



## ADMINISTRATIVE AND FINANCE DIVISION

	Item & Specifications	Mode of Procurement	Unit of Measure	Quantity Requirement													Price	TOTAL AMOUNT
				Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total		
	ELECTRICAL SUPPLIES																	
1	Battery , size AA, alkaline, 2 pcs per pack	Agency to Agency	pack								2					2	21.33	
2	Battery , size AAA, alkaline, 2 pcs per pack	Agency to Agency	pack								2					2	15.98	
3	Compact Fluorescent Lamp, 18 watts	Agency to Agency	piece								1					1	106.83	
4	Electrical tape	Agency to Agency	piece								1					1	20.39	
5	Fluorescent Lamp, tubular, 16 watts	Agency to Agency	piece								1					1	38.58	
6	Fluorescent Lamp, tubular, 18 watts	Agency to Agency	piece								1					1	37.48	
7	Fluorescent Lighting Fixture, 1 x 20 W	Agency to Agency	piece								1					1	330.72	
8	Fluorescent Lighting Fixture, 1 x 40 W	Agency to Agency	piece								1					1	385.84	
9	Fuse, 30 amperes	Agency to Agency	piece								1					1	15.00	
10	Fuse, 60 amperes	Agency to Agency	piece								1					1	30.00	
11	Starter, 4-40 watts	Agency to Agency	piece								1					1	5.00	
12	Penlight No. 6 Firefly	Agency to Agency	piece								1					1	238.00	
13	Circuit Breaker 60A with enclosure	Agency to Agency	piece								1					1	1,560.00	
	*****															0		
	COMPUTER SUPPLIES/CONSUMABLES																	
1	Compact Disk Recordable, min. of 700MB, 1x - 52x minimum s	Agency to Agency	piece								1					1	10.00	
2	External Hard Drive, 1 TB, 2.5" HDD, USB 3.0(backwardcompa	Agency to Agency	piece								1					1	4,142.82	
3	Diskette 2 MB unformatted capacity	Agency to Agency	boxes								2					2	400.00	
4	DVD Recordable, 16x speed, 4.7GB capacity	Agency to Agency	piece								20					20	10.30	
5	DVD Rewritable, 4x speed, 4.7GB capacity	Agency to Agency	piece								30					30	21.12	
6	Flash Drive 16GB USB 2.0, plug and play	Agency to Agency	piece													0	534.66	
7	Toner - TN 114(Xerox Machine Ineo 163/213)	Agency to Agency	bottle			1							1			2	3,125.00	
8	Ink Cartridge, HP 51645A (HP 45), Black	Agency to Agency	cart			1							1			2	1,389.02	
9	Ink Cartridge, HP C6578A/D (HP 78), tricolor	Agency to Agency	cart			1							1			2	1,543.36	
10	Ink Cartridge, HP C8727AA (HP 27), black	Agency to Agency	cart			1							1			2	848.85	
11	Ink Cartridge, HP Q8893AA(C8728AA) (HP 28), tricolor	Agency to Agency	cart			1							1			2	943.65	
12	Ink Cartridge, HP C9351AA (HP 21), black	Agency to Agency	cart			1							1			2	664.75	
13	Ink Cartridge, HP C9352AA(HP 22), tricolor	Agency to Agency	cart			1							1			2	766.17	
14	MOUSE, optical, USB connection type	Agency to Agency	piece													0	152.68	
15	Toner Cartridge, 320AU - Black	Agency to Agency	cart			1							1			2	2,980.00	
16	Toner Cartridge, 321AU - Cyan	Direct Contract	cart			1							1			2	2,830.00	
17	Toner Cartridge, 322AU - Yellow	Direct Contract	cart			1							1			2	2,830.00	
18	Toner Cartridge, 323AU - Magenta	Direct Contract	cart			1							1			2	2,830.00	
19	Toner Cartridge, 78A Black	Direct Contract	cart													0	2,580.00	
20	Ink Cartridge, HP 60 (CC6 Black)	Shopping	cart													0	710.88	
21	Ink Cartridge, HP 60 (CC6 Colored)	Shopping																

