

FILM DEVELOPMENT COUNCIL OF THE PHILIPPINES

Annual Procurement Plan for FY 2017

Code (PAP)	Procurement Program/Project	PMO/ User	End- Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Project)	
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO		
	Office Supplies	Central Office	S	Please see attached separate page				GAA	400,000.00	400,000.00		Commonly used office supplies	
	Office Supplies	Cinematheque Baguio	S	Please see attached separate page				GAA	20,000.00	20,000.00		Commonly used office supplies	
	Office Supplies	Cinematheque Iloilo	S	Please see attached separate page				GAA	20,000.00	20,000.00		Commonly used office supplies	
	Office Supplies	Cinematheque Davao	S	Please see attached separate page				GAA	20,000.00	20,000.00		Commonly used office supplies	
	Office Supplies	Cinematheque Zamboanga	S	Please see attached separate page				GAA	34,000.00	34,000.00		Commonly used office supplies	
Total Office Supplies										494,000.00	494,000.00		
	Repair and Maintenance	NFAP	S	NOT APPLICABLE				GAA	70,000.00	70,000.00		Various equipment	
	Repair and Maintenance	Cinematheque Baguio	S	NOT APPLICABLE				GAA	5,000.00	30,000.00		Various equipment	
	Repair and Maintenance	Cinematheque Iloilo	S	NOT APPLICABLE				GAA	10,000.00	30,000.00		Various equipment	
	Repair and Maintenance	Cinematheque Davao	S	NOT APPLICABLE				GAA	10,000.00	30,000.00		Various equipment	
	Repair and Maintenance	Cinematheque Zamboanga	S	NOT APPLICABLE				GAA	40,000.00	30,000.00		Various equipment	
	Repair and Maintenance	Cinematheque Manila	S	NOT APPLICABLE				GAA	30,000.00	30,000.00		Various equipment	
	Repair and Maintenance	Central Office	S	NOT APPLICABLE				GAA	100,000.00	45,000.00		Various vehicle, equipment	
Total Repair and Maintenance										265,000.00	265,000.00		
	Information and Communication Technology Equipment	Central Office	S	Please see attached separate page				GAA	800,000.00	800,000.00		Various Information and Communication equipment	
	Information and Communication Technology Equipment	NFAP	S	Please see attached separate page				GAA	500,000.00	500,000.00		Various Information and Communication equipment	
Total Information and Communication Technology Equipment										1,300,000.00	1,300,000.00		
	Other Supplies and Materials	Central Office	S	Please see attached separate page				GAA	1,450,000.00	1,450,000.00		Commonly used supply and materials	
	Other Supplies and Materials	Cinematheque Baguio	S	Please see attached separate page				GAA	15,000.00	15,000.00		Commonly used supply and materials	
	Other Supplies and Materials	Cinematheque Iloilo	S	Please see attached separate page				GAA	15,000.00	15,000.00		Commonly used supply and materials	
	Other Supplies and Materials	Cinematheque Davao	S	Please see attached separate page				GAA	15,000.00	15,000.00		Commonly used supply and materials	
	Other Supplies and Materials	Cinematheque Zamboanga	S	Please see attached separate page				GAA	15,000.00	15,000.00		Commonly used supply and materials	
	Other Supplies and Materials	NFAP	S	Please see attached separate page				GAA	500,000.00	500,000.00		Commonly used supply and materials	
Total Other Supplies and Materials										2,010,000.00	2,010,000.00		
GRAND TOTAL										4,069,000.00	4,069,000.00		

DEFINITION

1. PROGRAM (BESF)— A homogeneous group of activities necessary for the performance of a major purpose for which a government agency is established, for the basic maintenance of the agency's administrative operations or for the provisions of staff support to the agency's administrative operations or for the provisions of staff support to the agency's line functions.

2. PROJECT (BESF)— Special agency undertakings which are to be carried out within a definite time frame and which are intended to result in some pre-determined measure of goods and services.

3. PMO/End User - Unit as proponent of program or project

4. Mode of Procurement - Competitive Bidding and Alternative Methods including: selective bidding, direct contracting, repeat order, shopping, and negotiated procurement.

5. Schedule for Each Procurement Activity - Major procurement activities (advertising/posting, submission and receipt/Opening of bids; award of contract; contract signing).

6. Source of Funds - Whether GoP, Foreign Assisted or Special Purpose Fund

7. Estimated Budget - Agency approved estimate of project/program costs

8. Remarks - brief description of program or project

Remarks

Programs and projects should be aligned with budget documents, and especially those posted at the PhilGeps.

Breakdown into mode and co for tracking purposes; aligned with budget documents

Any remark that will help GPPB track programs and projects

Legend:

A to A Agency to

Agency

S Shopping

SVP Small Value

Procurement

PB Public

Bidding

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Approved:


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Executive Director III

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Item & Specifications	Unit of Measur e	Quantity Requirement																				
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity				
57 PAPER, Multi-Purpose (COPY), Legal size, 70gsm	ream	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
58 PARCHMENT PAPER, A4 size, 80 gsm, 100 sheets per pack	ream	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
59 PAPER, Thermal, 216mm x 30m	roll	5	0	0	5	5	0	0	5	5	0	0	5	5	0	0	0	0	0	0	0	0
60 PENCIL, lead, w/eraser, one(1) dozen per box	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
61 PHILIPPINE NATIONAL FLAG	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10	40	0	0	0
62 RECORD BOOK, 300 pages, size: 214mm x 278mm min	book	10	0	0	10	10	0	0	10	10	0	0	10	10	0	0	5	20	0	0	0	0
63 RECORD BOOK, 500 pages, size: 214mm x 278mm min	book	5	0	0	5	5	0	0	5	5	0	0	5	5	0	0	0	0	10	0	0	0
64 RING BINDER, Plastic 32mm, 10 pieces per bundle	bundle	5	0	0	5	0	0	0	0	5	0	0	5	5	0	0	5	20	0	0	0	0
65 RUBBER BAND, 70mm-min lay-flat length (#18)	box	5	0	0	5	5	0	0	5	5	0	0	5	5	0	0	10	60	0	0	0	0
66 RULER, plastic, 450mm, 1 piece in individual plastic	piece	10	0	10	20	0	10	0	10	10	0	10	20	0	10	0	144	576	0	0	0	0
67 SIGN PEN, black	piece	48	48	48	144	48	48	48	144	48	48	48	144	48	48	48	144	432	0	0	0	0
68 SIGN PEN, blue	piece	36	36	36	108	36	36	36	108	36	36	36	108	36	36	36	108	432	0	0	0	0
69 SIGN PEN, red	piece	12	0	0	12	12	0	0	12	12	0	0	12	12	0	0	5	20	0	0	0	0
70 STAMP PAD INK, violet, 50ml	bottle	5	0	0	5	5	0	0	5	5	0	0	5	5	0	0	0	0	0	0	0	0
71 STAMP PAD, felt pad, min 60mm x 100mm	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
72 STAPLE WIRE, Heavy duty, 23/13	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
73 STAPLE WIRE, Standard	box	10	10	10	30	10	10	10	30	10	10	10	30	10	10	10	30	120	0	0	0	0
74 TAPE, masking, 24mm, 50 meters length	roll	15	15	15	45	15	15	15	45	15	15	15	45	15	15	15	45	180	0	0	0	0
75 TAPE, masking, 48mm, 50 meters length	roll	15	15	15	45	15	15	15	45	15	15	15	45	15	15	15	45	180	0	0	0	0
76 TAPE, transparent, 24mm, 50 meters	roll	25	25	25	75	25	25	25	75	25	25	25	75	25	25	25	75	300	0	0	0	0
77 TAPE, transparent, 48mm, 50 meters	roll	10	10	10	30	10	10	10	30	10	10	10	30	10	10	10	30	120	0	0	0	0
78 TAPE, packaging, 48mm, 50 meters length	roll	15	15	15	45	15	15	15	45	15	15	15	45	15	15	15	45	180	0	0	0	0
79 TOILET TISSUE, 12 rolls per pack	pack	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
80 TWINE, plastic, one kilo per roll	roll	10	0	0	10	10	0	0	10	10	0	0	10	10	0	0	0	0	0	0	0	0
81 WRAPPING PAPER, kraft, 50 sheets per pack	pack	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
82 Software					0				0				0				0	0				
83 Airline Travel					0				0				0				0	0				
COMMON OFFICE DEVICES																						
1 CUTTER BLADE, heavy duty cutter, 10 pieces per tube	tube	15	0	0	15	0	0	0	0	15	0	0	15	0	0	0	0	30	0	0	0	0
2 CUTTER KNIFE, heavy duty	piece	15	15	15	45	15	15	15	45	15	15	15	45	15	15	15	45	180	0	0	0	0
3 DATING AND STAMPING MACHINE	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10	40	0	0	0	0
4 PENCIL SHARPENER, 1 piece in individual plastic case	piece	10	0	0	10	10	0	0	10	10	0	0	10	10	0	0	10	40	0	0	0	0
5 PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box	piece	10	0	0	10	10	0	0	10	10	0	0	10	10	0	0	10	40	0	0	0	0
6 SCISSORS, (6")	pair	10	10	10	30	10	10	10	30	10	10	10	30	10	10	10	30	120	0	0	0	0
7 STAPLER, standard	piece	10	0	0	10	10	0	0	10	10	0	0	10	10	0	0	10	40	0	0	0	0
8 STAPLER, binder type, heavy duty for high volume stapling, 25-135 sheets of 70gsm bond paper stapling capacity, min 100 staples, with adjustable paper guide	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
9 STAPLE REMOVER, plier type	piece	10	0	10	20	0	10	0	10	10	0	10	20	0	10	0	5	20	0	0	0	0
10 TAPE DISPENSER, table top	piece	5	0	0	5	5	0	0	5	5	0	0	5	5	0	0	10	40	0	0	0	0
11 WASTE BASKET, non-rigid plastic	piece	10	0	0	10	10	0	0	10	10	0	0	10	10	0	0	10	40	0	0	0	0
COMMON JANITORIAL SUPPLIES																						
1 BROOM, soft (tambo)	piece	10	0	10	20	0	10	0	10	10	0	10	20	0	10	0	10	60	0	0	0	0
2 BROOM, stick (tingting)	piece	10	0	10	20	0	10	0	10	10	0	10	20	0	10	0	10	60	0	0	0	0
3 CLEANER, TOILET BOWL AND URINAL, 900-1000ml cap	bottle	10	10	10	30	10	10	10	30	10	10	10	30	10	10	10	30	120	0	0	0	0
4 CLEANER, scouring powder, 350grams/can	can	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5 DETERGENT POWDER, all purpose, 1kilo/pouch	pouch	10	10	10	30	10	10	10	30	10	10	10	30	10	10	10	30	120	0	0	0	0
6 DISINFECTANT SPRAY, 400-550 grams	can	10	10	10	30	10	10	10	30	10	10	10	30	10	10	10	30	120	0	0	0	0
7 DUST PAN, non-rigid plastic	piece	10	0	10	20	0	10	0	10	10	0	10	20	0	10	0	10	60	0	0	0	0
8 FLOOR WAX, Paste, red	can	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
9 FURNITURE CLEANER, aerosol, 300ml/can	can	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

