

Abby

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
IBP Road, Constitution Hills, Quezon City

REQUEST FOR QUOTATION

RFQ No. **20-1107 SHOPPING (b)**
Date: **November 17, 2020**

Company Name : _____
Company Address : _____
Contact Person : _____
Contact No. : _____
PhilGEPS Reg. No.: _____
Company TIN: _____

RUSH

Sir/Madam:

Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in **Annex A**. Failure to indicate information could be basis for non-compliance. Also, furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in **Annex A** please attach in your quotation a duly notarized certification to this effect.

As a condition for award, you will be required to submit your **Mayor's/Business Permit**, within 24 hours from receipt of notice. The **Certificate of Platinum Membership** may be submitted in lieu of the Mayor's/Business Permit and PhilGEPS Registration Number.

Please accomplish and submit this form together with Annex A and all the required documents to DSWD -BAC Secretariat at Ground floor, DSWD-CO Building, IBP Road, Constitution Hills, Quezon City or fax it through numbers 8951-7116 or email to quotations@dswd.gov.ph not later than **1:00 P.M. of November 25, 2020 (Wednesday)**. Quotations submitted to different fax number(s) or email address(es) as stated above shall not be considered for evaluation.

Very truly yours,


WILLIAM V. GARCIA, JR.
Officer-In-Charge, Procurement Planning & Management Division 

Terms and Conditions:

- Award shall be made on per: Item Basis Total Quoted Price Lot Basis
- Quotation validity shall be **Sixty (60) calendar days from the deadline of submission of quotations.**
- Good/s shall be delivered within **25-30 working days from receipt of Purchase Order (PO).**
- Place of Delivery: **DSWD-Central Office, PSAMD Warehouse, IBP Road, Constitution Hills Q.C.**
- Terms of Payment: **within 15-30 days upon completion of supporting documents.**
Payment through **LDDAP-ADA (List of Due and Demandable Accounts Payable-Advise to Debit Account).**
Account Name : _____ Account Number : _____
BankName : _____ Branch : _____
***Note: Non Land Bank of the Philippines accounts shall be charged a service fee.**
- Liquidated Damages/Penalty: **In case of failure to make full delivery within the time specified above, the amount of the liquidated damages shall be at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the Procuring Entity may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.**
- For goods, please indicate brand, model and country of origin.
- In case of discrepancy between unit cost and total cost, unit cost shall prevail.
- Please indicate Warranty: _____
- In case of a tie, the contract shall be awarded to the supplier or service provider who first submitted its quotation.
- NOTE: "Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPS). You may visit the PhilGEPS website at www.philgeps.gov.ph and register for free."**


RODEL D. TORRATO
Procurement Officer

(Signature over Printed Name)
Supplier

PURCHASE REQUEST (PR) TRACKING SLIP
KEEP THIS FORM ON TOP OF PR DOCUMENTS

No. W-1107

DRN: <i>KCNPM6 -A-PR-20-08 -9551-5</i>		PR No. <i>62-20001-PR-2020-09-00006</i>	
Date Created:	Deadline:	OBSU: <i>KC-NCDPP</i>	

DATE/TIME	ACTION TAKEN / NOTES / INSTRUCTION	BY
<i>9/4/20 9/28/20</i>	Received the PR	<i>Gen</i>
<i>9/29/20</i>	Recorded in the PMR	<i>W</i>
<i>08 OCT 2020</i>	<i>Included in the PPMP</i>	<i>glenn patrinio</i>
<i>10/12</i>	<i>Yodel RECEIVED. ENDORSE TO PRAC OFFICER FOR REVIEW</i>	<i>[Signature]</i>
<i>10/15</i>	<i>received PR from end-user (change in amount)</i>	<i>W</i>
<i>22 OCT 2020</i>	<i>Recorded Revised amount</i>	<i>glenn patrinio</i>
<i>11/6</i>	<i>Jed PR from budget</i>	<i>Jed</i>

DRN: _____

ACTION FORM

OFFICE/ BUREAU/ SERVICE/ UNIT (OBSU) KC-NPMO	DATE August 24, 2020
<input type="checkbox"/> REQUISITION AND ISSUE SLIP (RIS) NO.	<input checked="" type="checkbox"/> PURCHASE REQUEST (PR) NO. 01-20001-PR-2020-07-00005
PARTICULARS/ TITLE 3 rd Quarter Office Supplies	

To the Designated Procurement Officer, the attached RIS/PR is hereby returned for compliance to the following:

A. IF INCLUDED IN PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)/ DSWD – CENTRAL OFFICE ANNUAL PROCUREMENT PLAN:

- Submit an updated/supplemental PPMP and submit to the Financial Management Service - Budget Division
- Use the appropriate PPMP template/form
- Others: _____

B. BASED ON THE REVIEW/ EVALUATION OF THE PROCUREMENT OFFICER-IN-CHARGE

- Provide details of the following: _____
- Submit complete supporting documents (Certified True Copy [did not submit the original]):
 - Approved PPMP
 - Inventory of Supplies and Materials
 - Approved Project/Activity Proposal
 - ICTMS Technical Assistance (TA) Report
 - Justification
 - AS-GSD TA Report
 - Rating Factors/Criteria for Selection
 - Pre-Repair Inspection Report
 - Non-Availability/ Suitability (SWADCAP Certificate)
 - Approved Drawing/Design

Others:

1. Please revise unit and total cost item no. 2-4, 6-9, 12-16, 37-42 and 45. Based on Philgeps catalogue
2. <http://www.ps-philgeps.gov.ph/home/index.php/what-we-sell/common-use-items>
3. Please indicate specification's of ballpen on item no. 26.
4. Please also indicate the specifications of Bristol Board on item 37-42.
5. Please submit to PMS the revise/complied PR with complete supporting documents within three (3) working days upon receipt of this Action Form, otherwise we will cancel it on our Procurement Monitoring Record.

*done
8/24/2020
8*

PREPARED BY:
[Signature]
RODEL D. TORRATO
Administrative Officer II

APPROVED BY:
[Signature]
WILLIAM V. GARCIA JR
Officer-In-Charge, PPMD

DRN: PMS-BAC/EC-A-Comm-20-08-97873-5
ACTION FORM

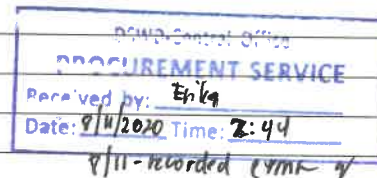
OFFICE/ BUREAU/ SERVICE/ UNIT (OBSU) Kalahi-CIDSS National Program Management Office	DATE August 10, 2020
<input type="checkbox"/> REQUISITION AND ISSUE SLIP (RIS) NO.	<input checked="" type="checkbox"/> PURCHASE REQUEST (PR) NO. 02-20001-PR-2020-07-00005
PARTICULARS/ TITLE Office Supplies for the 3 rd Quarter	

To the Designated Procurement Officer, the attached RIS/PR is hereby returned for compliance to the following:

A. IF INCLUDED IN PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)/ DSWD – CENTRAL OFFICE ANNUAL PROCUREMENT PLAN:

- Submit an updated/supplemental PPMP and submit to the Financial Management Service - Budget Division
- Use the appropriate PPMP template/form
- Others: Please attach approved Requisition and Issue Slip from PSAMD

Remarks:


B. BASED ON THE REVIEW/ EVALUATION OF THE PROCUREMENT OFFICER-IN-CHARGE

- Provide details of the following:

- Submit complete supporting documents (Certified True Copy [did not submit the original]):

- | | |
|--|---|
| <input type="checkbox"/> Approved PPMP | <input type="checkbox"/> Inventory of Supplies and Materials |
| <input type="checkbox"/> Approved Project/Activity Proposal | <input type="checkbox"/> ICTMS Technical Assistance (TA) Report |
| <input type="checkbox"/> Justification | <input type="checkbox"/> AS-GSD TA Report |
| <input type="checkbox"/> Rating Factors/Criteria for Selection | <input type="checkbox"/> Pre-Repair Inspection Report |
| <input type="checkbox"/> Non-Availability/ Suitability (SWADCAP Certificate) | <input type="checkbox"/> Approved Drawing/Design |

Others: _____

 Remarks: _____

PREPARED BY:

GLENN PATRICK A. LEYNES
 Administrative Officer V

APPROVED BY:

OLIVA C. ARCAINA
 Officer-in-Charge, BAC Secretariat



Republic of the Philippines
 Department of Social Welfare and Development
Office of the Secretary, Central Office
PURCHASE REQUEST

Podiel

Fund Cluster: 02 - Foreign Assisted Projects Fund

Funding Source: 02101151 - GoP Counterpart Funds

PR 02-20001-PR-2020-09-00006

Date: September 23, 2020

Month September

No.	Unit	Responsibility Center		Item Description	Quantity	Unit Cost	Total Cost
		Code	Description				
1	Piece	222	DSWD - Kalahi-Cidss National Program Management Office DSWD - Kalahi-Cidss National Program Management Office DSWD - Kalahi-Cidss National Program Management Office DSWD - Kalahi-Cidss National Program Management Office	ALCOHOL, ethyl, 68%-70%, scented, 500ml (-5ml)	100.00	105.99	10,599.00
2	Pad	222	DSWD - Kalahi-Cidss National Program Management Office DSWD - Kalahi-Cidss National Program Management Office DSWD - Kalahi-Cidss National Program Management Office	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	100.00	37.06	3,706.00
3	Pad	222	DSWD - Kalahi-Cidss National Program Management Office DSWD - Kalahi-Cidss National Program Management Office DSWD - Kalahi-Cidss National Program Management Office	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	100.00	59.28	5,928.00
4	Pad	222	DSWD - Kalahi-Cidss National Program Management Office DSWD - Kalahi-Cidss National Program Management Office DSWD - Kalahi-Cidss National Program Management Office	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	50.00	47.73	2,386.50
5	Book	222	DSWD - Kalahi-Cidss National Program Management Office DSWD - Kalahi-Cidss National Program Management Office DSWD - Kalahi-Cidss National Program Management Office	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	25.00	101.92	2,548.00
6	Jar	222	DSWD - Kalahi-Cidss National Program Management Office DSWD - Kalahi-Cidss National Program Management Office DSWD - Kalahi-Cidss National Program Management Office	GLUE, all purpose, gross weight: 200 grams min	10.00	71.50	715.00
7	Bundle	222	DSWD - Kalahi-Cidss National Program Management Office DSWD - Kalahi-Cidss National Program Management Office DSWD - Kalahi-Cidss National Program Management Office	RAGS, all cotton, 32 pieces per kilogram min	20.00	53.82	1,076.40
8	Box	222	DSWD - Kalahi-Cidss National Program Management Office DSWD - Kalahi-Cidss National Program Management Office DSWD - Kalahi-Cidss National Program Management Office	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	50.00	9.05	452.50
9	Box	222	DSWD - Kalahi-Cidss National Program Management Office DSWD - Kalahi-Cidss National Program Management Office DSWD - Kalahi-Cidss National Program Management Office	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	50.00	15.27	763.50

No.	Unit	Responsibility Center		Item Description	Quantity	Unit Cost	Total Cost
		Code	Description				
10	Piece	222	DSWD - Kalahi-Cidss National Program Management Office DSWD - Kalahi-Cidss	DATA FOLDER, made of chipboard, taglia lock	100.00	68.64	6,864.00
11	Piece	222	National Program Management Office DSWD - Kalahi-Cidss	ERASER, FELT, for blackboard/whiteboard	30.00	11.11	333.30
12	Bundle	222	National Program Management Office DSWD - Kalahi-Cidss	FOLDER, FANCY for A4 Size documents	100.00	270.40	27,040.00
13	Bundle	222	National Program Management Office DSWD - Kalahi-Cidss	FOLDER, FANCY, for legal size documents	50.00	311.88	15,594.00
14	Pack	222	National Program Management Office DSWD - Kalahi-Cidss	FOLDER, L-TYPE, PLASTIC, for A4 size documents	30.00	171.43	5,142.90
15	Pack	222	National Program Management Office DSWD - Kalahi-Cidss	FOLDER, L-TYPE, PLASTIC, for legal size documents	30.00	243.24	7,297.20
16	Box	222	National Program Management Office DSWD - Kalahi-Cidss	INDEX TAB, self-adhesive, transparent (multicolor, sign-here)	120.00	56.68	6,801.60
17	Piece	222	National Program Management Office DSWD - Kalahi-Cidss	MAGAZINE FILE BOX,LARGE SIZE MADE OF CHIPBOARD	50.00	41.60	2,080.00
18	Piece	222	National Program Management Office DSWD - Kalahi-Cidss	MARKER, whiteboard, blue, felt tip, bullet type	200.00	10.31	2,062.00
19	Piece	222	National Program Management Office DSWD - Kalahi-Cidss	MARKER, whiteboard, red, felt tip, bullet type	200.00	10.31	2,062.00
20	Piece	222	National Program Management	MARKER, PERMANENT, bullet type, black	600.00	9.65	5,790.00

No.	Unit	Responsibility Center		Item Description	Quantity	Unit Cost	Total Cost
		Code	Description				
21	Piece	222	Office DSWD - Kalahi-Cidss National Program Management	MARKER, PERMANENT, bullet type, blue	600.00	9.65	5,790.00
22	Piece	222	Office DSWD - Kalahi-Cidss National Program Management	MARKER, PERMANENT, bullet type, red	600.00	9.65	5,790.00
23	Piece	222	Office DSWD - Kalahi-Cidss National Program Management	BINDING AND PUNCHING MACHINE, binding cap: 50mm	1.00	10,400.00	10,400.00
24	Piece	222	Office DSWD - Kalahi-Cidss National Program Management	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip (v5-RT)	240.00	34.61	8,306.40
25	Piece	222	Office DSWD - Kalahi-Cidss National Program Management	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip (v5-RT)	240.00	34.61	8,306.40
26	Piece Box	222	Office DSWD - Kalahi-Cidss National Program Management	BALL POINT PEN, FINE POINT, BLACK/BLUE (10 box black, 10 box blue) <i>50 pcs</i>	100 20.00	14 70.00 <i>14.28</i>	1,400.00
27	Cartridge	222	Office DSWD - Kalahi-Cidss National Program Management	EPSON WORKFORCE AL - MX200DN (BLACK)	15.00	800.00	12,000.00
28	Cartridge	222	Office DSWD - Kalahi-Cidss National Program Management	SAMSUNG C504 TONER (CYAN)	10.00	5,500.00	55,000.00
29	Cartridge	222	Office DSWD - Kalahi-Cidss National Program Management	SAMSUNG M504 TONER (MAGENTA)	10.00	5,500.00	55,000.00
30	Cartridge	222	Office DSWD - Kalahi-Cidss National Program Management	SAMSUNG Y504 TONER (YELLOW)	10.00	5,500.00	55,000.00
31	Cartridge	222	Office DSWD - Kalahi-Cidss National Program Management	SAMSUNG K504 TONER (BLACK)	10.00	5,500.00	55,000.00

1,199,724.70

No.	Unit	Responsibility Center		Item Description	Quantity	Unit Cost	Total Cost
		Code	Description				
32	Cartridge	222	Management Office DSWD - Kalahi-Cidss National Program	FUJI XEROX P355D,M355DF TONER (CT201928)	10.00	3,500.00	35,000.00
33	Cartridge	222	Management Office DSWD - Kalahi-Cidss National Program	CANON NPG 67 BLACK	20.00	4,000.00	80,000.00
34	Cartridge	222	Management Office DSWD - Kalahi-Cidss National Program	CANON NPG 67 CYAN	20.00	4,000.00	80,000.00
35	Cartridge	222	Management Office DSWD - Kalahi-Cidss National Program	CANON NPG 67 MAGENTA	20.00	4,000.00	80,000.00
36	Cartridge	222	Management Office DSWD - Kalahi-Cidss National Program	CANON NPG 67 YELLOW	20.00	4,000.00	80,000.00
37	Pack	222	Management Office DSWD - Kalahi-Cidss National Program	BRISTOL BOARD (WHITE) 100pcs/pack A4 size	50.00	270.00	13,500.00
38	Pack	222	Management Office DSWD - Kalahi-Cidss National Program	BRISTOL BOARD (YELLOW) 100pcs/pack A4 size	50.00	270.00	13,500.00
39	Pack	222	Management Office DSWD - Kalahi-Cidss National Program	BRISTOL BOARD (PINK) 100pcs/pack, A4 size	50.00	270.00	13,500.00
40	Pack	222	Management Office DSWD - Kalahi-Cidss National Program	BRISTOL BOARD (LIGHT BLUE) 100pcs/pack,A4 size	50.00	270.00	13,500.00
41	Pack	222	Management Office DSWD - Kalahi-Cidss National Program	BRISTOL BOARD (ORANGE) 100pcs/pack A4 size	50.00	270.00	13,500.00
42	Pack	222	Management Office DSWD - Kalahi-Cidss National Program	BRISTOL BOARD (LIGHT GREEN) 100pcs/pack A4 size	50.00	270.00	13,500.00

No.	Unit	Responsibility Center		Item Description	Quantity	Unit Cost	Total Cost
		Code	Description				
43	Piece	222	Program Management Office DSWD - Kalahi-Cidss National Program	FACE SHIELDS (DIRECT SPLASH)	500.00	124.80	62,400.00
44	Piece	222	Program Management Office DSWD - Kalahi-Cidss National Program	KN95 FACE MASK	3,000.00	104.00	312,000.00
45	Piece	222	Program Management Office DSWD - Kalahi-Cidss National Program	SURGICAL GLOVES <i>(disposable latex)</i>	2,000.00	3.07	6,140.00
46	Piece	222	Program Management Office DSWD - Kalahi-Cidss National Program	ID LACE (BLACK)	100.00	20.00	2,000.00

1,199,774.70


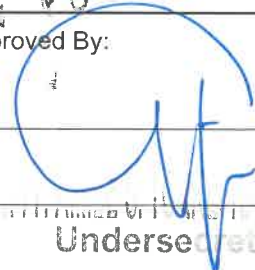
NINE Total SEVEN

1,193,574.70

Amount In Words **ONE MILLION ONE HUNDRED NINETY ~~THREE~~ THOUSAND ~~FIVE~~ HUNDRED SEVENTY FOUR PESOS AND 70/100**

Description THIRD QUARTER SUPPLIES FOR KC:NCDDP FUND

budgetable - 25 to 30 working days from receipt of PO

Requested By:	Approved By:
Signature: 	Signature: 
Printed Name: DIR. JANET P. ARMAS	Undersecretary
Designation: NPM, KC - NCDDP	

Certified that the above request is/are included in the Annual Procurement Plan (APP) & with complete supporting document.

