

ANNUAL PROCUREMENT PROGRAM FOR 2012

Department/Bureau/Office: **PHILIPPINE COMMISSION ON WOMEN**
 Region: National Capital Region
 Address: 1145 J. P. Laurel St., San Miguel, Manila

Contact Person: **FELICITA F. LAZARO**
 Position: Administrative Officer III
 E-mail: supply@pcw.gov.ph
 Telephone/Mobile Nos: 735-47-64

Item & Specifications	Unit	Quantity Requirement				Price as of 1-18-2012 Per PS Price Catalog	Total Amount
		1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.		
COMMON ELECTRICAL SUPPLIES							
1. ADAPTER PLUG, Universal	each	10				49.00	490.00
2. BALLAST, 1 x 20 watts, Delta	each	6				65.60	393.60
3. BALLAST, 1 x 40 watts, Delta	each	6	6			75.30	1,807.20
4. BATTERY, size AA, alkaline, 2 pcs./packet, Eveready Gold	packet	20	20	20	80	41.50	3,320.00
5. BATTERY, size AAA, alkaline, 2 pcs./packet, GP	packet	12	12	12	48	18.40	883.20
6. BATTERY, size D, alkaline, 2 pcs./packet, Maxell	packet			6		70.75	424.50
7. BATTERY, 9 volts	piece	6		6		100.00	1,200.00
8. CIRCUIT BREAKER, 3Phase 70A	piece		1			1,200.00	1,200.00
9. EXTENSION WHEEL, 10 meters L	piece	1		1		345.00	1,380.00
10. FLUORESCENT TUBE, 18 watts	each		12		24	30.60	734.40
11. FLUORESCENT TUBE, 36 watts	each	12	12	12	48	34.80	1,670.40
12. STARTER, 4-40 watts	each	10	10	10	40	5.50	220.00
13. TAPE, electrical, Crocodile	roll	10	10		20	13.35	267.00
CAR MAINTENANCE & SUPPLIES							
1. ARMOR CAR	bottle	2	2	2	4	150.00	600.00
2. CAR AIRFRESHENER	bottle	6	6	6	24	65.00	1,560.00
3. CAR BATTERY	piece	1	1	1	4	6,500.00	26,000.00
4. CAR SHAMPOO	bottle	2	2	2	8	130.00	1,040.00
5. TIRES	piece	4	4	4	16	5,800.00	92,800.00
6. KANEBO RAGS	piece	6	6	6	24	280.00	6,720.00
7. WIPER BLADE	piece			1	2	500.00	1,000.00
8. TURTLE WAX	can	2	2	2	8	290.00	2,320.00
9. TIRE BLACK	bottle	2	2	2	8	160.00	1,280.00
10. RADIATOR COOLANT	bottle	2	2	2	8	120.00	960.00
11. MOTOR OIL (Diesel)	can	6	6	6	24	280.00	6,720.00
PLUMBING SUPPLIES							
1. ANGLE VALVE, 1/2 x 1/2 x 1/2 (two way)	piece	6		6		569.75	6,837.00
2. FAUCET, Chrome	piece		6		6	240.00	1,440.00
3. FLEXIBLE HOSE, 3/8" x 1/2	piece	6		6	12	110.00	1,320.00
4. FLEXIBLE PIPE, 3/8" female compression	piece	6		6	12	70.00	840.00
5. GATE VALVE	piece			1	1	140.00	140.00
6. P-TRAP, 1-1/4", tubular	piece	6		6	12	520.00	6,240.00
7. TANK FITTING	piece	6		6	12	390.00	4,680.00
8. TANK FLAPPER BALL	piece				6	38.00	228.00
9. TANK LEVER No. 185	piece	6		6	6	60.00	360.00
10. THREAD SEALANT	piece	10		10	20	390.00	7,800.00

Item & Specifications	Unit	Quantity Requirement				Price as of 1-18-20 per PS Price Catalog	Total Amount
		1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.		
COMMON OFFICE SUPPLIES							
1. ACETATE, gauge #3, 50m in length	roll		1			1	550.00
2. AIR FRESHENER, 280ml/can, Glade	can	3	3	3	3	12	1,423.20
3. ALCOHOL, 70% isopropyl, Cleene	bottle	20	20	20	20	80	2,892.00
4. BALLPEN	piece	200	200	200	200	800	3,200.00
5. BOX, Document, L15 x W12 x 10"	piece	25	20	20	15	80	4,800.00
6. Box, Corrugated, Class B	piece	30	30	30	30	60	2,700.00
7. BINDER CLIPS, 3/4", 12 pcs/box	box	12	12	12	12	48	480.00
8. BINDER CLIPS, 1", 12 pcs/box	box	12	12	12	12	48	720.00
9. BINDER CLIPS, 1-1/4", 12 pcs/box	box	12	12	12	12	48	912.00
10. BINDER CLIPS, 1-5/8", 12 pcs/box	box	12	12	12	12	24	768.00
11. BINDER CLIPS, 2", 12 pcs/box	box	12	12	12	12	24	1,152.00
12. BOARD COVER, legal size	piece	25	25	25	25	50	262.50
13. BOARD COVER, letter size	piece	25	25	25	25	50	232.50
14. CARBON PAPER, ordinary, legal, 100s/box, Mercury	box	1	1	1	1	4	274.60
15. CARBON FILM, 216mm x 330mm, 100s/box, Gold Film	box	1	1	1	1	2	696.80
16. CARTOLINA, assorted color, 20s/pack	pack	6	6	6	6	12	811.20
17. CARTOLINA, white, 20s/pack	pack	1	1	1	1	1	43.70
18. CLEAR COVER, 8-1/2" x 11	piece	25	25	25	25	50	725.00
19. CLEAR COVER, 8-1/2" x 13	piece	25	25	25	25	50	900.00
20. COLUMNAR BOOK, 3 cols	piece	3	3	3	3	6	150.00
21. CORRECTION FLUID, 15ml., Uni-Touch	bottle	24	24	24	24	96	1,128.00
22. CORRECTING LIFT OFF TAPE, Cover Up for Olyntia ETW	roll	20	20	20	20	40	4,400.00
23. ENVELOPE, documentary(10"x15"), 500s/box	box	1	1	1	1	4	624.00
24. ENVELOPE, expanding, kraft, legal size, 100s/box	box	1	1	1	1	4	496.30
25. ENVELOPE, pay, kraft, (4"x7-1/2"), 500s/box	box	2	2	2	2	4	118.60
26. ENVELOPE, documentary, letter, 500s/box	box	1	1	1	1	4	505.45
27. ERASER, blackboard, Joy	each	1	1	1	1	6	62.40
28. ERASER, rubber, Super	each	10	10	10	10	10	36.00
29. FLAG, Philippine, size 3 ft x 5.5. ft, nylon	piece	10	10	10	10	10	2,000.00
30. FOLDER, pressboard, plain, legal, 100s/box	pack	1	1	1	1	1	625.35
31. FOLDER, tagboard, legal size, 100s/box	pack	10	10	10	10	40	205.80
32. FOLDER, tagboard, letter size, 100s/box	pack	3	3	3	3	12	252.75
33. FOLDER, morocco, legal size	piece	50	50	50	50	150	8.50
34. FOLDER, clear plastic, L-type, legal size, 50s/pack	pack	2	2	2	2	8	188.25
35. GLUE, all purpose, 300 grams min., Kippy	jar	3	3	3	3	12	46.70
36. GLUE, Elmers, 130 grams	piece	1	1	1	1	6	40.00
37. GLUE, Padding	bottle	1	1	1	1	1	100.00
38. GUEST BOOK	piece	2	2	2	2	4	250.00
39. ID HOLDER	piece	100	100	100	100	400	4,000.00
40. ILLUSTRATION BOARD, (30"x40"), 2 ply	each	6	6	6	6	6	29.05
41. INDEX CARD, 5" x 8", ruled both side, 500s/pack	pack	1	1	1	1	2	95.50
42. INDEX CARD, 5" x 8", plain, 100s/pack	pack	5	5	5	5	20	28.00
43. INDEX CARD BOX, 5-3/8"x8-7/8" x 6", Files	box	3	3	3	3	3	48.90
44. INDEX TAB, self-adhesive, 5 sets/box, Speedo	box	30	20	30	20	100	4,740.00
45. INK, for stamp pad	bottle	3	3	3	3	6	28.00
46. LAMINATING FILM 100S100X125	piece	1	1	1	1	1	550.00
47. LETTERHEAD with PCW Logo	ream	20	20	20	20	40	800.00

Item & Specifications	Unit	Quantity Requirement				Price as of 1-18-20 per PS Price Catalog	Total Amount
		1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.		
48. MARKER, fluorescent, yellow green	piece	24	24	24	24	21.50	2,064.00
49. MARKER, fluorescent, pink	piece	12	12	12	12	21.50	1,032.00
50. MARKER, fluorescent, orange	piece	12	12	12	12	21.50	1,032.00
51. MARKER, fluorescent, blue	piece	12	12	12	12	43.00	4,128.00
52. MARKING PEN, whiteboard, black	each	24	24	24	24	43.00	4,128.00
53. MARKING PEN, whiteboard, blue	each	24	24	24	24	43.00	2,064.00
54. MARKING PEN, whiteboard, red	each	12	12	12	12	43.00	2,064.00
55. MARKING PEN, whiteboard, violet	each	12	12	12	12	43.00	2,064.00
56. MARKING PEN, whiteboard, green	each	12	12	12	12	43.00	2,064.00
57. MARKING PEN, permanent, fine tip, black	each	24	24	24	24	30.00	2,880.00
58. MARKING PEN, permanent, fine tip, blue	each	24	24	24	24	30.00	2,880.00
59. MARKING PEN, permanent, fine tip, red	each	12	12	12	12	30.00	720.00
60. MARKING PEN, permanent, fine tip, green	each	12	12	12	12	30.00	720.00
61. MARKING PEN, permanent, fine tip, violet	each	24	24	24	24	30.00	2,880.00
62. MARKING PEN, permanent, broad tip, black	each	24	24	24	24	30.00	2,880.00
63. MARKING PEN, permanent, broad tip, blue	each	12	12	12	12	30.00	720.00
64. MARKING PEN, permanent, broad, red	each	12	12	12	12	30.00	720.00
65. MARKING PEN, permanent, broad, green	each	12	12	12	12	30.00	720.00
66. MARKING PEN, permanent, broad, violet	each	10	10	10	10	39.50	1,580.00
67. NOTEBOOK, spiral, 100 leaves, size: 152 x 216mm	piece	3	3	3	3	28.60	171.60
68. NOTE PAD, (3"x3"), 3M	pad	6	6	6	6	46.55	1,117.20
69. NOTE PAD, (3"x4"), 3M	pad	10	10	10	10	110.00	2,200.00
70. ONION SKIN, legal size	ream	12	12	12	12	154.00	7,392.00
71. PAPER, Bond, colored, legal size, assorted colors substance 18	ream	12	12	12	12	125.00	6,000.00
72. PAPER, Bond, colored, letter size, assorted colors substance 18	ream	20	20	20	20	156.00	6,240.00
73. PAPER, mimeo, WhiteWove, legal size	ream	30	30	30	30	145.60	17,472.00
74. PAPER, mimeo, WhiteWove, A4	ream	100	100	100	100	180.00	72,000.00
75. PAPER, Copy, substance 20, legal size	ream	200	200	200	200	160.00	128,000.00
76. Paper, Copy, substance 20, letter size	ream	6	6	6	6	230.00	5,520.00
77. PAPER, Copy, Master size, substance 20	ream	3	3	3	3	950.00	11,400.00
78. PAPER, Linen, A-4 size	ream	10	10	10	10	18.55	371.00
79. PAPER, ruled pad, 216mmx330mm, 100s/pad, Advance	pad	50	50	50	50	30.00	6,000.00
80. PAPER, Specialty	pack	10	10	10	10	52.00	1,040.00
81. PAPER, Sticker, vinyl, matt, 5 pcs/pack	pack	50	50	50	50	58.00	11,600.00
82. PAPER, thermal, 216mmx330mm, 50x1" core	roll	30	30	30	30	80.80	8,080.00
83. PAPER FASTENER, non-rust metal, 50 sets/box, Apple	box	12	12	12	12	25.00	1,200.00
84. PAPER FASTENER, plastic	box	10	10	10	10	16.55	662.00
85. PAPER CLIP, gem type, jumbo, 50mm, 100s/box, Joy	box	20	20	20	20	5.60	448.00
86. PAPER CLIP, gem type, 33mm, 100s/box, UK	box	3	3	3	3	18.70	224.40
87. PASTE, solid, with water well, 200gms., Kippy	each	12	12	12	12	24.75	1,188.00
88. PENCIL, lead, w/ eraser, No 2	dozen	10	10	10	10	55.00	1,100.00
89. RECORD BOOK, 300 pages, Smythesewn	book	10	10	10	10	93.60	1,872.00
90. RECORD BOOK, 500 pages, Smythesewn	book	1	1	1	1	61.00	122.00
91. RIBBON, for Monroe 4040 Calculator	piece	6	6	6	6	61.00	732.00
92. RIBBON, for Jet Calculator 1283/1280/2020	piece	10	10	10	10	260.00	10,400.00
93. RIBBON, for ETW Olympia Compact DM	piece	2	2	2	2	500.00	4,000.00
94. RIBBON, for Unica Attendance Keeper	piece	2	2	2	2	500.00	4,000.00