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Item & Specifications	Unit of Measure	Quantity Requirement																		Price Catalogue as of October 14, 2016	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity			
10 INSECTICIDE, aerosol type, 600ml/can	can	10	10	10	30	10	10	10	30	10	10	10	30	10	10	10	30	120	2,418.00	14,976.00	
11 MOPBUCKET	piece	5	0	0	5	0	0	0	0	5	0	0	5	0	0	0	5	10	1,911.00	19,110.00	
12 MOPHANDLE, screw type, aluminum handle	piece	5	0	0	5	5	0	0	5	5	0	0	5	5	0	0	5	20	1,849.60	2,849.60	
13 MOPHEAD, made of rayon	piece	10	0	0	10	10	0	0	10	10	0	0	10	10	0	0	10	40	1,952.00	3,952.00	
14 RAG, all cotton, 32 pieces per kilo per bundle	bundle	20	0	0	20	20	0	0	20	20	0	0	20	20	0	0	20	80	1,849.60	3,975.20	
15 SCOURING PAD, 5 pieces per pack	pack	0	0	0	0	0	0	0	0	0	0	0	10	10	0	0	10	40	1,849.60	5,595.20	
16 TRASHBAG, plastic, transparent, tops/roll	roll	10	0	0	10	10	0	0	10	10	0	0	0	0	0	0	0	0	100	2,418.00	2,418.00
17 DISINFECTANT, bleaching solution	cont	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
18 DETERGENT BAR, 140g as packed (-2.5%)	bar	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
COMMON OFFICE EQUIPMENT																					
1 BINDING AND PUNCHING MACHINE, two(2) hand lever system, 34cm or 13" (24 holes) punching, w/dth adjustable to any format, binds 425 sheets, or up to 2" thick, all metal construction	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
2 CALCULATOR, COMPACT, electronic, 12 digits cap, 1 unit in individual box	unit	10	0	0	10	0	0	0	0	10	0	0	10	0	0	0	0	20	135.20	2,704.00	
3 CALCULATOR, SCIENTIFIC, 1 unit per box	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
4 CHAIR, monobloc, without armrest, beige	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
5 CHAIR, monobloc, without armrest, white	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
6 DIGITAL VOICE RECORDER, 4GB (expandable), 1 unit in individual box	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
7 DOCUMENT CAMERA, four(4) reference points demarcate viewing area, 16x(1600k) consecutive zoom, PC and Doc Cam video switcher, plug and play	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
8 ELECTRIC FAN, industrial	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
9 ELECTRIC FAN, orbit type	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
10 ELECTRIC FAN, stand type	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
11 ELECTRIC FAN, wall type	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
12 FACSIMILE MACHINE, uses thermal paper, 50m/roll, for documents 216mm x 600mm, 15 sec. transmission speed, running width 2018mm, document feeder holds 10 pages, with automatic paper cutter, redial, and fax/tel switchover	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
13 FIRE EXTINGUISHER, dry chemical, for ABC class of fire, stored pressure type, non-electrical conductor, non-toxic, non-corrosive, 4.5kg (10lbs.), brand new	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
14 FIRE EXTINGUISHER, pure HCFC 123, with fire rating of 1A, 1BC, for ABC class of fire, stored pressure type, non-electrical conductor, non-corrosive, 4.5kg (10lbs.), brand new	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
15 MULTIMEDIA PROJECTOR, 4000 ansi Lumens, 3600 hours lamp life, supports SVGA to SXGA, (compressed) resolution	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
16 PAPER TRIMMER/CUTTING MACHINE, max paper size: B4, 30 sheets cutting cap., automatic clamping, stationery blade guard, A4-A6 format indications	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
17 PAPER SHREDDER, 0.06m/sec shred speed, cuts 6-8 sheets of 70gsm paper	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
18 PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column, 480 cps print speed	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
19 PRINTER, IMPACT DOT MATRIX, 9 pins, 80 column, 337 cps print speed	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
20 PRINTER, INKJET, wireless capable, 55ppm speed, 512MB memory, duplex printing capable	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	1,289.60	2,475.20	
21 PRINTER, LASER, monochrome, 24ppm speed, 1200 x 1200 dpi	unit	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	1,289.60	1,289.60	
22 TABLE, monobloc, square, 36" X 36", white, four(4) seater, for indoor and outdoor use	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,289.60	1,289.60	
23 TABLE, monobloc, square, 36" X 36", beige, four(4) seater, for indoor and outdoor use	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
24 Desktop and Laptop	unit				0				0				0					0	0	0	
COMMON COMPUTER SUPPLIES																					

