

**ANNUAL PROCUREMENT PLAN FOR 2013  
For Common-Use Supplies and Equipment**

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

1. Select the appropriate worksheet depending on the nearest Regional/Provincial Depot on your area.
2. For Sub - Depots please refer to the following:
  - a. Bukidnon, Puerto Princesa Palawan, Biliran, Borongan, and Misamis Occidental (Oroquieta) - **Region XIII**
  - b. Misamis Oriental, Calbayog, and Bontoc - **Regions VI, VII, VIII, X, & XI**
  - c. Zamboanga - **Zamboanga**
  - d. Surigao Del Norte - **Surigao Del Norte**
  - e. Camiguin - **Camiguin**
3. Indicate the agency's monthly requirement per item in the APP form. The form will automatically compute for the Total Amount per item and the Grand Total.
4. Do not delete any field in the APP Form.
5. For Other Items not available from the Procurement Service but regularly purchased from other sources, agency must specify/indicate the item name under each category and unit price based on their last purchase of the item/s. These items will be evaluated by the Procurement Service and may be considered Common Supplies or Equipment (CSE). Items will be added to the electronic catalogue / virtual store as as soon as it is procured and made available by the Procurement Service.
6. Submit the duly accomplished APP form in one (1) hard copy (duly signed by Agency officials) to the Agency's respective Budget Management Bureau in the DBM Central Office or to the DBM Regional Office and email at app@procurementservice.org
7. Consistent with DBM Circular No. 2011-6, the APP for FY 2013 must be submitted on or before November 15, 2012.
8. Rename your APP file in the following format- APP2013 - Sector (NGA/GOCC/GFI/Constitutional Office/Other Executive Offices(OEOs)/SUC/LGU) - Name of Agency - Region (e.g. APP2012 - NGA - DBM-PS - Central Office)
9. For further assistance/clarification, agencies may call the Planning Division of the Procurement Service at telephone nos. (02)561-6116 or (02)563-9397.

Department/Bureau/Office: OCCIDENTAL MINDORO STATE COLLEGE - Mamburao Campus  
Region: IV-B MIMAROPA  
Address: Mamburao, Occ. Mindoro

Contact Person: AILEENE T. DAGOS  
Position: Administrative Officer V/Supply Officer  
E-mail : \_\_\_\_\_  
Telephone/Mobile Nos: (043) 491-14-60

Item & Specifications	Unit of Measure	Quantity Requirement												Total	** PS Price Catalogue as of	Total Amount	
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec				
<b>A. AVAILABLE AT PROCUREMENT SERVICE STORES</b>																	
<b>COMMON ELECTRICAL SUPPLIES</b>																	
1. BALLAST, 18 watts	piece														0	73.74	-
2. BALLAST, 36 watts	piece														0	69.63	-
3. BATTERY, size AA, alkaline, 2 pcs./packet	packet														0	36.40	-
4. BATTERY, size AAA, alkaline, 2 pcs./packet	packet														0	15.59	-
5. BATTERY, size D, alkaline, 2 pcs./packet	packet														0	72.33	-
6. FLUORESCENT LIGHTING FIXTURE, 1 x 20W	set						5								5	327.60	1,638.00
7. FLUORESCENT LIGHTING FIXTURE, 1 x 40W	set						5								5	416.00	2,080.00
8. FLUORESCENT LAMP, tubular, 18 watts	piece														0	34.27	-
9. FLUORESCENT LAMP, tubular, 36 watts	piece														0	36.35	-
10. COMPACT FLUORESCENT LIGHT, 18 watts	piece						10		10		10				30	103.79	3,113.70
11. FUSE, 30 amperes	piece														0	10.35	-
12. FUSE, 60 amperes	piece														0	25.48	-
13. STARTER, 4-40 watts	piece				5		5		5						15	3.90	58.50
