

ANNUAL PROCUREMENT PLAN - FY2011 SUMMARY OF BUDGETARY REQUIREMENTS

Office: Department of the Interior and Local Government

Address: A. Francisco Gold Cond. II, EDSA cor. Mapagmahal St., Diliman, Quezon City

FORM	DESCRIPTION	(1)	(2)			(3)	(4)	TOTAL AMOUNT
		OSEC Proper & SERVICES <i>Regular Fund</i>	BUREAUS <i>Regular Fund Trust Fund Locally Funded</i>			SPL PROJ. <i>Trust Fund</i>	Patrol 117 <i>Locally Funded</i>	
A	PROCUREMENT SERVICE/DBM	2,254,111.40	1,156,792.00	212,760.20	-	258,673.93	213,252.10	4,095,589.63
B	INVENTORY ITEMS (from Suppliers/Contractors)	3,309,522.48	1,140,164.50	47,697.50	-	756,292.80	395,475.00	5,649,152.28
C	GOODS & SERVICES FOR PROGRAMMED PROJECT	4,027,688.00	3,896,628.00	4,050,170.00	1,368,000.00	144,000.00	-	13,486,486.00
Total Amount =		9,591,321.88	6,193,584.50	4,310,627.70	1,368,000.00	1,158,966.73	608,727.10	23,231,227.91
2C	Mandatory Services:							
	-Rental (Building)	49,606,542.72	-	-	-	-	458,589.12	50,065,131.84
	-Electricity and Water	17,000,000.00	-	-	-	-	203,160.00	17,203,160.00
	-Janitorial & Pest Control Services	9,138,878.28	-	-	-	-	87,440.88	9,226,319.16
	-TV/Cable Services	134,000.00	-	-	-	-	-	134,000.00
	-Repair/Service Maintenance of Airconditioning Units/ Equipment/Facilities in the AFGC II Bldg.	300,000.00	-	-	-	-	-	300,000.00
Total Amount =		76,179,421.00	-	-	-	-	749,190.00	76,928,611.00

Form A	Offices : OSEC/OUSECs/OASECs Services: FMS: OD/Accounting/Budget/Mangement/EDPS/Planning/Legal/IAS AS: OD/Personnel/CSD/Medical-Dental, GSD: OC & Motorpool Sec. Proc. Sec./BAC Sec't/Prop. Accounts Sec./Cash Sec./Auxilliary Sec. Bureaus: BLGD/BLGS/NBOO/OPA/OPDS Spl. Proj.: SLRF/WSSU Patrol 117 Development Office	GRAND TOTAL → 100,160,000.00
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Form B	Offices : OSEC/OUSECs/OASECs Services: FMS: OD/Accounting/Budget/Mangement/EDPS/Planning/Legal/IAS AS: OD/Personnel/CSD/Medical-Dental, GSD: OC & Motorpool Sec. Proc. Sec./BAC Sec't/Prop. Accounts Sec./Cash Sec./Auxilliary Sec. Bureaus: BLGD/BLGS/NBOO/OPA/OPDS Spl. Proj.: SLRF/WSSU Patrol 117 Development Office	
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Form C	Offices : OSEC/OUSECs/OASECs Services: FMS: OD/Accounting/Budget/Mangement/EDPS/Planning/Legal/IAS AS: OD/Personnel/CSD/Medical-Dental, GSD: OC & Motorpool Sec. Proc. Sec./BAC Sec't/Prop. Accounts Sec./Cash Sec./Auxilliary Sec. Bureaus : BLGD/BLGS/NBOO/OPA/OPDS Special Projects: SLRF/ WSSU	
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**ANNUAL PROCUREMENT PLAN
Year 2011
BREAKDOWN OF BUDGETARY REQUIREMENTS**

Office: Department of the Interior and Local Government

Address: A. Francisco Gold Cond. II, EDSA cor. Mapagmahal St., Diliman, Quezon City

FORM - A

DESCRIPTION	Mode of Procurement	OSEC Proper & SERVICES	BUREAUS			SPL PROJ.	PATROL 117	TOTAL
		Regular Fund	Regular Fund	Trust Fund	Locally funded	Trust Fund	Locally Funded	
1 COMMON OFFICE SUPPLIES		622,242.25	287,374.35	76,373.90	-			
2 COMMON OFFICE DEVICES	Procurement	23,059.55	5,702.05	1,442.65	-	50,753.65	44,737.35	1,081,481.50
3 COMMON OFFICE EQUIPMENT	Service/DBM	125,685.00	18,646.60	12,838.05	-	1,032.60	3,333.15	34,570.00
4 COMMON COMPUTER SUPPLIES		1,440,799.85	837,186.70	122,105.60	-	603.20	58,143.35	215,916.20
5 COMMON JANITORIAL SUPPLIES		18,497.60	87.40	-	-	206,153.38	106,823.40	2,713,068.93
6 COMMON ELECTRICAL SUPPLIES		23,827.15	7,794.90	-	-	131.10	174.80	18,890.90
							40.05	31,662.10
TOTAL		2,254,111.40	1,156,792.00	212,760.20	-	258,673.93	213,252.10	4,095,589.63

Offices: OSEC/OUSECs/OASEC
FMS: OD/Accounting/Budget/Management/EDPS/
Planning Service/Legal Service/IAS
AS : OD/Personnel/CSD/Medical-Dental
GSD: OC& Motorpool Sec./Proc. Sec./BAC
Sec'/Prop.Accounts Sec./Cash Sec./Aux. Sec.
Bureaus : BLGD/BLGS/NBOO/OPA/OPDS
Field Offices : Office of the Res.Auditor/Res. Ombudsman
Special Projects: SLRF/WSSU
Patrol 117 Development Office

Funds Provided:

ESTER A. ALDANA
ESTER A. ALDANA, CESO IV
Director, FMS

APPROVED :

JESSE M. ROBREDO
JESSE M. ROBREDO
Secretary



Republic of the Philippines
DEPARTMENT OF THE INTERIOR
AND LOCAL GOVERNMENT
IN REPLYING, PLS CITE:
SILG11-000942



**ANNUAL PROCUREMENT PLAN - FY2011
BREAKDOWN OF BUDGETARY REQUIREMENTS
(Inventory Items)**

Office: Department of the Interior and Local Government

FORM - B

Address: A. Francisco Gold Cond. II, EDSA cor. Mapagmahal St., Diliman, Quezon City

DESCRIPTION	Mode of Procurement	OSEC Proper & SERVICES	BUREAUS			SPL PROJ.	PATROL 117	TOTAL
		Regular Fund	Regular Fund	Trust Fund	Locally Funded	Trust Fund	Locally Funded	
1 PAPER PRODUCTS		296,886.00	56,553.00	14,330.00	-	74,938.00	59,050.00	501,757.00
2 OFFICE SUPPLIES/MATERIALS		349,227.50	56,834.50	6,862.50	-	82,889.00	11,271.00	507,084.50
3 OFFICE DEVICES		4,000.00	-	-	-	-	-	4,000.00
4 OFFICE EQUIPMENT		38,000.00	93,000.00	-	-	-	7,000.00	138,000.00
5 COMPUTER SUPPLIES & PERIPHERALS	<i>alternative mode:</i>	1,254,426.00	440,560.00	24,705.00	-	379,283.40	253,850.00	2,352,824.40
6 PRINTNG SUPPLIES	<i>shopping/</i>	23,350.00	5,900.00	-	-	7,000.00	12,600.00	48,850.00
7 ELECTRICAL SUPPLIES & ACCESSORIES	<i>direct contracting/</i>	16,840.00	1,400.00	1,800.00	-	1,100.00	900.00	22,040.00
8 VEHICLE TIRES AND BATTERIES	<i>negotiated proc.</i>	139,930.00	95,800.00	-	-	41,650.00	24,500.00	301,880.00
9 COPIER MACHINE CONSUMMABLES		913,898.00	258,117.00	-	-	167,722.40	26,304.00	1,366,041.40
10 CONSTRUCTION/HARDWARE MATERIALS		8,770.00	-	-	-	-	-	8,770.00
11 COMMUNICATION SUPPLIES		42,000.00	132,000.00	-	-	-	-	174,000.00
12 JANITORIAL SUPPLIES		-	-	-	-	1,710.00	-	1,710.00
13 AMMUNITIONS (REFILL)		16,200.00	-	-	-	-	-	16,200.00
14 FIRE FIGHTING EQUIPMENT		28,500.00	-	-	-	-	-	28,500.00
15 DENTAL SUPPLIES		89,848.50	-	-	-	-	-	89,848.50
16 MEDICAL SUPPLIES		12,554.00	-	-	-	-	-	12,554.00
17 MEDICINES		75,092.48	-	-	-	-	-	75,092.48
TOTAL		3,309,522.48	1,140,164.50	47,697.50	-	756,292.80	395,475.00	5,649,152.28

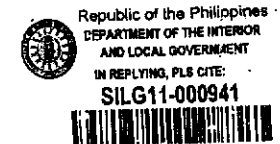
Offices: OSEC/OUSECs/OASEC
 FMS: OD/Accounting/Budget/Mangement/EDPS/
 Planning Service/Legal Service/IAS
 AS: OD/Personnel/CSD/Medical-Dental
 GSD: OC& Motorpool Sec./Proc. Sec./BAC
 Bureaus : Sec'y/Prop.Accounts Sec./Cash Sec./Aux.Sec.
 Field Offices : BLGD/BLGS/NBOC/OPA/OPDS
 Special Projects : Office of the Res.Auditor/Res. Ombudsman
 Patrol 117 Development Office

Funds Provided:

ESTER A. ALDANA
ESTER A. ALDANA, CESO IV
 Director, FMS

APPROVED :

JESSE M. ROBREDO
JESSE M. ROBREDO
 Secretary



**ANNUAL PROCUREMENT PLAN
Year 2011
BREAKDOWN OF BUDGETARY REQUIREMENTS
(Goods and Services for Programmed Projects)**

FORM - C

Office: Department of the Interior and Local Government

Address: A. Francisco Gold Cond. II, EDSA cor. Mapagmahal St., Diliman, Quezon City

DESCRIPTION	Mode of Procurement	OSEC Proper & SERVICES	BUREAUS			SPL PROJ.	Patrol 117	TOTAL
		Regular Fund	Regular Fund	Trust Fund	Locally Funded	Trust Fund	Locally Funded	
1 REPAIR/PARTS/SERVICE MAINTENANCE OF OFFICE VEHICLES/MOTORCYCLES		1,170,000.00	435,000.00	-	-	30,000.00	-	1,635,000.00
2 REPAIR/PARTS/SERVICE MAINTENANCE OF OFFICE EQUIPMENT		1,090,488.00	480,000.00	-	-	50,000.00	-	1,620,488.00
3 ADVERTISEMENT/SUBSCRIPTION	<i>alternative mode:</i>	25,000.00	198,000.00	50,000.00	-	-	-	273,000.00
4 BROADBAND SERVICES	<i>shopping/</i>	-	334,560.00	-	-	-	-	334,560.00
5 CONSULTANCY SERVICES	<i>direct contracting/</i>	-	264,000.00	600,000.00	-	-	-	864,000.00
6 FREIGHT SERVICES	<i>negotiated proc.</i>	-	21,000.00	-	-	-	-	21,000.00
7 INTERNET SERVICES		357,000.00	172,068.00	-	-	24,000.00	-	553,068.00
8 PRINTING SERVICES & REPRODUCTION		84,000.00	260,000.00	238,570.00	100,000.00	-	-	682,570.00
9 CABLING SERVICES (wiring & installation)		1,200.00	-	-	-	-	-	1,200.00
10 TRAINING/SEMINARS/WORKSHOPS/ OTHER RELATED ACTIVITIES		1,300,000.00	1,732,000.00	3,161,600.00	1,268,000.00	40,000.00	-	7,501,600.00
TOTAL		4,027,688.00	3,896,628.00	4,050,170.00	1,368,000.00	144,000.00	-	13,486,486.00