William V. Garma, Jr.
 Division Chief PS PPMD 10.27.2020
9/14
~~#1,193,574.70~~
 #1,199,774.70
 08 OCT 2020

Procurement Service
 Received by: *6cm*
 Date: *9/14* Time: *9:49*

Certified as to Fund Source and in accordance with the approved Work and Financial Plan (WFP):

Appropriation: *Current*
 Funds: *02101151 - 60P - 8,199,774.70*
 Allotment Class: *MOB*
 P/A/P: *30100 300001000*
AD # 10, 5.2019
JANINE G. COSINU
 Division Chief, FMS-Budget Division - *SP1*



Republic of the Philippines

Department of Social Welfare and Development
Office of the Secretary, Central Office

PURCHASE REQUEST

Fund Cluster: 02 - Foreign Assisted Projects Fund

Funding Source: 02101151 - GoP Counterpart Funds

PR 02-20001-PR-2020-09-00006

Date: September 23, 2020

Month September

No.	Unit	Responsibility Center		Item Description	Quantity	Unit Cost	Total Cost
		Code	Description				
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3	Pad	222	DSWD - Kalahi-Cidss National Program Management Office	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	100.00	59.28	5,928.00
4	Pad	222	DSWD - Kalahi-Cidss National Program Management Office	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	50.00	47.73	2,386.50
5	Book	222	DSWD - Kalahi-Cidss National Program Management Office	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	25.00	101.92	2,548.00
6	Jar	222	DSWD - Kalahi-Cidss National Program Management Office	GLUE, all purpose, gross weight: 200 grams min	10.00	71.50	715.00
7	Bundle	222	DSWD - Kalahi-Cidss National Program Management Office	RAGS, all cotton, 32 pieces per kilogram min	20.00	53.82	1,076.40
8	Box	222	DSWD - Kalahi-Cidss National Program Management Office	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	50.00	9.05	452.50
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		Code	Description				
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11	Piece	222	DSWD - Kalahi-Cidss National Program Management Office	ERASER, FELT, for blackboard/whiteboard	30.00	11.11	333.30
12	Bundle	222	DSWD - Kalahi-Cidss National Program Management Office	FOLDER, FANCY for A4 Size documents	100.00	270.40	27,040.00
13	Bundle	222	DSWD - Kalahi-Cidss National Program Management Office	FOLDER, FANCY, for legal size documents	50.00	311.88	15,594.00
14	Pack	222	DSWD - Kalahi-Cidss National Program Management Office	FOLDER, L-TYPE, PLASTIC, for A4 size documents	30.00	171.43	5,142.90
15	Pack	222	DSWD - Kalahi-Cidss National Program Management Office	FOLDER, L-TYPE, PLASTIC, for legal size documents	30.00	243.24	7,297.20
16	Box	222	DSWD - Kalahi-Cidss National Program Management Office	INDEX TAB, self-adhesive, transparent (multicolor, sign-here)	120.00	56.68	6,801.60
17	Piece	222	DSWD - Kalahi-Cidss National Program Management Office	MAGAZINE FILE BOX,LARGE SIZE MADE OF CHIPBOARD	50.00	41.60	2,080.00
18	Piece	222	DSWD - Kalahi-Cidss National Program Management Office	MARKER, whiteboard, blue, felt tip, bullet type	200.00	10.31	2,062.00
19	Piece	222	DSWD - Kalahi-Cidss National Program Management Office	MARKER, whiteboard, red, felt tip, bullet type	200.00	10.31	2,062.00
20	Piece	222	DSWD - Kalahi-Cidss National Program Management	MARKER, PERMANENT, bullet type, black	600.00	9.65	5,790.00

No.	Unit	Responsibility Center		Item Description	Quantity	Unit Cost	Total Cost
		Code	Description				
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22	Piece	222	Office DSWD - Kalahi-Cidss National Program Management	MARKER, PERMANENT, bullet type, red	600.00	9.65	5,790.00
23	Piece	222	Office DSWD - Kalahi-Cidss National Program Management	BINDING AND PUNCHING MACHINE, binding cap: 50mm	1.00	10,400.00	10,400.00
24	Piece	222	Office DSWD - Kalahi-Cidss National Program Management	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip (v5 RT)	240.00	34.61	8,306.40
25	Piece	222	Office DSWD - Kalahi-Cidss National Program Management	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip (v5 RT)	240.00	34.61	8,306.40
26	Piece Box	222	Office DSWD - Kalahi-Cidss National Program Management	BALL POINT PEN, FINE POINT, BLACK/BLUE (10 box black, 10 box blue) <i>copies of</i>	100 20.00	14.00 70.00	1,400.00
27	Cartridge	222	Office DSWD - Kalahi-Cidss National Program Management	EPSON WORKFORCE AL - MX200DN (BLACK)	15.00	800.00	12,000.00
28	Cartridge	222	Office DSWD - Kalahi-Cidss National Program Management	SAMSUNG C504 TONER (CYAN)	10.00	5,500.00	55,000.00
29	Cartridge	222	Office DSWD - Kalahi-Cidss National Program Management	SAMSUNG M504 TONER (MAGENTA)	10.00	5,500.00	55,000.00
30	Cartridge	222	Office DSWD - Kalahi-Cidss National Program Management	SAMSUNG Y504 TONER (YELLOW)	10.00	5,500.00	55,000.00
31	Cartridge	222	Office DSWD - Kalahi-Cidss National Program Management	SAMSUNG K504 TONER (BLACK)	10.00	5,500.00	55,000.00


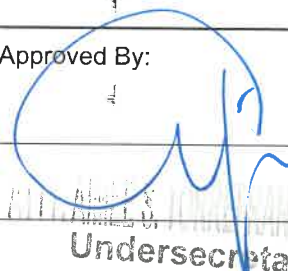
No.	Unit	Responsibility Center		Item Description	Quantity	Unit Cost	Total Cost
		Code	Description				
32	Cartridge	222	Management Office DSWD - Kalahi-Cidss National Program	FUJI XEROX P355D,M355DF TONER (CT201928)	10.00	3,500.00	35,000.00
33	Cartridge	222	Management Office DSWD - Kalahi-Cidss National Program	CANON NPG 67 BLACK	20.00	4,000.00	80,000.00
34	Cartridge	222	Management Office DSWD - Kalahi-Cidss National Program	CANON NPG 67 CYAN	20.00	4,000.00	80,000.00
35	Cartridge	222	Management Office DSWD - Kalahi-Cidss National Program	CANON NPG 67 MAGENTA	20.00	4,000.00	80,000.00
36	Cartridge	222	Management Office DSWD - Kalahi-Cidss National Program	CANON NPG 67 YELLOW	20.00	4,000.00	80,000.00
37	Pack	222	Management Office DSWD - Kalahi-Cidss National Program	BRISTOL BOARD (WHITE) 100pcs/pack, A4 size	50.00	270.00	13,500.00
38	Pack	222	Management Office DSWD - Kalahi-Cidss National Program	BRISTOL BOARD (YELLOW) 100pcs/pack A4 size	50.00	270.00	13,500.00
39	Pack	222	Management Office DSWD - Kalahi-Cidss National Program	BRISTOL BOARD (PINK) 100pcs/pack, A4 size	50.00	270.00	13,500.00
40	Pack	222	Management Office DSWD - Kalahi-Cidss National Program	BRISTOL BOARD (LIGHT BLUE) 100pcs/pack, A4 size	50.00	270.00	13,500.00
41	Pack	222	Management Office DSWD - Kalahi-Cidss National Program	BRISTOL BOARD (ORANGE) 100pcs/pack A4 size	50.00	270.00	13,500.00
42	Pack	222	Management Office DSWD - Kalahi-Cidss National Program	BRISTOL BOARD (LIGHT GREEN) 100pcs/pack A4 size	50.00	270.00	13,500.00

No.	Unit	Responsibility Center		Item Description	Quantity	Unit Cost	Total Cost
		Code	Description				
43	Piece	222	Program Management Office DSWD - Kalahi-Cidss National Program Management Office	FACE SHIELDS (DIRECT SPLASH)	500.00	124.80	62,400.00
44	Piece	222	Program Management Office DSWD - Kalahi-Cidss National Program Management Office	KN95 FACE MASK	3,000.00	104.00	312,000.00
45	Piece	222	Program Management Office DSWD - Kalahi-Cidss National Program Management Office	SURGICAL GLOVES	2,000.00	3.07	6,140.00
46	Piece	222	Program Management Office DSWD - Kalahi-Cidss National Program Management Office	ID LACE (BLACK)	100.00	20.00	2,000.00

1,199,774.70

Amount In Words *NINE* Total *SEVEN* **1,193,574.70**
 ONE MILLION ONE HUNDRED NINETY THREE THOUSAND FIVE HUNDRED SEVENTY FOUR PESOS AND 70/100

Description THIRD QUARTER SUPPLIES FOR KC:NCDDP FUND

Requested By:	Approved By:
Signature: 	
Printed Name: JANET P. ARMAS	Undersecretary
Designation: NCPM, KC - NCDDP	

Certified that the above request is/are included in the Annual Procurement Plan (APP) & with complete supporting documents.
 William V. Garcia, Jr.
 Division Chief PS PPMD
 10.27.2020
 P 1,193,574.70 08 OCT 2020

DSWD-Central Office
 PROCUREMENT SERVICE
 Received by: 6cm
 Date: 9/22 Time: 9:49

Certified as to Fund Source and in accordance with the approved Work and Financial Plan (WFP):
 Appropriation: Current
 Funds: 0210151 - 600 - P 1,199,774.70
 Allotment Class: M00E
 P/A/P: 2020 2000 100
 JANINE G. COSING
 Division Chief, FMS-Budget Division - SP1

REQUISITION AND ISSUE SLIP

Entity Name : KC-NCDDP

Fund Cluster :

Requisition				Stock Available?		Issue	
Stock No.	Unit	Description	Quantity	YES	NO	Quantity	Remarks
1	bottle	ALCOHOL, ethyl, 68%-70%, scented, 500ml (-5ml)	100		/		
2	bottle	STAMP PAD INK, purple or violet	20		/		
3	pad	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	100		/		
4	pad	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	100		/		
5	pad	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	50		/		
6	ream	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	150	/			150 reams
7	ream	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	100	/			100 reams
8	book	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	25	/			25
9	book	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	25		/		
10	jar	GLUE, all purpose, gross weight: 200 grams min	10		/		
11	bundle	RAGS, all cotton, 32 pieces per kilogram min	20		/		
12	box	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	50		/		
13	box	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	50		/		
14	piece	DATA FOLDER, made of chipboard, taglia lock	100		/		
15	piece	ERASER, FELT, for blackboard/whiteboard	30		/		
16	box	FASTENER, METAL, 70mm between prongs	30	/			30
17	bundle	FOLDER, FANCY, for A4 size documents	100		/		
18	bundle	FOLDER, FANCY, for legal size documents	50		/		
19	pack	FOLDER, L-TYPE, PLASTIC, for A4 size documents	30		/		
20	pack	FOLDER, L-TYPE, PLASTIC, for legal size documents	30		/		
21	box	INDEX TAB, self-adhesive, transparent (multicolor, sign-here)	120		/		
22	piece	MAGAZINE FILE BOX, LARGE size, made of chipboard	50		/		
23	piece	MARKER, whiteboard, blue, felt tip, bullet type	200		/		
24	piece	MARKER, whiteboard, red, felt tip, bullet type	200		/		
25	piece	MARKER, PERMANENT, bullet type, black	600		/		
26	piece	MARKER, PERMANENT, bullet type, blue	600		/		
27	piece	MARKER, PERMANENT, bullet type, red	600		/		



Responsibility Center Code :
RIS No. : 2020070283


form - KC-NCDDP-201
GW

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28	box	PAPER CLIP, vinyl/plastic coat, length: 32mm min	60	/			x
29	box	PAPER CLIP, vinyl/plastic coat, length: 48mm min	100	/			x
30	piece	PUNCHER, paper, heavy duty, with two hole guide	5	/			x
31	piece	STAPLER, BINDER TYPE, heavy duty, desktop	2	/			x
32	piece	BINDING AND PUNCHING MACHINE, binding cap: 50mm	1		/		
33	cart	TONER CART, HP CF280XC	20	/			15 cart
34	piece	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip (v5 RT)	240		/	/	
35	piece	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip (v5 RT)	240		/	/	
36	box	Ballpen, 0.5 BLUE	20		/	/	
37	cart	EPSON WORKFORCE AL-MX200DN (BLACK)	15		/	/	
38	cart	SAMSUNG K504 TONER (BLACK)	10		/	/	
39	cart	SAMSUNG C504 TONER (CYAN)	10		/	/	
40	cart	SAMSUNG M504 TONER (MAGENTA)	10		/	/	
41	cart	SAMSUNG Y504 TONER (YELLOW)	10		/	/	
42	cart	FUJI XEROX P355D,M355DF TONER (CT201928)	10		/	/	
43	cart	CANON NPG 67 BLACK	20		/	/	
44	cart	CANON NPG 67 CYAN	20		/	/	
45	cart	CANON NPG MAGENTA	20		/	/	
46	cart	CANON NPG YELLOW	20		/	/	
47	cart	SHARP MX500-FT	5	/			cl
48	pack	bristol board (white)	50		/	/	
49	pack	bristol board (yellow)	50		/	/	
50	pack	bristol board (pink)	50		/	/	
51	pack	bristol board (light blue)	50		/	/	
52	pack	bristol board (orange)	50		/	/	
53	pack	bristol board (light green)	50		/	/	
54	piece	FACE SHIELDS (DIRECT SPLASH)	500		/	/	
55	piece	KN95 FACE MASK	3000		/	/	
56	piece	SURGICAL GLOVES	2000		/	/	
57	piece	ID lace (BLACK)	100		/	/	

Purpose: THIRD QUARTER SUPPLIES FOR KC: NCCDDP FUND

Signature :		Approved by: 	Issued by:	Received by:
Printed Name :	JANET P. ARMAS	MONETTE P. CADIANG		
Designation :	NP1, KC-NCCDDP	CAO, PSAMD		
Date :	JUNE 17, 2020			

2020 - KC NCCDDP - 254


KCNPMO-A-PMP-20-01-4780-9

FY 2020 PROJECT PROCUREMENT MANAGEMENT PLAN - For Commonly-Used Supplies and Equipment (PPMP-CSE)

Revised as of 22 MAY 2020

END-USER/UNIT: KC-NCCDDP NATIONAL PROGRAM MANAGEMENT OFFICE

Projects, Programs and Activities (PAPs)

Item #	Item Name	Base Description	Type of Purchase	Jan	Feb	Mar	Q1	Apr	May	Jun	Q2	Jul	Aug	Sub	Oct	Nov	Dec	Q4	Total Quantity	Price Catalogue	TOTAL AMOUNT
PART I AVAILABLE AT PROCUREMENT SERVICE STORES																					
Part I - Commonly Used Supplies																					
1	INSECTICIDE	aerosol type, net content, 600ml min	can				0				0				0			0	0	199.36	
2	ALCOHOL, ethyl, 55%-70% scented, 500ml (5ml)		bottle				0				0				100			100	200	43.99	8,798.00
Color Compound and Dispersions																					
3	STAMP PAD INK, purple or violet		bottle				0				0				5			0	0	24.63	
4	ACETATE, thickness 0.075mm min (gauge #3)		roll																	737.24	
5	CARBON FILM, P, black, size 210mm x 297mm		box				0				0							0	0	221.00	
6	CARBON FILM, P, black, size 216mm x 350mm		box				0				0							0	0	208.52	
Part II - Stationery and Products																					
7	CARTOLINA, assorted colors		pack				0				0							0	0	2.28	
8	CONTINUOUS FORM, 1 PLY, 280 x 241mm		box				0				0							0	0	692.24	
9	CONTINUOUS FORM, 1 PLY, 280 x 378mm		box				0				0							0	0	1,029.60	
10	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless		box				0				0							0	0	1,300.00	
11	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless		box				0				0							0	0	765.44	
12	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless		box				0				0							0	0	596.60	
13	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless		box				0				0							0	0	1,894.80	
14	LOOSE-LEAF COVER, made of chipboard, for legal		bundle				0				0							0	0	670.70	
15	NOTE PAD, stick on, 50mm x 75mm (2" x 3") min		pad				0				0				160			0	160	32.22	3,222.00
16	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min		pad				0				0				160			0	100	56.06	5,606.00
17	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min		pad				0				0				50			0	50	41.50	2,075.00

Certified True Copy
 JODELLIEA. PACALA
 SWO III

Item No.	Item Code	Item Specifications	Unit of Measure	Jan	Feb	Mar	Q1	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Q4	Total Quantity	Price Catalogue	TOTAL AMOUNT
18	1411514 NE-SC1	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece				0										0	0	12.04	
19	4411125 PPA-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream				0						150				50	200	132.37	26,474.00
20	1411127 PPA-M02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream				0						100				0	100	154.75	15,475.00
21	1411128 PPA-M03	PAPER, Multi-Purpose (COPY) A4, 70 gsm	ream				0										0	0	114.51	
22	1411129 PPA-M04	PAPER, Multi Purpose (COPY) Legal, 70 gsm	ream				0										0	0	129.98	
23	1411130 PPA-M05	PAPER, PAD, ruled, size: 216mm x 330mm (± 2mm)	pad				0										0	0	17.35	
24	1411131 PPA-M06	PAPER, PARACHMENT, size: 210 x 297mm, multi-purpose	ream				0										0	0	96.20	
25	1411132 PPA-M07	PAPER, THERMAL, 55gsm, size: 216mm x 300-0.3m	roll				0										0	0	49.78	
26	1411133 PPA-M08	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book				0										0	25	70.72	1,768.00
27	1411134 PPA-M09	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book				0										0	25	101.92	2,548.00
28	1411135 PPA-M10	TOILET TISSUE PAPER 2-ply sheets, 150 pulls	pack				0										0	0	65.42	
Batteries and Cells and Accessories																				
29	1411136 PPA-M11	BATTERY, dry cell, AA, 2 pieces per blister pack	pack				0										0	0	19.73	
30	1411137 PPA-M12	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack				0										0	0	19.56	
31	1411138 PPA-M13	BATTERY, dry cell, D, 1.5 volts, alkaline	pack				0										0	0	88.40	
Manufacturing Components and Supplies																				
32	1411139 PPA-M14	GLUE, all purpose, gross weight: 200 grams min	jar				0										5	15	47.62	717.30
33	1411140 PPA-M15	STAPLE WIRE, for heavy duty staplers, (25/13)	box				0										0	0	20.68	
34	1411141 PPA-M16	STAPLE WIRE, STANDARD, (25/6)	box				0										0	0	20.05	
35	1411142 PPA-M17	TAPE, ELECTRICAL, 18mm x 16M min	roll				0										0	0	18.20	
36	1411143 PPA-M18	TAPE, MASKING, width: 24mm (±1mm)	roll				0										0	0	55.12	
37	1411144 PPA-M19	TAPE, MASKING, width: 48mm (±1mm)	roll				0										0	0	186.60	
38	1411145 PPA-M20	TAPE, PACKAGING, width: 48mm (±1mm)	roll				0										0	0	18.20	
39	1411146 PPA-M21	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll				0										0	0	9.10	
40	1411147 PPA-M22	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll				0										0	0	18.20	
41	1411148 PPA-M23	TWINE, plastic, one (1) kilo per roll	roll				0										0	0	50.96	
Heating and Ventilation and Air Conditioning																				

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Item No.	Item Code	Item & Specifications	Unit of Measure	Jan	Feb	Mar	Apr	May	Jun	Q2	Jul	Aug	Sep	Q3	Oct	Nov	Dec	Q4	Total Quantity	Price Catalogue	TOTAL AMOUNT
42	4000200-05-064	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit				0			0				0				0	0	974.48	-
43	4000200-05-064	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit				0			0				0				0	0	1,192.88	-
44	4000200-05-064	ELECTRIC FAN, STAND type, plastic blade	unit				0			0				0				0	0	1,006.39	-
45	4000200-05-064	ELECTRIC FAN, WALL type, plastic blade	unit				0			0				0				0	0	669.66	-
Lighting and Fixtures and Accessories																					
46	4000200-05-064	FLUORESCENT LAMP, 18 WATTS, linear tubular (T8)	piece				0			0				0				0	0	40.56	-
47	5000200-05-064	Light Bulb, LED, 7 watts 1 pc in individual box	piece				0			0				0				0	0	72.49	-
Measuring and Observing and Testing Equipment																					
48	4100200-05-064	RULER, plastic, 450mm (18"), width: 38mm	piece				0			0				0				0	0	15.48	-
Cleaning Equipment and Supplies																					
49	4200200-05-064	AIR FRESHENER, aerosol, 280ml/150g min	can				0			0				0				0	0	86.06	-
50	4200200-05-064	BROOM, soft (tambo)	piece				0			0				0				0	0	130.00	-
51	4000200-05-064	BROOM, STICK (TING-TING), usable length: 760mm min	piece				0			0				0				0	0	30.58	-
52	4000200-05-064	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle				0			0				0				0	0	41.60	-
53	4000200-05-064	CLEANSER, SCOURING POWDER, 350g min./can	can				0			0				0				0	0	23.92	-
54	4000200-05-064	DETERGENT BAR, 140 grams as packed	bar				0			0				0				0	0	8.01	-
55	4000200-05-064	DETERGENT POWDER, all purpose, 1kg	pack				0			0				0				0	0	37.43	-
56	4000200-05-064	DISINFECTANT SPRAY, aerosol type, 400-500 grams	can				0			0				0				0	0	122.98	-
57	4000200-05-064	DUST PAN, non-rigid plastic, w/ detachable handle	piece				0			0				0				0	0	24.84	-
58	4000200-05-064	FLOOR WAX, PASTE, RED	can				0			0				0				0	0	269.35	-
59	4000200-05-064	FURNITURE CLEANER, aerosol type, 300ml min per can	can				0			0				0				0	0	87.36	-
60	4000200-05-064	MOP BUCKET, heavy duty, hard plastic	unit				0			0				0				0	0	1,911.00	-
61	4000200-05-064	MOP HANDLE, heavy duty, aluminum, screw type	piece				0			0				0				0	0	145.60	-
62	4000200-05-064	MOP HEAD, made of rayon, weight: 400 grams min	piece				0			0				0				0	0	110.24	-
63	4000200-05-064	RAGS, all cotton, 32 pieces per kilogram	bundle				0			0				20				20	40	49.69	1,987.60
64	4000200-05-064	SCOURING PAD, made of synthetic nylon, 140 x 220mm	pack				0			0				0				0	0	102.95	-
65	4000200-05-064	TRASHBAG, plastic, transparent	roll				0			0				0				0	0	139.88	-
66	4000200-05-064	WASTEBASKET, non-rigid plastic	piece				0			0				0				0	0	23.59	-

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Item No.	Item Code	Item & Specification	Unit of Measure	Jan	Feb	Mar	Q1	Apr	May	Jun	Q2	Jul	Aug	Sep	Q3	Oct	Nov	Dec	Q4	Total Quantity	Price Catalogue	TOTAL AMOUNT
Information Systems and Communication Technology (ICT) Equipment and Devices and Accessories																						
67	433100-000-00	Desktop Computer, branded	unit				0				0				0					0	39,208.00	
68	424000-000-00	DVD REWRITABLE, speed: 4x min, 4.7GB capacity min	piece				0				0				0					0	21.79	
69	400000-000-00	EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0	piece				0				0				0					0	2,724.80	
70	400000-000-00	FLASH DRIVE, 16 GB capacity	piece				0				0				0					0	276.64	
71	400000-000-00	Laptop Computer, branded	unit				0				0				0					0	35,915.40	
72	400000-000-00	MOUSE, optical, USB connection type	unit				0				0				0					0	134.99	
73	400000-000-00	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column	unit				0				0				0					0	83,131.28	
74	400000-000-00	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit				0				0				0					0	7,995.82	
75	400000-000-00	PRINTER, LASER, monochrome, network-ready	unit				0				0				0					0	724.83	
Office Equipment and Supplies and Supplies																						
76	400000-000-00	CHALK, molded, white, dustless, length: 76mm min	box				0				0				0					0	25.86	
77	400000-000-00	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box				0				0				50					0	7.57	378.50
78	400000-000-00	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box				0				0				50					0	13.40	670.00
79	400000-000-00	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box				0				0				0					0	20.55	
80	400000-000-00	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box				0				0				0					0	39.52	
81	400000-000-00	CORRECTION TAPE, film base type, UL 6m min	piece				0				0				0					0	17.56	
82	400000-000-00	DATA FILE BOX, made of chipboard, with closed ends	piece				0				0				0					0	69.78	
83	400000-000-00	DATA FOLDER, made of chipboard, taglia lock	piece				0				0				100					0	68.64	6,864.00
84	400000-000-00	ENVELOPE, DOCUMENTARY, for A4 size document	box				0				0				0					0	408.14	
85	400000-000-00	ENVELOPE, DOCUMENTARY, for legal size document	box				0				0				0					0	512.08	
86	400000-000-00	ENVELOPE, EXPANDING, KRAFT BOARD, for legal size doc	box				0				0				0					0	738.40	
87	400000-000-00	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece				0				0				0					0	30.49	
88	400000-000-00	ENVELOPE, MAILING, white, 70 gsm	box				0				0				0					0	328.64	

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Item No.	Part Code	Item & Specifications	Unit of Measure	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Q4	Total Quantity	Price Catalogue	TOTAL AMOUNT
89	4411101-10-012	ENVELOPE, mailing, white, with window, 70 x 85mm	box	0									0			0	0	410.80	
90	4411101-10-013	ERASER, FELT, for blackboard/whiteboard	piece	0												0	30	11.11	333.30
91	4411101-10-014	FASTENER, METAL, 70mm between prongs	box	0												0	30	76.92	2,357.60
92	4411101-10-015	FILE ORGANIZER, expanding, plastic, 12 pockets	piece	0												0	0	70.61	
93	4411101-10-016	FILE TAB DIVIDER, bristol board, for A4	set	0												0	0	12.48	
94	4411101-10-017	FILE TAB DIVIDER, bristol board, for legal	set	0												0	0	16.64	
95	4411101-10-018	FOLDER, FANCY, for A4 size documents	bundle	0												0	100	253.29	25,329.00
96	4411101-10-019	FOLDER, FANCY, for legal size documents	bundle	0												0	50	291.20	14,560.00
97	4411101-10-020	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack	0												0	30	171.08	5,132.40
98	4411101-10-021	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack	0												0	30	213.72	6,411.60
99	4411101-10-022	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box	0												0	0	746.72	
100	4411101-10-023	FOLDER, TAGBOARD, for A4 size documents	pack	0												0	0	217.36	
101	4411101-10-024	FOLDER, TAGBOARD, for legal size documents	pack	0												0	0	279.64	
102	4411101-10-025	INDEX TAB, self-adhesive, transparent	box	0												0	120	51.88	6,225.60
103	4411101-10-026	MAGAZINE FILE BOX, LARGE size, made of cardboard	piece	0												0	50	41.60	2,080.00
104	4411101-10-027	MARKER, FLUORESCENT, 3 assorted colors	set	0												0	0	37.23	
105	4411101-10-028	MARKER, whiteboard, black, felt tip, outline type	piece	0												0	0	10.51	
106	4411101-10-029	MARKER, whiteboard, blue, felt tip, bullet type	piece	0												0	200	10.31	2,062.00
107	4411101-10-030	MARKER, whiteboard, red, felt tip, bullet type	piece	0												0	200	10.31	2,062.00
108	4411101-10-031	MARKER, PERMANENT, bullet type, black	piece	0												0	600	9.65	5,790.00
109	4411101-10-032	MARKER, PERMANENT, bullet type, blue	piece	0												0	600	9.65	5,790.00
110	4411101-10-033	MARKER, PERMANENT, bullet type, red	piece	0												0	600	9.65	5,790.00
111	4411101-10-034	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	0												0	60	5.98	358.80
112	4411101-10-035	PAPER CLIP, vinyl/plastic coat, length: 48mm min	box	0												0	100	12.74	1,274.00
113	4411101-10-036	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	0												0	0	20.79	
114	4411101-10-037	RING BINDER, 80 rings, plastic, 32mm x 1.12m	bundle	0												0	0	201.64	
115	4411101-10-038	RUBBER BAND, 70mm min lay flat length (#18)	box	0												0	0	96.72	

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Item No.	Item Code	Item & Specifications	Unit of Measure	Jan	Feb	Mar	Q1	Apr	May	Jun	Q2	Jul	Aug	Sep	Oct	Nov	Dec	Q4	Total Quantity	Price Catalogue	TOTAL AMOUNT
116	49123901 SP-434	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece				0				0							0	0	27.66	-
117	41224249-4-103	CUTTER BLADE, for heavy duty cutter	piece				0				0							0	0	11.77	-
118	4412111401-4-111	CUTTING KNIFE, for general purpose	piece				0				0							0	0	27.40	-
119	4412340202-5-103	DATING AND STAMPING MACHINE, heavy duty	piece				0				0							0	0	478.38	-
120	4412310101-1-101	PENCIL SHARPENER, manual, single cutter head	piece				0				0							0	0	187.20	-
121	4412340202-5-103	PUNCHER, paper, heavy duty, with two hole guide	piece				0				0							0	5	131.06	659.80
122	4412340202-5-103	SCISSORS, symmetrical, blade length: 65mm min	pair				0				0							0	0	15.60	-
123	4412340202-5-103	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece				0				0							0	0	82.16	-
124	4412340202-5-103	STAPLER, BINDER TYPE, heavy duty, desktop	unit				0				0							0	2	878.80	1,757.60
125	4412340202-5-103	STAPLE REMOVER, PLIER-TYPE	piece				0				0							0	0	18.18	-
126	4412340202-5-103	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece				0				0							0	0	55.83	-
127	4412340202-5-103	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit				0				0							0	1	10,400.00	10,400.00
128	4412340202-5-103	CALCULATOR compact, 12 digits	unit				0				0							0	0	135.20	-
129	4412340202-5-103	FACSIMILE MACHINE, uses thermal paper	unit				0				0							0	0	4,711.20	-
130	4412340202-5-103	PAPER TRIMMER/CUTTING MACHINE, max paper size: 84	unit				0				0							0	0	5,068.08	-
131	4412340202-5-103	PAPER SHREDDER, cutting width: 30mm, 4mm (Entry Level)	unit				0				0							0	0	5,039.20	-
Printer or Facsimile or Photocopy Supplies																					
132	4412340202-5-103	DRUM CART, BROTHER DR-3455	cart				0				0							0	0	6,864.00	-
133	4412340202-5-103	INK CART, CANON CL-741, Col.	cart				0				0							0	0	1,001.52	-
134	4412340202-5-103	INK CART, CANON CL-811, Colored	cart				0				0							0	0	1,029.60	-
135	4412340202-5-103	INK CART, CANON PG-740, Black	cart				0				0							0	0	754.00	-
136	4412340202-5-103	INK CART, CANON PG-810, Black	cart				0				0							0	0	780.00	-
137	4412340202-5-103	INK CART, EPSON C13T664100 (T6641), Black	cart				0				0							0	0	254.80	-
138	4412340202-5-103	INK CART, EPSON C13T664200 (T6642), Cyan	cart				0				0							0	0	254.80	-
139	4412340202-5-103	INK CART, EPSON C13T664300 (T6643), Magenta	cart				0				0							0	0	254.80	-
140	4412340202-5-103	INK CART, EPSON C13T664400 (T6644), Yellow	cart				0				0							0	0	254.80	-
141	4412340202-5-103	INK CART, HP C951AA, (HP21), Black	cart				0				0							0	0	658.32	-
142	4412340202-5-103	INK CART, HP C952AA, (HP22), Tri-color	cart				0				0							0	0	745.68	-
143	4412340202-5-103	INK CART, HP C953WA, (HP97), Tri-color	cart				0				0							0	0	1,492.40	-

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Item No.	Item Code	Item Specifications	Unit of Measure	Jan	Feb	Mar	Q1	Apr	May	Jun	Q2	Jul	Aug	Sep	Oct	Nov	Dec	Q4	Total Quantity	Price Catalogue	TOTAL AMOUNT
144	4423305-HP-406	INK CART, HP C9397A (HP72) 69ml Photo Black	cart	0			0				0							0	0	1,996.80	-
145	4423306-HP-408	INK CART, HP C9398A (HP72) 69ml Cyan	cart	0			0				0							0	0	1,996.80	-
146	4423307-HP-409	INK CART, HP C9399A (HP72) 69ml Magenta	cart	0			0				0							0	0	1,996.80	-
147	4423308-HP-410	INK CART, HP C9400A (HP72) 69ml Yellow	cart	0			0				0							0	0	1,996.80	-
148	4423309-HP-411	INK CART, HP C9401A (HP72) 69ml Gray	cart	0			0				0							0	0	1,996.80	-
149	4423310-HP-412	INK CART, HP C9402A (HP72) 130ml Matte Black	cart	0			0				0							0	0	3,016.00	-
150	4423311-HP-413	INK CART, HP CC640WA, (HP60), Black	cart	0			0				0							0	0	656.00	-
151	4423312-HP-414	INK CART, HP CC643WA, (HP60), Tri-color	cart	0			0				0							0	0	766.48	-
152	4423313-HP-415	INK CART, HP CD887AA, (HP703), Black	cart	0			0				0							0	0	539.04	-
153	4423314-HP-416	INK CART, HP CD888AA, (HP703), Tri-color	cart	0			0				0							0	0	339.04	-
154	4423315-HP-417	INK CART, HP CD972AA, (HP 920XL), Cyan	cart	0			0				0							0	0	629.20	-
155	4423316-HP-418	INK CART, HP CD973AA, (HP 920XL), Magenta	cart	0			0				0							0	0	629.20	-
156	4423317-HP-419	INK CART, HP CD974AA, (HP 920XL), Yellow	cart	0			0				0							0	0	629.20	-
157	4423318-HP-420	INK CART, HP CD975AA, (HP 920XL), Black	cart	0			0				0							0	0	1,242.80	-
158	4423319-HP-421	INK CART, HP CH561WA, (HP61), Black	cart	0			0				0							0	0	644.80	-
159	4423320-HP-422	INK CART, HP CH562WA, (HP61), Tricolor	cart	0			0				0							0	0	826.80	-
160	4423321-HP-423	INK CART, HP CH563A (HP82) Black	cart	0			0				0							0	0	1,872.00	-
161	4423322-HP-424	INK CART, HP CH564A (HP82) Cyan	cart	0			0				0							0	0	1,300.00	-
162	4423323-HP-425	INK CART, HP CH565A (HP82) Magenta	cart	0			0				0							0	0	1,300.00	-
163	4423324-HP-426	INK CART, HP CH566A (HP82) Yellow	cart	0			0				0							0	0	1,300.00	-
164	4423325-HP-427	INK CART, HP CN045AA, (HP955XL), Black	cart	0			0				0							0	0	1,554.80	-
165	4423326-HP-428	INK CART, HP CN046AA, (HP955XL), Cyan	cart	0			0				0							0	0	1,175.20	-
166	4423327-HP-429	INK CART, HP CN047AA, (HP955XL), Magenta	cart	0			0				0							0	0	1,180.40	-
167	4423328-HP-430	INK CART, HP CN048AA, (HP955XL), Yellow	cart	0			0				0							0	0	1,180.40	-
168	4423329-HP-431	INK CART, HP CN092AA, (HP704), Black	cart	0			0				0							0	0	339.04	-
169	4423330-HP-432	INK CART, HP CN093AA, (HP704), Tri-color	cart	0			0				0							0	0	339.04	-
170	4423331-HP-433	INK CART, HP CZ107AA, (HP678), Black	cart	0			0				0							0	0	339.04	-
171	4423332-HP-434	INK CART, HP CZ108AA, (HP678), Tricolor	cart	0			0				0							0	0	339.04	-
172	4423333-HP-435	INK CART, HP CZ121A (HP685A), Black	cart	0			0				0							0	0	366.08	-
173	4423334-HP-436	INK CART, HP CZ122A (HP685A), Cyan	cart	0			0				0							0	0	349.60	-
174	4423335-HP-437	INK CART, HP CZ123A (HP685A), Magenta	cart	0			0				0							0	0	249.60	-
175	4423336-HP-438	INK CART, HP CZ124A (HP685A), Yellow	cart	0			0				0							0	0	249.60	-
176	4423337-HP-439	INK CART, HP F0V26AA (HP680) Tri-color	cart	0			0				0							0	0	403.83	-
177	4423338-HP-440	INK CART, HP F0V27AA (HP680) Black	cart	0			0				0							0	0	403.83	-
178	4423339-HP-441	INK CART, HP L0563AA (HP955XL) Cyan	cart	0			0				0							0	0	1,277.76	-
179	4423340-HP-442	INK CART, HP L0565AA (HP955XL) Magenta	cart	0			0				0							0	0	1,277.76	-
179	4423341-HP-443	INK CART, HP L0565AA (HP955XL) Magenta	cart	0			0				0							0	0	1,277.76	-

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JODELI E. PACALA

Item No.	Item Description	Unit of Measure	Jan	Feb	Mar	Q1	Apr	May	Jun	Q2	Jul	Aug	Sep	Q3	Oct	Nov	Dec	Q4	Total Quantity	Price Catalogue	TOTAL AMOUNT
180	410515-0000 INK CART, HP L0569AA (HP955XL) Yellow Original	cart				0				0				0				0	0	1,277.76	-
181	410516-0000 INK CART, HP L0572AA (HP955XL) Black Original	cart				0				0				0				0	0	1,737.02	-
182	410518-0000 INK CART, HP T6L69AA (HP905) Cyan Original	cart				0				0				0				0	0	453.62	-
183	410519-0000 INK CART, HP T6L93AA (HP905) Magenta Original	cart				0				0				0				0	0	453.62	-
184	410520-0000 INK CART, HP T6L97AA (HP905) Yellow Original	cart				0				0				0				0	0	453.62	-
185	410521-0000 INK CART, HP T6M01AA (HP905) Black Original	cart				0				0				0				0	0	741.28	-
186	410522-0000 RIBBON CART, EPSON C13S015316 (H6750), Black	cart				0				0				0				0	0	76.75	-
187	410523-0000 RIBBON CART, EPSON C13S015313 (S015085), Black	cart				0				0				0				0	0	728.88	-
188	410524-0000 RIBBON CART, EPSON C13S015632, Black, for A4-310	cart				0				0				0				0	0	75.92	-
189	410525-0000 TONER CART, BROTHER TN-2025, Black	cart				0				0				0				0	0	2,558.32	-
190	410526-0000 TONER CART, BROTHER TN-2130, Black	cart				0				0				0				0	0	1,820.00	-
191	410527-0000 TONER CART, BROTHER TN-2150, Black	cart				0				0				0				0	0	2,615.60	-
192	410528-0000 TONER CART, BROTHER TN-3320, Black	cart				0				0				0				0	0	2,941.95	-
193	410529-0000 TONER CART, BROTHER TN-3350, Black, for H1520DN (C11 Printer)	cart				0				0				0				0	0	1,248.54	-
194	410530-0000 TONER CART, HP CE435A, Black	cart				0				0				0				0	0	2,857.92	-
195	410531-0000 TONER CART, HP CE510A, Black	cart				0				0				0				0	0	3,312.40	-
196	410532-0000 TONER CART, HP CE255A, Black	cart				0				0				0				0	0	5,791.30	-
197	410533-0000 TONER CART, HP CE278A, Black	cart				0				0				0				0	0	3,178.38	-
198	410534-0000 TONER CART, HP CE285A (HP85A), Black	cart				0				0				0				0	0	2,993.60	-
199	410535-0000 TONER CART, HP CE310A, Black	cart				0				0				0				0	0	2,386.80	-
200	410536-0000 TONER CART, HP CE311A, Cyan	cart				0				0				0				0	0	2,490.80	-
201	410537-0000 TONER CART, HP CE312A, Yellow	cart				0				0				0				0	0	2,490.80	-
202	410538-0000 TONER CART, HP CE313A, Magenta	cart				0				0				0				0	0	2,490.80	-
203	410539-0000 TONER CART, HP CE320A, Black	cart				0				0				0				0	0	2,854.80	-
204	410540-0000 TONER CART, HP CE321A, Cyan	cart				0				0				0				0	0	3,010.80	-
205	410541-0000 TONER CART, HP CE322A, Yellow	cart				0				0				0				0	0	3,010.80	-
206	410542-0000 TONER CART, HP CE323A, Magenta	cart				0				0				0				0	0	3,010.80	-
207	410543-0000 TONER CART, HP CE390A, Black	cart				0				0				0				0	0	7,690.80	-
208	410544-0000 TONER CART, HP CE400A, Black	cart				0				0				0				0	0	6,754.80	-
209	410545-0000 TONER CART, HP CE401A, Cyan	cart				0				0				0				0	0	9,978.80	-
210	410546-0000 TONER CART, HP CE402A, Yellow	cart				0				0				0				0	0	9,978.80	-
211	410547-0000 TONER CART, HP CE403A, Magenta	cart				0				0				0				0	0	9,978.80	-
212	410548-0000 TONER CART, HP CE410A (HP305), Black	cart				0				0				0				0	0	3,858.80	-
213	410549-0000 TONER CART, HP CE411A (HP305), Cyan	cart				0				0				0				0	0	5,512.00	-

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JODELLA V. PACALA

Item #	Item Code	Item Specifications	Unit of Measure	Jan	Feb	Mar	Q1	Apr	May	Jun	Q2	Jul	Aug	Sep	Q3	Oct	Nov	Dec	Q4	Total Quantity	Price Catalogue	TOTAL AMOUNT
214	4013108-HP-4127	TONER CART, HP CE412A, (HP305), Yellow	cart				0				0				0				0	0	5,512.00	-
215	4013108-HP-4127	TONER CART, HP CE413A, (HP305), Magenta	cart				0				0				0				0	0	5,512.00	-
216	4150000-HP-4128	TONER CART, HP CE505A, Black	cart				0				0				0				0	0	4,079.92	-
217	4150000-HP-4128	TONER CART, HP CE505X, Black, high cap	cart				0				0				0				0	0	7,213.44	-
218	4013108-HP-4127	TONER CART, HP CE217A (HP17A) Black LaserJet	cart				0				0				0				0	0	2,932.80	-
219	4013108-HP-4127	TONER CART, HP CE280XC	cart				0				0				20				20	40	7,112.56	284,503.40
220	4013108-HP-4127	TONER CART, HP CE281A (HP81A) Black LaserJet	cart				0				0				0				0	0	8,640.85	-
221	4013108-HP-4127	TONER CART, HP CE283A (HP83A) LaserJet Black	cart				0				0				0				0	0	3,241.70	-
222	4013108-HP-4127	TONER CART, HP CE285XC (HP85X) BIK Contract LJ	cart				0				0				0				0	0	3,946.80	-
223	4013108-HP-4127	TONER CART, HP CE287A (HP87) black Contract LJ	cart				0				0				0				0	0	10,051.60	-
224	4013108-HP-4127	TONER CART, HP CE25XC (HP25X) Black LaserJet	cart				0				0				0				0	0	13,156.00	-
225	4013108-HP-4127	TONER CART, HP CE350A Black LJ	cart				0				0				0				0	0	2,901.60	-
226	4013108-HP-4127	TONER CART, HP CE351A Cyan LJ	cart				0				0				0				0	0	2,943.20	-
227	4013108-HP-4127	TONER CART, HP CE352A Yellow LJ	cart				0				0				0				0	0	2,943.20	-
228	4013108-HP-4127	TONER CART, HP CE353a Magenta LJ	cart				0				0				0				0	0	2,943.20	-
229	4013108-HP-4127	TONER CART, HP CE360A (HP508A) Black LaserJet	cart				0				0				0				0	0	7,389.20	-
230	4013108-HP-4127	TONER CART, HP CE361A (HP508A) Cyan LaserJet	cart				0				0				0				0	0	9,474.40	-
231	4013108-HP-4127	TONER CART, HP CE362A (HP508A) Yellow LaserJet	cart				0				0				0				0	0	9,174.40	-
232	4013108-HP-4127	TONER CART, HP CE363A (HP508A) Magenta LaserJet	cart				0				0				0				0	0	9,474.40	-
233	4013108-HP-4127	TONER CART, HP CE410A (HP410A) black	cart				0				0				0				0	0	4,443.80	-
234	4013108-HP-4127	TONER CART, HP CE410XC (HP410XC) black	cart				0				0				0				0	0	7,441.20	-
235	4013108-HP-4127	TONER CART, HP CE411A (HP410A) cyan	cart				0				0				0				0	0	5,049.20	-
236	4013108-HP-4127	TONER CART, HP CE411XC (HP410XC) cyan	cart				0				0				0				0	0	7,472.40	-
237	4013108-HP-4127	TONER CART, HP CE412A (HP410A) yellow	cart				0				0				0				0	0	5,049.20	-
238	4013108-HP-4127	TONER CART, HP CE412XC (HP410XC) yellow	cart				0				0				0				0	0	7,472.40	-
239	4013108-HP-4127	TONER CART, HP CE413A (HP410A) magenta	cart				0				0				0				0	0	5,049.20	-
240	4013108-HP-4127	TONER CART, HP CE413XC (HP410XC) magenta	cart				0				0				0				0	0	7,472.40	-
241	4013108-HP-4127	TONER CART, HP Q3612A, Black	cart				0				0				0				0	0	3,161.72	-
242	4013108-HP-4127	TONER CART, HP Q5942A, Black	cart				0				0				0				0	0	7,482.80	-

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Item No.	Item Code	Item & Specifications	Unit of Measure	Jan	Feb	Mar	Q1	Apr	May	Jun	Q2	Jul	Aug	Sep	Q3	Oct	Nov	Dec	Q4	Total Quantity	Price Catalogue	TOTAL AMOUNT
243	4410101-HP-548	TONER CART, HP Q7553A, Black	cart				0				0				0				0	0	3,972.80	-
244	4410101-LEX-808	TONER CART, LEXMARK E360H1IP, Black	cart				0				0				0				0	0	5,874.32	-
245	4410101-LEX-808	TONER CART, LEXMARK T650A1IP, Black	cart				0				0				0				0	0	9,630.40	-
246	4410101-SAM-808	TONER CART, SAMSUNG MLT-D101S, Black	cart				0				0				0				0	0	2,641.60	-
247	4410101-SAM-808	TONER CART, SAMSUNG MLT-D103S, Black	cart				0				0				0				0	0	2,912.00	-
248	4410101-SAM-808	TONER CART, SAMSUNG MLT-D104S, Black	cart				0				0				0				0	0	2,444.00	-
249	4410101-SAM-808	TONER CART, SAMSUNG MLT-D105L, Black	cart				0				0				0				0	0	2,787.20	-
250	4410101-SAM-808	TONER CART, SAMSUNG MLT-D108S, Black	cart				0				0				0				0	0	2,745.60	-
251	4410101-SAM-808	TONER CART, SAMSUNG MLT-D203E, Black	cart				0				0				0				0	0	7,124.00	-
252	4410101-SAM-808	TONER CART, SAMSUNG MLT-D203L, Black	cart				0				0				0				0	0	4,617.60	-
253	4410101-SAM-808	TONER CART, SAMSUNG MLT-D203U, Black	cart				0				0				0				0	0	9,464.00	-
254	4410101-SAM-808	TONER CART, SAMSUNG MLT-D205E, Black	cart				0				0				0				0	0	9,204.00	-
255	4410101-SAM-808	TONER CART, SAMSUNG MLT-D205L, Black	cart				0				0				0				0	0	5,064.80	-
256	4410101-SAM-808	TONER CART, SAMSUNG SCX-D625SA, Black	cart				0				0				0				0	0	4,357.60	-
257	4410101-SAM-808	TONER CARTRIDGE, BROTHER TN-347S, Black for printer HL 6400DW (12,000 pages)	cart				0				0				0				0	0	6,069.44	-
258	4410101-SAM-808	TONER CARTRIDGE, CANON 324 II, for printer LBP6780X	cart				0				0				0				0	0	13,399.36	-
Audio and Visual Equipment and Supplies																						
259	4410101-SAM-808	DOCUMENT CAMERA, 3.2M pixels	unit				0				0				0				0	0	28,860.00	-
260	4410101-SAM-808	MULTIMEDIA PROJECTOR, 4000 min ANI Lumens	unit				0				0				0				0	0	18,616.00	-
Flag or Accessories																						
261	4410101-SAM-808	PHILIPPINE NATIONAL FLAG, 100% polyester	piece				0				0				0				0	0	319.28	-
Printed Publications																						
262	4410101-SAM-808	HANDBOOK (RA 9184), 7th Edition	book				0				0				0				0	0	46.28	-
Fire Fighting Equipment																						
263	4410101-SAM-808	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	unit				0				0				0				0	0	1,144.00	-
264	4410101-SAM-808	FIRE EXTINGUISHER, PURE HCFC 123, 4.5kgs	unit				0				0				0				0	0	4,992.00	-

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Certified True Copy
JODELLIE V. PACALA
OFFICE MANAGER

Item No.	Part No.	Part Description	Unit of Measure	Jan	Feb	Mar	Apr	May	Jun	Jul	AUG	Sep	Oct	Nov	Dec	Q4	Total Quantity	Price Catalogue	TOTAL AMOUNT
265	5210231-0V-0A	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit	0					0				0			0	0	6,828.14	
Furniture and Office Supplies																			
266	5210231-0V-0A	CHAIR, monobloc, beige, with backrest, w/o armrest	piece	0					0				0			0	0	262.60	
267	5210231-0V-0A	CHAIR, monobloc, white, with backrest, w/o armrest	piece	0					0				0			0	0	262.60	
268	5210231-0V-0A	TABLE, MONOBLOC, WHITE, 889 x 889mm: (35" x 35")min	unit	0					0				0			0	0	1,326.00	
269	5210231-0V-0A	TABLE, MONOBLOC, BEIGE, 889 x 889mm: (35" x 35")min	unit	0					0				0			0	0	1,326.00	
Arts and Craft Equipment and Accessories and Supplies																			
270	6031041-0A-02	CLEARBOOK, 26 transparent pockets, for A4 size	piece	0					0				0			0	0	39.78	
271	6031041-0A-02	CLEARBOOK, 26 transparent pockets, for LEGAL size	piece	0					0				0			0	0	42.88	
272	6031041-0A-01	ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece	0					0				0			0	0	4.42	
273	6031041-0A-01	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	0					0				240			0	240	34.61	8,306.69
274	6031041-0A-02	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	0					0				240			0	240	34.61	8,306.69
275	6031041-0A-01	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	0					0				0			0	0	34.61	
276	6031041-0A-01	WRAPPING PAPER, 65gsm (5%)	pack	0					0				0			0	0	129.67	
PART # 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		
2									0				0			0	0		
3									0				0			0	0		
4									0				0			0	0		
5									0				0			0	0		
6									0				0			0	0		
7									0				0			0	0		
8									0				0			0	0		
9									0				0			0	0		
10									0				0			0	0		
Common Office Equipment																			
1									0				0			0	0		
2									0				0			0	0		
3									0				0			0	0		
4									0				0			0	0		
5									0				0			0	0		
6									0				0			0	0		

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Item No.	Item Code	Item Specifications	Unit of Measure	Jan	Feb	Mar	Q1	Apr	May	Jun	Q2	Jul	Aug	Sep	Q3	Oct	Nov	Dec	Q4	Total Quantity	Price Catalogue	TOTAL AMOUNT
Common Office Supplies																						
1		Balipen, 0.5 BLUE		0			0				0				20				0	20	70.00	1,400.00
2		EPSON WORKFORCE AL-MX200DN (BLACK)		0			0				0				15				15	30	800.00	24,000.00
3		SAMSUNG K504 TONER (BLACK)		0			0				0				10				0	10	5,500.00	55,000.00
4		SAMSUNG C504 TONER (CYAN)		0			0				0				10				0	10	5,500.00	55,000.00
5		SAMSUNG MS04 TONER (MAGENTA)		0			0				0				10				0	10	5,500.00	55,000.00
6		SAMSUNG Y504 TONER (YELLOW)		0			0				0				10				0	10	5,500.00	55,000.00
7		FUJI XEROX P355D, M355DF TONER (CT201928)		0			0				0				10				0	10	5,500.00	55,000.00
8		CANON NPG 67 (BLACK)		0			0				0				10				0	10	3,500.00	35,000.00
9		CANON NPG 67 (YELLOW)		0			0				0				20				0	20	4,000.00	80,000.00
10		CANON NPG 67 (MAGENTA)		0			0				0				20				0	20	4,000.00	80,000.00
11		CANON NPG 67 (CYAN)		0			0				0				20				0	20	4,000.00	80,000.00
12		SHARP MX500-FT		0			0				0				5				0	5	7,500.00	37,500.00
Common Editorial Supplies																						
1				0			0				0				0				0	0		
2				0			0				0				0				0	0		
3				0			0				0				0				0	0		
4				0			0				0				0				0	0		
5				0			0				0				0				0	0		
6				0			0				0				0				0	0		
7				0			0				0				0				0	0		
8				0			0				0				0				0	0		
9				0			0				0				0				0	0		
10				0			0				0				0				0	0		
Office Equipment and Accessories																						
1				0			0				0				0				0	0		
2				0			0				0				0				0	0		
3				0			0				0				0				0	0		
4				0			0				0				0				0	0		
5				0			0				0				0				0	0		
6				0			0				0				0				0	0		
7				0			0				0				0				0	0		
8				0			0				0				0				0	0		
9				0			0				0				0				0	0		
10				0			0				0				0				0	0		
Office Supplies																						
1		ID lace (BLACK)		0			0				0				100				100	200	10.00	2,000.00
2				0			0				0				0				0	0		
3				0			0				0				0				0	0		

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Item No.	Item Code	Item Specifications	Unit of Measure	Jan	Feb	Mar	Q1	Apr	May	Jun	Q2	Jul	Aug	Sep	Oct	Nov	Dec	Q4	Total Quantity	Price Catalogue	TOTAL AMOUNT
4							0				0							0	0		
5							0				0							0	0		
6							0				0							0	0		
7							0				0							0	0		
8							0				0							0	0		
9							0				0							0	0		
10							0				0							0	0		
Audio and visual presentation and composing equipment																					
1							0				0							0	0		
2							0				0							0	0		
3							0				0							0	0		
4							0				0							0	0		
5							0				0							0	0		
6							0				0							0	0		
7							0				0							0	0		
8							0				0							0	0		
9							0				0							0	0		
10							0				0							0	0		
Photographic or filming or video equipment																					
1							0				0							0	0		
2							0				0							0	0		
3							0				0							0	0		
4							0				0							0	0		
5							0				0							0	0		
6							0				0							0	0		
7							0				0							0	0		
8							0				0							0	0		
9							0				0							0	0		
10							0				0							0	0		
Cleaning Equipment and Supplies																					
1							0				0							0	0		
2							0				0							0	0		
3							0				0							0	0		
4							0				0							0	0		
5							0				0							0	0		
6							0				0							0	0		
7							0				0							0	0		
8							0				0							0	0		
9							0				0							0	0		
10							0				0							0	0		
Paper Materials and Products																					
1		bristol board (white)					0				0							50	100	80.00	8,000.00
2		bristol board (yellow)					0				0							50	100	80.00	8,000.00
3		bristol board (pink)					0				0							50	100	80.00	8,000.00
4		bristol board (light blue)					0				0							50	100	80.00	8,000.00
5		bristol board (orange)					0				0							50	100	80.00	8,000.00

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Item No.	Item Code	Item & Specifications	Unit of Measure	Jan	Feb	Mar	Q1	Apr	May	Jun	Q2	Jul	Aug	Sep	Q3	Oct	Nov	Dec	Q4	Total Quantity	Price Catalogue	TOTAL AMOUNT
6		bristol board (light green)					0				0				50				50	100	80.00	8,000.00
7							0				0				0				0	0		
8							0				0				0				0	0		
9							0				0				0				0	0		
10							0				0				0				0	0		
Lighting and fixtures and accessories																						
3							0				0				0				0	0		
7							0				0				0				0	0		
3							0				0				0				0	0		
4							0				0				0				0	0		
5							0				0				0				0	0		
6							0				0				0				0	0		
7							0				0				0				0	0		
8							0				0				0				0	0		
9							0				0				0				0	0		
10							0				0				0				0	0		
Electrical equipment and components and supplies																						
1		extension cord 3 meters					0				0				0				0	0	700.00	
2		extension cord 5 meters					0				0				0				0	0	700.00	
3							0				0				0				0	0		
4							0				0				0				0	0		
5							0				0				0				0	0		
6							0				0				0				0	0		
7							0				0				0				0	0		
8							0				0				0				0	0		
9							0				0				0				0	0		
10							0				0				0				0	0		
Computer Supplies																						
1							0				0				0				0	0		
2							0				0				0				0	0		
3							0				0				0				0	0		
4							0				0				0				0	0		
5							0				0				0				0	0		
6							0				0				0				0	0		
7							0				0				0				0	0		
8							0				0				0				0	0		
9							0				0				0				0	0		
10							0				0				0				0	0		
Common ICT Equipment																						
1							0				0				0				0	0		
2							0				0				0				0	0		
3							0				0				0				0	0		
4							0				0				0				0	0		
5							0				0				0				0	0		
6							0				0				0				0	0		
7							0				0				0				0	0		

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Item No.	Item Code	Item Specifications	Unit of Measure	Jan	Feb	Mar	Q1	Apr	May	Jun	Q2	Jul	Aug	Sep	Q3	Oct	Nov	Dec	Q4	Total Quantity	Price Catalogue	TOTAL AMOUNT																				
8							0				0				0				0	0																						
9							0				0				0				0	0																						
10							0				0				0				0	0																						
Commodities																																										
1							0				0				0				0	0																						
2							0				0				0				0	0																						
3							0				0				0				0	0																						
4							0				0				0				0	0																						
5							0				0				0				0	0																						
6							0				0				0				0	0																						
7							0				0				0				0	0																						
8							0				0				0				0	0																						
9							0				0				0				0	0																						
10							0				0				0				0	0																						
Other Categories																																										
1							0				0				0				0	0																						
2							0				0				0				0	0																						
3							0				0				0				0	0																						
4							0				0				0				0	0																						
5							0				0				0				0	0																						
6							0				0				0				0	0																						
7							0				0				0				0	0																						
8							0				0				0				0	0																						
9							0				0				0				0	0																						
10							0				0				0				0	0																						
																					A. TOTAL																				1,544,522.88	
																					B. ADDITIONAL PROVISION FOR INFLATION (10% of Total)																					154,452.29
																					C. GRAND TOTAL (A + B)																					1,698,975.16

Prepared by:

MARY JAMIE D. SUMAGPAO
SAAV, KC-NEDDP

MARIA FE R. MEJIA
LAD, KC-NEDDP

Certified Funds Available/Certified
Appropriate Funds Available

JAMINE D. COSINO
and
Financial Management Service, Budget Division - SPs

changed to preallocated KC-NEDDP with

NEDDP-GSP funds of 1,698,975.16

Approved By:

JANET P. ARMAS
NPM, KC-NEDDP

Certified True Copy
JODELLIE V. PACALA
SWO III