

**ANNUAL PROCUREMENT PLAN FOR 2018  
For Common-Use Supplies and Equipment**

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

1. Indicate the agency's monthly requirement per item in the APP form. The form will automatically compute for the Total Quarterly requirement, Total Amount per item and the Grand Total.
2. **APPs are considered incorrect if: a) form used is other than the prescribed format downloaded at ps-philgeps.gov.ph and; b) correct format is used but fields were deleted and/or inserted in Portion A of the APP. The agency will be informed through e-mail if the submission is incorrect.**
3. For Other Items not available from the Procurement Service but regularly purchased from other sources, agency must specify/indicate the item name under each category and unit price based on their last purchase of the item/s. These items will be evaluated by the Procurement Service and may be considered Common Supplies or Equipment (CSE). Items will be added to the electronic catalogue / virtual store as soon as it is procured and made available by the Procurement Service.
4. The accomplished **HARD COPY** of the APP-CSE shall be submitted in the following manner:
  - a. DBM Central Office- for entities in the Central Office
  - b. DBM Regional Office (RO)- for regional offices, operating units of DepEd, DOH, DPWH, CHED, TESDA and SUCs
 The accomplished **SOFT COPY** of the APP-CSE shall be submitted to the following email addresses:
  - a. app.nga.ps@gmail.com- For central and regional offices of all national government agencies
  - b. app.suc.ps@gmail.com- For main and other campuses of all state universities and colleges
  - c. app.gocc.ps@gmail.com- For all central and regional offices of government owned and controlled corporations
  - d. app.deped.ps@gmail.com- For primary and secondary schools
  - e. app.lgu.ps@gmail.com - For Local government units
5. Consistent with Circular Letter No.2017-12 dated October 19, 2017, the APP for FY 2018 must be submitted on or before **November 30, 2017**.
6. Rename your APP file in the following format: APP2018- Name of Agency- Region (e.g. APP2018 -PS- Central Office).
7. For further assistance/clarification, agencies may call the Sales Division of the Procurement Service at telephone nos. (02)561-6094 or (02)689-7750 loc. 4021.

Department/Bureau/Office: DEPARTMENT OF ENERGY  
 Region: MAIN & NCR  
 Address: Energy Center, Rizal Drive, cor 34th St., BGC, Taguig City

Agency Account Code: G001

Contact Person: Maria Abella R. Cuevas  
 Position: AO V  
 E-mail: macuevas@doe.gov.ph  
 Telephone/Mobile Nos: 8402145

Item & Specifications	Unit of Measure	Quantity Requirement																		Price Catalogue	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity			
<b>A. AVAILABLE AT PROCUREMENT SERVICE STORES</b>																					
<b>COMMON ELECTRICAL SUPPLIES</b>																					
1 BATTERY, dry cell, AA, 2 pieces per blister pack	pack	200	200	267	667	165	168	168	501	210	215	215	640	19	21	14	54	1862	20.28	37,761.36	
2 BATTERY, dry cell, AAA, 2 pieces per blister pack	pack	250	150	334	734	135	155	144	434	170	173	175	518	54	9	9	72	1758	19.20	33,753.60	
3 BATTERY, dry cell, D, 1.5 volts, alkaline	pack	6	6	6	18	6	5	5	16	5	5	5	15	0	0	0	0	49	91.94	4,505.06	
4 FLUORESCENT LAMP, 18 WATTS, linear tubular (T8)	tube	6	5	2	13	4	5	4	13	4	5	4	13	4	3	3	10	49	40.97	2,007.53	
5 Ligth Bulb, LED, 7 watts 1 pc in individual box	piece	2	3	2	7	2	2	3	7	3	2	3	8	0	0	0	0	22	75.39	1,658.58	
6 TAPE, ELECTRICAL, 18mm x 16M min	roll	21	38	25	84	16	17	18	51	12	11	10	33	0	0	0	0	168	18.93	3,180.24	
<b>COMMON OFFICE SUPPLIES</b>																					
1 ACETATE, thickness: 0.075mm min (gauge #3)	roll	13	5	5	23	2	1	2	5	0	1	0	1	0	0	0	0	29	766.73	22,235.17	

*JWC*



2	AIR FRESHENER, aerosol, 280ml/150g min	can	250	350	51	651	140	145	140	425	215	210	212	637	44	16	15	75	1788	88.69	158,577.72
3	ALCOHOL, ethyl, 68%-70%, scented, 500ml (-5ml)	bottle	500	506	700	1706	430	435	438	1303	620	642	630	1892	111	51	51	213	5114	49.73	254,319.22
4	CARBON FILM, PE, black, size 210mm x 297mm	box	130	120	24	274	57	58	57	172	70	80	75	225	23	2	2	27	698	205.48	143,425.04
5	CARBON FILM, PE, black, size 216mm x 330mm	box	40	35	35	110	18	20	19	57	30	30	18	78	1	0	0	1	246	210.91	51,883.86
6	CARTOLINA, assorted colors	pack	20	20	24	64	8	9	9	26	9	7	6	22	0	0	0	0	112	64.48	7,221.76
7	CHALK, molded, white, dustless, length: 78mm min	box	3	3	3	9	3	3	2	8	4	3	1	8	0	0	0	0	25	26.89	672.25
8	CLEARBOOK, 20 transparent pockets, for A4 size	piece	150	153	134	437	68	70	70	208	65	64	63	192	12	8	8	28	865	38.19	33,034.35
9	CLEARBOOK, 20 transparent pockets, for LEGAL size	piece	160	158	100	418	40	40	40	120	35	10	11	56	0	0	0	0	594	40.47	24,039.18
10	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box	145	228	200	573	92	92	91	275	142	139	135	416	19	14	9	42	1306	7.87	10,278.22
11	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box	199	200	130	529	74	72	71	217	125	104	104	333	3	4	3	10	1089	13.94	15,180.66
12	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box	100	125	115	340	51	51	51	153	83	80	70	233	5	2	2	9	735	19.88	14,611.80
13	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box	90	80	85	255	42	42	42	126	65	62	60	187	3	4	3	10	578	41.10	23,755.80
14	CORRECTION TAPE, film base type, UL 6m min	piece	234	450	400	1084	204	203	203	610	295	284	213	792	33	22	23	78	2564	18.26	46,818.64
15	DATA FILE BOX, made of chipboard, with closed ends	box	136	100	130	366	59	58	52	169	61	41	41	143	0	0	0	0	678	72.57	49,202.46
16	DATA FOLDER, made of chipboard, tag/la lock	piece	34	56	43	133	6	6	6	18	0	0	0	0	0	0	0	0	151	71.39	10,779.89
17	ENVELOPE, DOCUMENTARY, for A4 size document	box	19	18	19	56	10	11	10	31	10	7	7	24	1	1	2	4	115	424.47	48,814.05
18	ENVELOPE, DOCUMENTARY, for legal size document	box	15	15	16	46	8	9	8	25	11	7	7	25	1	2	1	4	100	538.80	53,880.00
19	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc	box	24	24	23	71	11	11	11	33	11	12	11	34	3	2	0	5	143	667.84	95,501.12
20	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece	100	100	100	300	37	38	38	113	40	40	55	135	8	9	8	25	573	28.71	16,450.83
21	ENVELOPE, MAILING, white, 80gsm (-5%)	box	20	18	20	58	11	10	10	31	8	8	5	21	0	0	0	0	110	341.79	37,596.90
22	ENVELOPE, mailing, white, with window	box	3	4	4	11	2	2	2	6	0	0	0	0	0	0	0	0	17	427.23	7,262.91
23	ERASER, FELT, for blackboard/whiteboard	piece	31	31	30	92	11	11	10	32	8	8	7	23	3	3	3	9	156	11.55	1,801.80
24	ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece	121	125	125	371	58	56	58	172	74	71	74	219	18	2	2	22	784	6.23	4,884.32
25	FASTENER, METAL, 70mm between prongs	box	71	72	73	216	33	34	33	100	50	51	48	149	0	0	0	0	465	59.37	27,607.05
26	FILE ORGANIZER, expanding, plastic, 12 pockets	piece	74	76	75	225	40	40	40	120	45	43	42	130	0	0	0	0	475	73.59	34,955.25