Offices: OSEC/OUSECs/OASEC
FMS: Accounting/Budget/Mangement/EDPS/
Planning Service/Legal Service/IAS
AS: OD/Personnel/CSD/Medical-Dental
GSD: OC & Motorpool Sec./Proc. Sec./BAC
Sec./Prop.Accounts Sec./Cash Sec./Aux.Sec.
Bureaus: BLGD/BLGS/NBOO/OPA/OPDS
Special Projects: SLRF/WSSU

Funds Provided:

ESTER A. ALDANA
ESTER A. ALDANA, CESO IV
Director, FMS

APPROVED:

Jesse M. Robredo
JESSE M. ROBREDO
Secretary



Republic of the Philippines
DEPARTMENT OF THE INTERIOR
AND LOCAL GOVERNMENT

IN REPLYING, PLS CITE:
SILG11-000539



ANNUAL PROCUREMENT PLAN
 Year 2011
 (Mandatory Services)

Description of Goods and Services	Mode of Procurement	Estimated Cost/		TOTAL AMOUNT	Pre-Procurement Conference	Advertisement	Eligibility Screening	Submission and Receipt of Bids	Bid Evaluation	Post-Qualification	Award of Contract
		Approved Budget for the Contract (ABC)									
		Regular Fund	Locally Funded								
1 RENTAL (Building)											
AFGCII	negotiated	49,203,342.72									
Motorpool	procurement	403,200.00									
Patrol 117			458,589.12	50,065,131.84							
2 ELECTRICITY AND WATER											
AFGCII & Motorpool	direct	17,000,000.00									
Patrol 117	contracting		203,160.00	17,203,160.00							
3 JANITORIAL/PEST CONTROL SERVICES											
OSEC		6,785,050.56									
BLGD	public	541,039.56									
BLGS	bidding	478,355.40									
NBOO	neg.	417,529.44									
OPA	Proc.	498,302.64									
OPDS	(Small Value)	418,600.68									
Patrol 117			87,440.88	9,226,319.16							
4 TV/CABLE SERVICES		134,000.00		134,000.00							
OSec/OUSeCs/ OPA	negotiated										
OASecs/HEA/COA/	procurement										
Visitors Lounge											
5 REPAIR/SERVICE/MAINTENANCE OF EQUIPMENT											
Airconditioning Units/Equipment/	shopping	300,000.00		300,000.00							
Facilities in AFGCII Bldg.											
GRAND TOTAL		76,179,421.00	749,190.00	76,928,611.00							

Recommending Approval:

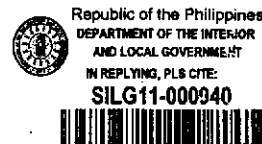
ATTY. JENA J. JAVAREZ
 OIC-Administrative Service

Funds Available:

ESTER A. ALDANA, CESO IV
 Director, FMS

APPROVED:

JESSE M. ROBREDO
 Secretary



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REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
Francisco Gold Condominium II
EDSA Cor. Mapagmahal St., Diliman
Quezon City

BIDS AND AWARDS COMMITTEE

**A RESOLUTION RECOMMENDING APPROVAL OF THE 2011 ANNUAL
PROCUREMENT PLAN OF THE DILG**

RESOLUTION NO. 03 (G) S. 2011
7

WHEREAS, pursuant to the provisions of Rule II Section 7 of the Implementing Rules and Regulations (IRR) of RA 9184 otherwise known as the Government Procurement Reform Act, all operating units of this Agency prepared their respective **Project Procurement Management Plan (PPMP)**, same were evaluated and reviewed by the Financial Management Service (FMS) and finally were consolidated into an **Annual Procurement Plan (APP)**;

WHEREAS, the proposed **DILG APP CY 2011** amounted to more or less **ONE HUNDRED MILLION PESOS (Php100,000,000.00)**, the breakdown of which is hereto attached;

WHEREAS, the Financial Management Service certified that the APP is in accordance with the approved budget of the agency;

WHEREAS, in the conduct of the regular office operations, there are unforeseeable materials, trainings, services and other requirements which are not included in the proposed APP, thus, updating, amendments and addenda to the APP shall be authorized;

WHEREAS, the Agency strictly adheres to the provision that all procurement shall be done thru Competitive Bidding, however, whenever justified by the conditions and whenever the circumstances warrant, the alternative modes of procurement may be resorted to provided that the most advantageous terms for the Department shall be obtained;

NOW THEREFORE, for and in consideration of the foregoing, the Bids and Awards Committee after discussion and deliberation, hereby **RESOLVE** as it is hereby **RESOLVED** to recommend to the Honorable Secretary or his authorized representative(s) the approval of the **2011 ANNUAL PROCUREMENT PLAN** of the Department.

Done this 21st day January 2011 at the DILG Central Office, Diliman, Quezon City

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APP

[Signature]

[Signature]

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J. Javarez
ATTY. JENA J. JAVAREZ
Member

M. Q. Gotis
DIR. MANUEL Q. GOTIS
Member

E. T. Nebres
MS. ESTELITA T. NEBRES
Member

A. Zamora
DIR. ARLENE O. ZAMORA
Member

J. M. Castañeda
DIR. JOHN M. CASTAÑEDA
Member

M. E. Bermudez
ATTY. MARINO E. BERMUDEZ
Vice Chairman

A. Panadero
USEC AUSTERE A. PANADERO
Chairman

APPROVED :

P. Francisco U. Dy
PHILIP FRANCISCO U. DY
Head Executive Assistant

= A RESOLUTION RECOMMENDING APPROVAL OF THE 2011 ANNUAL PROCUREMENT PLAN
OF THE DILG

ANNUAL PROCUREMENT PLAN -FY2011
 (Common Use Office Supplies/Materials/Equipment available at the Procurement Service/DBM)

FORM - A

Office: **Department of the Interior and Local Government**
 Region: **Central Office**
 Address: **A. Francisco Gold Condominium II, EDSA cor. Mapagmahal St., Diliman, Quezon City**

Contact Person: **ELNORA A. VELASCO**
 Position: **Head BAC Secretariat**
 Telephone/Fax No. **926-62-56**

Item No.	Stock No.	Articles & Specifications	Mode of Procurement	Unit	Price as of Apr.16,2010 PS/DBM PriceCatalogue	PROCUREMENT SCHEDULE				TOTAL	
						1st Quarter Qty	2nd Quarter Qty	3rd Quarter Qty	4th Quarter Qty	QTY	AMOUNT
<i>Common Office Supplies</i>											
1	7510-PH-060-001	ACETATE, gauge 0.075mm (#3) transparent, 1.20m(W), 50m(L)		roll	514.80	13	1	6	0	20	10,296.00
2	7510-PH-022-001	ALCOHOL, rubbing, 70% ethyl, 500ml (for Med-Dental & Cash Sec. only)		bottle	40.05	13	3	11	3	30	1,201.50
3	7510-XL-003-001	BLANK TAPE, for audio cassette recorder, 90 min. recording		piece	15.80	31	10	16	10	67	1,058.60
4	7510-XL-003-002	BLANK TAPE, for micro-cassette recorder, 60 min. recording, 3 pcs/pack		pack	91.50	1	6	6		13	1,189.50
5	7510-PH-006-001	CARTOLINA, 572mm x 724mm (22-1/2" x 28-1/2"), assorted colors, 20s/pack		pack	67.60	11		3	4	18	1,216.80
6	7510-PH-006-002	CARTOLINA, 572mm x 724mm (22-1/2" x 28-1/2"), white, 20 pcs/pack		pack	43.70	6		1	3	10	437.00
7	7510-PH-008-001	CLIP, bulldog, 76mm (3")	neg.	piece	6.85	389		357	10	756	5,178.60
8	7510-PH-008-002	CLIP, backfold, 25mm, 12 pcs/box	proc.	box	10.95	55		20	3	78	854.10
9	7510-PH-008-003	CLIP, backfold, 50mm, 12 pcs/box		box	38.50	91		14	53	158	6,083.00
10	7510-PH-008-004	CLIP, backfold, 19mm (3/4), 12 pcs/box		box	6.80	56		34	3	93	632.40
11	7510-PH-008-005	CLIP, backfold, 32mm (1-1/4, 12 pcs/box		box	15.45	60		50	3	113	1,745.85
12	7510-PH-009-006	COLUMNAR PAD, 14 columns, 55gsm		pad	44.40	5				5	222.00
13	7510-PH-010-001	COLUMNAR NOTEBOOK, 12 cols, lined & numbered pages, 55gsm, 50 leaves		piece	18.75	5				5	93.75
14	7510-XL-010-001	CORRECTION FLUID, water base, white opaque, 15ml		piece	11.75	263	12	191	16	482	5,663.50
15	7510-PH-058-001	DATA FILE BOX, w/closed ends& finger ring,127mm x 229mm x 400mm (5"x9"x15-3/4")		box	56.20	125		55	10	190	10,678.00
16	7510-PH-058-002	DATA FOLDER, 76mm x 229mm x 381mm (3" x 9" x 15")		piece	66.70	143		70	10	223	14,874.10
17	7510-PH-014-002	ENVELOPE, documentery, golden kraft, 150gsm, 254mm x 381mm (10"x15"), 500s/box		box	590.75	12	1	5	1	19	11,224.25
18	7510-PH-014-003	ENVELOPE, expanding, kraft board, 0.38mm (thick), legal size, 100s/bx		box	496.30	17	2	10	3	32	15,881.60
19	7510-PH-014-004	ENVELOPE, mailing,white,premium grade,bond,105mm x 241mm (4-1/8"x9-1/2"),500s/box		box	145.85	41	50	13	2	106	15,460.10
20	7510-PH-014-005	ENVELOPE, mailing,white,w/ window,PG,bond,105mm x 241mm,70gsm (4"x9-1/2"),500s/bx		box	239.20	3		2		5	1,196.00
21	7510-PH-014-006	ENVELOPE, pay kraft, 102mm x 191mm (4" x 7-1/2"), 500s/box		box	118.60	10				10	1,186.00
22	7510-PH-014-007	ENVELOPE, expanding, plastic, w/ rubber strap, legal size, assorted colors		piece	54.10	109	7	17		133	7,195.30
23	7510-PH-014-008	ENVELOPE, documentary, kraft, 229mm x 324mm (A4), 150gsm, 500s/box		box	505.45	5	1		1	7	3,538.15
24	7510-PH-015-001	ERASER, blackboard/whiteboard, felt, 19mm (3/4") thick, 12mm(L), 42mm(W)		piece	7.50	9		2		11	82.50
25	7510-PH-016-001	ERASER, rubber, soft, pencil/draft writing, approx. 60mm x 20mm x 10mm		piece	3.60	54	2	21	3	80	288.00
26	7510-PH-017-001	FASTENER, for paper, metal,non-corrosive,non-sharp edges, 25mm/70mm, 50 sets/box		box	82.90	136	12	72	19	239	19,813.10
27	7510-XL-066-002	FILE ORGANIZER, expanding,plastic,w/12pockets& index tabs,legal size,assorted colors		piece	82.15	48			5	53	4,353.95
28	7510-PH-018-002	FOLDER, pressboard, plain, legal size, 100s/box		box	625.35	34		20	2	56	35,019.60
29	7510-PH-018-003	FOLDER, file, tagboard equiv. 14 pts, legal size, 100s/pack		pack	205.80	47	12	35	10	104	21,403.20
30	7510-PH-018-009	FOLDER, file, tagboard equiv. 14 pts, A4 size, 100s/pack		pack	181.00	15		11		26	4,706.00
31	7510-PH-018-008	FOLDER, morocco/fancy, w/plastic grip, legal size, assorted colors, 50s/pack		pack	186.70	30	3	24	2	59	11,015.30

