

ANNUAL PROCUREMENT PROGRAM
For the Calendar Year 2013
(SUPPLIES & MATERIALS)

Office: **Accounting Division/OCSA**

ITEM No.	ARTICLE	DESCRIPTION	UNIT	UNIT PRICE	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		TOTAL	
					Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	QTY.	AMOUNT
COMMON OFFICE SUPPLIES														
1	Accounting Books	Books related to finance, bookkeeping & other related matters	books	1000	5	5,000.00	5	5,000.00	5	5,000.00	5	5,000.00	20	20,000.00
2	AIR FRESHENER	aerosol type, 300ml/can, assorted scents, Glade	can	98.80	5	494.00		-	5	494.00		-	10	988.00
3	ALCOHOL	rubbing, 500ml., 70% isopropyl, in plastic btl.	btl.	49.70	24	1,192.80		-	24	1,192.80		-	48	2,385.60
4	BALLPOINT PEN	fine point, black/blue, Pilot brand	doz.	12.40	1	12.40	1	12.40	1	12.40	1	12.40	4	49.60
5	BOX FILER	for filing of papers	piece	50.16				-	100	5,016.00		-	100	5,016.00
6	CLIPS	paper, gem type, 33 mm, vinyl coated, assorted colors, 100s/box/50g per box, UK brand	box	3.40	10	34.00	10	34.00	10	34.00	10	34.00	40	136.00
7	CLIPS	paper, gem type, jumbo, vinyl/plastic boated, 50mm long, 100s/box or 146g/box, Prince brand	box	9.95	10	99.50	10	99.50	10	99.50	10	99.50	40	398.00
8	CORRECTION PEN	pentel, fine point, multi-purpose quick dry	pen	20.00	12	240.00		-	12	240.00		-	24	480.00
9	DATA FOLDER	hardbound, with ring and clear pocket on spine, using prima outside and coated inside, size 3" x 9" x 15" w/ plastic lock	pcs.	50.00	20	1,000.00	20	1,000.00	20	1,000.00	20	1,000.00	80	4,000.00
10	Dirt & Stain Remover	Wipe Out, in paste form, for PC maintenance	can	165.00		-		-		-	1	165.00	1	165.00
11	ERASER	for whiteboard	each	10.00	1	10.00		-		-		-	1	10.00
12	PAPER FASTENER	for paper, 51mm cap., 50 sets/box, metal	box	78.75	5	393.75	5	393.75	5	393.75	5	393.75	20	1,575.00
13	FOLDER	tagboard equivalent, 14 pts., for legal docs., 100s/bx	box	243.40		-		-	1	243.40		-	1	243.40
14	FOLDER	tagboard equivalent, 14 pts., A4 size, 100s/box	box	277.60		-		-	1	277.60		-	1	277.60
15	GLUE	all purpose, in jar, w/ applicator, 300 grams, Livins	jar	45.45	1	45.45	1	45.45	1	45.45	2	90.90	5	227.25
16	INDEX TAB	self adhesive, assorted colors, 5 sets/packet	packet	45.00	2	90.00	2	90.00	2	90.00	2	90.00	8	360.00
17	INK	for numbering machine	bottle	100.00	2	200.00		-		-	1	100.00	3	300.00
18	MARKER	flourescent, AC, 3pcs./set, Stabilo boss	set	89.35	3	268.05	2	178.70	2	178.70	2	178.70	9	804.15
19	MARKING PEN	for whiteboard, black, blue & red	each	25.90	12	310.80		-	12	310.80		-	24	621.60
20	MARKING PEN	felt tip, medium pt., permanent, black, blue & red	each	25.90	12	310.80	12	310.80	12	310.80	12	310.80	48	1,243.20
21	NOTEBOOK	stenographers, white bond, 40 leaves	each	9.35	12	112.20	12	112.20	12	112.20	12	112.20	48	448.80
22	NUMBERING MACHINE	heavy duty	unit	500.00	1	500.00		-		-		-	1	500.00
23	PAPER	Letterhead, with logo of TESDA and TUV SUD; A4	ream	160.00	1	160.00	1	160.00	1	160.00	1	160.00	4	640.00
24	PAPER	fax	roll	150.00	5	750.00	5	750.00	5	750.00	5	750.00	20	3,000.00
25	PAPER	bond, premium grade, A4, 70 gsm	ream	139.25	15	2,088.75	15	2,088.75	15	2,088.75	15	2,088.75	60	8,355.00
26	PAPER	bond, premium grade, legal, 70 gsm	ream	149.80	4	599.20	4	599.20	4	599.20	4	599.20	16	2,396.80
27	PAPER	ruled pad, non-blot, 100 sheets	pad	21.50	1	21.50	1	21.50	1	21.50	1	21.50	4	86.00
28	POST IT	Notes, 3M, 73mm x 73mm	pad	8.00	10	80.00	10	80.00	10	80.00	10	80.00	40	320.00
29	POST IT	Notes, 3M, 73mm x 93mm	pad	9.00	5	45.00	5	45.00	5	45.00	5	45.00	20	180.00
30	SIGN PEN	high tech pen, black/blue, rotring brand	pcs.	37.35	10	373.50	10	373.50	10	373.50	10	373.50	15	1,494.00
31	PENCIL	lead w/ eraser, medium size, Mongol brand, 12/box	box	34.20	4	136.80	2	68.40	2	68.40	2	68.40	10	342.00
32	RECORD BOOK	300 pages, non-blot, "Official Record Book"	book	63.65	10	636.50	10	636.50	10	636.50	10	636.50	40	2,546.00
33	RECORD BOOK	500 pages, non-blot, "Official Record Book"	book	93.60	10	936.00	10	936.00	10	936.00	10	936.00	40	3,744.00
34	RUBBER BAND	#18, transparent, approx. 445g./box MO brand	box	87.25	1	87.25	1	87.25	1	87.25	1	87.25	4	349.00
35	STAMP PAD INK	violet, 50ml, w/ applicator, Eveready brd.	btl.	22.25	1	22.25	1	22.25	1	22.25	1	22.25	4	89.00
36	STAPLE WIRE	standard, #35, 5000s/box, ACE brand	box	30.05	10	300.50	10	300.50	10	300.50	10	300.50	40	1,202.00
37	TAPE	masking, 2" width, usable length of 50M, Taperan brd.	roll	54.10	10	541.00	10	541.00	10	541.00	10	541.00	40	2,164.00
38	TAPE	masking, 1" width, usable length of 50M, Nashua brnd	roll	14.50	15	217.50	15	217.50	15	217.50	15	217.50	60	870.00
39	TAPE	transparent, 24mm [1"] width, usable length of 50m	roll	13.65	15	204.75	15	204.75	15	204.75	15	204.75	60	819.00
40	TAPE	packaging, 48 width, approx. 50M length, Shurtape	roll	13.65	2	27.30	2	27.30	2	27.30	2	27.30	8	109.20
41	TAPE DISPENSER		unit	200.00	0	-	21	4,200.00	0	-	0	-	21	4,200.00
42	TOILET TISSUE	250 twin-ply sheets, 12 rolls/pckg, Nature brand	pkg.	80.55	5	402.75	5	402.75	5	402.75	6	483.30	21	1,691.55
43	TWINE	plastic, one kilo per roll	roll	42.65	1	42.65		-	1	42.65		-	2	85.30

