

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



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

1. Indicate the agency's monthly requirement per item in the APP form. The form will automatically compute for the Total Quarterly requirement, Total Amount per item and the Grand Total.
2. APPs are considered incorrect if: a) form used is other than the prescribed format downloaded at ps-philgeps.gov.ph and; b) correct format is used but fields were deleted and/or inserted in Portion A of the APP. The agency will be informed through e-mail if the submission is incorrect.
3. For Other Items not available from the Procurement Service but regularly purchased from other sources, agency must specify/indicate the item name under each category and unit price based on their last purchase of the item/s. These items will be evaluated by the Procurement Service and may be considered Common Supplies or Equipment (CSE). Items will be added to the electronic catalogue / virtual store as soon as it is procured and made available by the Procurement Service.
4. The accomplished **HARD COPY** of the APP-CSE shall be submitted in the following manner:
 - a. DBM Central Office- for entities in the Central Office
 - b. DBM Regional Office (RO)- for regional offices, operating units of DepEd, DOH, DPWH, CHED, TESDA and SUCs

The accomplished **SOFT COPY** of the APP-CSE shall be submitted to the following email addresses:

 - a. app.nga.ps@gmail.com- For central and regional offices of all national government agencies
 - b. app.suc.ps@gmail.com- For main and other campuses of all state universities and colleges
 - c. app.gocc.ps@gmail.com- For all central and regional offices of government owned and controlled corporations
 - d. app.deped.ps@gmail.com- For primary and secondary schools
 - e. app.lgu.ps@gmail.com - For Local government units
5. Consistent with Circular Letter No.2017-12 dated October 19, 2017, the APP for FY 2018 must be submitted on or before **November 30, 2017**.
6. Rename your APP file in the following format: APP2018- Name of Agency- Region (e.g. APP2018 -PS- Central Office).
7. For further assistance/clarification, agencies may call the Sales Division of the Procurement Service at telephone nos. (02)561-6094 or (02)689-7750 loc. 4021.

Department/Bureau/Office: AGRICULTURAL TRAINING INSTITUTE
 Region: MAIN & NCR
 Address: ATI Building, Elliptical Road, Diliman, Quezon City

Agency Account Code: Do70

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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			
A. AVAILABLE AT PROCUREMENT SERVICE STORES																					
COMMON ELECTRICAL SUPPLIES																					
1 BATTERY, dry cell, AA, 2 pieces per blister pack	pack	31		7	38	31	2	14	47	30		7	37		5	2	7	129	20.28	2,616.12	
2 BATTERY, dry cell, AAA, 2 pieces per blister pack	pack	36		7	43	25	1	11	37	30		2	32		5	2	7	119	19.20	2,284.80	
3 BATTERY, dry cell, D, 1.5 volts, alkaline	pack				0				0				0				0	0	91.94	-	

4	FLUORESCENT LAMP, 18 WATTS, linear tubular (T8)	tube				0				0							0	0	40.97	-		
5	Ligth Bulb, LED, 7 watts 1 pc in individual box	piece	30		2	32	20	2		22	20	2		22	20	2		22	98	75.39	7,388.22	
6	TAPE, ELECTRICAL, 18mm x 16M min	roll	5			5	5		2	7	5			5	5			5	22	18.93	416.46	
COMMON OFFICE SUPPLIES																						
1	ACETATE, thickness: 0.075mm min (gauge #3)	roll	1003			1003	1001			1001	501			501				0	2505	766.73	1,920,658.65	
2	AIR FRESHENER, aerosol, 280ml/150g min	can	33		8	41	11	1	6	18	13	4	8	25	6	5	5	16	100	88.69	8,869.00	
3	ALCOHOL, ethyl, 68%-70%, scented, 500ml (-5ml)	bottle	32	10	25	67	13	7	5	25	68	8	4	80	8	11	3	22	194	49.73	9,647.62	
4	CARBON FILM, PE, black, size 210mm x 297mm	box				0			1	1			1	1				0	2	205.48	410.96	
5	CARBON FILM, PE, black, size 216mm x 330mm	box				0				0				0				0	0	210.91	-	
6	CARTOLINA, assorted colors	pack	30		1	31	20	53	40	113	57	4	9	70	3	1	5	9	223	67.06	14,954.38	
7	CHALK, molded, white, dustless, length: 78mm min	box			1	1				2	2			4	4			4	4	11	26.89	295.79
8	CLEARBOOK, 20 transparent pockets, for A4 size	piece	60		35	95	20		45	65	60		20	80	20			20	260	38.19	9,929.40	
9	CLEARBOOK, 20 transparent pockets, for LEGAL size	piece	60		35	95	25	5	20	50	60		20	80	25	5		30	255	40.47	10,319.85	
10	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box	10	5		15	12		1	13	21	6	2	29	11	1		12	69	7.87	543.03	
11	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box	10	5		15	13		1	14	22	6	1	29	12	1		13	71	13.94	989.74	
12	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box	10	5		15	13		1	14	22	6	1	29	12	1		13	71	19.88	1,411.48	
13	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box	10	5		15	13		1	14	22	6	1	29	12	1		13	71	41.10	2,918.10	
14	CORRECTION TAPE, film base type, UL 6m min	piece	14	35	46	95	24	2	29	55	41		36	77	4	6	32	42	269	18.26	4,911.94	
15	DATA FILE BOX, made of chipboard, with closed ends	box			5	5	15	2	5	22	5			5	7			7	39	72.57	2,830.23	
16	DATA FOLDER, made of chipboard, taglia lock	piece		200	10	210	12		10	22			10	10				0	242	71.39	17,276.38	

17	ENVELOPE, DOCUMENTARY, for A4 size document	box	40	1	9	50	20	3	4	27	20	2	5	27	23		23	127	424.47	53,907.69	
18	ENVELOPE, DOCUMENTARY, for legal size document	box	40		8	48	23		4	27	20	2	5	27	22		22	124	538.80	66,811.20	
19	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc	box	159		10	169	4	1	2	7	156		3	159	1		1	336	667.84	224,394.24	
20	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece	150		15	165			11	11	170		10	180		10	10	366	28.71	10,507.86	
21	ENVELOPE, MAILING, white, 80gsm (-5%)	box	5		2	7				0	5			5			0	12	341.79	4,101.48	
22	ENVELOPE, mailing, white, with window	box	6		2	8	1		2	3	5		2	7			0	18	427.23	7,690.14	
23	ERASER, FELT, for blackboard/whiteboard	piece	4		10	14	3		7	10	6		1	7	4		4	35	11.55	404.25	
24	ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece	40			40	23		7	30	4		2	6	11		8	19	95	6.23	591.85
25	FASTENER, METAL, 70mm between prongs	box				0				0				0			0	0	59.37	-	
26	FILE ORGANIZER, expanding, plastic, 12 pockets	piece	30		5	35			15	15			5	5			0	55	73.59	4,047.45	
27	FILE TAB DIVIDER, bristol board, for A4	set				0			2	2				0			0	2	12.98	25.96	
28	FILE TAB DIVIDER, bristol board, for legal	set				0				0				0			0	0	17.31	-	
29	FOLDER, FANCY, for A4 size documents	bundle	21	40	22	83	2	20	2	24	42		2	44	1		2	3	154	258.50	39,809.00
30	FOLDER, FANCY, for legal size documents	bundle	22		25	47	30		2	32	2		4	6	2		4	6	91	302.85	27,559.35
31	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack	20		22	42		20	2	22			2	2			2	2	68	177.92	12,098.56
32	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack	20		22	42		20	2	22			2	2			2	2	68	222.27	15,114.36
33	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box	30		10	40	10	10	1	21	2		1	3	2		1	3	67	776.59	52,031.53
34	FOLDER, TAGBOARD, for A4 size documents	pack	30		20	50	20		1	21			1	1			0	72	226.05	16,275.60	
35	FOLDER, TAGBOARD, for legal size documents	pack	31		21	52	20		1	21	3		1	4	1		1	78	208.38	16,253.64	
36	GLUE, all purpose, gross weight: 200 grams min	jar	31	7	14	52	7	1	5	13			4	4			5	5	74	49.73	3,680.02

37	INDEX TAB, self-adhesive, transparent	box	10		46	56	10		10	20	40		6	46			0	122	53.74	6,556.28	
38	LOOSELEAF COVER, made of chipboard, for legal	bundle				0				0				0			0	0	676.00		
39	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece		100	20	120	100	2	26	128	100		30	130	100		25	125	503	43.26	21,759.78
40	MARKER, FLUORESCENT, 3 assorted colors per set	set	51	2	4	57	3	1	3	7	26		2	28	3		2	5	97	36.97	3,586.09
41	MARKER, whiteboard, black, felt tip, bullet type	piece	60	24	61	145	25	19	27	71	48	15	72	135	29		48	77	428	10.69	4,575.32
42	MARKER, whiteboard, blue, felt tip, bullet type	piece	30		1	31	12		1	13	30		1	31		2		2	77	10.69	823.13
43	MARKER, whiteboard, red, felt tip, bullet type	piece	30		1	31	10		5	15	30		2	32				0	78	10.69	833.82
44	MARKER, PERMANENT, bullet type, black	piece	60			60	32	6	83	121	55	32	57	144	43	18	20	81	406	10.04	4,076.24
45	MARKER, PERMANENT, bullet type, blue	piece	30	24	24	78	12		8	20	32	12	8	52	38		8	46	196	10.04	1,967.84
46	MARKER, PERMANENT, bullet type, red	piece	30		1	31			1	1	30		6	36				0	68	10.04	682.72
47	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece			12	12	12											0	36	12.52	450.72
48	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	32		30	62	21	1	12	34	37	4	5	46	6	2		8	150	32.45	4,867.50
49	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad	31		55	86	21	3	8	32	74	4	10	88	11	7		18	224	44.32	9,927.68
50	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	31		41	72	11	15	15	41	42	2	7	51	1	23		24	188	59.49	11,184.12
51	PAPER, PAD, ruled, size: 216mm x 330mm (± 2mm)	pad			10	10			5	5				0				0	15	18.99	284.85
52	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	24	5	20	49	47	5	18	70	41	2	8	51	21	2	9	32	202	6.91	1,395.82
53	PAPER CLIP, vinyl/plastic coat, length: 48mm min	box	20	3	17	40	43	7	21	71	39	7	5	51	6	7	5	18	180	14.04	2,527.20
54	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	510	25	17	552	530	10	20	560	510	15	20	545	40	5		45	1702	137.66	234,297.32
55	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	510	20	5	535	510	12	20	542	505	5	10	520	10	5		15	1612	160.94	259,435.28
56	PAPER, Multi-Purpose (COPY) A4, 70 gsm	ream	550	30	37	617	630	15	41	686	560	70	40	670	58	60	29	147	2120	119.09	252,470.80

57	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	ream	515	10	19	544	602	5	23	630	528	50	20	598	43	50	17	110	1882	123.08	231,636.56
58	PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	ream			50	50				0			50	50				0	100	95.18	9,518.00
59	PAPER, THERMAL, 55gsm, size: 216mm±1mm x 30m-0.3m	roll				0				0	10			10				0	10	34.29	342.90
60	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	44		5	49	15	1	6	22	9		5	14	27	3	4	34	119	20.40	2,427.60
61	PHILIPPINE NATIONAL FLAG, 100% polyester	piece			1	1	5			5				0				0	6	319.07	1,914.42
62	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book		8	14	22	11	1	7	19			2	2	2			2	45	62.73	2,822.85
63	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	5	5	15	25	5		12	17			5	5			10	10	57	97.34	5,548.38
64	RING BINDER, 80 rings, plastic, 32mm x 1.12m	bundle	100			100				0				0				0	100	267.14	26,714.00
65	RUBBER BAND, 70mm min lay flat length (#18)	box	6		3	9	1		3	4	1		3	4			3	3	20	97.04	1,940.80
66	RULER, plastic, 450mm (18"), width: 38mm min	piece		8	13	21	3			3	6			6			5	5	35	16.10	563.50
67	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	54		67	121	16	16	36	68	74	20	37	131	52	20	29	101	421	35.99	15,151.79
68	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	40		31	71	4	16	12	32	31	15	13	59	2	15	17	34	196	35.99	7,054.04
69	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	52		30	82	4	1		5	69		2	71	2		2	4	162	35.99	5,830.38
70	STAMP PAD INK, purple or violet	bottle	2	1	8	11	8		2	10	6		6	12	1		2	3	36	25.62	922.32
71	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece			5	5				0	4			4				0	9	28.77	258.93
72	STAPLE WIRE, for heavy duty staplers, (23/13)	box	10		3	13			1	1				0				0	14	21.51	301.14
73	STAPLE WIRE, STANDARD, (26/6)	box	46	13	15	74	15		9	24	22	1	11	34	6	1	2	9	141	19.68	2,774.88
74	TAPE, MASKING, width: 24mm (±1mm)	roll	20	14	13	47	2		13	15	2			2	10			10	74	57.32	4,241.68
75	TAPE, MASKING, width: 48mm (±1mm)	roll	20	15	27	62	10	14	24	48	26	10	30	66	15	10	10	35	211	109.24	23,049.64
76	TAPE, PACKAGING, width: 48mm (±1mm)	roll	20	10	22	52	16	4	18	38	22	6	4	32	18	5	4	27	149	29.08	4,332.92

