

ANNUAL PROCUREMENT PLAN (PER OFFICE/ DEPARTMENT)
Capital Expenditure (CE) and Assel Acquisition (AA)
For Fiscal Year 2014

ITEM NO.	OFFICE/ DEPARTMENT	CE/ AA	ITEM	SPECIFICATION	QTY	UNIT	AMOUNT	SCHEDULE	MODE OF PROCUREMENT
1. GENERAL SERVICES AND SUPPORT SERVICES (GASS)									
A. MIS IMPROVEMENT									
		IT Eqt	Camera Lens	20-70mm F2.8 Canon mount	1	unit	30,000.00	2nd	Alternative Mode
		IT Eqt	GPS Gadgel/Internet Connection		1	unit	20,000.00	2nd	Alternative Mode
		IT Eqt	Web Hosting/Domain		1	unit	0,000.00	3rd	Alternative Mode
							60,000.00		
B. IMPROVEMENT OF FINANCE OFFICES									
1. ADMINISTRATIVE/ BUDGET/ RECORD MANAGEMENT SYSTEM OFFICE									
		IT Eqt	Biometric	20Gb memory	3	units	30,000.00	1st	Alternative Mode
		IT Eqt	Computer set	Core i3	1	unit	15,000.00	1st	Alternative Mode
		IT Eqt	Computer Table	iron made	1	unit	1,500.00	2nd	Alternative Mode
		IT Eqt	External drive	500Gb, seagate	1	unit	2,500.00	3rd	Alternative Mode
		Office Eqt	Filing cabinet	steel, 4-5 drawers	2	unit	12,000.00	2nd	Alternative Mode
		Office Eqt	Floor Polsher		1	unit	15,000.00	3rd	Alternative Mode
		Machinery	Generator	50KVA	1	unit	20,000.00	3rd	Alternative Mode
		IT Eqt	Printer	3-in-1, with CISS	1	unit	3,000.00	1st	Alternative Mode
		Office Eqt	Typewriter	Olympia, PCA type	2	units	6,000.00	2nd	Alternative Mode
		IT Eqt	UPS	APC, 500-650VA	2	units	7,000.00	2nd	Alternative Mode
		Office Eqt	Venetian Blinds	light violet	1	unit	3,000.00	3rd	Alternative Mode
							115,000.00		
2. ACCOUNTING OFFICE									
		IT Eqt	External drive	500Gb, Seagate	1	unit	2,500.00	2nd	Alternative Mode
		IT Eqt	Printer	3-in-1, with CISS	1	unit	3,000.00	1st	Alternative Mode
		Office Eqt	Typewriter	Olympia, PCA type	1	unit	3,000.00	1st	Alternative Mode
							8,500.00		
3. CAMPUS ADMINISTRATOR'S OFFICE									
		IT Eqt	Camera	digital	1	unit	6,000.00	2nd	Alternative Mode
		IT Eqt	Internet Connection		1	unit	3,000.00	3rd	Alternative Mode
							9,000.00		
4. CASHIER'S OFFICE									
		IT Eqt	Computer Set	Core i3	1	unit	15,000.00	3rd	Alternative Mode
		IT Eqt	CPU	Core i3	1	unit	12,000.00	1st	Alternative Mode
		Office Eqt	Hanging Cabinet	Slotted bar	1	unit	15,000.00	2nd	Alternative Mode