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11	CLIP, backfold, 32mm, 12s/box	Agency to Agency	box				2									2	18.74	
12	CORRECTION TAPE, disposable, usable length of 6 meters(m)	Agency to Agency	piece				10									10	13.78	
13	DATA FILE BOX, (5"x9"x15-3/4")	Agency to Agency	piece				5									5	65.04	
14	DATA FOLDER, w/ finger ring, (3" x 9" x 15")	Agency to Agency	piece				5									5	66.14	
15	ENVELOPE, expanding, kraft, legal size, 100s/box	Agency to Agency	box				50									50	611.83	
16	ENVELOPE, mailing white, 500s/box	Agency to Agency	box				50									50	147.59	
17	ENVELOPE, expanding, plastic, legal size	Agency to Agency	piece				50									50	36.80	
18	ERASER, rubber	Agency to Agency	piece				10									10	3.30	
19	FILE ORGANIZER, expanding, legal, plastic, assorted colors	Agency to Agency	piece				10									10	80.90	
20	FOLDER, pressboard, plain, legal, 100s/box	Agency to Agency	pack				5									5	892.94	
21	FOLDER, tagboard, legal size, 100s/box	Agency to Agency	pack				5									5	250.24	
22	FOLDER, tagboard, A4 size, 100s/box	Agency to Agency	pack				5									5	314.18	
23	GLUE, all purpose, 300 grams min.	Agency to Agency	jar				5									5	55.10	
24	LEAD, for mechanical pencil,0.5mm, 12 pcs/tube	Agency to Agency	tube				1									1	9.92	
25	MAGAZINE FILE BOX, 110mm x 220mm x 265mm, with open	Agency to Agency	piece				10									10	43.16	
26	MAP PIN, round head, 100s/case	Agency to Agency	case				5									5	44.10	
27	MARKER, fluorescent, 3 colors/set	Agency to Agency	set				5									5	39.14	
28	MARKING PEN, whiteboard, black	Agency to Agency	piece				5									5	13.01	
29	MARKING PEN, whiteboard, blue	Agency to Agency	piece				5									5	13.01	
30	MARKING PEN, whiteboard, red	Agency to Agency	piece				5									5	13.01	
31	MARKER, permanent, black	Agency to Agency	piece				5									5	15.43	
32	MARKER, permanent, blue	Agency to Agency	piece				5									5	15.43	
33	MARKER, permanent, red	Agency to Agency	piece				5									5	15.43	
34	NOTE PAD, (3"x3"), 100 sheets/pad	Agency to Agency	pad				5									5	38.36	
35	NOTE PAD, (3"x4"), 100 sheets/pad	Agency to Agency	pad				5									5	54.99	
36	NOTE PAD, (2"x2"), 400 sheets/pad	Agency to Agency	pad				5									5	97.01	
37	NOTE PAD, (2"x3"), 100 sheets/pad	Agency to Agency	pad				5									5	34.17	
38	OIL, for general purpose, 120 mL	Agency to Agency	bottle				1									1	38.58	
39	PAPER, thermal,210mmx30M, 1/2" core	Agency to Agency	roll				2									2	36.38	
40	PAPER, thermal, 216mmx30M, 1/2" core	Agency to Agency	roll				2									2	36.93	
41	PAPER CLIP, gem type,jumbo, 48mm, 100s/box	Agency to Agency	box				2									2	12.51	
