

ANNUAL PROCUREMENT PROGRAM

For the Calendar Year **2013**

Office : Office of the Deputy Director General - Field Operations

Fund: 101

Item No.	Article/Description	Unit Price	Unit	1st Qtr.		2nd Qtr.		3rd Qtr.		4th Qtr.		Total	
				Qty.	Total Amt.	Qty.	Total Amt.	Qty.	Total Amt.	Qty.	Tot.Amt.	Qty.	Amount
A. Office Supplies and Materials													
A.1 IT Consumables													
	Toner for HP Color LaserJet (CE 311A - Colored)	2,500.00	cart	9	22,500.00	0	-	9	22,500.00	0	-	18	45,000.00
	Toner for HP Color LaserJet (CE 310A - Black)	3,500.00	cart	4	14,000.00	0	-	4	14,000.00		-	8	28,000.00
	Ink for HP DeskJet 6122 (78 - Tricolor)	1,000.00	cart	5	5,000.00	5	5,000.00	5	5,000.00	7	7,000.00	22	22,000.00
	Ink for HP DeskJet 6122 (45 - Black)	800.00	cart	8	6,400.00	8	6,400.00	8	6,400.00	8	6,400.00	32	25,600.00
A.2 Equipment and Furniture													
	Car Repair HYUNDAI Starex	60,000.00	parts	1	60,000.00	0	-	0	-	0	-	1	60,000.00
	Side Cabinet (Portable)	2,000.00	pcs.	8	16,000.00	0	-	0	-	0	-	8	16,000.00
	HP Color LaserJet CP1025	6,000.00	unit	1	6,000.00	0	-	0	-	0	-	1	6,000.00
	Newspaper, Philstar, one year subscription	7,300.00		1	7,300.00								7,300.00
	Newspaper, Philippine Inquirer, one year subscription	7,300.00		1	7,300.00								7,300.00
	Digital Voice/Sound Recorder (Sony Brand) IC Recorder 2GB 581 HRS. MP3 Stereo record USB Direct	2,500.00	unit	1	2,500.00	0	-	0	-	0	-	1	2,500.00
	TIRE (Firestone Brand) for Starex SGY 957	5,000.00	pcs.	4	20,000.00	0	-	0	-	0	-	4	20,000.00
	Recharger for AAA Battery	1,000.00	pcs.	1	1,000.00	0	-	0	-	0	-	1	1,000.00
	Heavy Duty Trolley (Push Cart)	4,000.00	unit	1	4,000.00	0	-	0	-	0	-	1	4,000.00
	Wall Decors	2,000.00	pcs.	4	8,000.00								8,000.00
	Combo Box (for document binding)	5,000.00	pcs.	1	5,000.00								5,000.00
	Call bell	1,000.00	pcs.	1	1,000.00								1,000.00
	Table bell	500.00	pcs.	1	500.00								500.00
A.3 Regular Consumables													
	Alcohol, rubbing,70% isopropyl,500ml (green cross brand)	37.00	bottle	6	222.00	6	222.00	6	222.00	6	222.00	24	888.00
	Acetate Films, 0.075mm (gauge #3) 50 meters in lenght	572.00	roll	2	1,144.00	0	-	0	-	1	572.00	3	1,716.00
	BALLPOINT PEN, 0.5mm S fine point, black, Faber Castell brand	120.00	box	3	360.00	3	360.00		-		-	6	720.00
	BALLPOINT PEN, 0.5mm S fine point, blue, Faber Castell brand	120.00	box	3	360.00	3	360.00		-		-	6	720.00
	BATTERY, size AA, energizer, 2pcs./packet,	60.00	pack	10	600.00	10	600.00	10	600.00	10	600.00	40	2,400.00
	Blackboard Eraser	35.00	pcs.	1	35.00	0	-	1	35.00	0	-	2	70.00
	BATTERY, size AAA, energizer, 4pcs./packet,	60.00	pack	3	180.00	2	120.00	3	180.00	2	120.00	10	600.00
	DATA MAN/ Data File Box with Cover	160.00	pc	30	4,800.00	0	-	0	-	0	-	30	4,800.00
	DVD -R (Maxell) 4.7GB 120min Video 5 pcs /pack	300.00	pack	5	1,500.00	5	1,500.00	5	1,500.00	5	1,500.00	20	6,000.00
	Cartolina, assorted color, 572mmx724mm/ 20 pcs per pack	51.50	packs	1	51.50	0	-	1	51.50		-	2	103.00

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	CD - RW (12 pcs. / box Sony brand)	150.00	box	5	750.00	5	750.00		-	5	750.00	15	2,250.00

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	Envelop expanding, long, brown	500.00	box	1	500.00				-				500.00
	Envelop expanding, long, brown	500.00	box	1	500.00				-				500.00
	Extension Cord Heavy Duty	500.00	pc	1	500.00	0		0	-	0		1	500.00
	Correction Fluid, pen-type, Pentel brand	100.00	pc	8	800.00				-	0		8	800.00
	Highlighter Pen, Pilot Frixion	70.00	pc	7	490.00				-	0		7	490.00
	Envelope, expanding plastic, transparent,w/rubber strap,carry bag 323	90.00	pc.	10	900.00	10	900.00	10	900.00	10	900.00	40	3,600.00
	Paper cutter	30.00	pc.	8	240.00				-			8	240.00
	Fax Paper	75.00	pcs.	5	375.00	5	375.00	5	375.00	5	375.00	20	1,500.00
	Pentel Pen permanent marker (Artline brand) 12pcs./ box	300.00	box	3	900.00				-			3	900.00
	Specialty Paper 81/2 x11,BOARD, Color Praire Gsm 216	46.00	pack	15	690.00	15	690.00	15	690.00	0		45	2,070.00
	Puncher heavy duty w/. Two- hole guide approx. 6.5mm diameter	500.00	pc.	1	500.00	0		0	-	0		1	500.00
	PAPER, for PPC, 210mmx297mm.(A-4) 80gsm	150.00	reams	50	7,500.00	70	10,500.00	50	7,500.00	50	7,500.00	220	33,000.00
	Paper, for PPC short, 80gsm	140.00	reams	10	1,400.00	5	700.00	5	700.00	5	700.00	25	3,500.00
	Paper for PPC Long 80gsm	150.00	reams	10	1,500.00	10	1,500.00	5	750.00	5	750.00	30	4,500.00
	PAPER, boards, (Beckett Expression)10 sheets/pack	250.00	reams	10	2,500.00	0		5	1,250.00	0		15	3,750.00
	Photo paper (ELIT brand) A4 297X420 mm 10 Sheet/pack	350.00	packs	0	-	10	3,500.00	5	1,750.00	0		15	5,250.00
	PAPER, PADS Ruled pad Post-it brand, yellow 3x3	57.00	pads	0	-	10	570.00	10	570.00	0		20	1,140.00
	PAPER, PADS Ruled pad Post-it brand, yellow 1 1/2 x 1 1/2	35.00	pads	0	-	10	350.00	10	350.00	0		20	700.00
	Staple Wire,Standard #35 5000 /box	30.00	box	14	420.00	0		0	-	0		14	420.00
	Paper Pads, Notebooks 40 leaves ,ruled spiral, 55gsm	10.00	pc	10	100.00	10	100.00		-			20	200.00
	Pencil Mongol # 2	50.00	boxes	5	250.00	5	250.00	5	250.00	5	250.00	20	1,000.00
	TAPE, masking , 24MM (1") width, usable length of 50M tape	25.00	pc	5	125.00	5	125.00	2	50.00	2	50.00	14	350.00
	TAPE, transparent, 24MM (1") width, usable length of 50M tape	25.00	roll	20	500.00	0		10	250.00	10	250.00	40	1,000.00
	Double-sided adhesive tape 1 1/2	70.00	pc	5	350.00	5	350.00		-			10	700.00
	Tissue paper, 2 ply sheets, 12 rolls/pack	95.00	pack	10	950.00	10	950.00	10	950.00	10	950.00	40	3,800.00
	Tape packaging 2width	25.00	roll	10	250.00	0		5	125.00	0		15	375.00
	Ring binder,12mmx1.2 m (3/4x44 plastic assorted colors	8.85	pc.	0	-	50	442.50	50	442.50	0		100	885.00
	Record Books,500 pages, 216mm x 330mm, 55gsm Official record book	94.00	pc.	5	470.00	5	470.00	5	470.00			15	1,410.00
	Sign Pen, Pilot 1.0	600.00	box	1	600.00	0			-	0		1	600.00

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	Prepaid Card (Globe 500)	500.00	pc.	3	1,500.00	3	1,500.00	3	1,500.00	3	1,500.00	12	6,000.00
	Prepaid Card (SMART 500)	500.00	pc	3	1,500.00	3	1,500.00	3	1,500.00	3	1,500.00	12	6,000.00
	Black document clamps	25.00	pc	10	250.00	10	250.00	10	250.00	10	250.00	40	1,000.00
	Intermediate pad	30.00	pc	10	300.00	10	300.00					20	600.00
	B. Maintenance Supplies and Materials											0	-
	B.1 Regular Consumables											0	-
	Dish Washing Liquid (Joy Brand)	72.00	bottle	2	144.00	2	144.00	2	144.00	2	144.00	8	576.00
	Dish Washing Scrub	25.00	pcs.	10	250.00	10	250.00	10	250.00	10	250.00	40	1,000.00
	Furniture cleaner, aerosol type, 440 ml/can(pledge brand)	185.00	can.	5	925.00	1	185.00	1	185.00	1	185.00	8	1,480.00
	AIR FRESHENER, aerosol type, 280m./can, Lysol (Glade brand)	195.00	can	5	975.00	3	585.00	3	585.00	3	585.00	14	2,730.00
	KANEBO (car shamois)	250.00	pcs.	1	250.00	1	250.00	1	250.00	1	250.00	4	1,000.00
	INSECTICIDE, aerosol type (Baygon 500ml)	150.00	pc.	5	750.00	2	300.00	2	300.00	2	300.00	11	1,650.00
	Rags	25.00	kl.	5	125.00	5	125.00	5	125.00	5	125.00	20	500.00
	Toilet air Freshener	150.00	cans	5	750.00	0	-	0	-	3	450.00	8	1,200.00
	Toilet liquid soap (Hand Wash)	185.00	pcs.	2	370.00	0	-	2	370.00	0	-	4	740.00
	Toilet Floor mat	50.00	pc	2	100.00	0	-	0	-	0	-	2	100.00
	Car Freshener Shieldan (brand)	125.00	bottle	2	250.00	2	250.00	0	-	2	250.00	6	750.00
	Brown Sugar (100 pcs)	100.00	pack	3	300.00	3	300.00	3	300.00	3	300.00	12	1,200.00
	Creamer (100 pcs)	100.00	pack	3	300.00	3	300.00	3	300.00	3	300.00	12	1,200.00
	Coffee powder (for brewing)	300.00	pack	5	1,500.00	5	1,500.00	5	1,500.00	5	1,500.00	20	6,000.00
	Ginger Tea (470 grams)	200.00	bottle	4	800.00	4	800.00	4	800.00	4	800.00	16	3,200.00
	TOTALS:	.	.	.	231,151.50	.	45,623.50	.	76,220.00	.	37,578.00		390,573.00