77	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll	60	10	42	112	34	2	14	50	13	5	16	34	47	7	2	56	252	11.36	2,862.72	
78	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll	20		21	41	9+5	3	9	12	9		7	16	6			6	75	27.58	2,068.50	
79	TOILET TISSUE PAPER 2-plys sheets, 150 pulls	pack	72	12	19	103	22	12	313	347	26	12	313	351	22	15	300	337	1138	70.30	80,001.40	
80	TWINE, plastic, one (1) kilo per roll	roll	7		4	11	10	1	5	16	6		3	9	2	1		3	39	51.92	2,024.88	
81	WRAPPING PAPER, kraft, 65gsm (-5%)	pack	2			2				0				0				0	2	133.99	267.98	
82	Airline Travel	ticket	200			200				0				0				0	200	0.00		
COMMON OFFICE DEVICES																						
1	CUTTER BLADE, for heavy duty cutter	tube	25		47	72	6		5	11	25			25				0	108	10.22	1,103.76	
2	CUTTER KNIFE, for general purpose	piece	63		10	73	30			30	33			33	8			8	144	20.55	2,959.20	
3	DATING AND STAMPING MACHINE, heavy duty	piece	2			2				0				0				0	2	497.52	995.04	
4	PENCIL SHARPENER, manual, single cutter head	piece	27		4	31	7	1		8	6		2	8				0	47	194.69	9,150.43	
5	PUNCHER, paper, heavy duty, with two hole guide	piece	20	1	2	23	4		4	8	6			6				0	37	123.42	4,566.54	
6	SCISSORS, symmetrical, blade length: 65mm min	pair	69	8	44	121	21	5	8	34	14			14	5			5	174	14.28	2,484.72	
7	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece	50	21	10	81	13	7	7	27	11			11	3			3	122	85.45	10,424.90	
8	STAPLER, BINDER TYPE, heavy duty, desktop	piece	10			10			1	1				0				0	11	913.95	10,053.45	
9	STAPLE REMOVER, PLIER-TYPE	piece	36	9	16	61	12		6	18	13			13				0	92	18.91	1,739.72	
10	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece		2	8	10	4	1	1	6	6	5	5	16				0	32	51.57	1,650.24	
11	WASTEBASKET, non-rigid plastic	piece			5	5	2	1	6	9	3			3				0	17	25.96	441.32	
COMMON JANITORIAL SUPPLIES																						
1	BROOM, soft (tambo)	piece	2		8	10	11		15	26	2	2	10	14				1	1	51	91.94	4,688.94

2	BROOM, STICK (TING-TING), usable length: 760mm min	piece	6			6	5	1	6	12			11	11			16	16	45	24.88	1,119.60
3	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle		2		2	26	1	4	31		3	25	28	3		5	8	69	43.26	2,984.94
4	CLEANSER, SCOURING POWDER, 350g min./can	can				0	20	1	1	22			20	20			25	25	67	24.88	1,666.96
5	DETERGENT POWDER, all purpose, 1kg	pouch	10	10	1	21	11		50	61			61	61		1	70	71	214	38.93	8,331.02
6	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	11		9	20	13	1		14	12	1	10	23	5	2	10	17	74	125.20	9,264.80
7	DUST PAN, non-rigid plastic, w/ detachable handle	piece	6		3	9	9	1	1	11	3	1	5	9			13	13	42	28.12	1,181.04
8	FLOOR WAX, PASTE, RED	can	7		10	17			30	30			50	50			30	30	127	280.13	35,576.51
9	FURNITURE CLEANER, aerosol type, 300ml min per can	can	10	2	2	14		3	3	6		2	3	5	2	2		4	29	90.85	2,634.65
10	INSECTICIDE, aerosol type, net content: 600ml min	can	10		11	21	4	1	27	32			47	47	1	5	30	36	136	142.77	19,416.72
11	MOP BUCKET, heavy duty, hard plastic	piece			11	11			1	1				0				0	12	1,987.44	23,849.28
12	MOPHANDLE, heavy duty, aluminum, screw type	piece			10	10			11	11			10	10				0	31	148.18	4,593.58
13	MOPHEAD, made of rayon, weight: 400 grams min	piece			10	10			11	11			10	10				0	31	110.32	3,419.92
14	RAGS, all cotton, 32 pieces per kilogram min	bundle	50		8	58	2	1	7	10	2		6	8	3			3	79	51.68	4,082.72
15	SCOURING PAD, made of synthetic nylon, 140 x 220mm	pack	10		5	15		1	11	12			10	10			5	5	42	107.08	4,497.36
16	TRASHBAG, plastic, transparent	roll		2	20	22		2	20	22	22			22	2		6	8	74	145.48	10,765.52
17	DETERGENT BAR, 140 grams as packed	bar			5	5	1		5	6	1			1	1		10	11	23	7.57	174.11
COMMON OFFICE EQUIPMENT																					
1	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit				0				0				0				0	0	10,816.00	-
2	CALCULATOR, compact, 12 digits	unit	2		2	5		2	7	6			6					0	15	140.61	2,109.15
3	CHAIR, monobloc, beige, with backrest, w/o armrest	piece			0	2			2				0					0	2	273.10	546.20

4	CHAIR,monobloc, white, with backrest, w/o armrest	piece	9				9				0				0			9	273.10	2,457.90	
5	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit				0					0				0			0	6,828.14	-	
6	DOCUMENT CAMERA, 3.2M pixels	unit				0	2		2	4					0			4	26,391.04	105,564.16	
7	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit				0	1			1	1				1			0	2	1,091.33	2,182.66
8	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit				0	2		1	3					0			0	3	1,372.55	4,117.65
9	ELECTRIC FAN, STAND type, plastic blade	unit				0				0					0			0	0	1,046.65	-
10	ELECTRIC FAN, WALL type, plastic blade	unit	2			2	1			1					0			0	3	782.00	2,346.00
11	FACSIMILE MACHINE, uses thermal paper	unit				0				0					0			0	0	3,642.83	-
12	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	unit				0				0					0			0	0	1,123.78	-
13	FIRE EXTINGUISHER, PURE HCFC 123, 4.5kgs	unit	10			10				0					0			10	5,191.68	51,916.80	
14	MULTIMEDIA PROJECTOR, 4000 min ANSI Lumens	unit				0	40			40					0			0	40	27,542.94	1,101,717.60
15	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit	5			5				0					0			0	5	8,411.60	42,058.00
16	PAPER SHREDDER, cutting width: 3mm-4mm	unit		1		1				0					0			0	1	5,927.17	5,927.17
17	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column	unit		1		1	1	1	1	3	1				1			0	5	19,457.98	97,289.90
18	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit				0				0					0			0	0	6,064.78	-
19	PRINTER, LASER, monochrome, network-ready	unit				0				0				2			2	2	744.14	1,488.28	
20	TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")min	unit				0				0					0			0	0	1,379.04	-
21	TABLE, MONOBLOC, BEIGE, 889 x 889mm (35" x 35")min	unit				0				0					0			0	0	1,379.04	-
22	Desktop Computer, branded	unit				0			2	2					0			0	2	35,887.49	71,774.98
23	Laptop Computer, branded	unit	1		1	2			1	1					0			0	3	36,587.28	109,761.84

COMMON COMPUTER SUPPLIES

1	CONTINUOUS FORM, 1 PLY, 280 x 241mm	box																	0	0	709.53	-	
2	CONTINUOUS FORM, 1 PLY, 280 x 378mm	box																	0	0	1,070.78	-	
3	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	box																	0	0	796.06	2,388.18	
4	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	box																	0	3	1,352.00	-	
5	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	box																	0	0	620.67	-	
6	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	box																	0	0	1,076.19	-	
7	DVD REWRITABLE, speed: 4x min, 4.7GB capacity min	piece		10		10	30			30	25								0	0	22.66	1,472.90	
8	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	piece	15	6	25	46	2	1	3	6	5	1							0	65	3,152.86	182,865.88	
9	FLASH DRIVE, 16 GB capacity	piece	150	283	112	545	40	81	45	166	87	185	160	432	109	154				0	58	261.75	368,020.50
10	MOUSE, optical, USB connection type	unit		2	10	12	5		2	7	10								0	29	140.39	4,071.31	

HANDBOOK ON PROCUREMENT

1	HANDBOOK (RA 9184), 7th Edition	piece				10	10												0	0	48.13	481.30
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CONSUMABLES

1	DRUM CART, BROTHER DR-3455	cart																	0	0	7,138.56	-
2	INK CART, CANON CL-741, Col.	cart																	0	0	1,041.58	-
3	INK CART, CANON CL-811, Colored	cart																	0	0	1,070.78	-
4	INK CART, CANON PG-740, Black	cart																	0	0	784.16	-
5	INK CART, CANON PG-810, Black	cart																	0	0	811.20	-
6	INK CART, EPSON C13T664100 (T6641), Black	cart	2	2	2	6	2	2	2	6	2	2	2	6	2	2	2	6	24	264.99	6,359.76	

7	INK CART, EPSON C13T664200 (T6642), Cyan	cart	2	2	2	6	2	2	2	6	2	2	2	6	2	2	2	6	24	264.99	6,359.76
8	INK CART, EPSON C13T664300 (T6643), Magenta	cart	2	2	2	6	2	2	2	6	2	2	2	6	2	2	2	6	24	264.99	6,359.76
9	INK CART, EPSON C13T664400 (T6644), Yellow	cart	2	2	2	6	2	2	2	6	2	2	2	6	2	2	2	6	24	264.99	6,359.76
10	INK CART, HP C2P04AA (HP62) Black	cart				0				0				0				0	0	0.00	-
11	INK CART, HP C2P06AA (HP62) Tri-color	cart				0				0				0				0	0	0.00	-
12	INK CART, HP C9351AA, (HP21), Black	cart				0				0				0				0	0	676.00	-
13	INK CART, HP C9352AA, (HP22), Tri-color	cart				0				0				0				0	0	782.00	-
14	INK CART, HP C9363WA, (HP97), Tri-color	cart				0				0				0				0	0	1,552.10	-
15	INK CART, HP C9397A (HP72) 69ml Photo Black	cart				0				0				0				0	0	0.00	-
16	INK CART, HP C9398A (HP72) 69ml Cyan	cart				0				0				0				0	0	0.00	-
17	INK CART, HP C9399A (HP72) 69ml Magenta	cart				0				0				0				0	0	0.00	-
18	INK CART, HP C9400A (HP72) 69ml Yellow	cart				0				0				0				0	0	0.00	-
19	INK CART, HP C9401A (HP72) 69ml Gray	cart				0				0				0				0	0	0.00	-
20	INK CART, HP C9403A (HP72) 130ml Matte Black	cart				0				0				0				0	0	0.00	-
21	INK CART, HP CC640WA, (HP60), Black	cart				0				0				0				0	0	665.18	-
22	INK CART, HP CC643WA, (HP60), Tri-color	cart				0				0				0				0	0	784.16	-
23	INK CART, HP CD887AA, (HP703), Black	cart				0				0				0				0	0	373.15	-
24	INK CART, HP CD888AA, (HP703), Tri-color	cart				0				0				0				0	0	373.15	-
25	INK CART, HP CD972AA, (HP 920XL), Cyan	cart				0				0				0				0	0	654.37	-
26	INK CART, HP CD973AA, (HP 920XL), Magenta	cart				0				0				0				0	0	654.37	-

27	INK CART, HP CD974AA, (HP 920XL), Yellow	cart					0									0				0							654.37	-
28	INK CART, HP CD975AA, (HP 920XL), Black	cart					0									0				0							1,292.51	-
29	INK CART, HP CH561WA, (HP61), Black	cart					0									0				0							670.59	-
30	INK CART, HP CH562WA, (HP61), Tricolor	cart					0									0				0							859.87	-
31	INK CART, HP CH565A (HP82) Black	cart					0									0				0							0.00	-
32	INK CART, HP CH566A (HP82) Cyan	cart					0									0				0							0.00	-
33	INK CART, HP CH567A (HP82) Magenta	cart					0									0				0							0.00	-
34	INK CART, HP CH568A (HP82) Yellow	cart					0									0				0							0.00	-
35	INK CART, HP CN045AA, (HP950XL), Black	cart					0									0				0							0.00	-
36	INK CART, HP CN046AA, (HP951XL), Cyan	cart					0									0				0							1,616.99	-
37	INK CART, HP CN047AA, (HP951XL), Magenta	cart					0									0				0							1,222.21	-
38	INK CART, HP CN048AA, (HP951XL), Yellow	cart					0									0				0							1,227.62	-
39	INK CART, HP CN692AA, (HP704), Black	cart					0									0				0							1,227.62	-
40	INK CART, HP CN693AA, (HP704), Tri-color	cart					0									0				0							373.15	-
41	INK CART, HP CZ107AA, (HP678), Black	cart					0									0				0							373.15	-
42	INK CART, HP CZ108AA, (HP678), Tricolor	cart					0									0				0							379.64	-
43	INK CART, HP CZ121A (HP685A), Black	cart					0									0				0							379.64	-
44	INK CART, HP CZ122A (HP685A), Cyan	cart					0									0				0							380.72	-
45	INK CART, HP CZ123A (HP685A), Magenta	cart					0									0				0							259.58	-
46	INK CART, HP CZ124A (HP685A), Yellow	cart					0									0				0							259.58	-

47	INK CART, HP F6V26AA (HP680) Tri-color	cart				o				o					o	o	0.00	
48	INK CART, HP F6V27AA (HP680) Black	cart				o				o					o	o	0.00	
49	INK CART, HP LoS51AA (HP955) Cyan Original	cart				o				o					o	o	0.00	
50	INK CART, HP LoS54AA (HP955) Magenta Original	cart				o				o					o	o	0.00	
51	INK CART, HP LoS57AA (HP955) Yellow Original	cart				o				o					o	o	0.00	
52	INK CART, HP LoS60AA (HP955) Black Original	cart				o				o					o	o	0.00	
53	INK CART, HP LoS63AA (HP955XL) Cyan Original	cart				o				o					o	o	0.00	
54	INK CART, HP LoS66AA (HP955XL) Magenta Original	cart				o				o					o	o	0.00	
55	INK CART, HP LoS69AA (HP955XL) Yellow Original	cart				o				o					o	o	0.00	
56	INK CART, HP LoS72AA (HP955XL) Black Original	cart				o				o					o	o	0.00	
57	INK CART, HP T6L89AA (HP905) Cyan Original	cart				o				o					o	o	0.00	
58	INK CART, HP T6L93AA (HP905) Magenta Original	cart				o				o					o	o	0.00	
59	INK CART, HP T6L97AA (HP905) Yellow Original	cart				o				o					o	o	0.00	
60	INK CART, HP T6M01AA (HP905) Black Original	cart				o				o					o	o	0.00	
61	INK CART, HP T6M05AA (HP905XL) Cyan Original	cart				o				o					o	o	0.00	
62	INK CART, HP T6M09AA (HP905XL) Magenta Original	cart				o				o					o	o	0.00	
63	INK CART, HP T6M13AA (HP905XL) Yellow Original	cart				o				o					o	o	0.00	
64	INK CART, HP T6M17AA (HP905XL) Black Original	cart				o				o					o	o	0.00	
65	RIBBON CART, EPSON C13S015516 (#8750), Black	cart				o				o					o	o	79.82	
66	RIBBON CART, EPSON C13S015531 (S015086), Black	cart				o				o					o	o	753.88	

67	RIBBON CART, EPSON C13S015632, Black, for LX-310	cart				0				0					0	0	78.96	-
68	TONER CART, BROTHER TN-2025, Black	cart				0				0					0	0	2,658.57	-
69	TONER CART, BROTHER TN-2130, Black	cart				0				0					0	0	1,892.80	-
70	TONER CART, BROTHER TN-2150, Black	cart				0				0					0	0	2,720.22	-
71	TONER CART, BROTHER TN-3320, Black	cart				0				0					0	0	3,059.63	-
72	TONER CART, BROTHER TN-3350, Black, for HL5450DN (CU Printer)	cart				0				0					0	0	4,460.08	-
73	TONER CART, HP CB435A, Black	cart				0				0					0	0	2,914.91	-
74	TONER CART, HP CB540A, Black	cart				0				0					0	0	3,444.90	-
75	TONER CART, HP CE255A, Black	cart				0				0					0	0	7,024.99	-
76	TONER CART, HP CE278A, Black	cart				0				0					0	0	3,239.39	-
77	TONER CART, HP CE285A (HP85A), Black	cart				0				0					0	0	3,009.01	-
78	TONER CART, HP CE310A, Black	cart				0				0					0	0	2,482.27	-
79	TONER CART, HP CE311A, Cyan	cart				0				0					0	0	2,590.43	-
80	TONER CART, HP CE312A, Yellow	cart				0				0					0	0	2,590.43	-
81	TONER CART, HP CE313A, Magenta	cart				0				0					0	0	2,590.43	-
82	TONER CART, HP CE320A, Black	cart				0				0					0	0	2,968.99	-
83	TONER CART, HP CE321A, Cyan	cart				0				0					0	0	3,131.23	-
84	TONER CART, HP CE322A, Yellow	cart				0				0					0	0	3,131.23	-
85	TONER CART, HP CE323A, Magenta	cart				0				0					0	0	3,131.23	-
86	TONER CART, HP CE390A, Black	cart				0				0					0	0	7,998.43	-

87	TONER CART, HP CE400A, Black	cart				0				0						0	0	7,024.99	-
88	TONER CART, HP CE401A, Cyan	cart				0				0						0	0	10,377.95	-
89	TONER CART, HP CE402A, Yellow	cart				0				0						0	0	10,377.95	-
90	TONER CART, HP CE403A, Magenta	cart				0				0						0	0	10,377.95	-
91	TONER CART, HP CE410A, (HP305), Black	cart				0				0						0	0	3,942.43	-
92	TONER CART, HP CE411A, (HP305), Cyan	cart				0				0						0	0	5,618.91	-
93	TONER CART, HP CE412A, (HP305), Yellow	cart				0				0						0	0	5,618.91	-
94	TONER CART, HP CE413A, (HP305), Magenta	cart				0				0						0	0	5,618.91	-
95	TONER CART, HP CE505A, Black	cart	2			2			2			2				2	8	4,158.75	33,270.00
96	TONER CART, HP CE505X, Black, high cap	cart				0				0						0	0	7,349.47	-
97	TONER CART, HP CF217A (HP17A) Black LaserJet	cart				0				0						0	0	0.00	-
98	TONER CART, HP CF226A (HP26A) Black LaserJet	cart				0				0						0	0	0.00	-
99	TONER CART, HP CF226XC (HP26XC) Black LaserJet	cart				0				0						0	0	0.00	-
100	TONER CART, HP CF280A, LaserJet Pro M401/M425 2.7K Black	cart				0				0						0	0	0.00	-
101	TONER CART, HP CF280XC	cart				0				0						0	0	0.00	-
102	TONER CART, HP CF281A (HP81A) Black LaserJet	cart				0				0						0	0	7,241.31	-
103	TONER CART, HP CF283A (HP83A) LaserJet Black	cart				0				0						0	0	0.00	-
104	TONER CART, HP CF283XC (HP83X) Blk Contract LJ	cart				0				0						0	0	0.00	-
105	TONER CART, HP CF287A (HP87) black	cart				0				0						0	0	0.00	-
106	TONER CART, HP CF310AC (HP826) black	cart				0				0						0	0	0.00	-

107	TONER CART, HP CF311AC (HP826) cyan	cart				0				0					0	0	0.00	-
108	TONER CART, HP CF312AC (HP826) yellow	cart				0				0					0	0	0.00	-
109	TONER CART, HP CF313AC (HP826) magenta	cart				0				0					0	0	0.00	-
110	TONER CART, HP CF325XC (HP25X) Black LaserJet	cart				0				0					0	0	0.00	-
111	TONER CART, HP CF350A Black LJ	cart				0				0					0	0	0.00	-
112	TONER CART, HP CF351A Cyan LJ	cart				0				0					0	0	0.00	-
113	TONER CART, HP CF352A Yellow LJ	cart				0				0					0	0	0.00	-
114	TONER CART, HP CF353A Magenta LJ	cart				0				0					0	0	0.00	-
115	TONER CART, HP CF360A (HP508A) Black LaserJet	cart				0				0					0	0	0.00	-
116	TONER CART, HP CF360XC (HP508X) Black Contract LJ	cart				0				0					0	0	0.00	-
117	TONER CART, HP CF361A (HP508A) Cyan LaserJet	cart				0				0					0	0	0.00	-
118	TONER CART, HP CF361XC (HP508X) Cyan Contract LJ	cart				0				0					0	0	0.00	-
119	TONER CART, HP CF362A (HP508A) Yellow LaserJet	cart				0				0					0	0	0.00	-
120	TONER CART, HP CF362XC (HP508X) Yellow Contract LJ	cart				0				0					0	0	0.00	-
121	TONER CART, HP CF363A (HP508A) Magenta LaserJet	cart				0				0					0	0	0.00	-
122	TONER CART, HP CF363XC (HP508X) Magenta Contract LJ	cart				0				0					0	0	0.00	-
123	TONER CART, HP CF400A (HP201A) Black LaserJet	cart				0				0					0	0	0.00	-
124	TONER CART, HP CF401A (HP201A) Cyan LaserJet	cart				0				0					0	0	0.00	-
125	TONER CART, HP CF402A (HP201A) Yellow LaserJet	cart				0				0					0	0	0.00	-
126	TONER CART, HP CF403A (HP201A) Magenta LaserJet	cart				0				0					0	0	0.00	-

127	TONER CART, HP CF410A (HP410A) black	cart				0				0					0	0	0.00	-
128	TONER CART, HP CF410XC (HP410XC) black	cart				0				0					0	0	0.00	-
129	TONER CART, HP CF411A (HP410A) cyan	cart				0				0					0	0	0.00	-
130	TONER CART, HP CF411XC (HP410XC) cyan	cart				0				0					0	0	0.00	-
131	TONER CART, HP CF412A (HP410A) yellow	cart				0				0					0	0	0.00	-
132	TONER CART, HP CF412XC (HP410XC) yellow	cart				0				0					0	0	0.00	-
133	TONER CART, HP CF413A (HP410A) magenta	cart				0				0					0	0	0.00	-
134	TONER CART, HP CF413XC (HP410XC) magenta	cart				0				0					0	0	0.00	-
135	TONER CART, HP Q2612A, Black	cart				0				0					0	0	3,228.58	-
136	TONER CART, HP Q5942A, Black	cart				0				0					0	0	7,782.11	-
137	TONER CART, HP Q7553A, Black	cart				0				0					0	0	4,050.59	-
138	TONER CART, LEXMARK E360H11P, Black	cart				0				0					0	0	9,229.29	-
139	TONER CART, LEXMARK T650A11P, Black	cart				0				0					0	0	10,015.62	-
140	TONER CART, SAMSUNG MLT-D101S, Black	cart				0				0					0	0	2,747.26	-
141	TONER CART, SAMSUNG MLT-D103S, Black	cart				0				0					0	0	3,028.48	-
142	TONER CART, SAMSUNG MLT-D104S, Black	cart				0				0					0	0	2,541.76	-
143	TONER CART, SAMSUNG MLT-D105L, Black	cart				0				0					0	0	2,898.69	-
144	TONER CART, SAMSUNG MLT-D108S, Black	cart				0				0					0	0	2,855.42	-
145	TONER CART, SAMSUNG MLT-D203E, Black	cart				0				0					0	0	7,403.55	-
146	TONER CART, SAMSUNG MLT-D203L, Black	cart				0				0					0	0	4,802.30	-

147	TONER CART, SAMSUNG MLT-D203U, black	cart								0								0	0	9,842.56	-
148	TONER CART, SAMSUNG MLT-D205E, Black	cart								0								0	0	9,572.16	-
149	TONER CART, SAMSUNG MLT-D205L, Black	cart								0								0	0	5,267.39	-
150	TONER CART, SAMSUNG SCX-D6555A, Black	cart								0								0	0	4,531.90	-
151	TONER CARTRIDGE, BROTHER TN-3478, Blackf, for printer HL-6400DW (12,000 pages)	cart								0								0	0	6,312.22	-
152	TONER CARTRIDGE, CANON 324 II, for printer LBP6780x	cart								0								0	0	13,935.33	-

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

COMMON ELECTRICAL SUPPLIES

1																					
2																					
3																					
4																					
5																					

COMMON OFFICE EQUIPMENT

1	COFFEE MAKER	Unit			1	1				0								0	1	4,314.21	4,314.21
2	ELECTRIC BURNER	Unit			1	1				0								0	1	2,500.00	2,500.00
3	ELECTRIC KETTLE	Unit			1	1				0								0	1	900.00	900.00
4	FLAT IRON	Pcs			1	1				0								0	1	1,200.00	1,200.00
5	FRYING PAN (Induction)	Set			1	1				0								0	1	4,500.00	4,500.00
6	MICROWAVE OVEN	pcs			1	1		2		2								0	3	4,500.00	13,500.00

7	OFFICE CHAIRS	Pcs				0			2	2				0			0	2	5,000.00	10,000.00	
8	OFFICE CHAIR / MESH CHAIR	pcs				0				0	30			30			0	30	5,000.00	150,000.00	
9	OFFICE TABLE	pcs				0				0	30			30			0	30	9,000.00	270,000.00	
10	REFRIGERATOR	Unit			1	1			4	4				0			0	5	6,500.00	32,500.00	
11	RICE COOKER	Unit			1	1				0				0			0	1	1,200.00	1,200.00	
12	STEEL CABINET with lock and glass door (6ftx 4ft)	Unit				0			4	4				0			0	4	21,550.00	86,200.00	
13	STEEL CABINET 4ft x 4ft with glass sliding door & lock	Unit				0			2	2				0			0	2	18,500.00	37,000.00	
14	STEEL CABINET WITH SAFE	Unit			1	1				0				0			0	1	5,000.00	5,000.00	
15	STEEL OFFICE TABLE	Unit				0			2	2				0			0	2	15,500.00	31,000.00	
16	SOFA, TABLES, CHAIRS	lot				0			1	1				0			0	1	300,000.00	300,000.00	
17	WALL CLOCK	pcs			1	1	3			3			2	2			0	6	250.00	1,500.00	
18	WHITEBOARD	Unit				0			2	2			4	4			0	6	5,500.00	33,000.00	
19	WOODEN CABINET	Unit				0			10	10				0			0	10	5,500.00	55,000.00	
20	FIRE EXTINGUISHER HOLDER	pcs			12	12				0	12			12			0	24	40.00	960.00	
21	LAMINATING MACHINE	pcs				0	2			2				0			0	2	7,500.00	15,000.00	
22	LOCKER, 12-DOOR	Unit				0	2			2				0			0	2	20,000.00	40,000.00	
23	MOBILE PEDESTAL STEEL CABINET	unit				0				0				0		30	30	30	5,000.00	150,000.00	
24																					
COMMON OFFICE SUPPLIES																					
1	ACETATE clear/sensitized film (A4 size)	box				0				0				0	3			3	3	1,450.00	4,350.00