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Item & Specifications	Unit of Measure	Quantity Requirement																		Price Catalogue as of October 14, 2016	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity			
1 COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9-1/2", 2000 sheets/box	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
2 COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14-7/8", 2000 sheets/box	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
3 COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 9-1/2", 1000 sets/box	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
4 COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 14-7/8", 1000 sets/box	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
5 COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 9-1/2", 500 sets/box	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
6 COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 14-7/8", 500 sets/box	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
7 DVD REWRITABLE, 4x speed, 4.7GB capacity	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
8 EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0, backward compatible with USB 2.0, 5400 rpm, with dual color LED light to indicate USB 3.0/USB 2.0 transmission, USB powered, System Requirements: USB 3.0: Windows XP/Vista/7/MacOSx 10.4 or above, with USB 3.0 cable and product guide	piece	5	5	5	15	5	5	5	15	5	5	5	15	5	5	5	5	15	60	169,104.00	
9 FLASH DRIVE, 16GB, USB 2.0, plug and play	piece	25	25	25	75	25	25	25	75	25	25	25	75	25	25	25	25	75	300	58,344.00	
10 MOUSE, optical, USB connection type	unit	5	0	0	5	5	0	0	5	5	0	0	5	5	0	0	5	20	2,556.00		
HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT-RAGPRA																					
1 HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT-RAGPRA (6th Edition), 6" x 9", 296 pages,	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
CONSUMABLES																					
1 INK CART, BROTHER LC39BK, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
2 INK CART, BROTHER LC39C, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
3 INK CART, BROTHER LC39M, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
4 INK CART, BROTHER LC39Y, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
5 INK CART, BROTHER LC67B, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
6 INK CART, BROTHER LC67C, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
7 INK CART, BROTHER LC67M, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
8 INK CART, BROTHER LC67Y, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
9 INK CART, BROTHER LC67HYBK, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
10 INK CART, BROTHER LC67HYC, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
11 INK CART, BROTHER LC67HYM, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
12 INK CART, BROTHER LC67HYY, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
13 INK CART, CANON PG-810, Black	cart	40	40	40	120	40	40	50	130	40	40	40	120	40	40	40	40	120	490	774.80	
14 INK CART, CANON PG-740, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
15 INK CART, CANON PG-725, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
16 INK CART, CANON CLI-726, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
17 INK CART, CANON CL-811, Colored	cart	35	35	35	105	35	35	40	110	35	35	35	105	35	35	35	35	105	425	1,022.32	
18 INK CART, CANON CL-741, Colored	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
19 INK CART, CANON CLI-726, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
20 INK CART, CANON CLI-726, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
21 INK CART, CANON CLI-726, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
22 INK CART, EPSON C13T03B190 (To 38), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
23 INK CART, EPSON C13T039090 (To 39), Colored	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
24 INK CART, EPSON C13T105190(73N)/(91N),Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
25 INK CART, EPSON C13T105290(73N)/(91N),Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
26 INK CART, EPSON C13T105390(73N)/(91N),Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
27 INK CART, EPSON C13T105490(73N)/(91N),Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
28 INK CART, EPSON C13T6664100 (T6641), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
29 INK CART, EPSON C13T6664200 (T6642), Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
30 INK CART, EPSON C13T6664300 (T6643), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