Howe



27	FILE TAB DIVIDER, bristol board, for A4	set	130	131	130	391	65	70	68	203	115	117	115	347	30	20	20	70	1011	12.98	13,122.78
28	FILE TAB DIVIDER, bristol board, for legal	set	89	82	82	253	47	46	49	142	85	90	85	260	13	14	13	40	695	17.31	12,030.45
29	FOLDER, FANCY, for A4 size documents	bundle	42	30	30	102	12	12	11	35	8	9	9	26	2	1	1	4	167	258.50	43,169.50
30	FOLDER, FANCY, for legal size documents	bundle	30	30	29	89	12	12	13	37	11	11	11	33	0	1	1	2	161	302.85	48,758.85
31	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack	108	106	106	320	35	40	35	110	45	42	45	132	2	1	2	5	567	177.92	100,880.64
32	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack	63	60	61	184	23	23	23	69	24	25	25	74	1	1	2	4	331	222.27	73,571.37
33	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box	34	33	34	101	9	9	10	28	9	9	9	27	2	2	2	6	162	776.59	125,807.58
34	FOLDER, TAGBOARD, for A4 size documents	pack	18	18	18	54	7	7	8	22	5	4	4	13	0	1	1	2	91	226.05	20,570.55
35	FOLDER, TAGBOARD, for legal size documents	pack	22	21	22	65	11	11	11	33	9	9	8	26	1	1	0	2	126	208.38	26,255.88
36	GLUE, all purpose, gross weight: 200 grams min	jar	129	128	127	384	65	69	68	202	52	53	54	159	22	22	22	66	811	49.73	40,331.03
37	INDEX TAB, self-adhesive, transparent	box	106	105	103	314	63	67	67	197	35	35	30	100	2	2	2	6	617	53.74	33,157.58
38	LOOSELEAF COVER, made of chipboard, for legal	bundle	8	8	8	24	2	1	2	5	4	4	4	12	0	0	0	0	41	676.00	27,716.00
39	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece	108	109	109	326	46	47	45	138	32	32	33	97	3	4	3	10	571	43.26	24,701.46
40	MARKER, FLUORESCENT, 3 assorted colors per set	set	160	170	170	500	97	99	98	294	120	110	117	347	3	3	3	9	1150	36.97	42,515.50
41	MARKER, whiteboard, black, felt tip, bullet type	piece	168	165	150	483	125	120	120	365	144	130	135	409	6	6	6	18	1275	10.69	13,629.75
42	MARKER, whiteboard, blue, felt tip, bullet type	piece	140	150	116	406	95	95	95	285	100	100	100	300	5	8	7	20	1011	10.69	10,807.59
43	MARKER, whiteboard, red, felt tip, bullet type	piece	106	106	106	318	77	77	78	232	88	86	89	263	9	9	9	27	840	10.69	8,979.60
44	MARKER, PERMANENT, bullet type, black	piece	228	228	230	686	154	154	154	462	185	185	185	555	8	8	9	25	1728	10.04	17,349.12
45	MARKER, PERMANENT, bullet type, blue	piece	170	160	182	512	91	91	90	272	49	50	50	149	0	0	0	0	933	10.04	9,367.32
46	MARKER, PERMANENT, bullet type, red	piece	119	121	119	359	80	81	80	241	102	102	102	306	9	9	9	27	933	9.00	8,397.00
47	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece	213	210	218	641	121	125	128	374	140	135	135	410	18	18	18	54	1479	12.52	18,517.08
48	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	232	232	232	696	135	136	137	408	121	121	121	363	9	10	9	28	1495	32.45	48,512.75
49	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad	219	218	214	651	133	133	133	399	54	58	65	177	12	11	13	36	1263	44.32	55,976.16
50	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	221	225	225	671	133	133	133	399	145	140	140	425	9	10	9	28	1523	59.49	90,603.27
51	PAPER, PAD, ruled, size: 216mm x 330mm (± 2mm)	pad	125	128	130	383	60	59	59	178	121	115	115	351	2	2	2	6	918	18.99	17,432.82

*Howe*



52	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	189	229	180	598	94	94	92	280	241	242	251	734	26	31	31	88	1700	6.91	11,747.00
53	PAPER CLIP, vinyl/plastic coat, length: 48mm min	box	173	187	183	543	87	88	87	262	163	160	160	483	31	32	31	94	1382	14.04	19,403.28
54	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	265	265	260	790	150	152	135	437	435	436	435	1306	20	21	20	61	2594	137.66	357,090.04
55	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	230	240	230	700	99	100	100	299	243	250	245	738	13	14	13	40	1777	160.94	285,990.38
56	PAPER, Multi-Purpose (COPY) A4, 70 gsm	ream	662	690	660	2012	327	335	340	1002	25	25	27	77	50	45	40	135	3226	119.09	384,184.34
57	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	ream	413	412	408	1233	201	225	215	641	32	33	33	98	23	22	25	70	2042	123.08	251,329.36
58	PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	ream	30	42	35	107	19	18	15	52	81	81	81	243	3	4	4	11	413	95.18	39,309.34
59	PAPER, THERMAL, 55gsm, size: 216mm±1mm x 30m-0.3m	roll	48	44	46	138	25	28	27	80	2	1	1	4	21	21	21	63	285	34.29	9,772.65
60	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	107	110	110	327	55	55	54	164	30	31	31	92	7	7	7	21	604	20.40	12,321.60
61	PHILIPPINE NATIONAL FLAG, 100% polyester	piece	14	0	0	14	0	0	0	0	0	0	0	0	0	0	0	0	14	319.07	4,466.98
62	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	62	64	63	189	33	33	33	99	14	15	14	43	5	5	5	15	346	62.73	21,704.58
63	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	79	75	75	229	29	29	28	86	6	5	5	16	6	6	5	17	348	97.34	33,874.32
64	RING BINDER, 80 rings, plastic, 32mm x 1.12m	bundle	39	39	38	116	12	12	11	35	8	8	9	25	4	4	4	12	188	267.14	50,222.32
65	RUBBER BAND, 70mm min lay flat length (#18)	box	43	42	45	130	15	14	13	42	460	471	472	1403	1	1	0	2	1577	97.04	153,032.08
66	RULER, plastic, 450mm (18"), width: 38mm min	piece	85	84	84	253	21	21	20	62	401	387	390	1178	3	3	3	9	1502	16.10	24,182.20
67	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	467	466	473	1406	320	315	318	953	140	145	145	430	40	40	40	120	2909	35.99	104,694.91
68	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	418	419	414	1251	301	300	301	902	15	16	16	47	31	35	45	111	2311	35.99	83,172.89
69	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	160	160	160	480	102	104	104	310	21	21	21	63	11	10	11	32	885	35.99	31,851.15
70	STAMP PAD INK, purple or violet	bottle	62	62	61	185	18	17	18	53	16	17	17	50	0	1	1	2	290	25.62	7,429.80
71	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece	61	62	62	185	23	22	23	68	115	114	113	342	1	0	0	1	596	28.77	17,146.92
72	STAPLE WIRE, for heavy duty staplers, (23/13)	box	80	80	79	239	31	31	31	93	86	85	86	257	0	1	1	2	591	21.51	12,712.41
73	STAPLE WIRE, STANDARD, (26/6)	box	250	260	260	770	97	100	98	295	55	58	59	172	23	22	23	68	1305	19.68	25,682.40
74	TAPE, MASKING, width: 24mm (±1mm)	roll	138	143	126	407	90	90	88	268	87	85	85	257	9	10	9	28	960	57.32	55,027.20
75	TAPE, MASKING, width: 48mm (±1mm)	roll	100	100	100	300	62	66	69	197	58	56	58	172	9	9	10	28	697	109.24	76,140.28
76	TAPE, PACKAGING, width: 48mm (±1mm)	roll	170	175	170	515	95	95	100	290	128	130	128	386	10	10	10	30	1221	29.08	35,506.68