Item & Specifications	Unit	Quantity Requirement					Price as of 1-18-20 or FS Price Catalog	Total Amount
		1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Yearly		
95. RING BINDER, (3/8"x44"), plastic	piece		10		10	20	5.50	110.00
96. RING BINDER, (7/16"x44"), plastic	piece	10		10		20	7.50	150.00
97. RING BINDER, 9/16"x44"), plastic	piece	10	10	10	10	40	10.00	400.00
98. RING BINDER, (5/8"x44"), plastic	piece	10		10		20	13.00	260.00
99. RING BINDER, (3/4"x44"), plastic	piece	10	10	10	10	40	15.00	600.00
100. RING BINDER, (1"x44"), plastic	piece	20		20		40	12.40	496.00
101. RING BINDER, (7/8"x44"), plastic	piece	10	10	10		20	19.00	380.00
102. RING BINDER, (1-1/8"x44"), plastic	piece	10	10	10		20	30.00	600.00
103. RING BINDER, (1-1/4"x44"), plastic	piece	1	1	1	1	4	5.50	110.00
104. RISOGRAPH, Rollmaster, KS 500, S-3276, 270mmx47m	piece	2	2	2	2	8	1,320.00	5,280.00
105. RISOGRAPH In, KS 500, Model 800ml	piece	3	3	3	3	12	1,150.00	9,200.00
106. RUBBER BAND, #18, min. 445 grms./box	box	3	3	3	3	12	99.10	1,189.20
107. RUBBER BAND, 50 grams	box	3	3	3	3	12	9.50	114.00
108. RULER, plastic, 12"	each	3		3		6	4.05	24.30
109. RULER, plastic, 18"	each	3		3		6	23.80	142.80
110. SEPARATOR, 5 pcs/set, letter size, white	set	50		50		100	12.50	1,250.00
111. SEPARATOR, 5 pcs/set, legal size, white	set	100		100		200	13.50	2,700.00
112. SEPARATOR, 5 pcs/set, letter size, colored	set	50		50		100	23.00	2,300.00
113. SEPARATOR, 5 pcs/set, legal size, white	set	50		50		100	28.00	2,800.00
114. SIGN PEN, black	each	24	24	24	24	96	42.20	4,051.20
115. SIGN PEN, blue	each	24	24	24	24	96	42.20	4,051.20
116. SIGN PEN, red	each	1		1		2	42.20	84.40
117. SIGN PEN, red, green	each	1		1		2	42.20	84.40
118. SIGN PEN, red, violet	each	1		1		2	42.20	84.40
119. SPECIALTY BOARD	pack	50	50	50	50	200	30.00	6,000.00
120. STAMP PAD INK, violet, 50ml, Your Office	bottle	6		6		12	22.25	267.00
121. STAMP PAD, felt pad	each				6	6	21.15	126.90
122. STAPLE WIRE, standard, #1, copper	each							
123. TAPE, adding machine	box	50		50		100	33.00	3,300.00
124. TAPE, for Calculator, size: 70x60	roll	10	10	10	10	40	8.85	354.00
125. TAPE, Double sided with foam, 1" width	roll	10		10		20	10.00	200.00
126. Tape, Double sided without foam, 1" width	roll	3		3		6	20.00	120.00
127. TAPE, masking (1"); 24mm, 50 meters length	roll	10	3	3	3	6	65.00	390.00
128. TAPE, masking (2"); 50mm, 50 meters length	roll	10	10	10	10	40	36.10	1,444.00
129. TAPE, transparent, (1"); 24mm, 50 meters	roll	24	24	24	24	96	72.00	2,880.00
130. TAPE, transparent, (2"); 48mm, 50 meters	roll	10		10		20	54.00	5,184.00
131. TAPE, packaging, 48mm, 50 meters length	roll	10	10	10	10	40	14.35	287.00
132. TIME CARD, for Unica Time Recorder, 100s/bndl	bundle	10	10	10	10	40	15.40	616.00
133. TOILET TISSUE, 12 rolls/pack, Eco Pal	pack	500	500	500	500	2000	1.20	2,400.00
134. TONER, for Photocopying Machine (KM-2810)	cart	10	10	10	10	40	65.55	2,622.00
135. TWINE, plastic, one kilo per roll	roll	2	2	2	2	8	3,696.00	3,696.00
136. VITAL Document Keeper	piece	3		3		6	47.85	287.10
137. WRAPPING PAPER, kraft, 65gsm, approx. 40M.	roll	12	12	12	12	48	236.00	11,328.00
	roll	3	3	3	3	12	88.40	1,060.80

Item & Specifications	Unit	Quantity Requirement				Price as of 1-18-2011 per RS Price Catalog	Total Amount
		1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.		
CONSTRUCTION SUPPLIES							
8. DOOR KNOB	piece		3		3	550.00	3,300.00
12. DRAWER LOCK	piece	10		10		170.00	3,400.00
13. DOOR CLOSER	piece		2		2	1,700.00	6,800.00
14. SUPPLIES AND MATERIALS for the repair of Balcony Area and Ceiling Works							243,896.05
15. SUPPLIES AND MATERIALS for the repair of stairs of Main Building and Annex II Building							250,000.00
16. SUPPLIES for the REPAINTING of Annex II building.							300,000.00
17. Fabrication of Modular Tables for the AECID Project Staff							300,000.00
18. Supplies and Materials for the repair of the AECID Project Office							532,900.24
COMPUTER SUPPLIES							
1. COMPACT DISK CASE	each	175	500	350	275	5.00	6,500.00
2. CD DRIVE CLEANER	each	3		3		64.25	385.50
3. COMPACT DISK RECORDABLE, min. of 650MB, 70 min. run	piece	175	500	350	275	10.30	13,390.00
4. COMPACT DISK REWRITABLE, 650MB/74 min. capacity,	piece	25	30	35	50	26.95	3,773.00
5. DISKETTE, 3.5", DS/DD, 10s/box, CD-R King	box	5		5		53.90	539.00
6. DVD RECORDABLE, 16x speed, 4.7GB capacity	piece	50	50	50	50	19.25	3,850.00
7. DVD RE-WRITABLE, 4x speed, 4.7GB capacity	piece	50	50	50	50	25.90	5,180.00
8. FLASH DRIVE, 8GB, USB 2.0 and play	piece	10	10	10	10	500.00	20,000.00
9. INK CARTRIDGE, HP C6615A (HP 15)	piece	3	3	3	3	1,055.00	12,660.00
10. INK CARTRIDGE, HP C6625A (HP 17)	piece	2	2	2	2	1,200.00	9,600.00
11. INK CARTRIDGE, HP C8727A (HP 27)	piece	1	1	1	1	745.00	2,980.00
12. INK CARTRIDGE, HP C8728A (HP 28)	piece	1	1	1	1	785.00	3,140.00
13. INK CARTRIDGE, HP C6656A (HP 56)	piece	6	6	6	6	810.00	19,440.00
14. INK CARTRIDGE, HP C6657A (HP 57)	piece	2	2	2	2	1,225.00	9,800.00
15. INK CARTRIDGE, HP CC641W (60XL)	piece	3	3	3	3	1,375.00	16,500.00
16. INK CARTRIDGE, HP CC641W (60XL)	piece	2	2	2	2	1,573.00	12,584.00
17. MOUSE, USB Type	piece	3	3	3	3	127.95	1,535.40
18. TONER CARTRIDGE, HP C7115A	piece	3	3	3	3	2,610.40	31,324.80
19. TONER CARTRIDGE, HP Q2612A	piece	30	30	30	30	2,730.00	327,600.00
20. TONER CARTRIDGE, HP Q7115	piece	2	2	2	2	2,500.00	15,000.00
21. TONER CARTRIDGE, HP CE505A	piece	2	2	2	2	3,500.00	28,000.00
22. TONER CARTRIDGE, HP CB435A	piece	30	30	30	30	2,400.00	288,000.00
23. TONER CARTRIDGE, HP Q7553A	piece	3	3	3	3	3,274.75	39,297.00
24. TONER CARTRIDGE, HP Q6000A (Black)	piece	2	2	2	2	3,370.00	26,960.00
25. TONER CARTRIDGE, HP Q6001A (Cyan)	piece	2	2	2	2	3,380.00	27,040.00
26. TONER CARTRIDGE, HP Q6002A (Yellow)	piece	2	2	2	2	3,380.00	27,040.00
27. TONER CARTRIDGE, HP Q6003A (Magenta)	piece	2	2	2	2	724.90	8,698.80
28. RIBBON, Epson RN 15083/50 15086	ca	3	3	3	3	1,000.00	12,000.00
29. ADDITIONAL MEMORY for Desktop Computers	piece	3	3	3	3	4,000.00	24,000.00
30. MONITOR, Flat Screen, 16"	piece	3	3	3	3	1,000.00	4,000.00
31. KEYBOARD	piece	2	2	2	2	1,000.00	4,000.00
32. BATTERY for Laptop	piece	3	3	3	3	5,830.75	34,984.50

Item & Specifications	Unit	Quantity Requirement				Price as of 1-18-2011 per FS Price Catalog	Total Amount
		1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.		
COMMON OFFICE DEVICES							
1. BLADE, heavy duty cutter(L500), 10 pcs./pack	pack	6		6		7.55	90.60
2. CUTTER, heavy duty, L500	each	3		3		275.00	1,650.00
3. PUNCHER, heavy duty, joy	each	3		3		250.00	1,500.00
4. SCISSORS, (6")	pair	3		3		45.00	540.00
5. STAPLER, heavy duty, standard	each	3		3		251.90	755.70
6. STAPLE REMOVER, twin jaws, Heavy Duty	each	3		3		20.00	120.00
COMMON JANITORIAL SUPPLIES							
1. DISINFECTANT SPRAY, 340 gm., Clorox	can	6		6		116.50	2,796.00
2. DOORMAT, rubberized	piece	10		10		500.00	5,000.00
3. FURNITURE CLEANER, 400ml/can, Pledge	can	1		1		168.00	336.00
4. GARBAGE BIN	piece	3		3		1,000.00	3,000.00
5. HANDSOAP	bottle	18		18		85.00	6,120.00
6. INSECTICIDE, 600ml (420g)/can, Bayer	can	3		3		142.50	1,710.00
7. Multi-Cleaning Cream, Wipe-Out brand	can	3		3		28.00	336.00
8. TRASHBAG, plastic, black, 18.5 x 18.5	box	3		3		2,200.00	26,400.00
9. THRASH BAG, transparent, 16 x 24"	piece	500		500		0.35	700.00
PROMOTIONAL SUPPLIES							
1. Corporate Give-Aways with Advocacy Messages	piece	150		100		300.00	165,000.00
2. Tarpaulin (Women's Month Celebration, National Statistics Month, 18-Day Campaign to End Violence Against Women, etc.)	meter	1000		1000		20.00	80,000.00
3. Information Kit/Folder	piece	300		500		25.00	35,000.00
COMMON OFFICE EQUIPMENT							
1. AIRPOT, 4.0 liters, w/ dispenser, Garant	each			2		1,410.00	2,820.00
2. FILING CABINET, four (4) drawers, steel, plain finish, w/ 8 ball bearing rollers, gauge 24, Lateral	each	2		3		8,170.00	79,530.00
3. FILING CABINET, four (4) drawers, steel, plain finish, w/ 8 ball bearing rollers, gauge 20, Lateral	each	2		2		9,181.80	73,454.40
4. ELECTRIC FAN, orbit type	piece			2		1,010.90	4,043.60
5. ELECTRIC FAN, with stand	piece	2		2		936.00	3,744.00
6. PAPER SHREDDER, 220mm feed opening, 4mm shred width, 0.06m/sec shred speed, 6-8 sheets performance, approx 5kg in weight, Admiral	unit			1		6,310.75	6,310.75
7. UNINTERRUPTIBLE POWER SUPPLY(UPS) line interactive topology, with sealed maintenance free batteries, 520VA-600VA	unit	2		2		1,525.15	12,201.20
8. WEBCAM, USB interface	unit	1				2,000.00	2,000.00
9. JUNIOR EXECUTIVE TABLE, 24" x 48	unit	6				9,900.00	59,400.00
10. CLERICAL TABLE, wooden	unit	1				9,000.00	9,000.00

Item & Specifications	Unit	Quantity Requirement				Price as of 1-18-20 per PS Price Catalog	Total Amount
		1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.		
OTHER SUPPLIES							
1. VERTICAL BLINDS, PVC (Annex I and II Building)	sq. ft.	3129				100.00	312,900.00
2. BOX, Storage (plastic)	piece	2		2		750.00	3,000.00
3. CURTAIN for the Conference Room (including curtain rods and other mechanisms)	yards	200				430.00	86,000.00
MEDICINES (FIRST-AID)							
1. ALAXAN	piece	20	20	20	20	7.65	612.00
2. BIOGESIC	piece	25	25	25	25	3.00	300.00
3. DIATABS	piece	50	50	50	50	6.75	1,350.00
4. KREMIL S	piece	20	20	20	20	4.30	344.00
5. NEOZEP	piece	30	30	30	30	3.00	360.00
6. PONSTAN 250	piece	30	30	30	30	14.50	360.00
7. PONSTAN 500	piece	30	30	30	30	30.25	1,740.00
8. Band Aid, 100 pcs/box	box	1		1		100.00	3,630.00
9. COTTON	roll	1	1	1	1	65.00	200.00
GRAND TOTAL:							4,396,371.79
TOTAL w/10% ADDITIONAL PROVISION FOR INFLATION							439,637.18
APPROVED BUDGET:							4,836,008.97

Prepared by:

Felicita F. Lazaro
FELICITA F. LAZARO
 Administrative Officer III

Recommending Approval:

Eufrosina O. Dumlao
EUFROSINA O. DUMLAO
 Chief, Administrative Officer

Approved by:

Emmeline L. Verzosa
EMMELINE L. VERZOSA
 Executive Director