Quantity Requirement																				Price Catalogue as of October 14, 2016	TOTAL AMOUNT
Item & Specifications	Unit of Measure	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity			
		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,612.00	-
31 INK CART, EPSON C13T664400 (T6644), Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,612.00	-
32 INK CART, HP 51645A, (HP45), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,612.00	-
33 INK CART, HP C1823A, (HP23), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,612.00	-
34 INK CART, HP C4844A, (HP10), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,612.00	-
35 INK CART, HP C4906AA, (HP940XL), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,612.00	-
36 INK CART, HP C4907AA, (HP940XL), Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,612.00	-
37 INK CART, HP C4908AA, (HP940XL), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,612.00	-
38 INK CART, HP C4909AA, (HP940XL), Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,612.00	-
39 INK CART, HP C4936A, (HP18), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,612.00	-
40 INK CART, HP C4937A, (HP18), Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,612.00	-
41 INK CART, HP C4938A, (HP18), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,612.00	-
42 INK CART, HP C4939A, (HP18), Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,612.00	-
43 INK CART, HP C6578DA, (HP78), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,346.80	-
44 INK CART, HP C6615DA, (HP15), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	921.44	-
45 INK CART, HP C6625AA, (HP17), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,466.40	-
46 INK CART, HP C6656AA, (HP56), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,466.40	-
47 INK CART, HP C6657AA, (HP57), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,466.40	-
48 INK CART, HP C8727AA, (HP27), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,466.40	-
49 INK CART, HP C8765WA, (HP94), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,466.40	-
50 INK CART, HP C8766WA, (HP95), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,466.40	-
51 INK CART, HP C8767WA, (HP96), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,466.40	-
52 INK CART, HP C9351AA, (HP21), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	600.68	-
53 INK CART, HP C9352AA, (HP22), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	600.68	-
54 INK CART, HP C9361WA, (HP93), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	600.68	-
55 INK CART, HP C9362WA, (HP92), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	600.68	-
56 INK CART, HP C9363WA, (HP97), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	600.68	-
57 INK CART, HP C9364WA, (HP98), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	600.68	-
58 INK CART, HP CB314A, (HP900), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	600.68	-
59 INK CART, HP CB315A, (HP900), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	600.68	-
60 INK CART, HP CB335WA, (HP74), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	600.68	-
61 INK CART, HP CB336WA, (HP74XL), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	600.68	-
62 INK CART, HP CB337WA, (HP75), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	600.68	-
63 INK CART, HP CB338WA, (HP75XL), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	600.68	-
64 INK CART, HP CC640WA, (HP60), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	600.68	-
65 INK CART, HP CC641WA, (HP60XL), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	600.68	-
66 INK CART, HP CC643WA, (HP60), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	600.68	-
67 INK CART, HP CC644WA, (HP60XL), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	600.68	-
68 INK CART, HP CC653AA, (HP901), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	598.80	-
69 INK CART, HP CC656AA, (HP901), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	598.80	-
70 INK CART, HP CC660AA, (HP702), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	598.80	-
71 INK CART, HP CD887AA, (HP703), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	792.48	-
72 INK CART, HP CD888AA, (HP703), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	792.48	-
73 INK CART, HP CD971AA, (HP 920), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,033.60	5,033.60
74 INK CART, HP CD972AA, (HP 920XL), Cyan	cart	5	0	0	5	0	0	0	0	3	0	0	3	0	0	0	0	0	8	5,033.60	5,033.60
75 INK CART, HP CD973AA, (HP 920XL), Magenta	cart	5	0	0	5	0	0	0	0	3	0	0	3	0	0	0	0	0	8	5,033.60	5,033.60
76 INK CART, HP CD974AA, (HP 920XL), Yellow	cart	5	0	0	5	0	0	0	0	3	0	0	3	0	0	0	0	0	8	5,033.60	5,033.60
77 INK CART, HP CD975AA, (HP 920XL), Black	cart	5	0	0	5	0	0	0	0	3	0	0	3	0	0	0	0	0	0	5,033.60	5,033.60
78 INK CART, HP CH561WA, (HP61), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,861.40	-
79 INK CART, HP CH562WA, (HP61), Tricolor	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,861.40	-
80 INK CART, HP CN045AA, (HP950XL), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,861.40	-
81 INK CART, HP CN046AA, (HP951XL), Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,861.40	-
82 INK CART, HP CN047AA, (HP951XL), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,861.40	-
83 INK CART, HP CN048AA, (HP951XL), Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,861.40	-

Item & Specifications		Unit of Measure	Quantity Requirement																			Price Catalogue as of October 14, 2016	TOTAL AMOUNT
			Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity				
84	INK CART, HP CN692AA, (HP704), Black	cart	15	10	10	35	15	10	10	35	15	10	10	35	15	10	10	35	140		50,232.00		
85	INK CART, HP CN693AA, (HP704), Tri-color	cart	15	10	10	35	15	10	10	35	15	10	10	35	15	10	10	35	140		50,232.00		
86	INK CART, HP CZ107AA, (HP678), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
87	INK CART, HP CZ108AA, (HP678), Tricolor	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
88	INK CART, HP CZ121A (HP685A), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
89	INK CART, HP CZ122A (HP685A), Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
90	INK CART, HP CZ123A (HP685A), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
91	INK CART, HP CZ124A (HP685A), Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
92	INK CART, HP Q8893AA (C8728AA), (HP28), Colored	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
93	INK CART, LEXMARK 10N0217 (#17), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
94	INK CART, LEXMARK 10N0227 (#27), Colored	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
95	TONER CART, BROTHER TN-2025, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
96	TONER CART, BROTHER TN-2130, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
97	TONER CART, BROTHER TN-2150, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
98	TONER CART, BROTHER TN-3320, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
99	TONER CART, BROTHER TN-3350, Black, for HL5450DN (CU)	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,741.44			
100	TONER CART, HP C4092A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,352.88			
101	TONER CART, HP C4096A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,971.28			
102	TONER CART, HP C7115A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
103	TONER CART, HP CB435A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
104	TONER CART, HP CB436A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
105	TONER CART, HP CB540A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
106	TONER CART, HP CB541A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
107	TONER CART, HP CB542A, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
108	TONER CART, HP CB543A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
109	TONER CART, HP CC364A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
110	TONER CART, HP CC530A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
111	TONER CART, HP CC531A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
112	TONER CART, HP CC532A, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
113	TONER CART, HP CC533A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
114	TONER CART, HP CE255A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
115	TONER CART, HP CE278A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
116	TONER CART, HP CE285A (HPB5A), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
117	TONER CART, HP CE310A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
118	TONER CART, HP CE311A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
119	TONER CART, HP CE312A, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
120	TONER CART, HP CE313A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
121	TONER CART, HP CE320A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
122	TONER CART, HP CE321A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
123	TONER CART, HP CE322A, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
124	TONER CART, HP CE323A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
125	TONER CART, HP CE390A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
126	TONER CART, HP CE400A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
127	TONER CART, HP CE401A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
128	TONER CART, HP CE402A, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
129	TONER CART, HP CE403A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
130	TONER CART, HP CE410A, (HP305), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
131	TONER CART, HP CE411A, (HP305), Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
132	TONER CART, HP CE412A, (HP305), Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
133	TONER CART, HP CE413A, (HP305), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
134	TONER CART, HP CE505A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
135	TONER CART, HP CE505X, Black, high cap	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
136	TONER CART, HP Q2612A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				