42	PAPER CLIP, gem type, 32mm, 100s/box	Agency to Agency	box				2									2	7.04	
43	PENCIL, lead, w/eraser, One(1) dozen per box	Agency to Agency	box				5									5	25.25	
44	PENCIL, mechanical, for 0.5mm lead	Agency to Agency	piece				5									5	22.05	
45	PUSH PIN, flat head type, assorted colors, 100s/case	Agency to Agency	case				1									1	21.44	
46	RECORD BOOK, 300 pages, smythe sewn	Agency to Agency	book				1									1	52.92	
47	RECORD BOOK, 500 pages, smythe sewn	Agency to Agency	book				1									1	88.19	
48	RIBBON, nylon, manual typewriter	Agency to Agency	spool				1									1	16.54	
49	RING BINDER, 6mm x 1.12m, plastic, 10 pcs/bundle	Agency to Agency	bundle				1									1	35.27	
50	RING BINDER, 8mm x 1.12m, plastic, 10 pcs/bundle	Agency to Agency	bundle				1									1	38.57	
51	RING BINDER, 10mm x 1.12m, plastic, 10 pcs/bundle	Agency to Agency	bundle				1									1	46.84	
52	RING BINDER, 11mm x 1.12m, plastic, 10 pcs/bundle	Agency to Agency	bundle				1									1	57.87	
53	RING BINDER, 12.7mm x 1.12m (1/2"x44"), plastic	Agency to Agency	piece				1									1	5.62	
54	RING BINDER, 14mm x 1.12m, plastic, 10 pcs/bundle	Agency to Agency	bundle				1									1	78.81	
55	RING BINDER, 16mm x 1.12m, plastic, 10 pcs/bundle	Agency to Agency	bundle				1									1	104.72	
56	RING BINDER, 19mm x 1.12m(3/4"x44"), plastic	Agency to Agency	piece				1									1	12.07	
57	RING BINDER, 22mm x 1.12m, plastic, 10 pcs/bundle	Agency to Agency	bundle				1									1	157.08	
58	RING BINDER, 25mm x 1.12m (1"x44"), plastic	Agency to Agency	piece				1									1	12.13	
59	RING BINDER, 28mm x 1.12m, plastic, 10 pcs/bundle	Agency to Agency	piece				1									1	240.86	
60	RING BINDER, 32mm x 1.12m, plastic, 10 pcs/bundle	Agency to Agency	piece				1									1	272.28	
61	RING BINDER, 50mm x 1.12m(2" x 44"), plastic	Agency to Agency	piece				1									1	27.56	
62	RUBBER BAND, 1.0mm min thickness, min. 350grams/box or	Agency to Agency	box				1									1	109.12	
63	RULER, plastic, 300mm	Agency to Agency	piece				1									1	2.41	
64	RULER, plastic, 450mm	Agency to Agency	piece				1									1	19.84	
65	SIGN PEN, black	Agency to Agency	piece				10									10	45.07	
66	SIGN PEN, blue	Agency to Agency	piece				10									10	45.07	
67	SIGN PEN, red	Agency to Agency	piece				10									10	45.07	
68	STAMP PAD INK, violet, 50mL	Agency to Agency	bottle				5									5	24.25	
69	STAMP PAD, felt pad, min 60mm x 100mm	Agency to Agency	piece				2									2	24.13	
70	STAPLE WIRE, standard, 5000 pcs/box	Agency to Agency	box				2									2	23.68	
71	TAPE, masking, 24mm, 50 meters length	Agency to Agency	roll				2									2	50.71	
72	TAPE, masking, 48mm, 50 meters length	Agency to Agency	roll				2									2	101.42	

