

LIST OF COMMON SUPPLIES AND EQUIPMENT FOR 2021

Introduction:

Listed in this template are all the common supplies and equipment (CSE) carried in stock by the Procurement Service (PS) that may be purchased by government agencies. Agencies must accomplish this form and submit in order to purchase CSEs from the PS. Consistent with DBM Circular No. 2018-10 dated November 8, 2018 , the APP-CSE shall serve as the agency's APR for all its CSE requirements. Items in the template has been arranged in accordance with UNSPSC coding and this is in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEP5).

Instructions:

1. Download the worksheet file APP-CSE 2021 FORM at www.ps-philegips.gov.ph
2. Indicate the agency's monthly requirement per item in the APP-CSE 2021 form.
3. The agency should indicate zero "0" if an item is not being purchased by the agency or purchased for a particular month.
4. Agency must not delete any item in the template; neither should revise the template.
5. An APP-CSE is considered incorrect or invalid if
 - a. form used is other than the prescribed format which can be downloaded only at www.ps-philegips.gov.ph and;
 - b. correct format is used but fields were deleted and/or inserted in PART I of the template
6. Fill out the CSE requirements that are available for purchase in the PS under the PART I. For other items that are not available from the PS but is regularly purchased by the agency from other sources, agency must indicate the items in the PART II and indicate likewise the unit prices based on its last purchase. To add or insert items are only applicable in PART II.
7. Once accomplished and finalized, the APP-CSE 2021 form should be:
 - a. Saved using this format: APP2021_Name of Agency_Main or Regional Office (e.g. APP2021_DBM_Central Office, APP2021_DBM_Region IVA).
 - b. Printed and signed by the agency Property/Supply Officer, Budget Officer and Head of the Procuring Entity. An unsigned APP-CSE or that which lacks any of the three (3) signatures will be considered as an invalid submission.
8. The SIGNED COPY of the APP-CSE must be scanned and saved as pdf format for reference of the agency. The file in excel format should be submitted online using the Virtual Store (VS) facility at Philegips website. (Only buyer coordinators will be allowed to upload APP-CSEs.)
9. An agency may revise its APP-CSE during the year if there will be changes in its requirements. However, it should submit an original APP-CSE within the prescribed deadline. Agency may follow the same procedure as indicated in No. 7 when submitting the revised copy. All requirements in excess of the quantities indicated in the original APP-CSE will not be served if not covered by a revised APP-CSE.
10. For further assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no.8-290-6300; 8290-6400 Local 8006-8010

Note: Consistent with Memorandum Circular No. 2020 - 1 dated 02 June 2020, issued by AO 25, the APP-CSE for FY 2021 must be submitted on or before December 15, 2020.

Department/Bureau/Office: Philippine Rice Research Institute - Isabela Branch Station
Region: II
Address: Brgy Malasin, San Mateo, Isabela 3308

Agency Account Code: NGA/GOCC
Organization Type:

Contact Person: CLARIVE O. SEGURITAN
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Item & Specifications		Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year					
			Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct				Nov	Dec	Q4	Q4 Amount	
PART I. AVAILABLE AT PROCUREMENT SERVICE STORES																										
PESTICIDES OR PEST REPELLENTS																										
1	10191509-IN-A01	INSECTICIDE, aerosol type, net content: 600ml min	can	0	0	10	10	1,393.60	0	0	10	10	1,393.60	10	0	0	10	1,393.60	10	0	0	10	1,393.60	40.00	139.36	5,574.40
PERFUMES OR COLOGNES OR FRAGRANCES																										
2	53131626-HS-S01	HAND SANITIZER, 500 ml	bottle	13	0	0	13	1,968.59	3	0	0	3	454.29	3	0	0	3	454.29	3	0	0	3	454.29	22.00	151.43	3,331.46
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
3	12191601-AL-E01	ALCOHOL, ethyl, 68%-72%, scented, 500ml (-5ml)	bottle	60	0	0	60	2,614.80	0	0	0	0	0.00	60	0	0	60	2,614.80	0	0	0	0	0.00	120.00	43.58	5,229.60
4	12191601-AL-E02	ALCOHOL, ethyl, 68%-72%, scented, 3.785 liters	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	457.60	-
5	51471901-AL-I01	ALCOHOL, Isopropyl, 68%-72%, 500ml (-5ml)	bottle	76	75	75	226	9,699.08	201	0	0	201	8,759.58	201	0	200	401	17,475.58	201	0	0	201	8,759.58	1,029.00	43.58	44,843.82
6	51471901-AL-I02	ALCOHOL, Isopropyl, 68%-72%, scented, 3.785 liters	gallon	1	0	0	1	455.00	0	0	0	0	0.00	1	0	0	1	455.00	0	0	0	0	0.00	2.00	455.00	910.00
7	51471505-PO-P01	POVIDONE IODINE, 10 % solution, 120 ml	gallon	6	0	0	6	1,246.50	0	0	0	0	0.00	6	0	0	6	1,246.50	0	0	0	0	0.00	12.00	207.75	2,493.00
COLOR COMPOUNDS AND DISPERSIONS																										
8	12171703-SL-P01	STAMP PAD INK, purple or violet, 50ml (min.)	bottle	10	0	0	10	315.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	31.52	315.20
PAPER MATERIALS AND PRODUCTS																										
12	14111525-CA-A01	CARTONNA, assorted colors	pack	0	0	1	1	83.72	1	0	0	1	83.72	1	0	0	1	83.72	1	0	0	1	83.72	4.00	83.72	334.88
17	14111506-CF-I31	CONTINUOUS FORM, 3 RLY, 280 x 241mm, carbonless	box	6	0	0	6	5,304.00	6	0	0	6	5,304.00	6	0	0	6	5,304.00	6	0	0	6	5,304.00	24.00	884.00	21,216.00
20	14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	11	0	0	11	407.66	10	0	0	10	370.60	11	0	0	11	407.66	10	0	0	10	370.60	42.00	37.06	1,556.52

