

## ANNUAL PROCUREMENT PROGRAM

For the Calendar Year 2013

Office : Procurement and Supply Division - OCSA

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.	Total Amt.	Qty.	Amount
1	AIR FRESHENER	aerosol type, 300 ml/can	118.60	can	8	948.80	8		8	948.80	8	948.80	32	3,795.20
2	ALCOHOL	rubbing, isopropyl, 500 ml.	37.00	bottle	20	740.00			20	740.00		-	40	1,480.00
3	BALLPOINT PEN	fine point, black	2.90	each	23	66.70	22	63.80	23	66.70	22	63.80	90	261.00
4	BATTERY	size AA, Alkaline, 2 pcs/packet	21.85	packet	3	65.55	3	65.55	3	65.55	3	65.55	12	262.20
5	BATHROOM SOAP	assorted scent	17.35	each	10	173.50	10	173.50	10	173.50	10	173.50	40	694.00
6	DATA FOLDER	with lock, finger ring & clear plastic packet	61.10	each	20	1,222.00	20	1,222.00	20	1,222.00	20	1,222.00	80	4,888.00
7	ENVELOPE	expanding, kraft, for legal papers/documents 100pcs/box	589.15	box	1	589.15		-		-		-	1	589.15
8	FOLDER	clear plastic, L-type 210mm x 297mm, A4 size, 50 pcs/pack	156.00	package	1	156.00		-	1	156.00		-	2	312.00
9	FOLDER	file, tagboard equivalent, 14 points, for legal size paper/documents, 100 pcs/package	258.45	package	1	258.45	1	258.45	2	516.90	1	258.45	5	1,292.25
10	FOLDER	morocco/fancy with plastic grip, assorted color for legal size paper, 50 pcs/pack	207.50	package	1	207.50		-	1	207.50	1	207.50	3	622.50
11	GLUE	all purpose in jar with applicator min. of 300 grams	41.50	jar	2	83.00	2	83.00	2	83.00	2	83.00	8	332.00
12	INDEX TAB	self adhesive, assorted colors, 5 sets/box	43.70	box	3	131.10	3	131.10	3	131.10	3	131.10	12	524.40
13	INSECTICIDE	aerisol type, 500ml.	168.50	can	4	674.00	4	674.00	4	674.00	4	674.00	16	2,696.00
14	MARKING PEN	felt tip, medium point, permanent, black, Polar Bear brand	25.90	each	3	77.70	3	77.70	3	77.70	3	77.70	12	310.80
15	MARKING PEN	felt tip, medium point, permanent, blue, Polar Bear brand	25.90	each	3	77.70	3	77.70	3	77.70	3	77.70	12	310.80
16	MARKING PEN	for whiteboard, black, Polar Bear brand	15.60	each	3	46.80	3	46.80	3	46.80	3	46.80	12	187.20
17	MARKING PEN	for whiteboard, blue, Polar Bear brand	15.60	each	3	46.80	3	46.80	3	46.80	3	46.80	12	187.20
18	NOTE PAD	2" x 2" , 400 sheets per pad assorted color	75.75	pad	2	151.50	2	151.50	2	151.50	2	151.50	8	606.00
19	NOTE PAD	3" x 3"	17.45	pad	2	34.90	2	34.90	2	34.90	2	34.90	8	139.60
20	PAPER	for PPC, 210mm x 297mm (A-4) minimum of 70 gsm	127.60	ream	30	3,828.00	30	3,828.00	30	3,828.00	30	3,828.00	120	15,312.00
21	PAPER	PPC legal size	161.00	ream	5	805.00	5	805.00	5	805.00	5	805.00	20	3,220.00
22	PAPER	thermal, 216mm x 30M, 12 mm core	36.40	roll	12	436.80	12	436.80	12	436.80	12	436.80	48	1,747.20
23	PAPER CLIP	Gem type, jumbo, vinyl /plastic coated, 50mm long, 100s/box	10.85	box	5	54.25	5	54.25	5	54.25	5	54.25	20	217.00
24	PAPER CLIP	Gem type, vinyl /plastic coated, 33mm, assorted colors, 100s/box	4.70	box	5	23.50	5	23.50	5	23.50	5	23.50	20	94.00
25	PENCIL	lead with eraser	46.80	dozen	1	46.80		-	1	46.80	1	46.80	3	140.40
26	RECORD BOOK	500 pages, 55 gsm	81.00	book	12	972.00		-		-		-	12	972.00

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27	RUBBER BAND	#18,445 grms/bag	99.75	bag	1	99.75	1	99.75	1	99.75	1	99.75	4	399.00
28	RULER	plastic, 12", Prince brand	1.95	each	7	13.65		-		-		-	7	13.65
29	RULER	plastic, 18", Prince brand	13.50	each	8	108.00		-		-		-	8	108.00
30	SIGN PEN	high tech pen, black	36.30	each	3	108.90	3	108.90	3	108.90	3	108.90	12	435.60
31	SIGN PEN	high tech pen, blue	36.30	each	1	36.30		-	1	36.30		-	2	72.60
32	STAPLE REMOVER	twin jaws	6.25	each	6	37.50	6	37.50	6	37.50	6	37.50	24	150.00
33	STAPLE WIRE	standard, #35, 500/box	13.35	box	15	200.25		-		-		-	15	200.25
34	TAPE	masking, 24mm (1") width, usable length of 50M, Crocodile brand	22.15	roll	5	110.75	5	110.75	5	110.75	5	110.75	20	443.00
35	TAPE	masking, 48mm (2") width, usable length of 50M, Crocodile brand	42.55	roll	3	127.65	3	127.65	3	127.65	3	127.65	12	510.60
36	TAPE	transparent, 24mm (1") width, usable length of 50M, Crocodile brand	6.40	roll	5	32.00	5	32.00	5	32.00	5	32.00	20	128.00
37	TAPE	transparent, 48mm (2") width, usable length of 50M, Crocodile brand	14.55	roll		-	2	29.10	2	29.10	2	29.10	6	87.30
38	TAPE	packaging, 48mm (2") width, usable length of 50M, Crocodile brand	12.75	roll		-	2	25.50	2	25.50	2	25.50	6	76.50
39	TOILET TISSUE	250 twin-ply sheets, 12 rolls/pack	80.10	pack	5	400.50	5	400.50	5	400.50	5	400.50	20	1,602.00
40	TWINE	plstic, 1 kilo	47.85	kilo	1	47.85	1	47.85	1	47.85	1	47.85	4	191.40
41	CABINET	Lateral, 4 drawers	15,000.00	unit		-	4	60,000.00		-		-	4	60,000.00
42	INK	deskjet HP 74 black	900.00	unit		-	2	1,800.00		-	2	1,800.00	4	3,600.00
43	INK	deskjet HP 75 color	1,000.00	unit		-	2	2,000.00		-	2	2,000.00	4	4,000.00
44	PRINTER	Laserjet, latest model	14,900.00	unit		-	2	29,800.00		-		-	2	29,800.00
45	TONER	HP Q2613A for HP LaserJet 1300	4,966.00	cart		-	5	24,830.00	5	24,830.00	5	24,830.00	15	74,490.00
46	TONER	HP CE285A for HP LaserJet P1102w	5,500.00	cart		-	5	27,500.00		-	5	27,500.00	10	55,000.00
47	TONER	HP CB435A for HP Laser Jet P1006	4,500.00	cart		-	5	22,500.00	5	22,500.00	5	22,500.00	15	67,500.00
48	REPAIR/UPGRADING	Parts/repair/upgrading of various existing desktop computers	100,000.00	lot		-		-	1	100,000.00		-	1	100,000.00
<b>TOTALS:</b>						<b>13,240.60</b>		<b>177,703.85</b>		<b>159,000.60</b>		<b>89,106.95</b>		<b>436,205.60</b>