Item No.	Stock No.	Articles & Specifications	Mode of Procurement	Unit	Price as of Apr.16,2010 PS/DBM PriceCatalogue	PROCUREMENT SCHEDULE				TOTAL	
						1st Quarter Qty	2nd Quarter Qty	3rd Quarter Qty	4th Quarter Qty	QTY	AMOUNT
32	7510-PH-018-010	FOLDER, fancy, 0.24mm, 240mm x 320mm, (A4), assorted colors, 50s/bundle		bundle	164.15	4		2		6	984.90
33	7510-PH-018-011	FOLDER, clear plastic, L-type, 210mm x 297mm, (8-1/4"x11-3/4"), A4, 50s/pack		pack	195.75	12	1	7	1	21	4,110.75
34	7510-PH-018-012	FOLDER, clear plastic, L-type, 235mm x 346mm, legal size, 50s/pk		pack	188.25	7	1	2	1	11	2,070.75
35	7510-XL-055-001	GLUE, all purpose, in jar with applicator, min. of 300 grams		piece	46.70	122	7	84	6	219	10,227.30
36	7510-XL-019-001	ILLUSTRATION BOARD, double face, 762mm x 1016mm, (30"x40"), 2 ply		piece	29.05	16	3	16		35	1,016.75
37	7510-PH-020-002	INDEX CARD, ruled both sides, 76mm x 127mm (3" x 5"), 500s/pk		pack	42.60	2	1	2	2	7	298.20
38	7510-PH-020-004	INDEX CARD, ruled both sides, 127mm x 203mm (5" x 8"), 500s/pk		pack	95.50	4	2	2	2	10	955.00
39	7510-PH-021-001	INDEX CARD BOX, 76mm x 127mm (3" x 5"), assorted colors		box	41.50	1		1		2	83.00
40	7510-PH-021-002	INDEX CARD BOX, imported imittin cover, size 5-3/8" x 8-7/8" x 6"		box	48.90	4		2		6	293.40
41	7510-PH-023-001	INDEX TAB, transparent, self-adhesive, assorted colors, 5 sets/box		box	47.40	48	15	24	16	103	4,882.20
42	7510-PH-033-001	LEAD, for mechanical pencil, 0.5mm, 12pcs/tube		tube	8.50	11		8		19	161.50
43	7510-PH-026-001	LOOSELEAF COVER, w/ paper cloth strap, 216mm x 356mm (8-1/2"x14"), 50s/pk		pack	379.10	13		10		23	8,719.30
44	7510-PH-027-002	MAGAZINE FILE BOX, medium, 114mmx203mmx241mm (4-1/2"x8"x9-1/2"), assrtd colors		piece	29.10	21		6		27	785.70
45	7510-PH-027-003	MAGAZINE FILE BOX, large, 114mmx229mmx267mm (4-1/2"x8"x10-1/2"), assrtd colors	neg.	piece	51.95	24		12		36	1,870.20
46	7510-PH-071-001	MAP PIN, round head, 9.5mm (dia.), assorted colors, 100s/case	proc.	case	31.20	20		7	1	28	873.60
47	7510-PH-028-001	MARKER, flourescent, assorted colors, 3 colors/set		set	63.15	101	35	75	31	242	15,282.30
48	7510-PH-028-002	MARKING PEN, for white board, felt tip, bullet tip, non-toxic, black		piece	15.40	170	37	136	81	424	6,529.60
49	7510-PH-028-003	MARKING PEN, for white board, felt tip, bullet tip, non-toxic, blue		piece	15.40	140	47	119	54	360	5,544.00
50	7510-PH-028-004	MARKING PEN, for white board, felt tip, bullet tip, non-toxic, red		piece	15.40	76	19	56	16	167	2,571.80
51	7510-PH-028-005	MARKING PEN, permanent, bullet tip, non-toxic, black		piece	17.70	259	48	211	17	535	9,469.50
52	7510-PH-028-006	MARKING PEN, permanent, bullet tip, non-toxic, blue		piece	17.70	212	25	190	15	442	7,823.40
53	7510-PH-028-007	MARKING PEN, permanent, bullet tip, non-toxic, red		piece	17.70	94	22	101	15	232	4,106.40
54	7510-PH-028-008	MARKING PEN, for transparency film, fine point, 6 colors/set		set	84.25	21	9	15	4	49	4,128.25
55	7510-PH-030-001	NOTEBOOK, stenographer's, GSP bond, 40 leaves, ruled, spiral, 55gsm		piece	7.80	288	43	129	52	512	3,993.60
56	7510-XL-061-001	NOTEPAD, 76mm x 76mm (3" x 3")		pad	28.60	110	10	67	11	198	5,662.80
57	7510-XL-061-002	NOTEPAD, 75mm x 102mm (3" x 4")		pad	46.55	96	16	49	17	178	8,285.90
58	7510-XL-061-003	NOTEPAD, 51mm x 51mm (2" x 2"), 400 sheets/pad, assorted colors		pad	101.70	40	3	24	3	70	7,119.00
59	7510-XL-061-005	NOTEPAD, 51mm x 76mm (2" x 3"), 100 sheets/pad, assorted colors		pad	17.15	45		12	2	59	1,011.85
60	7510-PH-056-001	OIL, for general purpose, 120ml		piece	21.75	20		6		26	565.50
61	7510-PH-031-001	PAPER, bond, premium grade, 210mm x 297mm, (A4), 70gsm		ream	125.85	216	20	103	45	384	48,326.40
62	7510-PH-031-012	PAPER, bond, premium grade, 216mm x 330mm, legal (8-1/2"x13"), 70gsm		ream	152.90	248	45	164	72	529	80,884.10
63	7510-PH-031-002	PAPER, mimeo, groundwood, 210mm x 297mm, (A4), 60gsm		ream	84.05	5				5	420.25
64	7510-PH-031-003	PAPER, mimeo, whitewove, 210mm x 297mm, (A4), 70gsm		ream	132.85	8		8		16	2,125.60
65	7510-PH-031-014	PAPER, mimeo, whitewove, 216mm x 330mm, legal (8-1/2"x13"), 70gsm		ream	136.00	8		8		16	2,176.00
66	7510-PH-031-005	PAPER, for PPC, 210mm x 297mm, (A4), 70gsm		ream	124.80	448	85	293	94	920	114,816.00
67	7510-PH-031-016	PAPER, for PPC, 216mm x 330mm, legal (8-1/2"x13"), 70gsm		ream	159.15	700	195	522	150	1567	249,388.05
68	7510-PH-031-007	PAPER, ruled pad, 216mm x 330mm, 100 sheets		pad	18.55	96	25	46	0	167	3,097.85
69	7510-PH-031-008	PAPER, thermal, 210mm x 30M, 12mm, 1/2" core		roll	33.05	34	18	31	15	98	3,238.90
70	7510-PH-031-010	PAPER, thermal, 216mm x 30M, 12mm, 1/2" core		roll	33.60	154	67	96	95	412	13,843.20
71	7510-PH-031-011	PAPER, multi-copy, 210mm x 298mm, for laser printer, litho printing, (A4), 80gsm		ream	160.20	21	10	10	15	56	8,971.20

Item No.	Stock No.	Articles & Specifications	Mode of Procurement	Unit	Price as of Apr.16,2010 PS/DBM PriceCatalogue	PROCUREMENT SCHEDULE				TOTAL	
						1st Quarter Qty	2nd Quarter Qty	3rd Quarter Qty	4th Quarter Qty	QTY	AMOUNT
72	7510-PH-031-017	PAPER, multi-copy, 216mm x 330mm, for laser printer, litho printing, (8-1/2"x13"), 80gsm		ream	227.85	20	10	10	15	55	12,531.75
73	7510-PH-068-001	PARCHMENT PAPER, 297mm x 210mm, multi-purpose, fine, translucent, (A4), 80gsm, 100s/pk		pack	140.40	14	3	4	10	31	4,352.40
74	7510-PH-008-006	PAPER CLIP, gem type, jumbo, vinyl/plastic coated, 50mm long, 100s/box or 146g/box		box	16.55	143	19	99	14	275	4,551.25
75	7510-PH-008-007	PAPER CLIP, gem type, vinyl/plastic coated, 33mm, assorted colors, 100s/box		box	4.40	325	87	220	55	687	3,022.80
76	7510-PH-032-001	PASTE, solid, with water well and applicator, 200 gms		piece	18.70	87	5	37	12	141	2,636.70
77	7510-PH-033-002	PENCIL, lead, with eraser, medium size		dozen	24.75	35	12	17		64	1,584.00
78	7510-PH-033-003	PENCIL, mechanical, push type, for 0.5mm lead		piece	16.55	12				12	198.60
79	7510-PH-070-001	PUSH PIN, flat head, assorted colors, 100s/box		box	22.40	22		10		32	716.80
80	7510-PH-034-001	RECORD BOOK, 300 pages, 215mm x 275mm, 55gsm, Smythe sewn, with "ORB" printing		piece	55.00	122	15	45	13	195	10,725.00
81	7510-PH-034-002	RECORD BOOK, 500 pages, 215mm x 275mm, 55gsm, Smythe sewn, with "ORB" printing		piece	93.60	110	8	38	11	167	15,631.20
82	7510-XL-070-001	RING BINDER, plastic, 12.52mm x 1.12M, 80 rings, 0.40mm (thick), assorted colors		piece	4.45	85	62	3	50	200	890.00
83	7510-XL-070-002	RING BINDER, plastic, 19mm x 1.12M, 80 rings, 0.55mm (thick), assorted colors		piece	8.30	80	25	3		108	896.40
84	7510-XL-070-003	RING BINDER, plastic, 24mm x 1.12M, 80 rings, 0.55mm (thick), assorted colors	neg.	piece	12.40	130	25	53		208	2,579.20
85	7510-XL-070-004	RING BINDER, plastic, 50mm x 1.12M, 80 rings, 0.65mm (thick), assorted colors	proc.	piece	33.05	95		53		148	4,891.40
86	7510-PH-057-001	RUBBER BAND, #18, transparent, approx. 445g/box		box	99.10	39	4	20	2	65	6,441.50
87	7510-PH-036-001	RULER, plastic, 304.8mm (12"), non-rigid, transparent		piece	4.05	78		5		83	336.15
88	7510-PH-036-002	RULER, plastic, 457mm (18"), non-rigid, transparent		piece	23.80	24		2		26	618.80
89	7510-XL-038-001	SIGN PEN, high tech pen, black		piece	36.30	448	82	296	117	943	34,230.90
90	7510-XL-038-002	SIGN PEN, high tech pen, blue		piece	36.30	293	73	184	83	633	22,977.90
91	7510-XL-038-003	SIGN PEN, high tech pen, red		piece	36.30	120	6	87	10	223	8,094.90
92	7510-PH-069-001	STAMP PAD INK, violet, 50ml, with applicator		bottle	22.25	34		5		39	867.75
93	7510-PH-040-001	STAMP PAD, felt pad, 70mm x 100mm		piece	21.15	10		1		11	232.65
94	7510-PH-042-001	STAPLE WIRE, standard, #35, 5000s/box		box	35.25	237	50	109	71	467	16,461.75
95	7510-PH-047-001	TAPE, masking, 24mm (1") width, usable length of 50m		roll	36.10	236	26	165	32	459	16,569.90
96	7510-PH-047-002	TAPE, masking, 48mm (2") width, usable length of 50m		roll	72.00	144	24	82	42	292	21,024.00
97	7510-PH-047-003	TAPE, transparent, 24mm (1") width, usable length of 50m		roll	14.50	272	34	157	57	520	7,540.00
98	7510-PH-047-004	TAPE, transparent, 48mm (2") width, usable length of 50m		roll	14.35	85	18	57	23	183	2,626.05
99	7510-PH-047-005	TAPE, packaging, 48mm (2") width, usable length of 50m		roll	15.40	150	28	98	40	316	4,866.40
100	7510-PH-051-001	TRANSPARENCY FILM, for OHP/PPC, 210mm x 297mm (A4), 100s/box		box	207.00	4	10	2		16	3,312.00
101	7510-PH-052-001	TWINE, plastic, one kilo per roll		roll	47.85	57	6	28	8	99	4,737.15
102	7510-PH-054-001	WRAPPING PAPER, kraft, 65gsm, 910 width, approx. 40M (3kgs)		roll	88.40	23	4	16	6	49	4,331.60
Common Office Devices											
1	7520-XL-001-001	CUTTER BLADE, for heavy duty cutter, L500, 10 pcs/pack		pack	7.55	51	6	7	8	72	543.60
2	7520-XL-002-001	CUTTER, for general purpose, heavy duty, plastic moulded body,		piece	25.00	78		7	8	93	2,325.00
3	7520-XL-003-001	PUNCHER, heavy duty, 35 min. punching cap., w/2 hole guide, 6.5mm dia. hole	neg.	piece	93.50	36	6		3	45	4,207.50
4	7520-PH-009-001	SCISSOR, size 15cm (6")	proc.	pair	12.15	102	3	5	15	125	1,518.75
5	7520-XL-005-001	SHARPENER, manual, mountable type, single cutterhead, one hole guide		piece	158.00	12	3		1	16	2,528.00
6	7520-XL-011-001	DATING & STAMPING MACHINE, self-inking, mech. w/ removable/refillable ink pad, hvy duty		piece	494.00	2	1		1	4	1,976.00
7	7520-XL-006-001	STAPLER, standard type		piece	251.90	62		8	5	75	18,892.50