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	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year	
			Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount				
21	14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	10	0	0	10	592.80	10	0	0	10	592.80	10	0	0	10	592.80	10	0	0	10	592.80	40.00	59.28	2,371.20
22	14111514-NP-S03	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad	14	0	0	14	688.22	10	0	0	10	477.30	10	0	0	10	477.30	10	0	0	10	477.30	44.00	47.73	2,100.12
23	14111514-NB-S01	NOTEBOOK, STENOGRAPHIC, spiral, 40 leaves	piece	5	0	0	5	60.20	5	0	0	5	60.20	5	0	0	5	60.20	5	0	0	5	60.20	20.00	12.04	240.80
24	14111507-PP-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	reams	26	0	0	26	4,434.56	16	0	0	16	2,728.96	26	0	0	26	4,434.56	16	0	0	16	2,728.96	84.00	170.56	14,327.04
25	14111507-PP-M02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	reams	26	0	0	26	4,716.92	16	0	0	16	2,902.72	26	0	0	26	4,716.92	16	0	0	16	2,902.72	84.00	181.42	15,239.28
26	14111507-PP-C01	PAPER, Multi-Purpose (COPY) A4, 70 gsm	reams	40	0	0	40	5,324.80	40	0	0	40	5,324.80	40	0	0	40	5,324.80	40	0	0	40	5,324.80	160.00	133.12	21,299.20
27	14111507-PP-C02	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	reams	40	0	0	40	5,558.80	40	0	0	40	5,558.80	40	0	0	40	5,558.80	40	0	0	40	5,558.80	160.00	138.97	22,235.20
29	14111503-PA-P01	PAPER, PARACHMENT, size: 210 x 297mm, multi-purpose	box	0	0	1	1	98.05	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	98.05	98.05
31	14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	0	5	0	5	353.60	5	0	0	5	353.60	5	0	0	5	353.60	5	0	0	5	353.60	20.00	70.72	1,414.40
32	14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	0	5	0	5	509.60	5	0	0	5	509.60	5	0	0	5	509.60	5	0	0	5	509.60	20.00	101.92	2,038.40
33	14111704-TT-P02	TOILET TISSUE PAPER, 2-ply, 100% recycled	pack	75	5	5	85	7,429.00	5	5	5	15	1,311.00	25	5	5	35	3,059.00	5	5	5	15	1,311.00	150.00	87.40	13,110.00
34	14111704-PP-T01	TISSUE, interfolded paper towel	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	34.84	-
BATTERIES AND CELLS AND ACCESSORIES																										
35	26111702-BT-A02	BATTERY, dry cell, AA, 2 pieces per blister pack	pack	20	10	0	30	1,089.00	0	0	0	0	0.00	20	0	10	30	1,089.00	0	0	0	0	0.00	60.00	36.30	2,178.00
36	26111702-BT-A01	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack	0	10	0	10	197.30	0	0	0	0	0.00	0	0	10	10	197.30	0	0	0	0	0.00	20.00	19.73	394.60
MANUFACTURING COMPONENTS AND SUPPLIES																										
38	31201610-GJ-J01	GLUE, all purpose, gross weight: 200 grams min	jar	17	0	0	17	1,055.70	2	0	0	2	124.20	7	0	0	7	434.70	2	0	0	2	124.20	28.00	62.10	1,738.80
39	31151804-SW-H01	STAPLE WIRE, for heavy duty staples, (23/13)	box	2	0	0	2	39.52	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	19.76	39.52
40	31151804-SW-S01	STAPLE WIRE, STANDARD, (26/6)	box	57	0	0	57	1,202.13	2	50	0	52	1,096.68	7	50	0	57	1,202.13	52	0	0	52	1,096.68	218.00	21.09	4,597.62
41	31201502-TA-E01	TAPE, ELECTRICAL, 18mm x 164 mm	roll	10	0	0	10	186.70	10	0	0	10	186.70	0	10	0	10	186.70	10	0	0	10	186.70	40.00	18.67	746.80
42	31201503-TA-M01	TAPE, MASKING, width: 24mm (±1mm)	roll	17	0	0	17	928.20	2	0	0	2	109.20	17	0	0	17	928.20	2	0	0	2	109.20	38.00	54.60	2,074.80
43	31201503-TA-M02	TAPE, MASKING, width: 48mm (±1mm)	roll	5	0	0	5	533.00	0	0	0	0	0.00	5	0	0	5	533.00	0	0	0	0	0.00	10.00	106.60	1,066.00
44	31201517-TA-P01	TAPE, PACKAGING, width: 48mm (±1mm)	roll	12	0	0	12	239.64	2	0	0	2	39.94	12	0	0	12	239.64	2	0	0	2	39.94	28.00	19.97	559.16
45	31201512-TA-T01	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll	15	0	0	15	151.35	0	0	0	0	0.00	15	0	0	15	151.35	0	0	0	0	0.00	30.00	10.09	302.70
46	31201512-TA-T02	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll	17	0	0	17	339.49	2	0	0	2	39.94	17	0	0	17	339.49	2	0	0	2	39.94	38.00	19.97	758.86
47	31151507-TW-P01	TWINE, plastic, one (1) lbo per roll	roll	1	0	0	1	58.24	1	0	0	1	58.24	1	0	0	1	58.24	1	0	0	1	58.24	4.00	58.24	232.96
HEATING AND VENTILATION AND AIR CIRCULATION																										
48	40101604-EF-G01	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit	1	0	0	1	1,109.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	1,109.68	1,109.68
49	40101604-EF-C01	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit	0	1	0	1	1,369.68	0	0	0	0	0.00	0	1	0	1	1,369.68	0	0	0	0	0.00	2.00	1,369.68	2,739.36
50	40101604-EF-S01	ELECTRIC FAN, STAND type, plastic blade	unit	0	0	5	5	4,284.30	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	856.86	4,284.30
MEDICAL THERMOMETERS AND ACCESSORIES																										
52	41112224-TG-T01	THERMOGUN	piece	6	0	0	6	18,408.00	0	0	0	0	0.00	5	0	0	5	15,340.00	0	0	0	0	0.00	11.00	3,068.00	33,748.00
LIGHTING AND FIXTURES AND ACCESSORIES																										
53	39101628-LT-L01	LED LINEAR TUBE, 18 WATTS FRO SERIES	piece	0	40	0	40	8,232.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	40.00	205.82	8,232.80
MEASURING AND OBSERVING AND TESTING EQUIPMENT																										
55	41111604-RU-P02	RULER, plastic, 450mm (18"), width: 38mm min	piece	14	0	5	19	335.92	0	0	0	0	0.00	10	0	0	10	176.80	0	0	0	0	0.00	29.00	17.68	512.72
CLEANING EQUIPMENT AND SUPPLIES																										

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		Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct				Nov	Dec	Q4	Q4 Amount		
56	47131812-AF-A01	AIR FRESHENER, aerosol, 280ml/150g min	can	24	0	0	24	2,165.28	10	0	0	10	902.20	20	0	0	20	1,804.40	10	0	0	10	902.20	64.00	90.22	5,774.08
57	47131604-BR-S01	BROOM, soft (tanbto)	piece	3	0	0	3	408.72	3	0	0	3	408.72	3	0	0	3	408.72	3	0	0	3	408.72	12.00	136.24	1,634.88
58	47131604-BR-T01	BROOM, STICK (TING-TING), usable length: 760mm min	piece	10	0	0	10	182.00	10	0	0	10	182.00	10	0	0	10	182.00	10	0	0	10	182.00	40.00	18.20	728.00
60	47131805-CL-P01	CLEANSER, SCOURING POWDER, 350g min/can	can	1	0	0	1	23.92	1	0	0	1	23.92	0	0	0	0	0.00	0	0	0	0	0.00	2.00	23.92	47.84
61	47131811-DE-R02	DETERGENT BAR, 140 grams as packed	piece	5	0	0	5	45.15	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	9.03	45.15
62	47131811-DE-F02	DETERGENT POWDER, all purpose, 1kg	pack	3	0	0	3	112.29	3	0	0	3	112.29	0	0	0	0	0.00	0	0	0	0	0.00	6.00	37.43	224.58
63	47131803-DS-A01	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	35	0	0	35	4,513.60	0	0	0	0	0.00	10	0	0	10	1,289.60	0	0	0	0	0.00	45.00	128.96	5,803.20
64	47131601-DU-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece	2	0	0	2	49.66	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	24.83	49.66
66	73101612-HS-L01	HAND SOAP, Liquid, 500ml	bottle	14	0	5	19	1,956.24	0	0	0	0	0.00	10	0	0	10	1,029.60	0	0	0	0	0.00	29.00	102.96	2,985.84
72	47131501-RG-C01	RAGS, all cotton, 32 pieces per kilogram min	bundle	4	1	0	5	269.10	0	0	0	0	0.00	0	1	0	1	53.82	0	0	0	0	0.00	6.00	53.82	322.92
73	47131602-SC-M01	SCOURING PAD, 5 pieces per pack	pack	0	1	0	1	107.12	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	107.12	107.12
74	47121701-TB-P04	TRASHBAG, GPP specs, black, 940mmx1016mm	pack	30	0	5	35	4,713.80	0	0	5	5	673.40	0	0	5	5	673.40	0	0	5	5	673.40	50.00	134.68	6,734.00
75	47121702-WB-P01	WASTEBASKET, non-rigid plastic	piece	2	0	0	2	55.92	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	77.96	55.92
PERSONAL PROTECTIVE EQUIPMENT																										
78	46181804-GG-G01	PROTECTIVE SAFETY GOGGLES	piece	4	0	0	4	624.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	156.00	624.00
83	42132203-MG-G01	NITRILE GLOVES	piece	28	0	0	28	85.96	0	0	0	0	0.00	19	0	0	19	58.33	0	0	0	0	0.00	47.00	3.07	144.29
84	42132203-MG-G02	PREMIUM LATEX GLOVES	piece	7	0	50	57	286.14	0	0	0	0	0.00	0	50	0	50	251.00	0	0	0	0	0.00	107.00	5.02	537.14
85	42131713-SM-M01	SURGICAL MASK, 3-ply	piece	1200	0	0	1200	16,848.00	0	0	0	0	0.00	1200	0	0	1200	16,848.00	0	0	0	0	0.00	2,400.00	14.04	33,696.00
86	46182008-KN-M01	KN95 FACE MASK	piece	4	0	0	4	416.00	3	0	0	3	312.00	4	0	0	4	416.00	3	0	0	3	312.00	14.00	104.00	1,456.00
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																										
90	43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB, 2.5"HD, USB 3.0	piece	7	0	1	8	21,206.64	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8.00	2,660.83	21,206.64
91	43202010-PD-U01	FLASH DRIVE, 16 GB capacity	piece	122	0	0	122	20,427.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	122.00	167.44	20,427.68
93	43211708-MO-Q02	MOUSE, WIRELESS, USB	unit	6	0	3	9	1,386.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	9.00	154.00	1,386.00
95	43212102-PR-D01	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit	1	0	0	1	9,191.52	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	9,191.52	9,191.52
97	43212105-PR-L02	PRINTER, laser, colored	unit	2	0	0	2	15,798.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	7,899.00	15,798.00
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
99	441212105-BF-C01	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box	0	10	0	10	90.50	0	0	10	10	90.50	0	0	10	10	90.50	0	10	0	10	90.50	40.00	9.05	362.00
100	441212105-BF-C02	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box	0	10	0	10	152.70	0	0	10	10	152.70	0	0	10	10	152.70	0	10	0	10	152.70	40.00	15.27	610.80
101	441212105-BF-C03	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box	0	10	0	10	208.00	0	0	10	10	208.00	0	0	10	10	208.00	0	10	0	10	208.00	40.00	20.80	832.00
102	441212105-BF-C04	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box	0	10	0	10	478.40	0	0	10	10	478.40	0	0	10	10	478.40	0	10	0	10	478.40	40.00	47.84	1,913.60
103	44121801-CT-R01	CORRECTION TAPE, film base type, UL 6m min	piece	30	0	0	30	420.60	0	0	20	20	280.40	10	0	20	30	420.60	20	0	0	20	280.40	100.00	14.02	1,402.00
104	44111515-DF-B01	DATA FILE BOX, made of chipboard, with closed ends	piece	10	0	10	20	1,544.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	77.20	1,544.00
105	44122011-DF-F01	DATA FOLDER, made of chipboard, table lock	piece	0	0	10	10	686.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	68.64	686.40
106	44121506-EN-D01	ENVELOPE, DOCUMENTARY, for A4 size document	box	12	0	1	13	8,750.17	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	13.00	673.09	8,750.17
107	44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box	11	0	1	12	11,125.92	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	927.16	11,125.92
108	44121506-EN-X01	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc	box	13	0	0	13	9,599.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	13.00	738.40	9,599.20
109	44121506-EN-X02	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece	114	0	0	114	3,475.86	0	0	0	0	0.00	100	0	0	100	3,049.00	0	0	0	0	0.00	214.00	30.49	6,524.86

