



Republic of the Philippines
Department of Agriculture
SUGAR REGULATORY ADMINISTRATION
Sugar Center Bldg., North Ave., Diliman, Quezon City
Philippines 1101
TIN 000-784-336


HERBIE PINDAO

MEMO-AFD-GAD/PPS-2017-NOV-082

27 Nov 2017

DIR. BINGLE D. GUTIERREZ

Executive Director

Procurement Service

Department of Budget and Management (DBM)

RR Road, Cristobal Street,

Paco, Manila 1007

Dear Director Gutierrez:

We are pleased to submit the 2018 Annual Procurement Plan for Common-Use Office supplies and Equipment of the Sugar Regulatory Administration in compliance with your requirements.

The electronic copy of the same was sent via e-mail to ps.app.gocc@gmail.com.

We hope you may find the documents in order.

Thank you.

Very truly yours,


HERMENEGILDO R. SERAFICA

Administrator

SUGAR REGULATORY ADMINISTRATION

QUEZON CITY

2018 Annual Procurement Plan (APP)

for Common-Use Office Supplies and Equipment

SUGAR REGULATORY ADMINISTRATION-QUEZON CITY
2018 Annual Procurement Plan (APP)
For Common-Use Supplies and Equipment

INSTRUCTIONS IN FILLING OUT THE ANNUAL PROCUREMENT PLAN (APP) FORM:

1. Select the appropriate worksheet depending on the nearest Regional/Provincial Depot in your area.
2. For Sub - Depots please refer to the following (Arranged/ Classified according to commonality of freight cost):
 - a. Bukidnon, Puerto Princesa Palawan, Biliran, Borongan, Misamis Occidental (Oroquieta) and Southern Leyte (Maasin) - **Region XIII**
 - b. Misamis Oriental, Bacolod, Calbayog, Bontoc and Northern Samar (Cataman) - **Regions VI, VII, VIII, X, & XI**
 - c. Surigao Del Norte - **Surigao Del Norte**
 - d. Zamboanga Sibugay- **Zamboanga Sibugay**
 - e. Camiguin - **Camiguin**
3. Indicate the agency's **monthly** requirement per item in the APP form. The form will automatically compute for the Total Quarterly requirement, Total Amount per item and the Grand Total.
4. **APPs are considered incorrect if: a) form used is other than the prescribed format downloaded at ps-philgeps.gov.ph and; b) correct format is used but fields were deleted and/or inserted in Portion A of the APP. The agency will be informed through e-mail if the submission is incorrect.**
5. For Other Items not available from the Procurement Service but regularly purchased from other sources, agency must specify/indicate the item name under each category and unit price based on their last purchase of the item/s. These items will be evaluated by the Procurement Service and may be considered Common Supplies or Equipment (CSE). Items will be added to the electronic catalogue / virtual store as soon as it is procured and made available by the Procurement Service.
6. The accomplished **HARD COPY** of the APP CSE shall be submitted in the following manner:
 - a. DBM Central Office for entities in the Central Office
 - b. DBM Regional Office (RO) for regional offices, operating units of DepEd, DOH, DPWH, CHED, TESDA and SUCs
 The accomplished **SOFT COPY** of the APP CSE shall be submitted to the following email addresses:
 - a. ps.app.nga@gmail.com: For central and regional offices of all national government agencies
 - b. ps.app.suc@gmail.com: For main and other campuses of all state universities and colleges
 - c. ps.app.gocc@gmail.com: For all central and regional offices of government owned and controlled corporations
 - d. ps.app.deped@gmail.com: For primary and secondary schools
 - e. ps.app.lgu@gmail.com: For Local government units
7. Consistent with Circular Letter No.2016-09 dated October 27, 2016, the APP for FY 2017 must be submitted on or before **November 30, 2017**.
8. Rename your APP file in the following format: APP2017- Name of Agency- Region (e.g. APP2017 -PS- Central Office).
9. For further assistance/clarification, agencies may call the Corporate Planning and Business Development Division of the Procurement Service at telephone nos. (02)561-6116 or (02)689-7750 loc. 4021.

Department/Bureau/Office: **SUGAR REGULATORY ADMINISTRATION**
 Region: **National Capital Region**
 Address: **Philippine Sugar Center Bldg., Norrrth Avenue, Diliman, Quezon City**

Agency Account Code: X103

Contact Person: **ANNABELLE C. CODES**
 Position: **Property Custodian**
 E-mail : **property_bel@yahoo.com**
 Telephone Nos: **4559471 / 929-61-36**

Item & Specifications	Quantity Requirement																	Price Catalogue	TOTAL AMOUNT
	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Total Quantity			
A. AVAILABLE AT PROCUREMENT SERVICE STORES																			
COMMON ELECTRICAL SUPPLIES																			
1 BATTERY, dry cell AA, 2 pieces per blister pack	11	2	42	55	10	4	40	54	11	2	44	57	10	2	92	270	20.28	5,475.60	
2 BATTERY, dry cell AAA, 2 pieces per blister pack	6	5	52	63	5	7	53	65	6	5	51	62	5	5	51	251	19.20	4,819.20	
3 BATTERY, dry cell D, 2 pieces per blister pack	3			3	3			3	3			3	3			12	91.94	1,103.28	
4 FLUORESCENT LAMP, tubular, 18 watts T8				0			8	8				0			8	16	40.97	655.52	
5 Ligth Bulb, LED, 7 watts 1 pc in individual box				0			1	1				0			1	2	75.39	150.78	
6 TAPE, electrical				0			4	4				0			4	8	18.93	151.44	

Item & Specifications	Quantity Requirement																	Price Catalogue	TOTAL AMOUNT	
	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Total Quantity				
COMMON OFFICE SUPPLIES																				
1 ACETATE, gauge #3, 50m per roll				0			1	1				0				1	766.73	766.73		
2 AIR FRESHENER, 280mL/150g min				0			20	20				0			19	39	88.69	3,458.91		
3 ALCOHOL, 70%, ethyl, 500ml				0			43	43				0			45	88	49.73	4,376.24		
4 CARBON FILM, PE, black, 210mm x 297mm	1	1		2			14	14	1	1		2			14	32	205.48	6,575.36		
5 CARBON FILM, PE, black, 216mm x 330mm	1		1	2			14	14	1			1			14	31	210.91	6,538.21		
6 CARTOLINA, assorted color	1			1	1		6	7	1			1	1		5	15	67.06	1,005.90		
7 CHALK, molded, white, dustless length 78mm min				0			1	1				0			1	2	26.89	53.78		
8 CLEARBOOK, A4 size				0			87	87				0			86	173	38.19	6,606.87		
9 CLEARBOOK, Legal size				0			75	75				0			74	149	40.47	6,030.03		
10 CLIP, backfold, 19mm, 12 pieces per box	7		2	9	4	3	46	53	4	3	1	8	2		45	117	7.87	920.79		
11 CLIP, backfold, 25mm, 12 pieces per box	6		2	8	4	2	50	56	4	2	1	7	2		50	123	13.94	1,714.62		
12 CLIP, backfold, 32mm, 12 pieces per box	4		2	6	3	1	36	40	3	1	1	5	2		36	89	19.88	1,769.32		
13 CLIP, backfold, 50mm, 12 pieces per box	2		2	4	2		34	36	2		1	3	2		34	79	41.10	3,246.90		
14 CORRECTION TAPE, film base type UL 6m min	10	7	13	30	10	7	117	134	7	7	7	21	10	7	112	314	18.26	5,733.64		
15 DATA FILE BOX, made with chipboard, with closed ends				0			31	31			24	24			30	85	72.57	6,168.45		
16 DATA FOLDER, made with chipboard, taglia lock				0			16	16				0			16	32	71.39	2,284.48		
17 ENVELOPE, DOCUMENTARY, for A4 size document	3	1	3	7			7	7		1	1	2			6	22	424.47	9,338.34		
18 ENVELOPE, DOCUMENTARY, for Legal size document	3	1	2	6		1	10	11		1	1	2			9	28	538.80	15,086.40		
19 ENVELOPE, EXPANDING, KRAFTBOARD, for legal size documents	1			1			6	6		1		1			5	13	667.84	8,681.92		
20 ENVELOPE, EXPANDING, plastic, 0.50mm thickness min				0			49	49				0			49	98	28.71	2,813.58		
21 ENVELOPE, MAILING, white, 80 gsm (-5%)			1	1			11	11			1	1			10	23	341.79	7,861.17		
22 ENVELOPE, MAILING, white with window	1			1			1	1				0			1	3	427.23	1,281.69		
23 ERASER, felt, for blackboard/whiteboard	1	2		3			22	22		2		2			21	48	11.55	554.40		
24 ERASER, plastic or rubber for pencil draft/writing				0			45	45				0			44	89	6.23	554.47		
25 FASTENER, metal, 70mm betweprongs	6	8	3	17	7	3	35	45	6	8	3	17	1	3	33	116	59.37	6,886.92		
26 FILE ORGANIZER, expanding, plastic, 12 pockets				0			20	20				0			21	41	73.59	3,017.19		
27 FILE TAB DIVIDER, bristol board for A4				0			50	50				0			51	101	12.98	1,310.98		
28 FILE TAB DIVIDER, bristol board for legal				0			72	72				0			71	143	17.31	2,475.33		
29 FOLDER, Fancy, A4, size documents		1	1	2		1	8	9		1	1	2			8	22	258.50	5,687.00		
30 FOLDER, Fancy, Legal, size documents		1	1	2	1	1	9	11		1	1	2			9	25	302.85	7,571.25		
31 FOLDER, L-type, A4, size documents		1		1		1	12	13		1		1			12	28	177.92	4,981.76		
32 FOLDER, L-type, Legal size, size documents	1	1	100	102		1	7	8	1	1	100	102		1	6	219	222.27	48,677.13		
33 FOLDER, Pressboard, size 240mm x 370mm, (-5mm)	1			1	1		11	12	1			1	1		11	26	776.59	20,191.34		
34 FOLDER, Tagboard, for A4, size documents	3		1	4	1		11	12	1	1		2	1		11	30	226.05	6,781.50		
35 FOLDER, Tagboard, Legal size documents	3	1		4	1		9	10	1	1		2	1		8	25	208.38	5,209.50		
36 GLUE, all purpose, gross weight 200 grams min.	7		6	13	5		36	41	7		5	12	5		36	107	49.73	5,321.11		
37 INDEX TAB, self-adhesive, transparent	1	1		2		1	69	70	1	1		2			69	144	53.74	7,738.56		