ITEM NO.	OFFICE/ DEPARTMENT	CE/ AA	ITEM	SPECIFICATION	QTY	UNIT	AMOUNT	SCHEDULE	MODE OF PROCUREMENT
		IT Eqt	Printer	Epson, impact dot matrix, LX-300+II	1	unit	8,000.00	2nd	Alternative Mode
		IT Eqt	Printer	3-in-1	1	unit	3,000.00	2nd	Alternative Mode
		Office Eqt	Typewriter	Olympia, PCA type	1	unit	3,000.00	2nd	Alternative Mode
		IT Eqt	UPS	APC, 500-650VA	1	unit	3,500.00	2nd	Alternative Mode
							59,500.00		
	S. SUPPLY OFFICE								
		IT Eqt	Camera	digital	1	unit	6,000.00	2nd	Alternative Mode
		Office Eq	Filing Cabinet	Steel, 4 drawers	1	unit	6,000.00	2nd	Alternative Mode
		Office Eq	FIRE EXTINGUISHER, brand new	ABC Class	10	units	38,000.00	2nd	Alternative Mode
		IT Eqt	Midi Player and Amplifier	Mega Pro	1	unit	30,000.00	3rd	Alternative Mode
		Office Eq	Vault (fire proof)		1	unit	50,000.00	3rd	Alternative Mode
		Office Eq	Videoke		1	unit	20,000.00	3rd	Alternative Mode
							150,000.00		
							550,000.00		
	C. ROAD NETWORKS								
							200,000.00		
	D. LAND IMPROVEMENTS								
							100,000.00		
	E. INSURANCE OF BUILDINGS								
							400,000.00		
	F. IGE SUPPORTS								
							500,000.00		
	G. SCHOOL BUS								
	2. HIGHER EDUCATION								
	A. INSTITUTE OF TEACHERS EDUCATION								
		Furniture	Cabinet	wooden	1	unit	8,000.00	2nd	Alternative Mode
		IT Eqt	Camera	Digital	1	unit	6,000.00	3rd	Alternative Mode
		Class Eq	Electric fan	orbit type	6	units	6,000.00	2nd	Alternative Mode
		IT Eqt	LCD Projector		3	units	61,861.80	1st	Alternative Mode
		Office Eq	Megaphone	portable	1	unit	2,500.00	2nd	Alternative Mode
		Office Eq	Tape recorder		1	unit	5,000.00	2nd	Alternative Mode
		IT Eqt	Television	32". Fla/ Slim	1	unit	15,000.00	3rd	Alternative Mode
							T04,36T.80		
		*OTHER EXPENSES							
			Seminars to be attended				5,000.00		
			ITE Activities (ITE Day, etc.)				10,000.00		
			Laboratory Supplies/Chemicals				25,000.00		
			Laboratory Equipments				25,000.00		
			Laboratory Chairs	wooden top, steel legs			50,000.00		
							1T5,000.00		

ITEM NO.	OFFICE/ DEPARTMENT	CE/ AA	ITEM	SPECIFICATION	QTY	UNIT	AMOUNT	SCHEDULE	MODE OF PROCUREMENT
B. COLLEGE OF AGRICULTURE									
		Lab. Eqt	Analytical Balance	0.0001 - 1.0kg capacity	1	unit	50,000.00	2nd	Alternative Mode
		IT Eqt	Computer set	desktop	10	units	120,000.00	2nd	Alternative Mode
		IT Eqt	External drive	1Tb. Seagate	1	unit	4,000.00	2nd	Alternative Mode
		Class Eqt	Electric Fan	orbit type	10	units	10,000.00	2nd	Alternative Mode
		Class Eqt	Electric fan	wall type	10	units	8,000.00	2nd	Alternative Mode
		IT Eqt	Laptop	Acer aspire, core i7	1	unit	25,000.00	1st	Alternative Mode
		IT Eqt	LCD Projector	Acer K330	2	unit	60,000.00	2nd	Alternative Mode
		Office Eqt	Photocopier		1	unit	30,000.00	3rd	Alternative Mode
		Lab. Eqt	Weighing Balance for large animals	250kg capacity	1	unit	12,000.00	2nd	Alternative Mode
							319,000.00		
		*OTHER EXPENSES							
			Seminars to be attended				5,000.00		
			CA Activities				10,000.00		
			Laboratory Supplies and Equipments				50,000.00		
			Laboratory/classroom chairs				60,000.00		
							175,000.00		
C. COLLEGE OF AGRI-BUSINESS									
		IT Eqt	Camera	Digital	1	unit	6,000.00	2nd	Alternative Mode
		IT Eqt	Computer set	desktop	10	units	120,000.00	1st	Alternative Mode
		IT Eqt	LCD Projector		1	unit	20,620.60	1st	Alternative Mode
		IT Eqt	Printer	3-in-1, with CISS	1	unit	3,000.00	2nd	Alternative Mode
		Office Eqt	Tape recorder		1	unit	5,000.00	3rd	Alternative Mode
		Office Eqt	Sounds (Amplifier, microphone, etc.)		1	set	5,000.00	3rd	Alternative Mode
							159,620.60		
		*OTHER EXPENSES							
			Seminars to be attended				5,000.00		
			CAB Activities				10,000.00		
			Laboratory Supplies and Equipments				50,000.00		
							65,000.00		
D. PROVINCIAL INSTITUTE OF FISHERIES									
		Office Eqt	Airconditioner		1	unit	21,000.00	2nd	Alternative Mode
		Office Eqt	Airpot		1	unit	1,500.00	3rd	Alternative Mode
		Lab. Eqt	Analytical Balance		2	units	100,000.00	2nd	Alternative Mode
		IT Eqt	Camera	Digital	1	unit	6,000.00	2nd	Alternative Mode
		Lab. Eqt	Can sealer		1	unit	2,000.00	3rd	Alternative Mode
		Office Eqt	CHAIR, Monobloc	w/ detachable armchair	60	pcs	39,000.00	2nd	Alternative Mode
		Lab. Eqt	Compound Microscope		5	units	100,000.00	2nd	Alternative Mode
		Office Eqt	Curtain		1	set	3,000.00	3rd	Alternative Mode
		IT Eqt	DVD Player		1	unit	3,000.00	2nd	Alternative Mode