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						1st Quarter Qty	2nd Quarter Qty	3rd Quarter Qty	4th Quarter Qty	QTY	AMOUNT
8	7520-PH-041-001	STAPLE REMOVER, twin jaws		piece	6.25	105	6	12		123	768.75
9	7520-XL-008-001	TAPE DISPENSER, heavy duty, for 24mm (1") width, transparent tape		piece	44.20	13	10	7	10	40	1,768.00
10	7520-PH-010-001	WASTE BASKET, non-rigid plastic, square/oval/round shape, assorted colors		piece	29.15	28		2		30	874.50
Common Office Equipment											
1	7310-46-004-6940	AIRPOT, w/ dispenser, electronic, 3.5 to 4.0 liters cap., w/auto boiling indicator, 220V		unit	1,073.15	10	1	2		13	13,950.95
2	6110-46-004-6768	AUTOMATIC VOLTAGE REGULATOR (AVR) 500 wats		unit	699.95	20	3	3		26	18,198.70
3	7110-46-004-6680	FILING CABINET, steel, plain finish, 4drawers, w/8ball bearing rollers, B&Dgage24, R&Fgage20		unit	8,122.40	4				4	32,489.60
4	7110-46-004-6682	FILING CABINET, steel, plain finish, 4drawers, w/8ball bearing rollers, B&Dgage20, R&Fgage18		unit	9,172.80	2		1		3	27,518.40
5	7420-46-004-6782	CALCULATOR, (c) Scientific, 10digits, dot matrix display, 2way ps, pocket size w/ case	neg.	unit	326.60	18	3	4	3	28	9,144.80
6	7420-46-004-7684	CALCULATOR, (d) Desktop, compact elect., LCD display, 12 digits, 2 way power source	proc.	unit	150.80	20				20	3,016.00
7	4140-46-004-6768	ELECTRIC FAN, heavy duty, w/ stand, 405mm (16") plastic blade, 3speed button switch, 220V		unit	936.00	7				7	6,552.00
8	3610-46-004-6801	FACSIMILE TRANSCIEVER, uses thermal paper (1/2" core) for 216mm x 600mm docs.		unit	4,095.55	5	1		1	7	28,668.85
9	3610-46-004-6802	PAPER TRIMMER/CUTTING MACHINE, table top, guillotine type, 400mmX300mm base size		unit	8,840.00	0				0	-
10	3610-46-004-6799	PAPER SHREDDER, cuts 6 to 8 sheets for 70gsm paper, also shreds paper clips & staples		unit	6,426.20	1				1	6,426.20
11	7025-46-004-6936	PRINTER, laser, 20ppm printing speed, 1200 x 1200 dpi, w/ power cord, interface cable . . .		unit	4,482.40	1				1	4,482.40
12	7450-46-004-6774	RADIO CASSETTE RECORDER, 2.0W, AM/FM tuner, AC/DC, full auto shut-off, 220V		unit	2,604.05	2				2	5,208.10
13	3610-46-004-6770	UNINTERRUPTIBLE POWER SUPPLY (UPS), 520-600 VA		unit	1,401.40	32	2	6	3	43	60,260.20
Common Computer Supplies											
1	7045-PH-003-001	CONTINOUS FORMS, 1ply, 280mm x 241mm (11"x9-1/2"), plain, 70gsm, 2000s/bx		box	606.35	12	1	11		24	14,552.40
2	7045-XL-016-001	COMPACT DISK CASE, w/ 25indv. plastic sleeves, for 50CDs, plastic polyethylene case		piece	58.25	2				2	116.50
3	7045-XL-005-001	CD DRIVE CLEANER, multi-media lens cleaner, for CD/DVD, CD-RW, dry system		piece	64.25	6			2	8	514.00
4	7045-XL-009-001	COMPACT DISK RECORDABLE, 700MB, 80 min. rec. time, 1 x 52 min. speed		piece	10.30	119	116	76	136	447	4,604.10
5	7045-PH-009-002	COMPACT DISK REWRITABLE, 700MB, 80min.cap., compatible w/4x-12x CDdrivers		piece	20.50	475	435	52	20	982	20,131.00
6	7045-PH-008-001	DVD RECORDABLE, 16 x speed, 4.7GB, 120 min. rec. time, individual casing		piece	16.10	380	125	215	105	825	13,282.50
7	7045-PH-008-002	DVD REWRITABLE, 4x speed, 4.7GB, individual casing		piece	25.90	370	110	265	65	810	20,979.00
8	7045-XL-015-002	FLASH DRIVE, 2GB, USB 2.0 plug & play, w/ light indicator	neg.	piece	304.55	14		5	3	22	6,700.10
9	7045-XL-015-005	FLASH DRIVE, 4GB, USB 2.0 plug & play, w/ built-in USB interface cover	proc.	piece	478.40	121	8	18	2	149	71,281.60
10	7045-XL-010-003	INK CARTRIDGE, HP No. 51645A, (HP 45), original, black		piece	1,306.25	90	13	87	8	198	258,637.50
11	7045-XL-010-004	INK CARTRIDGE, HP No. C6615A, (HP 15), original, black		piece	1,234.50	52	11	30	5	98	120,981.00
12	7045-XL-010-005	INK CARTRIDGE, HP No. C1823A, (HP 23), original, tri-color		piece	1,598.60	12		9		21	33,570.60
13	7045-XL-010-006	INK CARTRIDGE, HP No. C6625A, (HP 17), original, tri-color		piece	1,342.65	19	1	13	1	34	45,650.10
14	7045-XL-010-007	INK CARTRIDGE, HP No. C6578A/D, (HP 78), original, tri-color		piece	1,451.85	76	13	71	11	171	248,266.35
15	7045-XL-010-016	INK CARTRIDGE, HP No. C8727A, (HP 27), original, black		piece	797.70	58	24	41	11	134	106,891.80
16	7045-XL-010-017	INK CARTRIDGE, HP No. C8728A, (HP 28), original, colored		piece	937.05	44	19	36	8	107	100,264.35
17	7045-XL-010-018	INK CARTRIDGE, HP No. C6656A, (HP 56), original, black		piece	870.50	5	5	5		15	13,057.50
18	7045-XL-010-019	INK CARTRIDGE, HP No. C6657A, (HP 57), original, tri-color		piece	1,451.85	4	3	3		10	14,518.50
19	7045-XL-010-020	INK CARTRIDGE, HP No. C9351A/C9321A, (HP21), HP D2460/3920/3940, original, black		piece	659.40	59	21	59	21	160	105,504.00
20	7045-XL-010-021	INK CARTRIDGE, HP No. C9352A/C9322A, (HP22), HPD2460/3920/3940, original, colored		piece	760.25	45	9	45	9	108	82,107.00
21	7045-XL-010-022	INK CARTRIDGE, HP No. C8765WA, (HP 94) original, black		piece	879.85	7		6		13	11,438.05

