUCTION GUIDE	copies	2000			2000	4000						2000			2000	4000						4000	8.75	35,000.00	
14 HOT PAPER PRODUCTION GUIDE	copies	2000			2000	4000						2000			2000	4000						4000	8.75	35,000.00	
15 SQUASH PRODUCTION GUIDE	copies	2000			2000	4000						2000			2000	4000						4000	8.75	35,000.00	
16 PATOLA PRODUCTION GUIDE	copies	2000			2000	4000						2000			2000	4000						4000	8.75	35,000.00	
17 UPO PRODUCTION GUIDE	copies	2000			2000	4000						2000			2000	4000						4000	8.75	35,000.00	
18 EGGPLANT PRODUCTION GUIDE	copies	2000			2000	4000						2000			2000	4000						4000	22.00	88,000.00	
19 SITAO PRODUCTION GUIDE	copies	2000			2000	4000						2000			2000	4000						4000	23.00	92,000.00	
20 CELERY PRODUCTION GUIDE	copies	2000			2000	4000						2000			2000	4000						4000	12.00	48,000.00	
21 CHAYOTE PRODUCTION GUIDE	copies	2000			2000	4000						2000			2000	4000						4000	15.00	60,000.00	
22 CAULIFLOWER PRODUCTION GUIDE	copies	2000			2000	4000						2000			2000	4000						4000	19.00	76,000.00	
23 CARROT PRODUCTION GUIDE	copies	2000			2000	4000						2000			2000	4000						4000	9.00	36,000.00	
24 SWEET PAPER PRODUCTION GUIDE	copies	2000			2000	4000						2000			2000	4000						4000	9.50	38,000.00	
25 POTATO PRODUCTION GUIDE	copies	2000			2000	4000						2000			2000	4000						4000	12.50	50,000.00	
26 GARDEN PEAS PRODUCTION GUIDE	copies	2000			2000	4000						2000			2000	4000						4000	15.00	60,000.00	
27 BABY CORN PRODUCTION GUIDE	copies	2000			2000	4000						2000			2000	4000						4000	25.00	100,000.00	
28 MANAGEMENT GUIDE FOR INSECT & DISEASES	copies	2000			2000	4000						2000			2000	4000						4000	67.00	4,067.00	
29 GUIDE SELECTING LOWLAND VEGETABLE VARIETIES	copies	2000			2000	4000						2000			2000	4000						4000	23.00	92,000.00	
30 A-H VLAP SOUVENIR PROGAM	copies	2000			2000	4000						2000			2000	4000						4000	23.00	92,000.00	
30 ATI CORPORATE PLAN	copies	500			500	1000																500	450.00	225,000.00	
31 DESK CALENDAR	copies	3000			3000	450000				0	0					0	0				0	0	3000	150.00	450,000.00
32 OA ASSORTED STICKERS	copies	1000			1000	89000	1000			1000	89000	1000			1000	89000	1000			1000	89000	4000	89.00	356,000.00	
33 ASSORTED BOOK FOR LIBRARY REFERENCES	copies	10			10	1500	10			10	1500	10			10	1500	10			10	1500	40	150.00	6,000.00	
34 NEWS PAPER SUBSCRIPTION	monthly	5	5	5	15	2250	5	5	5	15	2250	5	5	5	15	2250	5	5	5	15	2250	60	150.00	9,000.00	
35 MAGAZINE SUBSCRIPTION	monthly	1	1	1	3	1500	1	1	1	3	1500	1	1	1	3	1500	1	1	1	3	1500	12	500.00	6,000.00	
36 GENERAL FORM 105 (WARRANT REGISTER)	book	50			50	18750																50	375.00	18,750.00	
37 INTERNET SERVICE/CONNECTION	monthly	1	1	1	3	255000	1	1	1	3	755000	1	1	1	3	255000	1	1	1	3	255000	12	85,000.00	1,020,000.00	
38 WEBHOSTING SERVICES (BNS HOSTING)	monthly	1			1	85000	1			1	85000	1			1	85000	1			1	85000	4	85,000.00	340,000.00	
PROMOTIONAL MATERIALS																									
1 FCC FAN	p cs	500			500	37500	500			500	37500	500			500	37500	500			500	37500	2000	75.00	150,000.00	
2 BOOK MARK	p cs	500			500	22500	500			500	22500	500			500	22500	500			500	22500	2000	45.00	90,000.00	
3 EXTENSION BAG	p cs	500			500	75000	500			500	75000	500			500	75000	500			500	75000	2000	150.00	300,000.00	
4 CORPORATE BALLPEN	p cs	500			500	62500	500			500	62500	500			500	62500	500			500	62500	2000	125.00	250,000.00	
COMMON ELECTRICAL/CARPENTRY SUPPLIES																									
1 LED LIGHT (7WATTS)	pcs	50	50	50	150	82500	50	50	50	150	82500	50	50	50	150	82500	50	50	50	150	82500	600	550.00	330,000.00	
2 CFL BULB 20 WATTS (G.E.)	pcs	100			100	16000	100			100	16000	100			100	16000	100			100	16000	400	160.00	64,000.00	
3 CFL BULB 23 WATTS (G.E.)	pcs	100			100	18000	100			100	18000	100			100	18000	100			100	18000	400	180.00	72,000.00	
3 FLAT CORD X16	pcs	2			2	10000				0	0				0	0				0	0	2	5,000.00	10,000.00	
4 CONVIENCE OUTLET 3 GANG EAGLE	pcs	2			2	300				0	0				0	0				0	0	2	150.00	300.00	
5 PLUG HEAVY DUTY	pcs	2			2	900				0	0				0	0				0	0	2	450.00	900.00	
6 FLORESCENT TUBE 40W	pcs	50			50	17500				0	0				0	0				0	0	50	350.00	17,500.00	
7 TOOL BOX	pcs	3			3	3000																3	1,000.00	3,000.00	
8 STARTER 40 WATTS	pcs	50			50	15000				0	0				0	0				0	0	50	300.00	15,000.00	
9 STAPLE GUN TACKER (T50) CABLE TYPE	pcs	5			5	4250				0	0				0	0				0	0	5	850.00	4,250.00	
10 CABLE TIE 1", 2", 3" 4" TO 6"	bundle	20			20	1000				0	0				0	0				0	0	20	50.00	1,000.00	
11 BIASCRIPT	pcs	5			5	2000																5	400.00	2,000.00	
12 LONG NOSE BIG	pcs	3			3	1950				0	0				0	0				0	0	3	650.00	1,950.00	
13 HAMMER	pcs	5			5	2250																5	450.00	2,250.00	

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue as of August 16, 2016	TOTAL AMOUNT			
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	July 12	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4			Q4 AMOUNT	Total quantity	
14 SCREW DRIVER	set	5			5	3250																	5	650.00	3,250.00	
15 PHILIPS, CROSS, HEX FREASON, SLOT	pcs	3			3	2250																	3	750.00	2,250.00	
16 MEASURING TAPE	pcs	6			6	2700																	6	450.00	2,700.00	
17 FLAT SCREW DRIVER	pcs	6			6	3000																	6	500.00	3,000.00	
18 SHEAR	pcs	6			6	1800																	6	300.00	1,800.00	
19 PLIER BIG	pcs	3			3	2100				0	0				0	0					0	0	3	700.00	2,100.00	
20 PRUNNERS	pcs	12			12	5400																	12	450.00	5,400.00	
21 G.I PLUG 1/3	pcs	30			30	1680				0	0				0	0					0	0	30	56.00	1,680.00	
22 BLANK COVER	pcs	50			50	3750				0	0				0	0					0	0	50	75.00	3,750.00	
23 KNOCK OUT	pcs	50			50	3750				0	0				0	0					0	0	50	75.00	3,750.00	
24 LADDER	pcs	3			3	12000																	3	4,000.00	12,000.00	
25 G.I. WIRE	bxs	10			10	50000																	10	5,000.00	50,000.00	
26 ELECTRICAL TAPE (BIG)	rfs	30			30	1950				0	0				0	0					0	0	30	65.00	1,950.00	
27 PAINT (DIFFERENT)	as needed																									50,000.00
28 PAINT BRUSH (DIFFERENT SIZES)	as needed																									5,000.00
29 WELDING ROD	as needed																									5,000.00
30 FLAT BAR (DIFFERENT SIZES)	as needed																									25,000.00
31 CUTTING DISK	as needed																									15,000.00
32 PAINT THINNER	as needed																									5,000.00
33 MIGHTY BOND	tube	50			50	6250				0	0				0	0					0	0	50	125.00	6,250.00	
COMMON PLUMBING SUPPLIES						0	0			0	0				0	0					0	0	0	0		
1 FAUCET GOOSE NECK	pcs	60			60	30000				0	0				0	0					0	0	60	500.00	30,000.00	
2 FAUCET HOSE BIB	pcs	60			60	31000				0	0				0	0					0	0	60	350.00	21,000.00	
3 FUCET PLAIN	pcs	60			60	21000				0	0				0	0					0	0	60	350.00	21,000.00	
4 NELTEX 100CC	pcs	60			60	1200				0	0				0	0					0	0	60	20.00	1,200.00	
5 PVC BLUE ELBOW 1/2	pcs	60			60	1200				0	0				0	0					0	0	60	20.00	1,200.00	
6 PVC BLUE ELBOW W/O THREAD 1/2	pcs	60			60	1200				0	0				0	0					0	0	60	20.00	1,200.00	
7 GATE VALVE 1/2	pcs	60			60	34000				0	0				0	0					0	0	60	400.00	24,000.00	
8 EPOXY A & B	qrt	60			60	33000				0	0				0	0					0	0	60	550.00	33,000.00	
9 RAINBOW HOSR 1/2	pcs	60			60	72000				0	0				0	0					0	0	60	1,200.00	72,000.00	
10 DRUM	pcs	5			5	7500				0	0				0	0					0	0	5	1,500.00	7,500.00	
11 TEPLON TAPE	pcs	60			60	4500				0	0				0	0					0	0	60	75.00	4,500.00	
12 CHIPPING GUN, HEAVY DUTY	set	1			1	15000				0	0				0	0					0	0	1	15,000.00	15,000.00	
13 ELECTRIC DRILL, HEAVY DUTY W/REVERSE	set	1			1	10000				0	0				0	0					0	0	1	10,000.00	10,000.00	
14 PLATE 1 GANG	box	3			3	2400				0	0				0	0					0	0	3	800.00	2,400.00	
15 PLATE 2 GANG	box	3			3	3550				0	0				0	0					0	0	3	850.00	2,550.00	
16 PLATE 3 GANG	box	3			3	2700				0	0				0	0					0	0	3	900.00	2,700.00	
17 ADAPTOR	pcs	30			30	1650				0	0				0	0					0	0	30	55.00	1,650.00	
18 EXTENSION WIRE	pcs	25			25	8750				0	0				0	0					0	0	25	350.00	8,750.00	
19 WET FLOOR SIGN	pcs	5			5	750				0	0				0	0					0	0	5	150.00	750.00	
20 KEY HOLDER	pcs	30			30	7500				0	0				0	0					0	0	30	250.00	7,500.00	
COMMON OFFICE SUPPLIES						0	0			0	0				0	0					0	0	0	0		
TRAINING SUPPLIES						0	0			0	0				0	0					0	0	0	0		
1 SPECIAL PAPER FOR CERTIFICATE	pack	500			500	24000				0	0	500			500	24000					0	0	1000	48.00	48,000.00	
2 VELLUMPAPER WHITE (IMPORTED) 22 1/2 X 28 1/2 #120	rms	25	25	25	75	43125	25	25	25	75	43125	25	25	25	75	43125	25	25	35	85	48875	300	575.00	172,500.00		
3 VELLUMPAPER WHITE (IMPORTED) 22 1/2 X 28 1/2 #100	rms	25	25	25	75	48750	25	25	25	75	48750	25	25	25	75	48750	25	25	25	75	48750	300	650.00	195,000.00		
4 BOOK PAPER WHITE SHORT 70LBS	rms	1000			1000	450000				0	0				0	0					0	0	1000	450.00	450,000.00	
5 BOOK PAPER WHITE LONG 70LBS	rms	1000			1000	550000				0	0				0	0					0	0	1000	550.00	550,000.00	
6 BOOK PAPER WHITE A4 70LBS	rms	1000			1000	550000				0	0				0	0					0	0	1000	550.00	550,000.00	
7 BOOK PAPER LONG (100 GSM)										0	0				0	0					0	0				
8 BOOK PAPER A4 (100 GSM)										0	0				0	0					0	0				
9 BOOK PAPER WHITE TABLOID 11X17" 70LBS	rms	1000			1000	450000				0	0				0	0					0	0	1000	450.00	450,000.00	
10 APC BACK-UP 13X800-1MS 415 WATTS 800VA	pcs	25			25	245000				0	0				0	0					0	0	25	9,800.00	245,000.00	
11 WIRELOOP BINDER,PITCH RENZ, 1 1/4" black	rfs	2			2	21534.9				0	0				0	0					0	0	2	10,767.45	21,534.90	

Item & Specifications	Unit of Measure	Quantity Requirement																			Price Catalogue as of August 16, 2016	TOTAL AMOUNT			
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4			Q4 AMOUNT	Total Quantity	
15 COMPUTER PRINTER	unit	28			28	12000																	12,000.00	12,000.00	
16 REFREGIRATOR	unit	1			1	18000																	18,000.00	18,000.00	
17 NOTEBOOK PORTABLE	unit	1			1	85000																	85,000.00	85,000.00	
18 MAC BOOK	unit	1			1	85000																	85,000.00	85,000.00	
19 ROUTER	pcs	10			10	170000																	170,000.00	170,000.00	
20 DIGITAL CAMERA	unit	1			1	95000																	95,000.00	95,000.00	
21 SOFA SET	set	1			1	30000																	30,000.00	30,000.00	
22 DESK LAMP	pcs	7			7	10500																	10,500.00	10,500.00	
23 CAMERA	unit	1			1	10500																	10,500.00	10,500.00	
24 FAX MACHINE	unit	5			5	25000																	25,000.00	25,000.00	
25 EXTERNAL HARD DRIVE	unit	15			15	60000																	4,000.00	4,000.00	
26 POCKET WIFI	unit	15			15	75000																	5,000.00	5,000.00	
27 AIRCONDITION 1 HP (SPLIT TYPE)	unit	10			10	280000																	28,000.00	280,000.00	
28 AIRCONDITION 2HP (SPLIT TYPE)	unit	10			10	850000																	85,000.00	850,000.00	
29 SOFA BED	unit	10			10	180000																	18,000.00	180,000.00	
30 WASHING MACHINE	unit	3			3	42000																	14,000.00	42,000.00	
31 DRYER	unit	1			1	12000																	12,000.00	12,000.00	
32 PRINTER (RENT TO OWN)	unit	22			22	990000																	45,000.00	990,000.00	
33 OKI MC362 TONER BLACK	pcs	22	22	22	66	161700	10			10	24500	10			10	24500	10			10	24500	96	2,450.00	235,200.00	
34 OKI MC362 TONER CYAN	pcs	22	22	22	66	287034	10			10	43490	10			10	43490	10			10	43490	96	4,349.00	417,504.00	
35 OKI MC362 TONER MAGENTA	pcs	22	22	22	66	287034	10			10	43490	10			10	43490	10			10	43490	96	4,349.00	417,504.00	
36 OKI MC362 TONER YELLOW	pcs	22	22	22	66	287034	10			10	43490	10			10	43490	10			10	43490	96	4,349.00	417,504.00	
37 PRINTER (RENT TO OWN) PARTS & ACCESSORIES	as needed	22	22	22	66	311873	10			10	311873	10			10	311873	10			10	311873	88	14,176.00	1,247,488.00	
38 FIRE EXTINGUISHER (FOR VEHICLE)	PCS	10			10	10000																	1,000.00	10,000.00	
39 FIRE EXTINGUISHER (FOR BUILDING)	PCS	75			75	135000																	75	1,800.00	135,000.00
POSTAL/LBC DELIVERYS					0	0					0	0			0	0					0	0	0	-	-
1 POSTAL DENOMINATION STAMPS P20.-	pcs	500			500	10000	500			500	10000	500			500	10000	500			500	10000	2000	20.00	40,000.00	
2 POSTAL DENOMINATION STAMPS P07.-	pcs	500			500	3500	500			500	3500	500			500	3500	500			500	3500	2000	7.00	14,000.00	
3 POSTAL DENOMINATION STAMPS P0.5.-	pcs	500			500	2500	500			500	2500	500			500	2500	500			500	2500	2000	5.00	10,000.00	
4 CARGO/IEC MATERIALS (DIFF. REGIONS)	box				0	250000					0	0			0	0				0	250000	0		250,000.00	
CAR MAINTENANCE/ACCESSORIES/ETC																									
1 BUS (29 TO 30 PASENGRS)	unit						1				1												1	3,200,000.00	3,200,000.00
2 AUV	unit						17				17												17	998,000.00	16,966,000.00
3 MAINTENANCE OF ATI VEHICES/ACCESSORIES	as needed																								300,000.00
GARDEN TOOLS/MATERIALS																									
1 SEEDLING	pcs	10			10	5000					10				10	5000					0	20	500.00	10,000.00	
2 VERMICOMPOST	sack	50			50	30000					50				50	30000					100	600.00	60,000.00		
3 CARBONIZED RICE HULL	sack	50			50	5000					50				50	5000					100	100.00	10,000.00		
4 DRIED CARABAO MANURE	sack	50			50	32500					50				50	32500					100	650.00	65,000.00		
5 EFFECTIVE MICROORGANISM (EM) BOTTLE 1 L.	pcs	100			100	80000					100				100	80000					200	800.00	160,000.00		
6 MOLASSES BROWN SUGAR	kg	20			20	10000					20				20	10000					40	500.00	20,000.00		
7 POLYETHELYN BAG (10X12")	pcs	100			100	12000					100				100	12000					200	120.00	24,000.00		
8 TROWEL	pcs	20			20	5000					20				20	5000					40	250.00	10,000.00		
9 GARDEN GLOBES	pcs	20			20	1500					10				10	1500					30	50.00	1,500.00		
10 GARDEN BOOTS (UNISEX)	pcs	10			10	1500									0	1500					10	150.00	1,500.00		
11 STRAW HAT	pcs	50			50	3750									0	3750					50	75.00	3,750.00		
12 EMPTY DRUM 200L CAPACITY	pcs	5			5	3250					5				5	3250					10	650.00	6,500.00		
13 UTILITY PIPE (4" DIAMETER)	pcs	5			5	2750					5				5	2750					10	550.00	5,500.00		
14 AERATOR 500W	length	2			2	3000					2				2	3000					4	1,500.00	6,000.00		
15 DRUM	pcs	6			6	9000					6				6	9000					6	1,500.00	9,000.00		
16 HAND PRESSURE SPRAYER	pcs	6			6	4800					6				6	4800					6	800.00	4,800.00		
17 WATERING POT	pcs	6			6	3900					6				6	3900					6	650.00	3,900.00		
18 WATER SPRAYER	pcs	12			12																12	700.00	8,400.00		
19 KATYA (FLOUR SACK)	pcs	100			100																100	55.00	5,500.00		
20 BI PIPE	pcs	6			6	4200					6				6	4200					6	700.00	4,200.00		
21 STEEL MATTING	pcs	12			12	10200									12	10200					12	850.00	10,200.00		
22 SPRINKLER	pcs	12			12																12	800.00	9,600.00		
23 FINISHING NET	pcs	12			12																12	1,500.00	18,000.00		
24 BABY RULLER FOAM	pcs	6			6	450					6				6	450					6	75.00	450.00		
25 PLANTS (ASSORTED INDOOR & OUTDOORS)	as needed																							45,000.00	
26 RED OXIDE	gal	1			1	800					6				6	800					1	800.00	800.00		

Item & Specifications	Unit of Measure	Quantity Requirement																				Price Catalogue as of August 16, 2016	TOTAL AMOUNT		
		Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT	Total Quantity					
DINING UTENSILS/SUPPLIES																									
1 PLATES	pcs	50			50	1875.00				0	0				0	0				0	0	50	375.00	18,750.00	
2 CUP AND SAUCER	pcs	50			50	875.00				0	0				0	0				0	0	50	175.00	8,750.00	
3 SPOON	doz	6			6	300				0	0				0	0				0	0	6	50.00	300.00	
4 FORK	doz	6			6	300				0	0				0	0				0	0	6	50.00	300.00	
5 TEASPOON	doz	6			6	300				0	0				0	0				0	0	6	50.00	300.00	
6 DRINKING GLASS	doz	50			50	3900				0	0				0	0				0	0	50	78.00	3,900.00	
7 GLASS COVER	pcs	50			50	2500																50	50.00	2,500.00	
8 DISK DISPENSER	pc	50			50	42500				0	0				0	0				0	0	50	850.00	42,500.00	
9 WATER DISPENSER	pcs	6			6	57000				0	0				0	0				0	0	6	9,500.00	57,000.00	
10 RICE COOKER	pc	1			1	1200																1	1,200.00	1,200.00	
11 MICROWAVE	pc	1			1	8500																1	8,500.00	8,500.00	
12 REFRIGERATOR	unit	1			1	14000																1	14,000.00	14,000.00	
13 HEATER	unit	1			1	8500																1	8,500.00	8,500.00	
14 TRAY	pcs	25			25	375.00				0	0				0	0				0	0	25	150.00	3,750.00	
15 TABLE CLOTH	pcs	6			6	2700				0	0				0	0				0	0	6	450.00	2,700.00	
16 TABLE PLACEMAT	doz	12			12	3600																12	300.00	3,600.00	
17 HAND TOWEL	pcs	20			20	1300									0	0				0	0	20	65.00	1,300.00	
I. TOTAL (A + B):																							45,754,677.86		
J. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																							4,575,467.79		
K. GRAND TOTAL (C + D)																							50,330,145.65		
L. APPROVED BUDGET BY THE AGENCY HEAD in Figures and Words:																									
M. MONTHLY CASH REQUIREMENTS																									
M.1 Available at Procurement Service Stores					311619						13791				248711.71						13791			673,524.71	
M.2 Other Items not available at PS but regularly purchased from other sources					2.1E+07						5318075.5				6337330.5							3989283.5			35,082,153.15
TOTAL MONTHLY CASH REQUIREMENTS					1880935						1265560.9				3206561.44						2.9E+07			2,979,556.48	

*Other categories that are not indicated herein
 **Prices are FOB Manila/Applicable for items under A.


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:

 JOSE D. TANHIKO
 Property/Supply Officer

Certified Funds Available /
 Certified Appropriate Funds Available:

 G. JUDIOSO CABRAL, JR.
 Accountant /
 Local Budget Officer

Approved by:

 LUZ A. TAPOSOK, PhD.
 OIC, Director