ITEM NO.	OFFICE/ DEPARTMENT	CE/ AA	ITEM	SPECIFICATION	QTY	UNIT	AMOUNT	SCHEDULE	MODE OF PROCUREMENT
		Class Eqt	Electric Fan	Industrial	2	units	1,900.00	2nd	Alternative Mode
		Office Eqt	Electric fan	with stand	1	unit	900.00	1st	Alternative Mode
		IT Eqt	External drive	1Tb, Seagate	1	unit	4,000.00	2nd	Alternative Mode
		Office Eqt	Filing Cabinet		3	units	18,000.00	2nd	Alternative Mode
		Office Eqt	FIRE EXTINGUISHER, brand new	ABC Class	2	units	7,600.00	2nd	Alternative Mode
		Office Eqt	Floor Polisher		1	unit	15,000.00	1st	Alternative Mode
		Office Eqt	Grass cutter		1	unit	5,000.00	2nd	Alternative Mode
		Furniture	Laboratory Tables		5	units	15,000.00	3rd	Alternative Mode
		Office Eqt	Laminating Machine		1	unit	3,000.00	3rd	Alternative Mode
		IT Eqt	Laptop	Acer asplre, core i7	1	unit	25,000.00	1st	Alternative Mode
		IT Eqt	LCD Monitor	21"	4	unit	6,000.00	2nd	Alternative Mode
		Office Eqt	Megaphone	portable	1	unit	2,500.00	2nd	Alternative Mode
		Furniture	Office Tables	wooden	4	units	12,000.00	1st	Alternative Mode
		Office Eqt	Photocopier		1	unit	30,000.00	2nd	Alternative Mode
		IT Eqt	Printer	3-in-1, with CISS	1	unit	3,000.00	1st	Alternative Mode
		IT Eqt	Television	32", Flat TV	1	units	15,000.00	2nd	Alternative Mode
		Office Eqt	Vertical blinds		2	units	6,000.00	2nd	Alternative Mode
		Office Eqt	Water dispenser		1	unit	5,000.00	3rd	Alternative Mode
		Lab. Eqt	Water pump		2	units	50,000.00	2nd	Alternative Mode
							500,400.00		
		*OTHER EXPENSES							
			Seminars to be attended				10,000.00		
			PIF Activities				10,000.00		
			Laboratory Supplies and Equipments				50,000.00		
			Laboratory/classroom chairs				50,000.00		
							120,000.00		
		E. INSTITUTE OF INFORMATION AND COMMUNICATION TECHNOLOGY							
		Office Eqt	Airconditioner		2	units	42,000.00	2nd	Alternative Mode
		IT Eqt	CCTV Camera		1	set	15,000.00	2nd	Alternative Mode
		Office Eqt	CHAIR, monobloc	with armchair	150	pcs	97,500.00	2nd	Alternative Mode
		Furniture	Classroom tables	wooden	10	units	30,000.00	1st	Alternative Mode
		IT Eqt	Computer set	desktop	30	units	450,000.00	3rd	Alternative Mode
		Furniture	Computer set		5	units	75,000.00	3rd	Alternative Mode
		Office Eqt	Cubicle	wooden with glass	2	units	16,000.00	2nd	Alternative Mode
		IT Eqt	Digital Multimeter		1	unit	3,500.00	2nd	Alternative Mode
		Office Eqt	Electric fan	with stand	2	unit	1,800.00	1st	Alternative Mode
		Office Eqt	Electric fan	wall type	14	unit	11,200.00	2nd	Alternative Mode
		IT Eqt	External drive	1Tb, Seagate	5	units	20,000.00	2nd	Alternative Mode
		Office Eqt	Filing Cabinet	Steel, 4 drawers	1	unit	6,000.00	2nd	Alternative Mode
		IT Eqt	LCD Projector		1	unit	20,620.60	2nd	Alternative Mode
		Office Eqt	Megaphone	portable	1	unit	2,500.00	2nd	Alternative Mode

ITEM NO.	OFFICE/ DEPARTMENT	CE/ AA	ITEM	SPECIFICATION	QTY	UNIT	AMOUNT	SCHEDULE	MODE OF PROCUREMENT
		IT Eqt	Printer	3-in-1, with CISU	1	unit	3,000.00	3rd	Alternative Mode
		IT Eqt	Wireless -N Router	300mbps	5	units	5,000.00	2nd	Alternative Mode
							799,120.60		
		*OTHER EXPENSES							
			Seminars to be attended				20,000.00		
			IICT Activities				20,000.00		
			Labaratory Supplies and Equipments				100,000.00		
							140,000.00		
	F. CRIMINOLOGY DEPARTMENT								
		Office Eqt	Cabinet	wooden, divider	1	unit	10,000.00	2nd	Alternative Mode
		Furniture	Clossroom tables	wooden	7	units	21,000.00	1st	Alternative Mode
		Office Eqt	Curtain		1	set	3,000.00	3rd	Alternative Mode
		Class Eqt	Electric Fan	orbit type	8	units	8,000.00	2nd	Alternative Mode
		Office Eqt	Electric fan	with stand	1	unit	900.00	1st	Alternative Mode
		Office Eqt	Filing Cabinet	Steel, 4 drawers	1	unit	6,000.00	2nd	Alternative Mode
		Office Eqt	Floor Pollsher		1	unit	15,000.00	3rd	Alternative Mode
		Office Eqt	Water dispenser		1	unit	5,000.00	2nd	Alternative Mode
							68,900.00		
		* FORENSIC BALLISTICS							
		Lab. Eqt	Analytical Balance		1	unit	50,000.00	3rd	Alternative Mode
		Lab. Eqt	Caliper		1	unit	3,500.00	3rd	Alternative Mode
		Lab. Eqt	Revalver		1	unit	15,000.00	3rd	Alternative Mode
		Lab. Eqt	Rifle, M16		1	unit	25,000.00	3rd	Alternative Mode
		Lab. Eqt	Stereoscopic Microscope/Bullet Comparison		1	unit	65,000.00	3rd	Alternative Mode
		Lab. Eqt	Taper guage		1	unit	1,500.00	3rd	Alternative Mode
							140,000.00		
		* FORENSIC CHEMISTRY							
		Lab. Eqt	Beaker	600ml	1	doz	3,048.00	3rd	Alternative Mode
		Lab. Eqt	Beaker	400ml	1	doz	3,127.20	3rd	Alternative Mode
		Lab. Eqt	Beaker	250ml	1	doz	1,780.80	3rd	Alternative Mode
		Lab. Eqt	Bunsen Bumer		1	doz	2,400.00	3rd	Alternative Mode
		Lab. Eqt	Calcium Chloride Tube		1	doz	1,017.60	3rd	Alternative Mode
		Lab. Eqt	Cobalt Glass		1	doz	840.00	3rd	Alternative Mode
		Lab. Eqt	Crucible and cover		1	doz	636.00	3rd	Alternative Mode
		Lab. Eqt	Crucible Tong		1	doz	1,272.00	3rd	Alternative Mode
		Lab. Eqt	Erlenmeyer Flask	250ml	1	doz	1,526.40	3rd	Alternative Mode
		Lab. Eqt	Evaporating Dish	75ml	1	doz	636.00	3rd	Alternative Mode
		Lab. Eqt	Funnel	75ml	1	doz	1,017.60	3rd	Alternative Mode
		Lab. Eqt	Graduated Cylinder	50ml	1	doz	4,197.60	3rd	Alternative Mode
		Lab. Eqt	Iron Clamp		1	doz	7,504.80	3rd	Alternative Mode
		Lab. Eqt	Mortar and Pestle		1	doz	2,162.40	3rd	Alternative Mode

ITEM NO.	OFFICE/ DEPARTMENT	CE/ AA	ITEM	SPECIFICATIO	QTY	UNIT	AMOUNT	SCHEDULE	MODE OF PROCUREMENT
		Lab. Eq	Reagent Bottles		1	doz	2,400.00	3rd	Alternative Mode
		Lab. Eq	Test Tube	30ml	1	doz	4,579.20	3rd	Alternative Mode
		Lab. Eq	Test Tube Holder		1	doz	2,289.60	3rd	Alternative Mode
							40,435.20		
		*OTHER EXPENSES							
			Seminars to be attended				10,000.00		
			IC activities				10,000.00		
			Laboratory Supplies and Equipments				50,000.00		
							70,000.00		
3. ACCREDITATION									
		Office Eq	Airpot		1	unit	1,500.00	2nd	Alternative Mode
		IT Eq	Camera		1	unit	6,000.00	1st	Alternative Mode
		IT Eq	LCD Projector		1	unit	20,620.60	3rd	Alternative Mode
							28,120.60		
4. AUXILIARY SERVICES									
A. LIBRARY BOOKHOLDINGS AND FACILITIES									
		Books	Books/References/Magazines/Journals		1	set	250,000.00	1st, 3rd	Alternative Mode
		IT Eq	CCTV Camera		1	set	15,000.00	3rd	Alternative Mode
		Office Eq	CHAIR, Monobloc		30	pcs	19,500.00	2nd	Alternative Mode
		IT Eq	Computer set	AMD	6	units	72,000.00	2nd	Alternative Mode
		Office Eq	Floor Polisher		1	unit	15,000.00	1st	Alternative Mode
		IT Eq	LCD Projector		1	unit	20,620.60	2nd	Alternative Mode
		IT Eq	PA System (Microphone)		1	unit	8,000.00	3rd	Alternative Mode
							400,120.60		
B. OFFICE OF THE STUDENTS SERVICES									
		Office Eq	Airconditioner		1	unit	21,000.00	2nd	Alternative Mode
		IT Eq	Computer set		1	unit	15,000.00	2nd	Alternative Mode
		Office Eq	Executive Chair		1	unit	3,000.00	2nd	Alternative Mode
		Office Eq	Filing Cabinet	Steel, 4 drawers	1	unit	6,000.00	1st	Alternative Mode
		IT Eq	Printer	3-in-1, with CISS	1	unit	3,000.00	2nd	Alternative Mode
		Office Eq	Water dispenser		1	unit	5,000.00	2nd	Alternative Mode
							53,000.00		
C. SPORTS AND SOCIO-CULTURAL									
		Office Eq	Air Pot		1	unit	1,500.00	2nd	Alternative Mode
		IT Eq	Camera	Digital, 16mp	1	unit	6,000.00	2nd	Alternative Mode
		IT Eq	Computer set		1	unit	15,000.00	2nd	Alternative Mode
		Office Eq	Fire Extinguisher	dry chemical for ABC class of fire 10lbs.	1	unit	3,800.00	1st	Alternative Mode
		IT Eq	Multimedia Projector	2000 ansi lumens	1	unit	20,620.60	1st	Alternative Mode
		Office Eq	Time Recorder	electronic	1	unit	4,500.00	1st	Alternative Mode
							51,420.60		

ITEM NO.	OFFICE/ DEPARTMENT	CE/ AA	ITEM	SPECIFICATIO'	QTY	UNIT	AMOUNT	SCHEDULE	MODE OF PROCUREMENT
			* SPORTS						
			Sports Eqt	Ball, Baseball	12	pcs	11,500.00	2nd	Alternative Mode
			Sports Eqt	Ball, Basketball	6	pcs	5,000.00	2nd	Alternative Mode
			Sports Eqt	Ball, sepak takraw	3	pcs	2,000.00	2nd	Alternative Mode
			Sports Eqt	Ball, Soccer	6	pcs	3,000.00	2nd	Alternative Mode
			Sports Eqt	Ball, softball	12	pcs	10,500.00	2nd	Alternative Mode
			Sports Eqt	Ball, Table Tennis	6	boxes	2,500.00	2nd	Alternative Mode
			Sports Eqt	Ball, Volleyball	6	pcs	15,000.00	2nd	Alternative Mode
			Sports Eqt	Bat, Baseball	2	pcs	4,000.00	2nd	Alternative Mode
			Sports Eqt	Bat, Softball	2	pc	4,000.00	2nd	Alternative Mode
			Sports Eqt	Chess Board	12	pcs	2,500.00	2nd	Alternative Mode
			Sports Eqt	Mouth piece, for taekwondo	4	pcs	1,000.00	3rd	Alternative Mode
			Sports Eqt	Net, Badminton	3	pcs	1,500.00	2nd	Alternative Mode
			Sports Eqt	Net, sepak takraw	2	pcs	1,000.00	3rd	Alternative Mode
			Sports Eqt	Net, Volleyball	3	pcs	1,500.00	2nd	Alternative Mode
			Sports Eqt	Racket, Badminton	10	pairs	8,000.00	2nd	Alternative Mode
			Sports Eqt	Racket, Table Tennis	10	pairs	6,000.00	2nd	Alternative Mode
			Sports Eqt	Shoes, running	6	pairs	15,000.00	3rd	Alternative Mode
			Sports Eqt	Shuttle cock	20	tubes	5,000.00	2nd	Alternative Mode
			Sports Eqt	Stop Watch	6	pcs	2,500.00	2nd	Alternative Mode
			Sports Eqt	Supporters, arm and knee band	6	pairs	2,500.00	3rd	Alternative Mode
			Sports Eqt	Table, table tennis	1	units	5,000.00	2nd	Alternative Mode
			Sports Eqt	Timer, digital, for basketball	2	units	3,000.00	2nd	Alternative Mode
				Unitarms of Athletes	1	pckg	150,000.00	2nd	Alternative Mode
							262,000.00		
			* SOCIO-CULTURAL						
				Bamboo	20	pcs	600.00		
				Costumes lar talkdances	1	pckg	50,000.00		
				Gang or Ganza	7	pcs	45,000.00		
				Make-up set	1	set	3,000.00		
				Ethnic Accessories	1	pckg	3,000.00		
				Flat Iron	1	unit	500.00		
				Shoes, latin	2	pairs	8,000.00		
				Shoes, standard	2	pairs	8,000.00		
							118,100.00		
			*OTHER EXPENSES						
				Foods and Snacks			150,000.00		
				Hauling of Athletes			25,000.00		
				Seminar/workshop			20,000.00		
							195,000.00		

ITEM NO.	OFFICE/ DEPARTMENT	CE/ AA	ITEM	SPECIFICATION	QTY	UNIT	AMOUNT	SCHEDULE	MODE OF PROCUREMENT
D. PUBLICATION OFFICE									
		Office Eq	Airconditioner		1	unit	21,000.00	2nd	Alternative Mode
		Office Eq	Camera	DSLR 500D	1	unit	30,000.00	2nd	Alternative Mode
		IT Eq	Computer set	Intel E6600 desktop	1	unit	22,000.00	2nd	Alternative Mode
		IT Eq	LCD Projector	with wide screen	1	unit	20,620.60	2nd	Alternative Mode
		Office Eq	Midi Player	with amplifier and microphone	1	unit	4,500.00	4th	Alternative Mode
		IT Eq	Printer	A3 Printer, HP Office jet7000	1	unit	12,000.00	3rd	Alternative Mode
		IT Eq	Printer	3-in-1	1	unit	3,000.00	1st	Alternative Mode
		Office Eq	Electric Fon	with stand	1	unit	900.00	2nd	Alternative Mode
		Office Eq	Tape Recorder	Creative Zen 1Gb	1	unit	1,654.00	2nd	Alternative Mode
		IT Eq	Television	Flat Screen	1	unit	15,000.00	4th	Alternative Mode
							130,674.60		
*OTHER EXPENSES									
			Seminars to be attended				20,000.00		
			Seminars to be conducted				10,000.00		
			Printing of School paper				80,000.00		
							110,000.00		
E. REGISTRAR'S OFFICE									
		Office Eq	Aluminum Ladder	6 stairs	1	unit	5,000.00	2nd	Alternative Mode
		Office Eq	Dry Seal		1	unit	2,000.00	2nd	Alternative Mode
		IT Eq	Printer	3-in-1	1	unit	3,000.00	2nd	Alternative Mode
		IT Eq	Television		1	unit	15,000.00	4th	Alternative Mode
		IT Eq	UPS	APC, 500-650VA	1	units	3,500.00	2nd	Alternative Mode
							28,500.00		
F. GUIDANCE OFFICE									
		Office Eq	Filing Cabinet	Steel, 4 drawers	1	unit	8,000.00	2nd	Alternative Mode
*OTHER EXPENSES									
			Scholastic Abilities Test for Adults (SATA)		1	set	18,000.00	2nd	Alternative Mode
			Standardized Aptitude Test for Teachers		1	set	13,000.00	2nd	Alternative Mode
			Sentence Completion Test		1	set	9,000.00	2nd	Alternative Mode
							40,000.00		
G. RESEARCH AND DEVELOPMENT OFFICE									
		IT Eq	Camera	digital	1	unit	6,000.00	4th	Alternative Mode
		IT Eq	External drive	1Tb. Seagate	1	unit	4,000.00	2nd	Alternative Mode
		IT Eq	Laptop	Acer Aspire Intel Core i7	2	units	50,000.00	2nd	Alternative Mode
							60,000.00		
* SERVICES AND OTHER EXPENSES									
			Electric Current				5,000.00		
			Fuel				5,000.00		

ITEM NO.	OFFICE/ DEPARTMENT	CE/ AA	ITEM	SPECIFICATION	QTY	UNIT	AMOUNT	SCHEDULE	MODE OF PROCUREMENT
			Personnel Services (Salary of J.O.)				36,000.00		
			Training/ Seminar Workshops Services				20,000.00		
			Travel Incentives				3,000.00		
			Research Proposals				220,000.00		
							289,000.00		
H. EXTENSION AND TRAINING OFFICE									
		Furniture	Bulletin Board		1	unit	5,000.00	2nd	Alternative Mode
		Office Eq	Filing Cabinet	Steel, 4 drawers	1	unit	6,000.00	2nd	Alternative Mode
		IT Eq	Laptop	Acer Aspire Intel Core i7	1	unit	25,000.00	3rd	Alternative Mode
		Furniture	Sewing Machine	Single-Electric	1	unit	20,000.00	2nd	Alternative Mode
		Office Eq	Photocopier	Canon	1	unit	30,000.00	4th	Alternative Mode
		Office Eq	Oven	Lo Germanio		unit	23,000.00	3rd	Alternative Mode
							109,000.00		
* OTHER EXPENSES									
			Electric Current				5,000.00		
			Extension Activities (lectures, trainings, etc.)				20,000.00		
			Fuel				5,000.00		
			Personnel Services (Salary of J.O.)				36,000.00		
			Travel Expenses (attending seminars, etc.)				15,000.00		
							81,000.00		
I. MEDICAL / DENTAL / SCHOLARSHIP OFFICE									
* MEDICAL									
		Medical Eq	Sterilizer		1	unit	6,000.00	2nd	Alternative Mode
* DENTAL									
		Dental Eq	Hand Instruments		1	set	20,000.00	3rd	Alternative Mode
		Dental Eq	Ultrasonic Hand Scaler		1	unit	20,000.00	3rd	Alternative Mode
		Office Eq	Electric tan	wall type	1	unit	800.00	2nd	Alternative Mode
							40,800.00		
* SCHOLARSHIP									
		Office Eq	Filing Cabinet	Steel, 4 drawers	1	unit	6,000.00	1st	Alternative Mode
* OTHER EXPENSES									
			Travel/ Seminar Expenses				20,000.00		
J. CBAO									
		Office Eq	Airconditioner	2HP	1	unit	21,000.00	3rd	Alternative Mode
		IT Eq	Camera		1	unit	20,000.00	2nd	Alternative Mode
		Office Eq	Electric tan	orbit type	1	unit	1,000.00	2nd	Alternative Mode
		Office Eq	Electric tan	with stand	1	unit	800.00	2nd	Alternative Mode
		Office Eq	Fire Extinguisher	ABC class	2	units	7,600.00	3rd	Alternative Mode
		Machinery	Hand Tractor		1	unit	150,000.00	1st	Alternative Mode