Item & Specifications	Quantity Requirement																	Price Catalogue	TOTAL AMOUNT
	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Total Quantity			
38 LOOSELEAF COVER, made of chipboard, for legal				0			2	2				0			1	3	676.00	2,028.00	
39 MAGAZINE FILE BOX, LARGE size made of chipboard	6		2	8	1		115	116	6	2	1	9	1		112	246	43.26	10,641.96	
40 MARKER, fluorescent, 3 assorted colors per set	2		2	4 ✓	7		49	56	2		2	4	7		48	119	36.97	4,399.43	
41 MARKER, whiteboard, black, felt tip, bullet type	3	4	11	18	5	2	122	129	5	12	3	20	3	2	119	291	10.69	3,110.79	
42 MARKER, whiteboard, blue felt tip, bullet type			10	10			50	50		10		10			48	118	10.69	1,261.42	
43 MARKER, whiteboard, red felt tip, bullet type			10	10			35	35		10		10			35	90	10.69	962.10	
44 MARKER, permanent, bullet type, black	3	4	13	20	7	1	190	198	6	11	3	20	4	1	190	433	10.04	4,347.32	
45 MARKER, permanent, bullet type, blue				0	1		59	60				0			58	118	10.04	1,184.72	
46 MARKER, permanent, bullet type, red				0			50	50				0			50	100	10.04	1,004.00	
47 NOTE BOOK, stenographer's, spiral 40 leaves			2	2			90	90			2	2			90	184	12.52	2,303.68	
48 NOTE PAD, stick-on, 50mm x 76mm (2"x3")	1	2	2	5	1	1	42	44	2		3	5		1	41	96	32.45	3,115.20	
49 NOTE PAD, stick-on, 76mm x 76mm (3"x3")	1	2		3	3	1	36	40	3		1	4	1	1	35	84	44.32	3,722.88	
50 NOTE PAD, stick-on, 76mm x 100mm (3"x4")	1	2		3	2	1	29	32	2		1	3	1	1	28	68	59.49	4,045.32	
51 PAD PAPER, Ruled size: 216 x 330mm (2mm)			2	2			25	25			2	2			25	54	18.99	1,025.46	
52 PAPER CLIP, vinyl/plastic coat, length 32mm min	3	4	12	19 ✓	4	2	82	88	5	5	10	20	6	2	79	214	6.91 5.98	1,478.74	
53 PAPER CLIP, vinyl/plastic coat, length 48mm min	2	4	8	14 ✓	8	2	92	102	4	5	10	19	6	2	88	231	14.04 12.74	3,243.24	
54 PAPER, MULTICOPY, 80gsm size: 210mm x 297mm A4	4	12	109 ✓	125 ✓	10	7	297	314	10	7	109	126	16	8	287	876	137.66 152.57	120,590.16	
55 PAPER, MULTICOPY, 80gsm 216mm x 330mm LEGAL	2	5	17 ✓	24 ✓	11	5	93	109	2	6	27	35	14	4	83	269	160.94	43,292.86	
56 PAPER, Multi-Purpose (COPY) A4, 70gsm	4	13	4	21	15	12	267	294	9	8	14	31	10	10	269	635	119.09	75,622.15	
57 PAPER, Multi-Purpose (COPY), Legal size, 70gsm	5	8	91	104	5	4	282	291	5	4	91	100	5	4	282	786	123.08	96,740.88	
58 PARCHMENT PAPER, size, 210 x 297mm multi purpose		1		1	1		10	11	1			1	1		10	24	95.18	2,284.32	
59 PAPER, Thermal, 55gsm, size 216mm x 30m	4	7	10	21 ✓	6	2	59	67	6	2	12	20	9	2	55	174	34.29	5,966.46	
60 PENCIL, lead, w/eraser, wood cased, hardness: HB	3	1	10	14	2	1	96	99	2	2	6	10	2	2	96	223	20.40	4,549.20	
61 PHILIPPINE NATIONAL FLAG 100% polyester		1	1	2		1	2	3		1		1		1	2	9	319.07	2,871.63	
62 RECORD BOOK, 300 pages, size: 214mm x 278mm min	1		2	3 ✓	6		98	104	3		3	6	1	2	98	214	62.73 60.92	13,424.22	
63 RECORD BOOK, 500 pages, size: 214mm x 278mm min	2	1	4	7	2	1	75	78	2	1	4	7	1		73	166	97.34	16,158.44	
64 RING BINDER, 80 rings, plastic 32mm x 1.12m		2		2			17	17				0			17	36	267.14	9,617.04	
65 RUBBER BAND, 70mm min lay flat length (#18)	1	3	2	6	1	1	21	23	1	1	2	4	1	1	18	53	97.04	5,143.12	
66 RULER, plastic, 450mm, (18") width 38mm min			8	8			33	33				0			33	74	16.10	1,191.40	
67 SIGN PEN, black liquid/gel, 0.5mm needle tip	7	7	20	34 ✓	7	7	392	406	7	7	21	35	14	7	386	882	35.99	31,743.18	
68 SIGN PEN, blue liquid/gel, 0.5mm needle tip				0 ✓			170	170				0			169	339	35.99	12,200.61	
69 SIGN PEN, red liquid/gel, 0.5mm needle tip				0 ✓			91	91				0			91	182	35.99	6,550.18	
70 STAMP PAD INK, violet or violet	2	2	1	5	1	1	40	42	1	1		2	1	1	38	89	25.62	2,280.18	
71 STAMP PAD, felt pad, min 60mm x 100mm				0			20	20				0			19	39	28.77	1,122.03	
72 STAPLE WIRE, Heavy duty, 23/13	1			1			11	11	1			1			11	24	21.51	516.24	
73 STAPLE WIRE, Standard (26/6)	6	7	22	35	6	7	94	107	6	17	12	35	16	11	84	288	19.68 20.05	5,667.84	
74 TAPE, masking, 24mm	1	3	3	7		5	67	72		4	3	7		1	69	156	57.32	8,941.92	
75 TAPE, masking, 48mm	6	3		9	1	3	24	28	3	1		4	1	1	24	67	109.24	7,319.08	
76 TAPE, packaging, 48mm		1		1		1	40	41	2			2			45	89	29.08	2,588.12	
77 TAPE, transparent, 24mm	4	2	4	10 ✓	2	4	90	96	3	1	4	8	3	3	87	207	11.36	2,351.52	

Item & Specifications	Quantity Requirement																	Price Catalogue	TOTAL AMOUNT
	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Total Quantity			
78 TAPE, transparent, 48mm		3		3		3	23	26	1	1		2		1	27	59	27.58	1,627.22	
79 TOILET TISSUE, 2-plys sheet, 150 pulls				0			46	46				0			45	91	70.30	6,397.30	
80 TWINE, plastic, one (1) kilo per roll	1		1	2	1		13	14	2		1	3	1	4	11	35	51.92	1,817.20	
81 WRAPPING PAPER, kraft, 65gsm				0			3	3				0			3	6	133.99	803.94	
82 Airline Travel	150			150				250				250			133	533	5,000.00	2,665,000.00	
COMMON OFFICE DEVICES																			
1 CUTTER BLADE, heavy duty cutter	1		1	2	1		34	35	1			1	1		34	73	10.22	746.06	
2 CUTTER KNIFE, for general purpose			1	1			18	18				0			18	37	20.55	760.35	
3 DATING AND STAMPING MACHINE heavy duty	8	1	1	10			4	4	4	2		6			3	23	497.52	11,442.96	
4 PENCIL SHARPENER, manual, sigle cutter head				0			5	5				0			5	10	194.69	1,946.90	
5 PUNCHER, paper, heavy duty, with two hole guide	1			1			12	12				0			11	24	123.42	2,962.08	
6 SCISSORS, symmetrical, blade length 65mm min	5	5		10			17	17	2	2		4			16	47	14.28	671.16	
7 STAPLER, standard type, load cap: 200 staples min	3			3	2		22	24	1			1			21	49	85.45	4,187.05	
8 STAPLER, binder type, heavy duty, desktop				0			8	8				0			7	15	913.95	13,709.25	
9 STAPLE REMOVER, plier type	3	5		8			20	20				0			20	48	18.91	907.68	
10 TAPE DISPENSER, table top, for 24mm width tape	4	3		7			10	10		1		1			9	27	51.57	1,392.39	
11 WASTE BASKET, non-rigid plastic	2	5		7			22	22				0			21	50	25.96	1,298.00	
COMMON JANITORIAL SUPPLIES																			
1 BROOM, soft (tambo)			18	18				0	12		6	18				36	91.94	3,309.84	
2 BROOM, stick (tingting)			28	28				0	12		16	28				56	24.88	1,393.28	
3 CLEANER, TOILET BOWL AND URINAL, 900-1000ml cap			24	24			24	24			24	24			24	96	43.26	4,152.96	
4 CLEANSER, scouring powder, 350grams/can				0			9	9				0			9	18	24.88	447.84	
5 DETERGENT POWDER, all purpose, 1kilo/pouch				0			7	7				0			6	13	38.93	506.09	
6 DISINFECTANT SPRAY, 400-550 grams				0			5	5				0			4	9	125.20	1,126.80	
7 DUST PAN, non-rigid plastic, w/detachable handle				0			1	1				0			1	1	28.12	28.12	
8 FLOOR WAX, Paste, red				0				0				0			0	0	280.13	-	
9 FURNITURE CLEANER, aerosol, 300mL/can				0				0				0			0	0	90.85	-	
10 INSECTICIDE, aerosol type, 600mL/can				0			2	2				0			1	3	142.77	428.31	
11 MOPBUCKET, heavy duty, hard plastic				0				0				0			0	0	1,987.44	-	
12 MOPHANDLE, screw type, aluminum handle				0				0				0			0	0	148.18	-	
13 MOPHEAD, made of rayon, weight: 400grams min			4	4			4	4			4	4			4	16	110.32	1,765.12	
14 RAG, all cotton, 32 pieces per kilo per bundle				0			6	6				0			6	12	51.68	620.16	
15 SCOURING PAD, made of synthetic nylon 140 x 220mm				0			7	7				0			7	14	107.08	1,499.12	
16 TRASHBAG, plastic, transparent				0				0				0			0	0	145.48	-	
17 DETERGENT BAR, 140g as packed (-2.5%)				0				0				0			0	0	7.57	-	
COMMON OFFICE EQUIPMENT																			
1 BINDING AND PUNCHING MACHINE, binding cap: 50mm				0			1	1				0			1	2	10,816.00	21,632.00	
2 CALCULATOR, COMPACT, 12 digits				0			17	17				0			17	34	140.61	4,780.74	
3 CHAIR, monobloc, beige with backrest, w/o armrest				0			9	9				0			9	18	273.10	4,915.80	
4 CHAIR, monobloc, white with backrest, w/o armrest				0			3	3				0			3	6	273.10	1,638.60	

Item & Specifications		Quantity Requirement																Price Catalogue	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Total Quantity		
5	DIGITAL VOICE RECORDER, 4GB (expandable), 1 unit in individual box				0			3	3				0			3	6	6,828.14	40,968.84
6	DOCUMENT CAMERA, 3.2M pixels				0			1	1				0				1	26,391.04	26,391.04
7	ELECTRIC FAN, industrial				0			1	1				0				1	1,091.33	1,091.33
8	ELECTRIC FAN, orbit type				0				0				0				0	1,372.55	-
9	ELECTRIC FAN, stand type				0				0				0				0	1,046.65	-
10	ELECTRIC FAN, wall type				0				0				0				0	782.00	-
11	FACSIMILE MACHINE, uses thermal paper				0			1	1				0			1	2	3,642.83	7,285.66
12	FIRE EXTINGUISHER, dry chemical, 4.5kgs				0			1	1				0			1	2	1,123.78	2,247.56
13	FIRE EXTINGUISHER, pure HCFC 123, with fire rating of 1A, 1BC, for ABC class of fire, stored pressure type, non-electrical conductor, non-corrosive, 4.5kg (10 lbs), brand new				0			1	1				0				1	5,191.68	5,191.68
14	MULTIMEDIA PROJECTOR, 4000 ansi Lumens, 3600 hours lamp life, supports SVGA to SXGA, (compressed) resolution				0			2	2				0			2	4	27,542.94	110,171.76
15	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4				0				0				0				0	8,411.60	-
16	PAPER SHREDDER, cutting width: 3mm-4mm				0			2	2				0			1	3	5,927.17	17,781.51
17	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column,				0				0				0				0	19,457.98	-
18	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 column,				0				0				0				0	6,064.78	-
19	PRINTER, Laser, monochrome, network-ready				0			2	2				0			1	3	744.14	2,232.42
20	TABLE, monobloc, white, 889 x 889mm (35"x 35")min				0			2	2				0			1	3	1,379.04	4,137.12
21	TABLE, monobloc, Beige 889 x 889mm" (35"x 35")min				0			2	2				0			1	3	1,379.04	4,137.12
22	Desktop Computer, branded				0				0				0				0	35,887.49	-
23	Laptop Computer, branded				0				0				0				0	36,587.28	-
COMMON COMPUTER SUPPLIES					0				0				0				0		-
1	CONTINUOUS FORM, 1 ply, 280 x 241mm	2	1	1	4	2	1	1	4	2	1	2	5	2	1	1	17	709.53	12,062.01
2	CONTINUOUS FORM, 1 ply, 280 x 378mm			2	2				0				0				2	1,070.78	2,141.56
3	CONTINUOUS FORM, 2 ply, 280 x 241mm, carbonless				0				0				0				0	796.06	-
4	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless		2		2				0	2			2				4	1,352.00	5,408.00
5	CONTINUOUS FORM, 3 ply, 280 x 241mm, carbonless		2		2				0	2			2			2	6	620.67	3,724.02
6	COMPUTER CONTINUOUS FORMS, 3 ply, 280 x 378mm, carbonless		2	2	4				0	2		1	3				7	1,076.19	7,533.33
7	DVD REWRITABLE, speed: 4x min, 4.7GB capacity min	10	2	20	32			95	95	46		20	66	20	20	95	328	22.56	7,399.68
8	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD USB 3.0	2	2	1	5			5	5				0			4	14	3,152.86	44,140.04