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73	TAPE, transparent, 24mm, 50 meters	Agency to Agency	roll				2									2	16.31	
74	TAPE, transparent, 48mm, 50 meters	Agency to Agency	roll				2									2	32.85	
75	TAPE, packaging, 48mm, 50 meters length	Agency to Agency	roll				2									2	32.85	
76	TOILET TISSUE, 12 rolls/pack	Agency to Agency	pack				2									2	71.66	
77	TWINE, plastic, one kilo per roll	Agency to Agency	roll				2									2	44.07	
78	WRAPPING PAPER, kraft, 65gsm, approx. 40m	Agency to Agency	roll				2									2	157.64	
79	BLADE, heavy duty cutter(L500), 10 pcs./pack	Agency to Agency	pack				1									1	8.80	
80	CUTTER, heavy duty	Agency to Agency	piece				1									1	31.40	
81	LASER POINTER, PEN TYPE, metal, for presentation, green a	Agency to Agency	piece				1									1	583.04	
82	Ballpen - Pilot (Black/Blue) .50	Shopping	piece	15		15		15		15		15		15		90	8.00	
83	Plastic Morocco Folder	Shopping	piece													0	28.00	
84	Pencil Mongol No. 2	Shopping	box							10						10	90.00	
85	Stabilo Text Marker	Shopping	piece							10						10	35.00	
86	Philippine Flag	Shopping	piece							1						1	250.00	
87	Wall Clock	Shopping	piece							1						1	300.00	
88	Numeric Pad	Shopping	piece							2						2	400.00	
89	Photo Paper	Shopping	pack							10						10	135.00	
90	Sticker Paper	Shopping	pack							10						10	60.00	
91	Barcode Sticker(W-2",L-1",Col.-1 across,Core-1") 2,680pcs/roll	Shopping	rolls							10						10	470.00	
92	Rubber Stamp -( Received, Released, Posted, and Name)	Shopping	piece							2						2	400.00	
93	Special Paper-for issuance of Certificates	Shopping	pack							10						10	60.00	
94	Board Paper	Shopping	pack							1						1	60.00	
	****															0		
																0		
	OFFICE DEVICES																	
1	PUNCHER, heavy duty	Agency to Agency	piece				1									1	97.29	97.29
2	SCISSORS, (6")	Agency to Agency	pair				1									1	13.54	13.54
3	SHARPENER, single cutterhead	Agency to Agency	piece				1									1	187.41	187.41
4	STAMPING DATER, self-inking stamp	Agency to Agency	piece				1									1	501.59	501.59
5	STAPLER, heavy duty, standard	Agency to Agency	piece				1									1	118.84	118.84
6	STAPLE REMOVER, twin jaws	Agency to Agency	piece				1									1	18.19	18.19
7	TAPE DISPENSER, heavy duty, for 24mm(1")	Agency to Agency	piece				1									1	49.26	49.26
8	TAPE DISPENSER, handheld, for 48mm width packaging tape	Agency to Agency	piece				1									1	42.64	42.64
9	WASTE BASKET, plastic	Agency to Agency	piece				1									1	27.56	27.56
10	Stapler, Long Arm	Agency to Agency	piece				1									1	900.00	900.00
	****															0		
	JANITORIAL SUPPLIES																	
1	BATHROOM SOAP, 70gms.	Agency to Agency	piece				10										24.25	-
2	BROOM, soft (tambo)	Agency to Agency	piece				1										93.70	-
3	BROOM, STICK (tingting)	Agency to Agency	piece				1										24.25	-
4	CLEANSER, powder, 350gms.	Agency to Agency	canister				1										16.37	-
5	DETERGENT POWDER, all purpose, 500gms.	Agency to Agency	pouch				5										23.70	-
6	DETERGENT BAR, min 392 grams net mass, four(4) pcs per b	Agency to Agency	bar				5										18.36	-
7	DISINFECTANT SPRAY, 400 grams net content	Agency to Agency	can				5										187.79	-
8	DUST PAN, non-rigid plastic, with detachable handle	Agency to Agency	piece				5										35.28	-
9	INSECTICIDE, 600mL (420g) /can	Agency to Agency	can				10										121.26	-
10	MOPHANDLE, screw type, wooden handle	Agency to Agency	piece				1										99.22	-
11	MOPHEAD, 100% rayon, 400g	Agency to Agency	piece				1										88.19	-
12	RAG, COTTON, (7") in diameter	Agency to Agency	kilo				1										44.10	-
13	TOILET BOWL & URINAL CLEANER, 900ml	Agency to Agency	bottle				10										50.71	-
14	TOILET DEODORANT CAKE, 99% paradichlorobenzene, 50gr	Agency to Agency	box				10										26.46	-
15	TRASHBAG, plastic, black, (XL), 10 pcs per pack per roll	Agency to Agency	roll				1										152.91	-
	*****															0		
	LEGAL SIZE PAPER																	
1	U.S. Bond Paper - Long	Agency to Agency	ream				15									15	200.00	3,000.00
2	U.S. Bond Paper - Short	Agency to Agency	ream				15									15	170.00	2,550.00
3	PAPER, multicopy, 210mm x 297mm(A4), 80gsm	Agency to Agency	ream				15									15	112.57	1,688.55
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	ACCOUNTABLE FORMS																	
1	Mailing Stamps-P5.00	Agency to Agency	pcs					5								5	5.00	25.00
2	Mailing Stamps-P10.00	Agency to Agency	pcs					5								5	10.00	50.00
3	Mailing Stamps-P30.00	Agency to Agency	pcs					5								5	30.00	150.00

