

**ANNUAL PROCUREMENT PROGRAM**  
**(For Common-Use Goods Available from PS)**  
For Fiscal/Calendar Year 2011

Department/Bureau/Office: Bureau of Workers with Special Concerns  
Region: Formerly BRW/BWYW  
Address: 9th Flr. G.E. Antonino Bldg., T.M. Kalaw, Ermita Manila

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Item & Specifications	Quantity Requirements					PS Price as of Current Price List	Total Amount
	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Yearly		
<b>COMMON ELECTRICAL SUPPLIES</b>							
1. BALLAST, 20 watts							
2. BALLAST, 40 watts							
3. BALLAST, 2 x 40 watts	30				30 pcs.	75.30 pc.	2,259.00
4. BATTERY, size C, alkaline							
5. BATTERY, size D, alkaline, 2 pcs./packet							
6. BATTERY, size AA, alkaline, 2 pcs./packet	50	31	36	36	153 pck.	41.50 pck.	6,349.50
7. BATTERY, size AAA, alkaline, 2 pcs./packet	60				60 pck.	18.40 pck.	1,104.00
8. BULB, incandescent, 100 watts							
9. BULB, incandescent, 40 watts							
10. FLUORESCENT LIGHTING FIXTURE, 1x 20W							
11. FLUORESCENT LIGHTING FIXTURE, 1 x 40W							
12. FLUORESCENT TUBE, 20 watts							
13. FLUORESCENT TUBE, 40 watts							
14. FLUORESCENT TUBE, circular, 32 watts							
15. FLUORESCENT TUBE, circular, 22 watts							
16. FUSE, 30 amperes							
17. FUSE, 60 amperes							
18. STARTER, 4-40 watts	30				30 pcs.	5.50 pc.	165.00
19. TAPE, electrical	4	4			8 pcs.	13.55 pc.	108.40
<b>SUB-TOTAL:</b>							<b>9,985.90</b>

Item & Specifications	Quantity Requirements					PS Price as of Current Price List	Total Amount
	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Yearly		
*** Hypothetical; subject to further adjustment							
<b>COMMON COMPUTER SUPPLIES</b>							
1. COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 9-1/2", 1000 sets/box							
2. COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 14-7/8", 1000 sets/box							
3. COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 9-1/2", 500 sets/box							
4. COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 14-7/8", 500 sets/box							
5. COMPUTER CONTINUOUS FORMS, 1 ply, 11 x 9-1/2", 2000 sheets/box							
6. COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14-7/8", 2000 sheets/box							
7. COMPACT DISK RECORDABLE, min. of 650MB, 70 min. running time	60	40			100 pcs.	10.30 pc	1,030.00
8. COMPACT DISK REWRITABLE, 650MB/ 74 min. capacity	60	40			100 pcs.	26.95 pc.	2,695.00
9. CD CASE, 24 disc capacity							
10. DISKETTE, 3.5", DS, DD, 10s/box							
11. DISKETTE STORAGE CASE, for 89mm (3.5") diskettes, 100 pcs. Capacity							
12. DISK DRIVE CLEANER, for 3.5 disk drives							
13. EDP BINDER, for 11" x 9-1/2" computer forms, top binding							
14. EDP BINDER, for 11" x 9-1/2" computer forms, side binding							
15. EDP BINDER, for 11" x 14-7/8" computer forms, top binding							
16. EDP BINDER, for 11" x 14-7/8" computer forms, side binding							
17. Flash drive, @GB, USB 2.0 and Play, Patriot	10				10 pcs.	304.55 pc.	3,045.50
18. Flas Drive, 4 GB, USB 2.0 and play, Pen drive	20				20 pcs.	478.40 pc.	9,568.00
17. INK CARTRIDGE, HP 51649A							
18. INK CARTRIDGE, HP 51629A							
19. INK CARTRIDGE, HP 51645A	5	5	5	5	20 pcs.	1,200.00 pc.	24,000.00

Item & Specifications	Quantity Requirements					PS Price as of Current Price List	Total Amount
	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Yearly		
*** Hypothetical; subject to further adjustment							
20. INK CARTRIDGE, HP C6615A	5	5	5	5	20 pcs.	1,055.00 pc.	21,100.00
21. INK CARTRIDGE, HP C1823D							
22. INK CARTRIDGE, HP C6625A							
23. INK CARTRIDGE, HP C6578A/D	5	5	5	5	20 pcs.	1,409.20 pc.	28,184.00
24. INK CARTRIDGE, HP C51640A							
25. INK CARTRIDGE, HP C6656A	15				15 pcs.	810.00 pc.	12,150.00
26. INK CARTRIDGE, HP C6657A	15				15 pcs.	1,225.00 pc.	18,375.00
27. INK CARTRIDGE, HP 8727A	4				4 pcs.	774.80 pc.	3,099.20
28. INK CARTRIDGE, HP C8728A	4				4 pcs.	910.00 pc.	3,640.00
29. INK CARTRIDGE, HP 60, color for D2560 printer	10				10 pcs.	600.00 pc.	6,000.00
30. INK CARTRIDGE, HP 60, black for D2560 printer	10				10 pcs.	400.00 pc.	4,000.00
31. INK CARTRIDGE, HP C4844A							
32. INK CARTRIDGE, EPSON SO20191							
33. INK CARTRIDGE, EPSON SO20187							
34. INK CARTRIDGE, EPSON SO20193							
35. Ink Cartridge, Lexmark #27, colored	10				10 pcs.	1,102.40 pc.	11,024.00
36. INK CARTRIDGE, Lexmark #27, colored	10				10 pcs.	975.55 pc.	9,755.50
37. INK CARTRIDGE, CANON BC-20, black							
38. INK CARTRIDGE, CANON BCI-21, black							
39. INK CARTRIDGE, CANON BCI-21, colored							
40. TONER CARTRIDGE, HP C3906	4				4 pcs.	2,765.60 pc.	11,062.40
41. TONER CARTRIDGE, HP C3903A/F							
42. TONER CARTRIDGE, HP C4092A	2	2			4 pcs.	2,406.15 pc.	9,624.60
43. TONER CARTRIDGE, HP C4096A							
44. TONER CARTRIDGE, HP C3909A							
45. TONER CARTRIDGE, HP C7115A	18	18	18	18	72 pcs.	2,610.40 pc.	187,948.80
46. TONER CARTRIDGE, HP 92298A							
47. TONER CARTRIDGE, HP C4127X							
48. TONER CARTRIDGE, HP C4182X							
49. TONER CARTRIDGE, LEXMARK 1382920							
50. TONER CARTRIDGE, Canon, EPE98A							
51. MONITOR FILTER, 14" monitor							
52. MONITOR FILTER, 17" monitor							
53. MOUSE, intelligent PS II, optical							
54. RIBBON, EPSON, RN 8755							
55. RIBBON, EPSON, RN 8750							
56. RIBBON, EPSON, RN 7754							
57. RIBBON, EPSON RN SO 15083							
<b>SUB - TOTAL:</b>							<b>366,302.00</b>

Item & Specifications	Quantity Requirements					PS Price as of Current Price List	Total Amount
	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Yearly		
*** Hypothetical; subject to further adjustment <b>COMMON OFFICE SUPPLIES</b>							
1. ACETATE, gauge #3, 50m in length	4				4 rls.	513.25 rls.	2,053.00
2. AIR FRESHENER, 280ml/can							
3. ALCOHOL, 70% isopropyl	30				30 bt.	36.15 bt	1,084.50
4. AUDIO CASSETTE TAPE, 90min.	50	50	50		150 pcs.	12.35 pc.	1,852.50
5. Tape, blank, for micro-cassette recorder, 60 mins.	40				40 pcs.	96.75 pc.	3,870.00
6. BALLPOINT PEN, black							
6. BALLPOINT PEN, blue							
7. BALLPOINT PEN, red							
8. CARBON PAPER, ordinary, A-4, 100s/box							
9. CARBON FILM, polyethylen, A-4, 100s/box							
10. CARBON FILM, 216mm x 330mm, 100s/box							
11. CARBON PAPER, ordinary, legal, 100s/box							
12. CARTOLINA, assorted color, 20s/pack	4				4 pck.	67.60 pck.	270.40
13. CARTOLINA, white, 20s/pack	4				4 pck.	43.70 pck.	174.80
14. CHALK, white enamel, approx. 140s/box	1				1 bx.	53.25 bx.	53.25
15. CLIP, bulldog (3")							
16. CLIP, double/binder, 25mm, 12s/box							
17. CLIP, double/binder, 50mm, 12s/box							
18. CLIP, double/binder, 19mm, 12s/box							
19. CLIP, double/binder, 32mm, 12s/box							
20. COLUMNAR PAD, 4 cols							
21. COLUMNAR PAD, 6 cols							
22. COLUMNAR PAD, 8 cols							
23. COLUMNAR PAD, 10 cols							
24. COLUMNAR PAD, 12 cols							
25. COLUMNAR PAD, 14 cols							
26. COLUMNAR PAD, 16 cols							
27. COLUMNAR PAD, 18 cols							
28. COLUMNAR PAD, 30 cols							
29. CORRECTION FLUID, 20ml.	20	20			40 bt.	11.70 bt.	468.00
30. CORRECTION TAPE, 20mm							
31. DATA FILE BOX, (5"x9"x15-3/4")							
32. DATA FOLDER, w/finger ring,(3" x 9" x 15")	20				20 pcs.	66.70 pc.	1,334.00
33. DOCUMENTARY BOX, 5" x 10-1/2" x 15-3/4"							
34. DRAWING INK, black, 30ml.							
35. ENVELOPE, documentary(9"x12"), 500s/box	2				2 bx.	400.00 bx.	800.00

Item & Specifications	Quantity Requirements					PS Price as of		Total Amount
	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Yearly	Current Price List		
*** Hypothetical; subject to further adjustment								
36. ENVELOPE,documentary(10"x15"),500s/box	2				2 bx.	624.00 bx.		1,248.00
37. ENVELOPE,expanding, legal size, 100s/box	1				1 bx.	700.00 bx.		700.00
38. ENVELOPE, mailing white, 500s/box								
39. ENVELOPE, mailing white with window,500s								
40. ENVELOPE, pay, kraft, (4"x7-1/2"), 500s/box								
41. ENVELOPE, expanding, plastic. Legal size	50				50 pc.	65.55 pc.		3,277.50
42. ERASER, blackboard	10				10 pc.	7.30 pc.		73.00
43. ERASER, rubber	20				20 pc.	5.10 pc.		102.00
44. FILE ORGANIZER, expanding, A-4								
45. FILE ORGANIZER, expanding, legal	25				25 pcs.	65.55 pc.		1,638.75
46. FOLDER,pressboard w/metal tab,legal size,100s								
47. FOLDER, pressboard, plain, legal, 100s/box	2	2			4 pck.	736.35 pck.		2,945.40
48. FOLDER, tagboard, legal size, 100s/box	3	3			6 bx.	243.40 bx.		1,460.40
49. FOLDER, tagboard, A4 size, 100s/box	3	3			6 bx.	277.60 bx.		1,665.60
50. FOLDER, plastic, legal size, 12s/box								
51. FOLDER, presentation, A-4, 12s/pack								
52. FOLDER, morocco/fancy,A4size, 50s/pack	4				4 pck.	166.40 pck.		665.60
53. FOLDER, morocco/fancy, legal size,50s/pack	4				4 pck.	192.40 pck.		769.60
Folder, clear plastic, L-type, A4 size 50s/pack	4	2			6 pck.	195.75 pck.		1,174.50
Folder, clear palstic, L-type, leagl size, 50s/pck.	4				4 pck.	188.25 pck.		753.00
54. GLUE, all purpose, 200 grams	2				2 jar	41.50 jar		83.00
55. ILLUSTRATION BOARD, (30"x40")								
56. INDEX CARD, plain, (3"x5"), 500s/pack								
57. INDEX CARD,3"x 5",ruled both sides,500s/pack								
58. INDEX CARD, plain, (5"x8"), 500s/pack								
59. INDEX CARD, 5" x 8",ruled both side,500s/pack	2				2 pck	95.50 pck		191.00
60. INDEX CARD BOX, 4-3/8"x5-5/8" x 4"								
61. INDEX CARD BOX, 5-3/8"x8-7/8" x 6"								
62. INDEX TAB, self-adhesive, 5 sets/box	10	10			20 bx.	45.00 bx.		900.00
63. INK, for fountain pen, black, 59ml.								
64. LEAD, for mechanical pencil,0.5mm								
65. LOOSELEAF COVER, (8-1/2"x14")	2				2 pck.	459.20 pck.		918.40
66. MAGAZINE FILE Box, w/ cover, medium, files	10	10			20 pcs.	29.10 pc.		582.00
67. MAGAZINE FILE, medium								
68. MAGAZINE FILE, large w/ cover	10	10			20 pcs.	51.95 pc.		1,039.00
69. MAP PIN, round head, 100s/box	1				1 bx.	31.20 pc.		31.20
70. MARKER, fluorescent, 3 colors/set								
71. MARKING PEN, whiteboard, black	40				40 pcs.	15.40 pc.		616.00
72. MARKING PEN, whiteboard, blue	40				40 pcs.	15.40 pc.		616.00

Item & Specifications	Quantity Requirements					PS Price as of		Total Amount
	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Yearly	Current Price List		
<i>*** Hypothetical; subject to further adjustment</i>								
73. MARKING PEN, whiteboard, red	30				30 pcs.	15.40	pc.	462.00
74. MARKING PEN, permanent, black	40				40 pcs.	17.70	pc.	708.00
75. MARKING PEN, permanent, blue	40				40 pcs.	17.70	pc.	708.00
76. MARKING PEN, permanent, red	6				6 pcs.	17.70	pc.	106.20
77. MARKING PEN, transparency film								
78. NOTE BOOK, stenographer's	50				50 pcs.	7.80	pc.	390.00
79. NOTE PAD, (3"x3")	20				20 pd.	28.60	pd.	572.00
80. NOTE PAD, (3"x4")	20	20	20	20	80 pd.	20.80	pd.	1,664.00
81. OIL, 120ml.								
82. PAPER, bond,Premium Grade,A4	70	70	70	70	280 rm.	139.25	rm.	38,990.00
83. PAPER, mimeo, Groundwood, A4								
84. PAPER, mimeo,WhiteWove, A4	60	60	60	60	240 rm.	131.15	rm.	31,476.00
85. PAPER, onionskin, A4								
86. PAPER, PPC, A4	70	70	70	70	280 rm.	153.40	rm.	42,952.00
87. PAPER, PPC, B4								
88. PAPER, ruled pad,216mmx330mm	30				30 pd.	18.55	pd.	556.50
89. PAPER, thermal,210mmx30M	20	20			40 pcs.	35.30	pc.	1,412.00
90. PAPER, thermal, 210mmx100M								
91. PAPER, thermal, 216mmx30M								
92. PAPER,multicopy, A4								
93.PAPER FASTENER, metal,25mm,50 sets/box								
94. PAPER FASTENER, metal with plastic, 25mm, 50 sets/box	15	15			30 bx.	80.80	bx.	2,424.00
95. PAPER CLIP,gem type,jumbo,50mm,100s/box	20	20			40 bx.	16.55	bx.	662.00
96. PAPER CLIP, gem type, 33mm, 100s/box	20	20			40 bx.	4.40	bx.	176.00
97. PASTE, solid, with water well, 200gms.								
98. PENCIL, lead, w/eraser	4				4 bx.	24.75	bx.	99.00
99. PENCIL, mechanical, 0.5mm lead								
100. PUSH PIN, hammer head type, 100s/box								
101. RECORD BOOK, 300 pages	10				10 pcs.	55.00	pc.	550.00
102. RECORD BOOK, 500 pages	15				15 pcs.	93.60	pc.	1,404.00
103. RIBBON, nylon, manual typewriter								
104. RING BINDER, (1/2"x44")	20	20			40 pcs.	5.15	pc.	206.00
105. RING BINDER, (3/4"x44")	20	20			40 pcs.	8.50	pc.	340.00
106. RING BINDER, (1"x44")	20	20			40 pcs.	13.00	pc.	520.00
Ring Binder, 2" x 44"plastic	2				2 pcs.	33.05	pc.	66.10
107. RUBBER BAND, #18, 400 gms.	2				2 bx.	87.25	bx.	174.50
108. RULER, plastic, 12"								
109. RULER, plastic, 18"	5				5 pcs.	23.80	pc.	119.00
110. SIGN PEN, black	50	50	50	50	200 pcs.	42.20	pc.	8,440.00
111. SIGN PEN, blue	10				10 pcs.	42.20	pc.	422.00

Item & Specifications	Quantity Requirements					PS Price as of Current Price List	Total Amount
	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Yearly		
*** Hypothetical; subject to further adjustment							
112. SIGN PEN, red							
113. SIGN PEN, green							
114. STAMP PAD INK, violet, 50ml.							
115. STAMP PAD, felt pad							
116. STAPLE WIRE, standard, #35	15	15			30 bx.	35.25 bx.	1,057.50
117. STENCIL PAPER, ordinary, Gestetner C, 25s							
118. STENCIL, electronic, Gestetner E, 25s/quire							
119. STENCIL ,electronic, Facile Fax,25s/quire							
120. STENCIL INK, # 217, 400ml.							
121. STENCIL CORRECTOR, 20ml.							
122. TAPE, adding machine							
123. TAPE, masking (2"), 48mm, 50 meters length	10	10			20 rl.	52.55 rl.	1,051.00
124. TAPE, masking (1"), 24mm, 50 meters length	10	10	10	10	40 rl.	24.20 rl.	968.00
125. TAPE, transparent, (1"), 24mm, 50 meters	20	10	10	10	50 rl.	6.85 rl.	342.50
126. TAPE, transparent, (2"), 48mm, 50 meters	10	10			20 rl.	13.65 rl.	273.00
127. TAPE, packaging, 48mm, 50 meters length	10	10	10	10	40 rl.	13.65 rl.	546.00
128. THREE-HOLE BINDER, A4							
129. TIME CARD, for Seiko							
130. TIME CARD, for Amano							
131. TOILET TISSUE, 12 rolls/pack	20	20			40 pck.	65.55 pck.	2,622.00
132. TRANSPARENCY FILM, A4, 100s/box							
133. TRANSPARENCY FILM, colored, A4, 100s/box							
134. TWINE, plastic, one kilo	2	2			4 rl.	42.65 rl.	170.60
135. VIDEO CASSETTE TAPE, for VHS player, 150 min.							
136. WRAPPING PAPER, kraft, 65gms.							
<b>SUB-TOTAL:</b>							<b>176,040.30</b>
<b>COMMON OFFICE DEVICES</b>							
1. BLADE, heavy duty cutter(L500), 10 pcs./pack							
2. COPY HOLDER, clamp type							
3. CUTTER, heavy duty, L500	8				8 pcs.	18.75 pc.	150.00
4. DESK TRAY, double							
5. PUNCHER, heavy duty							
6. SCISSORS, (6")	15				15 pc.	25.00 pc.	375.00





