

ANNUAL PROCUREMENT PLAN FOR 2017 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 (Catarman)- **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 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 National Budget Circular No. 555, the APP for FY 2017 must be submitted on or before **November 30, 2016**.
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 Planning Division of the Procurement Service at telephone nos. (02)561-6116 or (02)689-7750 loc. 4021.

Department/Bureau/Office: **(DOLE) TESDA-Aparri Polytechnic Institute**
 Region: **02**
 Address: **Rizal St., Maura, Aparri, Cagayan**

Agency Account Code: **16 009 16 0000 7**

Contact Person: **Rolando Q. Queral III**
 Position: **Admin Aide III (BAC Secretariat)**
 E-mail : **api@tesda.gov.ph**
 Telephone/Mobile Nos: **(078) 888-2015**

Item & Specifications	Unit of Measure	Quantity Requirement																	Price Catalogue as of Aug 15, 2016	TOTAL AMOUNT
		Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Total Quantity		
A. AVAILABLE AT PROCUREMENT SERVICE STORES																				

COMMON ELECTRICAL SUPPLIES																					
1	BATTERY, size AA, alkaline, 2 pieces per blister pack	pack	43	23	5	71	2	1	22	25	3		2	5	7	1		8	109	17.42	1,898.78
2	BATTERY, size AAA, alkaline, 2 pieces per blister pack	pack	11	3	11	25	8		5	13	1			1				0	39	15.03	586.17
3	BATTERY, size D, alkaline, 2 pieces per blister pack	pack	10		10	20				0				0				0	20	77.56	1,551.20
4	FLUORESCENT LAMP, tubular, 28 watts	tube	3	2	11	16	2	3	2	7			3	3				0	26	114.40	2,974.40
5	FLUORESCENT LAMP, tubular, 36 watts	tube	33	8	5	46	5	12	25	42	15		4	19		6		6	113	36.30	4,101.90
6	COMPACT FLUORESCENT LAMP, 18 watts, 1 piece in individual box	piece	3			3		3	14	17	5		3	8				0	28	93.29	2,612.12
7	TAPE, electrical	roll	35	32	9	76	8	3	24	35	14	2		16	2			2	129	18.20	2,347.80
COMMON OFFICE SUPPLIES																					
1	ACETATE, gauge #3, 50m per roll	roll	4	4	3	11			1	1				0				0	12	624.00	7,488.00
2	AIR FRESHENER, 280mL/can	can	39	20	13	72	19	11	31	61	33	19	10	62	17	11	8	36	231	83.20	19,219.20
3	ALCOHOL, 70%, ethyl, 500ml	bottle	52	29	19	100	14	22	41	77	31	26	31	88	16	20	11	47	312	47.82	14,919.84
4	CARBON FILM, A4 size, 100 sheets per box	box	2		1	3			1	1				0		1		1	5	197.58	987.90
5	CARBON FILM, PE, black, 216mm x 30mm, 100 sheets per box	box				0				0				0				0	0	202.80	-
6	CARTOLINA, assorted color, 20 pieces per pack	pack	8	5		13	3		5	8	2	1		3	2			2	26	64.48	1,676.48
7	CHALK, white, dustless, 100 pieces per box	box	6			6	4			4				0				0	10	25.86	258.60
8	CLEARBOOK, A4 size	piece	10	3	1	14	2		6	8	1	1	5	7	3			3	32	39.52	1,264.64
9	CLEARBOOK, Legal size	piece	6	1		7	3		8	11	2		3	5				0	23	43.68	1,004.64
10	CLIP, backfold, 19mm, 12 pieces per box	box	13		6	19	4	3	3	10	6	1	3	10	4		2	6	45	7.28	327.60
11	CLIP, backfold, 25mm, 12 pieces per box	box	13		4	17	3	2	4	9	3	1	2	6	2		2	4	36	13.50	486.00
12	CLIP, backfold, 32mm, 12 pieces per box	box	14	5	4	23	7	3	9	19	15	3	3	21	5		2	7	70	19.12	1,338.40
13	CLIP, backfold, 50mm, 12 pieces per box	box	12		4	16	5	2	5	12	6	2	2	10	6		2	8	46	43.68	2,009.28
14	CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic	piece	60	40	30	130	37	36	46	119	43	32	32	107	35	28	22	85	441	31.20	13,759.20
15	DATA FILE BOX, made with chipboard, with closed ends	box	58	3	26	87	22	1	17	40	6	5	4	15	1	1	1	3	145	69.78	10,118.10
16	DATA FOLDER, made with chipboard, taglia lock	piece	36		8	44	50		12	62	3	2	4	9				0	115	68.64	7,893.60
17	ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box	box	7	12		19				0	2			2		1		1	22	381.54	8,393.88
18	ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box	box	3	3	3	9				0	3		3	6				0	15	507.40	7,611.00
19	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size documents, 100 pieces per box	box	6	1	1	8		2		2	2	1	1	4		2		2	16	621.71	9,947.36
20	ENVELOPE, EXPANDING, plastic	piece	54	8	22	84	37	11	29	77	22	10	19	51	11	8	9	28	240	27.61	6,626.40
21	ENVELOPE, MAILING, 500 pieces per box, 80 gsm	box	4	1		5		1		1	1			1	1			1	8	499.20	3,993.60

