



Republic of the Philippines
Department of Agriculture
AGRICULTURAL TRAINING INSTITUTE
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**AGRICULTURAL TRAINING INSTITUTE – CENTRAL OFFICE
BIDS AND AWARDS COMMITTEE**

**A RESOLUTION RECOMMENDING FOR THE APPROVAL OF THE 2020 2nd SEMESTER
SUPPLEMENTAL ANNUAL PROCUREMENT PLAN (APP) FOR COMMON SUPPLIES AND
EQUIPMENT AND NON-COMMON SUPPLIES AND EQUIPMENT**

BAC Resolution No. 02-02, s. 2021

WHEREAS, Section 7.2 of the Revised Implementing Rules and Regulations (IRR) of Republic Act 9184, States, “No procurement shall be undertaken unless it is in accordance with the approved APP, including approved changes thereto. The APP must be consistent with the duly approved yearly budget of the Procuring Entity and shall bear the approval of the Head of Procuring Entity (HoPE) or second ranking official designated by the HoPE to act on its behalf;”

WHEREAS, the Institute deemed it necessary to update the 2020 APP to reflect the additional changes in the Project Procurement Management Plan (PPMP) submitted by the end-users. The 2020 2nd Semester Supplemental APP, served as basis for the Institute’s procurement activities;

WHEREAS, the 2020 Supplemental APP complies with Section 7.4 of the Revised IRR which provide that, “Changes to the individual PPMP’s and the consolidated APP maybe undertaken every six (6) months or as often as maybe required by the HoPE. The respective end-user or implementing units of the Procuring Entity shall be responsible for the changes of the PPMPs, while the BAC Secretariat Shall be responsible for the consolidation of these PPMPs into an APP, which shall be subject to the approval of the HoPE;”

WHEREAS, the Government Procurement Policy Board Resolution No. 11-2020 adjusted the deadlines for the submission of procurement reports due to Corona Virus Disease 2019 pandemic, as follows:

| Report | Frequency | Deadline for Submission |
|---------------------------|---------------------------------|-------------------------|
| APP (current fiscal year) | Changes within the 1st Semester | 30 September 2020 |
| | Changes within the 2nd Semester | 31 March 2021 |
| FY 2021 APP | First Submission | 31 March 2021 |
| FY 2020 PMR | 1st Semester | 31 March 2021 |
| | 2nd Semester | 30 September 2020 |
| FY 2019 APCPI Result | Annual | 30 June 2020 |

NOW THEREFORE, in the consideration of the foregoing, we, the members of the Bids and Awards Committee **RESOLVE AS IT HEREBY RESOLVED** to recommend for the approval by the ATI Director of the 2020 2nd Semester Supplemental APP for Common Supplies and Equipment (CSE) and Non-CSE.

Done this 4th day of FEB 2021 at Agricultural Training Institute Bldg. Elliptical Road, Diliman, Quezon City.

THE BIDS AND AWARDS COMMITTEE:


JOSEPHINE K. ABEN
Member


RUMELIA G. DELA CRUZ
Member


ROSE ANN P. LEONOR
Member


LEONILA D. CAIZ
Vice Chairperson


ANTONIETA J. ARCEO
Chairperson

APPROVED BY:


ALFREDO S. ATON, MPS-DM
Director IV


SUPPLEMENTAL ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2020 FORM

Introduction:
 Listed in this template are all the common supplies and equipment (CSE) carried in stock by the Procurement Service (PS) that may be purchased by government agencies. Agencies must accomplish this form and submit in order to purchase CSEs from the PS. Consistent with DBM Circular No. 2018-10 dated November 8, 2018, the APP-CSE shall serve as the agency's APR for all its CSE requirements. Items in the template has been arranged in accordance with UNSPSC coding and this is in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

- Instructions:**
- Download the worksheet file APP-CSE 2020 template at www.ps-philgeps.gov.ph
 - Indicate the agency's monthly requirement per item in the APP-CSE 2020 form.
 - The agency should indicate zero if an item is not being purchased by the agency or purchased for a particular month.
 - Agency must not delete any item in the template; neither should it include line items or revise the template.
 - An APP-CSE is considered incorrect or invalid if
 - form used is other than the prescribed format which can be downloaded only at www.ps-philgeps.gov.ph and;
 - correct format is used but fields were deleted and/or inserted in PART I of the template
 - Fill out the CSE requirements that are available for purchase in the PS under the PART I. For other Items that are not available from the PS but is regularly purchased by the agency from other sources, agency must indicate the items in the PART II and indicate likewise the unit prices based on its last purchase.
 - Once accomplished and finalized, the APP-CSE 2019 form should be:
 - Saved using this format: APP2020_Name of Agency_Main or Regional Office (e.g. APP2020_DBM_Central Office, APP2020_DBM_Region IVA).
 - Printed and signed by the agency Property/Supply Officer, Budget Officer and Head of the Procuring Entity. An unsigned APP-CSE or that which lacks any of the three (3) signatures will be considered as an invalid submission.
 - The SIGNED COPY of the APP-CSE must be scanned and saved as pdf format. The file in excel format should be submitted online using the Virtual Store (VS) facility at PhilGEPS website. (Only buyer coordinators will be allowed to upload APP-CSEs.)
 - An agency may revise its APP-CSE during the year if there will be changes in its requirements. However, it should submit an original APP-CSE within the prescribed deadline. Agency may follow the same procedure as indicated in No. 7 when submitting the revised copy. All requirements in excess of the quantities indicated in the original APP-CSE will
 - For further assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no.(02)689-7750 local 4019.

Note: Consistent with Memorandum Circular No. 2019 -1 dated 03 September 2019, issued by AO 25, the APP-CSE for FY 2020 must be submitted on or before **October 31, 2019**.

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|---------------------------|---|-----------------------|--|
| Department/Bureau/Office: | AGRICULT D070 | Contact Person: | JOEVEN C. CALSAGSAG |
| Region: | MAIN & NC NATIONAL GOVERNMENT AGENCY (NGA) | Position: | INFORMATION SYSTEM RESEARCHER III |
| Address: | ATI BUILDING | E-mail : | atibacsec@gmail.com |
| | | Telephone/Mobile Nos: | 8929-8541 |

| Item & Specifications | Unit of Measure | | | | | | | | | | | Total Quantity for the year | Price Catalogue | Total Amount for the year | | |
|--|-----------------|--|------|------|----|-----------|-----|----------|-----|----|-----------|-----------------------------|-----------------|---------------------------|--------|----------|
| | | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT | | | | | |
| PART I. AVAILABLE AT PROCUREMENT SERVICE STORES | | | | | | | | | | | | | | | | |
| Paper Materials and Products | | | | | | | | | | | | | | | | |
| 19 | 14111507-PP-M01 | PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm | ream | 25 | | | 25 | 3,309.28 | | | | 0 | 0.00 | 25.00 | 132.37 | 3,309.28 |

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|---|-----------------|--|-------|----|---|----|-----------|--|--|-----|------|-----------|----------|-----------|-----------|
| 28 | 14111704-TT-P02 | TOILET TISSUE PAPER 2-plys sheets, 150 pulls | pack | 24 | | 24 | 1,569.98 | | | 0 | 0.00 | 24.00 | 65.42 | 1,569.98 | |
| Cleaning Equipment and Supplies | | | | | | | | | | | | | | | |
| 56 | 47131803-DS-A01 | DISINFECTANT SPRAY, aerosol type, 400-550 grams | can | 5 | | 5 | 614.90 | | | 0 | 0.00 | 5.00 | 122.98 | 614.90 | |
| Office Equipment and Accessories and Supplies | | | | | | | | | | | | | | | |
| 108 | 44121708-MP-B01 | MARKER, PERMANENT, bullet type, black | piece | 24 | | 24 | 231.63 | | | 0 | 0.00 | 24.00 | 9.65 | 231.63 | |
| 109 | 44121708-MP-B02 | MARKER, PERMANENT, bullet type, blue | piece | 24 | | 24 | 231.63 | | | 0 | 0.00 | 24.00 | 9.65 | 231.63 | |
| 110 | 44121708-MP-B03 | MARKER, PERMANENT, bullet type, red | piece | 24 | | 24 | 231.63 | | | 0 | 0.00 | 24.00 | 9.65 | 231.63 | |
| 121 | 44101602-PU-P01 | PUNCHER, paper, heavy duty, with two hole guide | piece | 3 | | 3 | 395.87 | | | 0 | 0.00 | 3.00 | 131.96 | 395.87 | |
| PART II. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items) | | | | | | | | | | | | | | | |
| Common Electrical Supplies | | | | | | | | | | | | | | | |
| 1 | | 6 feet Cable Length, 6 sockets, tri-function switch (heavy duty) | piece | | | 0 | 0.00 | | | 5 | 5 | 4,500.00 | 5.00 | 900.00 | 4,500.00 |
| Common Office Supplies | | | | | | | | | | | | | | | |
| 1 | | Arc File Horizontal (legal) | piece | | | 0 | 0.00 | | | 150 | 150 | 45,000.00 | 150.00 | 300.00 | 45,000.00 |
| 2 | | Arc File Vertical (legal) | piece | | | 0 | 0.00 | | | 100 | 100 | 30,000.00 | 100.00 | 300.00 | 30,000.00 |
| 3 | | Copying Paper, letter (100gsm) | ream | | | 0 | 0.00 | | | 10 | 10 | 3,200.00 | 10.00 | 320.00 | 3,200.00 |
| 4 | | Copying Paper, A4 (100gsm) | ream | | | 0 | 0.00 | | | 55 | 55 | 17,545.00 | 55.00 | 319.00 | 17,545.00 |
| 5 | | Copying Paper, legal (100gsm) | ream | | | 0 | 0.00 | | | 50 | 50 | 18,500.00 | 50.00 | 370.00 | 18,500.00 |
| 6 | | Copying Paper, A3 Size (80gsm) | ream | 5 | | 5 | 3,250.00 | | | 0 | 0.00 | 5.00 | 650.00 | 3,250.00 | |
| 7 | | Double Sided Tape (24mm) | roll | | | 0 | 0.00 | | | 80 | 80 | 2,400.00 | 80.00 | 30.00 | 2,400.00 |
| 12 | | Packaging Tape (3 inches) | roll | | | 0 | 0.00 | | | 100 | 100 | 3,000.00 | 100.00 | 30.00 | 3,000.00 |
| 13 | | Permanent Marker Black Broad | piece | | | 0 | 0.00 | | | 70 | 70 | 3,500.00 | 70.00 | 50.00 | 3,500.00 |
| 14 | | Permanent Marker Blue Broad | piece | | | 0 | 0.00 | | | 70 | 70 | 3,500.00 | 70.00 | 50.00 | 3,500.00 |
| 15 | | Permanent Marker Red Broad | piece | | | 0 | 0.00 | | | 70 | 70 | 3,500.00 | 70.00 | 50.00 | 3,500.00 |
| 16 | | Personalized Stamp (Self Inking Stamp) | piece | | 6 | 6 | 12,000.00 | | | 0 | 0.00 | 6.00 | 2,000.00 | 12,000.00 | |
| 19 | | Vellum Board A4 | pack | | | 0 | 0.00 | | | 200 | 200 | 20,000.00 | 200.00 | 100.00 | 20,000.00 |

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|----|--|-------|--|--|--|---|------|------|--|--|------|------------|----------|--------|------------|
| 20 | Bookpaper - white - long - 70lbs | ream | | | | 0 | 0.00 | 500 | | | 500 | 170,000.00 | 500.00 | 340.00 | 170,000.00 |
| 21 | Daily time record | piece | | | | 0 | 0.00 | 2000 | | | 2000 | 4,000.00 | 2,000.00 | 2.00 | 4,000.00 |
| 22 | Marker pen - black | piece | | | | 0 | 0.00 | 20 | | | 20 | 2,000.00 | 20.00 | 100.00 | 2,000.00 |
| 23 | Marker pen - blue | piece | | | | 0 | 0.00 | 20 | | | 20 | 2,000.00 | 20.00 | 100.00 | 2,000.00 |
| 24 | Whiteboard marker - black | piece | | | | 0 | 0.00 | 20 | | | 20 | 2,000.00 | 20.00 | 100.00 | 2,000.00 |
| 25 | Whiteboard marker - blue | piece | | | | 0 | 0.00 | 20 | | | 20 | 2,000.00 | 20.00 | 100.00 | 2,000.00 |
| 26 | Clear book, A4 | piece | | | | 0 | 0.00 | 10 | | | 10 | 1,000.00 | 10.00 | 100.00 | 1,000.00 |
| 27 | Clear book, legal | piece | | | | 0 | 0.00 | 10 | | | 10 | 1,000.00 | 10.00 | 100.00 | 1,000.00 |
| 28 | Clip blackfold, 19mm | box | | | | 0 | 0.00 | 10 | | | 10 | 700.00 | 10.00 | 70.00 | 700.00 |
| 29 | Clip blackfold, 25mm | box | | | | 0 | 0.00 | 10 | | | 10 | 900.00 | 10.00 | 90.00 | 900.00 |
| 30 | Correction tape, 6mm | piece | | | | 0 | 0.00 | 20 | | | 20 | 600.00 | 20.00 | 30.00 | 600.00 |
| 31 | Data file box, made with chipboard, with close end | box | | | | 0 | 0.00 | 15 | | | 15 | 4,500.00 | 15.00 | 300.00 | 4,500.00 |
| 32 | Data folder made with chipboard, taglia lock | piece | | | | 0 | 0.00 | 30 | | | 30 | 12,000.00 | 30.00 | 400.00 | 12,000.00 |
| 33 | Brown envelope long | piece | | | | 0 | 0.00 | 100 | | | 100 | 5,000.00 | 100.00 | 50.00 | 5,000.00 |
| 34 | Brown envelope long | piece | | | | 0 | 0.00 | 100 | | | 100 | 1,500.00 | 100.00 | 15.00 | 1,500.00 |
| 35 | File metal divider - black - 2 layers | piece | | | | 0 | 0.00 | 7 | | | 7 | 4,200.00 | 7.00 | 600.00 | 4,200.00 |
| 36 | Mailing envelope long | box | | | | 0 | 0.00 | 1 | | | 1 | 200.00 | 1.00 | 200.00 | 200.00 |
| 37 | Folder with mechanism, legal, black | piece | | | | 0 | 0.00 | 50 | | | 50 | 15,000.00 | 50.00 | 300.00 | 15,000.00 |
| 38 | Glue, all purpose, 240ml | piece | | | | 0 | 0.00 | 20 | | | 20 | 2,000.00 | 20.00 | 100.00 | 2,000.00 |
| 39 | Highlighter pen, assorted color | piece | | | | 0 | 0.00 | 20 | | | 20 | 2,400.00 | 20.00 | 120.00 | 2,400.00 |
| 40 | Pencil lead with eraser | box | | | | 0 | 0.00 | 10 | | | 10 | 1,500.00 | 10.00 | 150.00 | 1,500.00 |
| 41 | Rubber band 70mm, #18 | box | | | | 0 | 0.00 | 5 | | | 5 | 250.00 | 5.00 | 50.00 | 250.00 |
| 42 | Gel pen, blue | piece | | | | 0 | 0.00 | 50 | | | 50 | 5,000.00 | 50.00 | 100.00 | 5,000.00 |
| 43 | Signpen | piece | | | | 0 | 0.00 | 50 | | | 50 | 3,750.00 | 50.00 | 75.00 | 3,750.00 |
| 44 | Sign pen, blue | piece | | | | 0 | 0.00 | 20 | | | 20 | 3,400.00 | 20.00 | 170.00 | 3,400.00 |
| 45 | Sign pen, black | piece | | | | 0 | 0.00 | 20 | | | 20 | 3,400.00 | 20.00 | 170.00 | 3,400.00 |

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|----|-----------------------------------|-------|--|--|--|---|------|----|---|--|----|-----------|-------|----------|-----------|
| 46 | Sign pen, black | piece | | | | 0 | 0.00 | | 8 | | 8 | 1,200.00 | 8.00 | 150.00 | 1,200.00 |
| 47 | Staple wire standard 26/6 | box | | | | 0 | 0.00 | 50 | | | 50 | 5,000.00 | 50.00 | 100.00 | 5,000.00 |
| 48 | Tape masking, 24mm, 50 meters | roll | | | | 0 | 0.00 | 10 | | | 10 | 1,000.00 | 10.00 | 100.00 | 1,000.00 |
| 49 | Tape packaging, 48mm, 50 meters | roll | | | | 0 | 0.00 | 20 | | | 20 | 2,000.00 | 20.00 | 100.00 | 2,000.00 |
| 50 | Tape transparent, 24mm, 50 meters | roll | | | | 0 | 0.00 | 50 | | | 50 | 5,000.00 | 50.00 | 100.00 | 5,000.00 |
| 51 | Tape transparent, 48mm, 50 meters | roll | | | | 0 | 0.00 | 50 | | | 50 | 5,000.00 | 50.00 | 100.00 | 5,000.00 |
| 52 | Toilet tissue, 12 rolls per pack | pack | | | | 0 | 0.00 | 20 | | | 20 | 4,000.00 | 20.00 | 200.00 | 4,000.00 |
| 53 | Scissor 6", heavy duty | pair | | | | 0 | 0.00 | 10 | | | 10 | 2,500.00 | 10.00 | 250.00 | 2,500.00 |
| 54 | Scissor | pair | | | | 0 | 0.00 | 5 | | | 5 | 1,000.00 | 5.00 | 200.00 | 1,000.00 |
| 55 | Calculator, 12 digit | unit | | | | 0 | 0.00 | 7 | | | 7 | 7,420.00 | 7.00 | 1,060.00 | 7,420.00 |
| 56 | Notepad stick on 2"x3" | pad | | | | 0 | 0.00 | 20 | | | 20 | 600.00 | 20.00 | 30.00 | 600.00 |
| 57 | Notepad stick on 3"x3" | pad | | | | 0 | 0.00 | 20 | | | 20 | 800.00 | 20.00 | 40.00 | 800.00 |
| 58 | Stick on "sign here" | pad | | | | 0 | 0.00 | 50 | | | 50 | 10,500.00 | 50.00 | 210.00 | 10,500.00 |
| 59 | Plastic name plate acrylic | piece | | | | 0 | 0.00 | 20 | | | 20 | 4,240.00 | 20.00 | 212.00 | 4,240.00 |
| 60 | Binder clip 3/4" | box | | | | 0 | 0.00 | 30 | | | 30 | 750.00 | 30.00 | 25.00 | 750.00 |
| 61 | Binder clip 1" | box | | | | 0 | 0.00 | 30 | | | 30 | 900.00 | 30.00 | 30.00 | 900.00 |
| 62 | Binder clip 1 1/2" | box | | | | 0 | 0.00 | 20 | | | 20 | 700.00 | 20.00 | 35.00 | 700.00 |
| 63 | Velum paper A4 | pack | | | | 0 | 0.00 | 20 | | | 20 | 4,000.00 | 20.00 | 200.00 | 4,000.00 |
| 64 | ID Laminating film A4 | ream | | | | 0 | 0.00 | 15 | | | 15 | 5,475.00 | 15.00 | 365.00 | 5,475.00 |
| 65 | Heavy duty cutter knife | piece | | | | 0 | 0.00 | 5 | | | 5 | 1,250.00 | 5.00 | 250.00 | 1,250.00 |
| 66 | Stapler heavy duty with remover | piece | | | | 0 | 0.00 | 7 | | | 7 | 2,100.00 | 7.00 | 300.00 | 2,100.00 |
| 67 | Signpen, black, 0.5 | piece | | | | 0 | 0.00 | 20 | | | 20 | 1,920.00 | 20.00 | 96.00 | 1,920.00 |
| 68 | Stapler | piece | | | | 0 | 0.00 | 10 | | | 10 | 3,000.00 | 10.00 | 300.00 | 3,000.00 |
| 69 | Puncher (2 hole) | piece | | | | 0 | 0.00 | 2 | | | 2 | 600.00 | 2.00 | 300.00 | 600.00 |
| 70 | Scotch Tape | roll | | | | 0 | 0.00 | 30 | | | 30 | 900.00 | 30.00 | 30.00 | 900.00 |
| 71 | Paper clip | box | | | | 0 | 0.00 | 6 | | | 6 | 1,500.00 | 6.00 | 250.00 | 1,500.00 |

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|----|--|-------|--|--|--|---|------|-----|----|--|-----|-----------|--------|----------|-----------|
| 72 | Sticky Notes | pad | | | | 0 | 0.00 | 10 | | | 10 | 700.00 | 10.00 | 70.00 | 700.00 |
| 73 | Brown envelope short | piece | | | | 0 | 0.00 | 100 | | | 100 | 800.00 | 100.00 | 8.00 | 800.00 |
| 74 | Clear Folder (A4) | piece | | | | 0 | 0.00 | 50 | | | 50 | 1,250.00 | 50.00 | 25.00 | 1,250.00 |
| 75 | Specialty paper (A4) | pack | | | | 0 | 0.00 | 30 | | | 30 | 4,500.00 | 30.00 | 150.00 | 4,500.00 |
| 76 | Bond paper | ream | | | | 0 | 0.00 | 60 | | | 60 | 36,000.00 | 60.00 | 600.00 | 36,000.00 |
| 77 | A3 Paper | ream | | | | 0 | 0.00 | | 20 | | 20 | 10,000.00 | 20.00 | 500.00 | 10,000.00 |
| 78 | Arch File Folder | piece | | | | 0 | 0.00 | | 50 | | 50 | 12,500.00 | 50.00 | 250.00 | 12,500.00 |
| 79 | Mega Box Large | piece | | | | 0 | 0.00 | | 10 | | 10 | 12,000.00 | 10.00 | 1,200.00 | 12,000.00 |
| 80 | Mega Box Medium | piece | | | | 0 | 0.00 | | 10 | | 10 | 12,000.00 | 10.00 | 1,200.00 | 12,000.00 |
| 81 | Double sided Tape with foam 1/2 thickness | roll | | | | 0 | 0.00 | | 2 | | 2 | 400.00 | 2.00 | 200.00 | 400.00 |
| 82 | Hose 134A | piece | | | | 0 | 0.00 | | 1 | | 1 | 300.00 | 1.00 | 300.00 | 300.00 |
| 83 | Twist tie wire black roll 30 meters | meter | | | | 0 | 0.00 | | 1 | | 1 | 220.00 | 1.00 | 220.00 | 220.00 |
| 84 | Ballpen (0.5) black | piece | | | | 0 | 0.00 | 20 | | | 20 | 800.00 | 20.00 | 40.00 | 800.00 |
| 85 | Ballpen (0.5) blue | piece | | | | 0 | 0.00 | 8 | | | 8 | 320.00 | 8.00 | 40.00 | 320.00 |
| 86 | Multifunctional thickened stainless steel scissor high quality | piece | | | | 0 | 0.00 | 4 | | | 4 | 800.00 | 4.00 | 200.00 | 800.00 |
| 87 | Plastic fastener | box | | | | 0 | 0.00 | 10 | | | 10 | 2,000.00 | 10.00 | 200.00 | 2,000.00 |
| 88 | Heavy duty staple wire remover - plier type | piece | | | | 0 | 0.00 | 2 | | | 2 | 300.00 | 2.00 | 150.00 | 300.00 |
| 89 | Assorted colored vinyl coated paper clip - large | box | | | | 0 | 0.00 | 5 | | | 5 | 900.00 | 5.00 | 180.00 | 900.00 |
| 90 | Assorted colored vinyl coated paper clip - small | box | | | | 0 | 0.00 | 5 | | | 5 | 750.00 | 5.00 | 150.00 | 750.00 |
| 91 | Binder clip (51mm) | box | | | | 0 | 0.00 | 5 | | | 5 | 750.00 | 5.00 | 150.00 | 750.00 |
| 92 | Binder clip (41mm) | box | | | | 0 | 0.00 | 5 | | | 5 | 650.00 | 5.00 | 130.00 | 650.00 |
| 93 | Binder clip (32mm) | box | | | | 0 | 0.00 | 5 | | | 5 | 600.00 | 5.00 | 120.00 | 600.00 |
| 94 | Binder clip (25mm) | box | | | | 0 | 0.00 | 5 | | | 5 | 550.00 | 5.00 | 110.00 | 550.00 |
| 95 | Binder clip (19mm) | box | | | | 0 | 0.00 | 5 | | | 5 | 500.00 | 5.00 | 100.00 | 500.00 |
| 96 | Binder clip (15mm) | box | | | | 0 | 0.00 | 5 | | | 5 | 500.00 | 5.00 | 100.00 | 500.00 |
| 97 | Rubber band flat all purpose - big - 350g | box | | | | 0 | 0.00 | 1 | | | 1 | 350.00 | 1.00 | 350.00 | 350.00 |

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|-------------------------------|--|-------|--|----|--|----|------------|----|--|---|----|-----------|-------|------------|------------|
| 98 | Copy paper 100gsm (A4) | ream | | | | 0 | 0.00 | 15 | | | 15 | 6,000.00 | 15.00 | 400.00 | 6,000.00 |
| 99 | Copy paper 100gsm (legal) | ream | | | | 0 | 0.00 | 20 | | | 20 | 10,000.00 | 20.00 | 500.00 | 10,000.00 |
| 100 | Record book - 500pages dark blue hard cover | piece | | | | 0 | 0.00 | 8 | | | 8 | 2,400.00 | 8.00 | 300.00 | 2,400.00 |
| 101 | Masking tape - 1 inch (100 meters) | roll | | | | 0 | 0.00 | 2 | | | 2 | 240.00 | 2.00 | 120.00 | 240.00 |
| 102 | Masking tape - 2 inches (100 meters) | roll | | | | 0 | 0.00 | 2 | | | 2 | 320.00 | 2.00 | 160.00 | 320.00 |
| 103 | Scotch tape - 1 inch (100 meters) | roll | | | | 0 | 0.00 | 2 | | | 2 | 320.00 | 2.00 | 160.00 | 320.00 |
| 104 | Highlighter pen, original | piece | | | | 0 | 0.00 | 8 | | | 8 | 800.00 | 8.00 | 100.00 | 800.00 |
| 105 | Plastic Ruler - 12 inches | piece | | | | 0 | 0.00 | 4 | | | 4 | 400.00 | 4.00 | 100.00 | 400.00 |
| 106 | Plastic Ruler - 24 inches | piece | | | | 0 | 0.00 | 1 | | | 1 | 150.00 | 1.00 | 150.00 | 150.00 |
| 107 | Correction tape - 15meters | piece | | | | 0 | 0.00 | 4 | | | 4 | 400.00 | 4.00 | 100.00 | 400.00 |
| 108 | Staple wire no. 35 - leg length 6mm - 500 staples | box | | | | 0 | 0.00 | 10 | | | 10 | 1,500.00 | 10.00 | 150.00 | 1,500.00 |
| 109 | Pencil original no. 2 | box | | | | 0 | 0.00 | 2 | | | 2 | 360.00 | 2.00 | 180.00 | 360.00 |
| 110 | Battery AA | piece | | | | 0 | 0.00 | 30 | | | 30 | 1,500.00 | 30.00 | 50.00 | 1,500.00 |
| 111 | Battery AAA | piece | | | | 0 | 0.00 | 80 | | | 80 | 6,000.00 | 80.00 | 75.00 | 6,000.00 |
| 112 | | | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | | 0.00 |
| 115 | | | | | | | | | | | | | | | |
| 131 | Red Laser Pointer Wireless Presenter Reciever Remote Control | piece | | | | 0 | 0.00 | | | 3 | 3 | 10,500.00 | 3.00 | 3,500.00 | 10,500.00 |
| 136 | Heavy Duty Photocopier/Scanner | unit | | 1 | | 1 | 220,000.00 | | | | 0 | 0.00 | 1.00 | 220,000.00 | 220,000.00 |
| 137 | 3LCD Projector | unit | | 1 | | 1 | 30,000.00 | | | | 0 | 0.00 | 1.00 | 30,000.00 | 30,000.00 |
| 138 | Heavy duty paper shredder | set | | | | 0 | 0.00 | 1 | | | 1 | 11,200.00 | 1.00 | 11,200.00 | 11,200.00 |
| 139 | OKI MC362 Drum | set | | | | 0 | 0.00 | | | 2 | 2 | 19,692.00 | 2.00 | 9,846.00 | 19,692.00 |
| 140 | OKI MC 362 Transfer Belt | piece | | | | 0 | 0.00 | | | 2 | 2 | 16,060.00 | 2.00 | 8,030.00 | 16,060.00 |
| 141 | OKI MC362 Fuser unit | piece | | | | 0 | 0.00 | | | 2 | 2 | 16,060.00 | 2.00 | 8,030.00 | 16,060.00 |
| 142 | | | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | | 0.00 |
| Audio Visual Equipment | | | | | | | | | | | | | | | |
| 1 | XLR - NC3FXX | unit | | 20 | | 20 | 5,440.00 | | | | 0 | 0.00 | 20.00 | 272.00 | 5,440.00 |

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|--|--|--------|----|----|----|-----------|-----------|---|---|----|------------|-------|-----------|------------|-----------|
| 2 | XLR - NC3MXX | unit | | 12 | 12 | 3,024.00 | | | | 0 | 0.00 | 12.00 | 252.00 | 3,024.00 | |
| 3 | Anti Roll Ring Rubber for Wireless Hand Held Microphone 35mm (Black) | unit | | 10 | 10 | 680.00 | | | | 0 | 0.00 | 10.00 | 68.00 | 680.00 | |
| 4 | Rechargeable Battery | unit | | 2 | 2 | 4,760.00 | | | | 0 | 0.00 | 2.00 | 2,380.00 | 4,760.00 | |
| 5 | Rechargeable Battery Eneloop Pro AA Battery Set 4/pack | unit | | 2 | 2 | 1,986.00 | | | | 0 | 0.00 | 2.00 | 993.00 | 1,986.00 | |
| 6 | Stereo Audio Cable (standtz) black, blue, red | roll | | 3 | 3 | 16,470.00 | | | | 0 | 0.00 | 3.00 | 5,490.00 | 16,470.00 | |
| 7 | HDMI Cable 10M (Braided) | meter | | 5 | 5 | 2,500.00 | | | | 0 | 0.00 | 5.00 | 500.00 | 2,500.00 | |
| 8 | Conference System | unit | | 14 | 14 | 48,678.00 | | | | 0 | 0.00 | 14.00 | 3,477.00 | 48,678.00 | |
| 9 | Dynamic Microphone | unit | | 3 | 3 | 14,280.00 | | | | 0 | 0.00 | 3.00 | 4,760.00 | 14,280.00 | |
| 10 | Wireless Microphone: BLX 24/PG58 | unit | | 3 | 3 | 83,640.00 | | | | 0 | 0.00 | 3.00 | 27,880.00 | 83,640.00 | |
| 11 | DBX RTA-M Reference Microphone | unit | | 1 | 1 | 9,031.75 | | | | 0 | 0.00 | 1.00 | 9,031.75 | 9,031.75 | |
| 12 | Active Speaker: EON-12A | unit | | 1 | 1 | 10,200.00 | | | | 0 | 0.00 | 1.00 | 10,200.00 | 10,200.00 | |
| 13 | High Quality Voice Recorder | unit | | 1 | 1 | 8,000.00 | | | | 0 | 0.00 | 1.00 | 8,000.00 | 8,000.00 | |
| 14 | In-Ear Headphones with Remote and Mic | piece | | | 3 | 3 | 18,000.00 | | | | 0 | 0.00 | 3.00 | 6,000.00 | 18,000.00 |
| 15 | Wireless in ear headphones with bluetooth | unit | | | | 0 | 0.00 | 4 | | 4 | 52,000.00 | 4.00 | 13,000.00 | 52,000.00 | |
| 16 | DSLR Camera with extra 2 battery pack and camera stick/card | unit | | | | 0 | 0.00 | | 4 | 4 | 388,000.00 | 4.00 | 97,000.00 | 388,000.00 | |
| 17 | Videomic Go Lightweight on camera microphone | unit | | | | 0 | 0.00 | | 4 | 4 | 40,000.00 | 4.00 | 10,000.00 | 40,000.00 | |
| 18 | Camera tripod | piece | | | | 0 | 0.00 | | 4 | 4 | 48,000.00 | 4.00 | 12,000.00 | 48,000.00 | |
| 19 | Camera Light set | set | | | | 0 | 0.00 | | 4 | 4 | 48,000.00 | 4.00 | 12,000.00 | 48,000.00 | |
| 20 | Handheld camera stabilizer | piece | | | | 0 | 0.00 | | 4 | 4 | 40,000.00 | 4.00 | 10,000.00 | 40,000.00 | |
| 21 | External portable SSD | piece | | | | 0 | 0.00 | | 5 | 5 | 75,000.00 | 5.00 | 15,000.00 | 75,000.00 | |
| 22 | Live stream switcher multi view and recording | piece | | | | 0 | 0.00 | | 2 | 2 | 90,000.00 | 2.00 | 45,000.00 | 90,000.00 | |
| 23 | Handy recorder portable digital audio recorder | piece | | | | 0 | 0.00 | | 8 | 8 | 112,000.00 | 8.00 | 14,000.00 | 112,000.00 | |
| 24 | | | | | | 0 | 0.00 | | | 0 | 0.00 | 0.00 | | 0.00 | |
| Cleaning Equipment and Supplies | | | | | | | | | | | | | | | |
| 1 | Alcohol, 75% Ethyl, 250 ml | bottle | 10 | | 10 | 450.00 | | | | 0 | 0.00 | 10.00 | 45.00 | 450.00 | |
| 2 | Alcohol, 70% Ethyl, 500ml | bottle | | | 0 | 0.00 | 50 | | | 50 | 5,000.00 | 50.00 | 100.00 | 5,000.00 | |
| 3 | Bleach | gallon | 15 | | 15 | 750.00 | | | | 0 | 0.00 | 15.00 | 50.00 | 750.00 | |
| 4 | Disinfectant 340g | can | 10 | | 10 | 4,000.00 | | | | 0 | 0.00 | 10.00 | 400.00 | 4,000.00 | |

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|--------------------------|--|---|-------------|---|----|----|------------|----|-----|-----|------------|------------|----------|------------|------------|
| 5 | | Ethyl Alcohol | gallon | 5 | | 5 | 4,000.00 | | | 0 | 0.00 | 5.00 | 800.00 | 4,000.00 | |
| 6 | | Alcohol 70% Isoprophyl | galon | | | 0 | 0.00 | | 4 | 4 | 3,000.00 | 4.00 | 750.00 | 3,000.00 | |
| 7 | | Alcohol 70%, 4 Liters Ordinary, without moisturizer | galon | | | 0 | 0.00 | | 200 | 200 | 120,000.00 | 200.00 | 600.00 | 120,000.00 | |
| 8 | | Anti bacterial liquid soap, 500ml | pump bottle | | | 0 | 0.00 | | 100 | 100 | 12,000.00 | 100.00 | 120.00 | 12,000.00 | |
| 9 | | Work gloves non-slip anti-scratch work construction worker factory technician safety gloves | pair | | | 0 | 0.00 | | 20 | 20 | 4,000.00 | 20.00 | 200.00 | 4,000.00 | |
| 10 | | Disinfectant concentrate - 4 liters | galon | | | 0 | 0.00 | | 100 | 100 | 50,000.00 | 100.00 | 500.00 | 50,000.00 | |
| 11 | | Heavy duty 1500W Nano Smoke Machine Fog Disinfection Machine Spray | unit | | | 0 | 0.00 | | 1 | 1 | 5,000.00 | 1.00 | 5,000.00 | 5,000.00 | |
| 12 | | 360 Nano air purification (100ml) | bottle | | | 0 | 0.00 | | 40 | 40 | 4,000.00 | 40.00 | 100.00 | 4,000.00 | |
| 13 | | | | | | 0 | 0.00 | | | 0 | 0.00 | 0.00 | | 0.00 | |
| Computer Supplies | | | | | | | | | | | | | | | |
| 1 | | External Hardrive 2 Terabyte | piece | | | 0 | 0.00 | | | 3 | 3 | 15,000.00 | 3.00 | 5,000.00 | 15,000.00 |
| 2 | | 1TB 2.5 in SATA III Internal SSD MZ-76EITOBW | piece | | 5 | 5 | 45,000.00 | | | | 0 | 0.00 | 5.00 | 9,000.00 | 45,000.00 |
| 3 | | Flash drive, 32GB, USB 2.0 | piece | | | 0 | 0.00 | 20 | | | 20 | 6,000.00 | 20.00 | 300.00 | 6,000.00 |
| 4 | | Mouse optical USB type | unit | | | 0 | 0.00 | 6 | | | 6 | 3,000.00 | 6.00 | 500.00 | 3,000.00 |
| 5 | | Mouse pad | piece | | | 0 | 0.00 | 6 | | | 6 | 900.00 | 6.00 | 150.00 | 900.00 |
| 6 | | Flash drive, 16 GB | piece | | | 0 | 0.00 | 5 | | | 5 | 7,500.00 | 5.00 | 1,500.00 | 7,500.00 |
| 7 | | Hard drive, 2 TB | piece | | | 0 | 0.00 | 1 | | | 1 | 5,000.00 | 1.00 | 5,000.00 | 5,000.00 |
| 8 | | | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | | 0.00 |
| Consumables | | | | | | | | | | | | | | | |
| 1 | | Trodat Ink (black) | bottle | | 5 | 5 | 500.00 | | | | 0 | 0.00 | 5.00 | 100.00 | 500.00 |
| 2 | | Toner ES 8473 - black | piece | | 75 | 75 | 175,125.00 | | | 80 | 80 | 186,800.00 | 155.00 | 2,335.00 | 361,925.00 |
| 3 | | Toner ES 8473 - cyan | piece | | 35 | 35 | 326,900.00 | | | 70 | 70 | 653,800.00 | 105.00 | 9,340.00 | 980,700.00 |
| 4 | | Toner ES - Magenta | piece | | 35 | 35 | 326,900.00 | | | | 0 | 0.00 | 35.00 | 9,340.00 | 326,900.00 |
| 5 | | Toner ES - Yellow | piece | | 35 | 35 | 326,900.00 | | | 30 | 30 | 280,200.00 | 65.00 | 9,340.00 | 607,100.00 |
| 6 | | OKI MC362 - black | piece | | | 0 | 0.00 | | 10 | | 10 | 27,000.00 | 10.00 | 2,700.00 | 27,000.00 |
| 7 | | OKI MC362 - cyan | piece | | | 0 | 0.00 | | 5 | | 5 | 21,745.00 | 5.00 | 4,349.00 | 21,745.00 |
| 8 | | OKI MC362 - magenta | piece | | | 0 | 0.00 | | 5 | | 5 | 21,745.00 | 5.00 | 4,349.00 | 21,745.00 |
| 9 | | OKI MC362 - yellow | piece | | | 0 | 0.00 | | 5 | | 5 | 21,745.00 | 5.00 | 4,349.00 | 21,745.00 |

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|-----------------------------|--|--|-------|--|---|---|------------|---|----|----|------------|------------|-----------|------------|------------|
| 10 | | Laserjet print cartridge 55A CE255A | piece | | | 0 | 0.00 | 2 | | 2 | 11,000.00 | 2.00 | 5,500.00 | 11,000.00 | |
| 11 | | Canon pixma E410 ink set | set | | | 0 | 0.00 | 2 | | 2 | 3,000.00 | 2.00 | 1,500.00 | 3,000.00 | |
| 12 | | Epson L3150 Ink set | set | | | 0 | 0.00 | 2 | | 2 | 4,000.00 | 2.00 | 2,000.00 | 4,000.00 | |
| 13 | | Epson L1800 Ink set | set | | | 0 | 0.00 | 3 | | 3 | 9,000.00 | 3.00 | 3,000.00 | 9,000.00 | |
| 14 | | Epson L6160 Ink set | set | | | 0 | 0.00 | 2 | | 2 | 4,000.00 | 2.00 | 2,000.00 | 4,000.00 | |
| 15 | | ES 8473 Drum - Cyan | piece | | | 0 | 0.00 | | 20 | 20 | 90,800.00 | 20.00 | 4,540.00 | 90,800.00 | |
| 16 | | ES 8473 Drum - Magenta | piece | | | 0 | 0.00 | | 20 | 20 | 90,800.00 | 20.00 | 4,540.00 | 90,800.00 | |
| 17 | | ES 8473 Drum - Yellow | piece | | | 0 | 0.00 | | 20 | 20 | 90,800.00 | 20.00 | 4,540.00 | 90,800.00 | |
| 18 | | ES 8473 Drum - Black | piece | | | 0 | 0.00 | | 30 | 30 | 95,700.00 | 30.00 | 3,190.00 | 95,700.00 | |
| 19 | | ES 8473 Transfer Belt | piece | | | 0 | 0.00 | | 15 | 15 | 112,500.00 | 15.00 | 7,500.00 | 112,500.00 | |
| 20 | | ES 8473 Fuser Unit | piece | | | 0 | 0.00 | | 15 | 15 | 112,350.00 | 15.00 | 7,490.00 | 112,350.00 | |
| 21 | | PRO 9431 Toner - Cyan | piece | | | 0 | 0.00 | | 10 | 10 | 125,000.00 | 10.00 | 12,500.00 | 125,000.00 | |
| 22 | | PRO 9431 Toner - Magenta | piece | | | 0 | 0.00 | | 10 | 10 | 125,000.00 | 10.00 | 12,500.00 | 125,000.00 | |
| 23 | | PRO 9431 Toner - Yellow | piece | | | 0 | 0.00 | | 10 | 10 | 125,000.00 | 10.00 | 12,500.00 | 125,000.00 | |
| 24 | | PRO 9431 Toner - Black | piece | | | 0 | 0.00 | | 15 | 15 | 157,500.00 | 15.00 | 10,500.00 | 157,500.00 | |
| 25 | | PRO 9431 Drum - Cyan | piece | | | 0 | 0.00 | | 10 | 10 | 175,000.00 | 10.00 | 17,500.00 | 175,000.00 | |
| 26 | | PRO 9431 Drum - Magenta | piece | | | 0 | 0.00 | | 10 | 10 | 175,000.00 | 10.00 | 17,500.00 | 175,000.00 | |
| 27 | | PRO 9431 Drum - Yellow | piece | | | 0 | 0.00 | | 10 | 10 | 175,000.00 | 10.00 | 17,500.00 | 175,000.00 | |
| 28 | | PRO 9431 Drum - Black | piece | | | 0 | 0.00 | | 15 | 15 | 127,500.00 | 15.00 | 8,500.00 | 127,500.00 | |
| 29 | | PRO 9431 Transfer Belt | piece | | | 0 | 0.00 | | 10 | 10 | 155,000.00 | 10.00 | 15,500.00 | 155,000.00 | |
| 30 | | PRO 9431 Fuser Unit | piece | | | 0 | 0.00 | | 10 | 10 | 155,000.00 | 10.00 | 15,500.00 | 155,000.00 | |
| 31 | | MC 363 Drum | piece | | | 0 | 0.00 | | 10 | 10 | 98,460.00 | 10.00 | 9,846.00 | 98,460.00 | |
| 32 | | MC 363 Fuser | piece | | | 0 | 0.00 | | 10 | 10 | 80,300.00 | 10.00 | 8,030.00 | 80,300.00 | |
| 33 | | MC 363 Belt | piece | | | 0 | 0.00 | | 10 | 10 | 80,300.00 | 10.00 | 8,030.00 | 80,300.00 | |
| 34 | | | | | | 0 | 0.00 | | | 0 | 0.00 | 0.00 | | 0.00 | |
| Common ICT Equipment | | | | | | | | | | | | | | | |
| 1 | | ECO Tank 3in1 Colored Inkjet Printer with 1 Set BCYM Original Inks; Copy and Scan and Boardless 10x15cm Photo Printing | set | | | 0 | 0.00 | | | 2 | 2 | 20,000.00 | 2.00 | 10,000.00 | 20,000.00 |
| 2 | | Printer | unit | | 3 | 3 | 150,000.00 | | | | 0 | 0.00 | 3.00 | 50,000.00 | 150,000.00 |
| 3 | | Programming laptop | unit | | | 0 | 0.00 | | 1 | | 1 | 85,000.00 | 1.00 | 85,000.00 | 85,000.00 |
| 4 | | Multi - media production/video editing laptop | unit | | | 0 | 0.00 | | 6 | | 6 | 510,000.00 | 6.00 | 85,000.00 | 510,000.00 |
| 5 | | Laptop Computer | unit | | | 0 | 0.00 | | | 3 | 3 | 141,000.00 | 3.00 | 47,000.00 | 141,000.00 |

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|-------------------------|---|--------|----|--|--|----|-----------|-----|-----|------|------|------------|----------|----------|------------|
| 6 | | | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | | 0.00 |
| Medical Supplies | | | | | | | | | | | | | | | |
| 1 | Personal Protective Equipment | piece | 15 | | | 15 | 15,000.00 | | | | 0 | 0.00 | 15.00 | 1,000.00 | 15,000.00 |
| 2 | Digital Thermometer | piece | 5 | | | 5 | 450.00 | | | | 0 | 0.00 | 5.00 | 90.00 | 450.00 |
| 3 | Face Shield | piece | 20 | | | 20 | 2,000.00 | | | | 0 | 0.00 | 20.00 | 100.00 | 2,000.00 |
| 4 | Medical Gloves (Nitrile Rod) | box | 5 | | | 5 | 2,150.00 | | | | 0 | 0.00 | 5.00 | 430.00 | 2,150.00 |
| 5 | Infrared Forehead Thermometer | piece | 3 | | | 3 | 12,000.00 | | | | 0 | 0.00 | 3.00 | 4,000.00 | 12,000.00 |
| 6 | Disposable face mask 2PLY | box | | | | 0 | 0.00 | | 4 | | 4 | 1,000.00 | 4.00 | 250.00 | 1,000.00 |
| 7 | Faceshield acrylic | piece | | | | 0 | 0.00 | | 200 | | 200 | 72,000.00 | 200.00 | 360.00 | 72,000.00 |
| 8 | | | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | | 0.00 |
| Other Categories | | | | | | | | | | | | | | | |
| 1 | Certificate Holder (green) with full stamped Logo (gold) (8inchx10inchx0.5 in dimension; 1 inside pocket laminated with boarders) | piece | | | | 0 | 0.00 | | | 1000 | 1000 | 200,000.00 | 1,000.00 | 200.00 | 200,000.00 |
| 2 | Planner (80 pages, hard bound front and back personalized) | piece | | | | 0 | 0.00 | | 500 | | 500 | 125,000.00 | 500.00 | 250.00 | 125,000.00 |
| 3 | Promotional Hat | piece | | | | 0 | 0.00 | 100 | | | 100 | 50,000.00 | 100.00 | 500.00 | 50,000.00 |
| 4 | Promotional Tote Bag | piece | | | | 0 | 0.00 | 100 | | | 100 | 30,000.00 | 100.00 | 300.00 | 30,000.00 |
| 5 | Set of Promotional Giveaway Corporate (Packaging Included) (personalized pen-with ATI and OA logo; personalized notebook/planner-with ATI and OA logo; personalized book marker-with ATI and OA logo) | set | | | | 0 | 0.00 | 100 | | | 100 | 100,000.00 | 100.00 | 1,000.00 | 100,000.00 |
| 6 | Polo shirt | piece | | | | 0 | 0.00 | 50 | | | 50 | 17,500.00 | 50.00 | 350.00 | 17,500.00 |
| 7 | Spoon, stainless steel, 12 pc/set | set | | | | 0 | 0.00 | 1 | | | 1 | 300.00 | 1.00 | 300.00 | 300.00 |
| 8 | Fork, stainless steel, 12 pc/set | set | | | | 0 | 0.00 | 1 | | | 1 | 300.00 | 1.00 | 300.00 | 300.00 |
| 9 | Teaspoon, stainless steel, 12 pc/set | set | | | | 0 | 0.00 | 1 | | | 1 | 250.00 | 1.00 | 250.00 | 250.00 |
| 10 | Cup and saucer | set | | | | 0 | 0.00 | 1 | | | 1 | 1,000.00 | 1.00 | 1,000.00 | 1,000.00 |
| 11 | Vest | piece | | | | 0 | 0.00 | | 57 | | 57 | 85,500.00 | 57.00 | 1,500.00 | 85,500.00 |
| 12 | Received Stamp with Date | piece | | | | 0 | 0.00 | | | 2 | 2 | 4,000.00 | 2.00 | 2,000.00 | 4,000.00 |
| 13 | Personalized Inking Stamp | piece | | | | 0 | 0.00 | | | 2 | 2 | 4,000.00 | 2.00 | 2,000.00 | 4,000.00 |
| 14 | Palo China wood | bundle | | | | 0 | 0.00 | | | 30 | 30 | 11,400.00 | 30.00 | 380.00 | 11,400.00 |
| 15 | Wood | piece | | | | 0 | 0.00 | | | 30 | 30 | 7,500.00 | 30.00 | 250.00 | 7,500.00 |

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|----|--|--------|----|--|----|----------|----------|----|---|----|-----------|-------|----------|-----------|
| 16 | Book (NBCP - National Building Code of the Philippine Latest Edition) | piece | | | 0 | 0.00 | | | 1 | 1 | 600.00 | 1.00 | 600.00 | 600.00 |
| 17 | Book (NPCP - National Plumbing Code of the Philippines Latest Edition) | piece | | | 0 | 0.00 | | | 1 | 1 | 700.00 | 1.00 | 700.00 | 700.00 |
| 18 | Book (NSCP - National Structural Code of the Philippines Latest Edition) | piece | | | 0 | 0.00 | | | 1 | 1 | 2,000.00 | 1.00 | 2,000.00 | 2,000.00 |
| 19 | Book (Philippine Electrical Code Latest Edition) | piece | | | 0 | 0.00 | | | 1 | 1 | 1,600.00 | 1.00 | 1,600.00 | 1,600.00 |
| 20 | Book (Fire Code of the Philippines Latest Edition) | piece | | | 0 | 0.00 | | | 1 | 1 | 600.00 | 1.00 | 600.00 | 600.00 |
| | | | | | | | | | | | | 0.00 | | |
| | DORMITORY SUPPLIES: (RDEC/GUESTHOUSE) | | | | | | | | | | | 0.00 | | |
| | COMMON OFFICE SUPPLIES (RDEC) | | | | | | | | | | | 0.00 | | |
| 1 | 4 Layer desk file organizer document paper tray | piece | | | 0 | 0.00 | | 1 | | 1 | 480.00 | 1.00 | 480.00 | 480.00 |
| | | | | | | | | | | | | 0.00 | | |
| | HARDWARE SUPPLIES: (RDEC) | | | | | | | | | | | 0.00 | | |
| 1 | 3Gang switch | set | | | 0 | 0.00 | 10 | | | 10 | 1,700.00 | 10.00 | 170.00 | 1,700.00 |
| 2 | Stainless steel doorknob | piece | | | 0 | 0.00 | 1 | | | 1 | 600.00 | 1.00 | 600.00 | 600.00 |
| 3 | Flourescent LED light 9watts | piece | | | 0 | 0.00 | 12 | | | 12 | 5,400.00 | 12.00 | 450.00 | 5,400.00 |
| 5 | Silicone sealant white 300ml | bottle | | | 0 | 0.00 | 4 | | | 4 | 1,400.00 | 4.00 | 350.00 | 1,400.00 |
| 6 | Stainless steel wall mount kitchen faucet | unit | | | 0 | 0.00 | 3 | | | 3 | 4,500.00 | 3.00 | 1,500.00 | 4,500.00 |
| 7 | Rust remover 150ml | bottle | | | 0 | 0.00 | 10 | | | 10 | 1,800.00 | 10.00 | 180.00 | 1,800.00 |
| | | | | | | | | | | | | 0.00 | | |
| | CLEANING SUPPLIES AND MATERIALS (RDEC) | | | | | | | | | | | 0.00 | | |
| 1 | Floor polisher pad | piece | | | 0 | 0.00 | | 10 | | 10 | 1,300.00 | 10.00 | 130.00 | 1,300.00 |
| | | | | | | | | | | | | 0.00 | | |
| | ELECTRICAL SUPPLIES (RDEC) | | | | | | | | | | | 0.00 | | |
| 1 | Wide Series Switch 3Gang | box | 2 | | 2 | 3,800.00 | | | | 0 | 0.00 | 2.00 | 1,900.00 | 3,800.00 |
| 2 | Wide Series Outlet | box | 2 | | 2 | 3,800.00 | | | | 0 | 0.00 | 2.00 | 1,900.00 | 3,800.00 |
| 3 | Plate and Cover Switch | box | 2 | | 2 | 3,600.00 | | | | 0 | 0.00 | 2.00 | 1,800.00 | 3,600.00 |
| 4 | Circuit Breaker: Volt on 40Amp | unit | 10 | | 10 | 8,500.00 | | | | 0 | 0.00 | 10.00 | 850.00 | 8,500.00 |
| 5 | 3Gang Switch | set | | | 10 | 10 | 1,500.00 | | | 0 | 0.00 | 10.00 | 150.00 | 1,500.00 |
| 6 | 2Gang Switch | set | | | 10 | 10 | 1,500.00 | | | 0 | 0.00 | 10.00 | 150.00 | 1,500.00 |
| 7 | 2Gang Outlet | set | | | 10 | 10 | 1,500.00 | | | 0 | 0.00 | 10.00 | 150.00 | 1,500.00 |
| 8 | Single Switch | set | | | 10 | 10 | 1,500.00 | | | 0 | 0.00 | 10.00 | 150.00 | 1,500.00 |
| 9 | Emergency health response movable UV light | unit | | | 0 | 0.00 | 10 | | | 10 | 85,000.00 | 10.00 | 8,500.00 | 85,000.00 |

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| | | | | | | | | | | | | | 0.00 | | | |
| | | OFFICE EQUIPMENT (RDEC) | | | | | | | | | | | 0.00 | | | |
| 1 | | Heavy Duty Vacuum Wet/Dry Vacuum | unit | | | 2 | 2 | 40,000.00 | | | | 0 | 0.00 | 2.00 | 20,000.00 | 40,000.00 |
| 2 | | Washing Machine 10kg Capacity | unit | | | 1 | 1 | 25,000.00 | | | | 0 | 0.00 | 1.00 | 25,000.00 | 25,000.00 |
| 3 | | Washing Machine, Twine Tub, 6kg Capacity | unit | | | 1 | 1 | 10,000.00 | | | | 0 | 0.00 | 1.00 | 10,000.00 | 10,000.00 |
| | | | | | | | | | | | | | 0.00 | | | |
| | | AUDIO VISUAL EQUIPMENT (RDEC) | | | | | | | | | | | 0.00 | | | |
| 1 | | Two way radio dual band per set | set | | | | 0 | 0.00 | | 2 | | 2 | 13,800.00 | 2.00 | 6,900.00 | 13,800.00 |
| | | | | | | | | | | | | | 0.00 | | | |
| | | FURNITURE and FIXTURE EQUIPMENT (RDEC) | | | | | | | | | | | 0.00 | | | |
| 1 | | Double Decker Bed | unit | | | | 0 | 0.00 | | | 1 | 1 | 9,500.00 | 1.00 | 9,500.00 | 9,500.00 |
| | | | | | | | | | | | | | 0.00 | | | |
| | | OTHER CATEGORIES (RDEC) | | | | | | | | | | | 0.00 | | | |
| 1 | | Stainless Regular Door Knob | piece | | | 1 | 1 | 390.00 | | | | 0 | 0.00 | 1.00 | 390.00 | 390.00 |
| 2 | | Purified Water | gallon | | | 300 | 300 | 9,000.00 | | 300 | | 300 | 9,000.00 | 600.00 | 30.00 | 18,000.00 |
| 3 | | Toilet tissue (2 ply) | roll | | | | 0 | 0.00 | | 150 | | 150 | 3,750.00 | 150.00 | 25.00 | 3,750.00 |
| 4 | | Toilet tissue, 48 rolls per pack | pack | | | | 0 | 0.00 | | 50 | | 50 | 24,950.00 | 50.00 | 499.00 | 24,950.00 |
| 5 | | Disposable cups dispenser | unit | | | | 0 | 0.00 | | 8 | | 8 | 6,800.00 | 8.00 | 850.00 | 6,800.00 |
| 6 | | Disposable paper cups - 50 pcs/pack | pack | | | | 0 | 0.00 | | 10 | | 10 | 900.00 | 10.00 | 90.00 | 900.00 |
| | | | | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | | |
| | | REPAIR AND MAINTENANCE (RDEC) | | | | | | | | | | | 0.00 | | | |
| 1 | | Repair and Maintenance with materials | unit | | | | | | | | | | 0.00 | 276,680.38 | 276,680.38 | |
| | | | | | | | | | | | | | 0.00 | | | |
| | | RCEF FUND | | | | | | | | | | | 0.00 | | | |
| | | COMMON SUPPLIES (RCEF) | | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | | |
| 1 | | Envelope expanding kraftboard - legal | boxes | | | 2 | 2 | 1,490.00 | | | | 0 | 0.00 | 2.00 | 745.00 | 1,490.00 |
| 2 | | Expanding white folder - long | piece | | | 100 | 100 | 3,400.00 | | | | 0 | 0.00 | 100.00 | 34.00 | 3,400.00 |
| 3 | | Lever arch file - legal | piece | | | 15 | 15 | 4,350.00 | | | | 0 | 0.00 | 15.00 | 290.00 | 4,350.00 |
| 4 | | Whiteboard eraser | piece | | | 2 | 2 | 120.00 | | | | 0 | 0.00 | 2.00 | 60.00 | 120.00 |
| 5 | | Whiteboard marker - black | box | | | 2 | 2 | 1,000.00 | | | | 0 | 0.00 | 2.00 | 500.00 | 1,000.00 |
| 6 | | Whiteboard marker - blue | box | | | 2 | 2 | 1,000.00 | | | | 0 | 0.00 | 2.00 | 500.00 | 1,000.00 |
| 7 | | Binder clip (1") | box | | | 5 | 5 | 200.00 | | | | 0 | 0.00 | 5.00 | 40.00 | 200.00 |
| 8 | | Copy paper A4 80gsm | ream | | | 5 | 5 | 1,560.00 | | | | 0 | 0.00 | 5.00 | 312.00 | 1,560.00 |
| 9 | | Copy paper legal 80gsm | ream | | | 5 | 5 | 1,740.00 | | | | 0 | 0.00 | 5.00 | 348.00 | 1,740.00 |
| 10 | | Sticker paper A4 80gsm | pack | | | 5 | 5 | 300.00 | | | | 0 | 0.00 | 5.00 | 60.00 | 300.00 |
| 11 | | Laminating film A4 (20/pack) | pack | | | 5 | 5 | 800.00 | | | | 0 | 0.00 | 5.00 | 160.00 | 800.00 |

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|----|---|--------|--|----|----|-----------|--|---|---|----------|------|----------|-----------|-----------|
| 12 | Lamintainng film legal (20/pack) | pack | | 5 | 5 | 850.00 | | | | 0 | 0.00 | 5.00 | 170.00 | 850.00 |
| 13 | Signpen - black (0.5) | box | | 2 | 2 | 2,000.00 | | | | 0 | 0.00 | 2.00 | 1,000.00 | 2,000.00 |
| 14 | Signpen - blue (0.5) | box | | 2 | 2 | 2,000.00 | | | | 0 | 0.00 | 2.00 | 1,000.00 | 2,000.00 |
| 15 | Staple remover - plier type | piece | | 5 | 5 | 250.00 | | | | 0 | 0.00 | 5.00 | 50.00 | 250.00 |
| 16 | Sticky tab (diff color) | pack | | 3 | 3 | 240.00 | | | | 0 | 0.00 | 3.00 | 80.00 | 240.00 |
| 17 | Sticky tab (sign here) | pack | | 4 | 4 | 800.00 | | | | 0 | 0.00 | 4.00 | 200.00 | 800.00 |
| 18 | Mega box (L20) with wheels | piece | | 5 | 5 | 7,200.00 | | | | 0 | 0.00 | 5.00 | 1,440.00 | 7,200.00 |
| 19 | Interfolded paper towels | pack | | 20 | 20 | 1,000.00 | | | | 0 | 0.00 | 20.00 | 50.00 | 1,000.00 |
| 20 | Isopropyl Alcohol - 70% solution - 500ml | bottle | | 10 | 10 | 1,000.00 | | | | 0 | 0.00 | 10.00 | 100.00 | 1,000.00 |
| | | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | | |
| | CONSUMABLES (RCEF) | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | | |
| 1 | Sharp toner - black | piece | | 2 | 2 | 10,200.00 | | | | 0 | 0.00 | 2.00 | 5,100.00 | 10,200.00 |
| 2 | Sharp toner - cyan | piece | | 2 | 2 | 10,200.00 | | | | 0 | 0.00 | 2.00 | 5,100.00 | 10,200.00 |
| 3 | Sharp toner - magenta | piece | | 2 | 2 | 10,200.00 | | | | 0 | 0.00 | 2.00 | 5,100.00 | 10,200.00 |
| 4 | Sharp toner - yellow | piece | | 2 | 2 | 10,200.00 | | | | 0 | 0.00 | 2.00 | 5,100.00 | 10,200.00 |
| 5 | Epson L5190 Ink (black, cyan, magenta, yellow) | set | | 6 | 6 | 7,800.00 | | | | 0 | 0.00 | 6.00 | 1,300.00 | 7,800.00 |
| 6 | Toner DX-2500 black - sharp | piece | | 0 | 0 | 0.00 | | 3 | 3 | 60.00 | 3.00 | 20.00 | 60.00 | 60.00 |
| 7 | Toner DX-2500 cyan - sharp | piece | | 0 | 0 | 0.00 | | 3 | 3 | 1,545.00 | 3.00 | 515.00 | 1,545.00 | 1,545.00 |
| 8 | Toner DX-2500 yellow - sharp | piece | | 0 | 0 | 0.00 | | 2 | 2 | 1,030.00 | 2.00 | 515.00 | 1,030.00 | 1,030.00 |
| 9 | Toner DX-2500 magenta - sharp | piece | | 0 | 0 | 0.00 | | 3 | 3 | 1,545.00 | 3.00 | 515.00 | 1,545.00 | 1,545.00 |
| 10 | OKI MC362 Drum (B,C,M,Y) | set | | 0 | 0 | 0.00 | | 1 | 1 | 9,846.00 | 1.00 | 9,846.00 | 9,846.00 | 9,846.00 |
| 11 | OKI MC362 Fuser Unit | piece | | 0 | 0 | 0.00 | | 1 | 1 | 8,030.00 | 1.00 | 8,030.00 | 8,030.00 | 8,030.00 |
| 12 | OKI MC362 Transfer Belt | piece | | 0 | 0 | 0.00 | | 1 | 1 | 8,030.00 | 1.00 | 8,030.00 | 8,030.00 | 8,030.00 |
| | | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | | |
| | ELECTRICAL SUPPLIES (RCEF) | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | | |
| 1 | Extension cord | piece | | 5 | 5 | 3,000.00 | | | | 0 | 0.00 | 5.00 | 600.00 | 3,000.00 |
| | | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | | |
| | EQUIPMENT (RCEF) | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | | |
| 1 | 100% Jam proof 12sheets crosscut paper and credit card shredder | piece | | 2 | 2 | 20,000.00 | | | | 0 | 0.00 | 2.00 | 10,000.00 | 20,000.00 |
| 2 | Whiteboard with stand with rollers | unit | | 1 | 1 | 8,000.00 | | | | 0 | 0.00 | 1.00 | 8,000.00 | 8,000.00 |
| 3 | Presentation clicker | set | | 2 | 2 | 4,000.00 | | | | 0 | 0.00 | 2.00 | 2,000.00 | 4,000.00 |
| 4 | Paper cutter heavy duty | unit | | 1 | 1 | 5,000.00 | | | | 0 | 0.00 | 1.00 | 5,000.00 | 5,000.00 |
| 5 | Thermal laminator machine (A3/A4) heavy duty | unit | | 1 | 1 | 2,500.00 | | | | 0 | 0.00 | 1.00 | 2,500.00 | 2,500.00 |
| 6 | Mirrorless camera | unit | | 1 | 1 | 14,900.00 | | | | 0 | 0.00 | 1.00 | 14,900.00 | 14,900.00 |
| 7 | DLP projector | unit | | 1 | 1 | 14,900.00 | | | | 0 | 0.00 | 1.00 | 14,900.00 | 14,900.00 |

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|---|----------|------|--|--|---|---|----------|--|--|--|---|------|------|----------|----------|
| 8 | Recorder | unit | | | 1 | 1 | 3,000.00 | | | | 0 | 0.00 | 1.00 | 3,000.00 | 3,000.00 |
| | | | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | | |
| | | | | | | 0 | 0.00 | | | | 0 | 0.00 | 0.00 | | |
| | | | | | | | | | | | | | | | |

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|---|--|--|--|--|--|--------------|--|--|--|--------------|--|---|---------------|
| A. TOTAL | | | | | | | | | | | | P | 9,407,323.05 |
| B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL) | | | | | | | | | | | | P | 940,732.30 |
| C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If applicable for motor vehicle and other items) | | | | | | | | | | | | | |
| D. GRAND TOTAL (A + B + C) | | | | | | | | | | | | P | 10,348,055.35 |
| E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words: | | | | | | | | | | | | P | - |
| F. MONTHLY CASH REQUIREMENTS | | | | | | | | | | | | P | - |
| G.1 Available at Procurement Service Stores | | | | | | 7,921.92 | | | | | | P | 7,921.92 |
| G.2 Other Items not available at PS but regularly purchased from other sources | | | | | | 2,149,354.75 | | | | 7,079,303.00 | | P | 9,228,657.75 |
| TOTAL MONTHLY CASH REQUIREMENTS | | | | | | 2,157,276.67 | | | | 7,079,303.00 | | P | 9,236,579.67 |

**Agency must put the monthly requirement for air tickets both local and international.*

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:


MARY ANN JAY M. SOMYDEN
 Member, BAC Secretariat

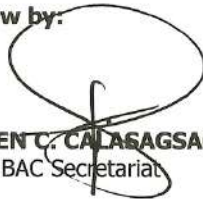
Recommended by:


ANTONIETA J. ARCEO
 BAC Chairperson

Approved by:


ALFREDO S. ATON, MPS - DM
 Head of Office/Agency 

Review by:


JOEVEN C. CALASAGSAG
 Head, BAC Secretariat

Certified Funds Available/ Certified Appropriate Funds Available:


LEONILA D. CAIZ
 Budget Officer