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						1st Quarter Qty	2nd Quarter Qty	3rd Quarter Qty	4th Quarter Qty	QTY	AMOUNT
22	7045-XL-010-048	INK CARTRIDGE, HP No. C8766WA, (HP 95), original, tri-color		piece	1,055.60	3		3		6	6,333.60
23	7045-XL-010-049	INK CARTRIDGE, HP No. C9361WA, (HP 93), original, tri-color		piece	844.50	5		5		10	8,445.00
24	7045-XL-010-050	INK CARTRIDGE, HP No. C9362WA, (HP 92), original, black		piece	631.30	6		6		12	7,575.60
25	7045-XL-010-046	INK CARTRIDGE, Lexmark, No. 27 (10NO227), original, colored		piece	1,102.40	151	34	111	36	332	365,996.80
26	7045-XL-010-047	INK CARTRIDGE, Lexmark, No. 17 (10NO217), original, black		piece	975.55	221	61	146	48	476	464,361.80
27	7045-XL-014-001	MOUSE, PS/2 type, with mouse pad, 2 button + 1 scroll		piece	127.95	34		10	2	46	5,885.70
28	7045-XL-011-001	TONER CARTRIDGE, HP No.C3906A/F(HP Printer 5L/6L/3100/3250),original,black		piece	2,963.00	7	2	6	3	18	53,334.00
29	7045-XL-011-003	TONER CARTRIDGE, HP No.C4092A, (HP Printer 1100/3200), original, black		piece	2,575.05	13	1	12	2	28	72,101.40
30	7045-XL-011-006	TONER CARTRIDGE, HP No.C7115A, (HP Printer 3300/3380), original, black		piece	2,680.10	8		8	1	17	45,561.70
31	7045-XL-011-011	TONER CARTRIDGE, HP Q2612A, (HP Printer 1010 to 223015 to 55), original,black	neg.	piece	3,044.10	33	4	27	2	66	200,910.60
32	7045-XL-011-012	TONER CARTRIDGE, HP Q5942A, (HP Printer 4250/4350), original, black	proc.	piece	6,485.45	2			2	4	25,941.80
33	7045-XL-011-041	TONER CARTRIDGE, HP Q5949A, (HP Printer 1160/1320), original, black		piece	3,110.65	8		5	2	15	46,659.75
34	7045-XL-011-043	TONER CARTRIDGE, HP Q7553A, (HP Printer 2014/2015), original, black		piece	3,506.90	10		10		20	70,138.00
35	7045-XL-011-044	TONER CARTRIDGE, ML 2010D3 (Samsung Printer ML 2571N)		piece	3,016.00	3				3	9,048.00
36	7045-XL-002-001	RIBBON, for Epson FX 100/105/1000/1050/1170, RN 8755		piece	84.80	3				3	254.40
37	7045-XL-002-002	RIBBON, for Epson LX300 / FX80, RN 8750		piece	76.75	12	2	2	5	21	1,611.75
38	7045-XL-002-004	RIBBON, for Epson LQ -2070/2080/FX-2180, RN SO 15083/15086		piece	724.90	4	4	4	4	16	11,598.40
39	7045-XL-002-005	RIBBON, for Epson FX 2190/2175, RN SO 15327		piece	334.90	62		60	2	124	41,527.60
Common Janitorial Supplies											
1	7930-PH-025-001	INSECTICIDE, aerosol type, 420g/can (for Auxilliary Section only)	neg. proc.	can	142.50	15				15	2,137.50
2	7930-PH-008-001	RAG, Cotton, approx. 203mm (8")		kilo	43.70	24		4	2	30	1,311.00
Common Electrical Supplies/Accessories											
1	6250-PH-004-001	BALLAST, for flourescent lamp, 220V, 60Hz, 18/20W, pre-heat, normal power factor		piece	67.30	20				20	1,346.00
2	5975-PH-001-001	BATTERY, size AA, alkaline, 2 pcs/packet		packet	15.40	240	21	167	30	458	7,053.20
3	5975-PH-001-002	BATTERY, size AAA, alkaline, 2 pcs/packet	neg.	packet	18.40	86	17	50	11	164	3,017.60
4	5975-PH-001-004	BATTERY, size D, alkaline, 2 pcs/packet	proc.	packet	70.75	14				14	990.50
5	6210-PH-001-001	FLOURESCENT LIGHTING FIXTURE, 1 x 18/20W, closed type housing, . . .		set	332.55	5				5	1,662.75
6	6240-PH-002-003	FLOURESCENT TUBE, 36W, 220V		piece	32.15	160	10	60	110	340	10,931.00
7	6240-PH-004-001	FOMPACT FLOURESCENT LIGHT(CFL),17W,energy saving,6000 hrs,220-240V		piece	109.75	15			15	30	3,292.50
8	6250-PH-002-001	STARTER, for flourescent lamp, 4-40W, 220-240V		piece	5.10	40		30	100	170	867.00
9	6250-PH-003-001	TAPE, electrical, 19mm x 16M, assorted colors		roll	13.35	48			105	153	2,042.55

Total Amount = 4,095,589.63

ANNUAL PROCUREMENT PLAN - FY 2011
(Inventory Items to be procured from the Suppliers/Contractors)

FORM - B

Office: **DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**
Region: Central Office
Address: A. Francisco Gold Cond. II, EDSA cor. Mapagmahal St., Diliman, Q. C.

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Item No.	Stock No.	Items & Specifications	Procurement Method	Unit	Price as of Oct. 2009	PROCUREMENT SCHEDULE				TOTAL	
						1st Qtr Qty	2nd Qtr Qty	3rd Qtr Qty	4th Qtr Qty	QTY	AMOUNT
		Paper Products		sets	27.00	5		2		7	189.00
1	-	Alphabetical Guide, Bristol, 5" x 8"		reams	190.00	9		7		16	3,040.00
2	-	Board, Bristol, A-4, white, 250s/rm.		reams	220.00	17	3	12	2	34	7,480.00
3	-	Board, Bristol, A-4, assorted colors, 250s/rm.		reams	250.00	3		3		6	1,500.00
4	-	Board, Bristol, 10 x 14, white, 250s/rm.		reams	275.00	3		2		5	1,375.00
5	-	Board, Bristol, 10 x 14, assorted colors, 250s/rm.		reams	180.00	10		8		18	3,240.00
6	-	Board, Bristol, 8-1/2 x 11, white, 250s/rm.		reams	210.00	5	2	2		9	1,890.00
7	-	Board, Bristol, 8-1/2 x 11, assorted colors, 250s/rm.		reams	220.00	6		4		10	2,200.00
8	-	Board, Bristol, 8-1/2 x 13, white, 250s/rm.		reams	280.00	8	5	3	2	18	5,040.00
9	-	Board, Bristol, 8-1/2 x 13, assorted colors, 250s/rm.		reams	300.00	7	5	6		18	5,400.00
10	-	Board, Morocco, A-4, white		reams	300.00	11	6	8	1	26	7,800.00
11	-	Board, Morocco, A-4, assorted colors		reams	250.00	6		1		7	1,750.00
12	-	Board, Morocco, 8-1/2 x 11, white		reams	250.00	10	5	5		20	5,000.00
13	-	Board, Morocco, 8-1/2 x 11, assorted colors	shop-png	reams	360.00	9		3	2	14	5,040.00
14	-	Board, Morocco, 8-1/2 x 13, white		reams	360.00	10	2	7	2	21	7,560.00
15	-	Board, Morocco, 8-1/2 x 13, assorted colors		packs	4.00	650		12		662	2,648.00
16	-	Board, Specialty, 8-1/2 x 11", natural white/pale cream		packs	4.00	450		12		462	1,848.00
17	-	Board, Specialty, 8-1/2 x 13", natural white/pale cream		reams	900.00	6		6		12	10,800.00
18	-	Board, divider, with tab ear, multi-color, A4. 250s/rm		packs	250.00	10	2	6	2	20	5,000.00
19	-	Folder, File, tagboard, 14 pts., for letter size papers, 100s/pack		pieces	22.00	168		100		268	5,896.00
20	-	Folder, File, clear plastic front with side fastener, A4		pieces	25.00	123		50		173	4,325.00
21	-	Folder, File, clear plastic front with side fastener, 8-1/2" x 13"		packs	300.00	16	6	3	2	27	8,100.00
22	-	Folder, Morocco, with plastic grip, for letter size papers, 50s/pack		pieces	12.00	505		50		555	6,660.00
23	-	Folder, Pressboard, plain, w/ metal tab, legal size		pieces	25.00	379	20	269		668	16,700.00
24	-	Folder, Pressboard, plain, green cloth, alternate cut, L&R, legal size		pieces	25.00	232	12	15		259	6,475.00
25	-	Folder, Transparent, w/ inside pocket (both sides), assorted colors		reams	135.00	132	55	118		305	41,175.00
26	-	Paper, Bond, premium grade, S-20, 8-1/2" x 11", 80gsm		reams	130.00	635	150	549	105	1439	187,070.00
27	-	Paper, Copy, S-20, 8-1/2 x 11, 80gsm		reams	150.00	20		15		35	5,250.00
28	-	Paper, Copy, A4. 80gsm		reams	161.00	30		40		70	11,270.00
29	-	Paper, Copy, A4. 80gsm, white		reams	155.00	146	60	65	85	356	55,180.00
30	-	Paper, Copy, S-20, A4, assorted colors, 80gsm		reams	175.00	119	50	25	50	244	42,700.00
31	-	Paper, Copy, S-20, 8-1/2 x 13", assorted colors, 80gsm		reams	175.00	119	50	25	50	244	42,700.00
32	-	Paper, Divider, classic, colored, 10 sets/5 positions, A4		packs	125.00	35	5	35	5	80	10,000.00

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						1st Qtr Qty	2nd Qtr Qty	3rd Qtr Qty	4th Qtr Qty	QTY	AMOUNT
33	-	Paper, Divider, classic, colored, 10 sets/5 positions, 8-1/2" x 13"		packs	135.00	14	7	8	7	36	4,860.00
34	-	Board, divider, with tab ear, multi-color, A4, 250s/rm		reams	900.00	6		6		12	10,800.00
35	-	Paper, Divider, with tab ear, multi-color, 8-12" X 13"		pack	175.00	1				1	175.00
36	-	Paper, Divider, with tab/ear, multi-color, 8-1/2" x 13", 250s/rm		reams	650.00	3				3	1,950.00
37	-	Paper, Multi-purpose, asstd flourescent color (7colors), A4, 100s/rm	shop-	reams	275.00	6		6		12	3,300.00
38	-	Paper, Onion Skin, superfine, 210mm x 297mm (A4	ping	reams	120.00	20	2	0		22	2,640.00
39	-	Paper, Pad, ruled, yellow, 90-100/pad		reams	25.00	106	40	39	20	205	5,125.00
40	-	Paper, Parchment, A-4, (beige/cream/gold), 80gsm		packs	30.00	14	6	11	15	46	1,380.00
41	-	Paper, Parchment, 8-1/2" x 13", (beige/cream/gold), 80gsm		packs	45.00	6	10	3	0	19	855.00
42	-	Paper, Thermal, (for fax machine) 210mm x 100M, 1" core		rolls	85.00	16	0	10	0	26	2,210.00
43	-	Paper, Thermal, (for fax machine) 216mm x 50M, 1" core		rolls	65.00			10		10	650.00
44	-	Paper, Thermal, (for fax machine) 216mm x 50M, 1" core		rolls	85.00	31	25	3	25	84	7,140.00
45	-	Paper, Photo, A-4, 20s/pack		packs	160.00	42	32	8	25	107	17,120.00
Other Office Supplies/Materials											
1	-	Ball Pen, fine point, black		pieces	4.50	1369	592	1069	247	3277	14,746.50
2	-	Ball Pen, fine point, blue		pieces	4.50	951	364	685	172	2172	9,774.00
3	-	Ball Pen, fine point, red		pieces	4.50	227	211	208	25	671	3,019.50
4	-	Battery, 9V (Alkaline)		pieces	75.00	4				4	300.00
5	-	Binding Tape, cloth, 1" x 15 yds.		rolls	80.00	17		1		18	1,440.00
6	-	Binding Tape, cloth, 2" x 15 yds.		rolls	100.00	18		8		26	2,600.00
7	-	Binding Tape, cloth, 3" x 15 yds.		rolls	200.00	10		3		13	2,600.00
8	-	Binding Tape, cloth, 4" x 15 yds.		rolls	300.00	8		2		10	3,000.00
9	-	Blank Tape, for audito cassette recorder, C-190		pieces	45.00	58	24	34		116	5,220.00
10	-	Box, Collapsible, with cover, 15" x 14" x 10"		pieces	50.00	50	20	0		70	3,500.00
11	-	Box, Corrugated, 14" x 9" x 14"	shop-	pieces	22.40	200				200	4,480.00
12	-	Buttons, magnetic, round shape, 4pcs/set, asstd colors	ping	sets	50.00	5		0		5	250.00
13	-	Cleaner, multi-purpose, 1/4 liter/can		cans	55.00	15	5	2		22	1,210.00
14	-	Clear Book, w/ plastic ring binder, 10 leaves, long		pieces	40.00	88		0		88	3,520.00
15	-	Correctible Film Ribbon, TW No. F746 BKSC		pieces	95.00	10	5	10		25	2,375.00
16	-	Correction Pen, 10ml		pieces	45.00	78	15	35	5	133	5,985.00
17	-	Correction Tape, white		pieces	50.00	18		18		36	1,800.00
18	-	Data Folder, 2ring, 2" thick, A4		pieces	95.00	10				10	950.00
19	-	Daisywheel, for IBM Typewriter		pieces	2,000.00	4				4	8,000.00
20	-	Daisywheel, for T/A Twen T320 DS ETW		pieces	2,138.00	1				1	2,138.00
21	-	Diskette, 3.5 HD 10 pcs/box		boxes	70.00	5				5	350.00
22	-	Diskette Cleaner, for 3.5HD, with solution		pieces	28.00	3				3	84.00
23	-	Double Adhesive Tape, 1" x 10 yards, with foam		rolls	40.00	37	19	19	13	88	3,520.00
24	-	Double Adhesive Tape, 1" x 10 yards, without foam		rolls	25.00	18	11	9	10	48	1,200.00
25	-	Envelope, expanding, for letter size papers, 100s/box		boxes	650.00	7	1	2	1	11	7,150.00

Item No.	Stock No.	Items & Specifications	Procurement Method	Unit	Price as of Oct. 2009	PROCUREMENT SCHEDULE				TOTAL	
						1st Qtr Qty	2nd Qtr Qty	3rd Qtr Qty	4th Qtr Qty	QTY	AMOUNT
26	-	Envelope, expanding, transparent, w/ garter strap (cary bag), asstd colors		pieces	60.00	150		150		300	18,000.00
27	-	Field Book, standard size, hard cover		pieces	60.00	20				20	1,200.00
28	-	Folder, clear plastic, L-type, 210mm x 297mm (8-1/4" x 11-3/4"), A4, 50s/pk, a/s		packs	200.00	6		6		12	2,400.00
29	-	Folder, sliding, transparent, plastic, 8-1/2" x 13", assorted colors		pieces	6.00	75				75	450.00
30	-	Glue Stick, all-purpose, 22grams		pieces	70.00	12				12	840.00
31	-	ID Jacket, standard size, with Clip		pieces	5.00	300				300	1,500.00
32	-	ID Jacket, standard size, with clip		pieces	3.50	50	50			100	350.00
33	-	Index Card, plain, white, 5" x 8", 500s/bundle		bundles	100.00	4				4	400.00
34	-	Index Card, plain, white, 3" x 8", 500s/bundle		bundles	50.00	2				2	100.00
35	-	Ink/Toner, for Brother Fax Machine 1020A/E (PC202), 2 rolls/box		boxes	375.00	2		2		4	1,500.00
36	-	Ink/Toner, for Brother Fax Machine 827S (PC402)		boxes	985.00	8		2		10	9,850.00
37	-	Ink/Toner, for Brother Fax Machine 837MCS		boxes	130.00	2		2		4	520.00
38	-	Ink/Toner, for Brother Fax Machine 2365		pieces	300.00	11		1		12	3,600.00
39	-	Ink/Toner, for Brother Fax Machine 2365		pieces	1,250.00	13		2		15	18,750.00
39	-	Ink/Toner, for Canon Fax Machine RN: BX-3		pieces	1,250.00	13		2		15	18,750.00
40	-	Ink/Toner, for Panasonic Fax Machine KX-FA83E (KX-FL512)	shop-	pieces	1,300.00	10		10		20	26,000.00
41	-	Ink/Toner, for Panasonic Fax Machine KX-FA83E (KX-FL512)	ping	pieces	1,300.00	2		1		3	3,540.00
42	-	Ink/Toner, for Panasonic Fax Machine KX-FA83E (KX-FL512)		pieces	1,300.00	3				3	3,900.00
42	-	Lift-Off Tape, for IBM Printwheel II 086-128, RN:1353529		pieces	350.00	13	3			16	5,600.00
43	-	Lift-Off Tape, for IBM Wheelwriter 67/64/7688, RN: 604		pieces	350.00	10	5			15	5,250.00
44	-	Lift-Off Tape, for IBM Wheelwriter, RN: 1337765		pieces	350.00	10	5			15	5,250.00
45	-	Lift-Off Tape, for Triumph Adler (T/A) ETW, Twen T320		pieces	85.00	15	5	10		30	2,550.00
46	-	Lift-Off Tape, for Triumph Adler (T/A) ETW, Twen T320		boxes	468.00	12				12	5,616.00
47	-	Lift-Off Tape, 6 rolls/box (RN F581)		boxes	350.00	10				10	3,500.00
48	-	Lift-Off Tape, 6 rolls/box (RN F581)		pieces	5.00	300				300	1,500.00
48	-	Manila Paper, standard size		pieces	400.00	1				1	400.00
49	-	Manual, Budget Operations for LGUs, 2008 Edition		book	400.00	1				1	400.00
50	-	Manual, ISO Standard - ISO-9001 2008 (Certification Package)		set	31,000.00	1				1	31,000.00
51	-	Marking Pen (whiteboard marker), chisel cut, black		pieces	16.00	76		76		152	2,432.00
52	-	Marking Pen (whiteboard marker), chisel cut, blue		pieces	16.00	76		76		152	2,432.00
53	-	Marking Pen (pentel pen), chisel cut, black		pieces	18.00	76		76		152	2,736.00
54	-	Marking Pen (pentel pen), chisel cut, black		pieces	18.00	76		76		152	2,736.00
55	-	Marking Pen, chisel cut, permanent, black		pieces	32.00	179	28	138	12	357	11,424.00
56	-	Marking Pen, chisel cut, permanent, blue		pieces	32.00	167	18	138	12	335	10,720.00
57	-	Marking Pen, chisel cut, permanent, red		pieces	30.00	65	12	44	12	133	3,990.00
58	-	Notepad, 51mm x 51mm (2" x 2"), 400 sheets/pad, neon pink, blue green		pads	110.00	10		6		16	1,760.00
59	-	Notepad, 51mm x 51mm (2" x 3"), 400 sheets/pad, neon pink, blue green		pads	25.00	12				12	300.00
60	-	Notepad, 76mm x 76mm (3" x 3"), neon, asstd colors		pads	34.00	12				12	408.00
61	-	Notepad, 76mm x 76mm (3" x 3"), neon, asstd colors		pads	55.00	12				12	660.00
62	-	Notepad, 76mm x 76mm (3" x 4"), neon, asstd colors		pads	55.00	12				12	660.00
62	-	Pencil, No. 1		dozens	60.00	47	18		12	110	6,600.00
63	-	Pencil, No. 2		dozens	55.00	44		15		59	3,245.00
64	-	Plaque, for Retirees/Awardees/Appreciation/Recognition/Board of Judges/etc.		pieces	1,500.00	2	3	6	4	15	22,500.00

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						1st Qtr Qty	2nd Qtr Qty	3rd Qtr Qty	4th Qtr Qty	QTY	AMOUNT
65	-	Plaque, 2 pcs x 1/4" thick, clear bent glass w/ logo & text etched in full color frosted black, mounted on 1/4" thick silver mirror & wood base, 12" high		piece	4,500.00	1				1	4,500.00
66	-	Ribbon, for Canon ETW, AP600, AP11		pieces	250.00	8	2	8	2	20	5,000.00
67	-	Ribbon, Carbon C, for T/A ETW, Twen T320		boxes	480.00	24	2	12	2	40	19,200.00
68	-	Ribbon, Carbon C, for T/A ETW, Twen T320		boxes	453.00	12				12	5,436.00
69	-	Ribbon, for IBM Wheelwriter 1000, # 380999, original	shop-	pieces	520.00	44	12	11	3	70	36,400.00
70	-	Sign Pen, Hi-Techpoint, V7, black	ping	pieces	45.00	191	34	96	24	345	15,525.00
71	-	Sign Pen, Hi-Techpoint, V7, blue		pieces	45.00	171	12	91	22	296	13,320.00
72	-	Staple Wire, standard, #35, 5000/box (japan made)		boxes	45.00	10				10	450.00
73	-	Stencil Paper, electronic, 24 sheets/quire		quires	1,900.00	3				3	5,700.00
74	-	Tab "Sign Here", assorted colors, 100s/pack		packs	100.00	71	21	43	21	156	15,600.00
75	-	Tab, Arrow Flags, assorted colors, 120s/pack		packs	100.00	52		52		104	10,400.00
76	-	Thumb Tacks		boxes	10.00	5				5	50.00
		Electrical Supplies/Accessories									
1	-	Adaptor		pieces	20.00	15	0	0	0	15	300.00
2	-	Adaptor, socket, heavy duty		pieces	100.00	5		5		10	1,000.00
3	-	Battery Charger (for AA/AAA Battery), HD	shop-	pieces	500.00	6				6	3,000.00
4	-	Battery, rechargeable, size AA	ping	pieces	70.00	78		6		84	5,880.00
5	-	Battery, rechargeable, size AA		pieces	75.00	8				8	600.00
6	-	Battery, rechargeable, size AAA		pieces	80.00	25	12			37	2,960.00
7	-	Plug (extension cord), 5 meters long, with 3 outlet		pieces	300.00	28	3	9		40	12,000.00
		Office Equipment									
1	-	Cabinet, steel, with 2 drawers		units	2,500.00	2				2	5,000.00
2	-	Calculator, 12 digits	shop-	units	800.00	5				5	4,000.00
3	-	Copier, digital printer	ping	unit	93,000.00	1				1	93,000.00
4	-	Fax Machine, with auto cutter, memory and caller ID		units	7,000.00	4	0	0	0	4	28,000.00
5	-	Radio Cassette Recorder, mini, portable, w/ AA Batteries		units	3,500.00	2	0	0	0	2	7,000.00
		Computer Supplies and Peripherals									
1	-	Anti-Vrus, Internet Security up to 5 Users		pieces	3,500.00	3	0	0	0	3	10,500.00
2	-	Anti-Vrus, Internet Security up to 5 Users		pieces	3,800.00	4	2	3		9	34,200.00
3	-	Anti-Vrus, Internet Security 2011		pieces	1,200.00	8				8	9,600.00
4	-	Anti-Virus (McAfee) 3 users		piece	5,000.00	1				1	5,000.00
5	-	Anti-Virus (McAfee) 3 users	shop-	pieces	2,500.00		4			4	10,000.00
6	-	Anti-Virus (Norton 2011 or Avast)	ping	pieces	1,500.00	1				1	1,500.00
7	-	Automatic Voltage Regulator (AVR), 300W		pieces	500.00	9	4		4	17	8,500.00
8	-	Cable (Cord), USB (for Printer)		meters	180.00	2				2	360.00
9	-	Cable, UTP, CAT5e		meters	15.00	10				10	150.00
10	-	Cable, Network, crimping tool (RJ45), heavy duty		piece	500.00	1				1	500.00
11	-	Cable, RJ45, LAN Tester		piece	300.00	1				1	300.00

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12	-	Cable, UTP CAT6 (305 meters)		pieces	5,000.00	2				2	10,000.00
13	-	Card Reader (for computer)		pieces	500.00		4			4	2,000.00
14	-	Casing, ATH 600 PSU		piece	1,000.00	1				1	1,000.00
15	-	Cleaner, exterior,(for computer), 230ml		pieces	85.00	8	5		5	18	1,530.00
16	-	CD/DVD Writer, portable, external, USP Port		piece	2,400.00	1				1	2,400.00
17	-	CD-R, with case		pieces	17.00	70	25	80	25	200	3,400.00
18	-	CD-RW, with case		pieces	33.00	95	25	75	25	220	7,260.00
19	-	CDRW, with case		pieces	17.00	30				30	510.00
20	-	CDRW, with case		pieces	32.00	30				30	960.00
21	-	CD Rom Case, External, 5.25", USB 2.0 (IDE)		pieces	900.00	1				1	900.00
22	-	Coupler, for RJ45		pieces	20.00	56				56	1,120.00
23	-	CPU, latest model		units	22,000.00		3			3	66,000.00
24	-	Data Switch, for computer, 3 in 1 with cables		pieces	450.00	2	2			4	1,800.00
25	-	DVD-R, with case		pieces	25.00	67		12		79	1,975.00
26	-	DVD-RW, with case		pieces	45.00	38		6		44	1,980.00
27	-	DVD-RW IHAS-124 24XSATA		piece	950.00	1				1	950.00
28	-	DVD-RWCD-RW/DVD-RAM Drive		pieces	1,300.00	2				2	2,600.00
29	-	DVD Writer (w/ lightscribe/w/ external enclosure)		pieces	4,000.00	2		2		2	8,000.00
30	-	Flash Disk, 2GB, USB 2.0		pieces	350.00	18	1	4	1	24	8,400.00
31	-	Flash Disk, 4GB, USB 2.0 Interface	shop-	pieces	500.00	37	4	14	4	59	29,500.00
32	-	Flash Disk, 8GB, USB 2.0	ping	pieces	950.00	41	5	7		53	50,350.00
33	-	Flash Disk, 8GB		pieces	800.00	10				10	8,000.00
34	-	Flash Disk, 16GB		pieces	1,200.00	17	9	2	6	34	40,800.00
35	-	Flash Disk/Drive, 16GB, with chain/lace		pieces	1,200.00	17				17	20,400.00
36	-	Flash Disk, 32GB		pieces	2,990.00	2				2	5,980.00
37	-	Hard Disk, 500GB 7200rpm SATA		piece	1,950.00	1				1	1,950.00
38	-	Hard Disk Drive, 80 GB 7200, for Desktop		pieces	2,300.00			2		2	4,600.00
39	-	Hard Disk Drive, 160GB or higher, (SATA) 7200rpm		piece	2,500.00	1				1	2,500.00
40	-	Hard Disk Drive, 750GB, SATA II		pieces	3,900.00	2				2	7,800.00
41	-	Hard Disk Drive, portable, 1TB capacity, size: 3" x 5" x 0.5		piece	7,000.00	1				1	7,000.00
42	-	Hard Disk Drive, portable, 640GB, size 3" x 5" x 0.5		piece	5,000.00	1				1	5,000.00
43	-	Hard Disk Drive, external, portable 400GB, USB 2.0		piece	5,000.00	1				1	5,000.00
44	-	Hard Disk Drive, external, portable, 500GB, USB 2.0		pieces	6,000.00	2				2	12,000.00
45	-	Ink Cartridge, HP 51629A, (No. 29), original, black		pieces	2,500.00	5		3		8	20,000.00
46	-	Ink Cartridge, HP 51649A, (No. 49), original, tri-color		pieces	2,750.00	5		4		9	24,750.00
47	-	Ink cartridge, C4814A to17/A,(HP Inkjet 1000), 4carts/box, original (B/C/Y/M)		boxes	5,000.00	2		2		4	20,000.00
48	-	Ink cartridge, CB335WA, (HP74), HP DJD 4260/4360, original, black		pieces	750.00	63	2	55		120	90,000.00
49	-	Ink cartridge, CB335WA, (HP74), HP DJD 4260/4360, original, colored		pieces	850.00	24	1	20		45	38,250.00
50	-	Ink Cartridge, CC640W, HP#60, black		pieces	700.00	22	0	22		44	30,800.00

Item No.	Stock No.	Items & Specifications	Procurement Method	Unit	Price as of Oct. 2009	PROCUREMENT SCHEDULE				TOTAL	
						1st Qtr Qty	2nd Qtr Qty	3rd Qtr Qty	4th Qtr Qty	QTY	AMOUNT
51	-	Ink Cartridge, CC640W, HP#60, black		pieces	850.00	10	0	10		20	17,000.00
52	-	Ink Cartridge, CC643W, HP#60, colored		pieces	850.00	14	0	14		28	23,800.00
53	-	Ink Cartridge, CC643W, HP#60, colored		pieces	950.00	5	0	5		10	9,500.00
54	-	Ink Cartridge, CC640W, (F2400) HP#60, black		pieces	650.00	12	0	12		24	15,600.00
55	-	Ink Cartridge, CC643W, (F2400) HP#60, colored		pieces	750.00	6	0	6		12	9,000.00
56	-	Ink Cartridge, C3906F		piece	2,880.00	1	1	1	1	4	11,520.00
57	-	Ink Cartridge, C9351G, (HP21), HP F5185, original, black		pieces	820.00	13	1	14	4	32	26,240.00
58	-	Ink Cartridge, C9352G, (HP22), HP F4185, original, colored		pieces	950.00	14	1	13	4	32	30,400.00
59	-	Ink Cartridge, 8767W, (HP96), HP K7100, original, black		pieces	1,350.00	35		35		70	94,500.00
60	-	Ink Cartridge, 9363W, (HP97), HP K7100, original, colored		pieces	1,450.00	20		20		40	58,000.00
61	-	IP-PBX User License Software		pieces	3,700.00	7				7	25,900.00
62	-	IP Phone, with power supply/adaptor		pieces	7,000.00	6				6	42,000.00
63	-	Keyboard, USB Port		pieces	400.00	47	25	19	24	115	46,000.00
64	-	Memory, 2GB DDR2 800		pieces	2,500.00	5	7			12	30,000.00
65	-	Memory, 4GB, DDR3 1333		pieces	2,800.00	2				2	5,600.00
66	-	Memory, 2GB PC3-10600 DDR3 1333		pieces	1,150.00	2				2	2,300.00
67	-	Monitor, LCD 17"	shop-	pieces	6,000.00	2				2	12,000.00
68	-	Monitor, LCD, 19"	ping	units	7,500.00	36	22	7		65	487,500.00
69	-	Motherboard, compatible with Intel Core i7 processor		pieces	7,000.00	2				2	14,000.00
70	-	Motherboard, compatible with Intel Core 2 quad processor		pieces	2,700.00	7				7	18,900.00
71	-	Motherboard, with LAN connection		pieces	4,000.00	3	2			5	20,000.00
72	-	Motherboard, G41M-P28 G41-X4500/DDR3/A/V/GBLAN/compatible DDR3		pieces	2,550.00	2				2	5,100.00
73	-	Mouse, dual port, USB/PS2, with Pad		pieces	250.00	12	16	3	6	37	9,250.00
74	-	Mouse, optical, USB, 2 buttons + 1 scroll		pieces	250.00	31	11	23	1	66	16,500.00
75	-	Power Supply, ATX Casing, 500W, w/ mouse/speaker/keyboard		piece	1,700.00	1				1	1,700.00
76	-	Power Supply, ATX Casing, 350 watts		pieces	800.00	5	5	2		12	9,600.00
77	-	Power Supply, with casing, keyboard and mouse		pieces	1,200.00	2				2	2,400.00
78	-	Printer, HP Inkjet		piece	7,000.00	1				1	7,000.00
79	-	Printer, HP Deskjet		pieces	4,775.00	3				3	14,325.00
80	-	Printer, HP Deskjet		piece	7,000.00	1				1	7,000.00
81	-	Printer, HP Laserjet		pieces	7,000.00	4	2			6	42,000.00
82	-	Printer, HP Laserjet HP1102		pieces	5,895.00	3		2		5	29,475.00
83	-	Printer, HP Laserjet		pieces	4,775.00	3				3	14,325.00
84	-	Processor, Intel Core i7 960 or higher		pieces	9,999.00	2				2	19,998.00
85	-	Processor, Intel Core i3 540 3.6Ghz 4MB LGA 1156 or higher		pieces	5,150.00	2				2	10,300.00
86	-	RJ Connectors, for UTP CAT5e Cable		pieces	7.50	190				190	1,425.00
87	-	Router, USB Port		piece	3,000.00	1				1	3,000.00
88	-	Sticker, "Stick-On", 8-1/2" x 13", white		packs	30.00	310	6	314		630	18,900.00
89	-	Sticker, Label, for CD/CDRW, 12cm/label, white		piece	1.00	50		50		100	100.00

Item No.	Stock No.	Items & Specifications	Procurement Method	Unit	Price as of Oct. 2009	PROCUREMENT SCHEDULE				TOTAL	
						1st Qtr Qty	2nd Qtr Qty	3rd Qtr Qty	4th Qtr Qty	QTY	AMOUNT
90	-	Toner Cartridge, CB435A, (HP LJ P1006), original, black		pieces	2,850.00	52	27	47	17	143	407,550.00
91	-	Toner Cartridge, C8061X, (HP LJ 4100N), original, black		pieces	4,300.00		2		2	4	17,200.00
92	-	Toner Cartridge, CB540A, (HP LJ 1515N), original, black		pieces	3,650.00	5		5		10	36,500.00
93	-	Toner Cartridge, CB541A, (HP LJ 1515N), original, cyan		pieces	3,350.00	4		4		8	26,800.00
94	-	Toner Cartridge, CB542A, (HP LJ 1515N), original, yellow	shop-	pieces	3,350.00	4		4		8	26,800.00
95	-	Toner Cartridge, CB543A, (HP LJ 1515N), original, magenta	ping	pieces	3,350.00	4		4		8	26,800.00
96	-	Toner Cartridge, CE285/85A (for HP1102 printer)		pieces	3,095.00	8		4		12	37,140.00
97	-	Toner Cartridge, CE505A (for HP2055dn printer)		pieces	4,300.00	4		4		8	34,400.00
98	-	Toner Cartridge, HPC711A		oiece	2,500.00	1	1	1		3	7,500.00
99	-	Toner Cartridge, for Samsung Laser Printer MFP SCX-4200		pieces	4,000.00	10	0	10		20	80,000.00
100	-	Uninterruptible Power Supply (UPS), 520-600VA		units	1,402.00	2				2	2,804.00
101	-	Uninterruptible Power Supply (UPS), 300W/500W		pieces	800.00	8	5	10		23	18,400.00
		Printing Supplies									
1	-	Envelope, mailing, white, w/4colors DILG logo & address, 3xpg, 4-1/8"x9-1/2", 500s/bx		boxes	1,100.00	3	0	0	0	3	3,300.00
2	-	Envelope, doc., golden kraft, w/4colors DILG logo & address, 9"x12", 500s/box	shop-	boxes	1,200.00	4				4	4,800.00
3	-	Envelope, doc., golden kraft, w/4colors DILG logo & address, 10"x15", 500s/box	ping	boxes	1,500.00	4				4	6,000.00
4	-	Letterhead, 4 colors, w/ DILG Logo, bondpaper, 8-1/2"x11", 80gsm, 500s/rm		reams	650.00	15	3	2		20	13,000.00
5	-	Letterhead, 4 colors, w/ DILG Logo, bondpaper, 8-1/2"x13", 80gsm, 500s/ream		reams	750.00	10	3	2		15	11,250.00
6	-	Letterhead, 4 colors, w/ DILG Logo, bondpaper, A4", 80-gsm, 500s/ream		reams	700.00	15	3	7		25	17,500.00
		Vehicle Tires and Batteries									
1	-	Battery, 1SNF, 12V, maintenance free, 24 mos. Warranty (Motolite "Excel")		pieces	4,500.00	2	0	1	0	3	13,500.00
2	-	Battery, 2SMF, 12V, maintenance free, 24 mos. Warranty (Motolite "Excel")		pieces	5,500.00	8	1	1		10	55,000.00
3	-	Battery, 3SMF, 12V, maintenance free, 24 mos. Warranty (Motolite "Excel")		piece	6,150.00	1				1	6,150.00
4	-	Battery, GP328 (for UHF portable Radio)		pieces	3,000.00	12				12	36,000.00
5	-	Battery, Lead-Acid, Rechargeable (for Flashlight)		pieces	500.00	5				5	2,500.00
6	-	Tire, 165/80 R13		pieces	2,700.00	4		4		8	21,600.00
7	-	Tire, 185/70 R14		pieces	3,500.00	8				8	28,000.00
8	-	Tire, 185/80 R14		pieces	3,800.00	8	4			12	45,600.00
9	-	Tire, 195/80 R14	shop-	pieces	4,000.00	4				4	16,000.00
10	-	Tire, 195/65 R15	ping	pieces	7,000.00	4				4	28,000.00
11	-	Tire, 235/75 R15		pieces	6,200.00	4		4		8	49,600.00
12	-	Tires, for Mit. Lancer SKA-674		pieces	4,000.00	4				4	16,000.00
		Regular Maintenance Supplies									
13	-	Automotive Transmission Fluid (ATF)		liters	200.00	5	3	1	3	12	2,400.00
14	-	Brake Fluid		liters	200.00	9	7	1	3	20	4,000.00
15	-	Engine Plus, 320ml		liters	200.00	5	3	2	3	13	2,600.00
16	-	Coolant		liters	300.00	5	3	1	3	12	3,600.00
17	-	Diesel Motor Oil		liters	250.00	18	17	12	13	60	15,000.00

Item No.	Stock No.	Items & Specifications	Procurement Method	Unit	Price as of Oct. 2009	PROCUREMENT SCHEDULE				TOTAL	
						1st Qtr Qty	2nd Qtr Qty	3rd Qtr Qty	4th Qtr Qty	QTY	AMOUNT
18	-	Engine Motor Oil		liters	250.00	7	9	1	5	22	5,500.00
19	-	Gear/Transmission Oil	shop-	liters	250.00	9	7	1	3	20	5,000.00
20	-	Oil Filter	ping	pieces	240.00	2				2	480.00
21	-	Oil Cleaner		pieces	300.00	2				2	600.00
		Others									
22	-	Acetylene Gas		tank	750.00	1				1	750.00
		Copier Machine Consumables									
		<i>Sharp Copier AR-150</i>									
1	-	Toner : AR-150CT		pieces	1,916.00	2	0	5	0	7	13,412.00
2	-	Drum : AR-150RM		piece	2,138.00	1		1		2	4,276.00
3	-	Developer : AR-150CI		piece	3,557.00	1		1		2	7,114.00
4	-	Cleaner Blade: AR-150CB		piece	-	1				1	-
		<i>Sharp Copier AR-121/AR-153/153EN</i>									
1	-	Toner : AR-168FT		pieces	3,368.00	0	0	5	0	5	16,840.00
2	-	Drum : AR-152DR		piece	1,889.00			1		1	1,889.00
3	-	Developer : AR-152SD		piece	945.00			1		1	945.00
4	-	Cleaner Blade: CCLEZ0013QSO1		piece	1,696.00						-
		<i>Sharp Copier AR-151</i>									
1	-	Toner : AR-156FT		pieces	3,368.00	4	0	11	0	15	50,520.00
2	-	Drum : AR-152DR	direct	piece	1,889.00	1				1	1,889.00
3	-	Developer : AR-152SD	contracting	piece	945.00	1				1	945.00
4	-	Cleaner Blade : AR-CCLEZ0013501		piece	1,696.00	1				1	1,696.00
		<i>Sharp Copier AR-156</i>									
1	-	Toner : AR-156FT		pieces	3,368.00	5	0	4	0	9	30,312.00
2	-	Drum : AR-152DR		pieces	1,889.00		1		1	2	3,778.00
3	-	Developer : AR-152SD		pieces	945.00		1		1	2	1,890.00
4	-	Cleaner Blade: CCLEZ0013QSO1		pieces	1,696.00		1		1	2	3,392.00
		<i>Sharp Copier AR-M160/AR-163</i>									
1	-	Toner : AR-202FT		pieces	6,968.00	2	0	2	0	4	27,872.00
2	-	Drum : AR-202DR		pieces	3,638.00	1		1		2	7,276.00
3	-	Developer : AR-202SD		pieces	1,576.00	1		1		2	3,152.00
4	-	Cleaner Blade: UCLEZ0009QS22		pieces	2,031.00	1		1		2	4,062.00
		<i>Sharp Copier AR-203E</i>									
1	-	Toner		piece	6,500.00	1	0	0	0	1	6,500.00
2	-	Drum		piece	1,500.00	1				1	1,500.00
3	-	Developer		piece	3,500.00	1				1	3,500.00
4	-	Cleaner Blade		piece	2,031.00	1				1	2,031.00

Item No.	Stock No.	Items & Specifications	Procurement Method	Unit	Price as of Oct. 2009	PROCUREMENT SCHEDULE				TOTAL	
						1st Qtr Qty	2nd Qtr Qty	3rd Qtr Qty	4th Qtr Qty	QTY	AMOUNT
		<i>Sharp Copier AR-420U</i>									
1	-	Toner		pieces	8,300.00	1	1	1	1	4	33,200.00
2	-	Drum		piece	3,638.00	1				1	3,638.00
3	-	Cleaner Blade		pieces	2,031.00	1	1			2	4,062.00
		<i>Sharp Copier AR-5127</i>									
1	-	Toner : AR-310FT		piece	8,278.00	0	0	1	0	1	8,278.00
2	-	Drum : AR-271DR		piece	2,219.00			1		1	2,219.00
3	-	Developer : AR-271SD		piece	1,684.00			1		1	1,684.00
4	-	Cleaner Blade: UCLEZ0011QSZ7		piece	1,463.00			1		1	1,463.00
		<i>Sharp Copier AR-5316/5316E/AR-5320/5320E</i>									
1	-	Toner : AR-016FT		pieces	6,155.00	24	7	16	2	49	301,595.00
2	-	Drum : AR-202DR		pieces	3,638.00	9		2		11	40,018.00
3	-	Developer : AR-202SD		pieces	1,576.00	9		2		11	17,336.00
4	-	Cleaner Blade: UCLEZ0009QSZ2		pieces	2,031.00	7		1		8	16,248.00
5	-	Multi-Feed Frame		pieces	1,463.00	1	0	0	0	1	1,463.00
		<i>Sharp Copier AR-5516D/AR-5520D</i>									
1	-	Toner : AR-021FT		pieces	6,576.00	7	3	2	3	15	98,640.00
2	-	Drum : AR-205DR	direct	piece	3,885.00	2		1		3	11,655.00
3	-	Developer : AR-205SD	contracting	piece	1,680.00	2		1		3	5,040.00
4	-	Cleaner Blade: UCLEZ0009QSZ2		piece	2,031.00	2		1		3	6,093.00
		<i>Sharp Copier AR-5631</i>									
1	-	Toner : AR-310FT		pieces	8,278.00	3	0	3	0	6	49,668.00
2	-	Drum : AR-310DR		piece	2,219.00	1				1	2,219.00
3	-	Developer : AR-271SD		piece	1,684.00	1				1	1,684.00
4	-	Cleaner Blade: UCLEZ0011QSZ7		piece	1,463.00	1				1	1,463.00
		<i>Sharp Copier SF-2025/SF-2030/SF-2530</i>									
1	-	Toner : SF-230STI		pieces	4,047.00	8	1	3	1	13	52,611.00
2	-	Drum : SF-230DR		pieces	6,710.00	5				5	33,550.00
3	-	Developer : SF230SDI		pieces	3,281.00	4				4	13,124.00
4	-	Cleaner Blade: CCLEZ011ZFC31		pieces	1,463.00	3				3	4,389.00
		<i>Ubix-Konica Minolta Copier</i>									
1	-	Toner, Bizhub 210/Bizhub 163		pcs	20,000.00	1	0	0	0	1	20,000.00
2	-	Drum		piece	6,085.00						-
3	-	Developer		piece	4,758.00						-
		<i>U-Bix 3231</i>									
1	-	Toner		pieces	6,394.00	5	0	5	3	13	83,122.00
2	-	Drum		pieces	21,986.00	1		1	1	3	65,958.00
3	-	Developer		pieces	16,394.00	1		1	1	3	49,182.00
4	-	Parts Kit		pieces	7,186.00	1		1	1	3	21,558.00

Item No.	Stock No.	Items & Specifications	Procurement Method	Unit	Price as of Oct. 2009	PROCUREMENT SCHEDULE				TOTAL	
						1st Qtr Qty	2nd Qtr Qty	3rd Qtr Qty	4th Qtr Qty	QTY	AMOUNT
		Toner for Photocopier Mdl Ineo 163		bottles	3,125.00	5				5	15,625.00
		Toner, TK-410 (for Photocopier Philcopy KM-2035)	shop-	pieces	8,310.40			6		6	49,862.40
		Duplo duplicating machine, Mdl OPC120	ping								
1	-	ink/Toner		tubes	729.00	0	10	0	0	10	7,290.00
2	-	Master		rolls	3,530.00		3			3	10,590.00
		Construction/Hardware Materials									
1	-	Ballcaster, screw type (for wooden cabinet)		pieces	110.00	10	0	0	0	10	1,100.00
2	-	Door Knob	shop-	pieces	500.00	10				10	5,000.00
3	-	Drawer Lock	ping	pieces	135.00	2				2	270.00
4	-	Solignum (wood rpeservative), 1 liter/can		cans	800.00	3				3	2,400.00
		Communication Supplies									
1	-	Prepaid Cellcard (Globe)	shop-	pieces	300.00	87	87	87	87	348	104,400.00
2	-	Prepaid Cellcard (Smart)	ping	pieces	300.00	82	82	82	82	328	98,400.00
		Janitorial Services									
1	-	Broom (tambo)		pieces	90.00	2	0	0	0	2	180.00
2	-	Dishwashing Liquid, 500ml/bottle	shop-	bottles	85.00	6		6		12	1,020.00
3	-	Garbage Bag, XL, 10pcs/pack	ping	packs	70.00	3		3		6	420.00
4	-	Scrub/Sponge, regular size, for office utensils		pieces	45.00	2				2	90.00
		Ammunitions									
1	-	for Cal. 38 (FMJ)	shop-	rounds	18.00	0	0	200	0	200	3,600.00
2	-	for 9mm (FMJ)	ping	rounds	18.00			200		200	3,600.00
3	-	for 12 gauge shitgun		rounds	20.00			200		200	4,000.00
4	-	for M16, 56.6mm		rounds	25.00			200		200	5,000.00
		Fire Fighting Equipment									
1	-	Fire Extinguisher, Dry Chemical, 20 lbs capacity	shop-	units	500.00	0	0	36	0	36	18,000.00
2	-	Fire Extinguisher, Dry Chemical, 10 lbs capacity	ping	units	250.00			42		42	10,500.00

Total Amount =

5,649,152.28