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4	MDS Blank Checks - Account No. 2-00019-850-6	Agency to Agency	booklets					1								1	445.00	
5	MDS Blank Checks - Account No. 002098-9003-68	Agency to Agency	booklets					1								1	700.00	
6	Blank Check - Trust Fund - Account No. 000011728509	Agency to Agency	booklets					1								1	350.00	
7	Accountable Form No. 51(Official Receipt)	Agency to Agency	booklets					1								1	143.00	
8	Bank Cash Book (Gen. Form No. 104)-300 pages bookbound	Agency to Agency	book					3								3	600.00	1,800.00
	*****															0		-
																0		
	OFFICE EQUIPMENT																	
1	AIRPOT, 4.0 liters, w/ dispenser	Agency to Agency	unit					1								1	1,378.00	
2	CALCULATOR, desktop, heavy duty printing, 12 digits, two(2)	Agency to Agency	unit					1								1	2,182.75	
3	CALCULATOR, desktop, mini-printer type,12 digits, AC/DC pov	Agency to Agency	unit					1								1	986.65	
4	CALCULATOR, scientific, 10 digits, dot, matrix display, prograr	Agency to Agency	unit					1								1	351.54	
5	CALCULATOR, compact, electronic, LCD, desktop, display, 12	Agency to Agency	unit					1								1	165.23	
6	DIGITAL VOICE RECORDER, 4GB, memory, stereo channel, f	Agency to Agency	unit					1								1	6,559.28	
7	ELECTRIC FAN, orbit type	Agency to Agency	unit					1								1	1,262.25	
8	ELECTRIC FAN, with stand	Agency to Agency	unit					1								1	937.04	
9	ELECTRIC FAN, wall type	Agency to Agency	unit					1								1	824.60	
10	INDUSTRIAL FAN, 18" metal blade	Agency to Agency	unit					1								1	988.85	
11	FACSIMILE TRANSCEIVER, uses thermal paper, 50m/roll, for	Agency to Agency	unit					1								1	3,775.72	
12	Aircondition, 1.5HP, Split Type	Shopping	unit					1								1	40,000.00	
13	Aircondition, Wimdown Type	Shopping	unit					1								1	40,000.00	
14	Digital Camera, Canon A250016MP	Shopping	unit					1								1	4,217.12	
15	Vaccum Cleaner	Shopping	unit					1								1	4,000.00	
16	Cellphone	Shopping	unit					5								5	15,000.00	
17	CD/DVD Writer	Shopping	unit													0		
18	Paper Cutter	Shopping	unit													0		
	FURNITURE AND FIXTURES																	
1	Chair, High Back	Shopping	unit													0		-
2																0		
	IT EQUIPMENT AND SOFTWARE																	
1	Anti virus Software ( Licensed) Multi-user	Shopping	pcs				2									2	1,515.00	
2	Automatic Voltage Regulator(AVR)	Shopping	unit				2									2	380.00	
3	Cleaning of Computer units	Shopping	unit				50									50	150.00	
4	Computer Desktop HP Pavillion20-B014L-All in One Desktop P	Shopping	unit				3									3	19,800.00	
5	Laptop, HP Pavillion G4-2123	Shopping	unit				2									2	27,999.00	
6	Printer, IP 2770	Shopping	unit				1									1	1,999.99	
7	UPS (APC Back Up Es 500)	Shopping	unit				2									2	2,700.00	
	*****															0		
																0		
	FIRE FIGHTING EQUIPMENT AND ACCESSORIES																	
1	Fire Extinguisher Refill of content	Shopping	unit					10								10	2,500.00	
2	Fire Extinguisher	Shopping	unit					1								1	5,000.00	
																0		
	OTHER MACHINERIES AND EQUIPMENT																	
1																0		-
2																0		
	VEHICLES																	
1																0		-
2																0.00		
	REPAIRS AND MAINTENANCE - OFFICE EQUIPMENT																	
1	Replacement of Compressor Motor & Freon Recharging	Shopping	job					2								2	3,300.00	
2	Replacement of Condenser Coil	Shopping	job					2								2	2,800.00	
3	Cleaning of Aircondition - Window Type	Shopping	job					3								3	250.00	750.00
4	Cleaning of Aircondition - Split Type	Shopping	job					2								2	250.00	500.00
	****															0		-
																0		-
	REPAIRS AND MAINTENANCE - VEHICLES																	
1	2T Power	Shopping	liter			1										1	139.00	
2	Air Cleaner	Shopping	pcs			1										1	600.00	
3	B rake Shoe	Shopping	set			1										1	3,329.02	
4	Battery , Excel	Shopping	unit			1										1	7,900.00	
5	Battery Clamp	Shopping	pcs			1										1	75.00	