14. TAPE, electrical	roll														0	18.20	-
<b>COMMON COMPUTER SUPPLIES/CONSUMABLES</b>																	
1. COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9-1/2", 2000 sheets/box	box														0	508.90	-
2. COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14-7/8", 2000 sheets/box	box														0	755.61	-
3. COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 9-1/2", 1000 sets/box	box		7												7	561.18	3,928.26
4. COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 14-7/8", 1000 sets/box	box		3												3	871.78	2,615.34
5. COMPUTER CONTINUOUS FORMS, 3 ply, 11 x 9-1/2", 500 sets/box	box			8							8				16	462.28	7,396.48
6. COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 14-7/8", 500 sets/box	box						6				6				12	715.52	8,586.24
7. COMPUTER CONTINUOUS FORMS, 4 ply, 11 x 9-1/2", 250 sets/box	box														0	324.79	-



34. INK CARTRIDGE, HP C4814AA (HP13), black, 28 ml, for HP Officejet Pro K850, HP Business Inkjet CP1700, 1000, 1100, 1200, 2000, 2200, 2230, 2250, 2280, 2300, 2500, 2600, 2800, 3000 printer series	cart																	0			981.24	-
34. INK CARTRIDGE, HP C4815A (HP 13), cyan, for HP Officejet Pro K850, HP Business Inkjet CP1700, 1000, 1100, 1200, 2000, 2200, 2230, 2250, 2280, 2300, 2500, 2600, 2800, 3000 printer series	cart																	0			981.24	-
35. INK CARTRIDGE, HP C4816A (HP 13), magenta, 14 ml, for HP Officejet Pro K850 HP Business Inkjet CP1700, 1000, 1100, 1200, 2000, 2200, 2230, 2250, 2280, 2300, 2500, 2600, 2800, 3000 printer series	cart																	0			981.24	-
36. INK CARTRIDGE, HP C4817A (HP 13), yellow, 14 ml, HP Officejet Pro K850, HP Business Inkjet CP1700, 1000, 1100, 1200, 2000, 2200, 2230, 2250, 2280, 2300, 2500, 2600, 2800, 3000 printer series	cart																	0			981.24	-
37. INK CARTRIDGE, HP C4836A (HP 11), cyan 28 ml, HP Officejet 9110, 9120, 9130 All-in-One, HP Business Inkjet 1100 printer series, 1200 printer series, 2230, 2280 printer series, 2300 printer series, 2600 printer series HP Colour Printer cp1700 series	cart																	0			1,332.12	-
38. INK CARTRIDGE, HP C4837A (HP 11), magenta, 28 ml, for HP Officejet 9110, 9120, 9130 All-in-One HP Business Inkjet 1100 printer series, 1200 printer series, 2230, 2280 printer series, 2300 printer series, 2600 printer series HP Colour Printer cp1700 series	cart																	0			1,332.12	-
39. INK CARTRIDGE, HP C483A (HP 11), yellow 28 ml, for HP Officejet 9110, 9120, 9130 All-in-One HP Business Inkjet 1100 printer series, 1200 printer series, 2230, 2280 printer series, 2300 printer series, 2600 printer series HP Colour Printer cp1700 series	cart																	0			1,332.12	-
40. INK CARTRIDGE, HP C4902AA (HP940), black, for HP Officejet Pro 8000, 8500	cart																	0			973.08	-
41. INK CARTRIDGE, HP C4906AA (HP 940XL), black, HP Officejet Pro 8000, 8500	cart																	0			1,346.40	-
42. INK CARTRIDGE, HPC4907AA (HP 940XL), cyan, for HP Officejet Pro 8000, 8500	cart																	0			973.08	-
43. INK CARTRIDGE, HP C4908AA (HP 940XL), magenta, for HP Officejet Pro 8000, 8500	cart																	0			973.08	-
44. INK CARTRIDGE, HP C4909AA (HP 940XL ), yellow, for HP Officejet Pro 8000, 8500	cart																	0			973.08	-
45. INK CARTRIDGE, HP C4936A (HP 18 ), black, for HP Officejet Pro K5300, K5400dn, K5400dtn, K8600, K8600dn, L7380, L7580, L7590	cart																	0			809.88	-
46. INK CARTRIDGE, HP C4937A (HP 18 ), cyan, for HP Officejet Pro K5300, K5400dn, K5400dtn, K8600, K8600dn, L7380, L7580, L7590	cart																	0			606.90	-
47. INK CARTRIDGE, HP C4938A (HP 18 ), magenta, for HP Officejet Pro K5300, K5400dn, K5400dtn, K8600, K8600dn, L7380, L7580, L7590	cart																	0			606.90	-
48. INK CARTRIDGE, HP C4939A (HP18 ), yellow, for HP Officejet Pro K5300, K5400dn, K5400dtn, K8600, K8600dn, L7380, L7580, L7590	cart																	0			606.90	-
49. INK CARTRIDGE, HP C8721A (HP 02), black, 10 ml, for HP Photosmart D6160, D7160, D7260, D7360, D7460, 8230 HP Photosmart C5180, C6180, C6280, C7180, C7820, C8180, 3110, 3310 All-in-One	cart																	0			734.46	-
50. INK CARTRIDGE, HP C8767WA(HP 96), black, 21 ml, for HP Deskjet 5740, 6540, 6840, 9800, 9860, 9808, HP Photosmart 8030, 8150, 8450, 875, HP Officejet K7100, 7210, 7410 All-in-One	cart																	0			1,230.12	-
51. INK CARTRIDGE, HP C8771WA(HP 02), cyan, 4 ml, for HP Photosmart D6160, D7160, D7260, D7360, D7460, 8230, HP Photosmart C5180, C6180, C6280, C7180, C7820, C8180, 3110, 3310 All-in-One	cart																	0			393.72	-
52. INK CARTRIDGE, HP C8772WA(HP 02), magenta, 3.5 ml, for HP Photosmart D6160, D7160, D7260, D7360, D7460, 8230, HP Photosmart C5180, C6180, C6280, C7180, C7820, C8180, 3110, 3310 All-in-One	cart																	0			393.72	-

53. INK CARTRIDGE, HP C8773WA(HP 02), yellow, 6 ml, for HP Photosmart D6160, D7160, D7260, D7360, D7460, 8230, HP Photosmart C5180, C6180, C6280, C7180, C7820, C8180, 3110, 3310 All-in-One	cart																	0			393.72	-
54. INK CARTRIDGE, HP C8774WA(HP 02), light cyan , 5.5 ml, for HP Photosmart D6160, D7160, D7260, D7360, D7460, 8230, HP Photosmart C5180, C6180, C6280, C7180, C7820, C8180, 3110, 3310 All-in-One	cart																	0			393.72	-
55. INK CARTRIDGE, HP C8775WA(HP 02), light magenta , 5.5 ml, for HP Photosmart D6160, D7160, D7260, D7360, D7460, 8230, HP Photosmart C5180, C6180, C6280, C7180, C7820, C8180, 3110, 3310 All-in-One	cart																	0			393.72	-
56. INK CARTRIDGE, HP C9363WA (HP 97), tricolor , 14 ml, for HP Deskjet 5740, 6540, 6840, 9800, 9860, 9808, HP Photosmart 2575, 2610, 2710 All-in-One, HP PSC 1610, 2355 All-in-One	cart																	0			1,365.78	-
57. INK CARTRIDGE, HP C9364WA (HP 98), black , 11 ml, HP Deskjet D4160, HP Photosmart D5160, 8030, HP Photosmart C4180, 2575 All-in-One	cart																	0			682.38	-
58. INK CARTRIDGE, HP C9391A(HP 88XL), cyan , 17 ml, for HP Officejet Pro K550, K550dtn, K5400dn, K5400dtn, K8600, 600dn, HP Officejet Pro L7580, L7590 All-in-One	cart																	0			973.08	-
59. INK CARTRIDGE, HP C9392A( HP 88XL), magenta 17 ml, for HP Officejet Pro K550, K550dtn, K5400dn, K5400dtn, K8600, 600dn, HP Officejet Pro L7580, L7590 All-in-One	cart																	0			973.08	-
60. INK CARTRIDGE, HP C9393A(HP 88XL ), yellow 17 ml, for HP Officejet Pro K550, K550dtn, K5400dn, K5400dtn, K8600, 600dn, HP Officejet Pro L7580, L7590 All-in-One	cart																	0			973.08	-
61. INK CARTRIDGE, HP C9396A(HP 88XL), black 58.5 ml, for HP Officejet Pro K550, K550dtn, K5400dn, K5400dtn, K8600, 600dn, HP Officejet Pro L7580, L7590 All-in-One	cart																	0			1,363.74	-
62. INK CARTRIDGE, HP CB316WA( HP 564), black, for HP Photosmart D5400, C5380, C6380, Photosmart Pro B8550	cart																	0			467.16	-
63. INK CARTRIDGE, HP CB317WA(HP 564), photo, for HP Photosmart D5400, C5380, C6380, Photosmart Pro B8550	cart																	0			390.66	-
64. INK CARTRIDGE, HP CB318WA(HP 564), cyan, for HP Photosmart D5400, C5380, C6380, Photosmart Pro B8550	cart																	0			390.66	-
65. INK CARTRIDGE, HP CB319WA(HP 564), magenta, for HP Photosmart D5400, C5380, C6380, Photosmart Pro B8550	cart																	0			390.66	-
66. INK CARTRIDGE, HP CB320WA ( HP 564), yellow, for HP Photosmart D5400, C5380, C6380, Photosmart Pro B8550	cart																	0			390.66	-
67. INK CARTRIDGE, HP CB323WA(HP 564XL), cyan, for HP Photosmart D5400, C5380, C6380, Photosmart Pro B8550	cart																	0			776.22	-
68. INK CARTRIDGE, HP CB324WA(564XL), magenta, for HP Photosmart D5400, C5380, C6380, Photosmart Pro B8550	cart																	0			776.22	-
69. INK CARTRIDGE, HP CB325WA(564XL), yellow, for HP Photosmart D5400, C5380, C6380, Photosmart Pro B8550	cart																	0			776.22	-
70. INK CARTRIDGE, HP CB335WA(HP74 ), black , 4.5 ml, for HP Deskjet D4260, D4360, HP Photosmart C4280, C4380, C4480, C5280 All-in-One, HP Officejet J5780, J6480 All-in-One	cart																	0			628.32	-
71. INK CARTRIDGE, HP CB336WA (HP74XL), black , 18 ml, for HP Deskjet D4260, D4360, HP Photosmart C4280, C4380, C4480, C5280 All-in-One, HP Officejet J5780, J6480 All-in-One	cart																	0			1,232.16	-
72. INK CARTRIDGE, HP CB337WA (HP75), tricolor, 3.5 ml, for HP Deskjet D4260, D4360, HP Photosmart C4280, C4380, C4480, C5280 All-in-One, HP Officejet J5780, J6480 All-in-One	cart																	0			722.16	-
73. INK CARTRIDGE, HP CB338WA (HP 75XL), tricolor, 12 ml, for HP Deskjet D4260, D4360, HP Photosmart C4280, C4380, C4480, C5280 All-in-One, HP Officejet J5780, J6480 All-in-One	cart																	0			1,365.78	-
74. INK CARTRIDGE, HP CC640WA (HP 60), black, 4 ml, for HP Deskjet D2560, F4230, F4250, F4280 All-in-One	cart																	0			588.54	-
75. INK CARTRIDGE, HP CC641WA (HP60XL), black 12 ml, for HP Deskjet D2560, F4230, F4250, F4280 All-in-One	cart			3														9			1,177.08	10,593.72
76. INK CARTRIDGE, HP CC643WA (HP 60), tricolor,13 ml, for HP Deskjet D2560, F4230, F4250, F4280 All-in-One	cart			3														9			706.86	6,361.74
77. INK CARTRIDGE, HP CC644WA (HP60XL), tricolor , 11 ml, for HP Deskjet D2560, F4230, F4250, F4280 All-in-One	cart			3														0			1,374.96	-





179. TONER CARTRIDGE, HP Q1338A, black, for HP LaserJet 4200 printer series	cart																0			6,280.14	-
180. TONER CARTRIDGE, HP Q3960A, black, for HP Color LaserJet 2550 printer series, 2820, 2840 All-in-One	cart																0			3,468.00	-
181. TONER CARTRIDGE, HP Q3961A, cyan, for HP Color LaserJet 2550 printer series, 2820, 2840 All-in-One	cart																0			4,187.10	-
182. TONER CARTRIDGE, HP Q3962A, yellow, for HP Color LaserJet 2550 printer series, 2820, 2840 All-in-One	cart																0			4,187.10	-
183. TONER CARTRIDGE, HP Q3963A, magenta, for HP Color LaserJet 2550 printer series, 2820, 2840 All-in-One	cart																0			4,187.10	-
184. TONER CARTRIDGE, HP Q3971A, cyan, for HP Color LaserJet 2550 Printer Series, HP Color LaserJet 2820, 2840 All-in-One	cart																0			3,147.72	-
185. TONER CARTRIDGE, HP Q3972A, yellow, for HP Color LaserJet 2550 Printer Series, HP Color LaserJet 2820, 2840 All-in-One	cart																0			3,147.72	-
186. TONER CARTRIDGE, HP Q3973A, magenta, for HP Color LaserJet 2550 Printer Series, HP Color LaserJet 2820, 2840 All-in-One	cart																0			3,147.72	-
187. TONER CARTRIDGE, HP Q5949A, black, for HP LaserJet 1160, 1320 printer series, 3390, 3392 All-in-One	cart																0			3,462.90	-
188. TONER CARTRIDGE, HP Q5950A, black, for HP Color LaserJet 4700 Printer Series	cart																0			7,497.00	-
189. TONER CARTRIDGE, HP Q5951A, cyan, for HP Color LaserJet 4700 Printer Series	cart																0			10,636.56	-
190. TONER CARTRIDGE, HP Q5952A, yellow, for HP Color LaserJet 4700 Printer Series	cart																0			10,636.56	-
191. TONER CARTRIDGE, HP Q5953A, magenta, for HP Color LaserJet 4700 Printer Series	cart																0			10,636.56	-
192. TONER CARTRIDGE, HP Q7553A, black, for HP LaserJet P3005, M3027, M3035 MFP Printer Series	cart																0			3,301.74	-
193. TONER CARTRIDGE, HP C3906F, black, for HP LaserJet 5L printer series, 6L printer series, 3100 All-in-One, 3150 All-in-One	cart																0			3,063.06	-
194. TONER CARTRIDGE, HP CB380A, black, for HP Color LaserJet CP6015 printer series	cart																0			8,586.36	-
195. TONER CARTRIDGE, HP CB381A, cyan, for HP Color LaserJet CP6015 printer series	cart																0			13,423.20	-
196. TONER CARTRIDGE, HP CB382A, yellow, for HP Color LaserJet CP6015 printer series	cart																0			13,423.20	-
197. TONER CARTRIDGE, HP CB383A, magenta, for HP Color LaserJet CP6015 printer series	cart																0			13,423.20	-
198. TONER CARTRIDGE, HP CB390A, black, for HP Color LaserJet CM6030/CM6040 MFP	cart																0			2,782.56	-
199. TONER CARTRIDGE, HP CB435A, black, for HP LaserJet P1005, P1006 printer series	cart																0			2,491.86	-
200. TONER CARTRIDGE, HP CB436A, black, for HP LaserJet P1505 printer series	cart																0			2,924.34	-
201. TONER CARTRIDGE, HP CB540A, black, for HP Color LaserJet CP1215, CP1510 printer series, CM1312 MFP	cart																0			2,886.60	-
202. TONER CARTRIDGE, HP CB541A, cyan, for HP Color LaserJet CP1215, CP1510 printer series, CM1312 MFP	cart																0			2,652.00	-
203. TONER CARTRIDGE, HP CB542A, yellow, for HP Color LaserJet CP1215, CP1510 printer series, CM1312 MFP	cart																0			2,652.00	-
204. TONER CARTRIDGE, HP CB543A, magenta, for HP Color LaserJet CP1215, CP1510 printer series, CM1312 MFP	cart																0			2,652.00	-
205. TONER CARTRIDGE, HP CC364A, black, for HP LaserJet P4014, P4015, P4515 printer series	cart																0			6,324.00	-
206. TONER CARTRIDGE, HP CC364XC, high cap, black, for HP LaserJet P4015, P4515 printer series	cart																0			11,597.40	-
207. TONER CARTRIDGE, HP CC530A, black, for HP Color LaserJet CP2025 printer series	cart																0			5,064.30	-
208. TONER CARTRIDGE, HP CC531A, cyan, for HP Color LaserJet CP2025 printer series	cart																0			4,750.14	-
209. TONER CARTRIDGE, HP CC532A, yellow, for HP Color LaserJet CP2025 printer series	cart																0			4,750.14	-







307. TONER CARTRIDGE, Samsung Part No. SCX-D655A for printer model MFP 6545	cart																	0			8,670.00	-	
308. TONER CARTRIDGE, Samsung Part No. MLD3050B for printer ML-D3050 / ML-D3051	cart																	0			6,528.00	-	
309. TONER CARTRIDGE, Samsung Part No. MLTD105L, for printer ML 2580n	cart																	0			2,805.00	-	
310. TONER CARTRIDGE, Samsung Part No. ML D2850B, for printer ML D2851ND	cart																	0			4,768.50	-	
311. TONER CARTRIDGE, Samsung Part No. MLTD104-S, for Samsung ML 1660	cart																	0			2,856.00	-	
312. TONER CARTRIDGE, Samsung Part No. MLTD103-S	cart																	0			2,856.00	-	
313. TONER CARTRIDGE, Samsung ML-2250D5	cart																	0			4,692.00	-	
314. TONER CARTRIDGE, Samsung ML-2010D3	cart																	0			2,958.00	-	
315. TONER CARTRIDGE, for Kyocera Mita KM-1505/1510/1810	cart																	0			3,843.84	-	
316. TONER CARTRIDGE, TK 100, for Kyocera Mita KM-1500	cart																	0			2,843.56	-	
317. TONER CARTRIDGE, Kyocera TK-120	cart																	0			5,254.02	-	
318. TONER CARTRIDGE, for Kyocera FS4000DN printer TK330	cart																	0			8,042.70	-	
319. TONER CARTRIDGE, for Kyocera FS4020DN printer TK364	cart																	0			8,319.12	-	
320. RIBBON CARTRIDGE, Lexmark 11A3550 for Printer Models	cart																	0			1,142.40	-	
321. RIBBON CARTRIDGE, Epson C13SO15505 for printer DFX-9000	cart																	0			1,129.14	-	
322. RIBBON CARTRIDGE, Epson C13SO15506(7753) Fabric, for	cart																	0			119.34	-	
323. RIBBON CARTRIDGE, Epson C13SO15508(S015016), black, for	cart																	0			344.76	-	
324. RIBBON CARTRIDGE, Epson C13SO15568, Color, for printer	cart																	0			1,224.00	-	
325. RIBBON CARTRIDGE, Epson C13SO15577(#8766), for printer	cart																	0			940.44	-	
326. RIBBON CARTRIDGE, Epson C13SO15587, black for printer	cart																	0			1,030.20	-	
327. RIBBON CARTRIDGE, Epson C13SO15589(S015337), for	cart																	0			373.32	-	
328. RIBBON, Epson RN 8755	cart					5												10			83.13	831.30	
329. RIBBON, Epson RN 8750	cart					30												60			75.28	4,516.80	
330. RIBBON, Epson RN 7754	cart																	0			127.50	-	
331. RIBBON, Epson RN SO 15083/SO 15086	cart																	0			710.94	-	
332. RIBBON, Epson RN SO 15327	cart																	0			328.44	-	
333. RIBBON CARTRIDGE, for Fujitsu DL3850	cart																	0			438.60	-	
334. PRINthead, HP 11, black, C4810A, 8 ml, for HP Officejet	cart																	0			1,365.78	-	
335. PRINthead, HP 11, cyan, 8 ml, HP Officejet 9110, 9120, 9130	cart																	0			1,365.78	-	
336. PRINthead, HP 11, magenta C4812A, 8 ml, HP Officejet 9110,	cart																	0			1,365.78	-	
337. PRINthead, HP 11 yellow, 8 ml, HP Officejet 9110, 9120, 9130	cart																	0			1,365.78	-	
338. Photoconductor Kit, Lexmark PN 12A8302	cart																	0			4,120.80	-	
339. Photoconductor Kit, Lexmark PN E260X22G	cart																	0			2,295.00	-	
340. Photoconductor Kit, Lexmark PN E250X22G	cart																	0			2,295.00	-	
341. PHOTOCONDUCTOR UNIT, Epson C13S051099, for printer	cart																	0			3,391.50	-	
342. IMAGING UNIT, Samsung SCXR6555A	cart																	0			10,200.00	-	
<b>COMMON OFFICE SUPPLIES</b>																							
1. ACETATE, gauge #3, 50m in length	roll																				0	612.02	-
2. AIR FRESHENER, 280ml/can	can																				0	89.44	-
3. ALCOHOL, 70%, ethyl	bottle																				0	40.04	-
4. AUDIO CASSETTE TAPE, 90min. recording time	piece																				0	20.59	-
pocket on front, back and spine for label	pair																				0	114.40	-
view pocket on front, back and spine for label	pair																				0	119.60	-
7. CARBON FILM, polyethylene, 210mm x 297mm(A-4), 100s/box	box																				0	327.60	-
8. CARBON FILM, polyethylene, 216mm x 330mm, 100s/box	box																				0	331.50	-
9. CARTOLINA, assorted color, 20s/pack	pack																				0	69.89	-
10. CARTOLINA, white, 20s/pack	pack																				0	41.60	-
11. CHALK, white, dustless, 100 pcs/box	box																				0	34.32	-
12. CLIP, bulldog (3")	piece																				0	7.68	-
13. CLIP, backfold, 25mm, 12s/box	box																				0	14.56	-
14. CLIP, backfold, 50mm, 12s/box	box																				0	42.12	-
15. CLIP, backfold, 19mm, 12s/box	box																				0	7.54	-
16. CLIP, backfold, 32mm, 12s/box	box																				0	16.64	-
17. COLUMNAR PAD, 4 cols, 50 gsm min.	pad																				0	24.44	-
18. COLUMNAR PAD, 14 cols, 50 gsm min.	pad																				0	43.68	-
19. COLUMNAR PAD, 16 cols, 50 gsm min.	pad																				0	42.64	-
20. COLUMNAR PAD, 18 cols, 50 gsm min.	pad																				0	71.24	-
21. COLUMNAR NOTEBOOK, 12 cols	piece																				0	19.76	-
22. CORRECTION TAPE, disposable, usable length of 6 meters(min), 5mm width	pair																				0	20.75	-







23. PUNCHING/BINDING MACHINE, two(2) hand lever system, 34cm or 13" (24 holes) punching, width adjustable to any format, binds 425 sheets, or up to 2" thick, all metal construction	unit												0			10,398.96	-	
24. TABLE, monobloc, square, 36" X 36", white, four(4) seater, for indoor and outdoor use	unit												0			1,232.40		
24. TIME RECORDER, (for attendance), electronic, stylish/compact design, large, display, 2-color ribbon, with dot matrix printer, bell and buzzer, wall or desk mount, 220 volts	unit												0			4,585.15	-	
<b>HANDBOOKS ON PROCUREMENT</b>																		
HANDBOOK ON PUBLIC BIDDING DOCUMENTS,																		
8-1/2" x 11", offset printing, one color print, laminated																		
kromcote cover, newsprint inside pages, perfect binding for:																		
a. Procurement of Goods & Services, 110-115 pages	piece												0			32.24	-	
b. Procurement of Civil Works, 139-149 pages	piece												0			37.65	-	
c. Procurement of Consulting Services, 139-149 pages	piece												0			22.36	-	
d. Sample Forms, 8-1/4" x 11-3/4", 328 pages	piece												0			88.40	-	
e. for LGUs	piece															113.36	-	
PROCUREMENT(5th Edition), 6" x 9", 228 pages,	piece												0			39.52	-	
HANDBOOK ON PUBLIC BIDDING CHECKLIST, 6" x 9", 70 pages	piece												0			13.52	-	
HANDBOOK ON GENERIC PROCUREMENT	set												0			130.00	-	
MANUAL (GPM), A-4 size(210mm x 297mm), foldcote 12 w/ plastic lamination, one(1) set of four																	-	
(4) volumes as follows:																	-	
Volume I (103 pages) - white color																	-	
Volume II (138 pages) - light blue color																	-	
Volume III (124 pages) - light yellow color																	-	
Volume IV (118 pages) - light green color																	-	
<b>B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)</b>																		
<b>Office Equipment and Accessories</b>																		
1 Cabinet for science laboratory	unit																40,000.00	40,000.00
2													0					-
3													0					-
4													0					-
5													0					-
6													0					-
7													0					-
8													0					-
9													0					-
10													0					-
<b>Office Supplies</b>																		
1 Copy Printer Ink	crgs	2		2				2					8				1,500.00	12,000.00
2 Master Copy for copy printer	roll			3				3					12				1,500.00	18,000.00
3 Toner for Photocopier	crgs	1	2	2	1	1	1	1	1	1	1		12				2,710.00	32,520.00
4													0					-
5													0					-
6													0					-
7													0					-
8													0					-
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