

REVISED ANNUAL PROCUREMENT PLAN FOR 2016
For Common-Use Supplies and Equipment

Department/Bureau/Office: DEPARTMENT OF SCIENCE AND TECHNOLOGY
Region: Caraga Region No. 13
Address: CSU Campus, Ampayon, Butuan City

Contact Person: FRANCISE MAE M. MORDENO
Position: ADMIN OFFICER V/ SUPPLY OFFICER III
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Telephone/Mobile Nos: (085) 3425345

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT						
		Jan	Feb	March	April	May	June	Q2	July	Aug	Sept	Q3	Oct			Nov	Dec	Q4	Total Quantity		
A. AVAILABLE AT PROCUREMENT SERVICE STORES																					
COMMON ELECTRICAL SUPPLIES																					
1 BATTERY, size AA, alkaline, 2 pieces per blister pack	pack		15							15						15			15	18.17	1,090.10
2 BATTERY, size AAA, alkaline, 2 pieces per blister pack	pack		15							15						15			15	15.66	939.37
3 BATTERY, size D, alkaline, 2 pieces per blister pack	pack									0						0			0	81.03	-
4 FLUORESCENT LAMP, tubular, 28 watts	tube									0						0			0	124.26	-
5 FLUORESCENT LAMP, tubular, 36 watts	tube		25							25						25			25	43.99	4,399.00
6 COMPACT FLUORESCENT LAMP, 18 watts, 1 piece in individual box	piece									0						0			0	107.93	-
7 TAPE, electrical	roll		12							12						12			12	19.29	926.02
COMMON OFFICE SUPPLIES																					
1 ACETATE, gauge #3, 50m per roll	roll		6							6						6			6	661.44	15,874.56
2 AIR FRESHENER, 280ml/can	can		24							24						24			24	85.99	8,254.77
3 ALCOHOL, 70%, ethyl, 500ml bottle	bottle		48							48						48			48	45.73	8,779.85
4 CARBON FILM, A4 size, 100 sheets per box	box									0						0			0	237.02	-
5 CARBON FILM, PE, black, 216mm x 30mm, 100 sheets per box	box		6							6						6			6	269.16	6,459.72
6 CAROLINA, assorted color, 20 pieces per pack	pack		6							6						6			6	74.73	1,793.52
7 CHALK, white, dustless, 100 pieces per box	box									0						0			0	27.41	-
8 CLEARBOOK, A4 size	piece									0						0			0	39.69	-
9 CLEARBOOK, Legal size	piece									0						0			0	44.10	-
10 CLIP, backfold, 19mm, 12 pieces per box	box		100							100						100			100	7.72	3,086.72
11 CLIP, backfold, 25mm, 12 pieces per box	box		50							50						50			50	17.64	3,527.68
12 CLIP, backfold, 32mm, 12 pieces per box	box		50							50						50			50	21.92	4,384.16
13 CLIP, backfold, 50mm, 12 pieces per box	box		50							50						50			50	46.30	9,260.16
14 CORRECTION TAPE, 6 meters (min), 1 piece in individual plastic	piece									0						0			0	43.54	-
15 DATA FILE BOX, made with chipboard, with closed ends	box		24							24						24			24	73.91	7,095.72
16 DATA FOLDER, made with chipboard, taglia lock	piece									0						0			0	81.57	-
17 ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box	box		5							5						5			5	427.73	8,554.62
18 ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box	box		5							5						5			5	537.84	10,756.88
19 ENVELOPE, EXPANDING, KRAFTBOARD, for legal size documents, 100 pieces per box	box		12							12						12			12	659.01	31,632.60
20 ENVELOPE, EXPANDING, plastic	piece									0						0			0	37.13	-

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21 ENVELOPE, MAILING, 500 pieces per box	box				0													0	0	147.72	-
22 ENVELOPE, MAILING, with window, 500 pieces per box	box				0													0	0	207.08	-
23 ERASER, felt, for blackboard/whiteboard	piece		0									12						12	24	10.67	256.18
24 ERASER, plastic or rubber	piece		0								36							36	107	2.29	244.99
25 FASTENER, for paper, metal, 50 sets per box	box		50								50							50	200	60.52	12,103.08
26 FILE ORGANIZER, expanding, legal, plastic, assorted colors	piece				0													0	0	87.84	-
27 FILE TAB DIVIDER, A4, five (5) colors per set	set				0													0	0	13.23	-
28 FILE TAB DIVIDER, Legal Size, five(5) colors per set	set				0													0	0	17.64	-
29 FOLDER, Fancy, A4, 50's bundle	bundle				0													0	0	248.04	-
30 FOLDER, Fancy, Legal, 50 pieces per bundle	bundle				0													0	0	308.67	-
31 FOLDER, L-type, A4, 50 pieces pack	pack				0													0	0	176.38	-
32 FOLDER, L-type, Legal size, 50 pieces per pack	pack				0													0	0	192.92	-
33 FOLDER, Pressboard, size 210mm x 370mm, 100's/box	box		12								12							12	48	992.04	47,618.08
34 FOLDER, Tagboard, A4, 100 pieces per pack	pack				0													0	0	263.47	-
35 FOLDER, Tagboard, Legal size, 100 pieces per pack	pack		12								12							12	48	317.98	15,262.98
36 GLUE, all purpose, 300 grams min.	jar		36								36							36	144	51.81	7,461.04
37 INDEX TAB, self-adhesive, 5 set/box, assorted colors	box		12								12							12	48	53.89	2,586.74
38 LOOSELEAF COVER, 50sets per bundle	bundle				0													0	0	572.15	-
39 MAGAZINE FILE BOX, LARGE	piece				0													0	0	46.47	-
40 MARKER, fluorescent, 3 colors per set	set		6								6							6	24	37.68	904.39
41 MARKER, whiteboard, bullet type, black	piece		50								50							50	200	12.51	2,501.60
42 MARKER, whiteboard, bullet type, blue	piece		50								50							50	200	12.51	2,501.60
43 MARKER, whiteboard, bullet type, red	piece		50								50							50	200	12.51	2,501.60
44 MARKER, permanent, bullet type, black	piece		50								50							50	200	10.23	2,045.80
45 MARKER, permanent, bullet type, blue	piece		50								50							50	200	10.23	2,045.80
46 MARKER, permanent, bullet type, red	piece		50								50							50	200	10.23	2,045.80
47 NOTE BOOK, stenographer's, 40 leaves, spiral	piece		250								250							250	1000	10.92	10,918.00
48 NOTE PAD, stick-on, (2" x 3"), 100 sheets per pad	pad				0													0	0	33.07	-
49 NOTE PAD, stick-on, (3" x 5"), 100 sheets per pad	pad		50								50							50	200	40.68	8,136.56
50 NOTE PAD, stick-on, (3" x 4"), 100 sheets per pad	pad		50								50							50	200	57.30	11,460.72
51 PAD PAPER, Ruled	pad				0													0	0	18.52	-
52 PAPER CLIP, gem type, 48mm, 100 pieces per box	box		100								100							100	400	14.33	5,732.48
53 PAPER CLIP, gem type, 32mm, 100 pieces per box	box		100								100							100	400	7.17	2,866.24

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54 PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	70			70	150	150	150	150	150	150	150	150	150	150	150	150	124.90	64,947.90
55 PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	50			50	150	150	150	150	150	150	150	150	150	150	150	150	139.94	69,970.60
56 PAPER, Multi-Purpose (COPY) A4, 70gsm	ream				0													108.53	-
57 PAPER, Multi-Purpose (COPY), Legal size, 70gsm	ream				0													121.76	-
58 PARCHEMENT PAPER, A4 size, 80 gsm, 100 sheets per pack]	ream	12			12	12	12	12	12	12	12	12	12	12	12	12	12	97.56	4,683.00
59 PAPER, Thermal, 216mm x 30m	roll	0			0	30	30	30	30	30	30	30	30	30	30	30	30	37.81	4,915.33
60 PENCIL, lead, w/eraser, one(1) dozen per box	box	12			12	12	12	12	12	12	12	12	12	12	12	12	12	20.60	998.27
61 PHILIPPINE NATIONAL FLAG	piece	12			12													317.49	7,619.79
62 RECORD BOOK, 300 pages, size: 214mm x 278mm min	book				0													63.94	-
63 RECORD BOOK, 500 pages, size: 214mm x 278mm min	book	50			50	50	50	50	50	50	50	50	50	50	50	50	50	92.06	13,809.15
64 RING BINDER, Plastic 32mm, 10 pieces per bundle	bundle	6			6	6	6	6	6	6	6	6	6	6	6	6	6	272.28	3,467.39
65 RUBBER BAND, 70mm min lay flat length (#18)	box	3			3	3	3	3	3	3	3	3	3	3	3	3	3	112.20	1,346.41
66 RULER, plastic, 450mm, 1 piece in individual plastic	piece	12			12	12	12	12	12	12	12	12	12	12	12	12	12	16.54	795.73
67 SIGN PEN, black	piece				0													46.65	-
68 SIGN PEN, blue	piece	50			50	100	100	100	100	100	100	100	100	100	100	100	100	46.65	19,366.70
69 SIGN PEN, red	piece				0													46.65	-
70 STAMP PAD INK, violet, 50ml	bottle	12			12	12	12	12	12	12	12	12	12	12	12	12	12	24.25	1,164.13
71 STAMP PAD, felt pad, min 60mm x 100mm	piece	6			6													32.94	395.34
72 STAPLE WIRE, Heavy duty, 33/3	box	48			48	48	48	48	48	48	48	48	48	48	48	48	48	32.25	4,643.31
73 STAPLE WIRE, Standard	box				0													20.06	-
74 TAPE, masking, 24mm, 50 meters length	roll	48			48	48	48	48	48	48	48	48	48	48	48	48	48	58.43	8,413.52
75 TAPE, masking, 48mm, 50 meters length	roll				0													111.34	-
76 TAPE, transparent, 24mm, 50 meters	roll	48			48	48	48	48	48	48	48	48	48	48	48	48	48	18.41	3,555.14
77 TAPE, transparent, 48mm, 50 meters	roll				0													35.28	-
78 TAPE, packaging, 48mm, 50 meters length	roll	48			48	48	48	48	48	48	48	48	48	48	48	48	48	35.28	6,773.15
79 TOILET TISSUE, 12 rolls per pack	pack	6			6	6	6	6	6	6	6	6	6	6	6	6	6	80.10	1,441.88
80 TWINE, plastic, one kilo per roll	roll	3			3	3	3	3	3	3	3	3	3	3	3	3	3	57.32	687.90
81 WRAPPING PAPER, kraft, 50 sheets per pack	pack				0													119.48	-
COMMON OFFICE DEVICES																			
1 CUTTER BLADE, heavy duty cutter, 10 pieces per tube	tube	12			12													8.32	199.70
2 CUTTER KNIFE, heavy duty	piece	0			0													20.60	494.30
3 DATING AND STAMPING MACHINE	piece				0													507.08	-
4 PENCIL SHARPENER, 1 piece in individual plastic case	piece	3			3													198.43	595.30

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5 PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box	piece		3		3				0									0	3	190.84	392.51
6 SCISSORS, (6")	pair		0		0				0		40							0	40	16.46	658.47
7 STAPLER, standard	piece		3		3				0									0	3	97.76	293.29
8 STAPLER, binder type, heavy duty for high volume stapling, 25-135 sheets of 70gsm bond paper stapling capacity, min 100 staples, with adjustable paper guide	piece				0				0									0	0	1,123.35	
9 STAPLE REMOVER, plier type	piece				0				0									0	0	18.69	
10 TAPE DISPENSER, table top	piece		3		3				0									0	3	50.58	151.75
11 WASTE BASKET, non-rigid plastic	piece		12		12				0		12							0	24	32.52	780.50
COMMON JANITORIAL SUPPLIES																					
1 BROOM, soft (tambo)	piece										24							24	48	110.24	5,291.52
2 BROOM, stick (tingting)	piece										24							18	42	25.36	1,064.92
3 CLEANER, TOILET BOWL AND URINAL, 900-1000ml cap	bottle		48		48				48		48							0	144	44.10	6,349.82
4 CLEANSER, scouring powder, 350grams/can	24		12		12				24		24							24	84	19.29	1,620.53
5 DETERGENT POWDER, all purpose, kilo/pouch	pouch		12		12				6		12							6	36	44.10	1,587.46
6 DISINFECTANT SPRAY, 400-550 grams	can		24		24				24		24							24	96	121.26	11,641.34
7 DUST PAN, non-rigid plastic	piece		24		24				24		24							24	96	38.46	3,691.85
8 FLOOR WAX, Paste, red	can				0				0									0	0	242.53	
9 FURNITURE CLEANER, aerosol, 300ml/can	can		24		24				12		12							12	72	89.85	6,468.88
10 INSECTICIDE, aerosol type, 600ml/can	can		24		24				12		12							0	60	124.57	7,474.27
11 MOPBUCKET	piece		2		2				0									0	2	1,984.32	3,968.64
12 MOPHANDLE, screw type, aluminum handle	piece		6		6				0									0	6	137.80	826.80
13 MOPHEAD, made of rayon	piece		12		12				0									0	12	104.73	1,256.74
14 RAG, all cotton, 32 pieces per kilo per bundle	bundle		12		12				6		12							6	36	46.30	1,666.83
15 SCOURING PAD, 5 pieces per pack	pack		3		3				3		3							3	12	126.78	1,521.31
16 TRASHBAG, plastic, transparent, 10pcs/roll	roll		6		6				3		6							3	18	148.27	2,668.91
COMMON OFFICE EQUIPMENT																					
17 BINDING AND PUNCHING MACHINE, two(2) hand lever system, 134cm or 13" (24 holes) punching, width adjustable to any format, binds 425 sheets, or up to 2" thick, all metal construction	unit				0				1									0	1	11,022.90	11,022.90
18 CALCULATOR, COMPACT, electronic, 12 digits cap, 1 unit in individual box	unit		6		6				6									0	12	163.16	1,957.86
19 CALCULATOR, SCIENTIFIC, 1 unit per box	unit				0				0									0	0	438.76	

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4 CHAIR, monobloc, without armrest, beige	piece		30															30	297.65	8,929.44
5 CHAIR, monobloc, without armrest, white	piece																	0	297.65	-
6 DIGITAL VOICE RECORDER, 4GB (expandable), 1 unit in individual box	unit					1												1	6,603.38	6,603.38
7 DOCUMENT CAMERA, four(4) reference points demarcate viewing area, 16x(1600x) consecutive zoom, PC and Doc Cam video switcher, plug and play	unit																	0	26,678.08	-
8 ELECTRIC FAN, Industrial	unit																	0	1,212.64	-
9 ELECTRIC FAN, orbit type	unit																	0	1,322.88	-
10 ELECTRIC FAN, stand type	unit																	0	1,099.09	-
11 ELECTRIC FAN, wall type	unit																	0	989.96	-
12 FACSIMILE MACHINE, uses thermal paper, 50m/roll, for documents 216mm x 600mm, 15 sec, transmission speed, running width 2018mm, document feeder holds 10 pages, with automatic paper cutter, redial, and fax/td switchover	unit		1															1	3,712.88	3,712.88
13 FIRE EXTINGUISHER, dry chemical, for ABC class of fire, stored pressure type,non-electrical conductor,non-corrosive, 4.5kg (10lbs.), brand new	unit																	0	1,373.59	-
14 FIRE EXTINGUISHER, pure HCFC 123, with fire rating of 1A, 1BC, for ABC class of fire, stored pressure type, non-electrical conductor, non-corrosive, 4.5kg (10 lbs.), brand new	unit																	0	4,175.89	-
15 MULTIMEDIA PROJECTOR, 4000 ansi Lumens, 3600 hours lamp life, supports SVGA to SXGA, (compressed) resolution	unit																	0	43,583.70	-
16 PAPER TRIMMER/CUTTING MACHINE, max paper size: 84, 30 sheets cutting cap., automatic clamping, stationary blade guard, A4-A6 format indications	unit																	0	8,433.36	-
17 PAPER SHREDDER, 0.06m/sec shred speed, cuts 6-8 sheets of 70gsm paper	unit																	0	5,820.67	-
18 PRINTER, IMPACT DOT MATRIX, 24 pins, 156 column, 480 cps print speed	unit																	0	19,522.20	-
19 PRINTER, IMPACT DOT MATRIX, 9 pins, 80 column, 337 cps print speed	unit																	0	6,181.41	-
20 PRINTER, INKJET, wireless capable, 55ppm speed, 512MB memory, duplex printing capable	unit																	0	10,600.00	-
21 PRINTER, LASER, monochrome, 24ppm speed, 1200 x 1200 dpi	unit					2												2	1,752.82	3,505.63
22 TABLE, monobloc, square, 36" X 36", white, four(4) seater, for indoor and outdoor use	unit																	0	1,306.34	-

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TABLE, monobloc, square, 36" X 36", beige, four(4) seater, for indoor and outdoor use	unit					6		6									0	6	1,307.40	7,844.42
COMMON COMPUTER SUPPLIES																				
1 COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9-1/2", 2000 sheets/box	box																	0	638.01	-
2 COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14-7/8", 2000 sheets/box	box																	0	935.39	-
3 COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 9-1/2", 1000 sets/box	box																	0	724.50	-
4 COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 14-7/8", 1000 sets/box	box																	0	1,007.59	-
5 COMPUTER CONTINUOUS FORMS, 3 ply, 11 x 9-1/2", 500 sets/box	box																	0	605.16	-
6 COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 14-7/8", 500 sets/box	box																	0	964.60	-
7 DVD REWRITABLE, 4x speed, 4.7GB capacity	piece		50			50						50					50	200	22.65	4,530.44
8 EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0, backward compatible with USB 2.0, 5400 rpm, with dual color LED light to indicate USB 3.0/USB 2.0 transmission, USB powered, System Requirements: USB 3.0: Windows XP/Vista/7/MacOSx 10.4 or above, with USB 3.0 cable and product guide	piece					3												3	3,278.54	9,835.61
9 FLASH DRIVE, 16GB, USB 2.0, plug and play	piece					6												6	248.04	1,488.24
10 MOUSE, optical, USB connection type	unit		12			6											6	30	145.52	4,365.50
HANDBOOK ON PROCUREMENT																				
1 HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT-RA 918(6th Edition), 6" x 9", 396 pages.	piece																	0	30.63	-
CONSUMABLES																				
1 INK CART, BROTHER LC39BK, Black	cart																	0	698.23	-
2 INK CART, BROTHER LC39C, Cyan	cart																	0	474.03	-
3 INK CART, BROTHER LC39M, Magenta	cart																	0	474.03	-
4 INK CART, BROTHER LC39Y, Yellow	cart																	0	474.03	-
5 INK CART, BROTHER LC67B, Black	cart																	0	964.60	-
6 INK CART, BROTHER LC67C, Cyan	cart																	0	578.76	-
7 INK CART, BROTHER LC67M, Magenta	cart																	0	578.76	-
8 INK CART, BROTHER LC67Y, Yellow	cart																	0	578.76	-

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9 INK CART, BROTHER LC67HYBK, Black	cart				0													0	1,697.70	-
10 INK CART, BROTHER LC67HYC, Cyan	cart				0													0	920.50	-
11 INK CART, BROTHER LC67HYM, Magenta	cart				0													0	920.50	-
12 INK CART, BROTHER LC67HY, Yellow	cart				0													0	920.50	-
13 INK CART, CANON PG-810, Black	cart				0													0	657.03	-
14 INK CART, CANON PG-740, Black	cart				0													0	744.12	-
15 INK CART, CANON PGI-725, Black	cart				0													0	521.44	-
16 INK CART, CANON CL-726, Black	cart				0													0	492.77	-
17 INK CART, CANON CL-81r, Colored	cart				0													0	868.69	-
18 INK CART, CANON CL-741, Colored	cart				0													0	868.69	-
19 INK CART, CANON CL-726, Cyan	cart				0													0	567.74	-
20 INK CART, CANON CL-726, Magenta	cart				0													0	567.74	-
21 INK CART, CANON CL-726, Yellow	cart				0													0	567.74	-
22 INK CART, EPSON C131038190 (To 38), Black	cart				0													0	521.44	-
23 INK CART, EPSON C131039090 (To 39), Colored	cart				0													0	816.88	-
24 INK CART, EPSON C13105190(73N)(91N),Black	cart				0													0	451.98	-
25 INK CART, EPSON C13105290(73N)(91N),Cyan	cart				0													0	451.98	-
26 INK CART, EPSON C13105390(73N)(91N),Magenta	cart				0													0	451.98	-
27 INK CART, EPSON C13105490(73N)(91N),Yellow	cart				0													0	451.98	-
28 INK CART, EPSON C131664100 (T6641), Black	cart				0													0	270.09	-
29 INK CART, EPSON C131664200 (T6642), Cyan	cart				0													0	270.09	-
30 INK CART, EPSON C131664300 (T6643), Magenta	cart				0													0	270.09	-
31 INK CART, EPSON C131664400 (T6644), Yellow	cart				0													0	270.09	-
32 INK CART, HP 51645A, (HP45), Black	cart				0													0	1,389.02	-
33 INK CART, HP C1823A, (HP23), Tri-color	cart				0													0	1,708.72	-
34 INK CART, HP C4844A, (HP10), Black	cart				0													0	1,581.94	-
35 INK CART, HP C4906AA, (HP940XL), Black	cart				0													0	1,615.02	-
36 INK CART, HP C4907AA, (HP940XL), Cyan	cart				0													0	1,091.38	-
37 INK CART, HP C4908AA, (HP940XL), Magenta	cart				0													0	1,091.38	-
38 INK CART, HP C4909AA, (HP940XL), Yellow	cart				0													0	1,091.38	-
39 INK CART, HP C4936A, (HP18), Black	cart				0													0	944.76	-
40 INK CART, HP C4937A, (HP18), Cyan	cart				0													0	713.25	-
41 INK CART, HP C4938A, (HP18), Magenta	cart				0													0	713.25	-

REVISED ANNUAL PROCUREMENT PLAN FOR 2016
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Department/Bureau/Office: DEPARTMENT OF SCIENCE AND TECHNOLOGY
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 Address: CSU Campus, Ampayon, Butuan City

Contact Person: FRANCISE MAE M. MORDENO
 Position: ADMIN OFFICER V/ SUPPLY OFFICER III
 E-mail : francisemordeno@gmail.com
 Telephone/Mobile Nos: (085) 3425345

Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9,2015	TOTAL AMOUNT						
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity	
42 INK CART, HP C4935A, (HP18), Yellow	cart				0													0	0	713.25	-
43 INK CART, HP C6578DA, (HP78), Tri-color	cart				0													0	0	1,603.99	-
44 INK CART, HP C6615DA, (HP15), Black	cart		3		3					3								3	12	3,311.86	15,742.27
45 INK CART, HP C6625AA, (HP27), Tri-color	cart		3		3					3								3	12	1,427.61	17,131.30
46 INK CART, HP C6656AA, (HP56), Black	cart				0													0	0	976.73	-
47 INK CART, HP C6657AA, (HP57), Tri-color	cart				0													0	0	1,554.38	-
48 INK CART, HP C8727AA, (HP27), Black	cart				0													0	0	848.85	-
49 INK CART, HP C8765WA, (HP94), Black	cart				0													0	0	927.04	-
50 INK CART, HP C8768WA, (HP95), Tri-color	cart				0													0	0	1,169.55	-
51 INK CART, HP C8767WA, (HP96), Black	cart				0													0	0	1,438.63	-
52 INK CART, HP C9354AA, (HP21), Black	cart				0													0	0	682.39	-
53 INK CART, HP C9355AA, (HP22), Tri-color	cart				0													0	0	797.04	-
54 INK CART, HP C9361WA, (HP93), Tri-color	cart				0													0	0	1,427.61	-
55 INK CART, HP C9363WA, (HP92), Black	cart				0													0	0	636.08	-
56 INK CART, HP C9365WA, (HP92), Tri-color	cart				0													0	0	1,579.74	-
57 INK CART, HP C9364WA, (HP98), Black	cart				0													0	0	859.87	-
58 INK CART, HP C8314A, (HP90), Black	cart				0													0	0	314.18	-
59 INK CART, HP CB315A, (HP90), Tri-color	cart				0													0	0	382.53	-
60 INK CART, HP CB335WA, (HP74), Black	cart		6		6						6							6	24	718.76	17,250.36
61 INK CART, HP CB336WA, (HP74XL), Black	cart				0													0	0	1,548.87	-
62 INK CART, HP CB337WA, (HP75), Tri-color	cart				0													0	0	826.80	-
63 INK CART, HP CB338WA, (HP75XL), Tri-color	cart		3		3						3							3	12	1,570.92	9,921.60
64 INK CART, HP CC640WA, (HP60), Black	cart				0													0	0	672.46	-
65 INK CART, HP CC641WA, (HP60XL), Black	cart				0													0	0	1,482.73	-
66 INK CART, HP CC643WA, (HP60), Tri-color	cart				0													0	0	792.63	-
67 INK CART, HP CC644WA, (HP60XL), Tri-color	cart				0													0	0	1,725.26	-
68 INK CART, HP CC653AA, (HP90), Black	cart				0													0	0	672.46	-
69 INK CART, HP CC656AA, (HP90), Tri-color	cart				0													0	0	1,036.26	-
70 INK CART, HP CC660AA, (HP70), Black	cart				0													0	0	1,064.92	-
71 INK CART, HP CDB87AA, (HP70), Black	cart		12		12						12							12	48	367.10	17,620.76
72 INK CART, HP CD888AA, (HP70), Tri-color	cart		12		12						12							12	48	367.10	17,620.76
73 INK CART, HP CD971AA, (HP 92), Black	cart				0													0	0	840.93	-
74 INK CART, HP CD972AA, (HP 92), Cyan	cart				0													0	0	644.90	-

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E-mail: francisemordeno@gmail.com
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75 INK CART, HP CD973AA, (HP 920XL), Magenta	cart				0													0	0	644.90	-
76 INK CART, HP CD974AA, (HP 920XL), Yellow	cart				0													0	0	644.90	-
77 INK CART, HP CD975AA, (HP 920XL), Black	cart				0													0	0	1,212.64	-
78 INK CART, HP CH561WA, (HP61), Black	cart				0													0	0	644.90	-
79 INK CART, HP CH563WA, (HP61), Tricolor	cart				0													0	0	798.14	-
80 INK CART, HP CN045AA, (HP950XL), Black	cart				0													0	0	1,634.86	-
81 INK CART, HP CN046AA, (HP951XL), Cyan	cart				0													0	0	1,212.64	-
82 INK CART, HP CN047AA, (HP951XL), Magenta	cart				0													0	0	1,212.64	-
83 INK CART, HP CN048AA, (HP951XL), Yellow	cart				0													0	0	1,212.64	-
84 INK CART, HP CN692AA, (HP704), Black	cart		12		12		12											12	48	367.10	17,620.76
85 INK CART, HP CN693AA, (HP704), Tri-color	cart		12		12		12											12	48	367.10	17,620.76
86 INK CART, HP CZ107AA, (HP678), Black	cart		24		24		24											24	96	379.23	36,405.66
87 INK CART, HP CZ108AA, (HP678), Tricolor	cart		12		12		12											12	48	382.53	18,361.57
88 INK CART, HP CZ121A, (HP685A), Black	cart		24		24		24											24	96	385.84	27,780.48
89 INK CART, HP CZ122A, (HP685A), Cyan	cart		12		12		12											12	48	253.55	12,170.50
90 INK CART, HP CZ133A, (HP685A), Magenta	cart		12		12		12											12	48	253.55	12,170.50
91 INK CART, HP CZ144A, (HP685A), Yellow	cart		12		12		12											12	48	253.55	12,170.50
92 INK CART, HP Q8593AA (CS728AA), (HP28), Colored	cart				0													0	0	970.11	-
93 INK CART, LEXMARK 10N0317 (#17), Black	cart				0													0	0	1,063.82	-
94 INK CART, LEXMARK 10N0327 (#27), Colored	cart				0													0	0	1,267.76	-
95 TONER CART, BROTHER TN-2025, Black	cart				0													0	0	2,709.70	-
96 TONER CART, BROTHER TN-2130, Black	cart				0													0	0	1,929.20	-
97 TONER CART, BROTHER TN-2150, Black	cart				0													0	0	3,091.60	-
98 TONER CART, BROTHER TN-3320, Black	cart				0													0	0	3,536.50	-
99 TONER CART, BROTHER TN-3350, Black, for HL5450DN (CU Printer)	cart				0													0	0	5,269.47	-
100 TONER CART, HP C4092A, Black	cart				0													0	0	2,905.93	-
101 TONER CART, HP C4096A, Black	cart				0													0	0	5,674.05	-
102 TONER CART, HP C7115A, Black	cart				0													0	0	3,149.56	-
103 TONER CART, HP CB435A, Black	cart		6		6		6											6	24	2,882.78	69,185.62
104 TONER CART, HP CB436A, Black	cart		6		6		6											6	24	3,246.57	77,917.63
105 TONER CART, HP CB540A, Black	cart				0													0	0	3,462.64	-
106 TONER CART, HP CB541A, Cyan	cart				0													0	0	3,148.45	-

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		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity	
107 TONER CART, HP CE42A, Yellow	cart				0													0	0	3,148.45	-
108 TONER CART, HP CE43A, Magenta	cart				0													0	0	3,148.45	-
109 TONER CART, HP CE44A, Black	cart				0													0	0	7,760.90	-
110 TONER CART, HP CE50A, Black	cart				0													0	0	5,473.42	-
111 TONER CART, HP CE51A, Cyan	cart				0													0	0	5,133.88	-
112 TONER CART, HP CE52A, Yellow	cart				0													0	0	5,133.88	-
113 TONER CART, HP CE53A, Magenta	cart				0													0	0	5,133.88	-
114 TONER CART, HP CE55A, Black	cart				0													0	0	6,738.77	-
115 TONER CART, HP CE78A, Black	cart				0													0	0	3,254.28	-
116 TONER CART, HP CE28A (HP85A), Black	cart	10			10							10					10	0	0	2,869.55	114,781.89
117 TONER CART, HP CE310A, Black	cart				0													0	0	2,456.15	-
118 TONER CART, HP CE31A, Cyan	cart				0													0	0	2,623.71	-
119 TONER CART, HP CE31A, Yellow	cart				0													0	0	2,623.71	-
120 TONER CART, HP CE32A, Magenta	cart				0													0	0	2,623.71	-
121 TONER CART, HP CE32A, Black	cart				0													0	0	2,623.71	-
122 TONER CART, HP CE32A, Cyan	cart				0													0	0	3,241.06	-
123 TONER CART, HP CE32A, Yellow	cart				0													0	0	3,119.79	-
124 TONER CART, HP CE32A, Magenta	cart				0													0	0	3,119.79	-
125 TONER CART, HP CE390A, Black	cart				0													0	0	3,119.79	-
126 TONER CART, HP CE400A, Black	cart				0													0	0	7,716.80	-
127 TONER CART, HP CE40A, Cyan	cart				0													0	0	6,991.42	-
128 TONER CART, HP CE40A, Yellow	cart				0													0	0	10,234.68	-
129 TONER CART, HP CE40A, Magenta	cart				0													0	0	10,234.68	-
130 TONER CART, HP CE410A, (HP305), Black	cart				0													0	0	10,234.68	-
131 TONER CART, HP CE41A, (HP305), Cyan	cart				0													0	0	3,858.40	-
132 TONER CART, HP CE41A, (HP305), Yellow	cart				0													0	0	5,715.94	-
133 TONER CART, HP CE41A, (HP305), Magenta	cart				0													0	0	5,715.94	-
134 TONER CART, HP CE50A, Black	cart				0													0	0	3,880.45	-
135 TONER CART, HP CE50A, Black, high cap	cart				0													0	0	7,124.81	-
136 TONER CART, HP Q261A, Black	cart				0	9												0	9	3,149.56	28,346.01
137 TONER CART, HP Q594A, Black	cart				0													0	0	3,527.68	-
138 TONER CART, HP Q594A, Black	cart				0													0	0	7,716.80	-
139 TONER CART, HP Q594A, Black	cart				0													0	0	3,741.65	-

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140 TONER CART, HP Q5950A, Black	cart				0													0	0	8,102.64	-
141 TONER CART, HP Q5951A, Cyan	cart				0													0	0	11,495.83	-
142 TONER CART, HP Q5952A, Yellow	cart				0													0	0	11,495.83	-
143 TONER CART, HP Q5953A, Magenta	cart				0													0	0	11,495.83	-
144 TONER CART, HP Q6000A, Black	cart				0													0	0	3,516.66	-
145 TONER CART, HP Q6001A, Cyan	cart				0													0	0	3,830.84	-
146 TONER CART, HP Q6002A, Yellow	cart				0													0	0	3,830.84	-
147 TONER CART, HP Q6003A, Magenta	cart				0													0	0	3,830.84	-
148 TONER CART, HP Q6470A, Black	cart				0													0	0	5,858.15	-
149 TONER CART, HP Q6471A, Cyan	cart				0													0	0	5,825.08	-
150 TONER CART, HP Q6472A, Yellow	cart				0													0	0	6,195.49	-
151 TONER CART, HP Q6473A, Magenta	cart				0													0	0	6,195.49	-
152 TONER CART, HP Q7553A, Black	cart				0													0	0	3,989.29	-
153 TONER CART, LEXMARK E360H1P, Black	cart				0													0	0	9,406.78	-
154 TONER CART, LEXMARK T650A1P, Black	cart				0													0	0	10,208.22	-
155 TONER CART, SAMSUNG ML-D1850B, Black	cart				0													0	0	5,126.16	-
156 TONER CART, SAMSUNG MLT-D101S, Black	cart				0													0	0	2,756.00	-
157 TONER CART, SAMSUNG MLT-D103L, Black	cart				0													0	0	3,086.72	-
158 TONER CART, SAMSUNG MLT-D103S, Black	cart				0													0	0	3,086.72	-
159 TONER CART, SAMSUNG MLT-D104S, Black	cart				0													0	0	2,700.88	-
160 TONER CART, SAMSUNG MLT-D105L, Black	cart				0													0	0	3,091.60	-
161 TONER CART, SAMSUNG MLT-D108S, Black	cart				0													0	0	2,756.00	-
162 TONER CART, SAMSUNG MLT-D119S(ML-2010D3), Black	cart				0													0	0	3,307.20	-
163 TONER CART, SAMSUNG MLT-D203E, Black	cart				0													0	0	7,716.80	-
164 TONER CART, SAMSUNG MLT-D203L, Black	cart				0													0	0	5,842.72	-
165 TONER CART, SAMSUNG MLT-D203U, Black	cart				0													0	0	10,031.84	-
166 TONER CART, SAMSUNG MLT-D205E, Black	cart				0													0	0	8,488.48	-
167 TONER CART, SAMSUNG MLT-D205L, Black	cart				0													0	0	5,071.04	-
168 TONER CART, SAMSUNG SCK-D6555A, Black	cart				0													0	0	4,464.72	-
169 RIBBON CART, EPSON C135015516 (#8750), Black, for LX-300	cart				0													0	0	81.36	-
170 RIBBON CART, EPSON C135015531 (5015086), Black	cart				0													0	0	768.37	-
171 RIBBON CART, EPSON C135015584 (5015327), Black	cart				0													0	0	354.97	-
172 RIBBON CART, EPSON C135015632, Black, for LX-310	cart				0													0	0	80.48	-

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B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																					
COMMON ELECTRICAL SUPPLIES																					
1 BALLAST, 36 watts	piece		6						6									6	79.27	1,436.80	
2 FLUORESCENT LAMP, tubular, 14 watts	tube																			93.70	-
3 FLUORESCENT LIGHTING FIXTURE, 1 x 36W	set																			385.84	-
COMMON OFFICE EQUIPMENT																					
1 CALCULATOR, MINI-PRINTING, 1 unit per box	unit																			986.65	-
2 CALCULATOR, PRINTING, DESKTOP, 1 unit per box	unit																			2,083.54	-
3 ELECTRONIC TIME RECORDER OR BUNDTY CLOCK, electronic, compact design with large clock face, 2-color ribbon, with dot matrix printer, wall or desk mount, 220 volts	unit																			3,514.45	-
4 MEGAPHONE, portable sound system, all ABS resin body, 330mm length, 200mm Horn Diameter, 16 watts(min), 300 meters(min), rechargeable, with built-in siren, red or blue color	unit																			2,866.24	-
5 WIRELESS N-ROUTER, wireless speed: 300 Mbps, standard: IEEE 802.11g, IEEE 802.3u, IEEE 802.3, interface: 4 x 10/100 ports, 1 x 10/100 WAN port, LED indicator: Power, WLAN, LAN(10/100), Internet Status, with patch cable and power adapter, warranty: one(1) year warranty, frequency band: 2.4 GHz, one(1) unit/box	unit																			1,100.20	-
COMMON OFFICE SUPPLIES																					
1 CARTOLINA, white, 20 pieces per pack	pack																			55.12	-
2 CLIP, bulldog, 73mm (3")	piece																			8.82	-
3 COLUMNAR PAD, 18 cols, 50 gsm min.	pad																			69.45	-
4 ENVELOPE, PAY, 500 pieces per box	box																			121.59	-
5 ILLUSTRATION BOARD, (30"x40")	piece																			37.15	-
6 INDEX CARD BOX, 3"x5"	piece																			38.58	-
7 INDEX CARD BOX, 5"x8"	piece																			58.43	-
8 INDEX CARD, 3"x5", 500 pieces per pack	pack																			54.35	-
9 INDEX CARD, 5"x8", 500 pieces per pack	pack																			147.70	-
10 MANILA PAPER, 10sheets per pack	pack																			27.56	2,756.00
11 MAP PIN, round head, 100 pieces per case	case		25																	42.77	-
12 OIL, for general purpose lubricant, 120 mL	bottle																			39.11	-
13 PAPER, Thermal, 210mm x 30m	roll																			31.75	-

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Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT						
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity	
14 PUSH PIN, flat head type, assorted colors, 100 pieces per case	case				0													0	0	26.46	-
15 RIBBON, for manual typewriter, in box, with each spool individually wrapped in plastic	spool		3		3					3								3	12	17.09	205.05
16 RING BINDER, Plastic 25mm, 10 pieces per bundle	bundle				0													0	0	159.85	-
17 RING BINDER, Plastic 50mm, 10 pieces per bundle	bundle				0													0	0	308.49	-
18 STAPLE WIRE, Heavy duty, 23/7	box				0													0	0	43.97	-
19 TAPE DISPENSER, handheld	piece				0													0	0	30.85	-
20 TAPE, for adding machine	roll				0													0	0	8.60	-
21 TIME CARD, for Amano Bundy Clock, 100 pieces bundle	bundle				0													0	0	73.64	-
COMMON JANITORIAL SUPPLIES																					
1 FLOOR WAX, Liquid type, natural	can				0													0	0	392.73	-
2 FLOOR WAX, Paste type, natural	can				0													0	0	237.02	-
3 SOAP, BATHROOM, 90 grams, 1 piece in individual box	piece				0													0	0	23.70	-
CONSUMABLES																					
1 INK CART, EPSON C13T103190 (103), Black	cart				0													0	0	918.30	-
2 INK CART, EPSON C13T103290 (103), Cyan	cart				0													0	0	611.83	-
3 INK CART, EPSON C13T103390 (103), Magenta	cart				0													0	0	611.83	-
4 INK CART, EPSON C13T103490 (103), Yellow	cart				0													0	0	611.83	-
5 INK CART, EPSON C13T143190 (143), Black	cart				0													0	0	622.86	-
6 INK CART, EPSON C13T143290 (143), Cyan	cart				0													0	0	493.88	-
7 INK CART, EPSON C13T143390 (143), Magenta	cart				0													0	0	493.88	-
8 INK CART, EPSON C13T143490 (143), Yellow	cart				0													0	0	493.88	-
9 INK CART, EPSON C13T166190 (166XL), Black	cart				0													0	0	187.41	-
10 INK CART, EPSON C13T166290 (166XL), Cyan	cart				0													0	0	352.77	-
11 INK CART, EPSON C13T166390 (166XL), Magenta	cart				0													0	0	352.77	-
12 INK CART, EPSON C13T166490 (166XL), Yellow	cart				0													0	0	352.77	-
13 INK CART, HP C4836A, (HP1), Cyan	cart				0													0	0	1,627.14	-
14 INK CART, HP C4837A, (HP1), Magenta	cart				0													0	0	1,627.14	-
15 INK CART, HP C4838A, (HP1), Yellow	cart				0													0	0	1,627.14	-
16 RIBBON CART, LEXMARK 3070169 (11A3550)	cart				0													0	0	816.80	-
17 RIBBON CART, FUJITSU DL 3850	cart				0													0	0	474.03	-
18 TONER CART, BROTHER TN-150BK, Black	cart				0													0	0	3,432.98	-
19 TONER CART, BROTHER TN-150C, Cyan	cart				0													0	0	3,930.06	-

REVISED ANNUAL PROCUREMENT PLAN FOR 2016
For Common-Use Supplies and Equipment

Department/Bureau/Office: DEPARTMENT OF SCIENCE AND TECHNOLOGY
Region: Caraga Region No. 13
Address: CSU Campus, Ampayon, Butuan City

Contact Person: FRANCISE MAE M. MORDENO
Position: ADMIN OFFICER V/ SUPPLY OFFICER III
E-mail : francisemordeno@gmail.com
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Item & Specifications	Unit of Measure	Quantity Requirement												Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT							
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Total Quantity		
20 TONER CART, BROTHER TN-150M, Magenta	cart				0														0	0	3,930.06	-
21 TONER CART, BROTHER TN-150Y, Yellow	cart				0														0	0	3,930.06	-
22 TONER CART, BROTHER TN-155BK, Black	cart				0														0	0	4,850.56	-
23 TONER CART, FUJI XEROX CWA0762, Black	cart				0														0	0	6,024.62	-
24 TONER CART, HP CE250A, Black	cart				0														0	0	5,732.48	-
25 TONER CART, HP CE251A, Cyan	cart				0														0	0	11,184.95	-
26 TONER CART, HP CE252A, Yellow	cart				0														0	0	11,184.95	-
27 TONER CART, HP CE253A, Magenta	cart				0														0	0	11,184.95	-
28 TONER CART, HP Q1338A, Black	cart				0														0	0	7,077.41	-
29 TONER CART, HP Q6511A, Black	cart				0														0	0	6,246.20	-
30 TONER CART, HP Q7551A, Black	cart				0														0	0	6,531.72	-
31 TONER CART, LEXMARK 34217HR, Black	cart				0														0	0	4,994.97	-
32 TONER CART, SAMSUNG ML-2250D5, Black	cart				0														0	0	5,071.04	-
33 TONER CART, SAMSUNG ML-D3050B, Black	cart				0														0	0	7,055.36	-
INK, Canon, Black, #705	cart																		6	6	350.00	6,300.00
INK, Canon, Colored, #706	cart																		6	6	350.00	6,300.00
LED Bulb, 18W	pcs.	25			25																125.00	12,500.00
Extension Wire, 20m long, with 2 socket, roll-up type	units				0																4,000.00	24,000.00
Office Equipment and Accessories																						
Ballpen, Blue	pcs.	300			300																5.00	5,760.00
Correction Pen	pcs.	3			3																85.00	510.00
Frame for Certificate, A-4	pcs.	25			25																65.00	6,500.00
Certificate Holder, Short	pcs.																				40.00	8,000.00
Paper, Board, Legal, Ivory Color, 10's	pack	50			50																40.00	8,000.00
Paper, Board, Short, Ivory Color, 10's	pack	50			50																30.00	6,000.00
Paper, Linen/Special, Legal, 10's	pack	50			50																35.00	7,000.00
Paper, Linen/Special, Short, 10's	pack	50			50																25.00	5,000.00
Paper, Multipcopy, Short, 80gsm	ream	70			70																150.00	66,000.00
Paper, Letterhead, for Provincial Office, A4, 80gsm	ream				6																500.00	9,000.00
Paper, Letterhead, for Regional Office, A4, 80gsm	ream				6																500.00	9,000.00
Stapler with remover, heavy duty, #35	unit				5																260.00	1,300.00
ID Jacket with siling	pcs.	250			250																6.00	6,000.00
Portabox, green, with cover	pcs.				10																300.00	3,000.00