22	ENVELOPE, MAILING, with window, 500 pieces per box, 80 gsm	box	1		1	2	1			1		1		1			0	4	561.60	2,246.40	
23	ERASER, felt, for blackboard/whiteboard	piece	26	3	2	31	1		6	7	2			2	1		1	41	11.11	455.51	
24	ERASER, plastic or rubber	piece	34	6	2	42	10	2	24	36	28		1	29	14		1	15	122	2.29	279.38
25	FASTENER, for paper, metal, 50 sets per box	box	26	8	8	42	12	8	17	37	14	7	8	29	9	10	8	27	135	57.09	7,707.15
26	FILE ORGANIZER, expanding, legal, plastic, assorted colors	piece	3	2	13	18	12	1	14	27	3	1	1	5	1	1	1	3	53	70.67	3,745.51
27	FILE TAB DIVIDER, A4, five (5) colors per set	set	3	3		6	1		6	7	3			3	7			7	23	12.48	287.04
28	FILE TAB DIVIDER, Legal Size, five(5) colors per set	set	2	2	1	5				0	2			2				0	7	16.64	116.48
29	FOLDER, Fancy, A4, 50s/ bundle	bundle	6		2	8	1	2		3				0				0	11	234.00	2,574.00
30	FOLDER, Fancy, Legal, 50 pieces per bundle	bundle	6		1	7	2		1	3		2		2		2		2	14	291.20	4,076.80
31	FOLDER, L-type, A4, 50 pieces pack	pack	2	1	1	4	1		1	2				0				0	6	166.40	998.40
32	FOLDER, L-type, Legal size, 50 pieces per pack	pack	2	2		4			2	2	2	1		3				0	9	203.84	1,834.56
33	FOLDER, Pressboard, size 210mm x 370mm, 100s/box	box				0				0				0				0	0	746.72	-
34	FOLDER, Tagboard, A4, 100 pieces per pack	pack	57	26	1	84	1	50	80	131	1	50	25	76	1			1	292	179.28	52,349.76
35	FOLDER, Tagboard, Legal size, 100 pieces per pack	pack	9	3	3	15	3	3	6	12	4	2	2	8	4	2	3	9	44	200.37	8,816.28
36	GLUE, all purpose, 300 grams min.	jar	19	7	8	34	4		14	18	8	2		10	6			6	68	44.18	3,004.24
37	INDEX TAB, self-adhesive, 5 set/box, assorted colors	box	5	5		10			4	4	1			1	4			4	19	50.84	965.96
38	LOOSELEAF COVER, 50sets per bundle	bundle				0			2	2				0				0	2	539.76	1,079.52
39	MAGAZINE FILE BOX, LARGE	piece	9		5	14			5	5				0				0	19	41.60	790.40
40	MARKER, fluorescent, 3 colors per set	set	25	2		27	5		6	11	4	6	4	14	2	4	4	10	62	35.55	2,204.10
41	MARKER, whiteboard, bullet type, black	piece	45	21	10	76	13	15	47	75	22	10	23	55	4	5	6	15	221	10.28	2,271.88
42	MARKER, whiteboard, bullet type, blue	piece	14	15	8	37	4		18	22	19	3		22	1			1	82	10.28	842.96
43	MARKER, whiteboard, bullet type, red	piece	19	15	2	36	6		12	18	17	2		19	3			3	76	10.28	781.28
44	MARKER, permanent, bullet type, black	piece	34	9	8	51	25	1	29	55	20	14	1	35	19	3	4	26	167	9.65	1,611.55
45	MARKER, permanent, bullet type, blue	piece	10	7	6	23	3		10	13	9			9	3			3	48	9.65	463.20
46	MARKER, permanent, bullet type, red	piece	6	6	5	17		11	4	15	2			2				0	34	9.65	328.10
47	NOTE BOOK, stenographer's, 40 leaves, spiral	piece	10	1	27	38				0	37			37	25			25	100	10.40	1,040.00
48	NOTE PAD, stick-on, (2"x3"), 100 sheets per pad	pad	2	2		4			1	1	1			1	2			2	8	31.20	249.60
49	NOTE PAD, stick-on, (3"x3"), 100 sheets per pad	pad	4	2	1	7			2	2	3			3				0	12	40.54	486.48
50	NOTE PAD, stick-on, (3"x4"), 100 sheets per pad	pad	6	1	2	9		3	1	4	5	1	2	8	2	3		5	26	54.06	1,405.56
51	PAD PAPER, Ruled	pad	6	2	5	13			4	4	4	7		11				0	28	18.26	511.28
52	PAPER CLIP, gem type, 48mm, 100 pieces per box	box	21	9	3	33	7	2	12	21	10	4	5	19	6	2	2	10	83	12.85	1,066.55
53	PAPER CLIP, gem type, 32mm, 100 pieces per box	box	19	7	5	31	7	5	10	22	14	5	6	25	8	4	4	16	94	6.43	604.42

54	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	72	8	22	102	17	7	49	73	42	12	7	61	25	7	2	34	270	126.20	34,074.00
55	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	45		10	55	13	6	15	34	30	9	6	45	10	5	1	16	150	145.90	21,885.00
56	PAPER, Multi-Purpose (COPY) A4, 70gsm	ream	39	25	8	72	11		33	44	18	14	4	36	8			8	160	109.15	17,464.00
57	PAPER, Multi-Purpose (COPY), Legal size, 70gsm	ream	14	11	2	27	1		20	21	15		4	19				0	67	128.25	8,592.75
58	PARCHMENT PAPER, A4 size, 80 gsm, 100 sheets per pack]	ream	2	12		14			12	12	2			2	10			10	38	88.40	3,359.20
59	PAPER, Thermal, 216mm x 30m	roll				0				0				0				0	0	31.15	-
60	PENCIL, lead, w/eraser, one(1) dozen per box	box	27	7	8	42	5	3	19	27	7		9	16	4	2		6	91	19.62	1,785.42
61	PHILIPPINE NATIONAL FLAG	piece	4	2		6				0		3		3				0	9	278.72	2,508.48
62	RECORD BOOK, 300 pages, size: 214mm x 278mm min	book	12	2		14			4	4	3	4		7				0	25	60.32	1,508.00
63	RECORD BOOK, 500 pages, size: 214mm x 278mm min	book	7	7	3	17		1	7	8	7		1	8	3	1		4	37	86.85	3,213.45
64	RING BINDER, Plastic 32mm, 10 pieces per bundle	bundle	17	12	8	37	3	1	28	32	2	11	7	20		1	6	7	96	256.87	24,659.52
65	RUBBER BAND, 70mm min lay flat length (#18)	box	3			3			13	13	2			2				0	18	93.31	1,679.58
66	RULER, plastic, 450mm, 1 piece in individual plastic	piece	17	1	1	19	1		13	14	5	2		7	1			1	41	15.48	634.68
67	SIGN PEN, black	piece	66	32	29	127	40	16	39	95	54	26	17	97	23	25	9	57	376	38.10	14,325.60
68	SIGN PEN, blue	piece	36	15	41	92	24	16	27	67	24	9	25	58	20	15	8	43	260	38.10	9,906.00
69	SIGN PEN, red	piece	8	4	1	13	1	1	9	11	1	1	1	3	2	1	1	4	31	38.10	1,181.10
70	STAMP PAD INK, violet, 50mL	bottle	8	7	3	18	1	1	4	6	6		1	7	1	1		2	33	24.63	812.79
71	STAMP PAD, felt pad, min 60mm x 100mm	piece	6	4	3	13			3	3	2			2			1	1	19	27.66	525.54
72	STAPLE WIRE, Heavy duty, 23/13	box	9	10	3	22		1	3	4	7			7	2	6		8	41	30.42	1,247.22
73	STAPLE WIRE, Standard	box	27	11	4	42	18	3	12	33	19	4	3	26	18	2	2	22	123	18.92	2,327.16
74	TAPE, masking, 24mm, 50 meters length	roll	20	8	3	31	2	2	7	11	3	3	7	13	1		1	2	57	55.12	3,141.84
75	TAPE, masking, 48mm, 50 meters length	roll	14	13	4	31		2	10	12	13		7	20			1	1	64	105.04	6,722.56
76	TAPE, transparent, 24mm, 50 meters	roll	14	5	8	27	6	1	10	17	4	2	6	12	4			4	60	17.37	1,042.20
77	TAPE, transparent, 48mm, 50 meters	roll	39	8	8	55	9	5	16	30	4	7	8	19	4	4		8	112	26.52	2,970.24
78	TAPE, packaging, 48mm, 50 meters length	roll	17	4		21	3	2	3	8	3		7	10	3		1	4	43	30.63	1,317.09
79	TOILET TISSUE, 12 rolls per pack	pack	28	7	5	40	4	4	12	20	4		6	10	5		5	10	80	67.60	5,408.00
80	TWINE, plastic, one kilo per roll	roll	2		3	5			2	2	1			1				0	8	49.92	399.36
81	WRAPPING PAPER, kraft, 50 sheets per pack	pack			1	1				0				0				0	1	124.80	124.80
COMMON OFFICE DEVICES																					
1	CUTTER BLADE, heavy duty cutter, 10 pieces per tube	tube	9	1	1	11			9	9	1			1	1			1	22	9.19	202.18
2	CUTTER KNIFE, heavy duty	piece	30	44	3	77			49	49	42	1		43				0	169	19.76	3,339.44

1	BINDING AND PUNCHING MACHINE, two(2) hand lever system, 34cm or 13" (24 holes) punching, width adjustable to any format, binds 425 sheets, or up to 2" thick, all metal construction	unit				0													10,400.00	-	
2	CALCULATOR, COMPACT, electronic, 12 digits cap, 1 unit in individual box	unit	5		2	7			18	18			2	2				0	27	142.36	3,843.72
3	CALCULATOR, SCIENTIFIC, 1 unit per box	unit	7	26		33		1	6	7				0	25			25	65	328.64	21,361.60
4	CHAIR, monobloc, without armrest, beige	piece	35			35				0								0	35	254.68	8,913.80
5	CHAIR, monobloc, without armrest, white	piece				0				0								0	0	254.80	-
6	DIGITAL VOICE RECORDER, 4GB (expandable), 1 unit in individual box	unit				0				0								0	0	6,229.60	-
7	DOCUMENT CAMERA, four(4) reference points demarcate viewing area, 16x(1600%) consecutive zoom, PC and Doc Cam video switcher, plug and play	unit				0				0								0	0	25,272.00	-
8	ELECTRIC FAN, industrial	unit				0				0								0	0	956.80	-
9	ELECTRIC FAN, orbit type	unit	4	5	1	10	13		3	16		4		4				0	30	1,248.00	37,440.00
10	ELECTRIC FAN, stand type	unit	13	8		21		5	7	12	3		3	6				0	39	967.10	37,716.90
11	ELECTRIC FAN, wall type	unit				0				0								0	0	790.40	-
12	FACSIMILE MACHINE, uses thermal paper, 50m/roll, for documents 216mm x 600mm, 15 sec, transmission speed, running width 2018mm, document feeder holds 10 pages, with automatic paper cutter, redial, and fax/tel switchove	unit				0				0								0	0	3,502.72	-
13	FIRE EXTINGUISHER, dry chemical, for ABC class of fire, stored pressure type, non-electrical conductor, non-toxic, non-corrosive, 4.5kg (10lbs.), brand new	unit				0				0								0	0	1,080.56	-
14	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	unit				0		3		3								0	3	4,992.00	14,976.00
15	MULTIMEDIA PROJECTOR, 4000 ansi Lumens, 3600 hours lamp life, supports SVGA to SXGA, (compressed) resolution	unit				0				0								0	0	26,483.60	-
16	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4, 30 sheets cutting cap., automatic clamping, stationery blade guard, A4-A6 format indications	unit	2			2	1			1								0	3	7,488.00	22,464.00
17	PAPER SHREDDER, 0.06m/sec shred speed, cuts 6-8 sheets of 70gsm paper	unit			1	1	2			2								0	3	5,699.20	17,097.60
18	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column, 480 cps print speed	unit				0				0								0	0	18,709.60	-
19	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 column, 337 cps print speed	unit				0				0								0	0	5,831.52	-

20	PRINTER, INKJET, wireless capable, 55ppm speed, 512MB memory, duplex printing capable	unit				0				0				0				0	0	10,000.00	-
21	PRINTER, LASER, monochrome, 24ppm speed, 1200 x 1200 dpi	unit				0				0				0				0	0	1,237.60	-
22	TABLE, monobloc, square, 36" X 36", white, four(4) seater, for indoor and outdoor use	unit				0				0				0				0	0	1,289.60	-
23	TABLE, monobloc, square, 36" X 36", beige, four(4) seater, for indoor and outdoor use	unit				0				0				0				0	0	1,242.80	-
COMMON COMPUTER SUPPLIES																					
1	COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9-1/2", 2000 sheets/box	box				0				0				0				0	0	630.76	-
2	COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14-7/8", 2000 sheets/box	box				0				0				0				0	0	950.30	-
3	COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 9-1/2", 1000 sets/box	box				0				0				0				0	0	716.04	-
4	COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 14-7/8", 1000 sets/box	box				0		1	1		1			1				0	2	1,220.96	2,441.92
5	COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 9-1/2", 500 sets/box	box		1		1				0				0	1			1	2	571.80	1,143.60
6	COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 14-7/8", 500 sets/box	box				0				0				0				0	0	958.15	-
7	DVD REWRITABLE, 4x speed, 4.7GB capacity	piece	122	12	15	149	12	42	64	118	82	12	12	106	2	12	2	16	389	21.79	8,476.31
8	EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0, backward compatible with USB 2.0, 5400 rpm, with dual color LED light to indicate USB 3.0/USB 2.0 transmission, USB powered, System Requirements: USB 3.0: Windows XP/Vista/7/MacOSx 10.4 or above, with USB 3.0 cable and product guide	piece	6	8	7	21	2	1	2	5				0	2			2	28	2,818.40	78,915.20
9	FLASH DRIVE, 16GB, USB 2.0, plug and play	piece	11	8	8	27	1	5	14	20	6	2	5	13	3			3	63	194.48	12,252.24
10	MOUSE, optical, USB connection type	unit	14	9	2	25	5	5	15	25	2	6		8	5		5	10	68	127.80	8,690.40
HANDBOOK ON PROCUREMENT																					
1	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT-RA 9184(6th Edition), 6" x 9", 296 pages,	piece	1	2		3				0				0				0	3	61.83	185.49
CONSUMABLES																					
1	INK CART, BROTHER LC39BK, Black	cart				0				0				0	1			1	1	681.20	681.20
2	INK CART, BROTHER LC39C, Cyan	cart				0		1	1		1			1	1			1	3	447.20	1,341.60
3	INK CART, BROTHER LC39M, Magenta	cart				0		1	1		1			1				0	2	447.20	894.40
4	INK CART, BROTHER LC39Y, Yellow	cart				0		1	1		1			1				0	2	447.20	894.40

5	INK CART, BROTHER LC67B, Black	cart	1			1				0				0			0	1	910.00	910.00
6	INK CART, BROTHER LC67C, Cyan	cart	1			1				0				0			0	1	546.00	546.00
7	INK CART, BROTHER LC67M, Magenta	cart	1			1				0				0			0	1	546.00	546.00
8	INK CART, BROTHER LC67Y, Yellow	cart	1			1				0				0			0	1	546.00	546.00
9	INK CART, BROTHER LC67HYBK, Black	cart				0				0				0			0	0	1,538.16	-
10	INK CART, BROTHER LC67HYC, Cyan	cart				0				0				0			0	0	868.40	-
11	INK CART, BROTHER LC67HYM, Magenta	cart				0				0				0			0	0	868.40	-
12	INK CART, BROTHER LC67HYY, Yellow	cart				0				0				0			0	0	868.40	-
13	INK CART, CANON PG-810, Black	cart	15	4	5	24	4	1	7	12	6	6		12	6	5	11	59	737.36	43,504.24
14	INK CART, CANON PG-740, Black	cart				0				0				0			0	0		-
15	INK CART, CANON PGI-725, Black	cart				0				0				0			0	0	574.08	-
16	INK CART, CANON CLI-726, Black	cart	5			5				0				0			0	5	534.56	2,672.80
17	INK CART, CANON CL-811, Colored	cart	14	3	7	24	4	1	6	11	7	6		13	6	5	11	59	970.32	57,248.88
18	INK CART, CANON CL-741, Colored	cart				0				0				0			0	0	945.36	-
19	INK CART, CANON CLI-726, Cyan	cart	3	1		4	1		2	3				0			0	7	535.60	3,749.20
20	INK CART, CANON CLI-726, Magenta	cart	4	1		5	1		2	3				0			0	8	535.60	4,284.80
21	INK CART, CANON CLI-726, Yellow	cart	4	1		5	1		2	3				0			0	8	535.60	4,284.80
22	INK CART, EPSON C13T038190 (To 38), Black	cart				0				0				0			0	0	491.92	-
23	INK CART, EPSON C13T039090 (To 39), Colored	cart				0				0				0			0	0	770.64	-
24	INK CART, EPSON C13T105190(73N)/(91N),Black	cart	2	2		4				0				0			0	4	426.40	1,705.60
25	INK CART, EPSON C13T105290(73N)/(91N),Cyan	cart	2	2		4				0				0			0	4	426.40	1,705.60
26	INK CART, EPSON C13T105390(73N)/(91N),Magenta	cart	2	2		4				0				0			0	4	426.40	1,705.60
27	INK CART, EPSON C13T105490(73N)/(91N),Yellow	cart	2	2		4				0				0			0	4	426.40	1,705.60
28	INK CART, EPSON C13T6664100 (T6641), Black	cart				0				0				0			0	0	254.80	-
29	INK CART, EPSON C13T6664200 (T6642), Cyan	cart				0				0				0			0	0	254.80	-
30	INK CART, EPSON C13T6664300 (T6643), Magenta	cart				0				0				0			0	0	254.80	-
31	INK CART, EPSON C13T6664400 (T6644), Yellow	cart				0				0				0			0	0	254.80	-
32	INK CART, HP 51645A, (HP45), Black	cart				0				0				0			0	0	1,346.80	-
33	INK CART, HP C1823A, (HP23), Tri-color	cart				0				0				0			0	0	1,612.00	-
34	INK CART, HP C4844A, (HP10), Black	cart				0				0				0			0	0	1,554.80	-
35	INK CART, HP C4906AA, (HP940XL), Black	cart				0				0				0			0	0	1,554.80	-
36	INK CART, HP C4907AA, (HP940XL), Cyan	cart				0				0				0			0	0	1,034.80	-
37	INK CART, HP C4908AA, (HP940XL), Magenta	cart				0				0				0			0	0	1,034.80	-
38	INK CART, HP C4909AA, (HP940XL), Yellow	cart				0				0				0			0	0	1,034.80	-
39	INK CART, HP C4936A, (HP18), Black	cart				0				0				0			0	0	982.80	-

40	INK CART, HP C4937A, (HP18), Cyan	cart				0				0				0	0	717.60	-
41	INK CART, HP C4938A, (HP18), Magenta	cart				0				0				0	0	717.60	-
42	INK CART, HP C4939A, (HP18), Yellow	cart				0				0				0	0	717.60	-
43	INK CART, HP C6578DA, (HP78), Tri-color	cart				0				0				0	0	1,606.80	-
44	INK CART, HP C6615DA, (HP15), Black	cart				0				0				0	0	1,237.60	-
45	INK CART, HP C6625AA, (HP17), Tri-color	cart				0				0				0	0	1,346.80	-
46	INK CART, HP C6656AA, (HP56), Black	cart				0				0				0	0	921.44	-
47	INK CART, HP C6657AA, (HP57), Tri-color	cart				0				0				0	0	1,466.40	-
48	INK CART, HP C8727AA, (HP27), Black	cart				0				0				0	0	826.80	-
49	INK CART, HP C8765WA, (HP94), Black	cart				0				0				0	0	930.80	-
50	INK CART, HP C8766WA, (HP95), Tri-color	cart				0				0				0	0	1,133.60	-
51	INK CART, HP C8767WA, (HP96), Black	cart				0				0				0	0	1,430.00	-
52	INK CART, HP C9351AA, (HP21), Black	cart				0				0				0	0	650.00	-
53	INK CART, HP C9352AA, (HP22), Tri-color	cart				0				0				0	0	751.92	-
54	INK CART, HP C9361WA, (HP93), Tri-color	cart				0				0				0	0	1,346.80	-
55	INK CART, HP C9362WA, (HP92), Black	cart				0				0				0	0	600.08	-
56	INK CART, HP C9363WA, (HP97), Tri-color	cart				0				0				0	0	1,492.40	-
57	INK CART, HP C9364WA, (HP98), Black	cart				0				0				0	0	826.80	-
58	INK CART, HP CB314A, (HP900), Black	cart				0				0				0	0	296.40	-
59	INK CART, HP CB315A, (HP900), Tri-color	cart				0				0				0	0	379.60	-
60	INK CART, HP CB335WA, (HP74), Black	cart				0				0				0	0	696.80	-
61	INK CART, HP CB336WA, (HP74XL), Black	cart				0				0				0	0	1,508.00	-
62	INK CART, HP CB337WA, (HP75), Tri-color	cart				0				0				0	0	803.92	-
63	INK CART, HP CB338WA, (HP75XL), Tri-color	cart				0				0				0	0	1,606.80	-
64	INK CART, HP CC640WA, (HP60), Black	cart				0				0				0	0	639.60	-
65	INK CART, HP CC641WA, (HP60XL), Black	cart				0				0				0	0	1,445.60	-
66	INK CART, HP CC643WA, (HP60), Tri-color	cart				0				0				0	0	754.00	-
67	INK CART, HP CC644WA, (HP60XL), Tri-color	cart				0				0				0	0	1,658.80	-
68	INK CART, HP CC653AA, (HP901), Black	cart				0				0				0	0	639.60	-
69	INK CART, HP CC656AA, (HP901), Tri-color	cart				0				0				0	0	1,019.20	-
70	INK CART, HP CC660AA, (HP702), Black	cart				0				0				0	0	1,086.80	-
71	INK CART, HP CD887AA, (HP703), Black	cart				0				0				0	0	358.80	-
72	INK CART, HP CD888AA, (HP703), Tri-color	cart				0				0				0	0	358.80	-
73	INK CART, HP CD971AA, (HP 920), Black	cart				0				0				0	0	792.48	-
74	INK CART, HP CD972AA, (HP 920XL), Cyan	cart				0				0				0	0	629.20	-
75	INK CART, HP CD973AA, (HP 920XL), Magenta	cart				0				0				0	0	629.20	-
76	INK CART, HP CD974AA, (HP 920XL), Yellow	cart				0				0				0	0	629.20	-
77	INK CART, HP CD975AA, (HP 920XL), Black	cart				0				0				0	0	1,242.80	-
78	INK CART, HP CH561WA, (HP61), Black	cart				0				0				0	0	644.80	-

79	INK CART, HP CH562WA, (HP61), Tricolor	cart				0				0				0			0	0	826.80	-
80	INK CART, HP CN045AA, (HP950XL), Black	cart				0				0				0			0	0	1,554.80	-
81	INK CART, HP CN046AA, (HP951XL), Cyan	cart				0				0				0			0	0	1,175.20	-
82	INK CART, HP CN047AA, (HP951XL), Magenta	cart				0				0				0			0	0	1,180.40	-
83	INK CART, HP CN048AA, (HP951XL). Yellow	cart				0				0				0			0	0	1,180.40	-
84	INK CART, HP CN692AA, (HP704), Black	cart				0				0				0			0	0	358.80	-
85	INK CART, HP CN693AA, (HP704), Tri-color	cart				0				0				0			0	0	358.80	-
86	INK CART, HP CZ107AA, (HP678), Black	cart				0				0				0			0	0	358.80	-
87	INK CART, HP CZ108AA, (HP678), Tricolor	cart				0				0				0			0	0	360.88	-
88	INK CART, HP CZ121A (HP685A), Black	cart				0				0				0			0	0	366.08	-
89	INK CART, HP CZ122A (HP685A), Cyan	cart				0				0				0			0	0	249.60	-
90	INK CART, HP CZ123A (HP685A), Magenta	cart				0				0				0			0	0	249.60	-
91	INK CART, HP CZ124A (HP685A), Yellow	cart				0				0				0			0	0	249.60	-
92	INK CART, HP Q8893AA (C8728AA), (HP28), Colored	cart				0				0				0			0	0	930.80	-
93	INK CART, LEXMARK 10NO217 (#17), Black	cart				0				0				0			0	0	1,003.60	-
94	INK CART, LEXMARK 10NO227 (#27), Colored	cart				0				0				0			0	0	1,196.00	-
95	TONER CART, BROTHER TN-2025, Black	cart				0				0				0			0	0	2,556.32	-
96	TONER CART, BROTHER TN-2130, Black	cart				0				0				0			0	0	1,820.00	-
97	TONER CART, BROTHER TN-2150, Black	cart				0				0				0			0	0	2,860.00	-
98	TONER CART, BROTHER TN-3320, Black	cart				0				0				0			0	0	3,354.00	-
99	TONER CART, BROTHER TN-3350, Black, for HL5450DN (CU Printer)	cart				0				0				0			0	0	4,992.00	-
100	TONER CART, HP C4092A, Black	cart				0				0				0			0	0	2,741.44	-
101	TONER CART, HP C4096A, Black	cart				0				0				0			0	0	5,352.88	-
102	TONER CART, HP C7115A, Black	cart				0				0				0			0	0	2,971.28	-
103	TONER CART, HP CB435A, Black	cart				0				0				0			0	0	2,802.80	-
104	TONER CART, HP CB436A, Black	cart				0				0				0			0	0	3,218.80	-
105	TONER CART, HP CB540A, Black	cart				0				0				0			0	0	3,312.40	-
106	TONER CART, HP CB541A, Cyan	cart				0				0				0			0	0	2,984.80	-
107	TONER CART, HP CB542A, Yellow	cart				0				0				0			0	0	2,984.80	-
108	TONER CART, HP CB543A, Magenta	cart				0				0				0			0	0	2,984.80	-
109	TONER CART, HP CC364A, Black	cart				0				0				0			0	0	7,378.80	-
110	TONER CART, HP CC530A, Black	cart				0				0				0			0	0	5,402.80	-
111	TONER CART, HP CC531A, Cyan	cart				0				0				0			0	0	5,298.80	-
112	TONER CART, HP CC532A, Yellow	cart				0				0				0			0	0	5,298.80	-
113	TONER CART, HP CC533A, Magenta	cart				0				0				0			0	0	5,298.80	-
114	TONER CART, HP CE255A, Black	cart				0				0				0			0	0	6,754.80	-
115	TONER CART, HP CE278A, Black	cart				0				0				0			0	0	3,114.80	-
116	TONER CART, HP CE285A (HP85A), Black	cart				0				0				0			0	0	2,756.00	-

117	TONER CART, HP CE310A, Black	cart				0				0				0	0	2,386.80	-
118	TONER CART, HP CE311A, Cyan	cart				0				0				0	0	2,490.80	-
119	TONER CART, HP CE312A, Yellow	cart				0				0				0	0	2,490.80	-
120	TONER CART, HP CE313A, Magenta	cart				0				0				0	0	2,490.80	-
121	TONER CART, HP CE320A, Black	cart				0				0				0	0	3,166.80	-
122	TONER CART, HP CE321A, Cyan	cart				0				0				0	0	3,010.80	-
123	TONER CART, HP CE322A, Yellow	cart				0				0				0	0	3,010.80	-
124	TONER CART, HP CE323A, Magenta	cart				0				0				0	0	3,010.80	-
125	TONER CART, HP CE390A, Black	cart				0				0				0	0	7,690.80	-
126	TONER CART, HP CE400A, Black	cart				0				0				0	0	6,754.80	-
127	TONER CART, HP CE401A, Cyan	cart				0				0				0	0	9,978.80	-
128	TONER CART, HP CE402A, Yellow	cart				0				0				0	0	9,978.80	-
129	TONER CART, HP CE403A, Magenta	cart				0				0				0	0	9,978.80	-
130	TONER CART, HP CE410A, (HP305), Black	cart				0				0				0	0	3,790.80	-
131	TONER CART, HP CE411A, (HP305), Cyan	cart				0				0				0	0	5,402.80	-
132	TONER CART, HP CE412A, (HP305), Yellow	cart				0				0				0	0	5,402.80	-
133	TONER CART, HP CE413A, (HP305), Magenta	cart				0				0				0	0	5,402.80	-
134	TONER CART, HP CE505A, Black	cart				0				0				0	0	3,998.80	-
135	TONER CART, HP CE505X, Black, high cap	cart				0				0				0	0	7,066.80	-
136	TONER CART, HP Q2612A, Black	cart				0				0				0	0	3,104.40	-
137	TONER CART, HP Q2613A, Black	cart				0				0				0	0	3,328.00	-
138	TONER CART, HP Q5942A, Black	cart				0				0				0	0	7,482.80	-
139	TONER CART, HP Q5949A, Black	cart				0				0				0	0	3,530.80	-
140	TONER CART, HP Q5950A, Black	cart				0				0				0	0	7,644.00	-
141	TONER CART, HP Q5951A, Cyan	cart				0				0				0	0	10,845.12	-
142	TONER CART, HP Q5952A, Yellow	cart				0				0				0	0	10,845.12	-
143	TONER CART, HP Q5953A, Magenta	cart				0				0				0	0	10,845.12	-
144	TONER CART, HP Q6000A, Black	cart				0				0				0	0	3,317.60	-
145	TONER CART, HP Q6001A, Cyan	cart				0				0				0	0	3,614.00	-
146	TONER CART, HP Q6002A, Yellow	cart				0				0				0	0	3,614.00	-
147	TONER CART, HP Q6003A, Magenta	cart				0				0				0	0	3,614.00	-
148	TONER CART, HP Q6470A, Black	cart				0				0				0	0	5,526.56	-
149	TONER CART, HP Q6471A, Cyan	cart				0				0				0	0	5,495.36	-
150	TONER CART, HP Q6472A, Yellow	cart				0				0				0	0	5,844.80	-
151	TONER CART, HP Q6473A, Magenta	cart				0				0				0	0	5,844.80	-
152	TONER CART, HP Q7553A, Black	cart				0				0				0	0	3,894.80	-
153	TONER CART, LEXMARK E360H11P, Black	cart				0				0				0	0	8,874.32	-
154	TONER CART, LEXMARK T650A11P, Black	cart				0				0				0	0	9,630.40	-
155	TONER CART, SAMSUNG ML-D2850B, Black	cart				0				0				0	0	4,992.00	-
156	TONER CART, SAMSUNG MLT-D101S, Black	cart				0				0				0	0	2,600.00	-

157	TONER CART, SAMSUNG MLT-D103L, Black	cart				0				0					0	0	2,912.00	-
158	TONER CART, SAMSUNG MLT-D103S, Black	cart				0				0					0	0	2,912.00	-
159	TONER CART, SAMSUNG MLT-D104S, Black	cart				0				0					0	0	2,392.00	-
160	TONER CART, SAMSUNG MLT-D105L, Black	cart				0				0					0	0	2,704.00	-
161	TONER CART, SAMSUNG MLT-D108S, Black	cart				0				0					0	0	2,631.20	-
162	TONER CART, SAMSUNG MLT-D119S(ML-2010D3), Black	cart				0				0					0	0	3,120.00	-
163	TONER CART, SAMSUNG MLT-D203E, Black	cart				0				0					0	0	7,280.00	-
164	TONER CART, SAMSUNG MLT-D203L, Black	cart				0				0					0	0	4,368.00	-
165	TONER CART, SAMSUNG MLT-D203U, black	cart				0				0					0	0	9,464.00	-
166	TONER CART, SAMSUNG MLT-D205E, Black	cart				0				0					0	0	8,736.00	-
167	TONER CART, SAMSUNG MLT-D205L, Black	cart				0				0					0	0	4,888.00	-
168	TONER CART, SAMSUNG SCX-D6555A, Black	cart				0				0					0	0	4,212.00	-
169	RIBBON CART, EPSON C13S015516 (#8750), Black, for LX-300	cart				0				0					0	0	76.75	-
170	RIBBON CART, EPSON C13S015531 (S015086), Black	cart				0				0					0	0	724.88	-
171	RIBBON CART, EPSON C13S015584 (S015327), Black	cart				0				0					0	0	334.88	-
172	RIBBON CART, EPSON C13S015632, Black, for LX-310	cart				0				0					0	0	75.92	-

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

COMMON ELECTRICAL SUPPLIES																		
1						0				0					0	0		-
COMMON OFFICE EQUIPMENT																		
1						0				0					0	0		-
COMMON OFFICE SUPPLIES																		
1						0				0					0	0		-
COMMON JANITORIAL SUPPLIES																		
1						0				0					0	0		-
CONSUMABLES																		
1						0				0					0	0		-

9	Telephone Expenses					0				0	6			6			6	6	12	1,000.00	12,000.00
10	Other General Services					0				0		5		5			0	5	1,000.00	5,000.00	
11	Other Professional Services					0				0		2		2			0	2	1,000.00	2,000.00	
12	Fidelity Bond Premium					0	10		20	30				0		59	59	89	1,000.00	89,000.00	
13	Subscription Expenses					1	1		1	1		1		1			0	3	1,000.00	3,000.00	
C. TOTAL (A + B):																			2,068,338.15		
D. ADDITIONAL PROVISION FOR																			206,833.82		
E. GRAND TOTAL (C + D)																			2,275,171.97		
F. APPROVED BUDGET BY THE AGENCY		Two million seventy two thousand three hundred ninety nine pesos and 20/100 centavos																	2,072,399.20		
G. MONTHLY CASH REQUIREMENTS																					
G.1 Available at Procurement Service Stores						442416				267079				145661				76783			931,938.95
G.2 Other Items not available at PS but regular						178399				202000				199000				557000			1,136,399.20
TOTAL MONTHLY CASH REQUIREMENTS						620815				469079				344661				633783			2,068,338.15

*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

Prepared by:

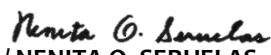


ROLANDO Q. QUERAL III
AAIII (BAC Secretariat)

Certified Funds Available /
Certified Appropriate Funds Available:



MELANIE M. MEMBROT, CPA / NENITA O. SERUELAS
Accountant I / Acting Budget Officer



Approved by:



RENATO D. UBIÑA, PhD
Vocational School Administrator III

Date Prepared: