

**ANNUAL PROCUREMENT PLAN FOR 2015
For Common Use Supplies and Equipment**

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):
 - Bulldozer, Puerto Princesa Palawan, Biliran, Borongan, and Misamis Occidental (Davao): **Region III**
 - Misamis Oriental, Cebu, and Zamboanga - **Regions VI, VII, VIII, X, & XI**
 - Surigao Del Norte - **Surigao Del Norte**
 - Camarines Sur - **Camarines Sur**
- Indicate the agency's monthly requirement per item in the APP form. The form will automatically compute for the Total Amount per item and the Grand Total.
- APPs are considered incorrect if: a) form used is other than the prescribed format downloaded at ghis.gov.ph and; b) correct format but fields were deleted and inserted in Portion A of the APP. The agency will be informed by 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.
- Submit the duly accomplished APP form in one (1) hard copy [duly signed by Agency officials] to the Agency's respective Budget Management Bureau in the DBM Central Office or to the DBM Regional Office AND email at app@procurement-service.org or at app.pul@ps.gov.ph.
- Consistent with DBM Circular No. 2011-6, the APP for FY 2015 must be submitted on or before November 25, 2014.
- Rename your APP file in the following format: APP2015- Name of Agency- Region (e.g. APP2015-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: PHILIPPINE SCIENCE HIGH SCHOOL SOCCSKSARGEN REGION CAMPUS
Region: REGION XI
Address: BARRANGAY PARADISO, KORDONAL CITY, SOUTH COTABATO

Contact Person: NICOLA ALLYZZA O. LAZARO
Position: Administrative Officer II
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Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue	TOTAL AMOUNT	
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total
A. AVAILABLE AT PROCUREMENT SERVICE STORES																
COMMON ELECTRICAL SUPPLIES																
1. BALLAST, 48 watts	piece													0	70.44	-
2. BALLAST, 36 watts	piece													0	74.94	-
3. BATTERY, size AA, alkaline, 2 pcs./packet	packet	8												8	21.23	169.84
4. BATTERY, size AAA, alkaline, 2 pcs./packet	packet													0	15.91	-
5. BATTERY, size D, alkaline, 2 pcs./packet	packet													0	79.00	-
6. FLUORESCENT LIGHTING FIXTURE, 1 x 20W	set													0	329.16	-
7. FLUORESCENT LIGHTING FIXTURE, 1 x 40W	set													0	354.02	-
8. FLUORESCENT LAMP, tubular, 48 watts	piece													0	37.30	-
9. FLUORESCENT LAMP, tubular, 36 watts	piece			50								30		80	38.40	3,072.00
10. COMPACT FLUORESCENT LIGHT, 48 watts	piece													0	106.32	-
11. TUBE, 36 amperes	piece													0	13.57	-

Item & Specifications	Unit of Measure	Quantity Requirement												Total	** PS Price Catalogue	TOTAL AMOUNT
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			
13. FUSE, 60 amperes	piece													0	26.33	-
13. STARTER, 4 40 watts	piece			10			10				5			25	3.69	92.25
14. TAPE, electrical	roll			3			6				2			11	20.30	223.30
COMMON COMPUTER SUPPLIES/CONSUMABLES																
1. COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9 1/2", 2000 sheets/box	box													0	470.75	-
2. COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14 1/8", 2000 sheets/box	box													0	713.18	-
3. COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 9 1/2", 1000 sheets/box	box													0	546.18	-
4. COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 14 1/8", 1000 sheets/box	box													0	880.50	-
5. COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 9 1/2", 500 sheets/box	box													0	438.68	-
6. COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 14 1/8", 500 sheets/box	box													0	682.62	-
7. COMPUTER CONTINUOUS FORMS, 4 ply, 11" x 9 1/2", 250 sheets/box	box													0	342.65	-
8. COMPUTER CONTINUOUS FORMS, 4 ply, 11" x 14 1/8", 250 sheets/box	box													0	545.31	-
9. COMPACT DISK RECORDABLE, min. of 700MB, 16-32x minimum speed, 80 min recording time	piece													0	10.04	-
10. COMPACT DISK REWRITABLE, 700MB min. capacity, 80 minutes recording time, 4x-16x min. speed	piece													0	16.95	-
11. COMPACT DISK STORAGE CASE, 50 CDs capacity, min. made of durable plastic or nylon fabric, double sided sleeves, with closure	piece													0	52.80	-
12. DRUM UNIT, Brother DR3000	cart													0	8,942.77	-
13. DRUM UNIT, Brother DR3000	cart													0	8,134.39	-
14. 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; Mac OS 10.4 or above, with USB 3.0 cable and product guide	piece			1										1	4,013.28	4,013.28
15. EXTERNAL HARD DRIVE, 500GB, 3.5" 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; Mac OS 10.4 or above, with USB 3.0 cable and product guide	piece													0	2,806.64	-
16. DVD RECORDABLE, 16x speed, 4.7GB capacity	piece													0	10.25	-
17. DVD REWRITABLE, 4x speed, 4.7GB capacity	piece			10										10	21.02	210.20
18. FLASH DRIVE, 8GB, USB 2.0, plug and play	piece					9								9	532.14	4,786.26
19. INK CARTRIDGE, Canon Part No. CI-81, colored	cart													0	1,012.72	-
20. INK CARTRIDGE, Canon Part No. PG-810, colored	cart													0	259.81	-