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6	Battery Gold Reverse	Shopping	unit			1										1	7,100.00	
7	Battery, 11 plates	Shopping	piece			1										1	4,850.00	
8	B-Fluid	Shopping	piece			1										1	240.00	
9	Brake Disk Pad	Shopping	set			1										1	730.00	
10	Brake Master	Shopping	set			1										1	3,000.00	
11	Brake Pads	Shopping	set			1										1	5,957.88	
12	Car Mat	Shopping	set			1										1	4,500.00	
13	Cross Joint	Shopping	piece			1										1	750.00	
14	Fuse Box	Shopping	pcs			1										1	900.00	
15	Hauler	Shopping	piece			1										1	156.00	
16	Headlight Bulb	Shopping	piece			1										1	250.00	
17	Headlight Halogen Lamp	Shopping	pcs			1										1	850.00	
18	Helmet	Shopping	piece			1										1	2,000.00	
19	Horn 12V	Shopping	piece			1										1	850.00	
20	Horn Bosh	Shopping	pcs			1										1	1,000.00	
21	Hydrovac Assy	Shopping	set			1										1	5,000.00	
22	Park Light	Shopping	pcs			1										1	850.00	
23	Propeller Fan	Shopping	piece			1										1	1,260.00	
24	Repair of Car Aircondition - Labor and Materilas	Shopping	job			1										1	3,000.00	
25	Reservoir Tank	Shopping	pcs			1										1	2,300.00	
26	Rubber Cap	Shopping	piece			1										1	84.00	
27	Side Mirror	Shopping	pcs			1										1	480.00	
28	Signal light	Shopping	pcs			1										1	800.00	
29	Silicon Oil	Shopping	liter			1										1	210.00	
30	Spray paint	Shopping	piece			1										1	168.00	
31	Stud Nut	Shopping	pcs			1										1	100.00	
32	Trekker	Shopping	piece			1										1	206.00	
33	Water Pump assy	Shopping	assy			1										1	4,500.00	
34	Wheel Hub Bearing Front Left/Right	Shopping	assy			1										1	8,000.00	
35	Wheel Knot for Mag Wheel	Shopping	piece			1										1	720.00	
36	Window Riser	Shopping	assy			1										1	1,500.00	
37	Wiper Blade	Shopping	pcs			1										1	350.00	
38	Wiper Link Assy	Shopping	assy			1										1	6,992.67	
39	Rep. Serpentine Belt	Shopping	piece			1										1	672.00	
40	Pull Down Tank Cleaning	Shopping	piece			1										1	1,792.00	
41	Rep. Fuel Filter	Shopping	piece			1										1	224.00	
42	Shop Materials-Package 3	Shopping	piece			1										1	250.00	
43	Fuel Filter	Shopping	piece			1										1	813.45	
44	Serpentine	Shopping	piece			1										1	3,485.39	
45	Fan Belt	Shopping	piece			1										1	2,000.00	
46	Idler Tensioner	Shopping	piece			1										1	2,000.00	
47	Other Spareparts	Shopping	piece			1										1	5,000.00	
48	Sticker Printing for Vehicle(Labor & Materials)	Shopping	job			1										1	1,000.00	
	<b>GASOLINE, OIL AND LUBRICANTS</b>																	
1	Gasoline	Direct Contract	liter	50	50	50	50	50	50	50	50	50	50	50	50	600		-
																0		
	<b>LABORATORY SUPPLIES/ACCESSORIES</b>																	
1																0		-
2																0		
	<b>HANDBOOKS</b>																	
1																0		-
2																0		
	<b>Audio and visual presentation and composing equipment</b>																	
1																0		-
2																0		
	<b>Photographic or filming or video equipment</b>																	
1																0		-
2																0		
	<b>OTHER CATEGORIES</b>																	