Item & Specifications	Quantity Requirement																Price Catalogue	TOTAL AMOUNT
	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Total Quantity		
9 FLASH DRIVE, 16GB capacity	5		7	12	6		23	29				0			20	61	261.75	15,966.75
10 MOUSE, optical, USB connection type				0	2		13	15	1			1	1		12	29	140.39	4,071.31
HANDBOOK ON PROCUREMENT																		
1 HANDBOOK (RA 9184) 7th Edition	1	1		2			7	7				0			6	15	48.13	721.95
CONSUMABLES																		
1 DRUM CART, BROTHER DR-3455				0				0				0				0		-
2 INK CART, CANON CL-741, Col.				0				0				0				0	7,138.56	-
3 INK CART, CANON CL-811, Colored				0			15	15		15	15	15	15			45	1,071.78	48,230.10
4 INK CART, CANON PG-740, Black				0				0				0				0	784.16	-
5 INK CART, CANON PG-810, Black				0			20	20		20	20	20	20			60	811.20	48,672.00
6 INK CART, EPSON C13T6664100 (T6641), Black				0				0				0				0	264.99	-
7 INK CART, EPSON C13T664200 (T6642), Cyan				0				0				0				0	264.99	-
8 INK CART, EPSON C13T664300 (T6643), Magenta				0				0				0				0	264.99	-
9 INK CART, EPSON C13T664400 (T6644), Yellow				0				0				0				0	264.99	-
10 INK CART, HP C2p04AA (HP62), Black				0			1	1				0			1	2	0.00	-
11 INK CART, HP C2p06AA (HP62), Tri-color				0			1	1				0			1	2	0.00	-
12 INK CART, HP C9351AA, (HP21), Black				0			8	8				0			8	16	676.00	10,816.00
13 INK CART, HP C9352AA, (HP22), Tri-color				0			4	4				0			4	8	782.00	6,256.00
14 INK CART, HP C9363WA, (HP97), Tri-color				0				0				0				0	1,552.10	-
15 INK CART, HP C9397A (HP72)69ml Photo Black		2		2				0		2	2	2	2			4	0.00	-
16 INK CART, HP C9398A (HP72)69ml Cyan		2		2				0		2	2	2	2			4	0.00	-
17 INK CART, HP C9399A (HP72)69ml Magenta		2		2				0		2	2	2	2			4	0.00	-
18 INK CART, HP C9400A (HP72)69ml Yellow		2		2				0		2	2	2	2			4	0.00	-
19 INK CART, HP C9401A (HP72)69ml Gray		2		2				0		2	2	2	2			4	0.00	-
20 INK CART, HP C9403A (HP72)130ml Matte Black		2		2				0		2	2	2	2			4	0.00	-
21 INK CART, HP CC640WA, (HP60), Black				0			42	42				0			42	84	665.18	55,875.12
22 INK CART, HP CC643WA, (HP60), Tri-color				0			12	12				0			12	24	784.16	18,819.84
23 INK CART, HP CD887AA, (HP703), Black				0			10	10	6			6	10			26	373.15	9,701.90
24 INK CART, HP CD888AA, (HP703), Tri-color				0			10	10	6			6	10			26	373.15	9,701.90
25 INK CART, HP CD972AA, (HP 920XL), Cyan				0				0				0				0	654.37	-
26 INK CART, HP CD973AA, (HP 920XL), Magenta				0				0				0				0	654.37	-
27 INK CART, HP CD974AA, (HP 920XL), Yellow				0				0				0				0		-
28 INK CART, HP CD975AA, (HP 920XL), Black				0				0				0				0		-
29 INK CART, HP CH561WA, (HP61), Black				0			1	1				0			1	2	670.59	1,341.18
30 INK CART, HP CH562WA, (HP61), Tricolor				0			1	1				0			1	2	859.87	1,719.74
31 INK CART, HP CH565A (HP82) Black				0				0				0				0	0.00	-
32 INK CART, HP CH566A (HP82) Cyan				0				0				0				0	0.00	-
33 INK CART, HP CH567A (HP82) Magenta				0				0				0				0	0.00	-
34 INK CART, HP CH568A (HP82) Yellow				0				0				0				0	0.00	-
35 INK CART, HP CN045AA, (HP950XL), Black				0				0				0				0	1,616.99	-
36 INK CART, HP CN046AA, (HP951XL), Cyan				0				0				0				0	1,222.21	-
37 INK CART, HP CN047AA, (HP951XL), Magenta				0				0				0				0	1,227.62	-
38 INK CART, HP CN048AA, (HP951XL), Yellow				0				0				0				0	1,227.62	-
39 INK CART, HP CN692AA, (HP704), Black	8	5	8	21	6	5	92	103	4	5	5	14	7	1	88	234	373.15	87,317.10
40 INK CART, HP CN693AA, (HP704), Tri-color	6	5	8	19	5	5	73	83	4	4	4	8	3	1	73	187	373.15	69,779.05
41 INK CART, HP CZ107AA, (HP678), Black	5	5	8	18	5	5	363	373	6	4	9	19	6	3	163	582	379.64	220,950.48

	Item & Specifications	Quantity Requirement																Price Catalogue	TOTAL AMOUNT
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Total Quantity		
42	INK CART, HP CZ108AA, (HP678), Tricolor	5	5	8	18	5	5	234	244	5	4	6	15	4	3	234	518	379.64	196,653.52
43	INK CART, HP CZ121A (HP685A), Black				0				0				0				0	380.72	-
44	INK CART, HP CZ122A (HP685A), Cyan				0				0				0				0	259.58	-
45	INK CART, HP CZ123A (HP685A), Magenta				0				0				0				0	259.58	-
46	INK CART, HP CZ124A (HP685A), Yellow				0				0				0				0	259.58	-
47	INK CART, HP F6V26AA (HP680), Tri-color				0				0				0				0	0.00	-
48	INK CART, HP F6V27AA (HP680), Black				0				0				0				0	0.00	-
49	INK CART, HP LoS51AA (H955), Cyan Original				0				0				0				0	0.00	-
50	INK CART, HP LoS54AA (H955), Magenta Original				0				0				0				0	0.00	-
51	INK CART, HP LoS57AA (H955), Yellow Original				0				0				0				0	0.00	-
52	INK CART, HP LoS60AA (H955), Black Original				0				0				0				0	0.00	-
53	INK CART, HP LoS63AA (H955XL), Cyan Original				0				0				0				0	0.00	-
54	INK CART, HP LoS66AA (H955XL), Magenta Original				0				0				0				0	0.00	-
55	INK CART, HP LoS69AA (H955XL), Yellow Original				0				0				0				0	0.00	-
56	INK CART, HP LoS72AA (H955XL), Black Original				0				0				0				0	0.00	-
57	INK CART, HP T6L89AA (H905), Cyan Original				0				0				0				0	0.00	-
58	INK CART, HP T6L93AA (H905), Magenta Original				0				0				0				0	0.00	-
59	INK CART, HP T6L97AA (H905), Yellow Original				0				0				0				0	0.00	-
60	INK CART, HP T6M01AA (H905), Black Original				0				0				0				0	0.00	-
61	INK CART, HP T6M05AA (H905XL), Cyan Original				0				0				0				0	0.00	-
62	INK CART, HP T6M09AA (H905XL), Magenta Origl				0				0				0				0	0.00	-
63	INK CART, HP T6M13AA (H905XL), Yellow Origl				0				0				0				0	0.00	-
64	INK CART, HP T6M17AA (H905XL), Black Origl				0				0				0				0	0.00	-
65	RIBBON CART, EPSON C13S015516 (#8750), Black			10	10			15	15			10	15			15	55	79.82	4,390.10
66	RIBBON CART, EPSON C13S015531 (S015086), Black			6	6			5	5			5	5			5	21	753.88	15,831.48
67	RIBBON CART, EPSON C13S015632, Black, LX-310				0				0				0				0	78.96	-
68	TONER CART, BROTHER TN-2025, Black				0				0				0				0	2,658.57	-
69	TONER CART, BROTHER TN-2130, Black				0				0				0				0	1,892.80	-
70	TONER CART, BROTHER TN-2150, Black				0				0				0				0	2,720.22	-
71	TONER CART, BROTHER TN-3320, Black				0				0				0				0	3,059.63	-
72	TONER CART, BROTHER TN-3350, Black, for HL5450DN (CU Printer)				0				0				0				0	4,460.08	-
73	TONER CART, HP CB435A, Black				0			3	3				0			3	6	2,914.91	17,489.46
74	TONER CART, HP CB540A, Black				0				0				0				0	3,444.90	-
75	TONER CART, HP CE255A, Black				0				0				0				0	7,024.99	-
76	TONER CART, HP CE278A, Black				0			3	3				0				3	3,239.39	9,718.17
77	TONER CART, HP CE285A (HP85A), Black				0			39	39				0			38	77	3,009.01	231,693.77
78	TONER CART, HP CE310A, Black				0			1	1				0			1	2	2,482.27	4,964.54
79	TONER CART, HP CE311A, Cyan				0			1	1				0				1	2,590.43	2,590.43
80	TONER CART, HP CE312A, Yellow				0			1	1				0				1	2,590.43	2,590.43
81	TONER CART, HP CE313A, Magenta				0			1	1				0				1	2,590.43	2,590.43
82	TONER CART, HP CE320A, Black				0				0				0				0	2,968.99	-
83	TONER CART, HP CE321A, Cyan				0				0				0				0	3,131.23	-
84	TONER CART, HP CE322A, Yellow				0				0				0				0	3,131.23	-
85	TONER CART, HP CE323A, Magenta				0				0				0				0	3,131.23	-

Item & Specifications	Quantity Requirement																	Price Catalogue	TOTAL AMOUNT
	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Total Quantity			
123 TONER CART, HP CF400A (HP201A) Black LaserJet																	0.00	-	
124 TONER CART, HP CF401A (HP201A) Cyan LaserJet																	0.00	-	
125 TONER CART, HP CF402A (HP201A) Yellow LaserJet																	0.00	-	
126 TONER CART, HP CF403A (HP201A) Magenta LaserJet																	0.00	-	
127 TONER CART, HP CF410A (HP410A) Black																	0.00	-	
128 TONER CART, HP CF410XC (HP410XC) Black																	0.00	-	
129 TONER CART, HP CF411A (HP410A) cyan																	0.00	-	
130 TONER CART, HP CF411A (HP410XC) cyan																	0.00	-	
131 TONER CART, HP CF412A (HP410A) Yellow																	0.00	-	
132 TONER CART, HP CF412XC(HP410XC) Yellow																	0.00	-	
133 TONER CART, HP CF413A (HP410A) Magenta																	0.00	-	
134 TONER CART, HP CF413XC (HP410XC) Magenta																	0.00	-	
135 TONER CART, HP Q2612A, Black				0			6	6				0			6	12	3,228.58	38,742.96	
136 TONER CART, HP Q5942A, Black				0				0				0			0	0	7,782.11	-	
137 TONER CART, HP Q7553A, Black				0				0				0			0	0	4,050.59	-	
138 TONER CART, LEXMARK E360H11P, Black				0				0				0			0	0	9,229.29	-	
139 TONER CART, LEXMARK T650A11P, Black				0				0				0			0	0	10,015.62	-	
140 TONER CART, SAMSUNG MLT-D101S, Black				0				0				0			0	0	2,747.26	-	
141 TONER CART, SAMSUNG MLT-D103S, Black																	3,208.48	-	
142 TONER CART, SAMSUNG MLT-D104S, Black				0				0				0			0	0	2,541.76	-	
143 TONER CART, SAMSUNG MLT-D105L, Black				0				0				0			0	0	2,898.69	-	
144 TONER CART, SAMSUNG MLT-D108S, Black				0				0				0			0	0	2,855.42	-	
145 TONER CART, SAMSUNG MLT-D203E, Black				0				0				0			0	0	7,403.55	-	
146 TONER CART, SAMSUNG MLT-D203L, Black				0				0				0			0	0	4,802.30	-	
147 TONER CART, SAMSUNG MLT-D203U, black				0				0				0			0	0	9,842.56	-	
148 TONER CART, SAMSUNG MLT-D205E, Black				0				0				0			0	0	9,572.16	-	
149 TONER CART, SAMSUNG MLT-D205L, Black				0				0				0			0	0	5,267.39	-	
150 TONER CART, SAMSUNG SCX-D6555A, Black				0				0				0			0	0	4,531.90	-	
151 TONER CARTRIDGE, BROTHER TN-3478, Black, for printer HL-6400DW (12,000 pages)				0				0				0			0	0	6,312.22	-	
152 TONER CARTRIDGE, CANON 324 II, for printer LBP6780x				0				0				0			0	0	13,935.33	-	
																		4,973,389.34	

B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)

COMMON ELECTRICAL SUPPLIES																		
Ballast, 36 watts			21	21		1	2	3				20	20		2	46	74.78	3,439.88
Battery, 9 Volts	4		12	16	4		4	8	4			12	16	4	12	56	150.00	8,400.00
CIRCUIT BREAKER 3 PHASE 100 amperes				0				0					0	4		4	3,500.00	14,000.00
CIRCUIT BREAKER 3 PHASE 250-300 amperes				0				0					0	2		2	6,000.00	12,000.00
COMPACT FLUORESCENT LAMP, 18 watts, 1 piece in individual box			30	30			30	30			30	30			30	120	101.82	12,218.40
Convenience Outlet				0			20	20				0	20			40	150.00	6,000.00
Electric Wire #12 (150m/box)				0				0	1			1				1	4,500.00	4,500.00