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	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Yearly		
*** Hypothetical; subject to further adjustment							
<b>LEGAL SIZE PAPER</b>							
1. PAPER, bond, Premium Grade	20				20 rm.	152.90 rm.	3,058.00
2. PAPER, mimeo, Groundwood							
3. PAPER, mimeo, Whitewove							
4. PAPER, onionskin, Superfine							
5. PAPER, multycopy, legal, for laser printing	20				20 rm.	227.85 rm.	4,557.00
<b>SUB-TOTAL:</b>							<b>7,615.00</b>
<b>COMMON OFFICE EQUIPMENT</b>							
1. AIRPOT, 4.0 liters, w/ dispenser							
2. AUTOMATIC VOLTAGE REGULATOR, 500 watts, Omega							
3. FILING CABINET, 4 drawers, steel, plain finish, w/ 8 ball bearing rollers, g 24							
4. FILING CABINET, 4 drawers, steel, plain finish, w/ 8 ball bearing rollers, g 22							
5. FILING CABINET, 4 drawers, steel, plain finish, w/ 8 ball bearing rollers, g 20							
6. CALCULATOR, desktop, adding machine type, 12 digits, two(2) color print/illuminated display, AC power source							
7. CALCULATOR, desktop, mini-printer type 12 digits, AC/DC power source, with ink roller and adaptor							
8. CALCULATOR, scientific, 12 digits, dot matrix display, programmable, with case							
9. CALCULATOR, compact, electronic, LCD display, 12 digits, two-way power source							
10. CALCULATOR, pocket type, LCD display, with case							
11. CHAIR, monobloc, without armrest, granite white							

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12. CHAIR, monobloc, without armrest, beige							
13. CHECKWRITER, single currency, replaceable ribbon cartridge, 2-key machine lock, customized sliding name plate produced with any currency symbol							
14. DUPLICATING MACHINE, stencil process, deskto[ <i>f</i> ], electrically/manually operated							
15. ELECTRIC FAN, orbit type							
16. ELECTRIC FAN, with stand							
17. ELECTRIC FAN, wall type							
18. ELECTRIC FAN, desk type							
19. INDUSTRIAL FAN, 18" metal blade							
20. FACSIMILE TRANSCEIVER, uses thermal paper/50m/roll, for documents 216mm x 600mm 15 sec. Rtansmission speed, scanning width 208mm, document feeder holds 10 pages, with automatic paper cutter, redial, and fax/tel switchover							
21. PAPER TRIMMER/CUTTING MACHINE, 350MM cutting size, 30 sheets cutting cap. automatic clamping, stationery blade guard, A4-A6 format indications							
22. PAPER SHREDDER, 220mm feed opening, 4mm shred width, 0.06m/sec shred speed, 6-8 sheets performance, approx 5kg in weight							
23. PRINTER, automatic data processing, impact dot matrix, 9-pins, 136 columns, complete w/ ribbons, cables and manual, Epson FX-2180							
24. PRINTER, automatic data processing, impact dot matrix, 24-pins, 136 columns, complete w/ ribbons, cables and manual, Epson LQ-2180							
25. PRINTER, impact dot matrix, 9-pin, 80 columns, with ribbon, cables and manual ribbons, cables and manual, Epson LX-300+							
26. PRINTER, laser, 20ppm printing speed, 1200 x 1200 dpi, with power cord, interface cable, software drivers and complete documentation, Hewlett Packard HPL-1300							

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	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Yearly		
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27. PUNCHING/BINDING MACHINE, two(2) hand lever system, 34cm or 13" (24 holes) punching width adjustable to any format, binds 425 sheets or up to 2" thick, all metal construction							
28. RADIO CASSETTE RECORDER, with AM/ FM Radio	1				1 pc	2,604.05 pc	2,604.05
29. SURGE PROTECTOR, 6-gang outlet, heavy duty, with reset circuit breaker, lighted switch							
30. TIME RECORDER, (for attendance), electronic, stylish/compact design, large display, 2-color ribbon, with dot matrix printer, bell and buzzer, wall or desk mount, 220 volts							
31. TYPEWRITER, manual, 15" carriage, pica/ elite typecase, 46 keys, Philippine keyboard metal casing, Olympia SG3N							
32. TYPEWRITER, manual, 18" carriage, pica/ elite typecase, 46 keys, Philippine keyboard metal casing, Olympia SG3N							
33. TYPEWRITER, manual, 24" carriage, pica/ elite typecase, 46 keys, Philippine keyboard metal casing, Olympia SG3N							
34. UNINTERRUPTIBLE POWER SUPPLY(UPS) line interactive topology, with sealed maintenance free batteries, 520VA-600VA							
<b>SUB-TOTAL:</b>							<b>2,604.05</b>

**GRAND TOTAL:** ..... **563,442.70**  
**TOTAL W/ 10% ADDITIONAL PROVISION FOR INFLATION** ..... **56,344.27**  
**APPROVED BUDGET:** ..... **619,786.97**

Prepared by:

RICARDO V. TOLENTINO  
Supply Officer

Budget Allocation:

CLARO EMMANUEL LAVADO  
Chief, Budget Division

Approved:

LOURDES M. TRASMONTE  
Underscretary

Date Prepared: November 3, 2010

ITEM NO.	COMMODITY (Nomenclature & Descriptions)	TOTAL QTY.	UNIT	UNIT PRICE	TOTAL AMOUNT	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
<b>COMMON OFFICE SUPPLIES</b>													
<i>Supplies not included in the PS Price List</i>													
1	DP Black Ink 514, 80B	10	cart	755.00	7,550.00	10	7,550.00						
2	Toner Cartridge for HP Laserjet, 51A Printer	4	cart.	6,000.00	24,000.00	4	24,000.00						
3	HP Ink cartridge 18 C4937A Cyan	2	cart.	1,562.00	3,124.00	2	3,124.00						
4	HP Ink Cartridge 18 C4983A, Magenta	2	cart.	1,562.00	3,124.00	2	3,124.00						
5	HP Ink Cartridge 18 C4939A, yellow	2	cart.	1,562.00	3,124.00	2	3,124.00						
6	HP Ink Cartridge, 18, C4936A, black	2	cart.	1,562.00	3,124.00	2	3,124.00						
7	Black Ink Cartridge TO 821	4	cart.	850.00	3,400.00	4	3,400.00						
8	CYAN Ink cartridge TO 822	4	cart.	850.00	3,400.00	4	3,400.00						
9	Magenta Ink Cartridge, TO 823	4	cart.	850.00	3,400.00	4	3,400.00						
10	Yellow Ink Cartridge TO 824	4	cart.	850.00	3,400.00	4	3,400.00						
11	Light CYAN Ink cartridge, TO 825	4	cart.	850.00	3,400.00	4	3,400.00						
12	Ink Cartridge, No 96, black	6	pcs.	1,000.00	6,000.00	6	6,000.00						
13	Ink Cartridge, No 97, colored	6	pcs.	1,000.00	6,000.00	6	6,000.00						
14	Video 8 tape	10	pcs.	90.00	900.00	10	900.00						
15	HP Printhead 88, C9382A	2	pcs.	1,500.00	3,000.00	2	3,000.00						
16	HP Printhead 88, C9381A	2	pcs.	1,500.00	3,000.00	2	3,000.00						
17	Ballpen, Pilot Brand	300	pcs.	20.00	6,000.00	300	6,000.00						
18	Ink Cartridge, No. 703, black	5	pcs.	1,000.00	5,000.00	5	5,000.00						
19	Ink Cartridge, No. 703, colored	5	pcs.	1,000.00	5,000.00	5	5,000.00						
20	Steno Notebook	50	pcs.	7.00	350.00	50	350.00						
21	Toner Cartridge, 51A	5	pcs.	1,100.00	3,300.00	3	3,300.00						
22	Ink Cartridge HP Photosmart HP 96	8	pcs.	1,000.00	8,000.00	8	8,000.00						
23	Ink cartridge HP Photosmart HP 97	4	pcs.	1,000.00	4,000.00	4	4,000.00						
24	Toner Cartridge, Lexmark, E450dn	6	pcs.	5,950.00	35,700.00	6	35,700.00						
25	Energizer Digital Camera Battery, ultimate, Lithium, AA	6	pcs.	120.00	720.00	6	720.00						
26	Copy Paper, A4, A4, subs. 24	2	rms.	190.00	380.00	2	380.00						
27	Hanging Streamer, 4 x 9 ft.	3	pcs.	2,000.00	6,000.00	3	6,000.00						
28	Backdrop Tarpaulin, 8 x 16 ft.	3	pcs.	3,500.00	10,500.00	3	10,500.00						
29	Pin Button, 2 x 2 inches	200	pcs.	25.00	5,000.00	200	5,000.00						
30	IEC on Family Welfare Best Practices, 30 pages	3,000	copies	30.00	9,000.00	3,000	90,000.00						

ITEM NO.	COMMODITY (Nomenclature & Descriptions)	TOTAL QTY.	UNIT	UNIT PRICE	TOTAL AMOUNT	Budget Allocation							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
31	W3 AP, one page, back to back, laminated, 2 issues	1,000	pcs.	10.00	10,000.00	2,000	10,000.00						
32	T-Shirt, small, medium, large	200	pc.	200.00	40,000.00	200	40,000.00						
33	Double Adhesive Tape	2	pcs.	2,100.00	4,200.00	2	4,200.00						
34	Master Roll for duplo machine	6	pcs.	3,000.00	18,000.00	6	18,000.00						
35	Ink Cartridge, Epson TO26	4	pcs.	950.00	3,800.00	4	3,800.00						
36	Ink Cartridge, Epson TO27	4	pcs.	750.00	3,000.00	4	3,000.00						
37	USB 4 gygabyte	3	pcs.	600.00	1,800.00	4	1,800.00						
38	Folder w/ clear plastic cover, A4 size, 100s/box	2	bxs.	300.00	600.00	2	600.00						
39	Vellum Board, sbort (10s)	5	pck.	25.50	127.50	5	127.50						
40	Vellum Board, long (10s)	5	pck.	35.00	175.00	5	175.00						
41	Data Files	10	pcs.	300.00	3,000.00	10	3,000.00						
42	Sticker Paper, white, long (10s)	10	pck.	35.00	350.00	10	350.00						
43	Sticker Paper, white, short (10s)	10	pck,	28.00	280.00	10	280.00						
44	Copy Paper, 8 1/2 x 11, subs. 24	2	rms.	178.00	356.00	2	356.00						
45	Cambric Board, eggshell, short (10s)	1	pck.	55.00	55.00	1	55.00						
46	Cambric Board, eggshell, long (10s)	1	pck.	75.00	75.00	1	75.00						
47	Documentary Box from file system	20	pcs.	150.00	3,000.00	20	3,000.00						
48	Hanging StreMER, 4 X 9 FT.	2	pcs.	2,000.00	4,000.00	2	4,000.00						
49	Toner Cartridge, 3005	6	pcs.	1,000.00	6,000.00	6	6,000.00						
50	Ink Cartridge, EPSON Stylus, Photo R270	6	pcs.	1,000.00	6,000.00	6	6,000.00						
	Sub Total :				<b>364,714.50</b>		<b>364,714.50</b>						
	Grand Total:								<b>364,714.50</b>				
	<b>Total with 10% additional Provision for Inflation</b>								<b>401,185.95</b>				

Recommending for Approval:

**CHITA DG. CILINDRO**  
Director IV

Approved:

**LOURDES M. TRASMONTE**  
Undersecretary