Item & Specifications	Unit of Measure	Quantity Requirement												** PS Price Catalogue	TOTAL AMOUNT	
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35. INK CARTRIDGE, HP C8746WA (HP 91), tri-color, for HP Deskjet 450, 5740, 6540, 6840, HP Officejet 2410 All-in-One HP PSC 2355 All-in-One, HP Photosmart 315, 375, 3840, 3740, 8450, 8450	cart													0	1,119.14	-
36. INK CARTRIDGE, HP C8746WA (HP 91), tri-color, for HP Deskjet 3146A, 5440, HP Officejet 6710 All-in-One, HP PSC 3540 All-in-One, HP Photosmart 2830, C3180, C4180 All-in-One	cart													0	894.32	-
37. INK CARTRIDGE, HP C8746WA (HP 91), black, for HP Deskjet 3440, HP Officejet 6710 All-in-One, HP PSC 3540 All-in-One HP Photosmart 7800, C3180 All-in-One	cart													0	633.08	-
38. INK CARTRIDGE, HP C8734A (HP 900), black, for HP Deskjet 900, 910, 920	cart													0	275.40	-
39. INK CARTRIDGE, HP C8735A (HP 900), tri-color, for HP Deskjet 900, 910, 920	cart													0	354.40	-
40. INK CARTRIDGE, HP C4814AA (HP 11), black, 18 ml, for HP Officejet Pro 8850, HP Business Inkjet CP000, 1000, 1000, 1000, 1200, 1200, 1230, 1230, 1280, 1300, 1500, 1600, 1800, 3000 printer series	cart													0	1,055.57	-
41. INK CARTRIDGE, HP C4815A (HP 11), cyan, for HP Officejet Pro 8850, HP Business Inkjet CP000, 1000, 1000, 1200, 1200, 1230, 1230, 1250, 1280, 1300, 1500, 1600, 1800, 3000 printer series	cart													0	1,055.57	-
42. INK CARTRIDGE, HP C4816A (HP 11), magenta, 14 ml, for HP Officejet Pro 8850 HP Business Inkjet CP000, 1000, 1000, 1200, 1200, 1230, 1230, 1250, 1280, 1300, 1500, 1600, 1800, 3000 printer series	cart													0	1,055.57	-
43. INK CARTRIDGE, HP C4817A (HP 11), yellow, 14 ml, HP Officejet Pro 8850, HP Business Inkjet CP000, 1000, 1000, 1200, 1200, 1230, 1250, 1280, 1300, 1500, 1600, 1800, 3000 printer series	cart													0	1,055.57	-
44. INK CARTRIDGE, HP C4836A (HP 11), cyan, 28 ml, HP Officejet 9100, 9100, 9130 All-in-One, HP Business Inkjet 1000 printer series, 1000 printer series, 1230, 1280 printer series, 1300 printer series, 1600 printer series HP Colour Printer jet100 series	cart													0	1,508.65	-
45. INK CARTRIDGE, HP C4837A (HP 11), magenta, 18 ml, for HP Officejet 9100, 9100, 9130 All-in-One HP Business Inkjet 1000 printer series, 1000 printer series, 1230, 1280 printer series, 1300 printer series, 1600 printer series HP Colour Printer jet100 series	cart													0	1,508.65	-
46. INK CARTRIDGE, HP C4838A (HP 11), yellow, 28 ml, for HP Officejet 9100, 9100, 9130 All-in-One HP Business Inkjet 1000 printer series, 1000 printer series, 1230, 1280 printer series, 1300 printer series, 1600 printer series HP Colour Printer jet100 series	cart													0	1,508.65	-
47. INK CARTRIDGE, HP C4902AA (HP 940), black, for HP Officejet Pro 8000, 8500	cart													0	5,046.73	-
48. INK CARTRIDGE, HP C4906AA (HP 940), black, HP Officejet Pro 8000, 8500	cart													0	1,448.30	-
49. INK CARTRIDGE, 1PC4903AA (HP 940), cyan, for HP Officejet Pro 8000, 8500	cart													0	5,046.73	-
50. INK CARTRIDGE, HP C4908AA (HP 940), magenta, for HP Officejet Pro 8000, 8500	cart													0	5,046.73	-

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51. INK CARTRIDGE, HP C4903AA (HP 9601), yellow, for HP Officejet Pro 8500, 8500	cart													0	1,046.73	-
52. INK CARTRIDGE, HP C4935AA (HP 96), black, for HP Officejet Pro 85300, 85400dn, 85400dn, 88600, 88600dn, 1790, 1790e, 1790g	cart													0	871.08	-
53. INK CARTRIDGE, HP C4937A (HP 96), cyan, for HP Officejet Pro 85300, 85400dn, 85400dn, 88600, 88600dn, 1790, 1790e, 1790g	cart													0	652.83	-
54. INK CARTRIDGE, HP C4936A (HP 96), magenta, for HP Officejet Pro 85300, 85400dn, 85400dn, 88600, 88600dn, 1790, 1790e, 1790g	cart													0	652.83	-
55. INK CARTRIDGE, HP C4939A (HP 96), yellow, for HP Officejet Pro 85300, 85400dn, 85400dn, 88600, 88600dn, 1790, 1790e, 1790g	cart													0	652.83	-
56. INK CARTRIDGE, HP C8698A, colored, for HP Photosmart	cart													0	1,129.02	-
57. INK CARTRIDGE, HP C870A (HP 82), black, 40 ml, for HP Photosmart D6460, D7460, D7360, D7360, D7460, 8230 HP Photosmart C5460, C6460, C6460, C7460, C7460, C8460, 3160, 1190 All in One	cart													0	839.36	-
58. INK CARTRIDGE, HP C8709AA (HP 96), black, 21 ml, for HP DesignJet 5740, 6540, 6840, 9800, 9800, 9800, HP Photosmart 8230, 8230, 8230, 8230, HP Officejet 8230, 7130, 7430 All-in-One	cart													0	1,393.44	-
59. INK CARTRIDGE, HP C8729AA (HP 82), cyan, 4 ml, for HP Photosmart D6460, D7460, D7360, D7360, D7460, 8230, HP Photosmart C5460, C6460, C6460, C7460, C7460, C8460, 3160, 1190 All in One	cart													0	475.37	-
60. INK CARTRIDGE, HP C8727AA (HP 82), magenta, 5.5 ml, for HP Photosmart D6460, D7460, D7360, D7360, D7460, 8230, HP Photosmart C5460, C6460, C6460, C7460, C7460, C8460, 3160, 1190 All in One	cart													0	449.85	-
61. INK CARTRIDGE, HP C8728AA (HP 82), yellow, 6 ml, for HP Photosmart D6460, D7460, D7360, D7360, D7460, 8230, HP Photosmart C5460, C6460, C6460, C7460, C7460, C8460, 3160, 1190 All in One	cart													0	449.85	-
62. INK CARTRIDGE, HP C8724AA (HP 82), light cyan, 5.5 ml, for HP Photosmart D6460, D7460, D7360, D7360, D7460, 8230, HP Photosmart C5460, C6460, C6460, C7460, C7460, C8460, 3160, 1190 All in One	cart													0	449.85	-
63. INK CARTRIDGE, HP C8725AA (HP 82), light magenta, 5.5 ml, for HP Photosmart D6460, D7460, D7360, D7360, D7460, 8230, HP Photosmart C5460, C6460, C6460, C7460, C7460, C8460, 3160, 1190 All in One	cart													0	449.85	-
64. INK CARTRIDGE, HP C3679AA (HP 97), inkjet, 40 ml, for HP DesignJet 5740, 6540, 6840, 9800, 9800, 9800, HP Photosmart 2575, 2640, 2740 All-in-One, HP PSC 4640, 2155 All-in-One	cart													0	1,547.05	-
65. INK CARTRIDGE, HP C5948AA (HP 96), black, 11 ml, HP DesignJet 5460, HP Photosmart D5460, 8230, HP Photosmart C5460, 2575 All-in-One	cart													0	773.53	-
66. INK CARTRIDGE, HP C4939A (HP 96), cyan, 17 ml, for HP Officejet Pro 8530, 8530dn, 85400dn, 88600, 88600dn, HP Officejet Pro 1790e, 1790g All-in-One	cart													0	1,046.73	-

Item & Specifications	Unit of Measure	Quantity Requirements												FFPS Price Catalogue	TOTAL AMOUNT	
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total
82. INK CARTRIDGE, HP C3900A (HP 88A), magenta 17 ml, for HP Officejet Pro 8550, 8550dn, 8550e, 8550dn, 8550e, 8550e, 8550dn, HP Officejet Pro 12580, 12580 All-in-One	cartr													0	5,046.73	-
83. INK CARTRIDGE, HP C3900A (HP 88A), yellow 17 ml, for HP Officejet Pro 8550, 8550dn, 8550e, 8550dn, 8550e, 8550dn, HP Officejet Pro 12580, 12580 All-in-One	cartr													0	5,046.73	-
84. INK CARTRIDGE, HP C4996A (HP 88A), black 58.5 ml, for HP Officejet Pro 8550, 8550dn, 8550e, 8550dn, 8550e, 8550dn, HP Officejet Pro 12580, 12580 All-in-One	cartr													0	5,547.05	-
85. INK CARTRIDGE, HP C8360WA (HP 94A), black, for HP Photosmart 7540e, C5380, C6380, Photosmart Pro B7550	cartr													0	502.52	-
86. INK CARTRIDGE, HP C8370WA (HP 94A), photo, for HP Photosmart 7540e, C5380, C6380, Photosmart Pro B7550	cartr													0	470.23	-
87. INK CARTRIDGE, HP C8380WA (HP 94A), cyan, for HP Photosmart 7540e, C5380, C6380, Photosmart Pro B7550	cartr													0	470.23	-
88. INK CARTRIDGE, HP C8390WA (HP 94A), magenta, for HP Photosmart 7540e, C5380, C6380, Photosmart Pro B7550	cartr													0	470.23	-
89. INK CARTRIDGE, HP C8390WA (HP 94A), yellow, for HP Photosmart 7540e, C5380, C6380, Photosmart Pro B7550	cartr													0	470.23	-
90. INK CARTRIDGE, HP C8370WA (HP 94A), cyan, for HP Photosmart 7540e, C5380, C6380, Photosmart Pro B7550	cartr													0	834.97	-
91. INK CARTRIDGE, HP C8370WA (HP 94A), magenta, for HP Photosmart 7540e, C5380, C6380, Photosmart Pro B7550	cartr													0	834.97	-
92. INK CARTRIDGE, HP C8370WA (HP 94A), yellow, for HP Photosmart 7540e, C5380, C6380, Photosmart Pro B7550	cartr													0	834.97	-
93. INK CARTRIDGE, HP C8370WA (HP 94A), black, 4.5 ml, for HP DesignJet D4360, D4360, HP Photosmart C4380, C4380, C4380, C4380 All-in-One, HP Officejet 43780, 43780 All-in-One	cartr													0	675.45	-
94. INK CARTRIDGE, HP C8370WA (HP 94A), black, 8 ml, for HP DesignJet D4360, D4360, HP Photosmart C4380, C4380, C4380, C4380 All-in-One, HP Officejet 43780, 43780 All-in-One	cartr													0	1,398.93	-
95. INK CARTRIDGE, HP C8370WA (HP 94A), cyan, 8 ml, for HP DesignJet D4360, D4360, HP Photosmart C4380, C4380, C4380, C4380 All-in-One, HP Officejet 43780, 43780 All-in-One	cartr													0	776.82	-
96. INK CARTRIDGE, HP C8370WA (HP 94A), magenta, 8 ml, for HP DesignJet D4360, D4360, HP Photosmart C4380, C4380, C4380, C4380 All-in-One, HP Officejet 43780, 43780 All-in-One	cartr													0	5,547.05	-
97. INK CARTRIDGE, HP C8640WA (HP 40), black, 4 ml, for HP DesignJet 7420e, 7420e, 7420e All-in-One	cartr													0	633.08	-
98. INK CARTRIDGE, HP C8640WA (HP 40), black, 12 ml, for HP DesignJet 7420e, 7420e, 7420e All-in-One	cartr													0	1,333.10	-
99. INK CARTRIDGE, HP C8640WA (HP 40), tri-color, 11 ml, for HP DesignJet 7420e, 7420e, 7420e All-in-One	cartr													0	260.36	-
100. INK CARTRIDGE, HP C8640WA (HP 40), tri-color, 11 ml, for HP DesignJet 7420e, 7420e, 7420e All-in-One	cartr													0	5,558.02	-
101. INK CARTRIDGE, HP C8650AA (HP 90), black, 4 ml, for HP DesignJet 7420e, 7420e, 7420e All-in-One	cartr													0	634.98	-
102. INK CARTRIDGE, HP C8650AA (HP 90), tri-color, 4 ml, for HP DesignJet 7420e, 7420e, 7420e All-in-One	cartr													0	973.12	-
103. INK CARTRIDGE, HP C8660AA (HP 90), black, 10 ml, for HP Officejet 7510e, 7510e, 7510e All-in-One	cartr													0	1,058.80	-
104. INK CARTRIDGE, HP C8680AA (HP 90), black, design, for HP DesignJet 7720e, 7720e All-in-One	cartr													0	346.72	-

Item & Specifications	Unit of Measure	Quantity Requirements												Unit Price	TOTAL AMOUNT	
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total
101. TONER CARTRIDGE, HP CE250A, Black, for HP Color LaserJet CP1025 printer series	unit													X	9,375.73	
102. TONER CARTRIDGE, HP CE250A, Cyan, for HP Color LaserJet CP1025 printer series	unit													X	14,439.75	
103. TONER CARTRIDGE, HP E7902A, yellow, for HP Color LaserJet CP1025 printer series	unit													X	14,439.75	
104. TONER CARTRIDGE, HP E7903A, magenta, for HP Color LaserJet CP1025 printer series	unit													X	14,439.75	
105. TONER CARTRIDGE, HP CE250A, Black, for HP Color LaserJet CP1025 printer series	unit													X	2,993.16	
106. TONER CARTRIDGE, HP CE250A, Black, for HP LaserJet P1102 printer series	unit													X	3,580.46	
107. TONER CARTRIDGE, HP CE250A, Black, for HP LaserJet P1102 printer series	unit													X	3,143.47	
108. TONER CARTRIDGE, HP CE250A, Black, for HP Color LaserJet CP1025 printer series, CM1025 MFP	unit													X	3,105.48	
109. TONER CARTRIDGE, HP CE250A, Cyan, for HP Color LaserJet CP1025 printer series, CM1025 MFP	unit													X	2,852.72	
110. TONER CARTRIDGE, HP E7902A, yellow, for HP Color LaserJet CP1025 printer series, CM1025 MFP	unit													X	2,852.72	
111. TONER CARTRIDGE, HP E7903A, magenta, for HP Color LaserJet CP1025 printer series, CM1025 MFP	unit													X	2,852.72	
112. TONER CARTRIDGE, HP CE250A, Black, for HP LaserJet P1102, P1102, P1102 printer series	unit													X	8,802.64	
113. TONER CARTRIDGE, HP CE250A, Black, for HP Color LaserJet CP1025 printer series	unit													X	15,475.16	
114. TONER CARTRIDGE, HP CE250A, Black, for HP Color LaserJet CP1025 printer series	unit													X	5,447.60	
115. TONER CARTRIDGE, HP CE250A, Cyan, for HP Color LaserJet CP1025 printer series	unit													X	5,109.66	
116. TONER CARTRIDGE, HP CE250A, Cyan, for HP Color LaserJet CP1025 printer series	unit													X	5,109.66	
117. TONER CARTRIDGE, HP CE250A, magenta, for HP Color LaserJet CP1025 printer series	unit													X	5,109.66	
118. TONER CARTRIDGE, HP CE250A, Black, for HP Color LaserJet CP1025 printer series	unit													X	5,851.68	
119. TONER CARTRIDGE, HP CE250A, Cyan, for HP Color LaserJet CP1025 printer series	unit													X	11,131.19	
120. TONER CARTRIDGE, HP CE250A, Cyan, for HP Color LaserJet CP1025 printer series	unit													X	11,131.19	
121. TONER CARTRIDGE, HP CE250A, magenta, for HP Color LaserJet CP1025 printer series	unit													X	11,131.19	
122. TONER CARTRIDGE, HP CE250A, Black, for HP LaserJet P1102 printer series	unit													X	6,204.98	
123. TONER CARTRIDGE, HP CE250A, Black, for HP LaserJet P1102 printer series	unit													X	9,470.52	
124. TONER CARTRIDGE, HP CE250A, Black, for HP Color LaserJet CP1025 printer series	unit													X	6,674.80	
125. TONER CARTRIDGE, HP CE250A, Cyan, for HP Color LaserJet CP1025 printer series	unit													X	10,001.90	

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156. TONER CARTRIDGE, HP CE700A, yellow, for HP Color LaserJet Enterprise CP4025 Printer Series	1481													15	12,031.90	
157. TONER CARTRIDGE, HP CE701A, magenta, for HP Color LaserJet Enterprise CP4025 Printer Series	1481													15	12,031.90	
158. TONER CARTRIDGE, HP CE702A, black, for HP Color LaserJet Enterprise CP4025 Printer Series	1481													15	12,066.98	
159. TONER CARTRIDGE, HP CE703A, cyan, for HP Color LaserJet Enterprise CP4025 Printer Series	1481													15	12,393.01	
160. TONER CARTRIDGE, HP CE720A, yellow, for HP Color LaserJet Enterprise CP4025 Printer Series	1481													15	12,393.01	
161. TONER CARTRIDGE, HP CE721A, magenta, for HP Color LaserJet Enterprise CP4025 Printer Series	1481													15	12,393.01	
162. TONER CARTRIDGE, HP CE722A, black, for HP LaserJet Pro, Enterprise, Webcolor printer	1481													15	3,198.03	
163. TONER CARTRIDGE, HP CE723A, cyan, for HP LaserJet Pro, Enterprise, printer	1481													15	3,198.03	
164. TONER CARTRIDGE, HP CE724A, yellow, for HP Color LaserJet Pro CP4025 Printer Series	1481													15	3,198.58	
165. TONER CARTRIDGE, HP CE725A, cyan, for HP Color LaserJet Pro CP4025 Printer Series	1481													15	2,587.45	
166. TONER CARTRIDGE, HP CE726A, yellow, for HP Color LaserJet Pro CP4025 Printer Series	1481													15	2,587.45	
167. TONER CARTRIDGE, HP CE727A, magenta, for HP Color LaserJet Pro CP4025 Printer Series	1481													15	2,587.45	
168. TONER CARTRIDGE, HP CE728A, black, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,051.41	
169. TONER CARTRIDGE, HP CE729A, cyan, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.11	
170. TONER CARTRIDGE, HP CE730A, yellow, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
171. TONER CARTRIDGE, HP CE731A, magenta, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
172. TONER CARTRIDGE, HP CE732A, black, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
173. TONER CARTRIDGE, HP CE733A, yellow, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
174. TONER CARTRIDGE, HP CE734A, cyan, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
175. TONER CARTRIDGE, HP CE735A, magenta, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
176. TONER CARTRIDGE, HP CE736A, black, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
177. TONER CARTRIDGE, HP CE737A, yellow, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
178. TONER CARTRIDGE, HP CE738A, cyan, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
179. TONER CARTRIDGE, HP CE739A, magenta, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
180. TONER CARTRIDGE, HP CE740A, black, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
181. TONER CARTRIDGE, HP CE741A, yellow, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
182. TONER CARTRIDGE, HP CE742A, cyan, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
183. TONER CARTRIDGE, HP CE743A, magenta, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
184. TONER CARTRIDGE, HP CE744A, black, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
185. TONER CARTRIDGE, HP CE745A, yellow, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
186. TONER CARTRIDGE, HP CE746A, cyan, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
187. TONER CARTRIDGE, HP CE747A, magenta, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
188. TONER CARTRIDGE, HP CE748A, black, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
189. TONER CARTRIDGE, HP CE749A, yellow, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
190. TONER CARTRIDGE, HP CE750A, cyan, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
191. TONER CARTRIDGE, HP CE751A, magenta, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
192. TONER CARTRIDGE, HP CE752A, black, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
193. TONER CARTRIDGE, HP CE753A, yellow, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
194. TONER CARTRIDGE, HP CE754A, cyan, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
195. TONER CARTRIDGE, HP CE755A, magenta, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
196. TONER CARTRIDGE, HP CE756A, black, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
197. TONER CARTRIDGE, HP CE757A, yellow, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
198. TONER CARTRIDGE, HP CE758A, cyan, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
199. TONER CARTRIDGE, HP CE759A, magenta, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	
200. TONER CARTRIDGE, HP CE760A, black, for HP Color LaserJet Pro CP4025, Color, Easy, Web, Printer Series	1481													15	3,097.71	

Item & Specifications	Unit of Measure	Quantity Requirements												** PS Price Catalogue	TOTAL AMOUNT	
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total
104. TONER CARTRIDGE, HP Q7570A, black, HP LaserJet M3025, M3025 MFP Printer Series	unit													0	2,823.04	-
105. TONER CARTRIDGE, HP Q7570A, cyan, for HP Color LaserJet 3800, CP3525 Printer Series	unit													0	2,505.95	-
106. TONER CARTRIDGE, HP Q7570A, yellow, for HP Color LaserJet 3800, CP3525 Printer Series	unit													0	2,505.95	-
107. TONER CARTRIDGE, HP Q7570A, magenta, for HP Color LaserJet 3800, CP3525 Printer Series	unit													0	2,505.95	-
108. TONER CARTRIDGE, Brother TN 95BK, black	unit													0	5,008.72	-
109. TONER CARTRIDGE, Brother TN 95M, magenta	unit													0	6,052.48	-
110. TONER CARTRIDGE, Brother TN 95Y, yellow	unit													0	6,052.48	-
111. TONER CARTRIDGE, Brother TN 95C, cyan	unit													0	6,052.48	-
112. TONER CARTRIDGE, Brother TN 2025	unit													0	3,000.84	-
113. TONER CARTRIDGE, Brother TN 1930	unit													0	2,008.85	-
114. TONER CARTRIDGE, Brother TN 1950	unit													0	3,012.30	-
115. TONER CARTRIDGE, Brother TN9600	unit													0	5,310.45	-
116. TONER CARTRIDGE, Brother Part No. TN 95BK, Black	unit													0	3,417.28	-
117. TONER CARTRIDGE, Brother Part No. TN 95C, Cyan	unit													0	3,911.52	-
118. TONER CARTRIDGE, Brother Part No. TN 95M, Magenta	unit													0	3,911.52	-
119. TONER CARTRIDGE, Brother Part No. TN 95Y, Yellow	unit													0	3,911.52	-
120. TONER CARTRIDGE, Brother Part No. TN2025	unit													0	3,820.16	-
121. TONER CARTRIDGE, TN 3150, low yield, for Brother PE3300DN	unit													0	3,933.48	-
122. TONER CARTRIDGE, TN 3320, for printer 3450DN	unit													0	3,895.00	-
123. TONER CARTRIDGE, Fuji Xerox 90800205, for Phaser 4800 DN (4K pages)	unit													0	12,126.04	-
124. TONER CARTRIDGE, Fuji Xerox CT25060, for DP-C255 Heavy Duty A3 size, black (15k pages)	unit													0	9,655.30	-
125. TONER CARTRIDGE, Fuji Xerox CT 35080, for DP C350 FS Multifunction Device, Black	unit													0	2,790.12	-
126. TONER CARTRIDGE, Fuji Xerox CT 35080, for DP C350FS Full-Color Laser Printer, black (8K pages, standard yield)	unit													0	6,166.26	-
127. TONER CARTRIDGE, Fuji Xerox CNA4030, for Phaser 3435D (4K pages, standard yield)	unit													0	6,561.26	-
128. TONER CARTRIDGE, Lexmark 342CHR(10A840)	unit													0	4,971.41	-
129. TONER CARTRIDGE, Lexmark 180020	unit													0	15,275.13	-
130. TONER CARTRIDGE, Lexmark 8300A0C	unit													0	6,438.62	-
131. TONER CARTRIDGE, Lexmark E360A0P	unit													0	9,361.81	-
132. TONER CARTRIDGE, Lexmark E360A0P	unit													0	7,189.95	-
133. TONER CARTRIDGE, Lexmark T650A0P	unit													0	10,160.07	-
134. TONER CARTRIDGE, Developer, Epson C75050005, for printer EPL 5520	unit													0	3,283.18	-
135. TONER CARTRIDGE, Developer, Epson C75050010, for printer EPL 5700i/5800	unit													0	5,481.61	-
136. TONER CARTRIDGE, Developer, Epson C75050007, for printer EPL 5900/5900i	unit													0	5,588.04	-

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		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total
134. TONER CARTRIDGE, Developer, Epson C13050466, BK, for printer EP-4300	cart													0	5,875.33	-
135. TONER CARTRIDGE, Developer, Epson C13050463, YK, for printer EP-4300/3300	cart													0	3,455.08	-
136. TONER CARTRIDGE, Epson C13050464, Std Cap, for printer AL-M360/COM	cart													0	5,994.00	-
137. TONER CARTRIDGE, Developer, Epson C13050530, 1BK, for printer AL-M300	cart													0	3,810.58	-
138. TONER CARTRIDGE, Developer, Epson-C13050521, 3BK, for printer AL-M300	cart													0	5,638.51	-
139. TONER CARTRIDGE, Samsung Part No. MLT2050B for printer ML-D2050 / ML-D2050	cart													0	7,022.08	-
140. TONER CARTRIDGE, Samsung Part No. MLT2052L, for printer ML-2050n	cart													0	2,967.44	-
141. TONER CARTRIDGE, Samsung Part No. ML-D2050K, for printer ML-D2050ND	cart													0	5,030.77	-
142. TONER CARTRIDGE, Samsung Part No. MLT2051S, for Samsung ML-1810	cart													0	3,013.08	-
143. TONER CARTRIDGE, Samsung Part No. MLT2051S	cart													0	3,013.08	-
144. TONER CARTRIDGE, Samsung ML-2250D	cart													0	4,950.00	-
145. TONER CARTRIDGE, Samsung ML-2040D	cart													0	3,730.48	-
146. TONER CARTRIDGE, Samsung MLT2045	cart													0	2,743.00	-
147. TONER CARTRIDGE, Samsung MLT2045	cart													0	5,376.38	-
148. TONER CARTRIDGE, Samsung Part No. SCX-2055A for printer model MFP 6545	cart													0	9,326.20	-
149. TONER CARTRIDGE, for Kyocera Mita KM-4505/4500/4500	cart													0	4,055.25	-
150. TONER CARTRIDGE, TK-405, for Kyocera Mita KM-4500	cart													0	3,058.72	-
151. TONER CARTRIDGE, Kyocera TK-415, original, for Kyocera Laser Printer model FS-6020D	cart													0	5,651.68	-
152. TONER CARTRIDGE, Kyocera Mita TK330, for printer FS-6040DN	cart													0	8,484.65	-
153. TONER CARTRIDGE, Kyocera Mita TK364 for printer FS-6020DN	cart													0	8,277.60	-
154. TONER CARTRIDGE, Kyocera Mita TK-04	cart													0	5,851.37	-
155. TONER CARTRIDGE, Kyocera Mita TK-04C, for Printer FS-C5300DN	cart													0	11,172.93	-
156. TONER CARTRIDGE, Kyocera Mita TK-04C, for Printer FS-C5300DN	cart													0	8,544.21	-
157. TONER CARTRIDGE, Kyocera Mita TK-04Y, for Printer FS-C5300DN	cart													0	11,172.93	-
158. RIBBON CARTRIDGE, Lexmark 14A3550 for Printer Models 23xx series	cart													0	1,228.86	-
159. RIBBON CARTRIDGE, Epson-C13050525 for printer OFX-9000	cart													0	1,214.60	-
160. RIBBON CARTRIDGE, Epson-C13050506(2753) Faber, for printer LQ-3000/3000-II & 380	cart													0	128.37	-
161. RIBBON CARTRIDGE, Epson-C13050506(304504), Black, for printer LQ-3200/3000/380/390	cart													0	320.85	-

Item & Specifications	Unit of Measure	Quantity Requirements												Total	** PS Price	TOTAL
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec		Catalogue	AMOUNT
161. RIBBON CARTRIDGE, Epson C13075548, Color, for printer LX 300	cart													0	5,316.64	-
163. RIBBON CARTRIDGE, Epson C13075571(P284), for printer 278.5000-1 8000/8000 Black Ribbon (2809011)	cart													0	1,011.62	-
164. RIBBON CARTRIDGE, Epson C13075548, black for printer 150 3000/3000-15000	cart													0	1,108.17	-
165. RIBBON CARTRIDGE, Epson C13075549(2809012), for printer 150300	cart													0	401.58	-
166. RIBBON, Epson RN 8255	cart													0	89.42	-
167. RIBBON, Epson RN 8250	cart													0	80.97	-
168. RIBBON, Epson RN 7754	cart													0	137.15	-
169. RIBBON, Epson RN 50 1500/1500 15000	cart													0	264.75	-
170. RIBBON, Epson RN 50 15127	cart													0	353.30	-
171. RIBBON CARTRIDGE, for 7000/01300	cart													0	471.80	-
172. PRINTHEAD, HP 4, black, 48mm, 8 ml, for HP Officejet 910, 910, 930 All-in-One, HP Business Inkjet 100+ printer series, 100+ printer series, 2230, 2280 printer series 2300 printer series, 2600 printer series, HP Colour Printer 4200 series	cart													0	1,547.05	-
173. PRINTHEAD, HP 4, cyan, 48mm, 8 ml, HP Officejet 910, 910, 930 All-in-One, HP Business Inkjet 100+ printer series, 100+ printer series, 2230, 2280 printer series 2300 printer series, 2600 printer series, HP Colour Printer 4200 series	cart													0	1,547.05	-
174. PRINTHEAD, HP 4, magenta 48mm, 8 ml, HP Officejet 910, 910, 930 All-in-One, HP Business Inkjet 100+ printer series, 100+ printer series, 2230, 2280 printer series 2300 printer series, 2600 printer series, HP Colour Printer 4200 series	cart													0	1,547.05	-
175. PRINTHEAD, HP 4, yellow 48mm, 8 ml, HP Officejet 910, 910, 930 All-in-One, HP Business Inkjet 100+ printer series, 100+ printer series, 2230, 2280 printer series 2300 printer series, 2600 printer series, HP Colour Printer 4200 series	cart													0	1,547.05	-
176. PHOTOCONDUCTOR KIT, Lexmark P5 10420	cart													0	4,432.09	-
177. PHOTOCONDUCTOR KIT, Lexmark P5 10400	cart													0	3,495.20	-
178. PHOTOCONDUCTOR KIT, Lexmark P5 12500	cart													0	3,421.23	-
179. PHOTOCONDUCTOR UNIT, Epson C13075595, for printer EP5 4000/4000	cart													0	3,648.19	-
180. IMAGING UNIT, Samsung Part No SC8955A	cart													0	10,761.00	-
181. IMAGING UNIT, Hewlett Packard Part No. CE74A, color imaging unit	cart													0	3,993.81	-
182. MOUSE, optical, USB connection type	piece			4										4	151.96	603.84
COMMON OFFICE SUPPLIES																
1. ACETATE, gauge #3, 50m in length	roll													0	592.02	-
2. AIR FRESHENER, 180ml/oz	can			6				6					6	10	94.36	169.80
3. ALCOHOL, 70%, ethyl	bottle													0	40.37	-
4. AUDIO CASSETTE TAPE, 60min recording time	piece													0	22.66	-
5. BINDER, 3-ring, D-type, A4, 64mm(1.5"), with insert clear view pocket on front, back and spine for label	pair													0	115.21	-
6. BINDER, 3-ring, D-type, legal, 64MM(1.5"), with insert clear view pocket on front, back and spine for label	pair													0	130.69	-

Item & Specifications	Unit of Measure	Quantity Requirement												Total	** PS Price Catalogue	TOTAL AMOUNT
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			
39. FILE TAB DIVIDER, LEGAL SIZE, for 140mm x 310mm (legal size) documents, behind board, 310mm x 216mm leaf size, 16mm x 17mm Tab size, 93 GSM, 0.22mm (min) thickness, 240's 3 colors per set	set													0	15.72	-
40. FOLDER, pressboard, plain, legal, woodbox	pack													0	858.73	-
41. FOLDER, tagboard, legal size, woodbox	pack	2												2	249.06	498.12
42. FOLDER, tagboard, A4 size, woodbox	pack	1												1	352.20	352.20
43. FOLDER, microcoffany, legal size, 50's/ pack	pack													0	355.05	-
44. FOLDER, microcoffany, A4 size, 50's/ pack	bundle													0	300.81	-
45. FOLDER, clear plastic, L-type, A4 size, 50's/ pack	pack													0	190.56	-
46. FOLDER, clear plastic, L-type, legal size, 50's/ pack	pack													0	212.51	-
47. CLIP, all purpose, 300 grams min.	pr	2			2									4	54.84	109.68
48. ILLUSTRATION BOARD, (30"x40"), 2 ply	piece													0	43.15	-
49. INDEX CARD, 3" x 5" ruled both sides, 500's/ pack	pack	1												1	49.90	49.90
50. INDEX CARD, 3" x 5" ruled both side, 500's/ pack	pack													0	136.05	-
51. INDEX CARD BOX, 4 3/8"x5 1/8" x 4 1/2"(3" x 5")	box													0	38.40	-
52. INDEX CARD BOX, 5 1/8"x8 1/8" x 6 1/2"(5" x 6")	box													0	54.86	-
53. INDEX TAB, self adhesive, 10 pc/box	box	30												30	54.86	1645.80
54. LEAD, for mechanical pencils 5mm, 12 pc/ tube	tube													0	9.87	-
55. LOOSELEAF COVER, 216mm x 316mm, 10 pc/ bundle	bundle													0	543.60	-
56. MANILA PAPER, 216mm x 316mm, 80gsm, 6 1/2mm thickness, golf yellow, 10 sheets per sleeve	sleeve													0	77.43	-
57. MAGAZINE FILE BOX, 112mm x 200mm x 240mm, with open end	piece	2		2										4	42.96	171.84
58. MAGAZINE FILE BOX, 112mm x 200mm x 240mm, with open end	piece													0	38.40	-
59. MAP PIN, round head, woodcase	case													0	43.89	-
60. MARKER, fluorescent, 3 colors/ set	set													0	38.95	-
61. MARKING PEN, whiteboard, black	piece	5			5									10	12.94	129.40
62. MARKING PEN, whiteboard, blue	piece	5			5									10	12.94	129.40
63. MARKING PEN, whiteboard, red	piece	5			5									10	12.94	129.40
64. MARKER, permanent, black	piece	30			30									60	15.30	918.00
65. MARKER, permanent, blue	piece	30			30									60	15.30	918.00
66. MARKER, permanent, red	piece													0	15.36	-
67. NOTE BOOK, stenograph's, 40 leaves, ruled both sides	piece													0	8.56	-
68. NOTE PAD, (7"x7"), 100 sheets/ pad	pad													0	18.18	-
69. NOTE PAD, (7"x6"), 100 sheets/ pad	pad	8			6									14	54.73	766.20
70. NOTE PAD, (7"x7"), 400 sheets/ pad	pad													0	96.55	-
71. NOTE PAD, (7"x7"), 100 sheets/ pad	pad													0	34.01	-
72. OIL, for general purpose, 100 ml	bottle													0	38.40	-
73. PAPER, bond, Premium Grade, 216mm x 316/1mm (A4), 70 gsm	ream													0	95.99	-
74. PAPER, mimeo, Crumpled, 216mm x 316/1mm (A4), 80gsm	ream													0	97.84	-
75. PAPER, mimeograph, Whiteware, 216mm x 316/1mm, 70 gsm, 100 sheets ream	ream													0	98.99	-
76. PAPER, xerography, 216mm x 316/1mm (A4), 80gsm	ream	150			100			60						300	112.24	33672.00

Item & Specifications	Unit of Measure	Quantity Requirements												** PS Price Catalogue	TOTAL AMOUNT	
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total
01. PAPER, for Plain Paper Copier, 400mm x 210mm (A4) 70gsm	ream													0	150.84	
02. PAPER, for Plain Paper Copier, 400mm (approx) x 290mm (approx)	ream													0	156.90	
03. PAPER, coated plain, 400mm x 290mm, 80gsm, 100 sheets	ream													0	15.43	
04. PAPER, thermal, 80mm x 32mm, 137 gsm	roll													0	30.21	
05. PAPER, thermal, 80mm x 32mm, 137 gsm	roll													0	45.20	
06. PAPER/BUILT PAPER, A4 size, for plain copiers/typewriters	ream													0	130.44	
07. PAPER (ARTISTS), for paper, metric, 40 x 60cm	sheet	7												7	60.85	481.15
08. PAPER (L.P.), plain type/weight, 40cm, 60cm/50	sheet	28		28										56	12.41	702.16
09. PAPER (L.P.), plain type, 21cm, 29.7cm/50	sheet	28		28										56	2.01	111.72
10. PENCIL, lead, soft/medium, 6mm/10 sheets per box	box	1		1										1	25.19	25.19
11. PENCIL, mechanical, for 6mm lead	piece													0	21.58	
12. PENCIL, P/B for lead type, standard colour, 6mm/50	case	23		23				2						25	21.34	530.62
13. RECYCLED BOND, 100 pages, standard weight	ream	19		19				14						44	33.57	1,478.28
14. RECYCLED BOND, 100 pages, standard weight	ream													0	8.20	
15. RUBBER, 10cm, standard application	piece													0	15.45	
16. RUBBER CARTRIDGE, 10cm, 10mm, 10mm, 10mm	piece													0	401.74	
17. RING BINDER, 40mm x 10cm, plastic, 10 perforations	bundle													0	35.20	
18. RING BINDER, 40mm x 10cm, plastic, 10 perforations	bundle													0	15.19	
19. RING BINDER, 40mm x 10cm, plastic, 10 perforations	bundle													0	40.41	
20. RING BINDER, 40mm x 10cm, plastic, 10 perforations	bundle	10		10										20	52.09	1,041.80
21. RING BINDER, 40mm x 10cm (17" x 44"), plastic	piece	40		40										40	3.59	1,436.00
22. RING BINDER, 40mm x 10cm, plastic, 10 perforations	bundle													0	75.44	
23. RING BINDER, 40mm x 10cm, plastic, 10 perforations	bundle													0	104.21	
24. RING BINDER, 40mm x 10cm (17" x 44"), plastic	piece	10		10										10	13.82	138.20
25. RING BINDER, 40mm x 10cm, plastic, 10 perforations	bundle													0	135.14	
26. RING BINDER, 40mm x 10cm (17" x 44"), plastic	piece	1		1										1	19.07	19.07
27. RING BINDER, 40mm x 10cm, plastic, 10 perforations	piece													0	230.23	
28. RING BINDER, 40mm x 10cm, plastic, 10 perforations	piece													0	125.95	
29. RING BINDER, 40mm x 10cm (17" x 44"), plastic	piece													0	72.43	
30. RUBBER BAND, 10mm x 10mm, 10mm, 10mm, 10mm, 10mm	box	1		1										1	188.80	188.80
31. RULER, 30cm, 10mm	piece													0	5.22	
32. RULER, 30cm, 10mm	piece													0	16.73	
33. STAMP PAPER, 100mm x 100mm (10cm x 10cm) 10 sheets per box	box													0	1.60	
34. STAMP PAPER, 100mm x 100mm (10cm x 10cm) 10 sheets per box	box	0		0										0	44.80	44.80
35. STAMP PAPER, 100mm x 100mm (10cm x 10cm) 10 sheets per box	box	0		0										0	44.80	44.80
36. STAMP PAPER, 100mm x 100mm (10cm x 10cm) 10 sheets per box	box	0		0										0	44.80	44.80
37. STAMP PAPER, 100mm x 100mm (10cm x 10cm) 10 sheets per box	box	1		1										1	18.14	18.14
38. STAMP PAPER, 100mm x 100mm (10cm x 10cm) 10 sheets per box	box	1		1										1	24.29	24.29

Item & Specifications	Unit of Measure	Quantity Requirements												** PS Price Catalogue	TOTAL AMOUNT	
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec			Total
09. STAPLE WIRE, standard, 5000 pcs/box	box													0	73.57	-
10. STAPLE WIRE, HEAVY DUTY, 23/19, for use with heavy duty staplers, metal, non-rust, chisel point, 0.60mm thickness, 19mm width, 19mm leg length, 400 staples per trip, 1000 staples per box, 40-60 sheets of 70gsm bond paper	box													0	32.64	-
11. STAPLE WIRE, HEAVY DUTY, 23/15, for heavy duty staplers, metal, non-rust, chisel point, 0.60mm thickness, 19mm width, 19mm leg length, 400 staples per trip, 1000 staples per box, 40-60 sheets of 70gsm bond paper	box													0	42.66	-
12. STENCIL PAPER, ordinary, universal, 24 pcs/quatre	quatre													0	192.01	-
13. TAPE, adding machine, GSP bond	roll													0	9.16	-
14. TAPE, marking, 24mm, 50 meters length	roll	28						10						38	50.47	1,917.88
15. TAPE, marking, 48mm, 50 meters length	roll	22						10						32	100.94	3,730.88
16. TAPE, transparent, 24mm, 50 meters	roll	10						9						19	16.24	308.48
17. TAPE, transparent, 48mm, 50 meters	roll	20						18						38	32.69	1,242.32
18. TAPE, packaging, 48mm, 50 meters length	roll	10			5									15	32.69	490.40
19. TIME CARD, for Amano Bundy Clock, 1000/bundl	bundle													0	87.23	-
20. TIME CARD, for Kitano Time Recorder, 1000/bundl	bundle													0	87.28	-
21. TOILET TISSUE, 12 rolls/pack	pack													0	75.32	-
22. TWINE, plastic, one kilo per roll	roll													0	43.87	-
23. WRAPPING PAPER, kraft, 61gsm, approx. 40m	roll													0	158.90	-
COMMON OFFICE DEVICES																
1. BLADE, heavy duty cutter(500), 10 pcs./pack	pack	1												1	8.76	8.76
2. CUTTER, heavy duty	piece													0	33.25	-
3. LASER POINTER, PEN TYPE, metal, for presentation, green and red color, 50mw laser power, beam light, continuous light, single-point, uses 2 x LR6 1.5V AA or AAA batteries, button switch, Sky brand	piece													0	580.29	-
4. PEA WHISTLE, STAINLESS STEEL, 60mm (mm) length, sound bell made of plastic material, with attachment ring	piece													0	37.43	-
5. PUNCHER, heavy duty	piece													0	96.83	-
6. SCISSORS, (8")	pair	9			4			4						17	13.47	226.98
7. SHARPENER, single cutterhead	piece													0	186.52	-
8. STAMPING DATER, self-inking stamp	piece	3			7									4	499.23	1,996.92
9. STAPLER, heavy duty, standard	piece	5			4									9	118.18	1,064.62
10. STAPLE REMOVER, twin-jaws	piece				4									4	18.10	72.40
11. TAPE DISPENSER, heavy duty, for 24mm(1")	piece	1												1	49.03	49.03
12. TAPE DISPENSER, handheld, for 48mm width packaging tape	piece													0	47.44	-
13. WASTE BASKET, plastic	piece													0	72.43	-
COMMON JANITORIAL SUPPLIES																
1. BATHROOM SOAP, 70gms.	piece													0	24.34	-

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3. DIGITAL VOICE RECORDER, 4GB memory, stereo channel, MP3, WMA, recording and playback format, with earphone jack, built-in microphone, with USB cable, rechargeable batteries, instructional manual, carrying pouch, hand strap, earphone	unit	3												3	6,538.34	19,615.02
8. DOCUMENT CAMERA, w/ DVI port, four (4) reference points demarcate viewing area, 8 times, (Boost) consecutive zoom, PC and Doc Cam VS	unit													0	21,234.56	
9. ELECTRIC FAN, orbit type	unit													0	3,256.29	
10. ELECTRIC FAN, with stand	unit				4									4	952.62	3,770.48
11. ELECTRIC FAN, wall type	unit													0	820.21	
12. INDUSTRIAL FAN, 48" metal blade	unit													0	954.19	
13. FACSIMILE TRANSMITTER, uses thermal paper, 50mm/h, for documents 210mm x 460mm, 15 sec, transmission speed, running with 26lines, document feeder holds 10 pages, with automatic paper cutter, redial, and faxtel switchover	unit													0	3,757.91	
14. FIRE EXTINGUISHER, dry chemical, for ABC class, of fire, squeeze type, non-electrical conductor, non-toxic, non corrosive, 4.5kg (10 lbs), brand new	unit													0	1,489.82	
15. FIRE EXTINGUISHER, pure HCF, 12.5, with fire rating of A, ABC for ABC class of fire, squeeze type, non electrical conductor, 4.5kg (10 lbs), brand new	unit													0	3,914.81	
16. MEGAPHONE, portable sound system, all ABS resin body, 130mm length, 30mm diam, 46 watts/min, 300 meters/min, rechargeable, with built-in siren, red or blue color	unit													0	3,632.31	
17. MULTIMEDIA PROJECTOR, 3000 and lumens, 1000 hours lamp life, supports SVGA to SXGA, (compression) resolution	unit			3										3	21,121.60	63,364.80
18. PAPER TRIMMING MACHINE, 320MM cutting size, 30 sheets cutting cap, automatic clamping, stationary blade guard, Ag-A6 foreign indications	unit													0	9,326.20	
19. PAPER SHREDDER, 220mm feed opening, 6mm shred width, 0.6m/sec shred speed, 6-8 sheets performance, approx 1kg in weight	unit													0	3,791.60	
20. PRINTER, automatic data processing, impact, dot matrix, 9-pins, 136 columns, complete w/ ribbons, cables and manual	unit													0	17,555.20	
21. PRINTER, impact dot matrix, 9-pin, 80 columns, with ribbon, cables and manual, ribbons, cables and manual, LX 300+ II	unit													0	7,515.82	
22. PRINTER, laser, 10ppm printing speed, 1000 x 1000 dpi, with power cord, interface cable, software drivers and complete documentation	unit													0	4,234.22	
23. PRINTER, impact dot matrix, 24 pins, 136 columns, 400 cps print speed, parallel or USB interface, manual/tractor feeder paper handling, 100N/200N, with power cable, data cable, software driver (F.ara) manual and ribbon cartridge	unit													0	33,407.55	
24. PUNCHING/BINDING MACHINE, two(2) hand lever system, 30cm or 19" (14 holes) punching, width adjustable to any format, binds 4/5 sheets, or up to 2" thick, all metal construction	unit													0	10,920.90	
25. TABLE, monoblock, square, 36" x 36", white legs, four(4) casters, for indoor and outdoor use	unit													0	1,300.18	

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16. TIME RECORDER, (for attendance), electronic, style/compact design, large display, 3-color ribbon, with dot matrix printer, bell and buzzer, wall or desk mount, 220 volts	unit													0	4,376.61	-
21. WIRELESS N ROUTER, 300 MBPS, 2.4GHz Frequency Band, Standard IEEE 802.11G, IEEE 802.11n, IEEE 802.11u, IEEE 802.3, Microsoft Windows 2000/XP/Vista/XP SP2/7 System Requirements, FCC Class B, VCCI Certification, 4 x 10/100 ports, 1 x 10/100 WAN port, WPA, WPA2, NAT, SPI, VPN pass thru.	unit													0	1,095.01	-
HANDBOOKS ON PROCUREMENT																
HANDBOOK ON PUBLIC BIDDING DOCUMENTS,																
8-10" x 9", offset printing, one color print, laminated																
neomome cover, newspaper make pages, perfect binding for:																
a. Procurement of Goods & Services, 160-165 pages	piece													0	34.01	-
b. Procurement of Civil Works, 199-169 pages	piece													0	39.72	-
c. Procurement of Consulting Services, 199-169 pages	piece													0	33.59	-
d. Sample Forms, 8-10" x 9-1/2", 3/8 pages	piece													0	93.26	-
e. for LGU	piece													0	119.59	-
HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (3rd Edition), 8" x 9", 300 pages,																
HANDBOOK ON PUBLIC BIDDING CHECKLIST , 4" x 9", 70 pages	piece													0	14.26	-
HANDBOOK ON GENERIC PROCUREMENT	set													0	132.75	-
MANUAL (CPMF) A-4 size(210mm x 297mm),																
folded to 1/2 page laminated, one(1) set of four																
(4) volumes as follows:																
Volume I (163 pages) - white color																
Volume II (138 pages) - light blue color																
Volume III (124 pages) - light yellow color																
Volume IV (118 pages) - light green color																
B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																
Office Equipment and Accessories																
Bulletin Board(cork board 4'X3')with glass	piece			4										4	5,000.00	20,000.00
Customized courier table	piece			1										1	15,000.00	15,000.00
File(folder forms, leave passers)	piece			2										2	5,000.00	10,000.00
Desk tray(3 layers)	piece			6										6	500.00	3,000.00
Electric pot	unit		1											1	3,000.00	3,000.00
Floor mat	roll		3											3	3,500.00	10,500.00
T														0		
S														0		
P														0		
W														0		
Office Supplies																

Item & Specifications	Unit of Measure	Quantity Requirements												** PS Price Catalogue	TOTAL AMOUNT
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Date Prepared:

11/18/14

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 Certified Appropriate Funds Available:



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