Item & Specifications	Quantity Requirement																	Price Catalogue	TOTAL AMOUNT
	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Total Quantity			
Electrict Switch				0			20	20				0	20			40	150.00	6,000.00	
Flourescent Lighting Fixtures		1		1				0		1		1				2	364.00	728.00	
FLUORESCENT LAMP, tubular, 14 watts				0			6	6				0			6	12	88.40	1,060.80	
FLUORESCENT LAMP, tubular, 20 watts				0			6	6				0			6	12	88.50	1,062.00	
FLUORESCENT LAMP, tubular, 36 watts			24	24			24	24			24	24			24	96	41.50	3,984.00	
FLUORESCENT LIGHTING FIXTURE, 1 x 36W				0				0				0				0	364.00	-	
STARTER				0				0	1			1				1	220.00	220.00	
A. Electrical supplies for Electrical system, Panel Board of SRA Building (Preventive Maintenance of SRA Building, Utilities and Facilities)																			
Circuit Breaker 15 amperes			20	20				0				0				20	385.00	7,700.00	
Circuit Breaker 20 amperes			30	30				0				0				30	385.00	11,550.00	
Circuit Breaker 40 amperes			20	20				0				0				20	385.00	7,700.00	
Conduit Clamp 1/2"			300	300				0				0				300	5.00	1,500.00	
Convenience Outlet Nat.			100	100				0				0				100	60.00	6,000.00	
Copper Connector			12	12				0				0				12	200.00	2,400.00	
Copper wire # 10 AWG Stran.			3	3				0				0				3	3,600.00	10,800.00	
Copper wire # 12 AWG Solid			3	3				0				0				3	2,300.00	6,900.00	
Copper wire # 12 AWG Stran.			3	3				0				0				3	2,300.00	6,900.00	
Copper wire # 8 AWG Stran.			3	3				0				0				3	4,500.00	13,500.00	
Electrical Rubber Tape			20	20				0				0				20	55.00	1,100.00	
Electrical Tape			40	40				0				0				40	30.00	1,200.00	
Fluorescent Ballast 40 watts			100	100				0				0				100	320.00	32,000.00	
Fluorescent Starter Universal			100	100				0				0				100	25.00	2,500.00	
Fluorescent Tube 40 watts			300	300				0				0				300	95.00	28,500.00	
Gang Plate 1 gang			20	20				0				0				20	50.00	1,000.00	
Gang Plate 2 gang			50	50				0				0				50	50.00	2,500.00	
Metal Screw 1/8 X 1"			300	300				0				0				300	0.50	150.00	
Moldflex 1/2 dia.			2	2				0				0				2	900.00	1,800.00	
Moldflex 3/4 dia.			3	3				0				0				3	1,200.00	3,600.00	
Plastic box 3 X 5"			50	50				0				0				50	30.00	1,500.00	
Plastic Moulding 1" Atlanta			90	90				0				0				90	90.00	8,100.00	
PVC Conduit Elbow 1/2 dia.			50	50				0				0				50	15.00	750.00	
PVC Conduit Pipe 1/2 dia.			50	50				0				0				50	110.00	5,500.00	
Switch			50	50				0				0				50	60.00	3,000.00	
Utility Box			50	50				0				0				50	25.00	1,250.00	
COMMON OFFICE EQUIPMENT																			
COMMON OFFICE SUPPLIES																			
Archfile				0				0	12			12				12	95.00	1,140.00	
Ballpen Black	0	0	44	44	0	0	144	144	0	0	44	44	0	0	144	376	7.60	2,857.60	
Ballpen Multi color				0			270	270				0			270	540	30.00	16,200.00	
Ballpen, Blue				0			6	6				0			6	12	7.60	91.20	
Ballpen, Red			0	0			3	3				0			3	6	7.60	45.60	

Item & Specifications	Quantity Requirement																Price Catalogue	TOTAL AMOUNT
	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Total Quantity		
Binder, 3 - ring A4				0			1	1				0			1	2	130.00	260.00
Calculator 12 digit				0			4	4				0			3	7	700.00	4,900.00
Cloth Tape				0			35	35				0			35	70	200.00	14,000.00
Columnar Pad, 18 cols.				0			1	1				0				1	65.52	65.52
Correction Pen				0			6	6				0			6	12	45.00	540.00
Correction Fluid			15	15			11	11		14		14			10	50	40.00	2,000.00
Data Folder w/ finger ring 3"x9"15"				0				0	50			50				50	76.95	3,847.50
Double Sided tape				0				0		2		2			2	2	650.00	1,300.00
Duct tape				0				0				0				12	600.00	7,200.00
Electronic Calculator Ribbon, red/black				0			1	1				0			1	2	35.00	70.00
ENVELOPE, PAY, 500 pieces per box				0			1	1				0			1	2	150.00	300.00
Fastener, Plastic, 50 sets/box				0			22	22				0			21	43	65.50	2,816.50
Finger Moistener				0			8	8				0			7	15	35.00	525.00
Folder, Expandable. Long				0			25	25		25		25			25	75	21.50	1,612.50
Folder Morocco/fancy, legal size, 50s/pack				0				0		1		1				1	291.20	291.20
Folder Morocco/fancy A4, 50s/pack				0				0		1		1				1	234.00	234.00
FOLDER, REPORT COVER (plastic top) long			50	50			10	10		50		50			10	120	16.50	1,980.00
Folder, sliding, short				0			63	63				0			62	125	15.00	1,875.00
Frame Certificate				0			1	1				0			1	2	150.00	300.00
Gel Pen Black				0			20	20				0			20	40	25.00	1,000.00
Gel Pen Blue				0			20	20				0			20	40	25.00	1,000.00
Gel Pen Red				0			20	20				0			20	40	25.00	1,000.00
Gel Pen, Green				0			80	80				0			80	160	70.00	11,200.00
Index Card, 5" x 8", ruled both side				0				0	1			1			1	2	139.34	278.68
Laminating Film				0				0	10		4	14				14	200.00	2,800.00
Lever Arch File				0			2	2				0			1	3	250.00	750.00
Lever Arch File, Legal 2"				0			2	2				0			2	4	200.00	800.00
Machine stamp/trodat				0			23	23				0			23	46	500.00	23,000.00
Mechanical Pencil				0			2	2				0			2	4	70.00	280.00
Mounting Tape				0			1	1				0			1	2	200.00	400.00
PAPER, Thermal, 210mm x 30m				0			25	25		25		25		25		75	50.00	3,750.00
Plastic Cover, 50 mts.				0			1	1				0				1	1,200.00	1,200.00
Plastic Storage rack/stocker				0				0				0				0	120.00	-
Puncher, Heavy Duty 3 hole				0			1	1				0				1	1,500.00	1,500.00
PUSH PIN, flat head type, assorted colors, 100 pieces per case				0			27	27	26			26				53	35.00	1,855.00
PVC Binding Film				0			2	2				0			1	3	300.00	900.00
Retractable sign pen, black				0			6	6				0			6	12	80.00	960.00
Ribbon Bundy Clock				0			1	1				0			1	2	400.00	800.00
RIBBON, for manual typewriter, in box,, with each spool individually wrapped in plastic				0			11	11				0			10	21	25.00	525.00
Ring Binder, 25mmx1.12m, plastic, 10 pcs./bundle				0			1	1				0				1	113.88	113.88
Ring Binder, 8mmx1.12m, plastic, 10 pcs./bundle				0			1	1				0				1	36.39	36.39
Ring Binder, A4, Black D1500				0				0	60			60				60	120.00	7,200.00
Ring Binder, 3 ring D-type, A4				0				0				0				0	111.49	-
Ring Binder, 3 ring D-type, legal				0				0				0				0	117.78	-

Item & Specifications	Quantity Requirement																	Price Catalogue	TOTAL AMOUNT
	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Total Quantity			
Ring Binder, 6mm - 1/4				0				0				0				0	5.00	-	
Ring Binder, 8mm - 5/16				0			5	5				0			5	10	5.50	55.00	
Ring Binder, 10mm - 3/8				0			5	5				0			5	10	6.50	65.00	
Ring Binder, 11mm - 7/16				0				0				0				0	8.00	-	
Ring Binder, 12 mm - 1/2				0			93	93				0			92	185	9.00	1,665.00	
Ring Binder, 14mm - 9/16				0			10	10				0				10	12.00	120.00	
Ring Binder, 16mm - 5/8				0			88	88				0			87	175	14.00	2,450.00	
Ring Binder, 20mm - 3/4				0			97	97				0			98	195	16.00	3,120.00	
Ring Binder, 22mm - 7/8				0			10	10				0				10	22.00	220.00	
Ring Binder, 25mm - 1 inch				0			10	10				0			1	11	24.00	264.00	
Ring Binder, 28mm 1-1/8				0				0	10			10				10	30.00	300.00	
Ring Binder, 32mm - 1-1/4				0				0	10			10				10	34.00	340.00	
Ring Binder, 38mm - 1-1/2				0				0	10			10				10	38.00	380.00	
Ring Binder, 45mm - 1 3/4				0				0	10			10				10	42.00	420.00	
Ring Binder, 51mm - 2 inches				0			1	1				0			1	2	46.00	92.00	
Roller ballpen blue				0			8	8				0			8	16	40.00	640.00	
Roller ballpen green				0			4	4				0			4	8	25.00	200.00	
Scissors, Big Heavy duty				0			6	6				0			6	12	200.00	2,400.00	
Sharpener, single cutterhead				0				0	1			1				1	200.00	200.00	
Specialty Paper				0			7	7				0			7	14	50.00	700.00	
Stamp Pad Ink, Green				0			5	5				0			5	10	130.00	1,300.00	
StampPad Ink, Red				0			5	5				0			5	10	130.00	1,300.00	
StampPad Ink, Black				0			7	7				0			6	13	130.00	1,690.00	
STAPLE WIRE, Heavy duty, 23/17				0			2	2				0				2	75.00	150.00	
Sticker , Paper, 10s/pack				0			18	18				0			17	35	50.00	1,750.00	
Sticky tape flag, assorted color				0			105	105				0			100	205	40.00	8,200.00	
Storage Box, with lid				0			3	3				0			2	5	300.00	1,500.00	
Tape, Double Adhesive				0			3	3				0			3	6	600.00	3,600.00	
Typewriter Ribbon				0			1	1				0			1	2	400.00	800.00	
White Board, Medium				0				0	2			2				2	2,500.00	5,000.00	
Whiteboard, Big				0			1	1				0			1	2	4,000.00	8,000.00	
Yellow Pad				0			30	30				0			30	60	40.00	2,400.00	
Ring binder folder 3 hole short				6				0				0				6	250.00	1,500.00	
Cork board w/ metal frame				1				0				0				1	1,800.00	1,800.00	
Plastic ring binder small				5				0				0				5	35.00	175.00	
Plastic ring binder medium				5				0				0				5	45.00	225.00	
Ball Pen, fine pt (0.5 mm) blue				10			10	10			10	10			10	40	15.00	600.00	
COMMON JANITORIAL SUPPLIES																			
Detergent Soap				0			12	12				0	12			24	175.00	4,200.00	
Dish Washing Liquid				0			9	9				0			9	18	65.00	1,170.00	
Zonrox				0			12	12				0	12			24	75.00	1,800.00	
Floor mat				0			24	24				0			24	48	120.00	5,760.00	
Floor mop				0			4	4				0			4	8	1,100.00	8,800.00	
Plastic Brush				0			8	8				0			8	16	165.00	2,640.00	
Plastic Pail				0			4	4				0			4	8	250.00	2,000.00	
Plastic water Scooper				0			8	8				0			8	16	43.00	688.00	

Item & Specifications	Quantity Requirement																	Price Catalogue	TOTAL AMOUNT
	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Total Quantity			
SOAP, BATHROOM, 90 grams, 1 piece in individual box			12	12			12	12			12	12			12	48	22.36	1,073.28	
Scotch Brite				0			5	5				0	5			10	66.00	660.00	
Domex				0			4	4				0	4			8	160.00	1,280.00	
Albatros				0			15	15				0	15			30	27.00	810.00	
CONSUMABLES																			
Office Equipment and Accessories																			
ID Printer Ink DTC 125SE YMCKO 250				0			2	2				0			2	4	5,865.00	23,460.00	
Electronic Time Recorder or Bundy Clock				0			1	1				0			1	2	3,315.00	6,630.00	
Three Hole Puncher				0			2	2				0			1	3	3,000.00	9,000.00	
Office Supplies																			
Time Card				0			500	500				0			500	1000	5.00	5,000.00	
Ultra Card Noco CR-80 500's / box				0			1	1				0			1	2	4,350.00	8,700.00	
ID Lace with SRA Logo				0			300	300				0				300	75.00	22,500.00	
ID Holder				0			300	300				0			250	550	65.00	35,750.00	
Audio and visual presentation and composing equipment																			
SO Card for Camera				0			1	1				0				1	3,000.00	3,000.00	
Paper Materials and Products																			
Balibayan Box				0			8	8				0			8	16	95.00	1,520.00	
Board Paper size A4				0			178	178				0			178	356	50.00	17,800.00	
Bond Paper Short, Pilot				0			63	63				0			63	126	120.00	15,120.00	
Bond Paper Long, Pilot				0			63	63				0			63	126	130.00	16,380.00	
Calibration Stickers				0			500	500				0			500	1000	30.00	30,000.00	
COCR/CORR Certificate/Forms				0			250	250				0			250	500	50.00	25,000.00	
Columnar Notebook 14 col.				0			20	20				0			30	50	30.00	1,500.00	
Construction paper				0			3	3				0			3	6	25.00	150.00	
Copy Paper Short (216X279) 80gsm	2	2	14	18	12		50	62	12	2	50	64	12	2	50	208	160.00	33,280.00	
CRAFT ENVELOP (long)				0			63	63				0			62	125	15.00	1,875.00	
CRAFT ENVELOP (Short)				0			63	63				0			62	125	8.00	1,000.00	
GENERAL LEDGER - Acctg Form#77				0			750	750				0			750	1500	1.20	1,800.00	
Inventory Tag				0			5000	5000				0			5000	5000	5.00	25,000.00	
Kim wipes				0			10	10				0			10	20	300.00	6,000.00	
Linen, Morocco Paper				0			4	4				0				4	50.00	200.00	
Linen, Morocco board				0			8	8				0				8	60.00	480.00	
MOROCCO BOARD, large				0			20	20				0			20	40	75.00	3,000.00	
Newspaper (assorted)			1452	1452			1716	1716			1452	1452			1716	6336	25.00	158,400.00	
NOTEBOOK, COLUMNAR, 14 columns				0			21	21				0			20	41	25.00	1,025.00	
Paper linen				0			75	75				0			75	150	12.00	1,800.00	
Paper, colored multipurpose				0			2	2				0			1	3	28.00	84.00	
Mimeographing Paper A4 s.20				0			50	50				0	50		0	100	120.00	12,000.00	
Mimeographing Paper, long s.20				0			225	225				0	50		225	500	126.00	63,000.00	
Mimeographing Paper, short s.20				0			78	78				0	50		77	205	130.00	26,650.00	
Paper, Linen, 10pcs / pad				0			10	10				0			10	20	25.00	500.00	

Item & Specifications	Quantity Requirement																	Price Catalogue	TOTAL AMOUNT
	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Total Quantity			
Parchment paper, Pergamenta natural 160gsm 27.5 x 390.3				0			1	1				0				1	12,020.00	12,020.00	
Peerless Box				0			25	25				0			25	50	100.00	5,000.00	
Psychological Testing Materials				0			1	1				0				1	50,000.00	50,000.00	
Shipping Permit Form				0			400	400				0			400	800	220.00	176,000.00	
Short colored bond paper (blue)				0			2	2				0			1	3	275.00	825.00	
Short colored bond paper (green)				0			1	1				0			1	2	275.00	550.00	
Short colored bond paper (light blue)				0			1	1				0			1	2	275.00	550.00	
Short colored bond paper (light green)				0			1	1				0			1	2	275.00	550.00	
Short colored bond paper (light yellow)				0			1	1				0			1	2	275.00	550.00	
Short colored bond paper (pink)				0			25	25				0			25	50	275.00	13,750.00	
Short colored bond paper (yellow)				0			3	3				0			3	6	275.00	1,650.00	
Specialty multi-colored paper				0			5	5				0			5	10	60.00	600.00	
Specialty Paper				0		2		2				0			2	2	40.00	80.00	
Sticker paper				0			3	3				0			3	3	60.00	180.00	
SUBSIDIARY LEDGER - B-04 Form J - 100's / pack				0			2	2				0			2	4	125.00	500.00	
SUBSIDIARY LEDGER - B-112 Form J - 100's / pack				0			3	3				0			2	5	130.00	650.00	
Textbook				0			1	1				0			1	1	50,000.00	50,000.00	
Vellum Board (for certificate)				0				0	15			15			15	15	40.00	600.00	
WHITE ENVELOP (small)				0				0				0			1	1	270.00	270.00	
Statistical Yearbook				0				0			1	1			1	1	5,000.00	5,000.00	
Transport Box	4			4				0				0			4	4	10,000.00	40,000.00	
Travelling Bag/Box with wheels	1			1				0				0			1	1	5,000.00	5,000.00	
Aluminum foil	2			2				0				0			2	2	70.00	140.00	
Plastic wrap	2			2				0				0			2	2	100.00	200.00	
PCA3 Bacharach sensor (02)	1			1				0				0			1	1	10,000.00	10,000.00	
Expanded folder (long)			5	5				0				0			5	5	300.00	1,500.00	
Expanded folder (short)			5	5				0				0			5	5	200.00	1,000.00	
Rechargeable dry cell w/ charger (4 batteries & charger per set)			3	3				0				0			3	3	1,200.00	3,600.00	
Pencil sharpener (heavy duty)			1	1				0				0			1	1	500.00	500.00	
Purified water (bottled)	35	35	35	105	35	35	35	105	35	35	35	105	35	35	35	420	15.00	6,300.00	
Purified water (5gal)	192	192	192	576	192	192	192	576	192	192	192	576	192	192	192	2304	37.00	85,248.00	
Paper cutter (15x18)			1	1				0				0			1	1	1,500.00	1,500.00	
Plastic cover (adhesive)			6	6				0				0			6	6	400.00	2,400.00	
General Form 105 Warrant Register				0			10	10				0	10		20	20	375.00	7,500.00	
General Form 103 Cash Book				0			10	10				0	10		20	20	420.00	8,400.00	
Electrical equipment and components and supplies																			
Automatic Voltage Regulator				0				0				0			1	1	3,000.00	3,000.00	
Universal Socket adapter				0				0				0			5	5	50.00	250.00	
Exhaust Fan				0				0			1	1			1	1	4,000.00	4,000.00	
Extension Cord				0			1	1				0			1	2	800.00	1,600.00	
Battery, Flashlight			6	6				0	6			6			12	12	30.00	360.00	
Battery, 1/2 AA, 3.6 volts (for Data Logger)			4	4				0				0			4	4	1,250.00	5,000.00	

Item & Specifications	Quantity Requirement																	Price Catalogue	TOTAL AMOUNT
	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Total Quantity			
Battery 9volts			25	25												25	135.00	3,375.00	
Computer Supplies																			
Ink, Cannon Pixma iP1200				0			4	4				0			4	8	1,200.00	9,600.00	
TONER CART, Kyocera FS 1060-DN				0			1	1				0			1	2	2,000.00	4,000.00	
COMPUTER CONTINUOUS FORMS, 1 ply, 3-2/3" x 10-5/8"				0			5	5				0			5	10	1,400.00	14,000.00	
External Harddrive, 500 gb				0				0	1			1				1	2,355.60	2,355.60	
DISKETTE				0			25	25				0			25	50	15.00	750.00	
CD, Rewritable				0			3	3				0			2	5	15.00	75.00	
INK CART, HP 840C (15) black				0			2	2				0			2	4	1,300.00	5,200.00	
INK CART, HP 840C (17) color				0			1	1				0				1	1,300.00	1,300.00	
INK CART, EPSON C13T143190 (143), Black				0			30	30				0			30	60	587.60	35,256.00	
INK CART, EPSON C13T143290 (143), Cyan				0			20	20				0			20	40	465.92	18,636.80	
INK CART, EPSON C13T143390 (143), Magenta				0			20	20				0			20	40	465.92	18,636.80	
INK CART, EPSON C13T143490 (143), Yellow				0			20	20				0			20	40	465.92	18,636.80	
INK CART, EPSON C13T166190 (166XL), Black	6			6				0				0				6	176.80	1,060.80	
INK CART, HP Laser Jet P1102				0			12	12				0			12	24	600.00	14,400.00	
TONER CART. (Kyocera Km 1620, copier)				0			1	1				0				1	7,000.00	7,000.00	
TONER CART, RICOH Aficio MP 2001L, copier				0			1	1				0				1	7,000.00	7,000.00	
CD-RW with case				0			25	25				0			25	50	16.00	800.00	
HP Ink GT MOH 52 Cyan			25	25			25	25			25	25			25	100	350.00	35,000.00	
HP Ink GT MOH 52 Magenta			25	25			25	25			25	25			25	100	350.00	35,000.00	
HP Ink GT MOH 52Yellow			25	25			25	25			25	25			25	100	350.00	35,000.00	
HP Ink GT MOH 51 Black			25	25			25	25			25	25			25	100	350.00	35,000.00	
HP Laserjet CF 350 Black	1			1			1	1				0		1		3	3,205.00	9,615.00	
HP Laserjet CF 351 Cyan	1			1			1	1				0		1		3	3,295.00	9,885.00	
HP Laserjet CF 352 Yellow	1			1			1	1				0		1		3	3,295.00	9,885.00	
HP Laserjet CF 353 Magenta	1			1			1	1				0		1		3	3,295.00	9,885.00	
Copier Machine Supplies																			
TONER, Cart, Sharp MX-23FT-BA, Black			2	2				0			2	2				4	4,923.00	19,692.00	
TONER, Cart, Sharp MX-23FT-CA, CYAN			1	1				0			1	1				2	6,845.00	13,690.00	
TONER, Cart, Sharp, MX-23FT-MA, Magenta			1	1				0			1	1				2	6,845.00	13,690.00	
TONER, Cart, Sharp, MX-23FT-YA, Yellow			1	1				0			1	1				2	6,845.00	13,690.00	
Toner, Ricoh MP2501S			12	12			12	12				0			12	36	2,730.00	98,280.00	
Developer - Ricoh MP2501S				0			6	6				0				6	3,800.00	22,800.00	
Drum - Ricoh MP2501S				0			1	1				0			1	2	10,000.00	20,000.00	
Drum - Sharp				0			1	1				0			1	2	15,000.00	30,000.00	
Sharp-AR M420FT -Toner				0			5	5				0			5	10	7,075.00	70,750.00	
Sharp MX 3100N- Toner Black				0			2	2				0			2	4	4,320.00	17,280.00	
Developer				0			2	2				0			2	4	2,590.00	10,360.00	
Drum				0			2	2				0			2	4	2,934.00	11,736.00	
Main Charger Kit				0			2	2				0			2	4	3,934.00	15,736.00	
DV Blade Kit				0			2	2				0			2	4	2,402.00	9,608.00	
Head Roller				0			2	2				0			2	4	4,294.00	17,176.00	
Pressure Roller				0			2	2				0			2	4	5,448.00	21,792.00	
Bearing (Set)				0			2	2				0			2	4	1,048.00	4,192.00	

Item & Specifications	Quantity Requirement																	Price Catalogue	TOTAL AMOUNT
	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Total Quantity			
Sharp MX 3100N- Toner Color																			
Cyan				0			1	1				0			1	2	9,000.00	18,000.00	
Magenta				0			1	1				0			1	1	9,000.00	9,000.00	
Yellow				0			1	1				0			1	2	9,000.00	18,000.00	
Developer				0			1	1				0			1	1	2,590.00	2,590.00	
Drum Color				0			2	2				0			2	4	3,934.00	15,736.00	
DV Blade Kt				0			1	1				0			1	2	2,402.00	4,804.00	
Toner, BIZHUB				0			3	3				0			3	6	4,424.00	26,544.00	
Toner, Kyocera 2030				0			2	2				0			2	4	5,902.00	23,608.00	
Toner Sharp S#5501424 MX315FT				0			1	1				0			1	2	8,250.00	16,500.00	
SHARP MX23FT for Sharp Copier				0			2	2				0			1	3	4,500.00	13,500.00	
TONER CART, Kyocera FS 1060-DN				0				0				0			0	0	2,000.00	-	
TONER for KyoceraFS-1125MFFP Printer				0			12	12				0			11	23	3,600.00	82,800.00	
Konika Minolta TN311 (Ubox) set				0			1	1				0			1	1	28,444.00	28,444.00	
8 pcs. Toner																			
2 pcs. Drum																			
1 pc. Developer																			
Toner, Sharp AR-021FT				0			0	0			6	0			6	6	1,200.00	7,200.00	
Toner, Sharp M-23FT-BA				0			1	1				0			1	2	12,730.00	25,460.00	
Toner, Ricoh MP C2030,				0				0				0							
MPC 2550S black				0			1	1			1	1			1	3	4,300.00	12,900.00	
MPC 2551S cyan				0			1	1				0			1	2	14,100.00	28,200.00	
MPC 2551S magenta				0			1	1				0			1	2	14,100.00	28,200.00	
MPC 2551S yellow				0			1	1				0			1	2	14,100.00	28,200.00	
Toner, HP Laser Jet Pro 200 CF210A				0				0				0				0		-	
black				0			2	2				0			2	4	3,104.40	12,417.60	
cyan				0			2	2				0			2	4	3,104.40	12,417.60	
magenta				0			2	2				0			2	4	3,104.40	12,417.60	
yellow				0			2	2				0			2	4	3,104.40	12,417.60	
MXC30 (COA)																			
Toner MXC30B - Black				0			2	2				0	2		4	4	2,022.00	8,088.00	
Toner MXC30B - Cyan				0			1	1				0	1		2	2	5,808.00	11,616.00	
Toner MXC30B - Magenta				0			1	1				0	1		2	2	5,808.00	11,616.00	
Toner MXC30B - Yellow				0			1	1				0	1		2	2	5,808.00	11,616.00	
Toner MX2600N Black				0			2	2				0	2		4	4	4,320.00	17,280.00	
Toner MX2600N Cyan				0			1	1				0	1		2	2	9,000.00	18,000.00	
Toner MX2600N Magenta				0			1	1				0	1		2	2	9,000.00	18,000.00	
Toner MX2600N Yellow				0			1	1				0	1		2	2	9,000.00	18,000.00	
Developer				0			1	1				0			1	1	36,000.00	36,000.00	
Drum				0			1	1				0			1	1	3,042.00	3,042.00	
Developer Black				0			1	1				0			1	1	2,050.00	2,050.00	
Computer Equipment and Accessories																			
16-port Gigabit switches				0			2	2				0			2	4	10,000.00	40,000.00	
24-port Gigabit switches				0			2	2				0			2	4	15,000.00	60,000.00	
Catse cable connectivity tester				0			2	2				0			1	3	5,000.00	15,000.00	
Catse UTP Cable				0			3	3				0			3	6	7,000.00	42,000.00	

Item & Specifications	Quantity Requirement																	Price Catalogue	TOTAL AMOUNT
	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Total Quantity			
Computer keyboard				0			2	2				0			2	4	1,000.00	4,000.00	
Crimpling Tool				0				0			1	1				1	500.00	500.00	
Ethernet Cable UTP CAT5E 4 pair				0			1	1				0			1	2	8,500.00	17,000.00	
Ethernet Switch Hub				0			1	1				0				1	3,500.00	3,500.00	
External Hard drive				0			1	1				0			1	2	10,000.00	20,000.00	
Gigabit wireless access points				0			2	2				0			2	4	8,000.00	32,000.00	
GPS Battery				0			2	2				0			1	3	1,500.00	4,500.00	
Internal Hard Drive				0			1	1				0				1	10,000.00	10,000.00	
Kaspersky Anti Virus				0				0			3	3				3	2,120.00	6,360.00	
MOUSE				0			2	2				0			2	4	700.00	2,800.00	
Mouse, wireless				0			3	3				0			2	5	1,000.00	5,000.00	
RJ45 Connectors				0			27	27				0			26	53	50.00	2,650.00	
Routers				0			3	3				0			3	6	8,000.00	48,000.00	
SQL software				0				0			1	1				1	46,000.00	46,000.00	
UPS				0			10	10				0			8	18	3,000.00	54,000.00	
USB Flashdrive, 32GB				0			4	4				0			4	8	1,500.00	12,000.00	
UTP Cable enclosure/mouldings				0			25	25				0			25	50	600.00	30,000.00	
Video Card				0			1	1				0			1	2	3,750.00	7,500.00	
*Other Categories																			
Medicine and others																			
Medicine supplies, over the counter (assorted)				0			6	6				0			6	12	2,000.00	24,000.00	
Flue shot Vaccine				0			40	40				0			40	80	290.00	23,200.00	
X-ray				0			40	40				0			40	80	190.00	15,200.00	
Drug Test				0			40	40				0			40	80	200.00	16,000.00	
o2/CO2 refill				0			1	1				0				1	6,000.00	6,000.00	
CSC Memorandum Circulars and other related Handbooks				0			3	3				0			3	6	200.00	1,200.00	
Curtain				0				0				0	1			1	30,000.00	30,000.00	
Bedsheet (set)				0				0				0	1			1	25,000.00	25,000.00	
Electric Airpot				0				0	1			1				1	10,000.00	10,000.00	
Galvanized Drum				0			5	5				0				5	880.00	4,400.00	
GI Sheet				0			3	3				0				3	2,000.00	6,000.00	
Gloves				0				0				0		12		12	35.00	420.00	
Hand Towel				0			18	18				0			18	36	89.75	3,231.00	
Handbook on Omnibus Rules (Book V) latest edition				0			2	2				0				2	300.00	600.00	
Harvesting Knives				0				0				0	10			10	385.00	3,850.00	
Mask				0				0				0	12			12	25.00	300.00	
Mirror				0				0				0			1	1	2,000.00	2,000.00	
Nylon Rope				0	30			30				0	30			60	25.00	1,500.00	
Plants, Flowers, Garden Soil for beautification of garden/flag pole area				0			2	2				0			2	4	12,500.00	50,000.00	
Plaque for Resource Speaker				0				0	5			5				5	1,100.00	5,500.00	
Plastic Drum				0			2	2				0				2	1,000.00	2,000.00	
PRAISE, Items for awards and Recognition				0			1	1				0				1	300,000.00	300,000.00	

Item & Specifications	Quantity Requirement																	Price Catalogue	TOTAL AMOUNT
	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Total Quantity			
Printing Jobs, Tarpulin, Banners				0			2	2				0			2	4	5,000.00	20,000.00	
Promotional T-Shirt				0				0	60			60				60	300.00	18,000.00	
Protective Eye Glass				0				0				0	4			4	50.00	200.00	
REFERENCE BOOKS, COA, GPRA				0				0	1			1				1	2,500.00	2,500.00	
Reflectorized Vest	14			14				0				0				14	100.00	1,400.00	
Safety Shoes, Assorted sizes			6	6				0				0				6	2,000.00	12,000.00	
Sampling T-Shirt	12			12				0				0				12	200.00	2,400.00	
Seminar Kit				0				0	60			60				60	370.00	22,200.00	
Shovel				0	3			3				0	3			6	680.00	4,080.00	
Spading Fork				0	6			6				0	6			12	500.00	6,000.00	
Toilet Seat Cover				0				0				0				1	1,700.00	1,700.00	
Used Sacks				0			500	500				0			500	1000	15.00	15,000.00	
Wood Saw				0				0	1			1				1	700.00	700.00	
Working clothes				0			1	1				0			1	2	200.00	400.00	
Working Clothes, T-Shirt	24	24		48	24	24		48	24	24		48	24	24		192	180.00	34,560.00	
Working/Safety Shoes	10	12		22				0				0				22	4,000.00	88,000.00	
Working/Tactical Pants		10		10	5		5	10				0	5	5		30	750.00	22,500.00	
Tarpulin Printing (8x4 ft)			35	35	20	20	35	75	20	20	35	75	30	30	35	280	500.00	140,000.00	
Acrylic with Print (frame - assorted poster)			2	2				0				0				16	12,000.00	192,000.00	
MIS supplies																			
Web Hosting and Public IP				0				0				0	1			1	125,000.00	125,000.00	
Printing of Consumption Study				0				0				0	1			1	50,000.00	50,000.00	
Job Order Services				0				0		1		1				1	300,000.00	300,000.00	
Printing of Road Map				0				0		1		1				1	50,000.00	50,000.00	
Construction supplies																			
A. Supplies and Materials for Renovation of Second Floor of SRA Annex Building																			
Plywood 1/4x2x8 marine				0			50	50				0			50	100	430.00	43,000.00	
Kiln Dried, 2x4x10 S4S				0			70	70				0			70	140	473.00	66,220.00	
Gypsum Board, 1/2x4x8				0			45	45				0			45	90	910.00	81,900.00	
Plyboard, 3/4x4x8				0			30	30				0			30	60	1,300.00	78,000.00	
Consumables (Nails, Rivet, Putty, Screw)				0			1	1				0				1	10,000.00	10,000.00	
Paints				0			1	1				0				1	200,000.00	200,000.00	
Lighting Fixtures				0			1	1				0				1	150,000.00	150,000.00	
Electrical Wires				0			1	1				0				1	50,000.00	50,000.00	
B. Supplies and Materials for Repainting of roofing of SRA Main Building and application of water proofing																			
Flat wall Enamel White				0			45	45				0			45	90	450.00	40,500.00	
Quick Drying Enamel White				0			35	35				0			35	70	520.00	36,400.00	
Quick Drying Enamel brown				0			5	5				0			5	10	520.00	5,200.00	
Gypsum Putty ABC				0			10	10				0			10	20	600.00	12,000.00	
Sand Paper 220				0			38	38				0			37	75	5.00	375.00	
Paint Roller 9"				0			38	38				0			37	75	50.00	3,750.00	
Paint Brush 3"				0			38	38				0			37	75	20.00	1,500.00	

Item & Specifications	Quantity Requirement																	Price Catalogue	TOTAL AMOUNT
	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Total Quantity			
C. Steel bars for the preventive maitenance of Steel gate, Motor Pool, Perimeter fence																			
RSB 12MM, Grade 33							50	50				0			50	100	150.00	15,000.00	
RSB 10MM, Grade 33							50	50				0			50	100	110.00	11,000.00	
Welding rod 20 kg							2	2				0			2	4	2,500.00	10,000.00	
Angle Bar, 2x2x20							15	15				0			15	30	510.00	15,300.00	
Plain Sheet gauge 20, 4x8							8	8				0			7	15	800.00	12,000.00	
C- Purlins 2x2x20,							10	10				0			10	20	1,200.00	24,000.00	
Angle Bar, 1x2x20							4	4				0			4	8	4,200.00	33,600.00	
D. Supplis and Materials for preventive maintenance of drainange system (Plumbing)																			
G.I. Pipe 1/2"				0			10	10				0			10	20	250.00	5,000.00	
G.I. Pipe 3/4"				0			10	10				0			10	20	320.00	6,400.00	
Faucet				0			10	10				0			10	20	100.00	2,000.00	
Cement				0			5	5				0			5	10	225.00	2,250.00	
G.I. Tee				0			13	13				0			12	25	20.00	500.00	
Teflon				0			25	25				0			25	50	20.00	1,000.00	
G. I. Reducer 3/4 X 1/2"				0			25	25				0			25	50	25.00	1,250.00	
G. I Pipe 2"				0			5	5				0			4	9	2,500.00	22,500.00	
Ball Cock 2"				0			5	5				0			4	9	4,000.00	36,000.00	
Foot valve				0			5	5				0			4	9	2,500.00	22,500.00	
G. I. Elbow 1/2"				0			15	15				0			15	30	15.00	450.00	
G. I. Coupling 1/2"				0			15	15				0			15	30	10.00	300.00	
Hacksaw blade				0			8	8				0			7	15	50.00	750.00	
E. Supplis and Materials for the Tiangge Area																			
I-Beam				0			3	3				0			2	5	1,400.00	7,000.00	
G.I. Pipe, 2"				0			4	4				0			3	7	860.00	6,020.00	
Angel Bar 2" x 2"				0			3	3				0			3	6	520.00	3,120.00	
Consumables				0			1	1				0				1	3,000.00	3,000.00	
Cement				0			5	5				0			5	10	240.00	2,400.00	
Gravel				0			1	1				0				1	3,200.00	3,200.00	
Sand				0			1	1				0			1	2	1,000.00	2,000.00	
Hollow Blocks #6				0			50	50				0			50	100	25.00	2,500.00	
Rib type Roofing sheet				0			8	8				0			7	15	1,350.00	20,250.00	
F. Supplis and Materials for preventive maintenance work of SRA Main & Annex Building																			
Flat wall Enamel White				0			50	50				0			50	100	450.00	45,000.00	
Quick Drying Enamel White				0			40	40				0			40	80	520.00	41,600.00	
Quick Drying Enamel brown				0			5	5				0			5	10	520.00	5,200.00	
Gypsum Putty ABC				0			10	10				0			10	20	600.00	12,000.00	
Sand Paper 220				0			50	50				0			50	100	5.00	500.00	

Item & Specifications	Quantity Requirement																Price Catalogue	TOTAL AMOUNT
	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Total Quantity		
Paint Roller 9"				0			50	50				0			50	100	50.00	5,000.00
Paint Brush 3"				0			50	50				0			50	100	20.00	2,000.00
Consumables				0			1	1				0			1	2	3,000.00	6,000.00
Cement				0			10	10				0			10	20	240.00	4,800.00
Gravel				0			2	2				0			2	4	3,200.00	12,800.00
Sand				0			2	2				0			2	4	1,000.00	4,000.00
Hollow Blocks #6				0			100	100				0			100	200	25.00	5,000.00
RSB 12MM, Grade 33				0			100	100				0			100	200	150.00	30,000.00
RSB 10MM, Grade 33				0			100	100				0			100	200	110.00	22,000.00
Welding rod 20 kg				0			6	6				0			6	12	2,500.00	30,000.00
Angle Bar, 2x2x20				0			30	30				0			30	60	510.00	30,600.00
Plain Sheet gauge 20, 4x8				0			15	15				0			15	30	800.00	24,000.00
Plywood 1/4x2x8 marine				0			50	50				0			50	100	430.00	43,000.00
Kiln Dried, 2x4x10 S4S				0			70	70				0			70	140	473.00	66,220.00
Gypsum Board, 1/2x4x8				0			45	45				0			45	90	910.00	81,900.00
Plyboard, 3/4x4x8				0			30	30				0			30	60	1,300.00	78,000.00
Consumables (Nails, Rivet, Putty, Screw)				0			1	1				0				1	10,000.00	10,000.00
Quick Drying Enamel Assorted Colors				0			10	10				0			10	20	520.00	10,400.00
H. Supplies and Materials for Repainting of roofing of SRA Annex Building, including water proofing																		
Top Coat				0			23	23				0			23	46	2,300.00	105,800.00
Primer Coat				0			10	10				0			10	20	1,200.00	24,000.00
Epoxy Primer				0			15	15				0			15	30	610.00	18,300.00
Roof Guard Roofing Paint				0			20	20				0			20	40	550.00	22,000.00
Spare Parts/Fuel/Lubricants																		
I. Fuel and other related products for SRA Motor Vehicles																		
Diesel/Gas Fuel			10861	10861			10861	10861			10862	10862			10862	43446	25.40	1,103,528.40
Lubricants	10,475	9206	8109		12359	6144	9368		5410	4734	8689		6990	7135	10950			99,569.00
J. Supplies and Materials (Spare parts/services) for the preventive maintenance of SRA Motor Vehicles																		
Battery			4	4			3	3			4	4			3	14	6,000.00	84,000.00
tires			7	7			7	7			7	7			7	28	5,500.00	154,000.00
Primary clutch master			1	1			1	1			1	1			1	4	5,000.00	20,000.00
Secondary clutch master			1	1			1	1			1	1			1	4	4,000.00	16,000.00
Water pump assembly				0			2	2				0			1	3	8,000.00	24,000.00
Belt (Fan, Steering, aircon.)			6	6			5	5			6	6			4	21	1,500.00	31,500.00
Brake pad			7	7			7	7			7	7			7	28	3,500.00	98,000.00
Brake shoe			3	3			4	4			3	3			4	14	3,600.00	50,400.00
Grease			4	4			4	4			4	4			4	16	200.00	3,200.00
Brake fluid			5	5			5	5			5	5			5	20	300.00	6,000.00
Automatic/power steering fluid			3	3			3	3			3	3			3	12	350.00	4,200.00

Item & Specifications	Quantity Requirement																Price Catalogue	TOTAL AMOUNT
	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Total Quantity		
Oil			12	12			12	12			12	12			12	48	1,600.00	76,800.00
Vehicular sticker			75	75			75	75			75	75			75	300	100.00	30,000.00
REFERENCE BOOKS, COA, GPRA				0			1	1				0				1	2,500.00	2,500.00
RUBBER STAMP, SELF-INK				0			2	2				0			1	3	500.00	1,500.00
Working clothes				0			1	1				0			1	2	200.00	400.00
Dater				0			1	1				0				1	50.00	50.00
Agricultural supplies																		
2-4 D (1 Liter/bottle)				0			30	30				0				30	300.00	9,000.00
Ammonium phosphate (16-20-0)				0	21			21				0				21	1,150.00	24,150.00
Calcitic Lime (40k/bag)				0	900			900				0	600			1500	165.00	247,500.00
Canepoints				0			120	120				0		64	80	264	6,000.00	1,584,000.00
Chicken Manure *40k/bag)				0	1515			1515				0	485			2000	45.00	90,000.00
Inorganic Fertilizer	160			160				0			300	300		128	200	788	1,350.00	1,063,800.00
Karmex (1 kg/bag)				0			15	15				0				15	600.00	9,000.00
Muriate of Potash (0-060)				0	88			88				0	62			150	1,350.00	202,500.00
Organic Fertilizer				0				0				0		480		480	300.00	144,000.00
Urea (46-0-0)				0	210			210				0	180			390	950.00	370,500.00
LaboratorySupplies																		
Safety Goggles			7	7				0				0				7	200.00	1,400.00
Laboratory Gloves 100 pcs/box				0			11	11				0			11	22	500.00	11,000.00
Hand Towels				0			6	6				0			6	12	50.00	600.00
Plastic Trays				0			10	10				0			10	20	50.00	1,000.00
Plastic Container				0				0		20	20					20	15.00	300.00
1,10-Phenanthroline monohydrate			1	1				0				0				1	7,500.00	7,500.00
1,10-Phenantroline				0				0	1			1				1	4,500.00	4,500.00
Acetic Acid, Technical Grade			3	3				0				0				3	400.00	1,200.00
Acetone			2	2			1	1		1	1				1	5	5,000.00	25,000.00
Adaptors				0			4	4				0			4	8	50.00	400.00
Agar-Agar				0				0				0	1			1	2,000.00	2,000.00
Aluminum Dish			24	24				0				0				24	1,000.00	24,000.00
Aluminum Scoop			6	6				0				0				6	1,000.00	6,000.00
Ammonium Chloride				0		1		1				0	1			2	1,200.00	2,400.00
Ammonium Dihydrogen Phosphate	1			1				0				0				1	5,425.00	5,425.00
Ammonium Ferric Sulfate				0				0		2	2					2	2,500.00	5,000.00
Ammonium molybdate				0	1			1				0				1	4,470.00	4,470.00
Ammonium Purpurate/Murexide			2	2				0		1	1					3	2,500.00	7,500.00
Amonia, Standard				0				0				0			1	1	4,500.00	4,500.00
Arsenic Stock Solution				0	1			1				0				1	4,000.00	4,000.00
Arsenic, Standard				0				0				0	1			1	4,700.00	4,700.00
Ascorbic Acid				0				0		1	1					1	1,500.00	1,500.00
Baygon Disinfectant			2	2				0				0				2	300.00	600.00
Benzalkonium Chloride			1	1				0				0				1	2,000.00	2,000.00
Boric Acid 500g			1	1			1	1		1	1					3	800.00	2,400.00
Bromophenol blue			1	1				0				0				1	1,500.00	1,500.00

Item & Specifications	Quantity Requirement																Price Catalogue	TOTAL AMOUNT
	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Total Quantity		
Brush, make-up (for balances)				0				0			5	5				5	200.00	1,000.00
Buffer Solution hP 4			1	1				0				0				1	650.00	650.00
Buffer Solution hP 7			1	1				0				0				1	650.00	650.00
Buffer Solution, NIST Traceable pH10			1	1				0				0				1	1,000.00	1,000.00
Buffer Solution, NIST Traceable pH 4			2	2				0				0				2	1,000.00	2,000.00
Buffer Solution, NIST Traceable pH 7			2	2				0				0				2	1,000.00	2,000.00
Buret, 50ml				0				0		2		2				2	10,000.00	20,000.00
Cadmium, Standard				0				0				0			1	1	4,500.00	4,500.00
Calcium Chloride				0		1		1				0				1	2,000.00	2,000.00
Calcium Chloride.2 H2O 500G			1	1			1	1		1		1			1	4	1,300.00	5,200.00
Calcium Oxide cp. 500g			2	2			1	1				0				3	800.00	2,400.00
Celite Powder 500g			2	2		2	2	2		1		1				5	800.00	4,000.00
Chelating Resin				0				0				0	2			2	5,000.00	10,000.00
Chloride, Standard				0				0				0			1	1	4,500.00	4,500.00
Chromium, Standard				0				0				0	1			1	4,500.00	4,500.00
Cleanser				0				0		6		6				6	30.00	180.00
Cobalt, Standard				0				0				0	1			1	4,000.00	4,000.00
Combined 7-Anion Standard				0	1			1				0				1	20,000.00	20,000.00
Conductivity Standard NIST Traceable				0	1			1				0				1	5,000.00	5,000.00
Copper Standard Solution				0		1		1				0				1	3,000.00	3,000.00
Copper, Standard				0				0				0	2			2	4,500.00	9,000.00
Cotton			2	2				0				0	2			4	250.00	1,000.00
Cupric Sulfate Pentahydrate			1	1				0				0				1	1,500.00	1,500.00
Cuvette, 1cm			1	1				0				0				1	15,000.00	15,000.00
Denatured Alcohol				0				0		1		1				1	1,500.00	1,500.00
Desicator Replacement Cover			1	1				0				0				1	15,000.00	15,000.00
Dessicant			2	2				0				0				2	800.00	1,600.00
di-Potassium hydrogen phosphate			1	1				0				0	2			3	1,500.00	4,500.00
Dishwashing foam				0		6	6	12				0		6	6	24	30.00	720.00
Dishwashing Liquid			10	10		31	31	31		10		10			31	82	150.00	12,300.00
Dishwashing Liquid			4	4		4	8	12		4		4		4	8	32	180.00	5,760.00
di-Sodium hydrogen phosphate .7H2O				0				0	2			2				2	2,000.00	4,000.00
Dropper Bottle, 125 ml capacity			10	10				0		2		2				12	1,000.00	12,000.00
Electrode Filling Solution		1		1				0				0				1	1,500.00	1,500.00
Electrode Storage Solution		1		1				0				0				1	1,000.00	1,000.00
Ethelyn Chloride		2		2				0		2		2				4	4,050.00	16,200.00
Ethelyndiametetraacenic Acid				0				0		1		1				1	6,000.00	6,000.00
Ether, Anhydrous (with declared expiry)			10	10				0				0				10	3,500.00	35,000.00
Ethyl Alcohol				0				0		1		1			1	2	1,500.00	3,000.00
Ethyl Alcohol cp. 2.5 L			3	3				0				0				3	1,300.00	3,900.00
Extension wire				0			5	5				0			5	10	500.00	5,000.00
Face mask				0		12		12				0				12	200.00	2,400.00
Face Mask (disposable)		1	2	3			3	3		1		1				7	150.00	1,050.00
Ferous Ammonium Sulphate Hexahydrate				0				0				0	2			2	1,750.00	3,500.00
Ferric Chloride, 6H2O				0		1		1				0	2			3	1,000.00	3,000.00
Ferrous Sulfate .7 H2O			3	3				0				0				3	1,020.00	3,060.00

Item & Specifications	Quantity Requirement																	Price Catalogue	TOTAL AMOUNT
	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Total Quantity			
Ferrous Sulfate .7 H2O 500G			1	1			1	1				0				2	1,500.00	3,000.00	
Filter paper, Whatman 91			1	1				0				0				1	10,000.00	10,000.00	
Flask, Kohlraus 100 ml			12	12				0				0				12	1,500.00	18,000.00	
Formaldehyde			1	1				0		1		1				2	2,000.00	4,000.00	
Fructose				0				0	1			1				1	7,500.00	7,500.00	
Gas Mask			4	4				0				0				4	400.00	1,600.00	
Gasket for convensional electrode				0	5			5				0	5			10	3,000.00	30,000.00	
Gasket for Disposable electrode				0	1			1				0	1			2	6,000.00	12,000.00	
Glass Wool			1	1				0				0				1	10,000.00	10,000.00	
Gloves (Disposable) medium			2	2		2	2			1		1				5	200.00	1,000.00	
Gloves Cotton				0				0		8		8				8	20.00	160.00	
Gloves, Rubber			6	6				0				0				6	100.00	600.00	
Glucose				0				0	2			2				2	4,000.00	8,000.00	
Glutamic Acid				0	1			1				0				1	1,500.00	1,500.00	
Gold Disposalbe electrode				0	1			1				0				1	32,000.00	32,000.00	
Hand Towels			28	28		14	14					0				42	90.00	3,780.00	
Heating Element Gasket, Silicon			10	10				0				0				10	500.00	5,000.00	
hP Buffer 10			1	1				0				0		1		2	900.00	1,800.00	
hP Buffer 4			1	1				0				0		1		2	900.00	1,800.00	
hP Buffer 7			1	1				0				0		1		2	900.00	1,800.00	
Hydrochloric Acid			1	1		1	1					0		1		3	1,550.00	4,650.00	
Hydrogen Peroxide				0		1	1					0		1		2	3,756.00	7,512.00	
Hydrogen Peroxide, Ultra Pure			1	1				0				0				1	1,150.00	1,150.00	
Hydrometer, 29 to 41%			1	1				0				0				1	5,000.00	5,000.00	
Hydrometer, 39 to 51 %			1	1				0				0				1	5,000.00	5,000.00	
Iodine			1	1				0				0				1	1,700.00	1,700.00	
Iron Standard Solution				0		1	1					0				1	3,500.00	3,500.00	
ISE Matrix				0				0	3			3	1			4	4,500.00	18,000.00	
Isoprophyl alcohol			1	1		1	1			1		1		1		4	1,400.00	5,600.00	
Isopropyl Alcohol			3	3		3	3					0				6	75.00	450.00	
Isopropyl Alcohol refill			1	1				0		1		1				2	1,500.00	3,000.00	
Kim wipes			9	9		2	2			2		2		2		15	200.00	3,000.00	
Kim wipes			1	1		1	1			1		1				3	300.00	900.00	
Kohlrausch Flask		24		24				0				0				24	2,000.00	48,000.00	
Laboratory gloves				0		12	12					0				12	100.00	1,200.00	
Laboratory gloves, disposable				0				0	1			1				1	2,500.00	2,500.00	
Laboratory Gloves, sterile				0	2			2				0	2			4	1,000.00	4,000.00	
Laboratory gowns		14		14				0				0				14	1,250.00	17,500.00	
Lactose				0	1			1				0				1	1,500.00	1,500.00	
Lead Acetate, Basic			2	2		2	2			2		2		2		8	7,000.00	56,000.00	
Lead Nitrate			2	2				0				0				2	5,000.00	10,000.00	
Liquid Detergent			1	1		1	1			1		1				3	125.00	375.00	
Liquid disinfectant				0				0		6		6				6	85.00	510.00	
Liquid handsoap			8	8		2	2			2		2		2		14	88.00	1,232.00	
Lysol				0	2		2					0				2	100.00	200.00	
Magnesium sulfate .7 H2O				0				0	2			2				2	2,750.00	5,500.00	

Item & Specifications	Quantity Requirement																	Price Catalogue	TOTAL AMOUNT
	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Total Quantity			
Manganese sulfate				0				0	3			3				3	1,500.00	4,500.00	
Medicines, Assorted, (First Aid)			1	1				0				0				1	1,000.00	1,000.00	
Membrane Filter, 0.45um			5	5			5	5		5		5		5		20	4,000.00	80,000.00	
Membrane Filter, 8um				0	1			1				0				1	10,000.00	10,000.00	
Mercuric sulfate			1	1				0				0				1	2,500.00	2,500.00	
Methanol, anhydrous			10	10				0				0				10	3,000.00	30,000.00	
Methelyn Blue				0	1			1				0				1	1,500.00	1,500.00	
Millex-AA Filter unit				0				0		1		1				1	59,000.00	59,000.00	
Millex-HA Filter unit				0				0		1		1				1	60,000.00	60,000.00	
Nitrate, Standard				0				0				0			2	2	4,500.00	9,000.00	
Nitric Acid				0				0				0			1	1	5,670.00	5,670.00	
Nitric Acid, Ultra Pure				0			1	1				0				1	50,000.00	50,000.00	
Nitrogen Gas				0		1		1				0				1	1,500.00	1,500.00	
Nutrient Agar				0				0				0			1	1	2,500.00	2,500.00	
Nutrient Agar				0		1		1				0				1	3,500.00	3,500.00	
Orthophosphoric Acid		3		3				0				0				3	2,000.00	6,000.00	
Oxalic Acid Eluent Concentrate (10x)				0			1	1				0				1	17,000.00	17,000.00	
Liquid soap			4	4				0				0				4	400.00	1,600.00	
Palladium Modifier				0				0				0			1	1	5,340.00	5,340.00	
PAR Post Column Diluent				0	1			1				0				1	17,000.00	17,000.00	
Paraffin, medium			1	1				0				0				1	730.00	730.00	
Paraffin				0	2			2				0		1		3	1,000.00	3,000.00	
Paraffin Oil				0				0			1	1				1	200.00	200.00	
Potassium Nitrate			1	1				0				0				1	10,000.00	10,000.00	
PDCA Eluent Concentrate (5x)				0	1			1				0				1	26,000.00	26,000.00	
Petroleum Ether			2	2			2	2		2		2			1	7	3,000.00	21,000.00	
Phosphoric Acid (2.5 li/btl)				0				0				0				0		-	
Pipette Filler Bulb			4	4				0				0				4	600.00	2,400.00	
Plastic Jars			24	24				0		24		24				48	100.00	4,800.00	
Polyethylene plastic #5 with seal			2	2			2	2		2		2				6	75.00	450.00	
Polyethylene plastic 15' x 10"			2	2			2	2		2		2				6	120.00	720.00	
Potassium bi-iodate			1	1				0				0				1	11,000.00	11,000.00	
Potassium Dichromate				0		1		1				0	1			2	2,000.00	4,000.00	
Potassium Dichromate 500g			2	2				0				0				2	1,700.00	3,400.00	
Potassium dihydrogen phosphate				0		1		1				0	3			4	1,500.00	6,000.00	
Potassium hydrogen Phthalate				0				0	1			1	2			3	6,000.00	18,000.00	
Potassium Hydroxide				0		1		1				0	2			3	1,000.00	3,000.00	
Potassium iodate			1	1				0				0				1	4,000.00	4,000.00	
Potassium iodide				0				0	1			1	2			3	2,200.00	6,600.00	
Potassium Iodide		1		1				0				0				1	10,000.00	10,000.00	
Potassium Nitrate			1	1				0				0				1	2,202.00	2,202.00	
Potassium Oxalate				0				0			1	1				1	1,000.00	1,000.00	
Potassium Sodium Tartrate			2	2				0				0				2	4,100.00	8,200.00	
Potassium Sodium Tartrate		1		1				0		1		1				2	1,500.00	3,000.00	
Potato Dextrose Agar				0				0	3			3			1	4	3,500.00	14,000.00	

Item & Specifications	Quantity Requirement																	Price Catalogue	TOTAL AMOUNT
	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Total Quantity			
Potato Dextrose Agar				0				0	1			1				1	3,150.00	3,150.00	
Pure Culture				0				0				0	2			2	400.00	800.00	
Pyridine-2-6 dicarboxylic Acid (PDCA)				0	1			1				0				1	26,000.00	26,000.00	
Pyridylazo Resorcinol Monosodium Salt (PAR)				0	1			1				0				1	28,000.00	28,000.00	
Rags, Disposable			1	1		1		1		1		1		1		4	50.00	200.00	
Raw Sugar for Validation			1	1				0				0				1	2,500.00	2,500.00	
Refined Sugar Bottle's Grade			10	10			10	10		10		10				30	170.00	5,100.00	
Rosaniline Hydrochloride				0				0				0	1			1	2,000.00	2,000.00	
Rubber Stopper, 29x35mm diameter			1	1				0				0				1	500.00	500.00	
Rubber Stopper, 31x38mm diameter			1	1				0				0				1	700.00	700.00	
Scoop (for icepoint)				0				0		1		1				1	100.00	100.00	
Sediment Filter Cartridge (for Ultrapure)			6	6				0				0				6	300.00	1,800.00	
Self-Sealing plastic bag, asstd sizes		3		3	3			3		3		3	3			12	100.00	1,200.00	
Silica Gel			1	1	1		2	3		1		1				5	1,500.00	7,500.00	
Silver sulfate				0				0	2			2				2	9,000.00	18,000.00	
Sodium Acetate				0		1		1				0				1	4,000.00	4,000.00	
Sodium Acetate Trihydrate 500g			5	5			5	5		5		5		5		20	1,700.00	34,000.00	
Sodium azide				0				0	2			2				2	1,250.00	2,500.00	
Sodium Carbonate				0	1			1				0	1			2	3,000.00	6,000.00	
Sodium chloride				0		3		3				0	1			4	800.00	3,200.00	
Sodium Chloride				0			1	1				0		1		2	500.00	1,000.00	
Sodium Hydroxide			6	6				0				0				6	1,500.00	9,000.00	
Sodium Hydroxide		1	1	1				0				0	1			2	1,000.00	2,000.00	
Sodium Hydroxide, 50% soln			2	2				0		2		2				4	5,000.00	20,000.00	
Sodium nitrate 500g			2	2				0				0				2	1,300.00	2,600.00	
Sodium Nitrite			2	2				0				0				2	1,875.00	3,750.00	
Sodium Sulfate Heptahydrate			2	2				0				0				2	10,000.00	20,000.00	
Sodium Sulfate, anhydrous crystal				0			1	1				0				1	4,500.00	4,500.00	
Sodium Sulfate, Granular			1	1				0				0				1	2,000.00	2,000.00	
Sodium Thiosulfate .5H2O			1	1				0				0				1	1,200.00	1,200.00	
Sodium Thiosulfate Pentahydrate				0				0	1			1				1	1,000.00	1,000.00	
Standard Reference Material, Arsenic			1	1				0				0				1	50,000.00	50,000.00	
Standard Reference Material, Copper			1	1				0				0				1	50,000.00	50,000.00	
Standard Reference Material, Iron			1	1				0				0				1	50,000.00	50,000.00	
Standard Reference Material, Lead			1	1				0				0				1	50,000.00	50,000.00	
Standard Reference Material, Sucrose			3	3				0				0				3	35,000.00	105,000.00	
Starch				0		1		1				0				1	2,000.00	2,000.00	
Starch Powder cp. 500 g			1	1				0				0				1	400.00	400.00	
Stir Bars, 25x6 mm			12	12				0				0				12	160.00	1,920.00	
Sucrose			30	30		2		2		10		10				42	1,000.00	42,000.00	
Sulfuric Acid			1	1		1		1		1		1		1		4	1,250.00	5,000.00	
Sulfuric Acid			5	5				0				0				5	1,500.00	7,500.00	
Sulfuric Acid conc 2.5 L			6	6				0				0				6	1,700.00	10,200.00	
Syringe				0		12		12				0		12		24	50.00	1,200.00	
Test Tube Brush (big)			20	20				0				0				20	30.00	600.00	
Test Tube Brush (small)			20	20				0				0				20	20.00	400.00	

Item & Specifications	Quantity Requirement																	Price Catalogue	TOTAL AMOUNT
	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Total Quantity			
Test Tube Rack (for SO2)			2	2				0				0				2	388.00	776.00	
Test Tubes, 25x150mm (for SO2)			36	36				0				0				36	46.00	1,656.00	
Tissue Paper, 3 ply			6	6			6	6		4		4				16	140.00	2,240.00	
Tryton Glucose Extract Agar				0				0				0		3		3	4,000.00	12,000.00	
Tungsten Lamp (for UV-VIS1601)			1	1				0				0				1	3,000.00	3,000.00	
Waste Basket				0			2	2	3			3			1	6	250.00	1,500.00	
Watman Filter Ashless #41			3	3				0				0				3	1,300.00	3,900.00	
Watman Filter Ashless #42			10	10			4	4		4		4		3		21	1,200.00	25,200.00	
Watman Filter paper 90" x 90" (500pcs/pack)			1	1				0				0				1	600.00	600.00	
Weighing Paper				0				0	1			1				1	1,000.00	1,000.00	
Weighing Scoop				0			12	12				0				12	500.00	6,000.00	
Zinc Standard Solution				0			1	1				0				1	2,500.00	2,500.00	
Sodium Bicarbonate, 500g			1	1				0				0				1	2,000.00	2,000.00	
Ammonium Sulfate, 500g			1	1			1	1		1		1				3	2,000.00	6,000.00	
Acetic Acid, 2.5 L			1	1			1	1				0				2	1,000.00	2,000.00	
Ammonium Carbonate, 500g			1	1			1	1				0				2	1,700.00	3,400.00	
Beaker, 50ml			40	40			1	1		1		1				42	150.00	6,300.00	
Burette, Right-Hand Titration, 50 ml			1	1				0				0				1	11,300.00	11,300.00	
Burette Clamp			1	1				0				0				1	4,700.00	4,700.00	
Calibration Masses			1	1				0				0				1	20,000.00	20,000.00	
Dextran			1	1				0				0				1	10,500.00	10,500.00	
Electrode Storage Solution (for Orion)		1		1				0				0				1	7,000.00	7,000.00	
Formaldehyde			1	1				0				0				1	1,000.00	1,000.00	
Lead Acetate, Basic (for Molasses)			3	3				0				0				3	2,000.00	6,000.00	
Membrane pre-filter units, 0.45micrometer, Millipor Millex		1		1				0				0				1	60,000.00	60,000.00	
Mineral Oil			3	3				0				0				3	100.00	300.00	
Parafilm				0	2			2				0	2			4	1,000.00	4,000.00	
Timer			2	2				0				0				2	5,000.00	10,000.00	
Whirlpak			1	1				0		1		1				2	15,000.00	30,000.00	
Potassium Hexachloroplatinate				0				0				0		1		1	4,800.00	4,800.00	
Lead, standard				0				0				0		1		1	4,500.00	4,500.00	
Potassium, standard				0				0				0		1		1	4,500.00	4,500.00	
Beaker, glass, 50ml, TX1700D			6	6				0				0				6	500.00	3,000.00	
beaker, heavy duty griffin, 600 ml				0			2	2				0				2	1,997.00	3,994.00	
clamps				0			1	1				0				1	3,000.00	3,000.00	
disposable gloves			4	4				0				0				4	600.00	2,400.00	
disposable nitrile gloves			1	1				0				0				1	1,500.00	1,500.00	
dropping bottles			6	6				0				0				6	500.00	3,000.00	
filter paper, ordinary			1	1				0				0				1	5,000.00	5,000.00	
flat bottom flask, 250 ml			6	6				0				0				6	500.00	3,000.00	
forceps for filter paper			3	3				0				0				3	500.00	1,500.00	
glass microfibre filters, GF/C 4.7mm diam circles CAT No 1822 047			1	1				0				0				1	1,143.00	1,143.00	
gloves, chemical resistant			2	2				0				0				2	1,500.00	3,000.00	
gloves, heat resistant			2	2				0				0				2	1,000.00	2,000.00	

Item & Specifications	Quantity Requirement																	Price Catalogue	TOTAL AMOUNT
	Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Total Quantity			
laboratory shoes			7	7				0				0				7	250.00	1,750.00	
mortar and pestle			1	1				0				0				1	2,000.00	2,000.00	
ph paper			2	2				0				0				2	500.00	1,000.00	
phase separators 1 PS, 125 mm diam, silicone treated filter paper, circles, CAT NO 2200-125 Whatman			1	1				0				0				1	2,099.00	2,099.00	
polyethylene policeman, 1007717, golden bat, 10"/7mm			6	6				0				0				6	200.00	1,200.00	
respirator, series 100-complete half-mask silicone rubber, TX5427B, Daigger			1	1				0				0				1	1,500.00	1,500.00	
respirator, series 100-complete half-mask silicone rubber, TX5427B, Daigger			1	1				0				0				1	1,000.00	1,000.00	
tags, general purposes			1	1				0				0				1	500.00	500.00	
volumetric pipette, 10 ml pyrex			1	1				0				0				1	6,000.00	6,000.00	
volumetric pipette, 25 ml pyrex			1	1				0				0				1	6,000.00	6,000.00	
volumetric pipette, 5 ml pyrex			1	1				0				0				1	10,000.00	10,000.00	
C. TOTAL (A + B):																		14,510,009.53	
D. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																			1,948,339.89
E. GRAND TOTAL (C + D)																			21,431,738.76
F. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																			
G. MONTHLY CASH REQUIREMENTS																			
G.1 Available at Procurement Service Stores				913,337.86				2,319,538.93				165,442.41						4,973,389.34	
G.2 Other Items not available at PS but regularly purchased from other sources				2,583,251.99				5,609,474.26				2,089,174.85						15,421,291.08	
				3,496,589.85				7,929,013.19				2,254,617.26							
TOTAL MONTHLY CASH REQUIREMENTS				1,165,529.95				2,643,004.40				751,539.09							

*Other categories that are not indicated herein

**Prices are FOB Manila/Applicable for items under A.

We hereby warrant that the total amount reflected in this Annual Supplies/ Equipment Procurement Plan to procure the listed common-use supplies, materials and equipment has been included in or is within our approved budget for the year.

Prepared by:

Certified Funds Available /
Certified Appropriate Funds Available:

Approved by:

JAY E. DIZON

OIC, Property and Procurement Section

Date Prepared:

Nov. 27, 2017

THERESA G. NICAFORT

OIC, Budget and Treasury Division

HERMENEGILDO R. SERAFICA

Head of Office/Agency

FILE NAME

NEW 2018 APPM. 27. 2017

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