Office: **Accounting Division/OCSA**

ITEM No.	ARTICLE	DESCRIPTION	UNIT	UNIT PRICE	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		TOTAL	
					Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	QTY.	AMOUNT
44	WRAPPING PAPER	kraft, 65gsm., 910mm width, approx. 40M(3kgs.)	roll	91.55		-		-		-	1	91.55	1	91.55
45	BLADE	for heavy duty cutter, (L500), 10pcs./tube	tube	7.90	2	15.80	2	15.80	2	15.80	2	15.80	8	63.20
46	CUTTER	heavy duty, retractable, L-500	each	22.35	10	223.50		-		-		-	10	223.50
47	CUTTER		unit	1,500.00	1	1,500.00		-		-		-	1	1,500.00
48	PUNCHER	heavy duty, w/ 2 hole guide approx 6.5mm dia in hole	each	77.90	6	467.40		-	6	467.40		-	12	934.80
49	SHARPENER	single cutterhead, one-hole guide, UK brand	each	160.20		-		-	10	1,602.00		-	10	1,602.00
50	STAPLER	heavy duty; Peace brand	each	321.25		-	10	3,212.50		-		-	10	3,212.50
51	STAPLE REMOVER	twin jaws, Prince brand	each	4.15		-	15	62.25		-		-	15	62.25
52	CLEANSER	powder, 350gms/can, Gleam brand	can	18.65	2	37.30	2	37.30	2	37.30	2	37.30	8	149.20
53	DETERGENT POWDER	200gms., Surf kalamansi brand	pouch	33.30	2	66.60	2	66.60	2	66.60	2	66.60	8	266.40
54	FURNITURE CLEANER	aerosol type, multi-purpose, 300ml/can, Pledge brd.	can	124.80	1	124.80	1	124.80	1	124.80	2	249.60	5	624.00
55	INSECTICIDE	aerosol type, 500ml/can, Raid Germkill/Max brand	can	155.80	5	779.00	5	779.00	5	779.00	5	779.00	20	3,116.00
56	RAGS	cotton, approx. 203mm [8"] in diameter	kilo	33.30	10	333.00	10	333.00	10	333.00	10	333.00	40	1,332.00
57	Ribbon	for GX 8250 brother electric typewriter	piece	450.00	2	900.00	2	900.00	2	900.00	2	900.00	8	3,600.00
58	Correction Tape	for electric typewriter	piece	490.00	5	2,450.00	5	2,450.00	5	2,450.00	5	2,450.00	20	9,800.00
59	BATTERY	size AA, alkaline, 2 pcs/packet, Eveready Gold brand	packet	81.15	10	811.50	10	811.50	10	811.50	10	811.50	40	3,246.00
60	BATTERY	size AAA, alkaline, 2 pcs/packet, Maxell brand	packet	17.70	5	88.50	5	88.50	5	88.50	5	88.50	20	354.00
61	BATTERY	Lithium	piece	100.00	5	500.00	5	500.00	5	500.00	5	500.00	20	2,000.00
62	Flower/Plant Pots	for the use of indoor plants	pots	100.00	0	-	40	4,000.00	0	-		-	40	4,000.00
						-		-		-		-	0	-
	IT REGULAR CONSUMABLES													
1	CD-Rewritable	high speed, 700MB/80 min. capacity, compatible w/ 4x-12x CD drivers, slim case, Sky brand	pc.	26.95	5	134.75	5	134.75	5	134.75	5	134.75	20	539.00
2	FLASH DRIVE	8GB capacity, USB 2.0 plug and play [no driver needed], transcend jetflash V30, TSIGJFV30, complete with standard accessories	piece	870.54	3	2,611.62	3	2,611.62	3	2,611.62	3	2,611.62	12	10,446.48
3	INKJET	Lexmark 24017SR; E240; Return Program Toner	cart	975.55	2	1,951.10		-		-		-	2	1,951.10
4	INKJET	hp inkjet 78, print cartridge, HP c6578d, tricolor	cart	1,309.20	1	1,309.20	2	2,618.40	2	2,618.40	2	2,618.40	7	9,164.40
5	INKJET	hp inkjet 15, print cartridge, HP c6615d, black, 25 ml.	cart	1,439.20	2	2,878.40	2	2,878.40	2	2,878.40	2	2,878.40	8	11,513.60
6	INKJET	hp invent 27, c8727A, black, print cartridge	cart	674.80	3	2,024.40	3	2,024.40	3	2,024.40	3	2,024.40	12	8,097.60
7	INKJET	hp invent 28, c8728A, tricolor, print cartridge	cart	810.00	3	2,430.00	3	2,430.00	3	2,430.00	3	2,430.00	12	9,720.00
8	INKJET	hp invent 56, black, hp inkjet print	cart.	747.60	3	2,242.80	3	2,242.80	3	2,242.80	3	2,242.80	12	8,971.20
9	INKJET	hp inkjet 57, tricolor tiga warna	cart.	1,309.20	3	3,927.60	3	3,927.60	3	3,927.60	3	3,927.60	12	15,710.40
10	hp ink cartridge	60 black, Hitam; cc640WA	cart	755.00	30	22,650.00	30	22,650.00	30	22,650.00	30	22,650.00	120	90,600.00
11	hp ink cartridge	60 tricolor, tiga warna; cc643WA	cart	850.00	14	11,900.00	14	11,900.00	14	11,900.00	14	11,900.00	56	47,600.00
12	hp photosmart; 02	black, Hitam	cart	1,200.00	5	6,000.00	5	6,000.00	5	6,000.00	5	6,000.00	20	24,000.00
13	hp photosmart; 02	yellow, Kuning	cart	850.00	5	4,250.00	5	4,250.00	5	4,250.00	5	4,250.00	20	17,000.00
14	hp photosmart; 02	cyan	cart	850.00	5	4,250.00	5	4,250.00	5	4,250.00	5	4,250.00	20	17,000.00
15	hp photosmart; 02	light cyan	cart	850.00	5	4,250.00	5	4,250.00	5	4,250.00	5	4,250.00	20	17,000.00
16	hp photosmart; 02	light magenta	cart	850.00	5	4,250.00	5	4,250.00	5	4,250.00	5	4,250.00	20	17,000.00
17	hp photosmart; 02	magenta	cart	850.00	5	4,250.00	5	4,250.00	5	4,250.00	5	4,250.00	20	17,000.00
18	TONER CARTRIDGE	hp laserjet series 1300, Q2613A, 13A, black, hp invent	toner	3,500.00	1	3,500.00	1	3,500.00	1	3,500.00	1	3,500.00	4	14,000.00
19	INKJET	LC47BK, black, Brother ink cartridge	cart.	800.00	2	1,600.00	2	1,600.00	2	1,600.00	2	1,600.00	8	6,400.00
20	INKJET	LC47M, magenta, Brother ink cartridge	cart.	800.00	1	800.00	1	800.00	1	800.00	1	800.00	4	3,200.00
21	INKJET	LC47Y, yellow, Brother ink cartridge	cart.	800.00	1	800.00	1	800.00	1	800.00	1	800.00	4	3,200.00
22	INKJET	LC47C, cyan, Brother ink cartridge	cart.	800.00	1	800.00	1	800.00	1	800.00	1	800.00	4	3,200.00
23	hp laserjet	Q7553A, black	toner	2,000.00	1	2,000.00	1	2,000.00	1	2,000.00	1	2,000.00	4	8,000.00
24	hp laserjet 12A	Q2612A, black	toner	1,300.00	2	2,600.00	2	2,600.00	2	2,600.00	2	2,600.00	8	10,400.00
25	hp Laserjet 35A	CB435A; hp laserjet P1005-P1006	toner	1,400.00	2	2,800.00	2	2,800.00	2	2,800.00	2	2,800.00	8	11,200.00
26	hp Laserjet 85A	Introductory print cartridge; CE285A; black	toner	3,500.00	2	7,000.00	2	7,000.00	2	7,000.00	2	7,000.00	8	28,000.00
						-		-		-		-		-
	IT NON-CONSUMABLES													
						-		-		-		-		-

Office: **Accounting Division/OCSA**

ITEM No.	ARTICLE	DESCRIPTION	UNIT	UNIT PRICE	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		TOTAL	
					Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	QTY.	AMOUNT
1	Printer	laser, 20ppm printing speed, 1200 x 1200 dpi, with power cord, interface cable, toner cartridge, software drivers and manuals, brand new	unit	5,798.00	1	5,798.00		-	1	5,798.00		-	2	11,596.00
2	Desktop Computer	Intel Core 2 Duo E6320 [1.86Ghz] 1066Mhz FSB 4MB L2 Cache processor; Asus P5V-VMSE Via P4M900/1066Mhz/DDR2667/PCI-Ex/VGA/1G Lan/WIFI/Snd motherboard; Inno3D Geforce 6200 256mb PCI-Express Seagate Barracuda 320GB 7200RPM SATA-HDD; LCD AOCC 19inch 193FW wide screen black Asus DRW-18X 14BL Lightscribe DVD Recorder; Floppy Disk Driver 1.44 Kingston 1GB PC867 ddr2 Memory ATX Power Supply 500W; Keyboard; Optical mouse with scroll ATX casing; UPS APC 500VA; HP Deskjet Printer; Speaker Creative Inspire 2.1 T3000; Windows XP Professional SP2; Kaspersky aintivirus	unit	30,000.00			1	30,000.00	1	30,000.00		-		60,000.00
3	UPS	line interactive topology, w/ sealed maintenance, free batteries, 520VA-600VA, brand new	units	1,341.60	1	1,341.60	1	1,341.60	1	1,341.60	1	1,341.60	4	5,366.40
4	Calculator	Casio, Tax & Exchange, 12 digits, HR-100TM, rating: DL 6V-2 supply 210 use battery RGP, LR6 or "AA" size x 4 or AC adaptor AD-A61024	unit	582.40		-	3	1,747.20		-		-	3	1,747.20
5	Calculator	Calculator, heavy duty printing, desktop, 12 digits capacity two [2] color print/illuminated display, AC power source, Casio Brand, HR100TM Model, brand new	unit	821.60		-	3	2,464.80		-		-	3	2,464.80
6	DVD	DVD writer [internal]	unit	1,500.00	1	1,500.00		-		-		-	1	1,500.00
7	Mouse	PS/2 type, with mouse pad, 2 button + 1 scroll, optic	piece	200.00	12	2,400.00		-		-		-	12	2,400.00
8	Mouse pad	for the protection of the mouse being used	piece	20.00	20	400.00		-		-		-	20	400.00
9	External Hard Disc	heavy duty	unit	5,000.00	1	5,000.00		-		-		-	1	5,000.00
10	Extension cord	heavy duty with 8 outlet	unit	250.00	4	1,000.00		-		-		-	4	1,000.00
11	Computer Monitor	LCD, flat screen, 19"	unit	5,708.08	1	5,708.08		-		-		-	1	5,708.08
12	Airconditioning Unit	Ceiling mounted type	unit	6,000.00	1	6,000.00		-		-		-	1	6,000.00
13	Combo Machine		unit	10,000.00	1	10,000.00		-		-		-	1	10,000.00
14	Combo binder	blue	unit	5,000.00	1	5,000.00		-		-		-	1	5,000.00
15	Digital Voice Recorder		unit	9,339.20			1	9,339.20		-		-	1	9,339.20
						-		-		-		-	0	-
		TOTALS				168,641.90		174,880.97		165,539.67		120,462.37		629,524.91