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	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year					
			Q1				Q2				Q3				Q4											
			Jan	Feb	Mar	Q1	Amount	April	May	June	Q2	Amount	July	Aug	Sept	Q3	Amount	Oct				Nov	Dec	Q4	Amount	
110	44121506-EM-M02	ENVELOPE, mailing, white, 70gsm	box	1	0	1	2	756.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	378.20	756.40
112	44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece	0	0	2	2	20.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	10.20	20.60
114	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, 12 pockets	piece	8	0	0	8	688.32	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8.00	86.04	688.32
118	44122011-FO-F02	FOLDER, FANCY, for legal size documents	bundle	0	0	1	1	311.88	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	311.88	311.88
120	44122011-FO-L02	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack	0	0	1	1	243.24	0	0	1	1	243.24	0	0	1	1	243.24	0	0	0	0	0.00	3.00	243.24	729.72
121	44122027-FO-P01	FOLDER, PRESSBOARD, size: 240mm x 370mm (.5mm)	box	0	0	2	2	1,905.28	0	0	2	2	1,905.28	0	0	2	2	1,905.28	0	0	0	0	0.00	6.00	952.64	5,715.84
122	44122011-FO-T03	FOLDER, TAGBOARD, for A4 size documents	pack	2	0	1	3	837.00	0	0	1	1	279.00	1	0	1	2	558.00	0	0	0	0	0.00	6.00	279.00	1,674.00
123	44122011-FO-T04	FOLDER, TAGBOARD, for legal size documents	pack	2	0	1	3	964.08	0	0	1	1	321.36	1	0	1	2	642.72	0	0	0	0	0.00	6.00	321.36	1,928.16
124	44122008-TT-T01	INDEX TAB, self-adhesive, transparent	box	0	0	5	5	283.40	0	0	5	5	283.40	0	0	5	5	283.40	0	0	0	0	0.00	15.00	56.68	850.20
126	44121716-MA-F01	MARKER, FLUORESCENT, 3 assorted colors per set	set	2	0	0	2	93.36	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	46.68	93.36
127	44121708-MW-B01	MARKER, whiteboard, black, felt tip, bullet type	piece	10	0	12	22	294.36	0	0	0	0	0.00	10	0	0	10	133.80	0	0	0	0	0.00	32.00	13.38	428.16
128	44121708-MW-B02	MARKER, whiteboard, blue, felt tip, bullet type	piece	0	0	12	12	160.56	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	13.38	160.56
129	44121708-MW-B03	MARKER, whiteboard, red, felt tip, bullet type	piece	12	0	12	24	321.12	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	24.00	13.38	321.12
130	44121708-MP-B01	MARKER, PERMANENT, bullet type, black	piece	24	0	12	36	333.28	0	0	0	0	0.00	10	0	0	10	89.80	0	0	0	0	0.00	46.00	8.98	413.08
131	44121708-MP-B02	MARKER, PERMANENT, bullet type, blue	piece	13	0	12	25	224.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	25.00	8.98	224.50
132	44121708-MP-B03	MARKER, PERMANENT, bullet type, red	piece	13	0	12	25	224.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	25.00	8.98	224.50
133	44122104-PC-G01	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	11	0	0	11	85.36	0	0	0	0	0.00	11	0	0	11	85.36	0	0	0	0	0.00	22.00	7.76	170.72
134	44122104-PC-J02	PAPER CLIP, vinyl/plastic coat, length: 50mm min	box	11	0	0	11	188.54	0	0	0	0	0.00	10	0	0	10	171.40	0	0	0	0	0.00	21.00	17.14	359.94
135	44121706-PE-L01	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	17	0	0	17	353.43	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	17.00	20.79	353.43
136	44122037-RB-P10	RING BINDER, plastic, 3mm, 84 rings	bundle	0	0	10	10	2,397.90	0	0	0	0	0.00	0	10	0	10	2,397.90	0	0	0	0	0.00	20.00	239.79	4,795.80
137	44122101-RU-B01	RUBBER BAND, 70mm min by flat length (#18)	box	1	0	1	2	219.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	109.50	219.00
138	44121905-SP-F01	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece	0	0	5	5	174.75	0	0	0	0	0.00	0	5	0	5	174.75	0	0	0	0	0.00	10.00	34.95	349.50
139	44121612-BL-F01	CUTTER BLADE, for heavy duty cutter	piece	8	0	0	8	118.56	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8.00	14.82	118.56
140	44121612-CU-H01	CUTTER KNIFE, for general purpose	piece	8	0	0	8	267.44	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8.00	33.43	267.44
141	44103202-DS-M01	DATING AND STAMPING MACHINE, heavy duty	piece	0	0	5	5	2,269.80	0	0	0	0	0.00	0	5	0	5	2,269.80	0	0	0	0	0.00	10.00	453.96	4,539.60
142	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	1	0	0	1	202.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	202.80	202.80
144	44121618-SS-S01	SCISSORS, symmetrical, blade length: 65mm min	pair	12	0	0	12	486.72	0	0	0	0	0.00	10	0	0	10	405.60	0	0	0	0	0.00	22.00	40.56	892.32
145	44121615-ST-S01	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece	0	0	1	1	176.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	176.80	176.80
146	44121615-ST-B01	STAPLER, BINDER TYPE, heavy duty, desktop	unit	0	0	1	1	914.16	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	914.16	914.16
147	44121613-SR-P01	STAPLE REMOVER, PLIER-TYPE	piece	7	0	1	8	199.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8.00	24.90	199.20
148	44121605-TD-T01	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece	3	0	1	4	256.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	64.20	256.80
150	44101807-CA-C01	CALCULATOR, compact, 12 digits	unit	3	0	1	4	1,387.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	346.85	1,387.40
152	44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit	1	0	0	1	9,297.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	9,297.60	9,297.60
153	44101603-PS-M01	PAPER SHREDDER, cutting width: 3mm-4mm (Entry level)	unit	0	0	1	1	5,699.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	5,699.20	5,699.20
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES																										
167	44103105-EP-B17	INK CART, EPSON C13T664100 (T6641), Black	cart	2	0	0	2	499.20	1	0	1	249.60	2	0	0	2	499.20	1	0	0	1	249.60	6.00	249.60	1,497.60	
168	44103105-EP-C17	INK CART, EPSON C13T664200 (T6642), Cyan	cart	2	0	0	2	499.20	1	0	1	249.60	2	0	0	2	499.20	1	0	0	1	249.60	6.00	249.60	1,497.60	

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	Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue	Total Amount for the year										
			Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug				Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount		
169	44103105-EP-M17	INK CART, EPSON C13T664300 (T6643), Magenta	cart	2	0	0	2	499.20	1	0	0	1	249.60	2	0	0	2	499.20	1	0	0	1	249.60	6.00	249.60	1,497.60	
170	44103105-EP-Y17	INK CART, EPSON C13T664400 (T6644), Yellow	cart	2	0	0	2	499.20	1	0	0	1	249.60	2	0	0	2	499.20	1	0	0	1	249.60	6.00	249.60	1,497.60	
201	44103105-HP-B33	INK CART, HP CZ10/AA, (HP67B), Black	cart	20	0	0	20	7,321.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	366.08	7,321.60	
202	44103105-HP-T33	INK CART, HP CZ18/AA, (HP67B), Teal/or	cart	20	0	0	20	7,321.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	366.08	7,321.60	
233	44103103-HP-B22	TONER CART, HP CE285A (H8B5A), Black	cart	2	0	0	2	6,864.00	0	0	0	0	0.00	1	0	0	1	3,432.00	1	0	0	1	3,432.00	4.00	3,432.00	13,728.00	
282	44103103-HP-B34	TONER CART, HP Q2612A, Black	cart	0	0	0	1	3,900.00	0	0	0	1	3,900.00	0	0	0	1	3,900.00	1	0	0	1	3,900.00	4.00	3,900.00	15,600.00	
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																											
297	45121517-DO-C02	DOCUMENT CAMERA	unit	1	0	0	1	23,623.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	23,623.60	23,623.60	
FLAG OR ACCESSORIES																											
299	55121905-PH-F01	PHILIPPINE NATIONAL FLAG, 100% polyester	piece	0	0	2	2	569.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	284.84	569.68	
PRINTED PUBLICATIONS																											
300	55101524-RA-H01	HANDBOOK (RA 9184), 7th Edition	book	1	0	0	11	409.31	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	11.00	37.21	409.31	
FIRE FIGHTING EQUIPMENT																											
301	46191601-FE-M01	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	unit	0	0	10	0	11,440.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	1,144.00	11,440.00	
CONSUMER ELECTRONICS																											
303	52161535-DV-F01	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit	2	0	0	2	12,831.28	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	6,415.64	12,831.28	
FURNITURE AND FURNISHINGS																											
304	56101504-CM-B01	CHAIR, monobloc, beige, with backrest, w/o armrest	piece	4	0	0	4	1,214.72	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	303.68	1,214.72	
306	56101519-TM-S01	TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")min	unit	2	0	0	2	2,672.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	1,336.40	2,672.80	
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
308	60121413-CB-F01	CLEARBOOK, 20 transparent pockets, for A4 size	piece	10	0	5	15	596.70	0	0	0	0	0.00	0	0	0	5	198.90	0	0	0	0	0.00	20.00	39.78	795.60	
309	60121413-CB-F02	CLEARBOOK, 20 transparent pockets, for LEGAL size	piece	10	0	5	15	635.70	0	0	0	0	0.00	0	0	0	5	211.90	0	0	0	0	0.00	20.00	42.38	847.60	
310	60121534-ER-F01	ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece	0	0	0	10	44.20	0	0	0	0	0.00	0	0	0	10	44.20	0	0	0	0	0.00	20.00	4.42	88.40	
311	60121524-SP-G01	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	34	0	12	46	1,592.06	0	0	0	0	0.00	32	0	12	44	1,522.84	0	0	0	0	0.00	90.00	34.61	3,114.90	
312	60121524-SP-G02	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	4	0	12	16	553.76	0	0	0	0	0.00	2	0	12	14	484.54	0	0	0	0	0.00	30.00	34.61	1,038.30	
313	60121524-SP-G03	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	0	0	6	6	207.66	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	34.61	207.66	
314	60121124-WR-P01	WRAPPING PAPER, kraft, 65gsm (-5%)	pack	1	0	0	1	154.84	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	154.84	154.84	
PART II. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																											
Common Office Supplies																											
1		Balpen, Black, fine	pc/s				50	400.00			0	0	0.00		50		50	400.00			0	0	0.00		100.00	8.00	800.00
2		Balpen, Blue, fine	pc/s				50	400.00			0	0	0.00		50		50	400.00			0	0	0.00		100.00	8.00	800.00
3		Stippen, Violet, 0.5	pc/s				12	300.00			0	0	0.00		12		12	300.00			0	0	0.00		24.00	25.00	600.00
4		Stippen, Brown, 0.5	pc/s				12	300.00			0	0	0.00		12		12	300.00			0	0	0.00		24.00	25.00	600.00
5		Padding glue	pc/s				1	150.00			0	0	0.00		1		1	150.00			0	0	0.00		2.00	150.00	300.00
6		Laminating Sheet, 180 microns	roll/s				1	1,200.00			0	0	0.00		1		1	1,200.00			0	0	0.00		2.00	1,200.00	2,400.00
7		Record Book	pc/s	2			2	300.00			0	0	0.00				0	0.00			0	0	0.00		2.00	150.00	300.00

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year					
		Jan												Q1		Q2					Q3		Q4		
		Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct				Nov	Dec	Q4	Q4 Amount	
8	Balpen (0.3 ballpoint)	pc/s	10			10	900.00				0	0.00				0	0.00				0	0.00	10.00	90.00	900.00
9	Permanent Marker black, pilot	pc/s	5			5	250.00				0	0.00				0	0.00				0	0.00	5.00	50.00	250.00
10	Bond Paper (A4, premium grade, 80gsm)	ream/s	5			5	1,150.00				0	0.00				0	0.00				0	0.00	5.00	230.00	1,150.00
Common Janitorial Supplies																									
1	All purpose cleaner, 1L	bot/s		5	5	10	3,000.00				0	0.00			5	5	1,500.00				0	0.00	15.00	300.00	4,500.00
2	dishwashing liquid, liter	bot/s	1			1	150.00	1			1	150.00	1			1	150.00	1			1	150.00	4.00	150.00	600.00
3	muratic acid	gal/s	1			1	300.00	1			1	300.00	1			1	600.00				1	300.00	5.00	300.00	1,500.00
4	bleaching liquid	gal/s	1	1	1	3	1,200.00	1	1	1	3	1,200.00	1	1	1	3	1,200.00	1	1	1	3	1,200.00	12.00	400.00	4,800.00
5	toilet cake deodorizer	pc/s	10			10	600.00	10			10	600.00	10			10	600.00				10	600.00	40.00	60.00	2,400.00
6	dishwashing sponge, 2 sides	pc/s	4			4	280.00	4			4	280.00	4			4	280.00	4			4	280.00	16.00	70.00	1,120.00
7	toilet bowl cleaner	bot/s	5	5	5	15	3,750.00	5	5	5	15	3,750.00	5	5	5	15	3,750.00	5	5	5	15	3,750.00	60.00	250.00	15,000.00
8	tanai	roll/s	5	5	5	15	2,250.00	5	5	5	15	2,250.00	5	5	5	15	2,250.00	5	5	5	15	2,250.00	60.00	150.00	9,000.00
Office Equipment and Accessories																									
1	computer table	pc	2			2	14,000.00				0	0.00				0	0.00				0	0.00	2.00	7,000.00	14,000.00
2	junior executive chair	pc	2			2	10,000.00				0	0.00				0	0.00				0	0.00	2.00	5,000.00	10,000.00
Cleaning Equipment and Supplies																									
1	plastic broom	pc/s	3			3	600.00				0	0.00	3			3	600.00				0	0.00	6.00	200.00	1,200.00
2	spreadable rake	pc/s	5			5	3,000.00				0	0.00	5			5	3,000.00				0	0.00	10.00	600.00	6,000.00
3	Floor Polisher	pc/s	2			2	29,000.00				0	0.00				0	0.00				0	0.00	2.00	14,500.00	29,000.00
4	Mop with spinner	pc/s	3			3	2,700.00				0	0.00				0	0.00				0	0.00	3.00	900.00	2,700.00
5	Vacuum Cleaner	pc/s	3			3	7,500.00				0	0.00				0	0.00				0	0.00	3.00	2,500.00	7,500.00
Electrical equipment and components and supplies																									
3	Electrical outlet	pc/s	10			10	2,500.00				0	0.00				0	0.00				0	0.00	10.00	250.00	2,500.00
3	Retractable extension wire with universal outlet	pc/s	2			2	1,600.00				0	0.00				0	0.00				0	0.00	2.00	800.00	1,600.00
Computer Supplies																									
1	Refill Ink, Black	liter		1	1	1	500.00				0	0.00				0	0.00				0	0.00	1.00	500.00	500.00
2	Refill Ink, Cyan	liter		1	1	1	500.00				0	0.00				0	0.00				0	0.00	1.00	500.00	500.00
3	Refill Ink, Magenta	liter		1	1	1	500.00				0	0.00				0	0.00				0	0.00	1.00	500.00	500.00
4	Refill Ink,	liter		1	1	1	500.00				0	0.00				0	0.00				0	0.00	1.00	500.00	500.00
5	Tripod	pc/s		1	1	1	1,500.00				0	0.00				0	0.00				0	0.00	1.00	1,500.00	1,500.00
Consumables																									
1	face shield	pc/s	80			80	4,800.00	30			30	1,800.00		30	30	30	1,800.00		30		30	1,800.00	170.00	60.00	10,200.00
2	Face mask, surgical	box/es	15			15	3,750.00	15			15	3,750.00		10	10	10	2,500.00		10		10	2,500.00	50.00	250.00	12,500.00
3	Safety goggles	pc/s	3			3	1,500.00				0	0.00				0	0.00				0	0.00	3.00	500.00	1,500.00
4	Safety gloves	pair/s	3			3	1,500.00				0	0.00	3			3	1,500.00				0	0.00	6.00	500.00	3,000.00
5	Isopropyl Alcohol (70%)	bot/s	5			5	750.00	5			5	750.00				0	0.00				0	0.00	10.00	150.00	1,500.00

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	Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue	Total Amount for the Year								
			Jan	Feb	Mar	Q1 Amount	April	May	June	Q2 Amount	July	Aug	Sept	Q3 Amount				Oct	Nov	Dec	Q4 Amount				
8	Paracetamol, 500mg	pc/s	20	20	20	180.00	20		20	20	60	180.00	20	20	20	60	180.00	20	20	20	60	180.00	240.00	3.00	720.00
9	Adhesive Bandage, 10pcs per box	pc/s	1			60.00	1			1	60.00	60.00	1		1	60.00	60.00	1		1	60.00	60.00	4.00	60.00	240.00
10	Ioperamide	pc/s	20	20	20	300.00	20		20	20	60	300.00	20	20	20	60	300.00	20	20	20	60	300.00	240.00	5.00	1,200.00
11	metenamic acid	pc/s	20	20	20	300.00	20		20	20	60	300.00	20	20	20	60	300.00	20	20	20	60	300.00	240.00	5.00	1,200.00
12	burn ointment	pc/s	5			750.00				0	0.00				0	0.00				0	0.00	5.00	150.00	750.00	
13	hyoscine butylbromide	pc/s	20	20	20	720.00	20		20	20	60	720.00	20	20	20	60	720.00	20	20	20	60	720.00	240.00	12.00	2,880.00
14	First aid kit	set/s	2		2	3,000.00				0	0.00				0	0.00					0	0.00	2.00	1,500.00	3,000.00

Other Categories																										
1	Diesel	lit/s	550	500	500	1550	74,400.00	550	500	500	1550	74,400.00	500	500	500	1500	72,000.00	500	500	500	1500	72,000.00	6,100.00	48.00	292,800.00	
2	Gasoline	lit/s	50	20	20	90	4,410.00	50	20	20	90	4,410.00	20	20	20	60	2,940.00	20	20	20	60	2,940.00	300.00	49.00	14,700.00	
3	Paddy Boots	pair/s	3			3	6,000.00				0	0.00				0	0.00				0	0.00	3.00	2,000.00	6,000.00	
4	Apron	pc/s	3			3	1,800.00				0	0.00	3			3	1,800.00				0	0.00	6.00	600.00	3,600.00	
5	Rainboots	pair/s	10			10	3,800.00				0	0.00				0	0.00				0	0.00	10.00	380.00	3,800.00	
6	Fertilizer, Complete (14-14-14), 50kg per bag	bag/s	245			245	294,000.00	6		60	66	79,200.00	13		13	15,600.00				0	0.00	324.00	1,200.00	388,800.00		
7	Fertilizer, Urea (46-0-0) 50kg per bag	bag/s	32			32	38,400.00	4		4	4	4,800.00	10		10	12,000.00				0	0.00	46.00	1,200.00	55,200.00		
8	Fertilizer, 0-0-60	bag/s	1			1	1,400.00	1		1	1	1,400.00				0	0.00				0	0.00	2.00	1,400.00	2,800.00	
9	Fertilizer, Zinc Sulphate	bag/s	1			1	1,100.00	1		1	1	1,100.00				0	0.00				0	0.00	2.00	1,100.00	2,200.00	
10	Molluscicide	box/es	2			2	2,200.00	2		2	2	2,200.00				0	0.00				0	0.00	4.00	1,100.00	4,400.00	
11	herbicide glyphosate	gal/s	2			2	2,400.00			0	0	0.00	2		2	2,400.00				0	0.00	4.00	1,200.00	4,800.00		
12	Herbicide, Butachlor, 500ml per bottle	bot/s	8			8	3,344.00			0	0	0.00	8		8	3,344.00				0	0.00	16.00	418.00	6,688.00		
13	Herbicide, Post Emergence, 1L/bottle	bot/s	8			8	13,600.00			0	0	0.00	8		8	13,600.00				0	0.00	16.00	1,700.00	27,200.00		
14	Herbicide	bot/s	4			4	3,000.00	4		4	4	3,000.00				0	0.00				0	0.00	8.00	750.00	6,000.00	
15	Mungbean seeds	kg/s			60	60	6,000.00			0	0	0.00				0	0.00				0	0.00	60.00	100.00	6,000.00	
16	Insecticide	bot/s	2			2	2,400.00	2		2	2	2,400.00				0	0.00				0	0.00	4.00	1,200.00	4,800.00	
17	Fungicide	bot/s	2			2	1,500.00	2		2	2	1,500.00				0	0.00				0	0.00	4.00	750.00	3,000.00	
18	molluscs	gal/s	2			2	1,000.00		2	2	2	1,000.00				0	0.00				0	0.00	4.00	500.00	2,000.00	
19	Gibberellic Acid (GA3)	gram/s	50			50	12,500.00	50		50	50	12,500.00				0	0.00				0	0.00	100.00	250.00	25,000.00	
20	Plastic Barrier	roll/s	2			2	2,000.00			0	0	0.00				0	0.00				0	0.00	2.00	1,000.00	2,000.00	
21	Sack-Fresh Harvest (50kg)	pc/s	12			12	1,200.00	12		12	12	1,200.00				0	0.00				0	0.00	24.00	100.00	2,400.00	
22	Bamboo Pegs (1inch x 1meter)	pc/s	500			500	5,000.00	500		500	500	5,000.00				0	0.00				0	0.00	1,000.00	10.00	10,000.00	
23	Paddy Field Boots	pc/s	5			5	15,000.00			0	0	0.00				0	0.00				0	0.00	5.00	3,000.00	15,000.00	
24	Meer Stick	pc/s	10			10	1,500.00			0	0	0.00				0	0.00				0	0.00	10.00	150.00	1,500.00	
25	Ecofor Lumber (2"x2"x12')	pc/s	15			15	3,450.00			0	0	0.00				0	0.00				0	0.00	15.00	230.00	3,450.00	

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue	Total Amount for the year									
		Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug				Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount	
26	Grain Envelopes (3' x 3')	box/es	2			2	1,200.00	2			2	1,200.00				0	0.00				0	0.00	4.00	600.00	2,400.00
27	Field Hats with neck cover	pc/s	5			5	1,750.00				0	0.00				0	0.00				0	0.00	5.00	350.00	1,750.00
28	Brush Cutter, heavy duty	pc/s	4			4	40,000.00				0	0.00				0	0.00				0	0.00	4.00	10,000.00	40,000.00
29	plumbing materials	lot/s	1			1	10,000.00				0	0.00				0	0.00				0	0.00	1.00	10,000.00	10,000.00
30	stainless faucet, HD	pc/s	10			10	5,000.00				0	0.00	10			10	5,000.00				0	0.00	20.00	500.00	10,000.00
31	doorknob, HD	pc/s	10			10	12,000.00				0	0.00				0	0.00				0	0.00	10.00	1,200.00	12,000.00
32	Paint, wood, gal	gal/s	2			2	2,000.00				0	0.00	2			2	2,000.00				0	0.00	4.00	1,000.00	4,000.00
33	Vest	pc/s	4			4	1,200.00				0	0.00				0	0.00				0	0.00	4.00	300.00	1,200.00
34	Apron for motorpool	pc/s	3			3	2,400.00				0	0.00	3			3	2,400.00				0	0.00	6.00	800.00	4,800.00
35	Tarpaulin, 18' x 24"	pc/s	30			30	3,600.00				0	0.00	30			30	3,600.00				0	0.00	60.00	120.00	7,200.00
36	Tarpaulin, 3' x 4'	pc/s	8			8	2,400.00				0	0.00	8			8	2,400.00				0	0.00	16.00	300.00	4,800.00
37	Tarpaulin 6ft x 4ft	pc	3			3	2,400.00				0	0.00				0	0.00				0	0.00	3.00	800.00	2,400.00
38	Plaards and signages	lot	1			1	100,000.00				0	0.00				0	0.00				0	0.00	1.00	100,000.00	100,000.00
A. TOTAL																							P		1,830,035.62
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																							P		183,003.56
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																							P		-
D. GRAND TOTAL (A + B + C)																							P		2,013,039.18
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																									
F. MONTHLY CASH REQUIREMENTS																							P		-
G.1 Available at Procurement Service Stores					346,847.49				49,595.68				125,335.26				49,859.19				P		571,637.62		
G.2 Other Items not available at PS but regulary purchased from other sources					794,244.00				211,700.00				163,124.00				89,330.00				P		1,258,398.00		
TOTAL MONTHLY CASH REQUIREMENTS					1,141,091.49				261,295.68				288,459.26				139,189.19				P		1,830,035.62		

*Agency must put the monthly requirement for air tickets both local and international.

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:



CLARIVEL O. SEGUITAN, Admin Officer II

Property/Supplier Officer

Certified Funds Available / Certified Appropriate Funds Available:



KRISTINE M. PREGAO, Accountant II

Accountant / Local Budget Officer

Approved by:



LEO C. JAVIER, Director I

Head of Office/Agency

Date Prepared: October 12, 2020