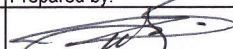
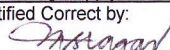


**Republic of the Philippines**  
**Technical Education and Skills Development Authority**  
**Region IV-B (MIMAROPA)**  
 Sante Building, Masipit, Calapan City, Oriental; Mindoro  
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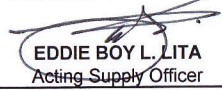
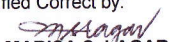
**2013 ANNUAL PROCUREMENT PLAN**


General Description			Office:			Division:			Prepared by:						
OFFICE SUPPLIES AND MATERIALS			Regional Office IV-B MIMAROPA			1. OFFICE OF THE REGIONAL DIRECTOR 2. FINANCE AND ADMINISTRATIVE SERVICES DIVISION 3. REGIONAL OPERATION DIVISION			 <b>EDDIE BOYL LITA</b> Acting Supply Officer Certified Correct by:  <b>MARISA S. LAGAR</b> OIC, FASD						
No.	Stock No.	COMMODITY Nomenclature/Description	Unit Cost	TOTAL		DISTRIBUTIONS PER MONTH									
				Quantity	Amount	January		February		March					
						Quantity	Amount	Quantity	Amount	Quantity	Amount				
1	E-0115	Accountable Form 51 (Official Receipt)	100.00	5	bklt	500.00	0	bklt	-	0	bklt	5	bklt	100.00	
2	E-0002	Ballpen, black	17.50	36	pc	630.00	12	piece	17.50	12	piece	12	piece	17.50	
3	E-0075	Tissue paper, 12 rolls/pack	216.00	6	pack	1,296.00	2	pack	216.00	2	pack	2	pack	216.00	
4	E-0081	Battery 9 volts	120.00	2	pc	240.00	2	piece	120.00	0	piece	0	piece	120.00	
5	E-0145	Battery AA size	90.00	5	pc.	450.00	0	piece	90.00	5	piece	0	piece	50.00	
6	E-0303	Battery AAA size	45.00	12	piece	540.00	6	piece	45.00	0	piece	6	piece	45.00	
7	E-0304	Magazine Box, long, blue & red color	125.00	150	piece	18,750.00	50	piece	125.00	100	piece	0	piece	125.00	
8	SE-007	Calculator 2 way power, 12 digits	700.00	2	unit	1,400.00	1	unit	700.00	0	unit	1	unit	700.00	
9	E-0118	Car Freshener	180.00	2	can	360.00	0	piece	180.00	2	piece	0	piece	120.00	
10	E-0010	CD-RW, 700 MB/80 mins capacity	50.00	36	pc	1,800.00	24	piece	1,200.00	0	piece	-	12	piece	600.00
11	SE-087	Flourescent tube 36W	125.00	16	tube	2,000.00	12	piece	1,500.00	0	piece	-	4	piece	125.00
12	E-0294	DVD-RW with individual case	50.00	24	piece	1,200.00	0	piece	50.00	12	piece	50.00	12	piece	50.00
13	SE-089	Flash Drive, 16 GB, USB	1,600.00	2	pc	3,200.00	0	piece	1,600.00	0	piece	1,600.00	2	piece	1,600.00
14	E-0048	Bond Paper, 80 gsm, A4	250.00	44	ream	11,000.00	4	ream	250.00	25	ream	250.00	15	ream	250.00
15	E-0082	Bond Paper, legal size, 80 gsm	280.00	5	ream	1,400.00	1	ream	280.00	2	ream	280.00	2	ream	205.00
16	E-0013	Computer Ink, tri-color, compatible for A3, A4 and legal size paper printer	1,995.00	3	pc	5,985.00	0	piece	1,995.00	2	piece	1,995.00	1	piece	1,995.00
17	E-0153	Computer Ink, Black 5ml, compatible w/small printer for A4 & F4 size	1,895.00	4	pc	7,580.00	2	piece	1,895.00	0	piece	1,895.00	2	piece	1,895.00
18	E-0154	Computer Ink, tri-color-ink, 5ml, compatible w/small printer	1,995.00	2	pc	3,990.00	1	piece	1,995.00	0	piece	1,995.00	1	piece	1,995.00
19	E-0286	Computer Ink, black, good for 165-190 pages printing	1,090.00	30	piece	32,700.00	10	piece	1,090.00	10	piece	1,090.00	10	piece	1,090.00
20	E-0287	Computer Ink, tri-color-ink, good for 145-160 pages printing	1,100.00	11	piece	12,100.00	5	piece	1,100.00	3	piece	1,100.00	3	piece	1,100.00
21	E-0201	Computer Ink, black, good for 160-185 pages printing	1,090.00	30	pc	32,700.00	10	piece	1,090.00	10	piece	1,090.00	10	piece	1,090.00



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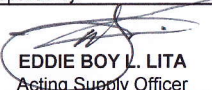
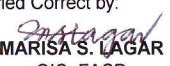
**2013 ANNUAL PROCUREMENT PLAN**

General Description		Office:				Division:				Prepared by:		
OFFICE SUPPLIES AND MATERIALS		Regional Office IV-B MIMAROPA				1.OFFICE OF THE REGIONAL DIRECTOR 2. FINANCE AND ADMINISTRATIVE SERVICES DIVISION 3. REGIONAL OPERATION DIVISION				 <b>EDDIE BOY L. LITA</b> Acting Supply Officer		
										Certified Correct by:  <b>MARISA S. LAGAR</b> OIC, FASD		
22	E-0202	Computer tri-color-ink good for 145-160 pages printing	1,100.00	13	pc	14,300.00	5	piece	1,100.00	4	piece	1,100.00
23	E-0305	Computer Ink, 8ml-9ml, black	1,100.00	8	pc	8,800.00	4	piece	1,100.00	0	piece	1,100.00
24	E-0306	Computer Ink, 8ml-9ml, tri-color-ink	1,320.00	4	pc	5,280.00	2	piece	1,320.00	0	piece	1,320.00
25	E-0276	Computer Ink, Black, compatible w/ A3, A4 and legal size printer	1,900.00	3	pc	5,700.00	1	piece	1,900.00	1	piece	1,900.00
26	E-0016	Diskette, 1.44MB, 3.5' size, 10 pcs./box	250.00	11	box	2,750.00	1	box	250.00	5	box	250.00
27	SE-315	Picture Frame	500.00	6	piece	3,000.00	2	piece	500.00	2	piece	500.00
28	E-0190	Toner Cartridge, black, good for 3000-3500 pages printing	3,800.00	2	bottle	7,600.00	2	bottle	3,800.00	0	bottle	3,800.00
29	E-0020	Double Adhesive Tape, big , w/ foam	65.00	6	roll	390.00	2	roll	65.00	3	roll	65.00
30	E-0025	File folder, sliding, plastic, blue A4	10.00	50	pc	500.00	0	piece	10.00	50	piece	10.00
31	E-0255	Ribbon for Bundy Clock	1,500.00	2	roll	3,000.00	0	roll	-	0	roll	-
32	E-0031	Air Freshener, spray, lemon scent - big bottle	200.00	7	can	1,400.00	2	can	200.00	4	can	200.00
33	E-0129	All purpose, Glue, big	95.00	10	bottle	950.00	2	bottle	95.00	2	bottle	95.00
34	E-0034	Highlighter Assorted colors, 3 colors/set	90.00	10	set	900.00	6	set	90.00	4	set	90.00
35	E-0130	Imaging Film for fax machine	200.00	4	roll	800.00	2	roll	200.00	0	roll	160.00
36	E-0092	Insecticide Spray, waterbase	350.00	7	can	2,450.00	2	can	350.00	3	can	350.00
37	E-0001	Alcohol, 70% solution, 500 ml.	85.00	12	bottle	1,020.00	4	bottle	85.00	4	bottle	85.00
38	E-0072	Tape, Packaging, 2"	45.00	8	roll	360.00	2	roll	45.00	0	roll	45.00
39	E-0073	Tape, Transparent 1"	30.00	8	roll	240.00	2	roll	30.00	0	roll	30.00
40	E-0284	Document file, 2 holes, 3", red	180.00	50	piece	9,000.00	30	piece	180.00	10	piece	180.00
41	E-0280	Toilet Deodorant Cake	40.00	3	piece	120.00	0	piece	40.00	0	piece	40.00
42	E-0205	Ribbon, Cartridge	190.00	2	ribbon	380.00	0	ribbon	190.00	0	ribbon	-
43	E-0083	Clip backfold, 3/4", 12 pcs/box	10.00	12	piece	120.00	4	box	10.00	4	box	10.00
44	E-0245	Dishwashing Liquid, big	68.00	9	bottle	612.00	3	bottle	68.00	3	bottle	68.00
45	E-0281	Paper Clips - vinyl coated - small	15.00	16	box	240.00	10	box	15.00	0	box	15.00
46	E-0207	Paper Clips - vinyl coated - jumbo	25.00	18	box	450.00	6	box	25.00	6	box	25.00
47	E-0047	Paper Fastener, non-rust metal	75.00	18	box	1,350.00	6	box	75.00	6	box	75.00
48	E-0050	Photo Paper, A4, 20 pcs/box	330.00	0	pack	-	0	pack	330.00	0	pack	330.00



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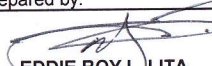
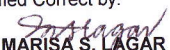
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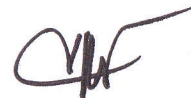
General Description			Office:			Division:					Prepared by:				
OFFICE SUPPLIES AND MATERIALS			Regional Office IV-B MIMAROPA			1. OFFICE OF THE REGIONAL DIRECTOR 2. FINANCE AND ADMINISTRATIVE SERVICES DIVISION 3. REGIONAL OPERATION DIVISION					 <b>EDDIE BOY L. LITA</b> Acting Supply Officer				
											Certified Correct by:  <b>MARISA S. LAGAR</b> OIC, FASD				
49	E-0136	Plastic twine	40.00	8	roll	320.00	4	roll	40.00	2	roll	40.00	2	roll	40.00
50	E-0089	Furniture Cleaner/polish	295.00	7	can	2,065.00	2	can	295.00	3	can	295.00	2	can	295.00
51	E-0038	Permanent Marker. Black	30.00	6	pc	180.00	3	piece	30.00	3	piece	30.00	0	piece	30.00
52	E-0039	Permanent Marker. Blue	30.00	6	pc	180.00	3	piece	30.00	3	piece	30.00	0	piece	30.00
53	E-0040	Permanent Marker. Red	30.00	6	pc	180.00	3	piece	30.00	3	piece	30.00	0	piece	30.00
54	E-0288	Steno Notebook	20.00	24	piece	480.00	12	piece	20.00	12	piece	20.00	0	piece	20.00
55	E-0289	Yellow Pad	200.00	3	pad	600.00	1	pad	800.00	2	pad	200.00	0	pad	200.00
56	E-0290	File folder, long	400.00	2	box	800.00	0	box	800.00	1	box	800.00	1	box	400.00
57	E-0291	Expanding Folder, long	800.00	2	box	1,600.00	0	box	800.00	1	box	800.00	1	box	800.00
58	E-0292	Plastic Expanding Envelope, long, colored	50.00	24	piece	1,200.00	0	piece	50.00	24	piece	50.00	0	piece	50.00
59	E-0293	Plastic Expanding Envelope, long, transparent	40.00	36	pc	1,440.00	0	piece	40.00	24	piece	40.00	12	piece	40.00
60	E-0049	Pencil lead w/ eraser, dozen/box	60.00	15	box	900.00	3	box	60.00	12	box	60.00	0	box	38.00
61	E-0101	Note Pad/ Post-it Sticker, 3 x 4 size	55.00	17	pad	935.00	5	pad	25.00	6	pad	25.00	6	pad	25.00
62	E-0054	Push Pin, Hammer head	30.00	3	box	90.00	0	box	-	3	box	11.45	0	box	-
63	E-0061	Rounded Rags	60.00	8	kilo	480.00	2	kilo	25.00	6	kilo	25.00	0	kilo	25.00
64	E-0064	Sign Pen, Black	75.00	12	pc	900.00	0	piece	75.00	12	piece	75.00	0	piece	38.00
65	E-0244	Board Paper, 176gsm, natural color, 10pcs./pack	40.00	30	pack	1,200.00	10	pack	20.00	10	pack	20.00	10	pack	20.00
66	E-0066	Staple Wire, Standard # 35	40.00	9	box	360.00	3	box	15.00	3	box	15.00	3	box	15.00
67	E-0112	Thermal Paper, 216mm x 30 m	95.00	6	roll	570.00	2	roll	37.45	2	roll	37.45	2	roll	37.45
68	E-0177	Toner Cartridge, black, for Xerox Machine	8,500.00	2	cart	17,000.00	0	cart	8,500.00	2	cart	8,500.00	0	cart	7,500.00
69	E-0035	Laminating Film, 125 MIC, 100pcs/pack, A4 size	780.00	1	pack	780.00	1	pack	780.00	0	pack	780.00	0	pack	780.00
70	E-0295	Door Mat	60.00	6	piece	360.00	6	piece	60.00	0	piece	60.00	0	piece	60.00
71	E-0296	Bowl Cleaner	150.00	12	bottle	1,800.00	6	bottle	150.00	3	bottle	150.00	3	bottle	150.00
72	E-0297	Floor Mop	450.00	4	piece	1,800.00	2	piece	450.00	2	piece	450.00	0	piece	450.00
73	E-0298	Soft Broom and Walis Tinting	125.00	10	piece	1,250.00	6	piece	125.00	0	piece	125.00	4	piece	125.00
74	E-0077	Whiteboard marker	25.00	5	pc	125.00	5	piece	25.00	0	piece	25.00	0	piece	25.00



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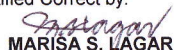
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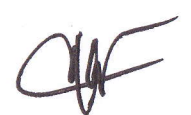
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OFFICE SUPPLIES AND MATERIALS		Regional Office IV-B MIMAROPA				1. OFFICE OF THE REGIONAL DIRECTOR 2. FINANCE AND ADMINISTRATIVE SERVICES DIVISION 3. REGIONAL OPERATION DIVISION				 <b>EDDIE BOY L. LITA</b> Acting Supply Officer					
										Certified Correct by:  <b>MARISA S. LAGAR</b> OIC, FASD					
75	E-0299	Computer Ink, Black good for 450-480 pages printing	605.00	4	pc	2,420.00	2	piece	605.00	0	piece	605.00	2	piece	605.00
76	E-0300	Computer Ink, tri-color-ink good for 195-200 pages printing	605.00	2	pc	1,210.00	1	piece	605.00	0	piece	605.00	1	piece	605.00
77	SE-314	Electrical Wire THHN 3.5	3,500.00	1	box	3,500.00	0	box	3,500.00	1	box	3,500.00	0	box	3,500.00
78	E-0301	Garbage Bag, big size 100pcs. per pack	400.00	1	pack	400.00	1	pack	400.00	0	pack	400.00	0	pack	400.00
79	E-0302	Tarpaulin Banner/Streamer for TESDA and other Government Agencies Programs, Advertisement, Anniversaries and Promotion	500.00	9	lot	4,500.00	3	lot	500.00	3	pack	500.00	3	pack	500.00
<b>Total</b>						<b>261,158.00</b>									
<b>PPE, ACTIVITIES AND PROGRAM</b>															
1	13-0001	Mailing of Documents and other Items	125.00	120	lot	15,000.00	40	lot	125.00	40	lot	125.00	40	lot	125.00
2	13-0002	Pre-paid Card, Smart 300.00	300.00	9	piece	2,700.00	3	piece	300.00	3	piece	300.00	3	piece	300.00
3	13-0003	Pre-paid Card, Smart 100.00	100.00	18	piece	1,800.00	6	piece	100.00	6	piece	100.00	6	piece	100.00
4	13-0004	Pre-paid Card, Globe 300.00	300.00	9	piece	2,700.00	3	piece	300.00	3	piece	300.00	3	piece	300.00
5	13-0005	Internet Subscription	999.00	3	lot	2,997.00	1	lot	999.00	1	lot	999.00	1	lot	999.00
6	13-0006	Computer Maintenance	6,000.00	3	lot	18,000.00	1	lot	6,000.00	1	lot	6,000.00	1	lot	6,000.00
7	13-0007	Telephone Line Subscription	3,000.00	6	lot	18,000.00	2	lot	3,000.00	2	lot	3,000.00	2	lot	3,000.00
8	13-0008	TESDA IVB Office Rental	77,000.00	3	lot	231,000.00	1	lot	77,000.00	1	lot	77,000.00	1	lot	77,000.00
9	13-0009	Diesel Fuel	50.00	435	liters	21,750.00	145	liter	50.00	145	liter	50.00	145	liter	50.00
10	13-0010	Service Vehicle Maintenance & Parts	30,000.00	3	lot	90,000.00	1	lot	30,000.00	1	lot	20,000.00	1	lot	30,000.00
11	13-0011	Cable TV Subscription	400.00	3	lot	1,200.00	1	lot	400.00	1	lot	400.00	1	lot	400.00
12	13-0012	Purified Drinking Water, 20 gals./container	45.00	60	container	2,700.00	20	container	45.00	20	container	45.00	20	container	45.00
13	13-0013	Aircon Maintenance/A/C Parts	1,500.00	12	lot	18,000.00	0	lot	800.00	12	lot	800.00	0	lot	800.00
14	13-0014	Electric Consumption	30,000.00	3	lot	90,000.00	1	lot	30,000.00	1	lot	30,000.00	1	lot	30,000.00
15	13-0015	Computer Spare Parts	2,000.00	9	lot	18,000.00	3	lot	2,000.00	3	lot	2,000.00	3	lot	2,000.00
16	13-0016	Laptop Computer	38,000.00	3	unit	114,000.00	3	unit	38,000.00	0	unit	38,000.00	0	unit	38,000.00
17	13-0017	Computer Set, Heavy Duty, with LED Monitor 19"	40,000.00	6	lot	240,000.00	3	set	40,000.00	0	set	40,000.00	3	set	40,000.00



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										Certified Correct by:  <b>MARISA S. LAGAR</b> OIC, FASD					
18	13-0018	Uninterruptible Power Supply	3,000.00	6	unit	18,000.00	2	unit	3,000.00	2	unit	3,000.00	2	unit	3,000.00
19	13-0019	External Hard Disk, 1TB	6,000.00	1	unit	6,000.00	0	unit	6,000.00	0	unit	6,000.00	1	unit	6,000.00
20	13-0020	Microphone, wireless,HD	5,000.00	2	unit	10,000.00	0	unit	2,000.00	2	unit	2,000.00	0	unit	2,000.00
21		Fax Machine	8,500.00	2		17,000.00	0	unit	8,500.00	2	unit	8,500.00	0	unit	8,500.00
22	13-0021	Fire Extinguisher	2,500.00	5	unit	12,500.00	0	unit	2,500.00	5	unit	2,500.00	0	unit	2,500.00
23	13-0022	Catering Services during EXCOM Meeting	30,000.00	1	lot	30,000.00	1	lot	30,000.00	0	lot	30,000.00	0	lot	30,000.00
24	13-0023	Accommodation/Function Hall, supplies and materials and other expenses during EXCOM	20,000.00	1	lot	20,000.00	1	lot	20,000.00	0	lot	20,000.00	0	lot	20,000.00
25	13-0024	Catering Services-ROD Activities (Impact Evaluation Study, etc)	54,000.00	2	lot	108,000.00	0	lot	54,000.00	1	lot	54,000.00	1	lot	10,000.00
26	13-0025	Accommodation/Function Hall - ROD Activities (Impact Evaluation Study, etc)	10,000.00	2	lot	20,000.00	0	lot	192,000.00	1	lot	192,000.00	1	lot	10,000.00
27	13-0026	Catering Services for the Assessors Methodology and Trainors Methodology (AM/TM) and Trainors Qualification & Assessors Qualification (TQ/AQ)	75,000.00	2	lot	150,000.00	0	lot	75,000.00	1	lot	75,000.00	1	lot	75,000.00
28	13-0027	Accommodation for the Assessors Methodology and Trainors Methodology (AM/TM) and Trainors Qualification & Assessors Qualification (TQ/AQ)	100,000.00	1	lot	100,000.00	0	lot	100,000.00	0	lot	100,000.00	1	lot	100,000.00
29	13-0028	Catering Services for AUDIT - Maritime/Sea Based Program, Assessment Center Audit, UTPRAS AND Land Based Program	30,000.00	2	lot	60,000.00	0	lot	30,000.00	1	lot	30,000.00	1	lot	30,000.00
30	13-0029	Accommodation, Supplies and Materials, Transportations and other Miscellaneous for AUDIT - Maritime/Sea Based Program, Assessment Center Audit, UTPRAS AND Land Based Program	31,000.00	2	lot	62,000.00	0	lot	31,000.00	1	lot	31,000.00	1	lot	31,000.00



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**2013 ANNUAL PROCUREMENT PLAN**


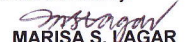
General Description			Office:				Division:				Prepared by:				
OFFICE SUPPLIES AND MATERIALS			Regional Office IV-B MIMAROPA				1.OFFICE OF THE REGIONAL DIRECTOR 2. FINANCE AND ADMINISTRATIVE SERVICES DIVISION 3. REGIONAL OPERATION DIVISION				 <b>EDDIE BOY L. LITA</b> Acting Supply Officer				
											Certified Correct by:  <b>MARISA S. LAGAR</b> OIC, FASD				
31	13-0030	Food/Meals, Accommodations and Venue during the Staff Development Program	40,000.00	1	lot	40,000.00	0	lot	40,000.00	0	lot	40,000.00	1	lot	40,000.00
32	13-0031	Food/Meals, Accommodations and Venue during Gender Sensitivity Training-Gender and Development	50,000.00	1	lot	50,000.00	0	lot	50,000.00	1	lot	50,000.00	0	lot	50,000.00
33	13-0032	Food/Meals during Staff Meeting	2,500.00	3		7,500.00	1	lot	2,500.00	1	lot	250.00	1	loy	2,500.00
34	13-0033	Food and Accommodation for Consultative Workshop for Admin Officers, Financial Analyst and Supply Officers	50,000.00	1	lot	50,000.00	0	lot	50,000.00	0	lot	50,000.00	1	lot	50,000.00
35	13-0034	Food / Meals during the Exit Conference - TESDA IVB and COA	3,500.00	1	lot	3,500.00	0	lot	3,500.00	1	lot	3,500.00	0	lot	3,500.00
36	13-0035	First Aid Kit and Medicines	10,000.00	1	set	10,000.00	0	set	10,000.00	1	set	10,000.00	0	set	10,000.00
37	13-0036	News Paper Subscription, Radio and TV Program for TESDA Programs Advertisement for whole year	15,000.00	1	lot	15,000.00	1	lot	15,000.00	0	lot	15,000.00	0	lot	15,000.00
38	13-0037	Creation/Development of TESDA IVB Official Website	100,000.00	1	lot	100,000.00	1	lot	100,000.00	0	lot	100,000.00	0	lot	100,000.00
39	13-0038	Xerox Machine Repair, Maintenance and Parts	15,000.00	1	lot	15,000.00	1	lot	15,000.00	0	lot	15,000.00	0	lot	15,000.00
40	13-0039	Dual Training System Orientation/Workshop - Food,Accommodations, Supplies and Materials, Communications, Transportations and other Miscellaneous Expenses	75,000.00	1	lot	75,000.00	0	lot	75,000.00	1	lot	75,000.00	0	lot	75,000.00
<b>TOTAL</b>															
<b>Grand Total for the 1st Semester</b>															

Approved by:



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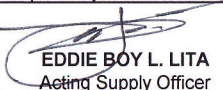
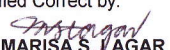
**2013 ANNUAL PROCUREMENT PLAN**

General Description	Office:	Division:	Prepared by:
<b>OFFICE SUPPLIES AND MATERIALS</b>	<b>Regional Office IV-B MIMAROPA</b>	1. OFFICE OF THE REGIONAL DIRECTOR  2. FINANCE AND ADMINISTRATIVE SERVICES DIVISION  3. REGIONAL OPERATION DIVISION	<div style="text-align: center;">   <b>EDDIE BOY L. LITA</b>            Acting Supply Officer         </div> <hr/> Certified Correct by: <div style="text-align: center;">   <b>MARISA S. LAGAR</b>            OIC, FASD         </div>

  
**BARON L. LAGRAN**  
 OIC-Regional Director

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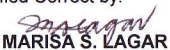
General Description			Office:			Division:						Prepared by:		
<b>OFFICE SUPPLIES AND MATERIALS</b>			<b>Regional Office IV-B MIMAROPA</b>			1. OFFICE OF THE REGIONAL DIRECTOR 2. FINANCE AND ADMINISTRATIVE SERVICES DIVISION 3. REGIONAL OPERATION DIVISION						 <b>EDDIE BOY L. LITA</b> Acting Supply Officer		
												Certified Correct by:  <b>MARISA S. LAGAR</b> OIC, FASD		
No.	Stock No.	COMMODITY Nomenclature/Description	Unit Cost	TOTAL		DISTRIBUTIONS PER MONTH								
				Quantity	Amount	April		May		June				
						Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	
1	E-0115	Accountable Form 51 (Official Receipt)	100.00	0	bkit	-	0	bkit	-	0	bkit	0	bkit	100.00
2	E-0002	Ballpen, black	17.50	24	pc	420.00	0	piece	17.50	12	piece	12	piece	17.50
3	E-0075	Tissue paper, 12 rolls/pack	216.00	4	pack	864.00	2	pack	216.00	0	pack	2	pack	216.00
4	E-0081	Battery 9 volts	120.00	8	pc	960.00	4	piece	120.00	2	piece	2	piece	120.00
5	E-0145	Battery AA size	90.00	5	pc.	450.00	0	piece	90.00	5	piece	0	piece	50.00
6	E-0303	Battery AAA size	45.00	10	pc	450.00	6	piece	45.00	0	piece	4	piece	45.00
7	SE-007	Calculator 2 way power, 12 digits	700.00	0	unit	-	0	unit	700.00	0	unit	0	unit	700.00
8	E-0118	Car Freshener	180.00	2	can	360.00	0	piece	180.00	2	piece	0	piece	120.00
9	E-0010	CD-RW, 700 MB/80 mins capacity	50.00	12	pc	600.00	0	piece	50.00	0	piece	12	piece	50.00
10	SE-087	Flourescent tube 36W	125.00	10	tube	1,250.00	6	piece	35.00	4	piece	0	piece	125.00
11	E-0294	DVD-RW with individual case	50.00	24	piece	1,200.00	0	piece	50.00	12	piece	12	piece	50.00
12	SE-089	Flash Drive, 16 GB, USB	1,600.00	3	pc	4,800.00	1	piece	1,600.00	0	piece	2	piece	1,600.00
13	E-0048	Bond Paper, 80 gsm, A4	250.00	45	ream	11,250.00	15	ream	250.00	15	ream	15	ream	250.00
14	E-0082	Bond Paper, legal size, 80 gsm	280.00	3	ream	840.00	1	ream	280.00	1	ream	1	ream	205.00
15	E-0013	Computer Ink, tri-color, compatible for A3 printer, Refill	350.00	2	pc	700.00	1	piece	350.00	0	piece	1	piece	350.00
16	E-0153	Computer Ink, Black 5ml, compatible w/small printer for A4 & F4 size, refill	250.00	3	pc	750.00	1	piece	250.00	1	piece	1	piece	1,895.00
17	E-0154	Computer Ink, tri-color-ink, 5ml, compatible w/small printer, refill	300.00	3	pc	900.00	1	piece	300.00	1	piece	1	piece	300.00
18	E-0286	Computer Ink, black, good for 175-200 pages printing, refill	250.00	30	piece	7,500.00	10	piece	250.00	10	piece	10	piece	250.00
19	E-0287	Computer Ink, tri-color-ink, good for 150-165 pages printing, refill	300.00	9	piece	2,700.00	3	piece	300.00	3	piece	3	piece	300.00
20	E-0201	Computer Ink, black, good for 170-190 pages printing, refill	250.00	30	pc	7,500.00	10	piece	250.00	10	piece	10	piece	250.00
21	E-0202	Computer Ink, tri-color-ink good for 150-165 pages printing, refill	350.00	11	pc	3,850.00	3	piece	350.00	4	piece	4	piece	350.00





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**2013 ANNUAL PROCUREMENT PLAN**

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OFFICE SUPPLIES AND MATERIALS		Regional Office IV-B MIMAROPA				1.OFFICE OF THE REGIONAL DIRECTOR 2. FINANCE AND ADMINISTRATIVE SERVICES DIVISION 3. REGIONAL OPERATION DIVISION				 <b>EDDIE BOY L. LITA</b> Acting Supply Officer					
										Certified Correct by:					
										 <b>MARISA S. LAGAR</b> OIC, FASD					
22	E-0276	Computer Ink, Black, compatible w/ A3 size printer, refill	350.00	3	pc	1,050.00	1	piece	300.00	1	piece	300.00	1	piece	300.00
23	E-0016	Diskette, 1.44MB, 3.5' size, 10 pcs./box	250.00	6	box	1,500.00	2	box	250.00	2	box	250.00	2	box	250.00
	SE-315	Picture Frame	500.00	6	piece	3,000.00	2	piece	500.00	2	piece	500.00	2	piece	500.00
24	E-0305	Computer Ink, 8ml-9ml, black, refill	300.00	10	pc	3,000.00	4	piece	300.00	2	piece	300.00	4	piece	300.00
25	E-0306	Computer Ink, 8ml-9ml, tri-color-ink, refill	400.00	5	pc	2,000.00	2	piece	400.00	1	piece	400.00	2	piece	400.00
26	E-0190	Toner Cartridge, black, good for 3000-3500 pages printing	3,800.00	1	bottle	3,800.00	0	bottle	3,800.00	1	bottle	3,800.00	0	bottle	3,800.00
27	E-0020	Double Adhesive Tape, big , w/ foam	65.00	6	roll	390.00	0	roll	65.00	3	roll	65.00	0	roll	65.00
28	E-0025	File folder, sliding, plastic, blue A4	10.00	0	pc	-	0	piece	10.00	0	piece	10.00	0	piece	10.00
29	E-0255	Ribbon for Bundy Clock	1,500.00	2	roll	3,000.00	0	roll	-	0	roll	-	2	roll	1,500.00
30	E-0031	Air Freshener, spray, lemon scent - big bottle	200.00	6	can	1,200.00	1	can	200.00	4	can	200.00	1	can	200.00
31	E-0129	All purpose, Glue, big	95.00	6	bottle	570.00	0	bottle	95.00	0	bottle	95.00	6	bottle	95.00
32	E-0034	Highlighter Assorted colors, 3 colors/set	90.00	4	set	360.00	0	set	90.00	4	set	90.00	0	set	90.00
33	E-0130	Imaging Film for fax machine	200.00	2	roll	400.00	0	roll	200.00	0	roll	160.00	2	roll	200.00
34	E-0092	Insecticide Spray, waterbase	350.00	3	can	1,050.00	1	can	350.00	1	can	350.00	1	can	350.00
35	E-0001	Alcohol, 70% solution, 500 ml.	85.00	15	bottle	1,275.00	5	bottle	85.00	5	bottle	85.00	5	bottle	85.00
36	E-0072	Tape, Packaging, 2"	45.00	6	roll	270.00	0	roll	45.00	0	roll	45.00	6	roll	45.00
37	E-0073	Tape, Transparent 1"	30.00	16	roll	480.00	6	roll	30.00	4	roll	30.00	6	roll	30.00
38	E-0309	Tape, Scotch tape, 2"	45.00	12	roll	540.00	6	roll	45.00	0	roll	45.00	6	roll	45.00
39	E-0311	Tape, Scotch tape, 1"	30.00	16	roll	480.00	6	roll	30.00	4	roll	30.00	6	roll	30.00
40	E-0310	Tape, Packing Tape, 2"	50.00	12	roll	600.00	6	roll	50.00	0	roll	50.00	6	roll	50.00
41	E-0284	Document file, 2 holes, 3", red	180.00	30	piece	5,400.00	0	piece	180.00	30	piece	180.00	0	piece	180.00
42	E-0280	Toilet Deodorant Cake	40.00	5	piece	200.00		piece	40.00	3	piece	40.00	2	piece	40.00
43	E-0205	Printer Ribbon Cartridge	190.00	0	ribbon	-	0	ribbon	190.00	0	ribbon	-	0	ribbon	190.00
44	E-0083	Clip backfold, 3/4", 12 pcs/box	60.00	3	box	180.00	1	box	60.00	1	box	60.00	1	box	60.00
45	E-0308	Clip backfold, 2", 12 pcs/box	100.00	6	box	600.00	2	box	100.00	2	box	100.00	2	box	100.00
46	E-0245	Dishwashing Liquid, big	68.00	6	bottle	408.00	2	bottle	68.00	2	bottle	68.00	2	bottle	68.00
47	E-0281	Paper Clips - vinyl coated - small	15.00	6	box	90.00	0	box	15.00	0	box	15.00	6	box	15.00



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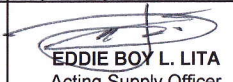
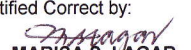
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48	E-0207	Paper Clips - vinyl coated - jumbo	25.00	12	box	300.00	0	box	25.00	6	box	25.00	6	box	25.00
49	E-0047	Paper Fastener, non-rust metal	75.00	12	box	900.00	0	box	75.00	6	box	75.00	6	box	75.00
50	E-0050	Photo Paper, A4, 20 pcs/box	330.00	1	pack	330.00	1	pack	330.00	0	pack	330.00	0	pack	330.00
51	E-0136	Plastic twine	40.00	3	roll	120.00	1	roll	40.00	1	roll	40.00	1	roll	40.00
52	E-0089	Furniture Cleaner/polish	295.00	4	can	1,180.00	0	can	295.00	2	can	295.00	2	can	295.00
53	E-0038	Permanent Marker. Black	30.00	3	pc	90.00	0	piece	30.00	3	piece	30.00	0	piece	30.00
54	E-0039	Permanent Marker. Blue	30.00	3	pc	90.00	0	piece	30.00	3	piece	30.00	0	piece	30.00
55	E-0040	Permanent Marker. Red	30.00	3	pc	90.00	0	piece	30.00	3	piece	30.00	0	piece	30.00
56	E-0288	Steno Notebook	20.00	12	piece	240.00	0	piece	20.00	12	piece	20.00	0	piece	20.00
57	E-0289	Yellow Pad	200.00	4	pad	800.00	2	pad	200.00	0	pad	200.00	2	pad	200.00
58	E-0290	File folder, long	400.00	2	box	800.00	0	box	800.00	1	box	800.00	1	box	400.00
59	E-0291	Expanding Folder, long	800.00	2	box	1,600.00	0	box	800.00	1	box	800.00	1	box	800.00
60	E-0292	Plastic Expanding Envelope, long, colored	50.00	36	piece	1,800.00	12	piece	50.00	12	piece	50.00	12	piece	50.00
61	E-0293	Plastic Expanding Envelope, long, transparent	40.00	36	pc	1,440.00	12	piece	40.00	12	piece	40.00	12	piece	40.00
62	E-0049	Pencil lead w/ eraser, dozen/box	60.00	15	box	900.00	3	box	60.00	12	box	60.00	0	box	38.00
63	E-0101	Note Pad/ Post-it Sticker, 3 x 4 size	55.00	9	pad	495.00	3	pad	25.00	3	pad	25.00	3	pad	25.00
64	E-0054	Push Pin, Hammer head	30.00	2	box	60.00	0	box	-	2	box	11.45	0	box	-
65	E-0061	Rounded Rags	60.00	9	kilo	540.00	3	kilo	25.00	3	kilo	25.00	3	kilo	25.00
66	E-0064	Sign Pen, Black, 0.5 size	75.00	12	pc	900.00	0	piece	75.00	12	piece	75.00	0	piece	38.00
67	E-0307	Sign Pen, Black, 0.7 size	150.00	9	pc	1,350.00	6	piece	150.00	0	piece	150.00	3	piece	
68	E-0244	Board Paper, 176gsm, natural color, 10pcs./pack	40.00	30	pack	1,200.00	10	pack	40.00	10	pack	40.00	10	pack	40.00
69	E-0066	Staple Wire, Standard # 35	40.00	7	box	280.00	2	box	15.00	2	box	15.00	3	box	15.00
70	E-0112	Thermal Paper, 216mm x 30 m	95.00	4	roll	380.00	0	roll	37.45	2	roll	37.45	2	roll	37.45
71	E-0177	Toner Cartridge, black, for Xerox Machine	9,200.00	2	cart	18,400.00	1	cart	9,200.00	0	cart	9,200.00	1	cart	9,200.00
72	E-0035	Laminating Film, 125 MIC, 100pcs/pack, A4 size	780.00	0	pack	-	0	pack	780.00	0	pack	780.00	0	pack	780.00
73	E-0295	Door Mat	60.00	3	piece	180.00	0	piece	60.00	0	piece	60.00	3	piece	60.00
74	E-0296	Bowl Cleaner	150.00	6	bottle	900.00	2	bottle	150.00	2	bottle	150.00	2	bottle	150.00



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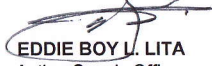
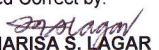
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										Certified Correct by:  <b>MARISA S. LAGAR</b> OIC, FASD					
75	E-0297	Floor Mop	450.00	2	piece	900.00	0	piece	450.00	0	piece	450.00	2	piece	450.00
76	E-0298	Soft Broom and Walis Tinting	125.00	6	piece	750.00	0	piece	125.00	4	piece	125.00	2	piece	125.00
77	E-0077	Whiteboard marker	25.00	10	pc	250.00	0	piece	25.00	6	piece	25.00	4	piece	25.00
78	E-0299	Computer Ink, Black good for 450-480 pages printing , refill	250.00	3	pc	250.00	1	piece	250.00	1	piece	250.00	1	piece	250.00
79	E-0300	Computer Ink, tri-color-ink good for 195-200 pages printing, refill	300.00	2	pc	600.00	1	piece	300.00	0	piece	300.00	1	piece	300.00
80	E-0301	Garbage Bag, big size 100pcs. per pack	400.00	1	pack	400.00	1	pack	400.00	0	pack	400.00	0	pack	400.00
81	E-0302	Tarpaulin Banner/Streamer for TESDAand other Government Agencies Programs, Advertisement, Anniversaries and Promotion	500.00	9	lot	4,500.00	3	lot	500.00	3	pack	500.00	3	pack	500.00
<b>Total</b>						<b>122,202.00</b>									
<b>PPE, ACTIVITIES AND PROGRAM</b>															
1	13-0001	Mailing of Documents and other Items	125.00	120	lot	15,000.00	40	lot	125.00	40	lot	125.00	40	lot	125.00
2	13-0002	Pre-paid Card, Smart 300.00	300.00	9	piece	2,700.00	3	piece	300.00	3	piece	300.00	3	piece	300.00
3	13-0003	Pre-paid Card, Smart 100.00	100.00	18	piece	1,800.00	6	piece	100.00	6	piece	100.00	6	piece	100.00
4	13-0004	Pre-paid Card, Globe 300.00	300.00	9	piece	2,700.00	3	piece	300.00	3	piece	300.00	3	piece	300.00
5	13-0005	Internet Subscription	999.00	3	lot	2,997.00	1	lot	999.00	1	lot	999.00	1	lot	999.00
6	13-0006	Computer Maintenance	6,000.00	3	lot	18,000.00	1	lot	6,000.00	1	lot	6,000.00	1	lot	6,000.00
7	13-0007	Laminating Machine, Heavy Duty, comatible with legal size paper	6,000.00	2	unit	12,000.00	0	unit	6,000.00	1	unit	6,000.00	1	unit	6,000.00
8	13-0008	Telephone Line	3,000.00	6	lot	18,000.00	2	lot	3,000.00	2	lot	3,000.00	2	lot	3,000.00
9	13-0009	TESDA IVB Office Rental	77,000.00	3	lot	231,000.00	1	lot	77,000.00	1	lot	77,000.00	1	lot	77,000.00
10	13-0010	Diesel Fuel	50.00	435	liters	21,750.00	145	liter	50.00	145	liter	50.00	145	liter	50.00
11	13-0011	Service Vehicle Maintenance & Parts	30,000.00	1	lot	30,000.00	0	lot	30,000.00	0	lot	30,000.00	1	lot	30,000.00
12	13-0012	Cable TV Subscription	400.00	3	lot	1,200.00	1	lot	400.00	1	lot	400.00	1	lot	400.00
13	13-0013	Purified Drinking Water, 20 gals./container	45.00	60	container	2,700.00	20	container	45.00	20	container	45.00	20	container	45.00
14	13-0014	Aircon Maintenance/A/C Parts	1,500.00	12	lot	18,000.00	12	lot	1,500.00	12	lot	1,500.00	0	lot	1,500.00
15	13-0015	Electric Consumption	30,000.00	3	lot	90,000.00	1	lot	30,000.00	1	lot	30,000.00	1	lot	30,000.00



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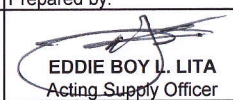
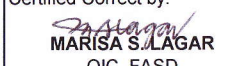
**2013 ANNUAL PROCUREMENT PLAN**

General Description			Office:			Division:				Prepared by:		
OFFICE SUPPLIES AND MATERIALS			Regional Office IV-B MIMAROPA			1.OFFICE OF THE REGIONAL DIRECTOR 2. FINANCE AND ADMINISTRATIVE SERVICES DIVISION 3. REGIONAL OPERATION DIVISION				 <b>EDDIE BOY L. LITA</b> Acting Supply Officer		
										Certified Correct by:  <b>MARISA S. LAGAR</b> OIC, FASD		
16	13-0016	Computer Spare Parts	500.00	15	lot	7,500.00	5	lot	500.00	5	lot	500.00
17	13-0017	Laptop Computer	38,000.00	0	unit	-	0	unit	38,000.00	0	unit	38,000.00
18	13-0018	Computer Set, LED Monitor with high memory/capability	40,000.00	3	lot	120,000.00	1	set	40,000.00	1	set	40,000.00
19	13-0019	Uninterruptible Power Supply	3,000.00	3	unit	9,000.00	1	unit	3,000.00	1	unit	3,000.00
20	13-0020	External Hard Disk, 1TB	6,000.00	1	unit	6,000.00	0	unit	6,000.00	1	unit	6,000.00
21	13-0021	Catering Services during EXCOM Meeting	18,000.00	1	lot	18,000.00	0	lot	18,000.00	1	lot	18,000.00
22	13-0022	Accommodation/Function Hall, supplies and materials and other expenses during EXCOM	40,000.00	1	lot	40,000.00	0	lot	72,000.00	1	lot	40,000.00
23	13-0023	Catering Services-ROD Activities	50,000.00	3	lot	150,000.00	1	lot	50,000.00	1	lot	50,000.00
24	13-0024	Accommodation/Function Hall - ROD Activities	25,000.00	3	lot	75,000.00	1	lot	25,000.00	1	lot	192,000.00
25	13-0025	Catering Services for AUDIT - Maritime/Sea Based Program, Assessment Center Audit, UTPRAS AND Land Based Program	15,000.00	3	lot	45,000.00	1	lot	15,000.00	1	lot	15,000.00
26	13-0026	Accommodation for AUDIT - Maritime/Sea Based Program, Assessment Center Audit, UTPRAS AND Land Based Program - Supplies and Materials, Communications, Transportation and Miscellaneous Expenses	25,000.00	3	lot	75,000.00	1	lot	25,000.00	1	lot	25,000.00
27	13-0027	Food and Accommodation for Consultative Workshop for Admin Officers, Financial Analyst and Supply Officers	50,000.00	1	lot	50,000.00	0	lot	50,000.00	0	lot	50,000.00
28	13-0028	Food and Accommodation during Team Building & Mid Year Performance Review	200,000.00	1	lot	200,000.00	0	lot	200,000.00	0	lot	200,000.00



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**2013 ANNUAL PROCUREMENT PLAN**


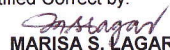
General Description			Office:			Division:			Prepared by:			
<b>OFFICE SUPPLIES AND MATERIALS</b>			<b>Regional Office IV-B MIMAROPA</b>			1. OFFICE OF THE REGIONAL DIRECTOR 2. FINANCE AND ADMINISTRATIVE SERVICES DIVISION 3. REGIONAL OPERATION DIVISION			 <b>EDDIE BOY L. LITA</b> Acting Supply Officer Certified Correct by:  <b>MARISA S. LAGAR</b> OIC, FASD			
29	13-0029	Food and Accommodation for TVET Trainer during the Environmental Education	30,000.00	2	lot	60,000.00	1	lot	30,000.00	1	lot	30,000.00
30	13-0030	Food/Meals, Accommodations and Venue during the Staff Development Program	40,000.00	1	lot	40,000.00	0	lot	40,000.00	0	lot	40,000.00
31	13-0031	Food/Meals, Accommodations and Venue during Gender Sensitivity Training-Gender and Development	50,000.00	0	lot	-	0	lot	50,000.00	0	lot	50,000.00
32	13-0032	Food/Meals during Staff Meeting	2,500.00	3		7,500.00	1	lot	2,500.00	1	lot	2,500.00
33	13-0033	Computer Printer, Heavy Duty, All-in-one	8,000.00	3	unit	24,000.00	1	unit	8,000.00	1	unit	8,000.00
34	13-0034	Repair /Maintenance and Electric Consumption of TESDA IVB Signage	4,000.00	2	lot	8,000.00	1	unit	4,000.00	0	unit	8,000.00
35	13-0035	Xerox Machine Repair, Maintenance and Parts	15,000.00	2	lot	30,000.00	1	lot	15,000.00	0	lot	15,000.00
36	13-0036	Dual Training System Orientation/Workshop - Food, Accommodations, Supplies and Materials, Communications, Transportations and other Miscellaneous Expenses	75,000.00	0	lot	-	0	lot	75,000.00	0	lot	75,000.00
<b>TOTAL</b>						<b>1,432,847.00</b>						
<b>Grand Total for the 2nd Semester</b>						<b>1,555,049.00</b>						

Approved by:

  
**BARON L. LAGRAN**  
 OIC-Regional Director

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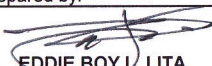
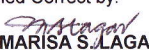
**2013 ANNUAL PROCUREMENT PLAN**

General Description			Office:			Division:			Prepared by:						
<b>OFFICE SUPPLIES AND MATERIALS</b>			<b>Regional Office IV-B MIMAROPA</b>			1. OFFICE OF THE REGIONAL DIRECTOR 2. FINANCE AND ADMINISTRATIVE SERVICES DIVISION 3. REGIONAL OPERATION DIVISION			 <b>EDDIE BOY L. LITA</b> Acting Supply Officer Certified Correct by:  <b>MARISA S. LAGAR</b> OIC, FASD						
No.	Stock No.	COMMODITY Nomenclature/Description	Unit Cost	TOTAL		DISTRIBUTIONS PER MONTH									
				Quantity	Amount	July		August		September					
						Quantity	Amount	Quantity	Amount	Quantity	Amount				
1	E-0115	Accountable Form 51 (Official Receipt)	100.00	5	bkl	500.00	0	bkl	-	0	bkl	5	bkl	100.00	
2	E-0002	Ballpen, black	17.50	36	pc	630.00	12	piece	17.50	12	piece	12	piece	17.50	
3	E-0075	Tissue paper, 12 rolls/pack	216.00	6	pack	1,296.00	2	pack	216.00	2	pack	2	pack	216.00	
4	E-0081	Battery 9 volts	120.00	2	pc	240.00	2	piece	120.00	0	piece	0	piece	120.00	
5	E-0145	Battery AA size	90.00	5	pc.	450.00	0	piece	90.00	5	piece	0	piece	50.00	
6	E-0303	Battery AAA size	45.00	12	piece	540.00	6	piece	45.00	0	piece	6	piece	45.00	
7	SE-007	Calculator 2 way power, 12 digits	700.00	1	unit	700.00	0	unit	700.00	0	unit	1	unit	700.00	
8	E-0118	Car Freshener	180.00	2	can	360.00	0	piece	180.00	2	piece	0	piece	120.00	
9	E-0010	CD-RW, 700 MB/80 mins capacity	50.00	36	pc	1,800.00	24	piece	1,200.00	0	piece	12	piece	600.00	
10	SE-087	Flourescent tube 36W	125.00	16	tube	2,000.00	12	piece	1,500.00	0	piece	4	piece	125.00	
11	E-0294	DVD-RW with individual case	50.00	24	piece	1,200.00	0	piece	50.00	12	piece	12	piece	50.00	
12	SE-089	Flash Drive, 16 GB, USB	800.00	8	pc	6,400.00	8	piece	800.00	0	piece	0	piece	800.00	
13	E-0048	Bond Paper, 80 gsm, A4	250.00	55	ream	13,750.00	15	ream	250.00	25	ream	15	ream	250.00	
14	E-0082	Bond Paper, legal size, 80 gsm	280.00	5	ream	1,400.00	1	ream	280.00	2	ream	2	ream	205.00	
15	E-0013	Computer Ink, tri-color, compatible for A3, A4 and legal size paper printer	1,995.00	3	pc	5,985.00	0	piece	1,995.00	2	piece	1,995.00	1	piece	1,995.00
16	E-0153	Computer Ink, Black 5ml, compatible w/small printer for A4 & F4 size	1,895.00	4	pc	7,580.00	2	piece	1,895.00	0	piece	1,895.00	2	piece	1,895.00
17	E-0154	Computer Ink, tri-color-ink, 5ml, compatible w/small printer	1,995.00	2	pc	3,990.00	1	piece	1,995.00	0	piece	1,995.00	1	piece	1,995.00
18	E-0286	Computer Ink, black, good for 165-190 pages printing	1,090.00	30	piece	32,700.00	10	piece	1,090.00	10	piece	1,090.00	10	piece	1,090.00
19	E-0287	Computer Ink, tri-color-ink, good for 145-160 pages printing	1,100.00	15	piece	16,500.00	5	piece	1,100.00	5	piece	1,100.00	5	piece	1,100.00
20	E-0201	Computer Ink, black, good for 160-185 pages printing	1,090.00	30	pc	32,700.00	10	piece	1,090.00	10	piece	1,090.00	10	piece	1,090.00
21	E-0202	Computer tri-color-ink good for 145-160 pages printing	1,100.00	15	pc	16,500.00	5	piece	1,100.00	5	piece	1,100.00	5	piece	1,100.00



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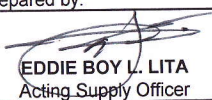
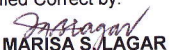
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										Certified Correct by:  <b>MARISA S. LAGAR</b> OIC, FASD					
22	E-0305	Computer Ink, 8ml-9ml, black	1,100.00	8	pc	8,800.00	4	piece	1,100.00	0	piece	1,100.00	4	piece	1,100.00
23	E-0306	Computer Ink, 8ml-9ml, tri-color-ink	1,320.00	3	pc	3,960.00	2	piece	1,320.00	0	piece	1,320.00	2	piece	1,320.00
24	E-0276	Computer Ink, Black, compatible w/ A3, A4 and legal size printer	1,900.00	2	pc	3,800.00	1	piece	1,900.00	0	piece	1,900.00	1	piece	1,900.00
25	E-0016	Diskette, 1.44MB, 3.5' size, 10 pcs./box	250.00	6	box	1,500.00	2	box	250.00	2	box	250.00	2	box	250.00
26	SE-315	Picture Frame	500.00	6	piece	3,000.00	2	piece	500.00	2	piece	500.00	2	piece	500.00
27	E-0190	Toner Cartridge, black, good for 3000-3500 pages printing	3,800.00	2	bottle	7,600.00	2	bottle	3,800.00	0	bottle	3,800.00	0	bottle	3,800.00
28	E-0020	Double Adhesive Tape, big , w/ foam	65.00	6	roll	390.00	2	roll	65.00	2	roll	65.00	2	roll	65.00
29	E-0025	File folder, sliding, plastic, blue A4	10.00	50	pc	500.00	0	piece	10.00	50	piece	10.00	0	piece	10.00
30	E-0255	Ribbon for Bundy Clock	1,500.00	2	roll	3,000.00	0	roll	-	0	roll	-	2	roll	1,500.00
31	E-0031	Air Freshener, spray, lemon scent - big bottle	200.00	7	can	1,400.00	2	can	200.00	4	can	200.00	1	can	200.00
32	E-0129	All purpose, Glue, big	95.00	8	bottle	760.00	2	bottle	95.00	3	bottle	95.00	3	bottle	95.00
33	E-0034	Highlighter Assorted colors, 3 colors/set	90.00	10	set	900.00	6	set	90.00	4	set	90.00	0	set	90.00
34	E-0130	Imaging Film for fax machine	200.00	4	roll	800.00	2	roll	200.00	0	roll	160.00	2	roll	200.00
35	E-0092	Insecticide Spray, waterbase	350.00	9	can	3,150.00	3	can	350.00	3	can	350.00	3	can	350.00
36	E-0001	Alcohol, 70% solution, 500 ml.	85.00	12	bottle	1,020.00	4	bottle	85.00	4	bottle	85.00	4	bottle	85.00
37	E-0072	Tape, Packaging, 2"	45.00	8	roll	360.00	2	roll	45.00	0	roll	45.00	6	roll	45.00
38	E-0073	Tape, Transparent 1"	30.00	8	roll	240.00	2	roll	30.00	0	roll	30.00	6	roll	30.00
39	E-0284	Document file, 2 holes, 3", red	180.00	30	piece	5,400.00	10	piece	180.00	10	piece	180.00	10	piece	180.00
40	E-0280	Toilet Deodorant Cake	40.00	3	piece	120.00	0	piece	40.00	0	piece	40.00	3	piece	40.00
41	E-0205	Ribbon, Cartridge	190.00	2	ribbon	380.00	0	ribbon	190.00	0	ribbon	-	2	ribbon	190.00
42	E-0083	Clip backfold, 3/4", 12 pcs/box	10.00	12	piece	120.00	4	box	10.00	4	box	10.00	4	box	10.00
43	E-0308	Clip backfold, 2", 12 pcs/box	100.00	6	box	600.00	2	box	100.00	2	box	100.00	2	box	100.00
44	E-0245	Dishwashing Liquid, big	68.00	6	bottle	408.00	2	bottle	68.00	2	bottle	68.00	2	bottle	68.00
45	E-0281	Paper Clips - vinyl coated - small	15.00	16	box	240.00	10	box	15.00	0	box	15.00	6	box	15.00
46	E-0207	Paper Clips - vinyl coated - jumbo	25.00	18	box	450.00	6	box	25.00	6	box	25.00	6	box	25.00
47	E-0047	Paper Fastener, non-rust metal	75.00	15	box	1,125.00	5	box	75.00	5	box	75.00	5	box	75.00
48	E-0050	Photo Paper, A4, 20 pcs/box	330.00	0	pack	-	0	pack	330.00	0	pack	330.00	0	pack	330.00
49	E-0136	Plastic twine	40.00	8	roll	320.00	4	roll	40.00	2	roll	40.00	2	roll	40.00



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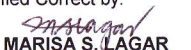
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50	E-0089 Furniture Cleaner/polish	295.00	6	can	1,770.00	2	can	295.00	2	can	295.00	2	can	295.00
51	E-0038 Permanent Marker. Black	30.00	6	pc	180.00	3	piece	30.00	3	piece	30.00	0	piece	30.00
52	E-0039 Permanent Marker. Blue	30.00	6	pc	180.00	3	piece	30.00	3	piece	30.00	0	piece	30.00
53	E-0040 Permanent Marker. Red	30.00	6	pc	180.00	3	piece	30.00	3	piece	30.00	0	piece	30.00
54	E-0288 Steno Notebook	20.00	24	piece	480.00	12	piece	20.00	12	piece	20.00	0	piece	20.00
55	E-0289 Yellow Pad	200.00	3	pad	600.00	1	pad	800.00	2	pad	200.00	0	pad	200.00
56	E-0290 File folder, long	400.00	2	box	800.00	0	box	800.00	1	box	800.00	1	box	400.00
57	E-0291 Expanding Folder, long	800.00	2	box	1,600.00	0	box	800.00	1	box	800.00	1	box	800.00
58	E-0292 Plastic Expanding Envelope, long, colored	50.00	24	piece	1,200.00	0	piece	50.00	24	piece	50.00	0	piece	50.00
59	E-0293 Plastic Expanding Envelope, long, transparent	40.00	36	pc	1,440.00	0	piece	40.00	24	piece	40.00	12	piece	40.00
60	E-0049 Pencil lead w/ eraser, dozen/box	60.00	4	box	240.00	2	box	60.00	2	box	60.00	0	box	38.00
61	E-0101 Note Pad/ Post-it Sticker, 3 x 4 size	55.00	12	pad	660.00	4	pad	25.00	4	pad	25.00	4	pad	25.00
62	E-0054 Push Pin, Hammer head	30.00	3	box	90.00	0	box	-	3	box	11.45	0	box	-
63	E-0061 Rounded Rags	60.00	6	kilo	360.00	2	kilo	25.00	2	kilo	25.00	2	kilo	25.00
64	E-0064 Sign Pen, Black	75.00	12	pc	900.00	0	piece	75.00	12	piece	75.00	0	piece	38.00
65	E-0244 Board Paper, 176gsm, natural color, 10pcs./pack	40.00	30	pack	1,200.00	10	pack	20.00	10	pack	20.00	10	pack	20.00
66	E-0066 Staple Wire, Standard # 35	40.00	9	box	360.00	3	box	15.00	3	box	15.00	3	box	15.00
67	E-0112 Thermal Paper, 216mm x 30 m	95.00	6	roll	570.00	2	roll	37.45	2	roll	37.45	2	roll	37.45
68	E-0177 Toner Cartridge, black, for Xerox Machine	9,200.00	2	cart	18,400.00	0	cart	9,200.00	2	cart	9,200.00	0	cart	9,200.00
69	E-0035 Laminating Film, 125 MIC, 100pcs/pack, A4 size	780.00	1	pack	780.00	1	pack	780.00	0	pack	780.00	0	pack	780.00
70	E-0295 Door Mat	60.00	6	piece	360.00	6	piece	60.00	0	piece	60.00	0	piece	60.00
71	E-0296 Bowl Cleaner	150.00	12	bottle	1,800.00	6	bottle	150.00	3	bottle	150.00	3	bottle	150.00
72	E-0297 Floor Mop	450.00	3	piece	1,350.00	1	piece	450.00	1	piece	450.00	1	piece	450.00
73	E-0298 Soft Broom and Walis Tinting	125.00	6	piece	750.00	6	piece	125.00	0	piece	125.00	0	piece	125.00
74	E-0077 Whiteboard marker	25.00	5	pc	125.00	5	piece	25.00	0	piece	25.00	0	piece	25.00
75	E-0299 Computer Ink, Black good for 450-480 pages printing	605.00	4	pc	2,420.00	2	piece	605.00	0	piece	605.00	2	piece	605.00





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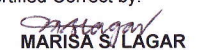
**2013 ANNUAL PROCUREMENT PLAN**

General Description		Office:				Division:				Prepared by:					
OFFICE SUPPLIES AND MATERIALS		Regional Office IV-B MIMAROPA				1.OFFICE OF THE REGIONAL DIRECTOR 2. FINANCE AND ADMINISTRATIVE SERVICES DIVISION 3. REGIONAL OPERATION DIVISION				 <b>EDDIE BOY L. LITA</b> Acting Supply Officer					
										Certified Correct by:  <b>MARISA S. LAGAR</b> OIC, FASD					
76	E-0300	Computer Ink, tri-color-ink good for 195-200 pages printing	605.00	2	pc	1,210.00	1	piece	605.00	0	piece	605.00	1	piece	605.00
77	E-0301	Garbage Bag, big size 100pcs. per pack	400.00	1	pack	400.00	1	pack	400.00	0	pack	400.00	0	pack	400.00
78	E-0302	Tarpaulin Banner/Streamer for TESDA and other Government Agencies Programs, Advertisement, Anniversaries and Promotion	500.00	12	lot	6,000.00	3	lot	500.00	3	lot	500.00	6	pack	500.00
<b>Total</b>						<b>243,969.00</b>									
<b>PPE, ACTIVITIES AND PROGRAM</b>															
1	13-0001	Mailing of Documents and other Items	125.00	120	lot	15,000.00	40	lot	125.00	40	lot	125.00	40	lot	125.00
2	13-0002	Pre-paid Card, Smart 300.00	300.00	9	piece	2,700.00	3	piece	300.00	3	piece	300.00	3	piece	300.00
3	13-0003	Pre-paid Card, Smart 100.00	100.00	18	piece	1,800.00	6	piece	100.00	6	piece	100.00	6	piece	100.00
4	13-0004	Pre-paid Card, Globe 300.00	300.00	9	piece	2,700.00	3	piece	300.00	3	piece	300.00	3	piece	300.00
5	13-0005	Internet Subscription	999.00	3	lot	2,997.00	1	lot	999.00	1	lot	999.00	1	lot	999.00
6	13-0006	Computer Maintenance	5,000.00	3	lot	15,000.00	1	lot	5,000.00	1	lot	5,000.00	1	lot	5,000.00
7	13-0007	Telephone Line	3,000.00	6	lot	18,000.00	2	lot	3,000.00	2	lot	3,000.00	2	lot	3,000.00
8	13-0008	TESDA IVB Office Rental	77,000.00	3	lot	231,000.00	1	lot	77,000.00	1	lot	77,000.00	1	lot	65,000.00
9	13-0009	Diesel Fuel	50.00	435	liters	21,750.00	145	liter	50.00	145	liter	50.00	145	liter	50.00
10	13-0010	Service Vehicle Maintenance & Parts	20,000.00	1	lot	20,000.00	0	lot	20,000.00	0	lot	20,000.00	1	lot	20,000.00
11	13-0011	Cable TV Subscription	400.00	3	lot	1,200.00	1	lot	400.00	1	lot	400.00	1	lot	400.00
12	13-0012	Purified Drinking Water, 20 gals./container	45.00	60	container	2,700.00	20	container	45.00	20	container	45.00	20	container	45.00
13	13-0013	Aircon Maintenance/A/C Parts	1,500.00	12	lot	18,000.00	12	lot	1,500.00	0	lot	1,500.00	0	lot	1,500.00
14	13-0014	Electric Consumption	30,000.00	3	lot	90,000.00	1	lot	30,000.00	1	lot	30,000.00	1	lot	30,000.00
15	13-0015	Computer Spare Parts	500.00	15	lot	7,500.00	5	lot	500.00	5	lot	500.00	5	lot	500.00
16	13-0016	Laptop Computer	38,000.00	0	unit	-	0	unit	38,000.00	0	unit	38,000.00	0	unit	38,000.00
17	13-0017	Computer Set	40,000.00	1	lot	40,000.00	0	set	40,000.00	0	set	40,000.00	1	set	40,000.00
18	13-0018	Uninterruptible Power Supply, repair	3,000.00	2	unit	6,000.00	0	unit	3,000.00	0	unit	3,000.00	2	unit	3,000.00
19	13-0019	External Hard Disk, 1TB	6,000.00	0	unit	-	0	unit	6,000.00	0	unit	6,000.00	0	unit	6,000.00
20	13-0020	Microphone, wireless,HD	2,000.00	0	unit	-	0	unit	2,000.00	0	unit	2,000.00	0	unit	2,000.00
21	13-0021	Fire Extinguisher	2,500.00	0	unit	-	0	unit	2,500.00	0	unit	2,500.00	0	unit	2,500.00



**Republic of the Philippines**  
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 Region IV-B (MIMAROPA)  
 Sante Building, Masipit, Calapan City, Oriental; Mindoro  
 Telefax Nos. (043) 288-2316 & 288-2487

**2013 ANNUAL PROCUREMENT PLAN**

General Description			Office:				Division:				Prepared by:				
OFFICE SUPPLIES AND MATERIALS			Regional Office IV-B MIMAROPA				1.OFFICE OF THE REGIONAL DIRECTOR 2. FINANCE AND ADMINISTRATIVE SERVICES DIVISION 3. REGIONAL OPERATION DIVISION				 <b>EDDIE BOY L. LITA</b> Acting Supply Officer				
											Certified Correct by:  <b>MARISA S. LAGAR</b> OIC, FASD				
22	13-0022	Catering Services during EXCOM Meeting Accommodation/Function Hall, supplies and materials and other expenses during EXCOM	15,000.00	1	lot	15,000.00	1	lot	15,000.00	0	lot	15,000.00	0	lot	15,000.00
23	13-0023	CATERING SERVICES, ACCOMMODATIONS AND SUPPLIES AND MATERIALS-ROD ACTIVITIES	30,000.00	1	lot	30,000.00	1	lot	30,000.00	0	lot	24,000.00	0	lot	24,000.00
24	13-0024	Food, Supplies and Materials, Transportations, Communications, Accommodation and Function Hall - ROD ACTIVITIES	30,000.00	1	lot	30,000.00	0	lot	54,000.00	1	lot	30,000.00	0	lot	54,000.00
25	13-0025	CATERING SERVICES FOR AUDIT - MARITIME/SEA BASED PROGRAM, ASSESSMENT CENTER AUDIT, UTPRAS AND LAND BASED PROGRAM	40,000.00	2	lot	80,000.00	1	lot	144,000.00	1	lot	40,000.00	0	lot	144,000.00
26	13-0026	Accommodation for AUDIT - Maritime/Sea Based Program, Assessment Center Audit, UTPRAS AND Land Based Program - Supplies and Materials, Communications, Transportation and Miscellaneous Expenses	15,000.00	2	lot	30,000.00	0	lot	15,000.00	1	lot	15,000.00	1	lot	15,000.00
27	13-0027	Computer Printer, Heavy Duty, All-in-one	25,000.00	2	lot	50,000.00	0	lot	25,000.00	1	lot	25,000.00	1	lot	25,000.00
28	13-0028	Xerox Machine Repair, Maintenance and Parts	8,000.00	2	unit	16,000.00	2	unit	8,000.00	0	unit	8,000.00	0	unit	8,000.00
29	13-0029	Food/Meals, Accommodations and Venue during the Staff Development Program	15,000.00	1	lot	15,000.00	1	lot	15,000.00	0	lot	15,000.00	0	lot	15,000.00
30	13-0030	Food/Meals, Accommodations and Venue during Gender Sensitivity Training-Gender and Development	40,000.00	1	lot	40,000.00	0	lot	40,000.00	0	lot	40,000.00	1	lot	40,000.00
31	13-0031		50,000.00	1	lot	50,000.00	0	lot	50,000.00	1	lot	50,000.00	0	lot	50,000.00



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**2013 ANNUAL PROCUREMENT PLAN**


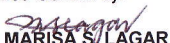
General Description			Office:				Division:		
<b>OFFICE SUPPLIES AND MATERIALS</b>			<b>Regional Office IV-B MIMAROPA</b>				1. OFFICE OF THE REGIONAL DIRECTOR 2. FINANCE AND ADMINISTRATIVE SERVICES DIVISION 3. REGIONAL OPERATION DIVISION		
32	13-0032	Food/Meals during Staff Meeting	2,500.00	3		7,500.00	1	lot	2,500.00
33	13-0033	Dual Training System Orientation/Workshop - Food, Accommodations, Supplies and Materials, Communications, Transportations and other Miscellaneous Expenses	75,000.00	0	lot	-	0	lot	75,000.00
<b>TOTAL</b>						<b>859,847.00</b>			
<b>Grand Total for the 3rd Semester</b>						<b>861,057.00</b>			

Approved by:

  
**BARON L. LAGRAN**  
 OIC-Regional Director

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**2013 ANNUAL PROCUREMENT PLAN**


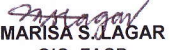
General Description			Office:				Division:				Prepared by:				
<b>OFFICE SUPPLIES AND MATERIALS</b>			<b>Regional Office IV-B MIMAROPA</b>				1. OFFICE OF THE REGIONAL DIRECTOR 2. FINANCE AND ADMINISTRATIVE SERVICES DIVISION 3. REGIONAL OPERATION DIVISION				 <b>EDDIE BOY L. LITA</b> Acting Supply Officer				
											Certified Correct by:  <b>MARISA S. LAGAR</b> OIC, FASD				
32	13-0032	Food/Meals during Staff Meeting	2,500.00	3		7,500.00	1	lot	2,500.00	1	lot	250.00	1	lot	2,500.00
33	13-0033	Dual Training System Orientation/Workshop - Food, Accommodations, Supplies and Materials, Communications, Transportations and other Miscellaneous Expenses	75,000.00	0	lot	-	0	lot	75,000.00	0	lot	75,000.00	0	lot	75,000.00
<b>TOTAL</b>							<b>859,847.00</b>								
<b>Grand Total for the 3rd Semester</b>							<b>861,057.00</b>								

Approved by:

  
**BARON I. LAGRAN**  
 OIC-Regional Director

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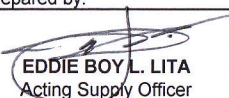
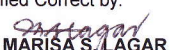
**2013 ANNUAL PROCUREMENT PLAN**

General Description			Office:			Division:						Prepared by:			
OFFICE SUPPLIES AND MATERIALS			Regional Office IV-B MIMAROPA			1. OFFICE OF THE REGIONAL DIRECTOR 2. FINANCE AND ADMINISTRATIVE SERVICES DIVISION 3. REGIONAL OPERATION DIVISION						 <b>EDDIE BOY L. LITA</b> Acting Supply Officer			
												Certified Correct by:  <b>MARISA S. LAGAR</b> OIC, FASD			
No.	Stock No.	COMMODITY Nomenclature/Description	Unit Cost	TOTAL		DISTRIBUTIONS PER MONTH									
				Quantity	Amount	October		November		December					
						Quantity	Amount	Quantity	Amount	Quantity	Amount				
1	E-0115	Accountable Form 51 (Official Receipt)	100.00	5	bklt	500.00	0	bklt	-	0	bklt	-	5	bklt	100.00
2	E-0002	Ballpen, black	17.50	30	pc	525.00	0	piece	17.50	12	piece	17.50	18	piece	17.50
3	E-0075	Tissue paper, 12 rolls/pack	216.00	7	pack	1,512.00	2	pack	216.00	0	pack	216.00	5	pack	216.00
4	E-0081	Battery 9 volts	120.00	10	pc	1,200.00	4	piece	120.00	2	piece	120.00	4	piece	120.00
5	E-0145	Battery AA size	90.00	11	pc.	990.00	0	piece	90.00	5	piece	90.00	6	piece	50.00
6	E-0303	Battery AAA size	45.00	12	pc	540.00	6	piece	45.00	0	piece	45.00	6	piece	45.00
7	SE-007	Calculator 2 way power, 12 digits	700.00	2	unit	1,400.00	0	unit	700.00	0	unit	700.00	2	unit	700.00
8	E-0118	Car Freshener	180.00	4	can	720.00	0	piece	180.00	2	piece	180.00	2	piece	120.00
9	E-0010	CD-RW, 700 MB/80 mins capacity	50.00	24	pc	1,200.00	0	piece	50.00	0	piece	50.00	24	piece	50.00
10	SE-087	Flourescent tube 36W	125.00	16	tube	2,000.00	6	piece	35.00	4	piece	125.00	6	piece	125.00
11	E-0294	DVD-RW with individual case	50.00	24	piece	1,200.00	0	piece	50.00	12	piece	50.00	12	piece	50.00
12	SE-089	Flash Drive, 16 GB, USB	1,600.00	3	pc	4,800.00	1	piece	1,600.00	0	piece	1,600.00	2	piece	1,600.00
13	E-0048	Bond Paper, 80 gsm, A4	250.00	60	ream	15,000.00	15	ream	250.00	15	ream	250.00	30	ream	250.00
14	E-0082	Bond Paper, legal size, 80 gsm	280.00	7	ream	1,960.00	1	ream	280.00	1	ream	280.00	5	ream	205.00
15	E-0013	Computer Ink, tri-color, compatible for A3 printer, Refill	350.00	3	pc	1,050.00	1	piece	350.00	0	piece	350.00	2	piece	350.00
16	E-0153	Computer Ink, Black 5ml, compatible w/small printer for A4 & F4 size, refill	250.00	3	pc	750.00	1	piece	250.00	1	piece	250.00	1	piece	1,895.00
17	E-0154	Computer Ink, tri-color-ink, 5ml, compatible w/small printer, refill	300.00	3	pc	900.00	1	piece	300.00	1	piece	300.00	1	piece	300.00
18	E-0286	Computer Ink, black, good for 175-200 pages printing, refill	250.00	32	piece	8,000.00	10	piece	250.00	10	piece	250.00	12	piece	250.00
19	E-0287	Computer Ink, tri-color-ink, good for 150-165 pages printing, refill	300.00	11	piece	3,300.00	3	piece	300.00	3	piece	300.00	5	piece	300.00
20	E-0201	Computer Ink, black, good for 170-190 pages printing, refill	250.00	32	pc	8,000.00	10	piece	250.00	10	piece	250.00	12	piece	250.00
21	E-0202	Computer Ink, tri-color-ink good for 150-165 pages printing, refill	350.00	12	pc	4,200.00	3	piece	350.00	4	piece	350.00	5	piece	350.00



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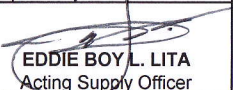
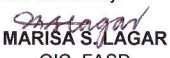
**2013 ANNUAL PROCUREMENT PLAN**

General Description		Office:				Division:				Prepared by:				
OFFICE SUPPLIES AND MATERIALS		Regional Office IV-B MIMAROPA				1. OFFICE OF THE REGIONAL DIRECTOR 2. FINANCE AND ADMINISTRATIVE SERVICES DIVISION 3. REGIONAL OPERATION DIVISION				 <b>EDDIE BOY L. LITA</b> Acting Supply Officer				
										Certified Correct by:  <b>MARISA S. LAGAR</b> OIC, FASD				
22	E-0276 Computer Ink, Black, compatible w/ A3 size printer, refill	350.00	4	pc	1,400.00	1	piece	300.00	1	piece	300.00	2	piece	300.00
23	SE-315 Picture Frame	500.00	6	piece	3,000.00	2	piece	500.00	2	piece	500.00	2	piece	500.00
24	E-0016 Diskette, 1.44MB, 3.5' size, 10 pcs./box	250.00	7	box	1,750.00	2	box	250.00	2	box	250.00	3	box	250.00
25	E-0305 Computer Ink, 8ml-9ml, black, refill	300.00	11	pc	3,300.00	4	piece	300.00	2	piece	300.00	5	piece	300.00
26	E-0306 Computer Ink, 8ml-9ml, tri-color-ink, refill	400.00	6	pc	2,400.00	2	piece	400.00	1	piece	400.00	3	piece	400.00
27	E-0190 Toner Cartridge, black, good for 3000-3500 pages printing	3,800.00	2	bottle	7,600.00	0	bottle	3,800.00	1	bottle	3,800.00	1	bottle	3,800.00
28	E-0020 Double Adhesive Tape, big , w/ foam	65.00	6	roll	390.00	0	roll	65.00	3	roll	65.00	4	roll	65.00
29	E-0025 File folder, sliding, plastic, blue A4	10.00	0	pc	-	0	piece	10.00	0	piece	10.00	0	piece	10.00
30	E-0255 Ribbon for Bundy Clock	1,500.00	2	roll	3,000.00	0	roll	-	0	roll	-	2	roll	1,500.00
31	E-0031 Air Freshener, spray, lemon scent - big bottle	200.00	7	can	1,400.00	1	can	200.00	4	can	200.00	2	can	200.00
32	E-0129 All purpose, Glue, big	95.00	6	bottle	570.00	0	bottle	95.00	0	bottle	95.00	6	bottle	95.00
33	E-0034 Highlighter Assorted colors, 3 colors/set	90.00	10	set	900.00	0	set	90.00	4	set	90.00	6	set	90.00
34	E-0130 Imaging Film for fax machine	200.00	2	roll	400.00	0	roll	200.00	0	roll	160.00	2	roll	200.00
35	E-0092 Insecticide Spray, waterbase	350.00	5	can	1,750.00	1	can	350.00	1	can	350.00	3	can	350.00
36	E-0001 Alcohol, 70% solution, 500 ml.	85.00	16	bottle	1,360.00	5	bottle	85.00	5	bottle	85.00	6	bottle	85.00
37	E-0072 Tape, Packaging, 2"	45.00	6	roll	270.00	0	roll	45.00	0	roll	45.00	6	roll	45.00
38	E-0073 Tape, Transparent 1"	30.00	16	roll	480.00	6	roll	30.00	4	roll	30.00	6	roll	30.00
39	E-0309 Tape, Scotch tape, 2"	45.00	12	roll	540.00	6	roll	45.00	0	roll	45.00	6	roll	45.00
40	E-0311 Tape, Scotch tape, 1"	30.00	16	roll	480.00	6	roll	30.00	4	roll	30.00	6	roll	30.00
41	E-0310 Tape, Packing Tape, 2"	50.00	12	roll	600.00	6	roll	50.00	0	roll	50.00	6	roll	50.00
42	E-0284 Document file, 2 holes, 3", red	180.00	55	piece	9,900.00	0	piece	180.00	30	piece	180.00	25	piece	180.00
43	E-0280 Toilet Deodorant Cake	40.00	5	piece	200.00	0	piece	40.00	3	piece	40.00	2	piece	40.00
44	E-0205 Printer Ribbon Cartridge	190.00	2	ribbon	380.00	0	ribbon	190.00	0	ribbon	-	2	ribbon	190.00
45	E-0083 Clip backfold, 3/4", 12 pcs/box	60.00	4	box	240.00	1	box	60.00	1	box	60.00	2	box	60.00
46	E-0308 Clip backfold, 2", 12 pcs/box	100.00	8	box	800.00	2	box	100.00	2	box	100.00	4	box	100.00
47	E-0245 Dishwashing Liquid, big	68.00	6	bottle	408.00	2	bottle	68.00	2	bottle	68.00	2	bottle	68.00
48	E-0281 Paper Clips - vinyl coated - small	15.00	6	box	90.00	0	box	15.00	0	box	15.00	6	box	15.00
49	E-0207 Paper Clips - vinyl coated - jumbo	25.00	12	box	300.00	0	box	25.00	6	box	25.00	6	box	25.00



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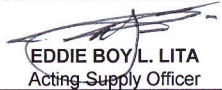
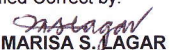
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										Certified Correct by:  <b>MARISA S. LAGAR</b> OIC, FASD				
22	E-0276 Computer Ink, Black, compatible w/ A3 size printer, refill	350.00	4	pc	1,400.00	1	piece	300.00	1	piece	300.00	2	piece	300.00
23	SE-315 Picture Frame	500.00	6	piece	3,000.00	2	piece	500.00	2	piece	500.00	2	piece	500.00
24	E-0016 Diskette, 1.44MB, 3.5' size, 10 pcs./box	250.00	7	box	1,750.00	2	box	250.00	2	box	250.00	3	box	250.00
25	E-0305 Computer Ink, 8ml-9ml, black, refill	300.00	11	pc	3,300.00	4	piece	300.00	2	piece	300.00	5	piece	300.00
26	E-0306 Computer Ink, 8ml-9ml, tri-color-ink, refill	400.00	6	pc	2,400.00	2	piece	400.00	1	piece	400.00	3	piece	400.00
27	E-0190 Toner Cartridge, black, good for 3000-3500 pages printing	3,800.00	2	bottle	7,600.00	0	bottle	3,800.00	1	bottle	3,800.00	1	bottle	3,800.00
28	E-0020 Double Adhesive Tape, big , w/ foam	65.00	6	roll	390.00	0	roll	65.00	3	roll	65.00	4	roll	65.00
29	E-0025 File folder, sliding, plastic, blue A4	10.00	0	pc	-	0	piece	10.00	0	piece	10.00	0	piece	10.00
30	E-0255 Ribbon for Bundy Clock	1,500.00	2	roll	3,000.00	0	roll	-	0	roll	-	2	roll	1,500.00
31	E-0031 Air Freshener, spray, lemon scent - big bottle	200.00	7	can	1,400.00	1	can	200.00	4	can	200.00	2	can	200.00
32	E-0129 All purpose, Glue, big	95.00	6	bottle	570.00	0	bottle	95.00	0	bottle	95.00	6	bottle	95.00
33	E-0034 Highlighter Assorted colors, 3 colors/set	90.00	10	set	900.00	0	set	90.00	4	set	90.00	6	set	90.00
34	E-0130 Imaging Film for fax machine	200.00	2	roll	400.00	0	roll	200.00	0	roll	160.00	2	roll	200.00
35	E-0092 Insecticide Spray, waterbase	350.00	5	can	1,750.00	1	can	350.00	1	can	350.00	3	can	350.00
36	E-0001 Alcohol, 70% solution, 500 ml.	85.00	16	bottle	1,360.00	5	bottle	85.00	5	bottle	85.00	6	bottle	85.00
37	E-0072 Tape, Packaging, 2"	45.00	6	roll	270.00	0	roll	45.00	0	roll	45.00	6	roll	45.00
38	E-0073 Tape, Transparent 1"	30.00	16	roll	480.00	6	roll	30.00	4	roll	30.00	6	roll	30.00
39	E-0309 Tape, Scotch tape, 2"	45.00	12	roll	540.00	6	roll	45.00	0	roll	45.00	6	roll	45.00
40	E-0311 Tape, Scotch tape, 1"	30.00	16	roll	480.00	6	roll	30.00	4	roll	30.00	6	roll	30.00
41	E-0310 Tape, Packing Tape, 2"	50.00	12	roll	600.00	6	roll	50.00	0	roll	50.00	6	roll	50.00
42	E-0284 Document file, 2 holes, 3", red	180.00	55	piece	9,900.00	0	piece	180.00	30	piece	180.00	25	piece	180.00
43	E-0280 Toilet Deodorant Cake	40.00	5	piece	200.00	0	piece	40.00	3	piece	40.00	2	piece	40.00
44	E-0205 Printer Ribbon Cartridge	190.00	2	ribbon	380.00	0	ribbon	190.00	0	ribbon	-	2	ribbon	190.00
45	E-0083 Clip backfold, 3/4", 12 pcs/box	60.00	4	box	240.00	1	box	60.00	1	box	60.00	2	box	60.00
46	E-0308 Clip backfold, 2", 12 pcs/box	100.00	8	box	800.00	2	box	100.00	2	box	100.00	4	box	100.00
47	E-0245 Dishwashing Liquid, big	68.00	6	bottle	408.00	2	bottle	68.00	2	bottle	68.00	2	bottle	68.00
48	E-0281 Paper Clips - vinyl coated - small	15.00	6	box	90.00	0	box	15.00	0	box	15.00	6	box	15.00
49	E-0207 Paper Clips - vinyl coated - jumbo	25.00	12	box	300.00	0	box	25.00	6	box	25.00	6	box	25.00



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**2013 ANNUAL PROCUREMENT PLAN**



General Description			Office:			Division:					Prepared by:				
OFFICE SUPPLIES AND MATERIALS			Regional Office IV-B MIMAROPA			1. OFFICE OF THE REGIONAL DIRECTOR 2. FINANCE AND ADMINISTRATIVE SERVICES DIVISION 3. REGIONAL OPERATION DIVISION					 <b>EDDIE BOY L. LITA</b> Acting Supply Officer				
											Certified Correct by:  <b>MARISA S. LAGAR</b> OIC, FASD				
50	E-0047	Paper Fastener, non-rust metal	75.00	12	box	900.00	0	box	75.00	6	box	75.00	6	box	75.00
51	E-0050	Photo Paper, A4, 20 pcs/box	330.00	1	pack	330.00	1	pack	330.00	0	pack	330.00	0	pack	330.00
52	E-0136	Plastic twine	40.00	4	roll	160.00	1	roll	40.00	1	roll	40.00	2	roll	40.00
53	E-0089	Furniture Cleaner/polish	295.00	6	can	1,770.00	0	can	295.00	2	can	295.00	4	can	295.00
54	E-0038	Permanent Marker. Black	30.00	6	pc	180.00	0	piece	30.00	3	piece	30.00	3	piece	30.00
55	E-0039	Permanent Marker. Blue	30.00	6	pc	180.00	0	piece	30.00	3	piece	30.00	3	piece	30.00
56	E-0040	Permanent Marker. Red	30.00	6	pc	180.00	0	piece	30.00	3	piece	30.00	3	piece	30.00
57	E-0288	Steno Notebook	20.00	12	piece	240.00	0	piece	20.00	12	piece	20.00	0	piece	20.00
58	E-0289	Yellow Pad	200.00	4	pad	800.00	2	pad	200.00	0	pad	200.00	2	pad	200.00
59	E-0290	File folder, long	400.00	2	box	800.00	0	box	800.00	1	box	800.00	1	box	400.00
60	E-0291	Expanding Folder, long	800.00	2	box	1,600.00	0	box	800.00	1	box	800.00	1	box	800.00
61	E-0292	Plastic Expanding Envelope, long, colored	50.00	36	piece	1,800.00	12	piece	50.00	12	piece	50.00	12	piece	50.00
62	E-0293	Plastic Expanding Envelope, long, transparent	40.00	36	pc	1,440.00	12	piece	40.00	12	piece	40.00	12	piece	40.00
63	E-0049	Pencil lead w/ eraser, dozen/box	60.00	15	box	900.00	3	box	60.00	12	box	60.00	0	box	38.00
64	E-0101	Note Pad/ Post-it Sticker, 3 x 4 size	55.00	12	pad	660.00	3	pad	25.00	3	pad	25.00	6	pad	25.00
65	E-0054	Push Pin, Hammer head	30.00	5	box	150.00	0	box	-	2	box	11.45	3	box	-
66	E-0061	Rounded Rags	60.00	12	kilo	720.00	3	kilo	25.00	3	kilo	25.00	6	kilo	25.00
67	E-0064	Sign Pen, Black, 0.5 size	75.00	24	pc	1,800.00	0	piece	75.00	12	piece	75.00	12	piece	38.00
68	E-0307	Sign Pen, Black, 0.7 size	150.00	18	pc	2,700.00	6	piece	150.00	0	piece	150.00	12	piece	
69	E-0244	Board Paper, 176gsm, natural color, 10pcs./pack	40.00	50	pack	2,000.00	10	pack	40.00	10	pack	40.00	30	pack	40.00
70	E-0066	Staple Wire, Standard # 35	40.00	10	box	400.00	2	box	15.00	2	box	15.00	6	box	15.00
71	E-0112	Thermal Paper, 216mm x 30 m	95.00	4	roll	380.00	0	roll	37.45	2	roll	37.45	2	roll	37.45
72	E-0177	Toner Cartridge, black, for Xerox Machine	9,200.00	2	cart	18,400.00	1	cart	9,200.00	0	cart	9,200.00	1	cart	9,200.00
73	E-0035	Laminating Film, 125 MIC, 100pcs/pack, A4 size	780.00	0	pack	-	0	pack	780.00	0	pack	780.00	0	pack	780.00
74	E-0295	Door Mat	60.00	3	piece	180.00	0	piece	60.00	0	piece	60.00	3	piece	60.00
75	E-0296	Bowl Cleaner	150.00	6	bottle	900.00	2	bottle	150.00	2	bottle	150.00	2	bottle	150.00
76	E-0297	Floor Mop	450.00	2	piece	900.00	0	piece	450.00	0	piece	450.00	2	piece	450.00

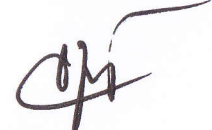




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**2013 ANNUAL PROCUREMENT PLAN**

General Description			Office:				Division:				Prepared by:				
OFFICE SUPPLIES AND MATERIALS			Regional Office IV-B MIMAROPA				1.OFFICE OF THE REGIONAL DIRECTOR 2. FINANCE AND ADMINISTRATIVE SERVICES DIVISION 3. REGIONAL OPERATION DIVISION				 <b>EDDIE BOY L. LITA</b> Acting Supply Officer				
											Certified Correct by:				
											 <b>MARISA S. LAGAR</b> OIC, FASD				
77	E-0298	Soft Broom and Walis Tinting	125.00	8	piece	1,000.00	0	piece	125.00	4	piece	125.00	4	piece	125.00
78	E-0077	Whiteboard marker	25.00	10	pc	250.00	0	piece	25.00	6	piece	25.00	4	piece	25.00
79	E-0299	Computer Ink, Black good for 450-480 pages printing , refill	250.00	5	pc	250.00	1	piece	250.00	1	piece	250.00	3	piece	250.00
80	E-0300	Computer Ink, tri-color-ink good for 195-200 pages printing, refill	300.00	3	pc	900.00	1	piece	300.00	0	piece	300.00	2	piece	300.00
81	E-0301	Garbage Bag, big size 100pcs. per pack	400.00	1	pack	400.00	1	pack	400.00	0	pack	400.00	0	pack	400.00
82	SE-0314	Electrical Wire THHN 3.5	3,500.00	1	box	3,500.00	1	box	3,500.00	0	box	3,500.00	0	box	3,500.00
83	E-0302	Tarpaulin Banner/Streamer for TESDA and other Government Agencies Programs, Advertisement, Anniversaries and Promotion	500.00	9	lot	4,500.00	3	lot	500.00	3	pack	500.00	3	pack	500.00
<b>Total</b>						<b>154,925.00</b>									
<b>PPE, ACTIVITIES AND PROGRAM</b>															
1	13-0001	Mailing of Documents and other Items	125.00	120	lot	15,000.00	40	lot	125.00	40	lot	125.00	40	lot	125.00
2	13-0002	Pre-paid Card, Smart 300.00	300.00	9	piece	2,700.00	3	piece	300.00	3	piece	300.00	3	piece	300.00
3	13-0003	Pre-paid Card, Smart 100.00	100.00	18	piece	1,800.00	6	piece	100.00	6	piece	100.00	6	piece	100.00
4	13-0004	Pre-paid Card, Globe 300.00	300.00	9	piece	2,700.00	3	piece	300.00	3	piece	300.00	3	piece	300.00
5	13-0005	Internet Subscription	999.00	3	lot	2,997.00	1	lot	999.00	1	lot	999.00	1	lot	999.00
6	13-0006	Computer Maintenance	5,000.00	3	lot	15,000.00	1	lot	5,000.00	1	lot	5,000.00	1	lot	5,000.00
7	13-0007	Telephone Line	3,000.00	6	lot	18,000.00	2	lot	3,000.00	2	lot	3,000.00	2	lot	3,000.00
8	13-0008	TESDA IVB Office Rental	65,000.00	3	lot	195,000.00	1	lot	65,000.00	1	lot	65,000.00	1	lot	65,000.00
9	13-0009	Diesel Fuel	45.00	375	liters	16,875.00	125	liter	45.00	125	liter	45.00	125	liter	45.00
10	13-0010	Service Vehicle Maintenance & Parts	20,000.00	3	lot	60,000.00	1	lot	20,000.00	1	lot	20,000.00	1	lot	20,000.00
11	13-0011	Cable TV Subscription	400.00	3	lot	1,200.00	1	lot	400.00	1	lot	400.00	1	lot	400.00
12	13-0012	Purified Drinking Water, 20 gals./container	40.00	60	container	2,400.00	20	container	40.00	20	container	40.00	20	container	40.00
13	13-0013	Aircon Maintenance & A/C Parts	1,500.00	24	lot	36,000.00	12	lot	1,500.00	0	lot	1,500.00	12	lot	
14	13-0014	Electric Consumption	22,000.00	3	lot	66,000.00	1	lot	22,000.00	1	lot	22,000.00	1	lot	22,000.00
15	13-0015	Computer Spare Parts	500.00	9	lot	4,500.00	3	lot	500.00	3	lot	500.00	3	lot	500.00
16	13-0016	Laptop Computer	38,000.00	2	unit	76,000.00	0	unit	38,000.00	1	unit	38,000.00	1	unit	38,000.00



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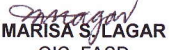
**2013 ANNUAL PROCUREMENT PLAN**

General Description			Office:			Division:				Prepared by:					
OFFICE SUPPLIES AND MATERIALS			Regional Office IV-B MIMAROPA			1.OFFICE OF THE REGIONAL DIRECTOR 2. FINANCE AND ADMINISTRATIVE SERVICES DIVISION 3. REGIONAL OPERATION DIVISION				 <b>EDDIE BOY L. LITA</b> Acting Supply Officer					
										Certified Correct by:  <b>MARISA S. LAGAR</b> OIC, FASD					
17	13-0017	Computer Set	40,000.00	4	lot	160,000.00	0	set	40,000.00	1	set	40,000.00	3	set	40,000.00
18	13-0018	Uninterruptible Power Supply	3,000.00	2	unit	6,000.00	0	unit	3,000.00	0	unit	3,000.00	2	unit	3,000.00
19	13-0019	Fire Extinguisher	2,500.00	5	unit	12,500.00	0	unit	2,500.00	5	unit	2,500.00	0	unit	2,500.00
20	13-0020	Catering Services during EXCOM Meeting Accommodation/Function Hall, supplies and materials and other expenses during EXCOM	45,000.00	1	lot	45,000.00	0	lot	45,000.00	1	lot	45,000.00	0	lot	45,000.00
21	13-0021	Catering Services-ROD/FASD Activities	30,000.00	1	lot	30,000.00	0	lot	120,000.00	1	lot	30,000.00	0	lot	120,000.00
22	13-0022	Accommodation/Function Hall - ROD/FASD Activities/RTSDC	20,000.00	1	lot	20,000.00	0	lot	40,500.00	0	lot	40,500.00	1	lot	20,000.00
23	13-0023	Catering Services for AUDIT - Maritime/Sea Based Program, Assessment Center Audit, UTPRAS AND Land Based Program	30,000.00	1	lot	30,000.00	0	lot	144,000.00	0	lot	144,000.00	1	lot	30,000.00
24	13-0024	Accommodation for AUDIT - Maritime/Sea Based Program, Assessment Center Audit, UTPRAS AND Land Based Program - Supplies and Materials, Communications, Transportation and Miscellaneous Expenses	15,000.00	2	lot	30,000.00	1	lot	15,000.00	1	lot	15,000.00	0	lot	15,000.00
25	13-0025	Catering Services for the Assessors Methology and Trainors Methology (AM/TM) and Trainors Qualification & Assessors Qualification (TQ/AQ) - Supplies and Materials, Communications, Transportation and Miscellaneous expenses	25,000.00	2	lot	50,000.00	1	lot	25,000.00	1	lot	25,000.00	0	lot	25,000.00
26	13-0026	Accommodation for the Assessors Methology and Trainors Methology (AM/TM) and Trainors Qualification & Assessors Qualification (TQ/AQ)	75,000.00	3	lot	225,000.00	1	lot	75,000.00	0	lot	75,000.00	2	lot	75,000.00
27	13-0027	Computer Printer, Heavy Duty, All-in-one	50,000.00	3	lot	150,000.00	1	lot	50,000.00	0	lot	50,000.00	2	lot	50,000.00
28	13-0028		8,000.00	4	unit	32,000.00	0	unit	8,000.00	2	unit	8,000.00	2	unit	8,000.00



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<b>OFFICE SUPPLIES AND MATERIALS</b>			<b>Regional Office IV-B MIMAROPA</b>				1. OFFICE OF THE REGIONAL DIRECTOR 2. FINANCE AND ADMINISTRATIVE SERVICES DIVISION 3. REGIONAL OPERATION DIVISION				 <b>EDDIE BOY L. LITA</b> Acting Supply Officer Certified Correct by:  <b>MARISA S. LAGAR</b> OIC, FASD				
29	13-0029	Dual Training System Orientation/Workshop - Food, Accommodations, Supplies and Materials, Communications, Transportations and other Miscellaneous Expenses	75,000.00	1	lot	75,000.00	0	lot	75,000.00	1	lot	75,000.00	0	lot	75,000.00
30	13-0030	Food/Meals, Accommodations and Venue during the Staff Development Program	40,000.00	1	lot	40,000.00	0	lot	40,000.00	1	lot	40,000.00	0	lot	40,000.00
31	13-0031	Food/Meals, Accommodations and Venue during Gender Sensitivity Training-Gender and Development	50,000.00	1	lot	50,000.00	0	lot	50,000.00	1	lot	50,000.00	0	lot	50,000.00
32	13-0032	Food/Meals during Staff Meeting	2,500.00	3		7,500.00	1	lot	2,500.00	1	lot	250.00	1	lot	2,500.00
33	13-0033	Xerox Machine Repair, Maintenance and Parts	15,000.00	1	lot	15,000.00	1	lot	15,000.00	0	lot	15,000.00	0	lot	15,000.00
34	13-0034	Regional Skills Competition (Supplies and Materials, Food and Accommodations, Equipment, Prizes and other Miscellaneous	500,000.00	1	lot	500,000.00	1	lot	500,000.00	0	lot	500,000.00	1	lot	500,000.00
<b>TOTAL</b>						<b>1,994,172.00</b>									
<b>Grand Total for the 4th Semester</b>						<b>1,994,172.00</b>									
<b>GRAND TOTAL OF SUPPLIES AND MATERIALS</b>						<b>782,254.00</b>									
<b>GRAND TOTAL OF PPE, ACTIVITIES AND PROGRAMS</b>						<b>6,538,783.00</b>									
<b>GRAND TOTAL OF 2013 APP</b>						<b>7,321,037.00</b>									

Approved by:  
  
**BARON S. LAGRAN**  
 OIC-Regional Director