2	ACRYLIC NAME HOLDER	pcs			5	5				0				0			0	5	200.00	1,000.00	
3	BALLPEN (PILOT) BLACK	pcs			12	12	10	2		12	79			79		10	10	113	38.50	4,350.50	
4	BALLPEN (PILOT) BLUE	pcs				0	10	2		12	25			25		10	10	47	38.50	1,809.50	
5	BALLPEN (PILOT) GREEN	pcs				0		2		2				0			0	2	38.50	77.00	
6	BALLPEN (PILOT) RED	pcs			12	12		2		2	24			24			0	38	38.50	1,463.00	
7	BALLPEN 0.4	pcs				0	35			35				0		60	60	95	40.00	3,800.00	
8	BALLPEN 0.5	pcs	200	330	40	570	162	40	40	242	20	40	40	100	91	80		171	1083	40.00	43,320.00
9	BALLPEN, Black/Blue/Red	pcs	90	145	194	429	933	133	88	1154	151	99	188	438	803	209	48	1060	3081	38.50	118,618.50
10	BALLPEN, friction	pcs			36	36				0	70	50	50	170				0	206	100.00	20,600.00
11	BINDER CLIP (LARGE)	box			5	5	1			1	1		5	6	1			1	13	187.00	2,431.00
12	BINDER CLIP (MEDIUM)	box		9	5	14	6		6	12	3		5	8	1			1	35	175.00	6,125.00
13	BINDER CLIP (SMALL)	box			8	8	11		6	17	11		21	32	1		14	15	72	159.00	11,448.00
14	BOARD, CORK (12x24 in) with aluminum frame	pcs	5			5				0				0		2		2	7	1,350.00	9,450.00
15	BOARD, Vellum, for mock check	pcs	20		10	30				0				0				0	30	500.00	15,000.00
16	BOOK CARD	pack	500			500				0				0				0	500	35.00	17,500.00
17	BOOK ENDS (Heavy duty)	pack	500			500				0				0				0	500	600.00	300,000.00
18	BOOK ENVELOPE	pack	500			500				0				0				0	500	500.00	250,000.00
19	CATALOGUE CARDS with Plastic Cover	pack	500			500				0				0				0	500	28.00	14,000.00
20	CERTIFICATE FRAME (11"x14")	pcs				0				0				0	50			50	50	150.00	7,500.00
21	CERTIFICATE FRAME (12"x19")	pcs				0				0				0	48			48	48	150.00	7,200.00

22	CERTIFICATE HOLDER (TINALAK)	pcs				0		36	3	39		28		28			16	16	83	500.00	41,500.00
23	CERTIFICATE HOLDER FRAME, 8.5x11	pcs	190	126	25	341	143	11	11	165	131	8	6	145	68	30	5	103	754	150.00	113,100.00
24	CERTIFICATE HOLDER with ATI logo (1/2 bond size)	pcs		30	50	80				0			40	40				0	120	255.00	30,600.00
25	CERTIFICATE HOLDER with ATI logo (8.5x11)	pcs	10	10	50	70	30		10	40			15	15	285			285	410	255.00	104,550.00
26	CERTIFICATE PAPER (11"x14")	pcs				0				0				0	50			50	50	25.00	1,250.00
27	CERTIFICATE PAPER, (10pcs/pack)	pack	45	31	28	104	34	17	5	56	22	15	16	53	30	48	5	83	296	58.00	17,168.00
28	CLIP BOARD - long	pcs				0	5	5		10				0	5	5		10	20	100.00	2,000.00
29	CLIP, BULLDOG	box				0				0	1			1	1			1	2	205.00	410.00
30	CORRECTION FLUID	pcs				0			5	5				0				0	5	50.00	250.00
31	CORRUGATED BOX	pcs	85	85	85	255	85	95	85	265	85	85	90	260	85	85	85	255	1035	150.00	155,250.00
32	CRAYON 16pcs/Box	box	80			80				0				0				0	80	85.00	6,800.00
33	DAILY TIME CARD	pcs	100		100	200	500			500				0				0	700	67.46	47,222.00
34	DOCUMENTARY FOLDER W/ 2 HOLES (DARK BLUE)	pcs			50	50	1			1	50	1		51		1		1	103	158.00	16,274.00
35	ENVELOPE BAG	pcs				0		25		25			25	25		25		25	75	58.00	4,350.00
36	ENVELOPE KIT WITH ZIPPER LONG (colored)	pcs		20		20	102			102	45	25	25	95	31			31	248	195.00	48,360.00
37	ENVELOPE, Plastic, long, heavy duty	pcs	40	250	95	385		80	40	120		40	40	80		344		344	929	138.00	128,202.00
38	ENVELOPE, PLASTIC, with handle	pcs		35		35	35	20		55				0		60		60	150	128.00	19,200.00
39	EXPANDING ENVELOPE	pcs		40		40	32		32	64	40			40	50			50	194	20.00	3,880.00
40	FASTENER, plastic, 07,, between prongs, 50sets	box	18	4	28	50	3	5	2	10	22	5	2	29	4	5	1	10	99	60.00	5,940.00
41	FILE FOLDER W/MECHANISM (DARK BLUE), ARCH, HORIZONTAL	pcs			150	150	205	30		235	125	5		130	25	5		30	545	375.00	204,375.00

42	FILE FOLDER W/MECHANISM (DARK BLUE), ARCH, VERTICAL	pcs			50	50			0				0			0	50	375.00	18,750.00	
43	FILE ORGANIZER metal type, legal	pcs	30		1	31		5	5				0			0	36	400.00	14,400.00	
44	FLAGPOLE (WOODEN)	pcs			2	2		1	1				0			0	3	250.00	750.00	
45	FOLDER, size A4, clear front cover	pack			20	20			130	130			0			0	150	300.00	45,000.00	
46	FOLDER, clear front cover long	pack			20	20		20	120	140			0			0	160	300.00	48,000.00	
47	FOLDER, with clear cover, short	pcs				0		20	20				0			0	20	25.00	500.00	
48	FOLDER BINDER 1200X1200 (BLUE) 3"THICK	pcs	2		2	4	2		2	4			4	2		2	12	158.00	1,896.00	
49	FOLDER EXPANDING, LEGAL, COLOR GREEN WITHOUT TAB	pcs			100	100			0				0			0	100	28.50	2,850.00	
50	FOLDER with TAB, A4, 100 pieces/pack	pack	20		20	40		20	20				0			0	60	300.00	18,000.00	
51	FOLDER with TAB, legal, (100 pieces/pack)	pack	20		20	40		20	20				0			0	60	350.00	21,000.00	
52	FOLDER, BROWN, LONG WITH PLASTIC	pcs		2		2	10		10	3			3	5		5	20	18.00	360.00	
53	FOLDER, Plastic zipper for training	pcs			50	50		34	34				0			0	84	35.00	2,940.00	
54	FOLDER/ORGANIZER, Plastic, long	pcs		5		5			0				0			0	5	300.00	1,500.00	
55	GLUE GUN	pcs	3			3			0				0			0	3	150.00	450.00	
56	GLUE STICK	pcs	20		15	35	38		38				0	35	10	45	118	15.00	1,770.00	
57	GLUE, heavy duty adhesive, 10 ml	pcs	10			10			0				0			0	10	600.00	6,000.00	
58	ID HOLDER with lace	pcs	30	60	250	340	355	131	110	596	186	88	150	424	203	100	303	1663	48.50	80,655.50
59	ID LACE with ATI Logo	pcs	200	340	177	717	560	80	40	680		40	40	80	85	138	223	1700	100.00	170,000.00
60	ILLUSTRATION BOARD (1/2)	pcs				0	16	10		26			0			0	26	79.00	2,054.00	
61	KEY HOLDER	pcs			20	20			10	10			80	80		20	20	130	10.00	1,300.00

62	KEY, Duplicate	pcs			15	15			20	20			20	20			15	15	70	50.00	3,500.00	
63	LAMINATING FILM/ SHEET (100 pcs/pack)	pack	2		1	3			1	1			1	1	1			1	6	150.00	900.00	
64	LEAD for Mechanical Pencil, 0.5mm, 12 pcs/tube	tube			3	3				0			3	3				0	6	68.00	408.00	
65	MARKER, Permanent, 0.5mm black, fine point	pcs				0				0				0		2		2	2	130.00	260.00	
66	MEDAL	pcs				0	15			15				0				0	15	30.00	450.00	
67	MEGA FILE	pcs				0	10			10				0				0	10	300.00	3,000.00	
68	METACARDS (multi color)	pcs				0				0			100	100				0	100	5.00	500.00	
69	METER STICK	pcs	2			2				0				0				0	2	150.00	300.00	
70	NOTARY SEAL, size 40, Gold	pack		5		5			2	2				0		7		7	14	25.00	350.00	
71	PEN, HIGHLIGHTERS	pcs				0		10		10	15			20	35				0	45	89.50	4,027.50
72	PEN HOLDER	pcs			1	1				0	1			1					0	2	150.00	300.00
73	PLANNER (size 8"x10")	pcs	25			25				0				0				0	25	300.00	7,500.00	
74	PLAQUE	pcs	120		1	121	15			15				0	420			420	556	850.00	472,600.00	
75	PLASTIC RING BINDING COMBS HOLDS BINDER 19mm	pcs				0				0				0	50			50	50	300.00	15,000.00	
76	PP INDEX DIVIDERS A4	pcs			50	50		10		10				0	50			50	110	45.00	4,950.00	
77	PUSH PINS	box	10		1	11			2	2	2			2	4			2	2	19	100.00	1,900.00
78	RECHARGEABLE AA BATTERY, 2 pcs/pack and CHARGER	pack	16	10		26	10		40	50				0	5			5	81	550.00	44,550.00	
79	Rechargeable, AAA battery, 2 pcs/pack and CHARGER	pack	14	10		24	10		20	30				0	5			5	59	750.00	44,250.00	
80	REF MAGNETS FOR WHEREABOUT BOARD (4 Colors)	pcs			24	24				0				0				0	24	100.00	2,400.00	
81	RING BINDER (1 and 1/4")	roll			1	1				0				0				0	1	150.00	150.00	

82	RING BINDER (7/16")	roll			1	1				0				0			0	1	175.00	175.00		
83	RING BINDER, 32 mm PLASTIC	pack				0				0				0	30			30	30	175.00	5,250.00	
84	RUBBER STAMP	pcs			2	2	2	1		3				0				0	5	150.00	750.00	
85	RULER, 12inch	pcs		2	13	15				0	3			3				0	18	20.00	360.00	
86	RULER, 24 inch	pcs		2		2				0				0				0	2	50.00	100.00	
87	SEPARATOR, Plastic (assorted colors)	pack			20	20				0				0				0	20	850.00	17,000.00	
88	SPECIAL PAPER, 170gsm color white, A4, 10 pcs/pack	pack	30	16	30	76	74	10	44	128	26	6	30	62	7	10	7	24	290	60.00	17,400.00	
89	STAMP, CONTINUOUS INK (TRODAT)	pcs			1	1		1	1	2	1			1				0	4	3,500.00	14,000.00	
90	STAMP INK FOR TRODAT	box				0		1		1				0				0	1	150.00	150.00	
91	STAMP PAD INK, black, 50ml	bottle			5	5			2	2	3			2	5			2	2	14	50.00	700.00
92	STAMP PAD INK, blue, 50ml	bottle			2	2			2	2				2	2			2	2	8	50.00	400.00
93	STAMP PAD INK, green, 50ml	bottle			2	2			2	2				2	2			2	2	8	50.00	400.00
94	STAMP PAD INK, red, 50ml	bottle	3		2	5	3		2	5	6			2	8			2	2	20	50.00	1,000.00
95	STAMP PAD, Personalized	pcs			2	2			2	2				0				0	4	150.00	600.00	
96	STAPLE WIRE (#35)	box				0	5			5				0				0	5	100.00	500.00	
97	STAPLER, Industrial	pcs	10			10				0				0				0	10	300.00	3,000.00	
98	STICKY TABS / Instruction note	pack	10	35	50	95	17	11	5	33	72	1		73	12	1		13	214	130.00	27,820.00	
99	STORAGE BOX, Gallery, Large for record books	pcs				0				0	18			18				0	18	800.00	14,400.00	
100	STORAGE BOX, Mega, 1000 L	pcs				0				0				0		10		10	10	800.00	8,000.00	
101	STORAGE BOX, Mega, 120 L	pcs		5		5	3		1	4				0				0	9	300.00	2,700.00	

102	STORAGE BOX, Mega, 70 L, Plastic	pcs			0				0	1			1			1	1	2	200.00	400.00	
103	STORAGE Box, Utility, medium	pcs			0		2		2				0			0	2	500.00	1,000.00		
104	STYROFOAM / FOAM BOARD (20X32)	pcs	5		5	5			5				0			0	10	200.00	2,000.00		
105	STYROFOAM for mock check	pcs	20		20				0				0			0	20	200.00	4,000.00		
106	TAPE, DOUBLE ADHESIVE, thick	pcs	20		20		1		1	20			20			0	41	250.00	10,250.00		
107	TAPE, DOUBLE ADHESIVE, thin	pcs		10	2	12	20	1	4	25		14	14			4	4	55	175.00	9,625.00	
108	TAPE, DUCT	pcs			1	1			2	2		2	2			2	2	7	150.00	1,050.00	
109	TARPAULIN	pcs	16	33	11	60	23	12	7	42	22	7	21	50	11	8	2	21	173	800.00	138,400.00
110	THUMB TACKS	box	20			20				0			0			0	20	50.00	1,000.00		
111	TROPHY	pcs				0	10			10			0	25			25	35	850.00	29,750.00	
112	WIRE EDGE GOLD GLITTER EFFECT RIBBON	pack			3	3				0			0				0	3	100.00	300.00	
113	WIRE LOOP BINDER PITCH, renz 1 1/4", black	Roll	10			10				0			0				0	10	10,767.45	107,674.50	
114	WIRE LOOP BINDER PITCH, renz 1/2", black	Roll	10			10				0			0				0	10	7,502.60	75,026.00	
115	WIRE LOOP BINDER PITCH, renz 7/16", black	Roll	10			10				0			0				0	10	10,175.20	101,752.00	
116	WIRE LOOP BINDER PITCH, renz 3/14", black	Roll	10			10				0			0				0	10	11,275.75	112,757.50	
117	WIRE LOOP BINDER PITCH, renz 1" black	Roll	10			10				0			0				0	10	11,275.75	112,757.50	
118	WIRE LOOP BINDER PITCH, renz 7/8", black	Roll	10			10				0			0				0	10	7,502.60	75,026.00	
119																				-	
120	CORPORATE SOUVENIRS/ GIVE-AWAYS																			-	
121	ATI FLAG	pcs			2	2				0			0				0	2	250.00	500.00	

122	ACTIVITY / TRAINING BAG, customized, laptop bag	pcs	140	250	40	430	92	115	152	359	140	40	70	250	55	275	45	375	1414	500.00	707,000.00	
123	BAG (ATI-ECOBAG)	pcs	90	60	135	285	635	45	60	740	70	20		90	175			175	1290	50.00	64,500.00	
124	CORPORATE BALLPEN	pcs	80	40	110	230	62	80	172	314	181	20	75	276	20		45	65	885	25.00	22,125.00	
125	CUSTOMIZED CORPORATE FOLDERS (legal size)	pcs			110	110		2935		2935		20		20	20			20	3085	200.00	617,000.00	
126	FOLDER/ORGANIZER, CUSTOMIZED LEATHER	pcs				0			30	30			15	15				0	45	300.00	13,500.00	
127	ENGRAVED NAME TAGS/NAME BADGE	pcs				0				0		24		24				0	24	100.00	2,400.00	
128	CORPORATE NOTEBOOK	pcs	120	250	40	410	62	150	167	379	220	80	155	455		275	85	360	1604	50.00	80,200.00	
129	CORPORATE PORTFOLIO BAG	pcs				0		30		30				0				0	30	500.00	15,000.00	
130	RING BINDER, CUSTOMIZED 2-HOLE WITH POCKET	pcs			60	60			25	25	60			60				0	145	300.00	43,500.00	
131																					-	
132	PREPAID LOAD CARD (Smart, Globe, TM @Php 300)	pcs	89	116	88	293	81	33	44	158	69	32	47	148	167	57	22	246	845	350.00	295,750.00	
133																					-	
134																					-	
135																					-	
136																					-	
137	Accountable Form																				-	
138	REGISTRATION FORMS	booklet			20	20			100	100			100	100				28	28	248	250.00	62,000.00
139	CHECKBOOK	booklet	2	2	2	6	2	2	2	6	2	2	2	6	2	2	2	6	24	600.00	14,400.00	
140	OFFICIAL RECEIPT	booklet				0			6	6				0	6			6	12	500.00	6,000.00	

COMMON JANITORIAL SUPPLIES

1	GLOVES	pcs			0	10		10			0			0	10	125.00	1,250.00
2	KARTILYA	pcs			0	1		1			0			0	1	125.00	125.00
3	PUSH CART	pcs			0	2		2			0			0	2	125.00	250.00
4	PALA	pcs			0	3		3			0			0	3	125.00	375.00
5	PIKO	pcs			0	3		3			0			0	3	125.00	375.00
6	ITAK	pcs			0	3		3			0			0	3	125.00	375.00
7	LUBRICATE OIL for Electric Fan	pcs			0	5		5			0			0	5	125.00	625.00
8	DISINFECTANT, Bleaching solution	cont		10	10		10	10			0		50	50	70	500.00	35,000.00
					0			0			0			0	0		-
	DORMITORY SUPPLIES / MATERIALS:				0			0			0			0	0		-
9	ALCOGEL	gal			0		2	2		2	2		1	1	5	725.00	3,625.00
10	ANTI BATHROOM SLIP	Pcs			0		26	26			0			0	26	2,500.00	65,000.00
11	BEDDINGS set (flat sheet, fitted sheet, pillow case) single	Set			0		100	100		50	50			0	150	1,200.00	180,000.00
12	BEDDINGS set (flat sheet, fitted sheet, pillow case) queen size	Set			0		20	20		10	10			0	30	2,500.00	75,000.00
13	BLANKET (SINGLE)	Pcs			0		100	100		50	50			0	150	490.00	73,500.00
14	BLANKET (QUEEN)	pcs			0		20	20		10	10			0	30	585.00	17,550.00
15	BLEACH	GAL	5	5	10		5	5		5	5			0	20	117.25	2,345.00
16	BLINDS	lot		1	1			0			0			0	1	589,551.04	589,551.04
17	CEILING BROOM	pcs		2	2		2	2		2	2			0	6	490.00	2,940.00
18	CLOTH	PCS	10		10		15	15		15	15		15	15	55	35.00	1,925.00

19	CLEANER, ALL PURPOSE	gal				0			5	5			5	5			5	5	15	300.00	4,500.00
20	CUPS	pcs				0			100	100				0				0	100	84.50	8,450.00
21	SAUCER	pcs				0			100	100				0				0	100	75.90	7,590.00
22	DEODORANT CAKE (10 grams)	pcs	30	20		50			80	80			80	80			50	50	260	55.00	14,300.00
23	DIPPER	pcs				0			20	20			10	10			10	10	40	84.75	3,390.00
24	DISHWASHING SOAP	gal				0			1	1			10	10			10	10	21	300.00	6,300.00
25	DISINFECTANT	gal				0			5	5			5	5			5	5	15	390.00	5,850.00
26	DOORMATS	Pcs			15	15			24	24				0			20	20	59	450.00	26,550.00
27	FABRIC CONDITIONER	gal	5	5		10			30	30			30	30			30	30	100	125.00	12,500.00
28	FIRE EXTINGUISHER REFILL	Pcs			10	10			24	24				0				0	34	2,500.00	85,000.00
29	FLOOR WAX	pack	7		10	17			30	30			50	50			30	30	127	50.25	6,381.75
30	FRAME	Pcs				0			25	25				0				0	25	750.00	18,750.00
31	GLASS CLEANER (110 ml)	pcs				0			5	5			5	5			5	5	15	112.75	1,691.25
32	GLASS COVER	Doz				0			100	100				0				0	100	125.00	12,500.00
33	GLASSES, Drinking	Pcs				0			100	100				0				0	100	25.50	2,550.00
34	HAND DRYER	Unit				0			1	1				0				0	1	7,500.00	7,500.00
35	HAND SOAP	gal				0			5	5			10	10			10	10	25	300.00	7,500.00
36	HAND SOAP, LIQUID	gal				0			5	5			5	5			5	5	15	220.00	3,300.00
37	HANGER, ANTI-THEFT	pcs				0			30	30			30	30				0	60	170.00	10,200.00
38	HANGER, PLASTIC	pcs				0			50	50				0				0	50	9.50	475.00

39	IMOP	Set				0			2	2			4	4			0	6	1,450.00	8,700.00	
40	MOP	pcs				0			4	4				0			0	4	450.00	1,800.00	
41	MOP SQUEEZER	Unit				0			4	4			2	2			0	6	4,800.00	28,800.00	
42	PANAFLEX SIGNAGE AND HOLDER	Pcs				0			12	12				0			0	12	950.00	11,400.00	
43	PILLOW	Pcs				0			100	100			50	50			0	150	240.00	36,000.00	
44	PLATES	Doz			1	1				0				0			0	1	100.00	100.00	
45	PURIFIED WATER	gal	10	20	60	90			90	90			150	150			130	130	460	25.00	11,500.00
46	PUSH BRUSH	pcs				0			2	2				0			0	2	150.00	300.00	
47	ROOM SIGNAGES	Pcs	4			4			20	20			5	5			0	29	265.00	7,685.00	
48	RUBBER MAT	Pcs				0			2	2				0			0	2	2,100.00	4,200.00	
49	SHAMPOO, SACHET (10 ML)	pcs	120	60	50	230			1800	1800			1800	1800			1800	1800	5630	14.00	78,820.00
50	SHOWER HEATER	Unit			1	1			4	4				0			0	5	15,000.00	75,000.00	
51	SOAP BAR (3 grams)	pcs				0			1800	1800			1800	1800			1800	1800	5400	7.19	38,826.00
52	SQUEEGEE (LONG)	pcs				0			2	2			2	2			0	4	109.75	439.00	
53	TABLE RUNNER	Pcs				0			10	10				0			0	10	650.00	6,500.00	
54	TEASPOON	Pcs				0			100	100				0			0	100	25.50	2,550.00	
55	TISSUE HOLDER, STAINLESS	Pcs				0			15	15			10	10			0	25	980.00	24,500.00	
56	TOILET PUMP	pcs			1	1			4	4			4	4			0	9	125.00	1,125.00	
57	TOOTHBRUSH	pcs				0			1500	1500			1500	1500			1500	1500	4500	11.25	50,625.00
58	TOOTHPASTE (5ml)	pcs				0			1500	1500			1500	1500			1500	1500	4500	8.50	38,250.00

59	TOWEL	Pcs				0			100	100			50	50				0	150	125.00	18,750.00
60	TOWEL RACK	Pcs				0			6	6				0				0	6	2,500.00	15,000.00
61	TRASH CAN	PCS				0			20	20			20	20				0	40	390.00	15,600.00
62	TRASHBAG, Large	pcs			100	100			100	100			100	100			100	100	400	9.11	3,644.00
63	TRASHBAG, medium	pcs				0			100	100			100	100			100	100	300	7.40	2,220.00
64	TRASHBAG, small	pcs				0			100	100			100	100			100	100	300	5.60	1,680.00
65	UMBRELLA HOLDER (stainless)	Pcs				0			3	3				0				0	3	6,500.00	19,500.00
66	UTENSILS: spoon and fork	Set			10	10				0								0	10	115.00	1,150.00
67	WALL HANGER, clothes hanger	Pcs	60			60			50	50								0	110	2,600.00	286,000.00
68	WATER DISPENSER, HOT AND COLD	Unit			2	2		1	4	5								0	7	7,500.00	52,500.00
69	WOODEN TRAYS	Pcs			4	4			30	30								0	34	350.00	11,900.00
70																					
71																					
72																					

CONSUMABLES

1	INK, Black, Duplo DC14/cart	cart	16	16	16	48	16	16	16	48	16	16	16	48	16	16	16	48	192	707.00	135,744.00
2	INK, AD-Black. Akinto	cart	6	6	6	18	6	6	6	18	6	6	6	18	6	6	6	18	72	1,131.00	81,432.00
3	TONER, HP LASERJET P1107	set				0		2		2				0				0	2	4,080.00	8,160.00
4	TONER, HP LASERJET 85A	set		2	5	7	2	9	4	15	15	2	3	20	2		1	3	45	6,000.00	270,000.00
5	INK CARTRIDGE, HP 680	set	8	5		13	3			3				0	3			3	19	6,000.00	114,000.00