	Item & Specifications	Mode of Procurement	Unit of Measure	Quantity Requirement													Price	TOTAL AMOUNT
				Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total		
1	Prycegas, 11 kg, contents only	Shopping	tank	1	1	1	1	1	1	1	1	1	1	1	1	12	1,100.00	
2	Purified drinking water	Shopping	bottles	5	5	5	5	5	5	5	5	5	5	5	5	60	40.00	
3	Domain Renewal - MGB13 - 1 year service(for 2014)	Shopping	service												1	1	4,432.70	
4	Newspaper Subscription-Newsflash	Shopping	sets	20	20	20	20	20	20	20	20	20	20	20	20	240	20.00	
5	Termite Control - Fortress 48 TC(Labor & Materials)	Shopping	liters												1	1	20,000.00	
6	Cork Board 2 x 3ft	Shopping	length	1												1	522.00	
7	Whiteboard 2 x 3ft	Shopping	length	2												2	445.00	
8	Ledger Cards (Property Cards & Stock Cards)	Shopping	cards					50								50	12.00	
9	Christmas Decors-Lights,Balls, Ribbons	Shopping	set											1		1	5,000.00	
10	Multi-purpose Oil - Singer	Shopping	bottles					1								1	150.00	
11	Tubeless Tires - 27 x 8.50 R14	Shopping	pieces					1								1	7,250.00	
12	Tubeless Tires - 30 x 9.50 R15	Shopping	pieces					1								1	9,600.00	
13	Tubeless Tires-195 R15	Shopping	pieces					1								1	6,500.00	
14	Tubeless Tires - 265/70 R-16	Shopping	pieces					1								1	10,000.00	
15	Tubeless Tires - 265/75 R-16	Shopping	pieces					1								1	14,500.00	
16	Tubeless Tires - 235/65 R-17	Shopping	pieces					1								1	11,150.00	
17	Publication in major Newspaper	Shopping	job					1								1	20,000.00	
18	Rope	Shopping	meter					1								1	500.00	
19	Polo Shirt/T-Shirt	Shopping	pax					80								80	250.00	
20	Polo Shirt/T-Shirt Printing	Shopping	pax					80								80	200.00	
21	Tarpaulin Printing	Shopping	pax					80								80	1,000.00	
22	Meals(Breakfast/Lunch/Dinner)	Shopping	pax					80								80	250.00	
23	Snacks	Shopping	pax					80								80	75.00	
24	Catering Services	Shopping	pax					1								1	150.00	
25	CCTV Camera	Shopping	unit					1								1	300,000.00	
26	Extension Wire	Shopping	unit					1								1	60.00	
27	Card Reader	Shopping	unit					1								1	100.00	
28	Paint Brush	Shopping	unit					1								1	25.00	
29	Plastic Pail	Shopping	unit					1								1	150.00	
30	Plastic Basin	Shopping	unit					1								1	150.00	
31	Faucet	Shopping	unit					1								1	150.00	
32	Cotton/Feather Duster	Shopping	unit					1								1	25.00	
33	Garden Hose	Shopping	unit					1								1	250.00	
34	Toilet Brush	Shopping	unit					1								1	30.00	
35	Detergent Powder	Shopping	unit					1								1	50.00	
36	Dishwashing Liquid	Shopping	unit					1								1	100.00	
37	Padlock	Shopping	pieces					1								1	250.00	
38	Duplication of Keys	Shopping	pieces					1								1	250.00	
	*****																	

GRAND TOTAL:

TOTAL W/ 10% ADDITIONAL PROVISION FOR INFLATION

APPROVED BUDGET:

56,643.46

62,307.80

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

Prepared by:

Certified Funds Available /  
Certified Appropriate Funds Available:

Approved:

By Authority of the Regional Director

NIEVA P. DEANG

Property/Supply Officer - Designate

RUDY F. BUTE

Accountant II - Designate

ENGR. NOLI N. ARREZA

OIC, Mine Management Division

Recommended By:

JOSE SALVE E. CABILING

	Item & Specifications	Mode of Procurement	Unit of Measure	Quantity Requirement												Price	TOTAL AMOUNT
				Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	

AFD Chief

Date Prepared: