



**Calamba Water District**  
 Lakeview Subdivision, Halang Calamba, Laguna  
 Tel.Nos. 545-1614;245-2086;245-3180/3182  
 Tel./Fax No. (049) 545-9752

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

Department/Bureau/Office: CALAMBA WATER DISTRICT  
 Region: IV-A  
 Address: Lakeview Subdivision , Brgy. Halang Calamba City

Agency Account Code: \_\_\_\_\_

Contact Person: MR. RONNIE SIERVA  
 Position: BAC Secretariat Head  
 E-mail : cwd\_bac@yahoo.com  
 Telephone/Mobile Nos: 049-545-2863

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>																					
OS001	Battery AA	pc	30	31	61	30	31	61	30	31	61	30	31	61	30	31	61	244	27.50	6,710.00	
OS002	Battery AAA	pc	30	30	60	30	30	60	30	30	60	30	30	60	30	24	54	234	33.00	7,722.00	
OS003	Battery Rechargeable AAA	pc		2	2		4	4			0			0			0	6	506.00	3,036.00	
OS004	Bulb 100 watts	pair		5	5			0			0			0			0	5	82.50	412.50	
OS005	Electrical Plug 3 prong (male)15A/220V (heavy duty)	pc		3	3			0			0			0			0	3	2,200.00	6,600.00	
OS006	Electrical tape	pc		5	5			0			0			0			0	5	38.50	192.50	
OS007	Extension Cord = 10 meters	pc		5	5			0			0			0			0	5	605.00	3,025.00	
																					<b>27,698.00</b>
<b>COMMON OFFICE SUPPLIES</b>																					
OS008	Ballpen black ordinary - HRD	pc		130	130	100	120	220	100		100			100				0	450	6.60	2,970.00
OS009	Ballpen black ordinary (GAD)	pc		60	60			0			0			0				0	60	6.60	396.00
OS010	Ballpen (GAD)	pc		110	220	110	110	220	110	110	220	110	110	220	110	110	220	880	5.00	4,400.00	
OS011	Ballpen (GAD)	box		1	1			0			0			0				0	1	300.00	300.00
OS012	Bond paper Short	ream	10	10	10	30	20	20	20	60	10	10	10	30				0	120	181.50	21,780.00
OS013	Bond paper short (GAD)	ream		10	10			0			0			0				0	10	220.00	2,200.00
OS014	Bond paper A4	ream	40	40	40	120	45	40	40	125	44	40	40	124				0	369	192.50	71,032.50
OS015	Bond paper legal	ream	50	50	50	150	50	50	50	150	50	50	39	139				0	439	203.50	89,336.50
OS016	Bond paper legal (GAD)	ream		5	5		5	5		5				0				0	10	250.00	2,500.00
OS017	Brown envelope long	pc	50	50	50	150	50	50	50	150	50	50	40	140				0	440	2.18	959.20
OS018	Brown envelope short	pc	30	40	35	105	30	30	30	90				0				0	195	1.93	376.35
OS019	Carbon paper long (Black)	pack		2	2			0			0			0				0	2	495.00	990.00
OS020	Carbon paper long (Blue)	pack		3	3			0			0			0				0	3	495.00	1,485.00
OS021	Columnar book 12 columns	pc		3	3		4	4			0			0				0	7	38.50	269.50
OS022	Columnar book 16 columns	pc		5	5	10	5	5		10				0				0	20	44.00	880.00
OS023	Columnar book 4 columns	pc		10	10	13		13		13				0				0	23	24.20	556.60
OS024	Columnar book 5 columns	pc		10	10	5	5	10		10				0				0	20	24.20	484.00
OS025	Correction tape	pc	50	50	50	150	50	50	50	150	50	50	34	134				0	434	36.30	15,754.20
OS026	Correction tape (GAD)	pc		5	5			0			0			0				0	5	20.00	100.00
OS027	Double clip big	pc		41	41		40	40		40	40			40				0	121	7.70	931.70
OS028	Double clip small	pc		10	10			0		0				0				0	10	3.85	38.50
OS029	Envelope mailing white 500's / box	pc		30	30		25	25		25				0				0	55	1.38	75.90
OS030	Eraser for whiteboard	pc		3	3			0		0				0				0	3	77.00	231.00
OS031	Eraser rubber	pc		5	5		5	5		5				0				0	10	22.00	220.00
OS032	Folder long ordinary	pc	50	50	100	200	102	50	50	202	50	50	50	150				0	552	5.50	3,036.00
OS033	Folder long ordinary (GAD)	pc		20	20			0						0				0	20	33.00	660.00
OS034	Folder short ordinary	pc		50	50	100	50	50		100	32			32				0	232	4.95	1,148.40
OS035	Folder short ordinary (GAD)	pc		20	20			0						0				0	20	13.00	260.00
OS036	Glue clear big	pc		30	30		20	20		20	10			10				0	60	45.65	2,739.00
OS037	Glue stick big	pc		11	11			0		0				0				0	11	27.50	302.50
OS038	Highlighter	pc	30	30	60	30	30	30	90	10	10		6	26				0	176	33.83	5,954.08
OS039	Marking pen , Whiteboard black	pc		10	5	15	10	5	15		7			7				0	37	38.50	1,424.50
OS040	Marking pen , Whiteboard black (GAD)	pc		3	3			0		0				0				0	3	38.50	115.50
OS041	Multi Print Paper Long	ream	20	20	20	60	20	20	20	60	20	15		35				0	155	203.50	31,542.50

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		
05042 Multi Print Paper Short	ream	20	20		40	21	20		41				0				0	81	181.50	14,701.50
05043 Official Cashbook # 51A	pc				0	2			2				0				0	2	302.50	605.00
05044 Packaging tape 48mm , 50 mtrs length	pc	10	10	10	30		10	10	20	10	8		18				0	68	44.00	2,992.00
05045 Paper clip jumbo (GAD)	box			5	5				0				0				0	5	25.00	125.00
05046 Paper clip jumbo	box		20	20	40		20	20	40	20	17		37				0	117	22.00	2,574.00
05047 Paper clip small	box		15		15		15	10	25	14			14				0	54	10.45	564.30
05048 Paper fastener for metal	pack		15	15	30		15	15	30	14	10		24				0	84	38.50	3,234.00
05049 Paper fastener for metal (GAD)	pack			2	2				0				0				0	2	38.50	77.00
05050 Paper fastener for plastic	pack		12	12	24		12	12	24	12	11		23				0	71	31.90	2,264.90
05051 Pencil # 1	pc			35	35		5		5				0				0	40	11.00	440.00
05052 Pencil # 2	pc			20	20		20		20	9			9				0	49	11.00	539.00
05053 Pencil lead	tube			5	5			4	4				0				0	9	44.00	396.00
05054 Permanent Marking Pen (GAD)	pc		20		20		20		20	20			20	20			20	80	25.00	2,000.00
05055 Permanent Marking Pen (GAD)	pc		4		4				0				0				0	4	38.50	154.00
05056 Permanent Marking Pen Black- Broad tip	pc			30	30		35		35		25		25	32			32	122	38.50	4,697.00
05057 Permanent Marking Pen Blue	pc			5	5				0				0				0	5	38.50	192.50
05058 Permanent Marking Pen Red	pc		4		4		4		4				0				0	8	38.50	308.00
05059 Press folder long	pc	200	200	400	200	200	187		587	200	200	200	600	150	150		300	1887	13.20	24,908.40
05060 Press folder short	pc	100	100	200	100	100	100		300	100	100	100	300	140			140	940	12.10	11,374.00
05061 Push Pin (GAD)	box			5	5				0				0				0	5	30.00	150.00
05062 Push pin	box		10	10	20	5	5	5	15	5	5	5	15	9			9	59	28.66	1,690.94
05063 Record book 200pp.	pc			0	0		4		4				0				0	4	66.36	265.44
05064 Record book 300pp.	pc		20	20	40	20	20	20	60	20	20	20	60	20	15		33	193	95.54	18,439.22
05065 Record book 500pp.	pc		10	10	20		10		10		10		10	10			10	50	102.64	5,132.00
05066 Record book 500pp. (GAD)	pc			2	2				0				0				0	2	105.00	210.00
05067 Record book stock # 8511	pc				0		2		2				0				0	2	104.50	209.00
05068 Ruler (GAD)	pc			1	1				0				0				0	1	50.00	50.00
05069 Ruler	pc			5	5		4		4			4	4	4			4	17	13.20	224.40
05070 Signpen black	pc		30	30	60		30		30		28		28		25		25	113	57.20	6,463.60
05071 Stamp pad ink 50ml	bot			5	5		5		5		5		5		3		3	18	38.50	693.00
05072 Stamp pad felt pad min. 60mm x 100mm	pc			3	3		3		3		3		3	1			1	10	66.00	660.00
05073 Staple wire # 10	box			5	5		5		5				0				0	10	16.50	165.00
05074 Staple wire # 35	box		30	20	50	20	20	20	60	20	20	20	60	20	22		42	212	46.20	9,794.40
05075 Staple wire # 35 (GAD)	box			5	5				0				0				0	5	46.20	231.00
05076 Tape, Masking 24mm 50 meters length	pc			6	6		6		6		6		6		4		4	22	24.20	532.40
05077 Tape, Masking 48mm 50 meters length	pc			4	4		4		4		4		4		3		3	15	35.20	528.00
05078 Tape, Masking 48mm 50 meters length (GAD)	pc			1	1				0				0				0	1	35.20	35.20
05079 Transparent Tape 1" (GAD)	pc			5	5				0				0				0	5	25.00	125.00
05080 Transparent Tape 1" / Scotch tape 1"	pc		20	20	40	20	20		40	20	20		40	20	8		28	148	20.90	3,093.20
05081 Transparent tape 2 " / Scotch tape 2"	pc			3	3		3		3		3		3	3			3	12	33.00	396.00
05082 Yellow pad	pc			2	2		2		2				0				0	4	38.50	154.00
<b>386,837.83</b>																				
<b>COMMON OFFICE DEVICES</b>																				
05083 Cutter Heavy Duty	pc				0	5			5	5			5	4			4	14	38.50	539.00
05084 Scissors 8"	pc			5	5		5	5	10		5	5	10	5	3		8	33	51.70	1,706.10
05085 Scissors (GAD)	pc			1	1				0				0				0	1	100.00	100.00
05086 Staple remover	pc			3	3		2		2				0				0	5	22.00	110.00
05087 Calculator Scientific	unit			1	1				0				0				0	1	880.00	880.00
05088 Calculator 12 digits MS-v20 (GAD)	unit			1	1				0				0				0	1	495.00	495.00
05089 Calculator 12 digits MS-v20	unit			5	5		5		5		5		5	5	4		9	24	495.00	11,880.00
<b>15,710.10</b>																				
<b>COMMON JANITORIAL SUPPLIES</b>																				
05090 Air Freshner	pc			10	10		10		10	10			10	10	14		24	54	253.00	13,662.00
05091 Alcohol 70% , Isoprophyl	bot			25	25		25		25		25		25	26			26	101	72.33	7,305.33
05092 Dishwashing liquid 250ml	pc			3	3		3		3		3		3	3			3	12	94.60	1,135.20
05093 Disinfectant Spray	can			4	4		4		4		4		4	4			4	16	286.00	4,576.00
05094 Tissue paper- 2 ply	pc			36	36				0				0				0	36	21.45	772.20
<b>27,450.73</b>																				

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>COMMON OFFICE EQUIPMENT</b>																						
OS095	Blade , Heavy Duty Cutter (10 pc /pack)	pack			4	4						0					0		4	22.00	88.00	
																					<b>88.00</b>	
<b>COMMON COMPUTER SUPPLIES</b>																						
OS096	Computer Continous Form 1 ply ,11 x 14 7/8" 2000 sheets / box	box			5	5		5				5	6				6	6	6	22	1,500.00	33,000.00
OS097	Computer Continous Form 1 ply ,11 x 9 1/2" 2000 sheets / box	box		10	15	25		10	15	25	10	15	17	42	10	15		25	117	808.50	94,594.50	
OS098	Computer Continous Form 2 ply ,11 x 14 7/8" 1000 sheets / box	box			5	5		5		5	5			5	4			4	19	1,760.00	33,440.00	
OS099	Computer Continous Form 2 ply ,11 x 9 1/2" 1000 sheets / box	box			8	8		8		8	8			8	8			8	32	1,029.60	32,947.20	
OS100	Computer Continous Form 3 ply ,11 x 9 1/2" 500 sheets / box	box			4	4		3		3				0				0	7	951.50	6,660.50	
OS101	CD-R Recordable	pc			3	3								0				0	3	18.00	54.00	
OS102	CD-RW	pc			6	6								0				0	6	45.00	270.00	
OS103	Computer Keyboard PS2 /USB	pc		5		5	2	5		7		5		5	5			5	22	363.00	7,986.00	
OS104	Computer Mouse USB	pc			2	2		2		2				0				0	4	264.00	1,056.00	
OS105	Computer Mouse Optical ,usb Connection	pc		4	4	4		5		5	5			5	4			4	18	385.00	6,930.00	
OS106	Computer Mouse Pad	pc			5	5		5		5	5			5	5			5	20	29.70	594.00	
OS107	DVD Rewritable, 4x speed 4.7 gb capacity	pc			50	50		50		50	50			50	20			20	170	49.50	8,415.00	
OS108	Flashdrive 8gb, USB 2.0 plug and play	pc			3	3		3		3	3			3	3			3	12	423.50	5,082.00	
OS109	Flashdrive 16gb, USB 2.0 plug and play	pc			2	2		2		2	2			2	1			1	7	715.00	5,005.00	
																					<b>236,034.20</b>	
<b>HANDBOOK ON PROCUREMENT</b>																						
OS110	Handbook on RA 9184	pc			7	7								0				0	7	50.91	356.37	
																					<b>356.37</b>	
<b>CONSUMABLES</b>																						
OS111	Computer Ribbon for LX-310	cart			25	25		25		25			25	29				29	104	220.00	22,880.00	
OS112	Computer Ribbon for LX-300 # 8750	cart			15	15		15		15		10	10	11				11	51	188.76	9,626.76	
OS113	Computer Ribbon for FX-2175, SO 15327	cart			30	30		30		30		30	30	27				27	117	484.00	56,628.00	
OS114	Ink Cartridge 830 Black	cart			0	2		2		2				0				0	2	880.00	1,760.00	
OS115	Ink Cartridge 831 colored	cart			0	2		2		2				0				0	2	1,204.50	2,409.00	
OS116	Ink Cartridge 60 Black (640)	cart			2	2		2		2				0				0	2	890.00	1,780.00	
OS117	Ink Cartridge 60 Colored (643)	cart			2	2		2		2				0				0	2	1,012.00	2,024.00	
OS118	Ink Cartridge 678 Black	cart			10	10		10		10		9		9				0	29	464.20	13,461.80	
OS119	Ink Cartridge 678 Colored	cart			10	10		5		5		4		4				0	19	464.20	8,819.80	
OS120	Ink Cartridge 680 Black	cart			10	10		10		10		10		10				20	80	495.00	39,600.00	
OS121	Ink Cartridge 680 Colored	cart			10	5		15		10		10		10				10	50	495.00	24,750.00	
OS122	Ink Cartridge 685 Black	cart			6	6		6		6				0				0	6	473.00	2,838.00	
OS123	Ink Cartridge 685 Colored	cart			6	6		6		6				0				0	12	473.00	5,676.00	
OS124	Ink Cartridge 740 Black	cart			4	4		4		4				0				0	8	880.00	7,040.00	
OS125	Ink Cartridge 741 Colored	cart			2	2		2		2		2		2				0	6	1,122.00	6,732.00	
OS126	Ink Cartridge 21 Black	cart			4	4		4		4		4		4	4			4	16	825.00	13,200.00	
OS127	Ink Cartridge 22 Colored	cart			2	2		2		2		2		2	2			2	8	937.12	7,496.96	
OS128	Ink Cartridge 704 Black	cart			20	15		35		20	15		15	34	15	15		30	134	473.00	63,382.00	
OS129	Ink Cartridge 704 Colored	cart			20	15		35		20	15		15	30	15	15		30	130	473.00	61,490.00	
OS130	Ink Cartridge T6641 Black	cart			10	5		15		10	5		15	10	9			19	64	379.50	24,288.00	
OS131	Ink Cartridge T6642 Cyan	cart			5	5		10		5	5		10	5	9			14	44	379.50	16,698.00	
OS132	Ink Cartridge T6643 Magenta	cart			5	5		10		5	5		10	5	9			14	44	379.50	16,698.00	
OS133	Ink Cartridge T6644 Yellow	cart			5	5		10		5	5		10	5	9			14	44	379.50	16,698.00	
																					<b>425,976.32</b>	
<b>TOTAL (A): ITEMS AVAILABLE AT PROCUREMENT SERVICE STORE</b>																					<b>1,120,151.55</b>	

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>B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)</b>																							
<b>COMMON ELECTRICAL SUPPLIES</b>																							
OS134	Wireless counter controller (GAD)	pc			1	1						0					0	1	500.00	500.00			
<b>500.00</b>																							
<b>COMMON OFFICE SUPPLIES</b>																							
OS135	Acetate paper A4 - 100 pcs / box	box			3	3						0					0	3	311.30	933.90			
OS136	Adding Machine Ribbon - 2 spool	pc			3	3						0					0	3	132.00	396.00			
OS137	Adding Machine tape	pc			4	4						0					0	4	19.36	77.44			
OS138	Archfile folder with two holes	pc			10	10		10				10					0	30	148.50	4,455.00			
OS139	Ballpen black	pc		150	150	300		150	150	100		400	117	100	100		317	100	100	200	1217	24.20	29,451.40
OS140	Ballpen black - jelly pen	pc			4	4		4				4		4			4	16	20.90	334.40			
OS141	Ballpen black My gel pen	pc			14	14		12				12					0	26	20.90	543.40			
OS142	Ballpen blue	pc			20	20		20				20		18			18	78	24.20	1,887.60			
OS143	Ballpen blue My gel pen	pc			10	10		12				12					0	22	20.90	459.80			
OS144	Ballpen red	pc		25	25	50		25	25			50	25	25			50	29	29	58	208	24.20	5,033.60
OS145	Ballpen red - jelly pen	pc			4	4						0					0	4	20.90	83.60			
OS146	Ballpen red My gel pen	pc			10	10		10				10	6				0	26	20.90	543.40			
OS147	Bond Paper A3	ream			2	2						0					0	2	511.50	1,023.00			
OS148	Bond paper with logo	ream			8	8						0					0	8	1,265.00	10,120.00			
OS149	Business envelope white with logo	pc		500	500	1000		500	500			1000	500	500			1000	500	464	964	3964	2.75	10,901.00
OS150	Carton box / Cigarette box	pc		25	25	50		25	25			50	25	25			50	20	170	22.00	3,740.00		
OS151	Chalk	box			1	1						0					0	1	28.45	28.45			
OS152	Clear book long	pc			4	4						0					0	4	55.00	220.00			
OS153	Clip board long	pc			11	11						0					0	11	60.50	665.50			
OS154	Coin envelope	pc			50	50						0					0	50	0.32	16.00			
OS155	Correction tape for electric type writer	pc			12	12		12				12	12				0	36	27.50	990.00			
OS156	Crayons	box			50	50						0					0	50	49.50	2,475.00			
OS157	Data file box (5 x 9 x 15 3/4)	pc				0		8				8					0	8	132.00	1,056.00			
OS158	Data file long	pc			6	6		6				6	6		6		6	24	71.50	1,716.00			
OS159	Data file with cover / Archfile binder long	pc			20	20		20				20	25				0	65	495.00	32,175.00			
OS160	Dater (received)	pc			2	2		2				2	25				0	4	132.00	528.00			
OS161	Desk pad	pad			40	40						0					0	40	132.00	5,280.00			
OS162	Document keeper wide long	pc			60	60		56				56					0	116	412.78	47,882.48			
OS163	Double adhesive tape 1"	pc			10	10		10				10	10		10		10	40	38.50	1,540.00			
OS164	Double adhesive tape 1" (GAD)	pc			1	1						0					0	1	38.50	38.50			
OS165	Double adhesive tape 2"	pc				0		5				5					0	5	60.00	300.00			
OS166	Folder long with zipper	pc			5	5						0					0	5	407.55	2,037.75			
OS167	Folder leatherette w / accessories (OJT)	pc				0		15				15					0	15	1,000.00	15,000.00			
OS168	Index Card 5 x 8"	pc			150	150						0					0	150	1.01	151.50			
OS169	Ink for Self-linking stamp	pc			4	4		4				4	4		4		4	16	275.00	4,400.00			
OS170	Ink for calculator with tape (EL1750P)	pc			1	1						0					0	1	110.00	110.00			
OS171	Ink for label maker	bot			2	2						0					0	2	500.50	1,001.00			
OS172	Laminated tape / paper (label maker)	roll			2	2						0					0	2	500.50	1,001.00			
OS173	Lamination film 75mm x 100mm x 100's	box			30	30		21				21					0	51	258.50	13,183.50			
OS174	Manila paper	pc			30	30		30				30					0	60	13.20	792.00			
OS175	Manila paper (GAD)	pc			30	30		30				30	12				12	72	10.00	720.00			
OS176	Manila paper (GAD)	pc			5	5						0					0	5	13.20	66.00			
OS177	Mechanical pencil 0.5	pc			5	5		5				5	5		5		5	15	49.50	742.50			
OS178	Money detector bulb	pc			3	3		3				3	3		3		3	12	137.50	1,650.00			
OS179	Notebook ordinary spiral	pc			250	250						0					0	250	22.00	5,500.00			
OS180	Notebook for In-house Training	pc			125	125		125				125					0	250	35.00	8,750.00			
OS181	Notebook for In-house Training (GAD)	pc			60	60						0					0	60	35.00	2,100.00			
OS182	Notebook for Orientations (GAD)	pc		440		440		440				440					0	880	30.00	26,400.00			
OS183	Numbering Machine Ink	bot			4	4		3				3					0	7	66.00	462.00			
OS184	Pad paper Grade 4	pad			100	100						0					0	100	12.10	1,210.00			
OS185	Pad paper Grade 6	pad			100	100						0					0	100	22.00	2,200.00			
OS186	Paint Marking Pen Yellow	pc				0		24				24					0	24	107.25	2,574.00			
OS187	Paper Post -1/2 x 2"	pack			2	2						0					0	2	99.00	198.00			

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		
OS188 Paper fastener long (8 1/2 - 9 1/2) inch long	pack			6	6			6				6				6	6	24	122.10	2,930.40
OS189 Paper post-it 1/2 (sign here)	pack				0	4			4			0				0	4	99.00		396.00
OS190 Paper post-it 3 x 2"	pack				0	12			12			0				0	12	132.00		1,584.00
OS191 Paste with applicator	pc			3	3				0			0				0	3	71.50		214.50
OS192 Photo paper	pack			5	5	5			5	4		4	4			4	18	71.50		1,287.00
OS193 Plastic cover	mtr			13	13				0			0				0	13	15.40		200.20
OS194 Plastic envelope long without handle	pc			100	100	90			90			0				0	190	30.25		5,747.50
OS195 Plastic envelope long with handle (GAD)	pc			240	240	240			240	240		240	160			160	880	80.00		70,400.00
OS196 Plastic envelope long with handle	pc			5	5			5	8			13	5			5	28	75.90		2,125.20
OS197 Press folder long expanded	pc				0			24				24				0	24	33.00		792.00
OS198 PVC Sheet for ID	pc				0			2				2				0	2	2,683.08		5,366.16
OS199 Queing Machine Ticket	roll			30	30							0				0	30	1,044.95		31,348.50
OS200 Queing Machine Button	pc			2	2							0				0	2	3,170.20		6,340.40
OS201 Record book 300pp- Multiprint	pc			25	25			25				25	25	21		46	121	93.50		11,313.50
OS202 Record book 500pp- Multiprint	pc			10	10			10				10	12			0	32	121.00		3,872.00
OS203 Ribbon (GAD)	roll			5	5							0				0	5	50.00		250.00
OS204 Ribbon for electric typewriter	pc			18	18			18				18				0	36	159.50		5,732.00
OS205 Ring binder large	pc				0			10				10	10			10	30	66.00		1,980.00
OS206 Ring binder medium	pc			20	20			15				15	15			15	65	55.66		3,617.90
OS207 Rubber band small (GAD)	box			1	1							0				0	1	250.00		250.00
OS208 Rubber band small	box			5	5			5	5	7		17	5	5		10	47	176.00		8,272.00
OS209 Rubber stamp small	pc				0			8				8				0	8	250.00		2,000.00
OS210 Rubber band big	box			5	5			4				4				0	9	330.00		2,970.00
OS211 Sign pen refill black	pc				0			10				10				0	10	135.52		1,355.20
OS212 Sliding folder long plastic	pc			10	10			10				10	10			4	34	24.20		822.80
OS213 Sliding folder short	pc			5	5			5				5				0	10	19.80		198.00
OS214 Specialty board paper long (GAD)	pack			20	20							0				0	20	50.00		1,000.00
OS215 Specialty board paper long (GAD)	pack			5	5							0				0	5	38.50		192.50
OS216 Specialty board paper long	pack			20	20			20				20	15			15	70	38.50		2,695.00
OS217 Specialty board paper short	pack			10	10							0				0	10	30.25		302.50
OS218 Steno notebook	pc				0			2				2				0	2	66.00		132.00
OS219 Sticker paper A4 White	pack			5	5			5	4			9	5			5	24	49.50		1,188.00
OS220 Sticker paper A4 White (GAD)	pack			2	2							0				0	2	49.50		99.00
OS221 Thermal paper 210 x 30mm	roll			15	15	30	15	15	19			49	10	10		20	119	79.20		9,424.80
OS222 Thermal paper 57mm x 25mm (GAD)	pc			25	25			25				25				0	50	30.00		1,500.00
OS223 Thermal paper for queing machine	roll			500	500							0				0	500	33.00		16,500.00
OS224 Toner INEO164	pc			3	3			3				3	3			2	11	3,781.25		41,593.75
OS225 Toner for mimeo graphing machine	pc			7	7			7				7	6	6		6	26	1,188.27		30,895.02
OS226 Toner Cartridge AR208E	pc			2	2							0				0	2	4,675.00		9,350.00
OS227 Toner for copier AR021FT	pc			5	5							0				0	5	6,270.00		31,350.00
OS228 Tracing paper 8085 x 20 x 30	pc			1	1							0				0	1	2,475.00		2,475.00
OS229 Typewriter ribbon	pc			2	2							0				0	2	27.50		55.00
OS230 WD40 Penetrating oil	pc			1	1							0				0	1	275.00		275.00
OS231 Whiteboard 4 ft x 6ft	pc			3	3							0				0	3	3,602.50		10,807.50
OS232 Whiteboard 36 x 24	pc			1	1							0				0	1	750.00		750.00
<b>587,104.05</b>																				
<b>CONSUMABLES</b>																				
OS233 Dye Ink Black (GAD)	cart			3	3							0				0	3	400.00		1,200.00
OS234 Dye Ink Black	cart			4	4							0				0	4	605.00		2,420.00
OS235 Dye Ink Cyan, Yellow, Magenta (GAD)	cart			3	3							0				0	3	400.00		1,200.00
OS236 Dye Ink Cyan, Yellow, Magenta	cart			6	6							0				0	6	605.00		3,630.00
OS237 Dye Ink colored Black	cart			4	4			4				4	4			0	12	379.50		4,554.00
OS238 Dye Ink colored (Cyan, Yellow, Magenta)	cart			4	4			4				4	4			0	12	379.50		4,554.00
OS239 Ink Cartridge Black (G2000)	cart			10	10			9				9				0	19	300.00		5,700.00
OS240 Ink Cartridge Cyan(G2000)	cart			10	10			7				7				0	17	300.00		5,100.00
OS241 Ink Cartridge Magenta (G2000)	cart			10	10			7				7				0	17	300.00		5,100.00
OS242 Ink Cartridge Yellow (G2000)	cart			10	10			7				7				0	17	300.00		5,100.00
OS243 Ink Cartridge 932 Black	cart			3	3			3				3				0	6	1,886.50		11,319.00
OS244 Ink Cartridge 933 Colored	cart			6	6			6				6				0	12	935.00		11,220.00

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		
OS245 Ink for Printer MLT-D105L (SCX-4600)	cart			6	6			6	6			0					0	12	3,448.50	41,382.00
OS246 Ink for Printer MLT-D116S/ D116L	cart			3	3			3	3			0					0	6	3,630.00	21,780.00
OS247 Ink Cartridge 47 Black	cart			6	6			6	6			0					0	12	434.50	5,214.00
OS248 Ink Cartridge 57 Colored	cart			4	4			4	4			0					0	8	869.00	6,952.00
OS249 Ink for laserjet P110W Toner Cartridge 85A	cart			2	2							0					0	2	3,900.00	7,800.00
OS250 Ink for laser toner CLP365W Black	cart			3	3			3	3		3	3	3				3	12	2,904.00	34,848.00
OS251 Ink for laser toner CLP365W Colored	cart			6	6			6	6		3	3	3	3			3	18	2,607.00	46,926.00
OS252 Ink for New Printer Black (ogm)	cart			2	2			2	2		2	2	2				0	6	1,313.40	7,880.40
OS253 Ink for New Printer Cyan (ogm)	cart			2	2			2	2		2	2	2				0	6	1,313.40	7,880.40
OS254 Ink for New Printer Magenta (ogm)	cart			2	2			2	2		2	2	2				0	6	1,313.40	7,880.40
OS255 Ink for New Printer Yellow (ogm)	cart			2	2			2	2		2	2	2				0	6	1,313.40	7,880.40
OS256 Ink for New Printer Black (gwa)	cart			2	2			2	2		2	2	2				0	6	379.50	2,277.00
OS257 Ink for New Printer Cyan (gwa)	cart			2	2			2	2		2	2	2				0	6	379.50	2,277.00
OS258 Ink for New Printer Magenta (gwa)	cart			2	2			2	2		2	2	2				0	6	379.50	2,277.00
OS259 Ink for New Printer Yellow (gwa)	cart			2	2			2	2		2	2	2				0	6	379.50	2,277.00
OS260 Ink for New Printer Black (website)	cart			2	2			2	2			0					0	4	480.00	1,920.00
OS261 Ink for New Printer Colored (website)	cart			2	2			2	2			0					0	4	480.00	1,920.00
OS262 Ink Pigment Black	cart			6	6	12	6	6	12	6	6	12	6	6			12	48	396.00	19,008.00
OS263 Ink Pigment Cyan, Magenta, Yellow	cart			6	6	12	6	6	12	6	6	12	6	6			12	48	396.00	19,008.00
OS264 Ink All you can Black	cart			3	3			2	2			0					0	5	379.50	1,897.50
OS265 Ink all you can Colored	cart			3	3			2	2			0					0	5	379.50	1,897.50
<b>312,279.60</b>																				
<b>COMMON OFFICE EQUIPMENT &amp; ACCESSORIES</b>																				
OS266 Airpot 4.5 liters	unit			1	1				0			0					0	1	1,347.50	1,347.50
OS267 Air Cooler	unit			2	2				0			0					0	2	5,000.00	10,000.00
OS268 Binding Machine	unit			1	1				0			0					0	1	14,500.00	14,500.00
OS269 Book end	pc				0	17			17			0					0	17	117.70	2,000.00
OS270 Conference table- 6 seater	set			1	1				0			0					0	1	4,290.00	4,290.00
OS271 Digital camera with 32gb memory card & accessories	unit			3	3				0			0					0	3	11,502.00	34,776.00
OS272 Digital Voice Recorder with built in USB	unit			1	1				0			0					0	1	8,358.00	8,358.00
OS273 Folding table (GAD)	unit			9	9				0			0					0	9	2,000.00	18,000.00
OS274 Glass table sign 13 x 3.25 mirror plate sign	pc			2	2				0			0					0	2	3,025.00	6,050.00
OS275 Laminator A3 (HD)	unit			1	1				0			0					0	1	6,000.00	6,000.00
OS276 LED Flashlight	unit			25	25		25		25			0					0	50	748.00	37,400.00
OS277 Master Queue Display 2 digits (GAD)	lot			1	1				0			0					0	1	10,080.00	10,080.00
OS278 Mobile pedestal	unit			8	8				0			0					0	8	4,950.00	39,600.00
OS279 Mobile Pedestal - finance	unit			4	4				0			0					0	4	6,000.00	24,000.00
OS280 Monev detector	pc				0	2			2			0					0	2	605.00	1,210.00
OS281 Numbering Machine	unit				0				0	1		1	1				1	2	2,750.00	5,500.00
OS282 Office table (finance)	unit			3	3				0			0					0	3	12,500.00	37,500.00
OS283 Paper cutter 12 x 15	unit			1	1				0			0					0	1	1,501.50	1,501.50
OS284 Paper Shredder	unit			1	1				0			0					0	1	2,005.30	2,005.30
OS285 Paper Shredder (Heavy Duty)	unit			1	1				0			0					0	1	14,850.00	14,850.00
OS286 Printer Stand Skeleton type (GAD)	unit			1	1				0			0					0	1	2,000.00	2,000.00
OS287 Printer (1 Finance 1 BAC 1 CSD 1 Cash)	unit			4	4				0			0					0	4	10,890.00	43,560.00
OS288 Printer (G2000- Finance)	unit			2	2				0			0					0	2	10,000.00	20,000.00
OS289 Printer Ink all You Can (2 GSD / 1 C.Accts)	unit			3	3				0			0					0	3	10,000.00	30,000.00
OS290 Printer Dot Matrix 9 pins (LX310 -1 Finance / 2 Cash / 3 Comm.)	unit			6	6				0			0					0	6	10,901.00	65,406.00
OS291 Printer (OGM / Website)	unit			1	1				0			0					0	1	5,390.00	5,390.00
OS292 Printer Dot Matrix 9 pins (ASD)	unit			1	1				0			0					0	1	10,000.00	10,000.00
OS293 Rechargeable flashlight	unit				0	24			24			0					0	24	847.00	20,328.00
OS294 Receiving Chair -Gang Chair 4 seaters (GAD)	pc			1	1				0			0					0	1	10,000.00	10,000.00
OS295 Stand fan 16"	pc				0	1			1			0					0	1	1,980.00	1,980.00
OS296 Stand fan 18"	pc				0	3			3			0					0	3	2,200.00	6,600.00
OS297 Stamp self-inking small	pc			3	3		3		3	3		3	3				3	12	770.00	9,240.00
OS298 Visitors Chair	unit				0	16			16			0					0	16	1,485.00	23,760.00
OS299 Wall fan	unit				0	5			5			0					0	5	1,518.00	7,590.00
OS300 Water Dispenser Hot & Cold (GAD)	unit			4	4				0			0					0	4	7,000.00	28,000.00

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
OS301 Water Dispenser	unit			7	7				0				0				0	7	9,000.00	63,000.00
OS302 Wireless Phone	pc				0	1			1				0				0	1	3,025.00	3,025.00
<b>628,849.10</b>																				
<b>COMMON OFFICE DEVICES</b>																				
OS303 Numbering Machine	pc				0	1			1				0				0	1	2,750.00	2,750.00
OS304 Puncher Heavy Duty	pc			5	5		5		5		5		5	3			3	18	660.00	11,880.00
OS305 Puncher Heavy Duty (GAD)	pc			1	1				0				0				0	1	660.00	660.00
OS306 Stapler (GAD)	pc			1	1				0				0				0	1	350.00	350.00
OS307 Stapler # 35 with remover	pc		5	5	10	5	5	4	14	5	5	5	15	5	5		10	49	350.90	17,194.10
OS308 Stapler # 35 (heavy duty)	pc			1	1				0				0				0	1	2,000.00	2,000.00
OS309 Tape dispenser	pc			3	3	3			3	3			3	3			3	12	220.00	2,640.00
OS310 Tape dispenser (GAD)	pc			1	1				0				0				0	1	220.00	220.00
<b>37,694.10</b>																				
<b>CLEANING EQUIPMENT, ACCESORIES AND SUPPLIES</b>																				
OS311 Broom Soft	pc				0	30			30	34			34				0	64	187.00	11,968.00
OS312 Broom Stick (GAD)	pc			105	105				0				0				0	105	50.00	5,250.00
OS313 Broom Stick	pc				0	50			50	39			39				0	89	55.00	4,895.00
OS314 Cotton Balls (big pack )	pc			12	12				0				0				0	12	82.50	990.00
OS315 Disinfectant Liquid Bleach (zonrox)	btl			3	3				0				0				0	3	25.00	75.00
OS316 Dust pan plastic	pc				0	25			25	25			25				0	50	55.00	2,750.00
OS317 Dust pan metal	pc				0	2			2	2			2				0	2	82.50	165.00
OS318 Face Mask	pc				0	2	9		9	9			9				0	9	90.75	816.75
OS319 Garbage bag	pc				0	7			7	7			7				0	7	7.35	50.05
OS320 Gloves knitted	pair			54	54				0				0				0	54	88.00	4,752.00
OS321 Hand sanitizer pump	btl			5	5				0				0				0	5	165.00	825.00
OS322 Hand towel	pc			15	15				0				0				0	15	22.00	330.00
OS323 Insecticides / Insect Repellant Sprav	pc			4	4		4		4	4			4	4			4	16	358.16	5,730.56
OS324 Liquid Hand Soap big	btl				0	3			3	3			3				0	6	40.00	240.00
OS325 Rake (GAD)	pc			10	10				0				0				0	10	287.75	2,877.50
OS326 Rags round	kl				0	2			2	2			2				0	2	55.00	110.00
OS327 Sacks	pc			300	300		200		200	200			200				0	500	11.00	5,500.00
OS328 Sack (GAD)	pc			202	202				0				0				0	202	11.00	2,222.00
OS329 Scouring pad big	pc			5	5				0				0				0	5	38.50	192.50
OS330 Shovel (GAD)	pc			10	10				0				0				0	10	300.00	3,000.00
OS331 Shovel (GAD)	pc			30	30				0				0				0	30	500.00	15,000.00
OS332 Slender bolo (GAD)	pc			10	10				0				0				0	10	908.05	9,080.50
OS333 Toilet deodorant	box				0	1			1	1			1				0	1	55.00	55.00
<b>76,874.86</b>																				
<b>COMPUTER SUPPLIES AND ACCESSORIES</b>																				
OS334 Adaptor Charger for laptop	pc				0	1			1				0				0	1	2,750.00	2,750.00
OS335 Adaptor	pc				0	3			3				0				0	3	55.00	165.00
OS336 Anti-virus	pc				0	5			5	5			5	5			5	15	1,375.00	20,625.00
OS337 AVR	pc				0	2			2				0				0	2	418.00	836.00
OS338 Battery for laptop	pc				0	2			2				0				0	2	2,750.00	5,500.00
OS339 Battery for laptop- HRD	pc				0	2			2				0				0	2	4,500.00	9,000.00
OS340 Battery for laptop- OGM	pc				0	1			1				0				0	1	2,750.00	2,750.00
OS341 CD / DVD Binder with sleeves	pc				0	3			3				0				0	3	401.50	1,204.50
OS342 CMOS Battery / Motherboard Battery	pc				0	13			13				0				0	13	275.00	3,575.00
OS343 Computer Chair with armrest	pc				0	26			26				0				0	26	4,042.82	105,113.32
OS344 Computer Chair with armrest (HD / Finance)	pc				0	3			3				0				0	3	6,500.00	19,500.00
OS345 Computer Continous Form 2 ply ,11 x 9 1/2" with letterhead	box				0	10			10				0				0	10	3,133.90	31,339.00
OS346 Computer Mouse scroll track	pc				0	2			2				0				0	2	385.00	770.00
OS347 Computer Mouse wireless	pc				0	12			12				0				0	12	385.00	4,620.00
OS348 CR Battery 2032	pc				0	2			2				0				0	2	60.50	121.00
OS349 Earphone	pc				0	2			2				0				0	2	328.90	657.80
OS350 External Hard Disk Drive	pc				0	1			1				0				0	1	4,400.00	4,400.00
OS351 External Hard Disk Drive 2TB	pc				0	5			5		5		5				0	10	4,950.00	49,500.00
OS352 External Hard Disk Drive 4TB	pc				0	1			1				0				0	1	8,500.00	8,500.00
OS353 Flashdrive 32gb, USB	pc				0	10	5		15	10	5		15	5			5	35	1,045.00	36,575.00

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				
OS354 Laptop bag	pc				0	1			1				0					0	1	2,000.00	2,000.00	
OS355 LCD Monitor 18.5"	pc				0	3			3				0						3	5,590.00	16,797.00	
OS356 Memory 4G DDR3	pc				0	2			2				0						2	3,005.00	7,810.00	
OS357 Motherboard	pc				0	1			1				0						1	4,400.00	4,400.00	
OS358 Power Supply 600w	unit				0	6			6				0						6	770.00	4,620.00	
OS359 UPS-APC	unit				0	16			16	10			10						26	4,070.00	105,820.00	
OS360 USB Print Cable	unit				0	2			2				0						2	132.00	264.00	
OS361 Video Card	unit				0	1			1				0						1	5,280.00	5,280.00	
<b>454,492.62</b>																						
<b>OTHER CATEGORIES</b>																						
OS362 Baby roller brush	pc				0	4			4				0						4	71.50	286.00	
OS363 Battery pack (power bank)	pc				0	1			1				0						1	3,080.00	3,080.00	
OS364 Cellphone load	pc			23	23				0				0						23	143.00	3,289.00	
OS365 Chamois rubber wipes	pc		1		1				0				0						1	405.00	405.00	
OS366 Cup Dispenser (GAD)	unit		4		4				0				0						4	1,500.00	6,000.00	
OS367 CWD Sticker with Marking "For Official Use Only" 4/6 wheeler service vehicle	set	62			62				0				0						62	594.40	36,852.80	
OS368 CWD Sticker with Marking "For Official Use Only" motorcycle service vehicle	set	60			60				0				0						60	88.75	5,325.00	
OS369 Disposable Fork (GAD)	pack			18	18				0				0						18	30.00	540.00	
OS370 Disposable Glass (GAD)	pack			65	65				0				0						65	50.00	3,250.00	
OS371 Disposable spoon ( GAD)	pack			36	36				0				0						36	30.00	1,080.00	
OS372 Door Lock	pc				0	1			1				0						1	275.00	275.00	
OS373 Drinking Glass	pc				0	12			12				0						12	38.50	462.00	
OS374 Duct tape	pc				0	10			10				0						10	346.50	3,465.00	
OS375 Electric Mosquito Killer Trap	pc				0	2			2				0						2	2,000.00	4,000.00	
OS376 Frame 16 x 20 (for Certificate)	pc			5	5				0				0						5	770.00	3,850.00	
OS377 Frame 22 x 32.5 for CSD	pc			1	1				0				0						1	800.00	800.00	
OS378 Fruit Bearing Trees -World Water Day (GAD)	pc			610	610				0				0						610	200.00	122,000.00	
OS379 Helmet	pc				0	13			13				0						13	2,000.00	26,000.00	
OS380 High Chair	pc				0	2			2				0						2	4,840.00	9,680.00	
OS381 Key duplicate	pc				0	1			1				0						1	165.00	165.00	
OS382 Latex Paint (Brigada)	pail			2	2				0				0						2	550.00	1,100.00	
OS383 Measuring tape 100 meters	pc				0	1			1				0						1	2,420.00	2,420.00	
OS384 Measuring tape 5 mtrs	pc				0	4			4				0						4	286.00	1,144.00	
OS385 Megaphone , Rechargeable w/ SD & USB Memory	unit			1	1				0				0						1	2,909.50	2,909.50	
OS386 Messenger Bag - CSD	pc				0	5			5				0						5	300.00	1,500.00	
OS387 Mix Soil (GAD)	sack			61	61				0				0						61	75.00	4,575.00	
OS388 Nylon Rope - braided 25mm	mtr				0	100			100				0						100	240.00	24,000.00	
OS389 Organic Fertilizer -World Water Day (GAD)	sack			6	6				0				0						6	1,000.00	6,000.00	
OS390 Oven Toaster	pc			1	1				0				0						1	1,540.00	1,540.00	
OS391 Over all Coat	pc				0	3			3				0						3	700.00	2,100.00	
OS392 Pad lock 60mm	pc				0	3			3				0						3	330.00	990.00	
OS393 Paper cups- Main office, CSM, & Ext. Office(GAD)	pc			10000	10000				10000	4000			4000						24000	2.00	48,000.00	
OS394 Photo album	pc				0	3			3				0						3	880.00	2,640.00	
OS395 Picture frame (classy)	pc				0	2			2				0						2	825.00	1,650.00	
OS396 Portable Emergency Kit Bag	set				0	1			1				0						1	2,000.00	2,000.00	
OS397 Rain coat (pants & jacket)	set				0	50			50	50			50	46					146	715.00	104,390.00	
OS398 Reflectorized tape 3"	pc				0	2			2				0						2	2,365.77	4,731.54	
OS399 Reflectorized ves t	pc				0	15			15				0						15	275.00	4,125.00	
OS400 Roller brush refill big ( brigada)	pc				0	4			4				0						4	27.50	110.00	
OS401 Roller brush w/ handle big (brigada)	pc				0	4			4				0						4	55.00	220.00	
OS402 Round bowl small	pc				0	12			12				0						12	88.00	1,056.00	
OS403 Rubber boots - heavy duty	pair				0	50			50	50			50	22					122	310.00	38,918.00	
OS404 Safety goggles	pc				0	1			1				0						1	392.70	392.70	
OS405 Safety hat / Hard hat	pc				0	10			10	10			10						20	550.00	11,000.00	
OS406 Safety Shoes ( o ", 8", 11")	pair				0	7			7				0						7	1,218.00	8,526.00	
OS407 Suggestion box (acrylic box)	unit				0	1			1				0						1	300.00	300.00	
OS408 Tarpaulin (HRD)	pc			5	5				0				0						5	800.00	4,000.00	
OS409 Tarpaulin 3 x 4" (GAD)	pc			8	8				0				0						8	500.00	4,000.00	
OS410 Tarpaulin (GAD)	pc			20	20				0				0						20	480.00	9,600.00	



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
OS411 Tarpaulin 2 x 3" (GAD)	pc		2		2				0				0				0	2	350.00	700.00
OS412 Tarpaulin 3 x 5" (GAD)	pc		5		5				0				0				0	5	250.00	1,250.00
OS413 Tarpaulin 4 x 5 ft. (GAD)	pc		2		2				0				0				0	2	440.00	880.00
OS414 Tarpaulin 4 x 5 ft	pc		25		25				0				0				0	25	440.00	11,000.00
OS415 Tarpaulin 3 x 5ft	pc		12		12				0				0				0	12	385.00	4,620.00
OS416 Tarpaulin 4 x 8ft	pc		3		3				0				0				0	3	704.00	2,112.00
OS417 Tarpaulin 2 x 4 (CSD)	pc		6		6				0				0				0	6	1,282.60	7,695.60
OS418 Tarpaulin 3 x 4 landscape for CSD	pc		10		10				0				0				0	10	1,430.00	14,300.00

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
OS419 Tent (GAD)	unit			4	4			0				0					0	4	2,500.00	10,000.00
OS420 Tree Seedlings small -World Water Day (GAD)	pc			2000	2000			0				0					0	2000	50.00	100,000.00
OS421 TV Wall Mount Rack	pc			2	2			0				0					0	2	2,500.00	5,000.00
OS422 Warning sign 0.6 x 0.6	pc					160		160				0					0	160	121.00	19,360.00
OS423 Warning sign 2 x 3	pc					20		20				0					0	20	302.50	6,050.00
OS424 Warning tape 75mm x 305m	pc					8		8				0					0	8	715.00	5,720.00
OS425 Water Container (GAD)	pc					10		10				0					0	10	250.00	2,500.00
OS426 Welding Apron w/o sleeves - leather	pc					1		1				0					0	1	385.00	385.00
OS427 Welding Glasses - Clear	pair					5		5				0					0	5	5.50	27.50
OS428 Welding Glasses - Dark	pair					5		5				0					0	5	5.50	27.50
OS429 Welding Gloves	pc					4		4				0					0	4	182.23	728.92
OS430 Welding Mask Heavy Duty	pc					4		4				0					0	4	269.50	1,078.00
																			<b>718,267.06</b>	
<b>TOTAL (B) : OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASE FROM OTHER SOURCES</b>																				<b>2,816,061.39</b>
<b>C. TOTAL (A + B):</b>		<b>THREE MILLION NINE HUNDRED THIRTY SIX THOUSAND TWO HUNDRED TWELVE PESOS &amp; 94/100 ONLY</b>																	<b>3,936,212.94</b>	
<b>D. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)</b>																				
<b>E. GRAND TOTAL (C + D)</b>		<b>THREE MILLION NINE HUNDRED THIRTY SIX THOUSAND TWO HUNDRED TWELVE PESOS &amp; 94/100 ONLY</b>																	<b>3,936,212.94</b>	
<b>F. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:</b>		<b>THREE MILLION NINE HUNDRED THIRTY SIX THOUSAND TWO HUNDRED TWELVE PESOS &amp; 94/100 ONLY</b>																	<b>3,936,212.94</b>	
<b>G. MONTHLY CASH REQUIREMENTS</b>																				
G.1 Available at Procurement Service Stores				334,460.26				322,843.68										179,323.34		1,120,151.55
G.2 Other Items not available at PS but regularly purchased from other sources				1,405,016.12				968,620.80										141,818.86		2,816,061.39
<b>TOTAL MONTHLY CASH REQUIREMENTS</b>				<b>1,739,476.38</b>				<b>1,291,464.48</b>										<b>321,142.20</b>		<b>3,936,212.94</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 and consolidated by:

Checked and reviewed by:

MR. RONNIE C. SIERVA

ENGR. JOSEITO A. GILLERA

MS. REMEDIOS L. MARFORI

MS. MERCEDES A. CARREON

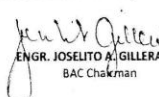
MS. MA CARMELA M. ELEPANO

MS. GONZALA C. MANE


Prepared and consolidated by:

Checked and reviewed by:

  
MR. RONNIE C. SIERVA  
BAC Secretary/Head  
18/11/17  
Approved by:

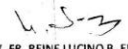
  
ENGR. JOSEITO A. GILLERA  
BAC Chairman

  
MS. REMEDIOS L. MARFORI  
BAC Vice Chairman

  
MS. GONZALA C. MANE  
BAC Member

  
MS. MA CARMELA M. ELEPANO  
BAC Member

  
MS. MERCEDES A. CARREON  
BAC Member

  
REV. FR. REINE LUGNO B. ERIGA

  
MR. RY MERCADO

ENGR. RESTITUTO B. SUMANGA, SR.  
General Manager

MR. EZEQUIEL A. AGUILAR, JR.

  
DR. MIRNA P. PAMPLONA  
Treasurer

  
ENGR. LUISITO S. GUINTO  
P.R.O.