6	TONER, HP 2035	cart				0	2			2				0				0	2	6,000.00	12,000.00
7	TONER, HP LaserJet P1006	cart		5		5	5		5	10		5		5				0	20	4,080.00	81,600.00
8	TONER CARTRIDGE, OKI C9650, Cyan	cart	6	6	6	18	6	6	6	18	6	6	6	18	6	6	6	18	72	20,490.00	1,475,280.00
9	TONER CARTRIDGE, OKI C9650, Magenta	cart	6	6	6	18	6	6	6	18	6	6	6	18	6	6	6	18	72	20,490.00	1,475,280.00
10	TONER CARTRIDGE, OKI C9650, Yellow	cart	6	6	6	18	6	6	6	18	6	6	6	18	6	6	6	18	72	20,490.00	1,475,280.00
11	TONER CARTRIDGE, OKI C9650, Black	cart	6	6	6	18	18	18	18	54	6	6	6	18	6	6	6	18	108	20,490.00	2,212,920.00
12	TONER CARTRIDGE, OKI MC362, Cyan	cart	20	20	45	85	26	22	26	74	44	21	21	86	24	22	22	68	313	4,349.00	1,361,237.00
13	TONER CARTRIDGE, OKI MC362, Magenta	cart	20	20	45	85	26	22	26	74	44	21	21	86	24	22	22	68	313	4,349.00	1,361,237.00
14	TONER CARTRIDGE, OKI MC362, Yellow	cart	20	20	45	85	26	22	26	74	44	21	21	86	24	22	22	68	313	4,349.00	1,361,237.00
15	TONER CARTRIDGE, OKI MC362, Black	cart	20	20	47	87	30	26	29	85	48	22	24	94	28	24	23	75	341	2,450.00	835,450.00
16	TONER CARTRIDGE, OKI ES8473, Cyan	cart	6	6	6	18	6	6	6	18	6	6	6	18	6	6	6	18	72	9,340.00	672,480.00
17	TONER CARTRIDGE, OKI ES8473, Magenta	cart	6	6	6	18	6	6	6	18	6	6	6	18	6	6	6	18	72	9,340.00	672,480.00
18	TONER CARTRIDGE, OKI ES8473, Yellow	cart	6	6	6	18	6	6	6	18	6	6	6	18	6	6	6	18	72	9,340.00	672,480.00
19	TONER CARTRIDGE, OKI ES8473, Black	cart	6	6	6	18	6	6	6	18	6	6	6	18	6	6	6	18	72	9,340.00	672,480.00
20	DRUM, OKI C9650, Black	Drum	3	3	3	9	3	3	3	9	3	3	3	9	3	3	3	9	36	3,178.00	114,408.00
21	DRUM, OKI C9650, Cyan	Drum	3	3	3	9	3	3	3	9	3	3	3	9	3	3	3	9	36	4,540.00	163,440.00
22	DRUM, OKI C9650, Magenta	Drum	3	3	3	9	3	3	3	9	3	3	3	9	3	3	3	9	36	4,540.00	163,440.00
23	DRUM, OKI C9650, Yellow	Drum	3	3	3	9	3	3	3	9	3	3	3	9	3	3	3	9	36	4,540.00	163,440.00
24	DRUM, OKI ES8473, Black	Drum	2	2	2	6	2	2	2	6	2	2	2	6	2	2	2	6	24	9,100.00	218,400.00
25	DRUM, OKI ES8473, Cyan	Drum	2	2	2	6	2	2	2	6	2	2	2	6	2	2	2	6	24	9,100.00	218,400.00

26	DRUM, OKI ES8473, Magenta	Drum	2	2	2	6	2	2	2	6	2	2	2	6	2	2	2	6	24	9,100.00	218,400.00
27	DRUM, OKI ES8473, Yellow	Drum	2	2	2	6	2	2	2	6	2	2	2	6	2	2	2	6	24	9,100.00	218,400.00
28	FUSER UNIT, OKI C9650	unit	6			6	1			1	1			1	1		1	2	10	12,000.00	120,000.00
29	FUSER UNIT, OKI ES8473	unit	1			1	1			1	1			1	1		1	2	5	5,753.00	28,765.00
30	FUSER UNIT, OKI, ES8473	unit	5			5				0				0				0	5	5,753.00	28,765.00
31	FUSER UNIT, OKI MC362	unit	6			6				0				0				0	6	6,115.00	36,690.00
32	WASTE TONER BOX, OKI C9650	unit	6			6	1			1	1			1	1		1	2	10	1,000.00	10,000.00
33	TRANSFER BELT, OKI C9650	unit	6			6	1			1	1			1	1		1	2	10	13,650.00	136,500.00
34	TRANSFER BELT, OKI ES8473	unit	6			6	1			1	1			1	1		1	2	10	5,753.00	57,530.00
35	DUPLO Master DRC 42	unit	6		6	12			6	6			6	6				0	24	3,860.00	92,640.00
36	AKINTO Master Roll AD 48090	unit	3		3	6			3	3			3	3				0	12	3,125.00	37,500.00
37	TONER CARTRIDGE, SHARP MX-23FTBA (BLACK)	cart	4			4	6			6	2	2		4	2	2		4	18	4,923.00	88,614.00
38	TONER CARTRIDGE, SHARP MX-23FTBA (CYAN)	cart	2			2	3			3	1	1		2	1	1		2	9	6,845.00	61,605.00
39	TONER CARTRIDGE, SHARP MX-23FTBA (MAGENTA)	cart	2			2	3			3	1	1		2	1	1		2	9	6,845.00	61,605.00
40	TONER CARTRIDGE, SHARP MX-23FTBA (YELLOW)	cart	2			2	3			3	1	1		2	1	1		2	9	6,845.00	61,605.00
41	TONER CARTRIDGE, SHARP DX-2500 (BLACK)	cart				0				0	1			1	1			1	2	5,080.00	10,160.00
42	TONER CARTRIDGE, SHARP MX-312FT	cart			2	2		1		1		2		2	1			1	6	8,278.00	49,668.00
43	TONER CARTRIDGE, SHARP MX-3114 (BLACK)	cart				0	5			5	5			5	6			6	16	4,923.00	78,768.00
44	TONER CARTRIDGE, SHARP MX-3114 (CYAN)	cart				0	1			1	1			1	2			2	4	6,845.00	27,380.00
45	TONER CARTRIDGE, SHARP MX-3114 (MAGENTA)	cart				0	1			1	1			1	2			2	4	6,845.00	27,380.00

46	TONER CARTRIDGE, SHARP MX-3114 (YELLOW)	cart				0	1			1	1			1	2			2	4	6,845.00	27,380.00
47	INK EPSON T664, BLACK	bottle				0	2			2	2			2	2			2	6	1,050.00	6,300.00
48	INK EPSON T664, CYAN	bottle				0	4			4	4			4	4			4	12	1,050.00	12,600.00
49	INK EPSON T664, MAGENTA	bottle				0	4			4	4			4	4			4	12	1,050.00	12,600.00
50	INK EPSON T664, YELLOW	bottle				0	4			4	4			4	4			4	12	1,050.00	12,600.00
51	INK, EPSON L360 (CMYK)	set		6	2	8	6		2	8			3	3		1		1	20	4,200.00	84,000.00
52	INK, EPSON L355 (CMYK)	set	4	8	1	13		1	1	2	1	2	2	5		6	1	7	27	4,200.00	113,400.00
53	TONER CART BROTHER BT 5000 BLACK	bottle				0				0	7			7	2			2	9	950.00	8,550.00
54	TONER CART BROTHER BT 5000 CYAN	bottle				0	5	2		7	6			6	3			3	16	950.00	15,200.00
55	TONER CART BROTHER BT 5000 MAGENTA	bottle				0	5	2		7	6			6	3			3	16	950.00	15,200.00
56	TONER CART BROTHER BT 5000 YELLOW	bottle				0	5	2		7	6			6	3			3	16	950.00	15,200.00
57	TONER CART BROTHER BT 6000 BLACK	bottle				0	5	1		6				0	4			4	10	950.00	9,500.00
58	INK BROTHER DCP-J100 (Magenta)	cart			5	5	9	9	9	27	9	9	9	27	8	8	8	24	83	950.00	78,850.00
59	INK BROTHER DCP-J100 (Cyan)	cart			5	5	9	9	9	27	9	9	9	27	8	8	8	24	83	950.00	78,850.00
60	INK BROTHER DCP-J100 (Yellow)	cart			5	5	9	9	9	27	9	9	9	27	8	8	8	24	83	950.00	78,850.00
61	INK BROTHER DCP-J100 (Black)	cart			5	5	9	9	9	27	9	9	9	27	8	8	8	24	83	950.00	78,850.00
62	INK, BROTHER DCP-T700w BLACK	bottle			10	10	4			4	14			14	4			4	32	950.00	30,400.00
63	INK, BROTHER DCP-T700 CYAN	bottle			10	10	2			2	12			12	2			2	26	800.00	20,800.00
64	INK, BROTHER DCP-T700 MAGENTA	bottle			10	10	2			2	12			12	2			2	26	800.00	20,800.00
65	INK, BROTHER DCP-T700 YELLOW	bottle			10	10	2			2	12			12	2			2	26	800.00	20,800.00

66	INK, BROTHER DCP T-3000	pcs				0	2		2	4				0			0	4	950.00	3,800.00
67	INK, EPSON 673 BLACK	bottle				0	2			2				0	2		2	4	950.00	3,800.00
68	INK, EPSON 673 YELLOW	bottle				0	1			1				0	1		1	2	950.00	1,900.00
69	INK, EPSON 673 CYAN	bottle				0	1			1				0	1		1	2	950.00	1,900.00
70	INK, EPSON 673 LIGHT CYAN	bottle				0	1			1				0	1		1	2	950.00	1,900.00
71	INK, EPSON 673 MAGENTA	bottle				0	1			1				0	1		1	2	950.00	1,900.00
72	INK, EPSON 673 LIGHT MAGENTA	bottle				0	1			1				0	1		1	2	950.00	1,900.00
73	PIXMA 790 BLACK	bottle				0	1			1				0	1		1	2	950.00	1,900.00
74	PIXMA 790 CYAN	bottle				0	1			1				0	1		1	2	950.00	1,900.00
75	PIXMA 790 MAGENTA	bottle				0	1			1				0	1		1	2	950.00	1,900.00
76	PIXMA 790 YELLOW	bottle				0	1			1				0	1		1	2	950.00	1,900.00
77	TONER, Sharp AR5625 Photocopier	cart				0				0				0			0	0	6,845.00	-
78	SHARP COPIER AR-5731 TONER & ACCESSORIES	as needed				0	1			1				0			0	1	6,845.00	6,845.00
79	SHARP COPIER AR-5631 AR-310FT (black)	cart		1		1		1		1		1		1		1	4	6,845.00	27,380.00	
80	OKI DRUM AND ACCESSORIES	as needed				0				0				0			0	0		-
Office Equipment and Accessories																				
1	PAPER CUTTER, 48 cm x 36.5 cm	pcs		2		2				0				0			0	2	8,500.00	17,000.00
2	MULTI-FUNCTION INKJET PRINTER (WITH SCANNER, COPIER AND PRINTER)	set			3	3				0				0			0	3	15,000.00	45,000.00
3																				
4																				

5																				
6																				
7																				
8																				
9																				
10																				
Office Supplies																				
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
Audio and visual presentation and composing equipment																				
1	MICROPHONE (wireless) and accessories	Pcs				0			10	10			2	2			0	12	1,500.00	18,000.00
2	POINTER	pcs			1	1			1	1				0	1		1	3	500.00	1,500.00

3	MICROPHONE, Lapel	pcs		2		2			0				0			0	2	37,000.00	74,000.00
4	TV PLUS HOLDER	pcs				0		25	25				0			0	25	590.00	14,750.00
5																			
6																			
7																			
8																			
9																			
10																			
Photographic or filming or video equipment																			
1	CAMERA LENS	pcs			2	2			0				0			0	2	85,000.00	170,000.00
2	DIGITAL CAMERA BATTERY, Canon EOS 750D	unit		2		2			0				0			0	2	1,000.00	2,000.00
3	DIGITAL CAMERA CHARGER, Canon EOS 750D	unit		2		2			0				0			0	2	1,000.00	2,000.00
4																			
5																			
6																			
7																			
8																			
9																			
10																			

Cleaning Equipment and Supplies																				
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				

Paper Materials and Products																					
1	BOOKPAPER, white-short-8 1/2 x 11"- 70 lbs	Ream	500			500		500		500			500	500				0	1500	320.00	480,000.00
2	BOOKPAPER, white-long-8 1/2 x 13"- 70 lbs	Ream	500			500		500		500			500	500				0	1500	360.00	540,000.00
3	BOOKPAPER, white-A4-8 1/2 x 11 3/4-70 lbs	Ream	500			500		500		500			500	500				0	1500	340.00	510,000.00
4	BOOKPAPER, white- Tabloid- 11"x17"- 70 lbs	Ream	60			60				0				0				0	60	550.00	33,000.00
5	BROWN PAPER	roll				0			5	5			5	5			5	5	15	2,500.00	37,500.00
6	COPYING PAPER, short (8.5x11), 100 GSM	reams			2	2	2	52	2	56	4			4	2			2	64	240.00	15,360.00
7	COPYING PAPER, A4 Size, 100 GSM	reams	57	66	141	264	69	98	31	198	133	18	13	164	84	36	14	134	760	250.00	190,000.00
8	COPYING PAPER, legal Size, 100 GSM	reams	47	29	102	178	37	58	13	108	86	8	8	102	23	36	13	72	460	260.00	119,600.00

9	COPYING PAPER, A3 Size, 100 GSM	ream	2		20	22			0	20			20			5	5	47	450.00	21,150.00
10	MANILA PAPER	pcs	120	20	90	230	20	70	30	120	450	80	120	650	40	10	50	1050	12.00	12,600.00
11	NOTEBOOK, 50 leaves	pcs	150	180	231	561	1023	88	75	1186	161	133	110	404	858	224	1082	3233	60.00	193,980.00
12	NOTEBOOK, Journal	pcs				0				0			63	63			0	63	60.00	3,780.00
13	NOTEPAD	pcs			110	110		10		10	30	20		50	20		20	190	50.00	9,500.00
14	NOTEPAD, STICKY (2x2)	pack			1	1				0	1			1	1		1	3	79.00	237.00
15	NOTEPAD, STICKY (4x6)	pack	15		20	35				0	40			40			0	75	130.00	9,750.00
16	PAPER, Colored (BLUE)	ream	5			5				0				0			0	5	270.00	1,350.00
17	PAPER, Colored (green)	ream	5			5				0				0			0	5	270.00	1,350.00
18	PAPER, Colored (orange)	ream	5			5				0				0			0	5	270.00	1,350.00
19	PAPER, Colored (purple)	ream	5			5				0				0			0	5	270.00	1,350.00
20	PAPER, Colored (red)	ream	5			5				0				0			0	5	270.00	1,350.00
21	PAPER, Colored (yellow)	ream	5			5				0				0			0	5	270.00	1,350.00
22	PAPER STICKER (8"x 11")	pack				0	5			5				0	11		11	16	125.00	2,000.00
23	PAPER STICKER (8"x 11"), RED	pack				0	10			10				0			0	10	125.00	1,250.00
24	PAPER STICKER (8"x 11"), BLUE	pack				0	10			10				0			0	10	125.00	1,250.00
25	PAPER, Vellum, white (imported) 22 1/2 x 28 1/2 #120	ream		500		500	500		500	1000		500		500	500		500	3000	1,100.00	3,300,000.00
26	PHOTO PAPER, A4 size, 10 pcs per pack	pack	250			250		1		1	250			250	4		4	505	250.00	126,250.00
27	PRICE TAG (assorted colors)	roll				0	7			7				0			0	7	100.00	700.00
28																				

29																				
30																				
31																				
32																				
Lighting and fixtures and accessories																				
1	CFL LED LIGHT 7W	pcs			1	1				0				0			0	1	3,500.00	3,500.00
2	COB LED LIGHT	pcs			12	12				0				0			0	12	500.00	6,000.00
3	THWN WIRE 3,5 MM	pcs			1	1				0				0			0	1	3,500.00	3,500.00
4	FLORESCENT TUBE 40W	pcs				0	10			10				0			0	10	350.00	3,500.00
5	FLOURESCENT TUBE 36 W	pcs			100	100	50			50				0	50		50	200	1,000.00	200,000.00
6	CFL BULB 20 WATTS (G.E.)	pcs				0	50			50				0			0	50	160.00	8,000.00
7	CFL BULB 23 WATTS (G.E.)	pcs				0	50			50				0			0	50	180.00	9,000.00
8	LED LIGHT (7WATTS)	pcs				0	100			100				0		50	50	150	550.00	82,500.00
9	STARTER 40 WATTS	pcs				0	50			50				0	50		50	100	300.00	30,000.00
10	LED BULB 5watts	Pcs			25	25		20		20				0		20	20	65	150.00	9,750.00
11	LED BULB 10watts	Pcs			25	25		20		20				0		20	20	65	210.00	13,650.00
12																				
Electrical equipment and components and supplies																				
1	ADAPTER	pcs	20			20			5	5				0			0	25	55.00	1,375.00
2	B.I. FITTINGS	pcs				0	30			30				0			0	30	50.00	1,500.00

3	B.I. PIPE	pcs				0	10			10				0				0	10	2,000.00	20,000.00
4	BALAST 40W	pcs				0	50			50				0				0	50	150.00	7,500.00
5	BARETA DE CABRA	as needed	2			2				0				0				0	2	125.00	250.00
6	BIDET	pcs				0	10			10				0				0	10	850.00	8,500.00
7	CABLE TIE 1", 2", 3" 4" TO 6")	bundle				0	1			1				0				0	1	50.00	50.00
8	CEMENT	pcs				0	50			50				0				0	50	300.00	15,000.00
9	COMMON NAIL (DIFFERENT SIZES)	as needed	5			5				0				0				0	5	125.00	625.00
10	CONCRETE NAIL (DIFFERENT SIZES)	as needed	5			5				0				0				0	5	125.00	625.00
11	CUTTING DISK	as needed	1			1	5			5			2	2			2	2	10	65.00	650.00
12	DEFORM BAR	pcs				0	100			100				0				0	100	250.00	25,000.00
13	DOOR KNOB	pcs				0				0	10			10				0	10	500.00	5,000.00
14	DRILL BIT	as needed	2			2				0				0				0	2	125.00	250.00
15	ELECTRICAL DRILL	unit	1			1				0				0				0	1	5,500.00	5,500.00
16	ELECTRICAL DRILL, HEAVY DUTY W/ REVERSE	unit	1			1				0				0				0	1	10,000.00	10,000.00
17	ELECTRICAL TAPE (BIG)	rrls	5			5	5			5			2	2			2	2	14	65.00	910.00
18	ELECTRICAL WIRE	pcs	6	5	10	21			25	25				0				0	46	350.00	16,100.00
19	EXTENSION CORD	pcs			5	5				0				0				0	5	600.00	3,000.00
20	EXTENSION CORD, 3 meters	pcs			5	5				0				0				0	5	500.00	2,500.00
21	EXTENSION CORD, 6 meters width	pcs			23	23				0				0				0	23	400.00	9,200.00
22	EXTENSION WIRE	pcs	5	5	12	22			20	20				0				0	42	350.00	14,700.00

23	FLAT BAR (DIFFERENT SIZES)	pcs	10			10	5			5			2	2			2	2	19	65.00	1,235.00
24	G.I FITTINGS	pcs				0	30			30				0				0	30	50.00	1,500.00
25	G.I PLUG 1/3	pcs	1			1				0				0				0	1	56.00	56.00
26	G.I. PIPE	pcs				0	10			10				0				0	10	2,500.00	25,000.00
27	G.I. WIRE	meter				0				0	50			50				0	50	100.00	5,000.00
28	G.I. WIRE	bxs	1			1				0				0				0	1	5,000.00	5,000.00
29	HALLOW BLOCK	pcs				0	100			100				0				0	100	15.00	1,500.00
30	JIGSAW	pcs	2			2				0				0				0	2	125.00	250.00
31	POWER /MIGHTY BOND	tube	12			12			3	3				0				0	15	395.00	5,925.00
32	PAINT	pail				0	2			2				0				0	2	600.00	1,200.00
33	PAINT (DIFFERENT)	pcs	10			10	5			5			2	2			2	2	19	65.00	1,235.00
34	PAINT BRUSH (DIFFERENT SIZES	pcs	10			10	5			5			2	2			2	2	19	65.00	1,235.00
35	PAINT ROLLER	pcs				0	5			5				0				0	5	40.00	200.00
36	PAINT THINNER	pcs	10			10	5			5			2	2			2	2	19	65.00	1,235.00
37	PALETA	pcs	2			2				0				0				0	2	125.00	250.00
38	PLUG HEAVY DUTY	pcs				0	10			10				0				0	10	450.00	4,500.00
39	RED OXIDE	gal				0	2			2				0				0	2	1,000.00	2,000.00
40	RUBBERIZED PAINT	gal				0	5			5				0				0	5	1,000.00	5,000.00
41	SACK BAG	pcs			200	200	250			250	200			200	50			50	700	10.00	7,000.00
42	SAND	elF				0	3			3				0				0	3	1,500.00	4,500.00

43	SPATULA	pcs	2			2			0				0			0	2	125.00	250.00
44	STAPLE GUN TACKER (T50) CABLE TYPE	pcs			0	1			1				0			0	1	850.00	850.00
45	STIKWEL	pcs	5			5			0				0			0	5	125.00	625.00
46	VARNISH	bot	5			5			0	5			5			0	10	85.00	850.00
47	WELDING ROD	pcs	10			10	5		5			2	2			2	19	65.00	1,235.00
48	WOOD STAIN	pcs	5			5			0				0			0	5	125.00	625.00
49						0			0				0			0	0		-
50	AS NEED ARISES (for DORMITORY/GUEST HOUSE					0			0				0			0	0		-
51	ANGLE VALVE 1/2x1/2	Pcs	10			10			0				0			0	10	225.00	2,250.00
52	BIDET	pcs				0			0				0		7	7	7	500.00	3,500.00
53	CLOTHES LINE (500m)	Roll				0		10	10			5	5			0	15	250.00	3,750.00
54	CUTTING KNIFE	pcs				0			0				0			1	1	350.00	350.00
55	ELECTRICAL PLUG	pcs				0			0				0		4	4	4	250.00	1,000.00
56	ELECTRICAL TAPE	pcs				0			0				0		1	1	1	400.00	400.00
57	FLAT CORD #18	pcs				0			0				0		1	1	1	1,500.00	1,500.00
58	FLOOR TILE	pcs	21			21			0				0			0	21	175.00	3,675.00
59	GI ELBOW	pcs				0		27	27				0		27	27	54	18.00	972.00
60	GI SHORT NIPPLE	pcs				0			0				0		10	10	10	12.00	120.00
61	HAMMER	pcs				0			0				0	2		2	2	350.00	700.00
62	HINGES	pcs				0			0				0	4		4	4	212.50	850.00

63	HOOK	pcs				0				0				0	4			4	4	237.50	950.00
64	HOSE (500m)	roll				0				0				0	1			1	1	4,500.00	4,500.00
65	NAILS	pcs				0				0				0	4			4	4	62.50	250.00
66	NELTEX CC	pcs				0				0				0	3			3	3	300.00	900.00
67	OIL (HINGES)	pcs				0				0				0	1			1	1	220.00	220.00
68	PAINT	pail				0				0				0	5			5	5	600.00	3,000.00
69	PAINT BRUSH	pcs				0				0				0	5			5	5	50.00	250.00
70	PLASTIC MOLDING #1	pcs				0				0				0	1			1	1	1,500.00	1,500.00
71	PVC BLUE COUPLIN	pcs				0				0				0	34			34	34	25.00	850.00
72	RECEPTACLE / LAMP HOLDER	pcs				0				0				0	20			20	20	85.90	1,718.00
73	RUGBY	bottle				0				0				0	1			1	1	400.00	400.00
74	SAND PAPER	pcs				0				0				0	1			1	1	150.00	150.00
75	SHOWER HEAD	pcs				0				0				0	2			2	2	1,095.50	2,191.00
76	SHOWER VALVE	pcs				0				0				0	1			1	1	1,200.00	1,200.00
77	SWITCH COVER	pcs				0				0				0	4			4	4	278.00	1,112.00
78	TANK FITTINGS	pcs				0				0				0	2			2	2	600.00	1,200.00
79	TELEPHONE WIRE	pcs				0				0				0	100			100	100	30.00	3,000.00
80	TEFLON TAPE	pcs				0				0				0	16			16	16	75.00	1,200.00
81	THINNER	bottle				0				0				0	1			1	1	220.00	220.00
82	TOX	pcs				0				0				0	5			5	5	50.00	250.00

83	TILE CARPET	pcs	21			21			25	25				0			0	46	250.00	11,500.00
84																				-
85	COMMON PLUMBING SUPPLIES																			-
86	CHIPPING GUN, HEAVY DUTY	set	1			1				0				0			0	1	15,000.00	15,000.00
87	DRUM	pcs	2			2				0				0			0	2	1,500.00	3,000.00
88	STRUCTURAL ADHESIVE, ALL PURPOSE (EPOXY A & B)	qrt	5			5				0	5			5			0	10	550.00	5,500.00
89	FAUCET BIB TAP	pcs	10			10				0				0			0	10	150.00	1,500.00
90	FAUCET GOOSE NECK	pcs	10			10				0				0			0	10	500.00	5,000.00
91	FAUCET HOSE BIB	pcs	10			10				0				0			0	10	350.00	3,500.00
92	FAUCET PLAIN	pcs				0	2			2				0			0	2	350.00	700.00
93	GATE VALVE 1/2	pcs	5			5				0	5			5			0	10	400.00	4,000.00
94	HOSE COUPLING	pcs	5			5				0				0			0	5	150.00	750.00
95	KEY HOLDER	pcs	30			30				0				0			0	30	150.00	4,500.00
96	MAGIC VALVE	pcs	10			10				0				0			0	10	150.00	1,500.00
97	NELTEX 100CC	pcs				0	1			1				0			0	1	20.00	20.00
98	PLATE 1 GANG	box	10			10				0	10			10			0	20	800.00	16,000.00
99	PLATE 2 GANG	box	10			10				0	10			10			0	20	850.00	17,000.00
100	PLATE 3 GANG	box	10			10				0	10			10			0	20	900.00	18,000.00
101	PVC BLUE ELBOW 1/2	pcs				0	5			5				0			0	5	20.00	100.00
102	PVC BLUE ELBOW W/O THREAD 1/2	pcs				0	5			5				0			0	5	20.00	100.00

103	TEFLON TAPE	pcs	20			20				0				0			0	20	75.00	1,500.00
104	WET FLOOR SIGN	pcs	2			2				0				0			0	2	150.00	300.00
105																				
106																				
107																				
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Computer Supplies																				
1	COMPACT DISK (CD), REWRITABLE	pcs	5			5	5			5				0			0	10	20.00	200.00
2	COMPUTER LABEL 24mm x 90 mm	box	5			5				0				0			0	5	100.00	500.00
3	DVD REWRITABLE 4GB with case and jacket	pcs	150			150	25			25	25			25			0	200	50.00	10,000.00
4																				
5																				
6																				
7																				
8																				
9																				
10																				
Computer Equipment and Accessories																				
1	TWO-WAY RADIO, frequency 136-174 mhz, 400-480 mhz	pairs	4			4				0				0			0	4	5,000.00	20,000.00
2	BLOWER (for PC)	unit	2			2				0				0			0	2	4,800.00	9,600.00
3	BLUETOOTH SPEAKER, high quality	unit	10			10				0				0			0	10	15,000.00	150,000.00
4	DIGITAL VOICE RECORDER, 8 GB memory; expendable	pcs			3	3	2		1	3				0			0	6	8,000.00	48,000.00
5	EARPHONE, 1.2m cord, 13.5mm neodymium driver unit	pcs			10	10				0				0			0	10	80.00	800.00
6	EXTERNAL DVD RW 4TB	unit			4	4				0				0			0	4	1,800.00	7,200.00
7	EXTERNAL HARD DRIVE, STORAGE (2TB)	pcs		2		2	5			5				0			0	7	5,500.00	38,500.00
8	EXTERNAL HARD DRIVE/ STORAGE 4TB	unit			2	2				0				0			0	2	10,000.00	20,000.00

9	FLASH DRIVE, 8GB USB customized	pcs	45		60	105	62	40	35	137	60	30		90	60		45	105	437	600.00	262,200.00
10	FLASH DRIVE, 32 GB capacity	pcs		30		30	65		65	130	69		30	99				0	259	1,000.00	259,000.00
11	FLASH DRIVE, 64 GB capacity, 1 pc,In individual blister pack 3.0 speed	pcs		30		30				0				0				0	30	1,500.00	45,000.00
12	HAND TRUCK, (Industrial Pushcart)	unit		8		8				0				0				0	8	1,600.00	12,800.00
13	HDMI Cable	pcs		3		3				0				0				0	3	600.00	1,800.00
14	HDMI Cable to VGA	pcs		3	2	5		2		2		2		2	2			2	11	1,000.00	11,000.00
15	HEADSET, gaming/ high quality	pcs				0	3			3				0				0	3	900.00	2,700.00
16	INTERNAL STORAGE 8TB	unit		2		2				0				0				0	2	15,000.00	30,000.00
17	LABEL MARKER	unit	2			2				0				0				0	2	3,500.00	7,000.00
18	LAPTOP BATTERY	unit				0		3		3				0				0	3	1,700.00	5,100.00
19	LAPTOP CHARGER / AC ADAPTER	unit				0		1		1				0				0	1	1,500.00	1,500.00
20	LIQUID CONTACT CLEANER	bottles		5		5				0				0				0	5	300.00	1,500.00
21	MEMORY CARD, SD 64GB Class	pcs		10		10				0				0				0	10	2,500.00	25,000.00
22	MEMORY RAM 4GB	pcs		10		10				0				0				0	10	3,500.00	35,000.00
23	PRINTER /SCANNER/FAX (for AFKC)	unit	1			1				0				0				0	1	60,000.00	60,000.00
24	PROJECTORS	unit	5		1	6			1	1				0				0	7	30,000.00	210,000.00
25	TRIPOD	pcs				0		2		2				0				0	2	20,000.00	40,000.00
26	TROLLEY, plastic bend 300 kls. Capacity,metal	unit		3		3				0				0				0	3	1,666.67	5,000.00
27	UNINTERRUPTIBLE POWER SUPPLY (UPS) 600 WATTS	unit	40			40		1		1				0				0	41	5,000.00	205,000.00
28	USB CABLE	pcs				0			2	2				0				0	2	300.00	600.00

29	USB/ Flash drive HUB	pcs	1	4		5			0		1		1			0	6	1,000.00	6,000.00	
30	VACUUM (for PC)	pcs		2		2			0				0			0	2	10,000.00	20,000.00	
31	VIDEO CARD	pcs		10		10			0				0			0	10	1,200.00	12,000.00	
32	WIFI DONGLE	pcs		30		30			0				0			0	30	3,500.00	105,000.00	
33	POCKET WIFI	pcs				0		3	3				0			0	3	5,000.00	15,000.00	
34	MOUSE, Wireless	pcs		31		31		2	2		2	2		3		3	38	1,500.00	57,000.00	
35	PHONE Wireless/Cordless	pcs			2	2		1	1				0			0	3	10,000.00	30,000.00	
36	WIRELESS PRESENTER with Laser Pointer	pcs			2	2			0				0			0	2	1,000.00	2,000.00	
37	WEBCAM, 1080P, WIFI-READY/UNIT	pcs	10			10			0				0			0	10	2,500.00	25,000.00	
38	SOFTWARE																			
39	Portable Adobe Collection CC creative suite 2016 or 2017	license		10		10			0				0			0	10	7,000.00	70,000.00	
*Other Categories																				
1	TOKENS	pcs				0			0	75			75		75	75	150	500.00	75,000.00	
2	TOKEN (bag)	pcs		25	25	30		95	125	106	25	55	186	78	140		218	554	1,000.00	554,000.00
3	TOKEN (anti-theft bag)	pcs			0			30	30				0			0	30	1,500.00	45,000.00	
4	TOKEN (duffle bag with ATI logo)	pcs			0		40		40				0	40		40	80	1,000.00	80,000.00	
5	TOKEN (canvass bag with ATI logo)	pcs		50	50				0				0	200		200	250	50.00	12,500.00	
6	TOKEN (jacket)	pcs		75	75	250	36		286	30			30	36		36	427	1,000.00	427,000.00	
7	TOKEN (watch)	pcs			0				0				0	25		25	25	500.00	12,500.00	
8	TOKEN (bag/t-shirt/jacket/book/barong)	pcs		25	25	535			535	25			25			0	585	1,000.00	585,000.00	

9	TOKEN (jacket/neck/pillow/cap/mug/bag/t-shirt)	pcs	77			77	60			60				0	60			60	197	1,000.00	197,000.00
10	TOKEN (cap/umbrella, tumbler/jacket)	pcs				0		60		60				0		60		60	120	1,000.00	120,000.00
11	TOKEN (cap/umbrella/arm warmer)	pcs				0				0				0	30			30	30	1,000.00	30,000.00
12	TOKEN (travelling bag/jacket/neck pillow)	pcs	40			40				0				0				0	40	1,000.00	40,000.00
13	TOKEN (towel set: includes 2pcs face towel, 2 pcs hand towels, 1pc bath towel)	pcs				0			300	300				0				0	300	1,000.00	300,000.00
14	GAWAD SAKA SECRETARIAT UNIFORM	pcs				0				0				0	45			45	45	2,000.00	90,000.00
15	ACTIVITY SHIRT, Long Sleeves with ATI logo	pcs	80	40	35	155				0	40	40	80					0	235	500.00	117,500.00
16	T-SHIRT, Advocacy	pcs		100	65	165	200	101		301	58	60	118	55	55			110	694	500.00	347,000.00
17	T-SHIRT with NRAM and ATI logo	pcs				0				0				0		250		250	250	500.00	125,000.00
18	NATIVE BAG TYPE BASKET	pcs			5	5				0				0				0	5	1,000.00	5,000.00
19	LEI, Floral / Native	pcs			5	5				0				0	55			55	60	300.00	18,000.00
20	FLOWER BOUQUET for VIP	pcs			3	3				0				0				0	3	500.00	1,500.00
21	BURY HAT, salakot	pcs	25			25				0				0				0	25	500.00	12,500.00
22	KAMISA DE CHINO, long	pcs	25			25				0				0				0	25	500.00	12,500.00
23	RUBBER BOOTS	pcs				0				0	25			25	25			25	50	500.00	25,000.00
24	SWEATSHIRT	pcs				0				0	25			25	25			25	50	1,000.00	50,000.00
25	STRAW HAT WITH STRING	pcs				0				0	25			25	25			25	50	200.00	10,000.00
26	ORGANIC RICE BOX (1kilo/box)	box				0				0				0		250		250	250	300.00	75,000.00
27	CORN SAMPLES	kilo				0				0	50			50				0	50	100.00	5,000.00
28																					

29	GARDEN SUPPLIES																		
30	FLOWERPOTS	Pcs		10	10			0				0			0	10	350.00	3,500.00	
31	VIETNAM POTS	Pcs			0			0			10	10			0	10	1,500.00	15,000.00	
32	CERAMIC FLOWER POTS	Pcs		5	5			0			5	5			0	10	450.00	4,500.00	
33	FLOWER VASES	Pcs		10	10			0				0			0	10	325.00	3,250.00	
34	PLASTIC POTS	Pcs		20	20		50	50			50	50			0	120	35.00	4,200.00	
35	SPRAYER	pcs		1	1			0				0			0	1		300.00	
36	BOLO KNIFE	pcs		1	1			0				0			0	1		1,250.00	
37	WHEEL BARROW	pcs			0			0				0			0	0		2,500.00	
38	SHOVEL	pcs			0			0				0			0	0		1,200.00	
39	PRUNERS	pcs			0			0				0			0	0	450.00	950.00	
40	GARDEN SCISSORS	pcs			0			0				0			0	0		1,100.00	
41	PLANTS (outdoor,indoor)	Pcs			0			0			15	15			0	15	450.00	6,750.00	
42																			
43																			
44	BOOKS																		
45	PHILIPPINE BIDDING DOCUMENTS: Procurement of Goods (latest ed.)	pcs		10	10			0				0			0	10	500.00	5,000.00	
46	PHILIPPINE BIDDING DOCUMENTS: Procurement of Infrastructure Projects (latest ed.)	pcs		10	10			0				0			0	10	500.00	5,000.00	
47	PHILIPPINE BIDDING DOCUMENTS: Procurement of Consulting Services (latest ed.)	pcs		10	10			0				0			0	10	500.00	5,000.00	
48	GENERIC PROCUREMENT MANUAL (Volume 1 to IV)	pcs		10	10			0				0			0	10	500.00	5,000.00	

49	PHILIPPINE NATIONAL STANDARDS -- ISO 3100:2010	pcs			1	1				0					0	1	300.00	300.00		
50	PHILIPPINE NATIONAL STANDARDS -- ISO 9000:2015	pcs			1	1				0					0	1	500.00	500.00		
51	PHILIPPINE NATIONAL STANDARDS -- ISO 9011:2015	pcs			1	1				0					0	1	1,000.00	1,000.00		
52	DICTIONARY: ENGLISH-JAPANESE	pcs	23			23				0					0	23	500.00	11,500.00		
53																				
54	POSTAL/LBC DELIVERIES																			
55	POSTAL DENOMINATION STAMPS P20	pcs			100	100			200	200		100		100	200	100	300	700	20.00	14,000.00
56	POSTAL DENOMINATION STAMPS P07	pcs			100	100			100	100		100		100	100	100	200	500	7.00	3,500.00
57	POSTAL DENOMINATION STAMPS P0.5	pcs			50	50			50	50		50		50	50	50	0	150	5.00	750.00
58																				
59																				
60	BOOTH RENTAL	unit				0				0		1		1		0	1	30,000.00	30,000.00	
61	VEHICLE RENTAL (VAN)	unit				0		2	2	4				0		0	4	75,000.00	300,000.00	
62	VEHICLE RENTAL (BUS)	unit				0				0		1	1	2		0	2	120,000.00	240,000.00	
63																				
64	ATHLETIC UNIFORM	set				0				0		192	192			0	192	1,500.00	288,000.00	
65	SPORTS TOOLS/GEARS																			
66	BASKETBALL, rubberized	pcs				0				0		2	2			0	2	770.00	1,540.00	
67	VOLLEYBALL	pcs				0				0		2	2			0	2	3,445.00	6,890.00	
68	TABLE TENNIS BALL	pack				0				0		1	1			0	1	385.00	385.00	

69	VOLLEYBALL NET	pcs				0				0			1	1			0	1	1,620.00	1,620.00
70	TABLE TENNIS NET	pcs				0				0			1	1			0	1	850.50	850.50
71	TABLE TENNIS RACKET	pcs				0				0			4	4			0	4	641.50	2,566.00
72	SHUTTLE COCK	pcs				0				0			1	1			0	1	475.00	475.00
73	BADMINTON NET	pcs				0				0			1	1			0	1	450.00	450.00
74	DART PINS	pcs				0				0			4	4			0	4	450.00	1,800.00
75	DART FLIGHTS	pcs				0				0			4	4			0	4	65.00	260.00
76	WHISTLE	pcs				0				0			3	3			0	3	266.67	800.00
77	TROPHY, CHAMPION	pcs				0				0			1	1			0	1	1,500.00	1,500.00
78	TROPHY, 1ST RUNNER-UP	pcs				0				0			1	1			0	1	1,000.00	1,000.00
79	TROPHY, 2ND RUNNER-UP	pcs				0				0			1	1			0	1	800.00	800.00
80	TROPHY, 3RD RUNNER-UP	pcs				0				0			1	1			0	1	700.00	700.00
81																				
82																				
83																				
84																				
85																				
86																				
87																				
88																				

C. TOTAL (A + B):								₱48,199,673.19	
D. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)								₱4,819,967.32	
E. GRAND TOTAL (C + D)								₱53,019,640.51	
F. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:									
G. MONTHLY CASH REQUIREMENTS									
G.1 Available at Procurement Service Stores	X	2,068,509.94	X	2,760,844.97	X	1,169,855.57	X	234,124.96	6,233,335.44
G.2 Other Items not available at PS but regularly purchased from other sources	X	11,745,975.00	X	13,231,561.00	X	8,604,654.50	X	8,384,147.25	41,966,337.75
TOTAL MONTHLY CASH REQUIREMENTS		13,814,484.94		15,992,405.97		9,774,510.07		8,618,272.21	48,199,673.19

*Other categories that are not indicated herein

**Prices are FOB Manila/Applicable for items under A.

We hereby warrant that the total amount reflected in this Annual Supplies/ Equipment Procurement Plan to procure the listed common-use supplies, materials and equipment has been included in or is within our approved budget for the year.

Prepared by:


 Pamela G. Mappala
 Property/Supply Officer

Certified Funds Available / Certified
 Appropriate Funds Available:


 Leonila D. Caiz
 Accountant / Local Budget Officer

Approved by:


 Luz A. Taposok, PhD
 Head of Office / Agency

Date: 5/21/2018