*huc*



77	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll	168	165	165	498	112	112	112	336	126	122	124	372	30	30	20	80	1286	11.36	14,608.96
78	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll	151	151	151	453	82	82	82	246	106	104	101	311	20	20	25	65	1075	27.58	29,648.50
79	TOILET TISSUE PAPER 2-plys sheets, 150 pulls	pack	743	748	751	2242	607	608	607	1822	810	810	816	2436	140	140	140	420	6920	70.30	486,476.00
80	TWINE, plastic, one (1) kilo per roll	roll	17	18	18	53	3	2	2	7	4	4	4	12	0	0	0	0	72	51.92	3,738.24
81	WRAPPING PAPER, kraft, 65gsm (-5%)	pack	15	15	14	44	3	3	3	9	8	7	8	23	0	0	1	1	77	133.99	10,317.23
82	Airline Travel	ticket				0				0				0				0	0	0.00	-

**COMMON OFFICE DEVICES**

1	CUTTER BLADE, for heavy duty cutter	tube	72	72	72	216	16	16	16	48	16	16	16	48	3	4	3	10	322	10.22	3,290.84
2	CUTTER KNIFE, for general purpose	piece	139	125	124	388	32	31	32	95	25	30	30	85	0	0	0	0	568	20.55	11,672.40
3	DATING AND STAMPING MACHINE, heavy duty	piece	18	17	17	52	0	0	1	1	1	1	1	3	0	0	0	0	56	497.52	27,861.12
4	PENCIL SHARPENER, manual, single cutter head	piece	45	45	45	135	0	0	0	0	4	3	4	11	0	0	0	0	146	194.69	28,424.74
5	PUNCHER, paper, heavy duty, with two hole guide	piece	41	41	42	124	1	1	2	4	2	2	2	6	0	0	0	0	134	123.42	16,538.28
6	SCISSORS, symmetrical, blade length: 65mm min	pair	145	145	144	434	20	20	20	60	20	20	20	60	0	0	0	0	554	14.28	7,911.12
7	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece	108	108	109	325	12	13	12	37	10	10	10	30	0	0	0	0	392	85.45	33,496.40
8	STAPLER, BINDER TYPE, heavy duty, desktop	piece	6	6	6	18	0	0	0	0	1	1	1	3	0	0	0	0	21	913.95	19,192.95
9	STAPLE REMOVER, PLIER-TYPE	piece	130	130	129	389	24	25	25	74	17	17	18	52	1	2	2	5	520	18.91	9,833.20
10	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece	59	59	59	177	3	3	3	9	5	5	5	15	0	1	1	2	203	51.57	10,468.71
11	WASTEBASKET, non-rigid plastic	piece	64	64	63	191	11	11	11	33	2	2	3	7	0	0	0	0	231	25.96	5,996.76

**COMMON JANITORIAL SUPPLIES**

1	BROOM, soft (tambo)	piece	2	2	1	5	1	1	0	2	1	0	0	1	0	0	0	0	8	91.94	735.52
2	BROOM, STICK (TING-TING), usable length: 760mm min	piece	1	2	1	4	1	0	1	2	0	0	0	0	0	0	0	0	6	24.88	149.28
3	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle	12	12	12	36	6	6	6	18	9	10	9	28	1	1	1	3	85	43.26	3,677.10
4	CLEANSER, SCOURING POWDER, 350g min./can	can	14	14	15	43	6	7	6	19	11	10	10	31	1	1	1	3	96	24.88	2,388.48
5	DETERGENT POWDER, all purpose, 1kg	pouch	58	58	57	173	26	26	26	78	41	39	41	121	1	1	1	3	375	38.93	14,598.75
6	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	154	154	158	466	80	81	81	242	125	121	132	378	23	23	23	69	1155	125.20	144,606.00

*ame*



7	DUST PAN, non-rigid plastic, w/ detachable handle	piece	6	6	7	19	0	0	0	0	0	0	0	0	0	0	0	0	19	28.12	534.28
8	FLOOR WAX, PASTE, RED	can	1	1	2	4	0	0	0	0	0	0	0	0	0	0	0	0	4	280.13	1,120.52
9	FURNITURE CLEANER, aerosol type, 300ml min per can	can	70	71	70	211	37	39	38	114	42	42	42	126	2	2	1	5	456	90.85	41,427.60
10	INSECTICIDE, aerosol type, net content: 600ml min	can	164	166	168	498	91	92	91	274	140	145	142	427	15	16	16	47	1246	142.77	177,891.42
11	MOP BUCKET, heavy duty, hard plastic	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,987.44	-
12	MOPHANDLE, heavy duty, aluminum, screw type	piece	1	0	1	2	0	0	0	0	0	0	0	0	0	0	0	0	2	148.18	296.36
13	MOPHEAD, made of rayon, weight: 400 grams min	piece	4	3	3	10	0	0	0	0	0	0	0	0	0	0	0	0	10	110.32	1,103.20
14	RAGS, all cotton, 32 pieces per kilogram min	bundle	93	95	97	285	49	51	49	149	62	63	63	188	2	3	2	7	629	51.68	32,506.72
15	SCOURING PAD, made of synthetic nylon, 140 x 220mm	pack	17	18	16	51	9	9	9	27	6	5	5	16	0	0	0	0	94	107.08	10,065.52
16	TRASHBAG, plastic, transparent	roll	63	63	63	189	33	33	33	99	35	36	35	106	2	3	3	8	402	145.48	58,482.96
17	DETERGENT BAR, 140 grams as packed	bar	41	41	40	122	22	23	22	67	40	39	38	117	0	0	0	0	306	7.57	2,316.42

COMMON OFFICE EQUIPMENT

1	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,816.00	-
2	CALCULATOR, compact, 12 digits	unit	13	13	12	38	0	0	0	0	1	2	2	5	0	0	0	0	43	140.61	6,046.23
3	CHAIR, monobloc, beige, with backrest, w/o armrest	piece	18	17	19	54	0	0	0	0	0	0	0	0	0	0	0	0	54	273.10	14,747.40
4	CHAIR, monobloc, white, with backrest, w/o armrest	piece	13	13	14	40	1	2	2	5	4	3	3	10	0	0	0	0	55	273.10	15,020.50
5	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit				0	0	0	0	0	0	0	0	0	0	0	0	0	0	6,828.14	-
6	DOCUMENT CAMERA, 3.2M pixels	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	26,391.04	-
7	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit				0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,091.33	-
8	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,372.55	-
9	ELECTRIC FAN, STAND type, plastic blade	unit				0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,046.65	-
10	ELECTRIC FAN, WALL type, plastic blade	unit		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	782.00	-
11	FACSIMILE MACHINE, uses thermal paper	unit				0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,642.83	-
12	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	unit	2	2	2	6	0	0	0	0	0	0	0	0	0	0	0	0	6	1,123.78	6,742.68
13	FIRE EXTINGUISHER, PURE HCFC 123, 4.5kgs	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,191.68	-

Jan



14	MULTIMEDIA PROJECTOR, 4000 min ANSI Lumens	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	27,542.94	-	
15	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8,411.60	-	
16	PAPER SHREDDER, cutting width: 3mm-4mm	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,927.17	-	
17	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	19,457.98	-	
18	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6,064.78	-	
19	PRINTER, LASER, monochrome, network-ready	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	744.14	-	
20	TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")min	unit	2	1	1	4	0	0	0	0	1	0	1	0	0	0	0	0	5	1,379.04	6,895.20	
21	TABLE, MONOBLOC, BEIGE, 889 x 889mm (35" x 35")min	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,379.04	-	
22	Desktop Computer, branded	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	35,887.49	-	
23	Laptop Computer, branded	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	36,587.28	-	
<b>COMMON COMPUTER SUPPLIES</b>																						
1	CONTINUOUS FORM, 1 PLY, 280 x 241mm	box	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	709.53	709.53
2	CONTINUOUS FORM, 1 PLY, 280 x 378mm	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,070.78	-
3	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	796.06	-
4	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,352.00	-
5	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	620.67	-
6	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,076.19	-
7	DVD REWRITABLE, speed: 4x min, 4.7GB capacity min	piece	125	126	125	376	55	55	55	165	75	81	80	236	0	0	0	0	777	22.66	17,606.82	
8	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	piece	90	90	90	270	13	12	12	37	7	7	6	20	0	0	0	0	327	3,152.86	1,030,985.22	
9	FLASH DRIVE, 16 GB capacity	piece	289	289	286	864	132	131	131	394	165	165	165	495	9	6	6	21	1774	261.75	464,344.50	
10	MOUSE, optical, USB connection type	unit	79	80	80	239	21	21	22	64	21	20	20	61	0	0	0	0	364	140.39	51,101.96	
<b>HANDBOOK ON PROCUREMENT</b>																						
1	HANDBOOK (RA 9184), 7th Edition	piece	8	8	8	24	0	0	0	0	0	0	0	0	0	0	0	0	0	24	48.13	1,155.12
<b>CONSUMABLES</b>																						
1	DRUM CART, BROTHER DR-3455	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,138.56	-



2	INK CART, CANON CL-741, Col.	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,041.58	-
3	INK CART, CANON CL-811, Colored	cart	7	7	6	20	4	5	4	13	10	10	10	30	0	0	0	0	63	1,070.78	67,459.14	
4	INK CART, CANON PG-740, Black	cart	2	2	2	6	2	2	2	6	4	4	4	12	0	0	0	0	24	784.16	18,819.84	
5	INK CART, CANON PG-810, Black	cart	7	7	6	20	5	4	5	14	13	13	13	39	0	0	0	0	73	811.20	59,217.60	
6	INK CART, EPSON C13T664100 (T6641), Black	cart	9	9	8	26	5	5	4	14	7	7	6	20	0	0	0	0	60	264.99	15,899.40	
7	INK CART, EPSON C13T664200 (T6642), Cyan	cart	7	7	8	22	4	3	3	10	4	4	4	12	0	0	0	0	44	264.99	11,659.56	
8	INK CART, EPSON C13T664300 (T6643), Magenta	cart	7	8	7	22	4	4	2	10	4	4	4	12	0	0	0	0	44	264.99	11,659.56	
9	INK CART, EPSON C13T664400 (T6644), Yellow	cart	8	7	7	22	3	4	3	10	4	4	4	12	0	0	0	0	44	264.99	11,659.56	
10	INK CART, HP C2P04AA (HP62) Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	
11	INK CART, HP C2P06AA (HP62) Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	
12	INK CART, HP C9351AA, (HP21), Black	cart	7	7	7	21	7	7	7	21	4	4	4	12	0	0	0	0	54	676.00	36,504.00	
13	INK CART, HP C9352AA, (HP22), Tri-color	cart	7	7	7	21	7	7	7	21	4	4	4	12	0	0	0	0	54	782.00	42,228.00	
14	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	1,552.10	-	
15	INK CART, HP C9397A (HP72) 69ml Photo Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	
16	INK CART, HP C9398A (HP72) 69ml Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	
17	INK CART, HP C9399A (HP72) 69ml Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	
18	INK CART, HP C9400A (HP72) 69ml Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	
19	INK CART, HP C9401A (HP72) 69ml Gray	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	
20	INK CART, HP C9403A (HP72) 130ml Matte Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	
21	INK CART, HP CC640WA, (HP60), Black	cart	2	2	2	6	0	0	0	0	2	2	2	6	0	0	0	0	12	665.18	7,982.16	
22	INK CART, HP CC643WA, (HP60), Tri-color	cart	2	1	2	5	2	2	2	6	2	2	2	6	0	0	0	0	17	784.16	13,330.72	
23	INK CART, HP CD887AA, (HP703), Black	cart	1	1	0	2	2	2	1	5	2	1	1	4	0	0	0	0	11	373.15	4,104.65	
24	INK CART, HP CD888AA, (HP703), Tri-color	cart	0	1	1	2	0	1	1	2	1	1	1	3	0	0	0	0	7	373.15	2,612.05	
25	INK CART, HP CD972AA, (HP 920XL), Cyan	cart	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	1	654.37	654.37	
26	INK CART, HP CD973AA, (HP 920XL), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	654.37	-	

*Handwritten mark*



27	INK CART, HP CD974AA, (HP 920XL), Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	654.37	-
28	INK CART, HP CD975AA, (HP 920XL), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,292.51	-
29	INK CART, HP CH561WA, (HP61), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	670.59	-
30	INK CART, HP CH562WA, (HP61), Tricolor	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	859.87	-
31	INK CART, HP CH565A (HP82) Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
32	INK CART, HP CH566A (HP82) Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
33	INK CART, HP CH567A (HP82) Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
34	INK CART, HP CH568A (HP82) Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8.00	-
35	INK CART, HP CN045AA, (HP950XL), Black	cart	18	17	15	50	0	0	0	10	10	10	30	4	3	3	10	90	1,616.99	145,529.10	
36	INK CART, HP CN046AA, (HP951XL), Cyan	cart	13	14	13	40	8	9	8	25	9	9	9	27	4	3	3	10	102	1,222.21	124,665.42
37	INK CART, HP CN047AA, (HP951XL), Magenta	cart	14	13	13	40	8	8	7	23	9	9	9	27	4	3	3	10	100	1,227.62	122,762.00
38	INK CART, HP CN048AA, (HP951XL), Yellow	cart	13	14	13	40	7	8	8	23	9	9	9	27	4	3	3	10	100	1,227.62	122,762.00
39	INK CART, HP CN692AA, (HP704), Black	cart	17	18	15	50	7	8	7	22	8	7	8	23	1	1	1	3	98	373.15	36,568.70
40	INK CART, HP CN693AA, (HP704), Tri-color	cart	12	12	12	36	5	5	5	15	5	4	5	14	1	1	1	3	68	373.15	25,374.20
41	INK CART, HP CZ107AA, (HP678), Black	cart	1	1	1	3	4	3	4	11	1	1	1	3	1	1	1	3	20	379.64	7,592.80
42	INK CART, HP CZ108AA, (HP678), Tricolor	cart	2	1	2	5	1	1	1	3	1	1	2	4	1	1	1	3	15	379.64	5,694.60
43	INK CART, HP CZ121A (HP685A), Black	cart	1	1	0	2	1	1	2	4	0	0	1	1	0	0	0	0	7	380.72	2,665.04
44	INK CART, HP CZ122A (HP685A), Cyan	cart	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	1	259.58	259.58
45	INK CART, HP CZ123A (HP685A), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	259.58	-
46	INK CART, HP CZ124A (HP685A), Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	259.58	-
47	INK CART, HP F6V26AA (HP680) Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
48	INK CART, HP F6V27AA (HP680) Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
49	INK CART, HP LoS51AA (HP955) Cyan Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
50	INK CART, HP LoS54AA (HP955) Magenta Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
51	INK CART, HP LoS57AA (HP955) Yellow Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-

*Handwritten mark*



52	INK CART, HP LoS60AA (HP955) Black Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
53	INK CART, HP LoS63AA (HP955XL) Cyan Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
54	INK CART, HP LoS66AA (HP955XL) Magenta Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
55	INK CART, HP LoS69AA (HP955XL) Yellow Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
56	INK CART, HP LoS72AA (HP955XL) Black Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
57	INK CART, HP T6L89AA (HP905) Cyan Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
58	INK CART, HP T6L93AA (HP905) Magenta Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
59	INK CART, HP T6L97AA (HP905) Yellow Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
60	INK CART, HP T6M01AA (HP905) Black Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
61	INK CART, HP T6M05AA (HP905XL) Cyan Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
62	INK CART, HP T6M09AA (HP905XL) Magenta Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
63	INK CART, HP T6M13AA (HP905XL) Yellow Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
64	INK CART, HP T6M17AA (HP905XL) Black Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
65	RIBBON CART, EPSON C13S015516 (#8750), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	79.82	-
66	RIBBON CART, EPSON C13S015531 (S015086), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	753.88	-
67	RIBBON CART, EPSON C13S015632, Black, forLX-310	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	78.96	-
68	TONER CART, BROTHER TN-2025, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,658.57	-
69	TONER CART, BROTHER TN-2130, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,892.80	-
70	TONER CART, BROTHER TN-2150, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,720.22	-
71	TONER CART, BROTHER TN-3320, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,059.63	-
72	TONER CART, BROTHER TN-3350, Black, for HL5450DN (CU Printer)	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,460.08	-
73	TONER CART, HP CB435A, Black	cart	3	2	3	8	3	3	2	8	2	1	2	5	1	1	1	3	24	2,914.91	69,957.84
74	TONER CART, HP CB540A, Black	cart	0	1	1	2	0	0	0	0	0	0	0	0	0	0	0	0	2	3,444.90	6,889.80
75	TONER CART, HP CE255A, Black	cart	1	1	1	3	0	0	1	1	0	0	1	1	0	1	0	1	6	7,024.99	42,149.94
76	TONER CART, HP CE278A, Black	cart	4	4	5	13	4	5	4	13	5	6	5	16	0	0	0	0	42	3,239.39	136,054.38

*hmc*



77	TONER CART, HP CE285A (HP85A), Black	cart	13	14	15	42	10	10	11	31	10	11	11	32	1	1	1	3	108	3,009.01	324,973.08
78	TONER CART, HP CE310A, Black	cart	3	2	3	8	3	2	2	7	3	3	3	9	0	0	1	1	25	2,482.27	62,056.75
79	TONER CART, HP CE311A, Cyan	cart	0	1	1	2	0	0	1	1	1	1	1	3	0	0	0	0	6	2,590.43	15,542.58
80	TONER CART, HP CE312A, Yellow	cart	0	1	1	2	0	0	1	1	1	1	1	3	0	0	0	0	6	2,590.43	15,542.58
81	TONER CART, HP CE313A, Magenta	cart	1	1	0	2	0	0	1	1	1	1	1	3	0	0	0	0	6	2,590.43	15,542.58
82	TONER CART, HP CE320A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,968.99	-
83	TONER CART, HP CE321A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,131.23	-
84	TONER CART, HP CE322A, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,131.23	-
85	TONER CART, HP CE323A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,131.23	-
86	TONER CART, HP CE390A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,998.43	-
87	TONER CART, HP CE400A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,024.99	-
88	TONER CART, HP CE401A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,377.95	-
89	TONER CART, HP CE402A, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,377.95	-
90	TONER CART, HP CE403A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,377.95	-
91	TONER CART, HP CE410A, (HP305), Black	cart	7	7	7	21	1	1	0	2	1	1	0	2	0	0	0	0	25	3,942.43	98,560.75
92	TONER CART, HP CE411A, (HP305), Cyan	cart	6	6	6	18	0	0	0	0	0	0	0	0	0	0	0	0	18	5,618.91	101,140.38
93	TONER CART, HP CE412A, (HP305), Yellow	cart	6	5	6	17	0	0	0	0	0	0	0	0	0	0	0	0	17	5,618.91	95,521.47
94	TONER CART, HP CE413A, (HP305), Magenta	cart	6	6	5	17	0	0	0	0	0	0	0	0	0	0	0	0	17	5,618.91	95,521.47
95	TONER CART, HP CE505A, Black	cart	7	7	5	19	6	5	5	16	10	10	9	29	1	2	2	5	69	4,158.75	286,953.75
96	TONER CART, HP CE505X, Black, high cap	cart	2	2	2	6	0	0	0	0	2	2	2	6	0	0	0	0	12	7,349.47	88,193.64
97	TONER CART, HP CF217A (HP17A) Black LaserJet	cart	0	1	1	2	1	1	0	2	0	0	0	0	0	0	0	0	4	0.00	-
98	TONER CART, HP CF226A (HP26A) Black LaserJet	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
99	TONER CART, HP CF226XC (HP26XC) Black LaserJet	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
100	TONER CART, HP CF280A, LaserJet Pro M401/M425 2.7K Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
101	TONER CART, HP CF280XC	cart	1	1	0	2	1	1	0	2	0	0	0	0	0	0	0	0	4	7,241.31	28,965.24

*lluc*



102	TONER CART, HP CF281A (HP81A) Black LaserJet	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
103	TONER CART, HP CF283A (HP83A) LaserJet Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
104	TONER CART, HP CF283XC (HP83X) Blk Contract LJ	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
105	TONER CART, HP CF287A (HP87) black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
106	TONER CART, HP CF310AC (HP826) black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
107	TONER CART, HP CF311AC (HP826) cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
108	TONER CART, HP CF312AC (HP826) yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
109	TONER CART, HP CF313AC (HP826) magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
110	TONER CART, HP CF325XC (HP25X) Black LaserJet	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
111	TONER CART, HP CF350A Black LJ	cart	0	0	0	0	1	0	1	2	1	2	1	4	0	0	0	0	6	0.00	-
112	TONER CART, HP CF351A Cyan LJ	cart	0	0	0	0	0	1	1	2	1	1	2	4	0	0	0	0	6	0.00	-
113	TONER CART, HP CF352A Yellow LJ	cart	0	0	0	0	0	1	1	2	1	2	1	4	0	0	0	0	6	0.00	-
114	TONER CART, HP CF353A Magenta LJ	cart	0	0	0	0	1	1	0	2	1	1	2	4	0	0	0	0	6	0.00	-
115	TONER CART, HP CF360A (HP508A) Black LaserJet	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
116	TONER CART, HP CF360XC (HP508X) Black Contract LJ	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
117	TONER CART, HP CF361A (HP508A) Cyan LaserJet	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
118	TONER CART, HP CF361XC (HP508X) Cyan Contract LJ	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
119	TONER CART, HP CF362A (HP508A) Yellow LaserJet	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
120	TONER CART, HP CF362XC (HP508X) Yellow Contract LJ	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
121	TONER CART, HP CF363A (HP508A) Magenta LaserJet	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
122	TONER CART, HP CF363XC (HP508X) Magenta Contract LJ	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
123	TONER CART, HP CF400A (HP201A) Black LaserJet	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
124	TONER CART, HP CF401A (HP201A) Cyan LaserJet	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
125	TONER CART, HP CF402A (HP201A) Yellow LaserJet	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
126	TONER CART, HP CF403A (HP201A) Magenta LaserJet	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-

*Handwritten mark*



127	TONER CART, HP CF410A (HP410A) black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
128	TONER CART, HP CF410XC (HP410XC) black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
129	TONER CART, HP CF411A (HP410A) cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
130	TONER CART, HP CF411XC (HP410XC) cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
131	TONER CART, HP CF412A (HP410A) yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
132	TONER CART, HP CF412XC (HP410XC) yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
133	TONER CART, HP CF413A (HP410A) magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
134	TONER CART, HP CF413XC (HP410XC) magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-
135	TONER CART, HP Q2612A, Black	cart	4	4	3	11	0	0	0	0	4	4	5	13	1	1	1	3	27	3,228.58	87,171.66
136	TONER CART, HP Q5942A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,782.11	-
137	TONER CART, HP Q7553A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,050.59	-
138	TONER CART, LEXMARK E360H11P, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9,229.29	-
139	TONER CART, LEXMARK T650A11P, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,015.62	-
140	TONER CART, SAMSUNG MLT-D101S, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,747.26	-
141	TONER CART, SAMSUNG MLT-D103S, Black	cart	1	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0	2	3,028.48	6,056.96
142	TONER CART, SAMSUNG MLT-D104S, Black	cart	1	1	1	3	0	0	0	0	2	2	2	6	0	0	0	0	9	2,541.76	22,875.84
143	TONER CART, SAMSUNG MLT-D105L, Black	cart	1	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0	2	2,898.69	5,797.38
144	TONER CART, SAMSUNG MLT-D108S, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,855.42	-
145	TONER CART, SAMSUNG MLT-D203E, Black	cart	1	2	1	4	0	0	0	0	1	2	2	5	0	0	0	0	9	7,403.55	66,631.95
146	TONER CART, SAMSUNG MLT-D203L, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,802.30	-
147	TONER CART, SAMSUNG MLT-D203U, black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9,842.56	-
148	TONER CART, SAMSUNG MLT-D205E, Black	cart	1	1	0	2	0	0	0	0	2	1	1	4	0	0	0	0	6	9,572.16	57,432.96
149	TONER CART, SAMSUNG MLT-D205L, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,267.39	-
150	TONER CART, SAMSUNG SCX-D6555A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,531.90	-
151	TONER CARTRIDGE, BROTHER TN-3478, Blackf, for printer HL-6400DW (12,000 pages)	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6,312.22	-

*Done*



152	TONER CARTRIDGE, CANON 324 II, for printer LBP6780x	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	13,935.33	-
-----	---	------	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	-----------	---

**B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)**

**COMMON ELECTRICAL SUPPLIES**

1	Extension Socket (4 socket), 5 meters	pc	14	0	0	14	0	0	0	0	0	0	0	0	0	0	0	0	0	14	400.00	5,600.00
2	Ballast 220-240V, electronic, 36W	pc	15	0	0	15	0	0	0	0	0	0	0	0	0	0	0	0	0	15	350.00	5,250.00
3	Fluorescent tube, 36W	tube	20	0	0	20	0	0	0	0	0	0	0	0	0	0	0	0	0	20	72.00	1,440.00
4	Starter	pc	5	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0	0	5	8.00	40.00
5	Extension wires, 8 sockets	pc	4	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	4	927.00	3,708.00
5	Calculator, 12 digit solar/cell type	pc	4	4	2	10	0	0	0	0	0	0	0	0	0	0	0	0	0	10	350.00	3,500.00

**COMMON OFFICE EQUIPMENT**

1						0														0	0	-
2						0														0	0	-
3						0														0	0	-
4						0														0	0	-
5						0														0	0	-

**COMMON OFFICE SUPPLIES**

1	Ballpen, Black	900	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	900	20.00	18,000.00
2	Ballpen, Blue	900	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	900	20.00	18,000.00
3	Ballpen, Red	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	20.00	10,000.00
4	Sign Here. 3M equivalent	542	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	542	120.00	65,040.00
5	Stick Rite	40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	40	50.00	2,000.00
6	Fastetner, plastic, vinyl 50pc/box	64	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	64	100.00	6,400.00
7	Wire, staple wire #10	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	20.00	80.00
8	Photopaper matt 10s inkjet	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	125.00	750.00
9	Duct Tape Silver 48mm	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	90.00	180.00

*Handwritten mark*



10	Double sided tape white 18mm	90	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	90	80.00	7,200.00
11	Gloves/box, rubberized,disposable	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	14	500.00	7,000.00
12	Mask/box,disposable	22	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	22	300.00	6,600.00
13	Plastic bag/pack, 7" x 10 "	20	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20	50.00	1,000.00
14	Columnar Pad,4 cols 50gms min	185	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	185	30.00	5,550.00
15	Columnar Notebook 20 cols	26	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	26	80.00	2,080.00
16	Columnar Pad 14 cols 50gsm min	70	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	70	45.00	3,150.00
17	Columnar Pad, 16 Cols, 50 gsm min.	66	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	66	45.00	2,970.00
18	Columnar Pad 18 col 50gsm min	90	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	90	60.00	5,400.00
19	Sticker Paper	28	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	28	50.00	1,400.00
20	Z Type File Indexer 10x 48mm	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	175.00	1,400.00
21	Mechanical Pencil, 05	24	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24	30.00	720.00
22	Lead Pencil 0.5 Fiber Castel	38	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	38	120.00	4,560.00
23	Scotch 810 Magic Tape, 12mm x 50M (Big)	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10	160.00	1,600.00
24	SCOTCH 810 Magic Tape, 18mm x 50M (big)	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10	180.00	1,800.00
25	Storage Box - Slim with cover (16" x 14" x 11")	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	300.00	15,000.00
26	Tack - 1t(90pcs)	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	70.00	560.00
27	Map pin, round head, 100s/case	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	50.00	100.00
28	Push pin, flat head type, asst colors 100s/case	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	25.00	50.00
29	Note Pad 2x2	60	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	60	100.00	6,000.00
30	Duck Tape	40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	40	145.00	5,800.00
31	Soap	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	60.00	3,000.00
32	Dishwashing Liquid	30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30	125.00	3,750.00
33	Binder Clips, 1/2	35	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	35	30.00	1,050.00
34	Binder Clips, 3/4	35	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	35	30.00	1,050.00

*Handwritten mark*



35	Binder Clips, 1'	35	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	35	30.00	1,050.00
36	ID Holder with Lace	2000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2000	10.00	20,000.00
37	OTG USB Drive	20	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20	1,000.00	20,000.00
38	Specialty Paper, short, 10/pack	305	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	305	60.00	18,300.00
39	Glue adhesive, mighty bond or equivalent	16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	16	80.00	1,280.00
40	Photopaper, A-4 high gloss, 10sheets/pack	16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	16	200.00	3,200.00
41	RJ454 Jack	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	5.50	2,750.00
42	Flashlight	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	200.00	200.00
43	Magnifying Glass	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	100.00	100.00
44	Token for Bilateral/Multilateral Meetings	75	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	75	1,000.00	75,000.00
45	Working Folders	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	500.00	25,000.00
46	In and Out Tray	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	500.00	4,000.00
47	Photopaper A4 size matte pack	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	80.00	4,000.00
48	Signing Folder	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	1,000.00	2,000.00
49	Special Paper A4 (Board) 200 GSM pack	80	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	80	50.00	4,000.00
50	Photopaper A4 size glossy pack	86	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	86	80.00	6,880.00
51	Time Card, for bundy clock	1008	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1008	1.00	1,008.00
52	Storage Box, small	60	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	60	95.00	5,700.00
53	Stapler#35	24	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24	286.00	6,864.00
54	Staple remover, pastic	36	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	36	13.00	468.00
55	Special Paper, 185 GSM	108	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	108	35.00	3,780.00
56	Scissors	36	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	36	100.00	3,600.00
57	Plastic Tray	48	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	48	95.00	4,560.00
58	Picture Frame, short size	36	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	36	300.00	10,800.00
59	Mimeographing paper, yellow, short	24	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24	190.00	4,560.00

*Howe*



60	Mlmeographing paper, pink, short	24	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24	190.00	4,560.00
61	Balk bayan box	108	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	108	70.00	7,560.00
62	Ballpen, black	252	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	252	20.00	5,040.00
63	Ballpen, blue	240	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	240	20.00	4,800.00
64	Ballpen, red	108	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	108	20.00	2,160.00
65	Expanding envelope, brown, long	708	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	708	18.00	12,744.00
66	Folder, long, white	696	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	696	4.00	2,784.00
67	Folder, short, white	600	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	600	3.50	2,100.00
68	Bond paper 11 x 17 size	12	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12	300.00	3,600.00
69	Bundy Clock Ribbon	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	600.00	2,400.00
70	Calculator	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	600.00	2,400.00
71	Bond paper, short S#20	132	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	132	154.00	20,328.00
72	Bond paper, A4 S#20	132	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	132	144.00	19,008.00
73	Bond paper, long S#20	132	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	132	170.00	22,440.00
74	Pressboard folder, long, green	408	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	408	25.00	10,200.00
75	Pressboard folder, long, maroon	408	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	408	25.00	10,200.00
76	Scotch tape Dispenser	27	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	27	250.00	6,750.00
77	Scotch tape 1"	48	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	48	22.00	1,056.00
78	Paper fastener, Plastic, small	156	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	156	22.00	3,432.00
79	Paper fastener, Plastic, Trio	12	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12	65.00	780.00
80	News Print, Long	48	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	48	119.00	5,712.00
81	Letter Head Envelope, white	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	2,000.00	16,000.00
82	Letter Head bond paper A4 S#20, white	12	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12	1,600.00	19,200.00
83	Index Tabs	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	76.00	608.00
84	Highlighter	60	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	60	22.00	1,320.00

*Done*



85	Coffee 3 in 1	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	5,000.00	40,000.00
86	Cork Board	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	700.00	2,800.00
87	Cork Board pins	12	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12	20.00	240.00
88	Laser Toner Cart. CF211A CYMK	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	12,000.00	24,000.00
89	USB mouse	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	150.00	600.00
90	Wifi Booster	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	6,500.00	6,500.00
91	Wifi Dongle with Antenna, 300Mbps	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	700.00	2,800.00
92	Calculator, 14 digits, dual battery	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	300.00	600.00
93	Carbon Paper, blue, polythylene	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	540.00	2,160.00
94	Push Pins, 100s	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	21.00	84.00
95	Marking Pen, Black, chisel type	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	14	48.00	672.00
96	Marking Pen, Blue, chisel type	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	48.00	288.00
97	Marking Pen, Red, chisel type	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	48.00	96.00
98	Notebook, 40 leaves	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10	30.00	300.00
99	Paper Fastener, plastic	25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25	21.00	525.00
100	Ribbon, nylon, manual typewriter	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	30.00	60.00
101	Time Card, Amano, 100s	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10	85.00	850.00
102	Sharpener, small	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	8.00	32.00
103	Tape dispenser, 2"	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	50.00	100.00
104	Ballpen (black, blue, red)	120	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	120	10.00	1,200.00
105	Book, engineers field book	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	36.00	180.00
106	Clip, backfold, 1 5/8"	12	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12	37.00	444.00
107	Clipboard, plastic	20	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20	44.00	880.00
108	Mailing Envelope, with DOE Letterhead	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1,200.00	1,200.00
109	Rubber Stamp, machine made	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	15	300.00	4,500.00

*Handwritten mark*



110	Sticker Paper, long/short	12	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12	10.00	120.00
111	Post it, arrow flags, plastic, assorted	20	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20	30.00	600.00
112	Handtowels	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	30.00	150.00
113	Ink, Bundy Clock,Black	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	125.00	250.00
114	Cork Board	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	500.00	2,000.00
115	Whiteboard	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	500.00	2,000.00
116	Coupon Bond s.16 (Short/Long)	30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30	105.00	3,150.00
117	Coupon Bond s.16 Yellow	20	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20	135.00	2,700.00
118	Paper Board, corn field cream, 185 gsm	42	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	42	32.90	1,381.80
119	Paper Board, pale cream, 200 gsm	42	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	42	18.90	793.80
120	Battery, 9 volts	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10	99.00	990.00
121	DOE Banners	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	500.00	2,500.00
122	Certified True Copy Stamp	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	100.00	300.00
123	Clip, Bulldog, all metal, 73mm minimum clamping length, Joy Brand	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	35.00	105.00
124	Specialty Board, 270 gsm, 50 /pack	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	200.00	200.00
125	Specialty Paper, 220 gsm, pale cream, 8.5x11, 10s/pack	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	60.00	180.00
126	Laminating Film, A4, 220 x 307 mm	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	200.00	600.00
127	Print Ink Film for Panasonic model KXFT372/KX-FA57E	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	1,500.00	3,000.00
128	KW-Trio Long Reach Stapler 5900	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	800.00	3,200.00
129	RJ454 Jack	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	5.50	2,750.00
130	Flashlight	11	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	11	200.00	2,200.00
131	Magnifying Glass	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	100.00	100.00
132	Box Peerless	20	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20	120.00	2,400.00
133	OHP Projector Pen	30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30	60.00	1,800.00
134	Plastic Folders, A4	40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	40	30.00	1,200.00

*Handwritten mark*



135	Refillable Plastic Pockets, 27 holes, legal	40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	40	40.00	1,600.00
136	Store and Save File Box	40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	40	500.00	20,000.00
										0									0			-
										0									0			-
										0									0			-
										0									0			-
										0									0			-
										0									0			-
										0									0			-
										0									0			-
20										0									0			-

**COMMON JANITORIAL SUPPLIES**

1										0									0	0		-
2										0									0	0		-
3										0									0	0		-
4										0									0	0		-
5										0									0	0		-

**CONSUMABLES**

1	Toner HP M177fw , Black	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	2,300.00	18,400.00
2	Toner HP M177fw , Cyan	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2,000.00	4,000.00
3	Toner HP M177fw , Magenta	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2,000.00	4,000.00
4	Toner HP M177fw , Yellow	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2,000.00	4,000.00
5	Toner cartridge for Canon LBP3370 (cartridge 315)	11	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	11	5,700.00	62,700.00
6	Fuji Xerox CT 201594 (Yellow)	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	4,500.00	18,000.00
7	Fuji Xerox CT 201593 (Magenta)	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	4,500.00	18,000.00
8	Fuji Xerox CT 201592 (Cyan)	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	4,500.00	18,000.00

*Handwritten mark*



9	Fujj Xerox CT 201591 (Blank)	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	4,500.00	18,000.00
10	Xerox Phaser 3435 Toner	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	15,000.00	75,000.00
11	Toner Cart Lexmark MC510/610	11	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	11	4,750.00	52,250.00
12	Toner Cart, SAMSUNG ML-D2850B, Black	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	5,500.00	22,000.00
13	Ribbon, Epson-LQ 2190	44	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	44	951.00	41,844.00
14	TONER CART, Lexmark MS510dn, 10K yield capacity @ 5% coverage Part no 50F3XoE	9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9	8,060.00	72,540.00
15	TONER CART, Lexmark MS510dn, 10K yield capacity @ 5% coverage Part no 50F3XoE	9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9	8,060.00	72,540.00
16	Toner, HP color Laser Jet Pro MFP M177fw	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	4,000.00	12,000.00
17	Toner Cart , Canon G300	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	1,000.00	4,000.00
18	Ink Cart, HP Laserjet CP2025D	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	4,000.00	12,000.00
19	Ink Cart, HP Laseret P2055D	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	800.00	4,000.00
20	Toner Cart, HP CC533A, Megenta	67	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	67	3,500.00	234,500.00
21	Toner Cart, HP CC530A, Black	67	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	67	3,500.00	234,500.00
22	Toner Cart, HP CC531A, Cyan	67	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	67	3,500.00	234,500.00
23	Toner Cart, HP CC532A, Yellow	67	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	67	3,500.00	234,500.00
24	Ink Cart, HP C8766WA, (HP95), tri color	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10	1,133.00	11,330.00
25	Ink Cart, HP C9364WA, (HP98), black	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	826.00	4,130.00
26	Toner Cart, HP 83A Black Original Laser Jet Toner Cart (CF283A) for laser jet pro MFP	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	15	3,325.00	49,875.00
27	Toner Cart Epson AL-C500DN Std Capacity, Black C13S050660	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	10,050.00	80,400.00
28	Toner Cart Epson AL-C500DN Std Capacity, Yellow C13S050661	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	10,050.00	80,400.00
29	Toner Cart Epson AL-C500DN Std Capacity, Cyan C13S050662	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	10,050.00	80,400.00
30	Toner Cart Epson AL-C500DN Std Capacity, Magenta C13S050663	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	7,495.00	59,960.00
31	USB 4-port Hub (platform or tower type)	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	15	400.00	6,000.00
32	Memory Card microSD, microSDHC, MicroSDXC, class 10 128GB	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	15	500.00	7,500.00
33	Computer mouse usb or bluetooth type	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	15	127.80	1,917.00

*hmc*



34	Extension cord 5m 4 sockets(universal) with on/off button and voltage surge	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	15	500.00	7,500.00
35	Adapter Universal socket	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	15	100.00	1,500.00
36	Toner Cartridge, HP C7115A	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	2,400.00	9,600.00
37	Ink Toner, KYOCERA FS-C5150, Black (Ref)	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	5,265.00	5,265.00
38	Ink Toner, KYOCERA FS-C5150, Cyan(Ref)	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	4,800.00	4,800.00
39	Ink Toner, KYOCERA FS-C5150, Magneta (Ref)	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	4,800.00	4,800.00
40	Ink Toner, KYOCERA FS-C5150, Yellow (Ref)	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	4,800.00	4,800.00
41	Canon Printer LBP 7200Cd, Cartridge 318, Black (Calorimeter)	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	3,000.00	3,000.00
42	Canon Printer LBP 7200Cd, Cartridge 318, Cyan (Calorimeter)	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	2,000.00	2,000.00
43	Canon Printer LBP 7200Cd, Cartridge 318, Magenta (Calorimeter)	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	2,000.00	2,000.00
44	Canon Printer LBP 7200Cd, Cartridge 318, Yellow (Calorimeter)	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	2,000.00	2,000.00
45	Toner Cartridge Laserjet PRO400 305, Black (Admin, AES, CWM)	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	4,500.00	13,500.00
46	Toner Cartridge Laserjet PRO400 305, Cyan (Admin, AES, CWM)	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	6,000.00	18,000.00
47	Toner Cartridge Laserjet PRO400 305, Magenta (Admin, AES, CWM)	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	6,000.00	18,000.00
48	Toner Cartridge Laserjet PRO400 305, Yellow (Admin, AES, CWM)	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	6,000.00	18,000.00
49	Toner for HP Color Laserjet CP 2025, Black (GAR)	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	7,785.00	7,785.00
50	Toner for HP Color Laserjet CP 2025, Cyan(GAR)	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	5,265.00	5,265.00
51	Toner for HP Color Laserjet CP 2025, Magenta (GAR)	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	5,265.00	5,265.00
52	Toner for HP Color Laserjet CP 2025, Yellow (GAR)	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	5,265.00	5,265.00
53	Toner Cartridge for Canon Printer 7200CDN, Black (Audio-Video)	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	5,000.00	5,000.00
54	Toner Cartridge for Canon Printer 7200CDN, Cyan (Audio-Video)	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	4,200.00	4,200.00
55	Toner Cartridge for Canon Printer 7200CDN, Magenta (Audio-Video)	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	4,200.00	4,200.00
56	Toner Cartridge for Canon Printer 7200CDN, Yellow (Audio-Video)	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	4,200.00	4,200.00
57	Toner Cart, Toshiba E-50F	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	5,470.00	10,940.00
58	Toner Cart, Toshiba E-163	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	5,470.00	10,940.00

*Handwritten mark*



59	Toner Cart, HP CB541A, Cyan	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2,984.80	5,969.60
60	Toner Cart, HP CB542A, Yellow	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	14	2,984.80	41,787.20
61	Toner Cart, HP CB543A, Magenta	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	14	2,984.80	41,787.20
62	Canon Toner Cartridge 505A	12	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12	1,200.00	14,400.00
63	Adapter Universal socket	12	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12	1,800.00	21,600.00
64	TONER CART, HP Ce285AC, Black	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10	700.00	7,000.00
65	INK CART, HP 704 CN692A, Black	25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25	500.00	12,500.00
66	INK CART, HP 704 CN693A, Tri-color	25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25	500.00	12,500.00
67	INK CART, CANON PGI-35, Black	25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25	800.00	20,000.00
68	INK CART, CANON CLI-36, Color	25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25	1,500.00	37,500.00
69	TONER CART, HP CC364a, Black	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	7,378.80	7,378.80
70	Ink cart, HP C8765WA, (HP94) Black	12	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12	930.80	11,169.60
71	Ink Cart, HP C8766WA, (HP95), tri color	12	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12	1,133.60	13,603.20
72	Toner cart, HP CE285A (HP85A) Black	12	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12	2,756.00	33,072.00
73	Toner cart, HP CF210A (#131) Black	25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25	3,300.00	82,500.00
74	Toner cart, HP CF211A (#131) Cyan	25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25	4,000.00	100,000.00
75	Toner cart, HP CF212A (#131) Yellow	25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25	4,000.00	100,000.00
76	Toner cart, HP CF213A (#131) Magenta	25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25	4,000.00	100,000.00
77	Ink cart, HP 704, CN693a, Black	25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25	500.00	12,500.00
78	Ink cart, HP 704, CN693a, Tri color	25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25	500.00	12,500.00
79	Ink cart, Canon PGI-35, Black	25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25	900.00	22,500.00
80	Ink cart, Canon CLI-36, Color	25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25	1,500.00	37,500.00
81	KW-Trio Long Reach Stapler 5900	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	800.00	800.00
82	Toner, HP LaserJet Pro Printer	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	14,000.00	56,000.00
83	Toner, HP LASERJET Printer	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10	1,800.00	18,000.00

*Handwritten mark*



84	Ink Cartridge for L110 (664) Black	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	900.00	5,400.00
85	Ink Cartridge for L110 (664) Cyan	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	900.00	5,400.00
86	Ink Cartridge for L110 (664) Yellow	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	900.00	5,400.00
87	Ink Cartridge for L110 (664) Magenta	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	900.00	5,400.00
88	Lexmark 105 XL, Black	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	440.00	2,200.00
89	Lexmark 105 XL, Cyan	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	1,250.00	3,750.00
90	Lexmark 105 XL, Magenta	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	1,250.00	3,750.00
91	Lexmark 105 XL, Yellow	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	1,250.00	3,750.00
92	HP C7115A, Black	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	2,900.00	8,700.00
93	Lexmark MS510/610 cartridge	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	3,200.00	9,600.00
94	Toner cart, (CB541A) Cyan	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	3,500.00	7,000.00
95	Toner cart, (CB542A) Yellow	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	3,500.00	7,000.00
96	Toner cart, (CB543A) Magenta	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	3,500.00	7,000.00
97	Canon LP 3000 Black	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	3,500.00	7,000.00
98	Toner CC364A	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	7,500.00	15,000.00
99	Fuji xerox Docuprint CT201591 Black	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2,000.00	4,000.00
100	Fuji xerox Docuprint CT201592 Cyan	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2,000.00	4,000.00
101	Fuji xerox Docuprint CT201593 Magenta	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2,000.00	4,000.00
102	Fuji xerox Docuprint CT201594 Yellow	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2,000.00	4,000.00
					0				0				0				0	0			-
					0				0				0				0	0			-
					0				0				0				0	0			-
					0				0				0				0	0			-
					0				0				0				0	0			-
					0				0				0				0	0			-

*Marc*



9					0				0					0	0					
10					0				0					0	0					
<b>C. TOTAL (A + B):</b>																	<b>P</b>	<b>13,529,113.81</b>		
<b>D. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)</b>																	<b>P</b>	<b>1,352,911.38</b>		
<b>E. GRAND TOTAL (C + D)</b>																	<b>P</b>	<b>14,882,025.19</b>		
<b>F. APPROVED BUDGET BY THE AGENCY HEAD</b>																				
<b>G. MONTHLY CASH REQUIREMENTS</b>																				
G.1 Available at Procurement Service Stores					4,938,410.95				1,974,700.66					2,560,328.21				297,303.79	<b>P</b>	<b>9,770,743.61</b>
G.2 Other Items not available at PS but regularly purchased from other sources					19,538.00				-					-				-	<b>P</b>	<b>19,538.00</b>
<b>TOTAL MONTHLY CASH REQUIREMENTS</b>					<b>4,957,948.95</b>				<b>1,974,700.66</b>					<b>2,560,328.21</b>				<b>297,303.79</b>	<b>P</b>	<b>9,790,281.61</b>

\*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:

*J. P. Carino*  
JOY P. CARINO

AO III Procurement Management Division

**Certified Funds Available / Certified  
Appropriate Funds Available:**

*Arturo M. Cudia*  
Arturo M. Cudia

*Elsa B. Morales*  
Elsa B. Morales

Accountant / Local Budget Officer

Approved by:

*Alfonso G. Cusi*  
Alfonso G. Cusi

Head of Office/Agency

Date: 01/03/2018



Republic of the Philippines  
DEPARTMENT OF ENERGY  
IN REPLYING PLS. CITE:

DOE-AGC-18006694



*Handwritten mark*



**PURCHASE REQUEST  
DEPARTMENT OF ENERGY**

Department DOE

PR No. 18-01-004 Date 18 January 2018

Section \_\_\_\_\_

SAI No. \_\_\_\_\_ Date \_\_\_\_\_

Quantity	Unit	Item Description	Stock No.	Unit Cost	Total Cost
<b>Department's CY 2018 Common Office and ICT Supplies Requirements</b>					
		<b>Common Office Supplies</b>		P	7,959,254.77
		<b>ICT Supplies</b>			5,569,859.04
		<b>Total</b>			<b>13,529,113.81</b>

**APPROPRIATIONS AVAILABLE**

*[Signature]*  
**ELISA B. MORALES**  
**CHIEF BUDGET OFFICER**

**PURPOSE:** Department's Office/IT Supplies Requirements for CY 2018

<b>Signature</b>	<i>[Signature]</i>	<i>[Signature]</i>
<b>Printed Name</b>	<b>Useo. Raul B. Aguilos, CESO I</b>	<b>Secretary Alfonso G. Cusi</b>
<b>Designation</b>	<b>Requesting Party</b> (Signature over Printed Name)	<b>Head of Division / Svcs. / Bureau / Exec. Office</b>
<b>Date</b>		



*[Handwritten mark]*