Item & Specifications		Unit of Measure	Quantity Requirement																		Price Catalogue as of October 14, 2016	TOTAL AMOUNT
			Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity			
137	TONER CART, HP Q2613A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,328.00	-	
138	TONER CART, HP Q5942A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,530.80	-	
139	TONER CART, HP Q5949A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,644.00	-	
140	TONER CART, HP Q5950A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,845.12	-	
141	TONER CART, HP Q5951A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,845.12	-	
142	TONER CART, HP Q5952A, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,845.12	-	
143	TONER CART, HP Q5953A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,317.60	-	
144	TONER CART, HP Q6000A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,614.00	-	
145	TONER CART, HP Q6001A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,614.00	-	
146	TONER CART, HP Q6002A, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,614.00	-	
147	TONER CART, HP Q6003A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,526.56	-	
148	TONER CART, HP Q6470A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,495.36	-	
149	TONER CART, HP Q6471A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,844.80	-	
150	TONER CART, HP Q6472A, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,844.80	-	
151	TONER CART, HP Q6473A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-	-	
152	TONER CART, HP Q7553A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-	-	
153	TONER CART, LEXMARK E360H11P, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-	-	
154	TONER CART, LEXMARK T650A11P, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-	-	
155	TONER CART, SAMSUNG ML-D2850B, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-	-	
156	TONER CART, SAMSUNG MLT-D101S, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,912.00	-	
157	TONER CART, SAMSUNG MLT-D103L, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-	-	
158	TONER CART, SAMSUNG MLT-D103S, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-	-	
159	TONER CART, SAMSUNG MLT-D104S, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-	-	
160	TONER CART, SAMSUNG MLT-D105L, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-	-	
161	TONER CART, SAMSUNG MLT-D108S, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,120.00	-	
162	TONER CART, SAMSUNG MLT-D119S(ML-2010D3), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-	-	
163	TONER CART, SAMSUNG MLT-D203E, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-	-	
164	TONER CART, SAMSUNG MLT-D203L, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9,464.00	-	
165	TONER CART, SAMSUNG MLT-D203U, black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-	-	
166	TONER CART, SAMSUNG MLT-D205E, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-	-	
167	TONER CART, SAMSUNG MLT-D205L, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-	-	
168	TONER CART, SAMSUNG SCX-D6555A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-	-	
169	RIBBON CART, EPSON C135015516 (#8750), Black, for LX-300	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-	-	
170	RIBBON CART, EPSON C135015531 (5015086), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-	-	
171	RIBBON CART, EPSON C135015584 (5015327), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-	-	
172	RIBBON CART, EPSON C135015632, Black, for LX-310	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-	-	
B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																						
COMMON ELECTRICAL SUPPLIES																						
1					0					0				0					0	0		
2					0					0				0					0	0		
3					0					0				0					0	0		
COMMON OFFICE EQUIPMENT																						
1					0					0				0					0	0		
2					0					0				0					0	0		
3					0					0				0					0	0		
4					0					0				0					0	0		

Pages 9 of 13																				
Item & Specifications	Unit of Measure	Quantity Requirement																	Price Catalogue as of October 14, 2016	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity		
					0				0				0				0	0		
COMMON OFFICE SUPPLIES																				
Ballpen (757 Panda-Black)	piece	50	50	50	150	50	50	50	150	50	50	50	150	50	50	50	150	600	5.00	3,000.00
Ballpen (757 Panda-Red)	piece	30	0	0	30	30	0	0	30	30	0	0	30	30	0	0	30	120	5.50	660.00
Post It (Sign Here)	pad	24	0	0	24	24	0	0	24	24	0	0	24	24	0	0	24	96	41.00	3,936.00
Post It - Small	pad	15	15	15	45	15	15	15	45	15	15	15	45	15	15	15	45	180	22.00	3,960.00
Pressboard Folder Green (Short)	piece	100	0	100	200	0	100	0	100	0	0	100	100	0	0	0	0	300	15.50	4,650.00
Pressboard Folder Green (Long)	piece	100	0	0	100	0	100	0	100	0	0	100	100	0	0	0	300	1200	2.00	2,400.00
Folder (Brown-Short)	piece	100	100	100	300	100	100	100	300	100	100	100	300	100	100	100	300	1200	2.50	3,000.00
Folder (Brown-Long)	piece	100	0	0	100	100	0	0	100	100	0	0	100	100	0	0	100	400	15.50	6,200.00
Rubber Band-Small (Everlasting)	box	10	0	0	10	0	0	0	10	10	0	0	10	10	0	0	10	40	75.00	3,000.00
Alcohol (Green Cross w/ Moisturizer 500ml)	bottle	48	0	48	96	0	48	0	48	48	0	48	96	0	48	0	48	288	0.12	48.00
CD/DVD Paper Case Envelope	piece	100	0	0	100	100	0	0	100	100	0	0	100	100	0	0	100	400	70.00	6,300.00
Duct Tape (Acura 2")	roll	15	0	15	30	0	15	0	15	15	0	15	30	0	15	0	15	90	29.00	6,960.00
Sticker Paper Matte (Veco A4 Size)	10's/pack	20	20	20	60	20	20	20	60	20	20	20	60	20	20	20	60	240	14.00	8,064.00
Tissue (SM Bonus 3-ply)	roll	48	48	48	144	48	48	48	144	48	48	48	144	48	48	48	144	576	6576.00	51,608.00
Toner (Sharp AR-021FT-Black) for Xerox Machine	cart	2	0	0	2	2	0	0	2	2	0	0	2	2	0	0	2	8	18.00	1,320.00
Bubble Mailer for CD/DVD	piece	20	20	20	60	20	20	20	60	20	20	20	60	20	20	20	60	240	22.00	2,640.00
Bubble Mailer #1 for CD/DVD	piece	10	10	10	30	10	10	10	30	10	10	10	30	10	10	10	30	120	33.75	4,050.00
Bubble Mailer #3 for CD/DVD	piece	10	10	10	30	10	10	10	30	10	10	10	30	10	10	10	30	120	100.00	18,000.00
Ballkayan Box (Large)	piece	100	0	20	120	20	0	0	20	20	0	0	20	20	0	0	20	180	480.00	1,920.00
Photo Paper-Glossy (Veco Paper)	ream	1	0	0	1	1	0	0	1	1	0	0	1	1	0	0	1	4	42.50	85.00
CDR Label Sticker Matte	20's/pack	10	0	0	10	0	0	0	0	10	0	0	10	0	0	0	0	2	3885.00	7,770.00
Drum (for Sharp Xerox Machine Model AR 205DR)	unit	1	0	0	1	0	0	0	0	1	0	0	1	0	0	0	0	2	1680.00	3,360.00
Developer (for Sharp Xerox Machine Model AR 205DR)	unit	1	0	0	1	0	0	0	0	1	0	0	1	0	0	0	0	2	1846.00	3,692.00
Cleaner Blade (for Sharp Xerox Machine Model AR 205DR)	unit	1	0	0	1	0	0	0	0	1	0	0	1	0	0	0	0	2	28.50	57.00
Correction Fluid	bottle	5	0	0	5	5	0	0	5	5	0	0	5	5	0	0	0	6	52.00	312.00
Transparent Index Tab (White)	box	3	0	0	3	0	0	0	0	3	0	0	3	0	0	0	0	6	52.00	312.00
Transparent Index Tab (Yellow)	box	3	0	0	3	0	0	0	0	3	0	0	3	0	0	0	0	6	52.00	312.00
Transparent Index Tab (Blue)	box	3	0	0	3	0	0	0	0	3	0	0	3	0	0	0	0	6	52.00	312.00
Transparent Index Tab (Pink)	box	3	0	0	3	0	0	0	0	3	0	0	3	0	0	0	0	6	52.00	312.00
Transparent Index Tab (Green)	box	3	0	0	3	0	0	0	0	3	0	0	3	0	0	0	0	100	45.00	4,500.00
DVD +R Dual Layer 8.5Gb 240mins.	piece	50	0	0	50	0	0	0	0	50	0	0	50	0	0	0	0	400	11.00	4,400.00
Imation DVD +R 16x x 4.7Gb/Spindle	piece	200	0	0	200	0	0	0	0	200	0	0	200	0	0	0	0	192	6.00	1,152.00
Pencil (Mongol #2)	piece	35	0	30	65	0	32	0	32	35	0	30	65	0	30	0	30	300	250.00	75,000.00
USB Flash Drive 8Gb	roll	25	25	25	75	25	25	25	75	25	25	25	75	25	25	25	75	300	1,300.00	2,600.00
Bubble Wrap	piece	2	0	0	2	0	0	0	0	5	5	0	5	5	0	0	5	20	9,000.00	180,000.00
External Hard Drive 4Tb	piece	5	0	0	5	5	0	0	5	5	0	0	5	5	0	0	10	40	5.00	200.00
Transparent Tape 1/2"	roll	10	0	0	10	10	0	0	10	10	0	0	10	10	0	0	30	120	825.00	99,000.00
LETTERHEAD (8 1/4 x 11 3/4)	ream	30	0	0	30	30	0	0	30	30	0	0	30	30	0	0	15	60	950.00	57,000.00
LETTER ENVELOPE (4 1/8 x 9 1/2)	box	15	0	0	15	15	0	0	15	15	0	0	15	15	0	0	0	4	525.00	2,100.00
CARBON PAPER 8 1/2" x 11" (long)	box	2	0	0	2	0	0	0	0	2	0	0	2	0	0	0	0	12	405.00	4,860.00
PAPER ONE A3 Size 80Gsm	ream	6	0	0	6	0	0	0	0	6	0	0	6	6	0	0	24	96	44.00	4,224.00
CD/DVD MARKER (Sharpie-Black)	piece	24	0	0	24	24	0	0	24	24	0	0	24	24	0	0	24	96		
					0				0				0				0	0		
					0				0				0				0	0		
					0				0				0				0	0		
					0				0				0				0	0		

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Item & Specifications	Unit of Measure	Quantity Requirement																	Price Catalogue as of October 14, 2016	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity		
Office Supplies					0				0				0					0	0	
1					0				0				0					0	0	
2					0				0				0					0	0	
3					0				0				0					0	0	
4					0				0				0					0	0	
5					0				0				0					0	0	
6					0				0				0					0	0	
7					0				0				0					0	0	
8					0				0				0					0	0	
9					0				0				0					0	0	
10					0				0				0					0	0	
Audio and visual presentation and composing equipment					0				0				0					0	0	
1					0				0				0					0	0	
2					0				0				0					0	0	
3					0				0				0					0	0	
4					0				0				0					0	0	
5					0				0				0					0	0	
6					0				0				0					0	0	
7					0				0				0					0	0	
8					0				0				0					0	0	
9					0				0				0					0	0	
10					0				0				0					0	0	
Photographic or filming or video equipment					0				0				0					0	0	
1					0				0				0					0	0	
2					0				0				0					0	0	
3					0				0				0					0	0	
4					0				0				0					0	0	
5					0				0				0					0	0	
6					0				0				0					0	0	
7					0				0				0					0	0	
8					0				0				0					0	0	
9					0				0				0					0	0	
10					0				0				0					0	0	
Cleaning Equipment and Supplies					0				0				0					0	0	
1					0				0				0					0	0	
2					0				0				0					0	0	
3					0				0				0					0	0	
4					0				0				0					0	0	
5					0				0				0					0	0	
6					0				0				0					0	0	
7					0				0				0					0	0	
8					0				0				0					0	0	
9					0				0				0					0	0	
10					0				0				0					0	0	
Paper Materials and Products					0				0				0					0	0	
1					0				0				0					0	0	
2					0				0				0					0	0	
3					0				0				0					0	0	
4					0				0				0					0	0	
5					0				0				0					0	0	
6					0				0				0					0	0	
7					0				0				0					0	0	
8					0				0				0					0	0	
9					0				0				0					0	0	
10					0				0				0					0	0	

Pages 12 of 13																				
Item & Specifications	Unit of Measure	Quantity Requirement																	Price Catalogue as of October 14, 2016	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity		
Lighting and fixtures and accessories					0				0				0				0	0		
1					0				0				0				0	0		
2					0				0				0				0	0		
3					0				0				0				0	0		
4					0				0				0				0	0		
5					0				0				0				0	0		
6					0				0				0				0	0		
7					0				0				0				0	0		
8					0				0				0				0	0		
9					0				0				0				0	0		
10					0				0				0				0	0		
Electrical equipment and components and supplies					0				0				0				0	0		
1					0				0				0				0	0		
2					0				0				0				0	0		
3					0				0				0				0	0		
4					0				0				0				0	0		
5					0				0				0				0	0		
6					0				0				0				0	0		
7					0				0				0				0	0		
8					0				0				0				0	0		
9					0				0				0				0	0		
10					0				0				0				0	0		
Computer Supplies					0				0				0				0	0		
1					0				0				0				0	0		
2					0				0				0				0	0		
3					0				0				0				0	0		
4					0				0				0				0	0		
5					0				0				0				0	0		
6					0				0				0				0	0		
7					0				0				0				0	0		
8					0				0				0				0	0		
9					0				0				0				0	0		
10					0				0				0				0	0		
Computer Equipment and Accessories					0				0				0				0	0		
1	Canon Printer MP237 (3 In 1)	piece	5	0	0	5	0	0	0	0	5	0	0	5	0	0	0	10	3,990.00	39,900.00
2	Automatic Voltage Regulator	piece	6	0	0	6	0	0	0	0	5	0	0	5	0	0	0	11	2,000.00	22,000.00
3					0				0				0				0	0		
4					0				0				0				0	0		
5					0				0				0				0	0		
6					0				0				0				0	0		
7					0				0				0				0	0		
8					0				0				0				0	0		
9					0				0				0				0	0		
10					0				0				0				0	0		
*Other Categories					0				0				0				0	0		
1					0				0				0				0	0		
2					0				0				0				0	0		
3					0				0				0				0	0		
4					0				0				0				0	0		
5					0				0				0				0	0		
6					0				0				0				0	0		
7					0				0				0				0	0		
8					0				0				0				0	0		
9					0				0				0				0	0		
10					0				0				0				0	0		

Item & Specifications	Unit of Measure	Quantity Requirement																Price Catalogue as of October 14, 2016	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity	
C. TOTAL (A + B)																			1,458,179.40
D. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																			145,817.94
E. GRAND TOTAL (C + D)																			1,603,997.34
F. APPROVED BUDGET BY THE AGENCY HEAD																			1,603,997.34
G. MONTHLY CASH REQUIREMENTS																			
G.1 Available at Procurement Service Stores					412506				388070				403849					375210	1579635.4
G.2 Other items not available at PS but regularly purchased from other sources					552711				392662				538111					392090	1875574
TOTAL MONTHLY CASH REQUIREMENTS					965217				780732				941960					767300	3455209.4

*Other categories that are not indicated herein

**Prices are FOB Manila/Applicable for items under A.

We hereby warrant that the total amount reflected in this Annual Supplies/ Equipment Procurement Plan to procure the listed common-use supplies, materials and equipment has been included in or is within our approved budget for the year.

Prepared by:


IRISA JOY F. DELFIN
Property/Supply Officer

Certified Funds Available /
Certified Appropriate Funds Available:


EMELITA A. ALCUIZA
Accountant
Local Budget Officer

Approved by:


WILFREDO C. MANALANG
Head of Office/Agency

Date Prepared: November 15, 2016