ITEM NO.	OFFICE/ DEPARTMENT	CE/ AA	ITEM	SPECIFICATION	QTY	UNIT	AMOUNT	SCHEDULE	MODE OF PROCUREMENT
		Office Eq	Filing Cabinet	Steel, 4 drawers	1	unit	6,000.00	2nd	Alternative Mode
		Office Eq	Water Dispenser		1	unit	5,000.00	2nd	Alternative Mode
							211,400.00		
	K. NSTP								
		* ROTC							
		IT Eq	Computer set	desktop	1	unit	15,000.00	1st	Alternative Mode
		* CWTS							
		Office Eq	Airconditioner	2HP	1	unit	21,000.00	1st	Alternative Mode
		IT Eq	Laptop	Core i3	1	unit	21,000.00	3rd	Alternative Mode
		Office Eq	CD Player	with amplifier and microphone	1	unit	4,500.00	4th	Alternative Mode
		IT Eq	LCD Projector		1	unit	20,620.60	3rd	Alternative Mode
							67,120.60		
		* OTHER EXPENSES							
			Fuel				5,000.00		
			NSTP Activities				10,000.00		
			Administrative Cost (Honorarium)				150,000.00		
			Travel Expenses				15,000.00		
							180,000.00		
GRAND TOTAL								7,439,095.20	

Prepared by:

HERMINIO L. LOMBOY
Supply Officer I

Recommending Approval:

CESAR E. RAMOS, CPA
Accountant I

Noted:

LOLITA M. ASAYTUNO
Budget Officer

Approved:

QUIRINO D. PARALLAG, Ed. D.
Campus Administrator

ANNUAL PROCUREMENT PLAN (PER OFFICE/ DEPARTMENT)

For Fiscal Year 2014

OFFICE SUPPLIES

[Indicate whether Office Supplies/Construction Materials/Equipments]

OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	ESTIMATED		QUARTERLY BREAKDOWN			
	QTY	UNIT		U-PRICE	T-AMOUNT	1	2	3	4
I. GASS									
A. MANAGEMENT INFORMATION SYSTEM (MIS)									
	10	pcs	COMPACT DISK, Rewritable, 650MB, 74 min. capacity	16.55	165.50		5	5	
	10	pcs	COMPACT DISK, Recordable, 650MB, 70 min. capacity	9.81	98.10	10			10
	10	pcs	DVD RECORDABLE, 16x speed, 4.7Gb capacity	10.01	100.10		5	5	
	10	pcs	DVD RE-WRITABLE, 4x speed, 4.7Gb capacity	20.52	205.20	10			10
	3	pcs	FLASH DRIVE, 16Gb, USB 2.0 and play	519.53	1,558.59	3			
	50	pcs	FOLDER, expanded, legal size, green	10.00	500.00	25			25
	1	pack	FOLDER, tagboard, legal size, brown	243.16	243.16	1			
	1	L	INK REFILL, universal, black	1,000.00	1,000.00	1			
	3	L	INK REFILL, universal, colored (MCY)	1,000.00	3,000.00	3			
	1	pc	MEMORY CARD, 8Gb	1,799.29	1,799.29	1			
	25	reams	PAPER, bond, legal size (8.5"x13"), Subs-20	200.00	5,000.00	5	10	5	5
	25	reams	PAPER, bond, letter size (8.5"x11"), Subs-20	185.00	4,625.00	5	10	5	5
	1	box	PENCIL, mongol 2	72.00	72.00	1			
	1	box	PUSH PIN, flat head type, 100s/box	20.84	20.84	1			
					18,387.78				
B. RECORD MANAGEMENT SYSTEM									
1. ADMINISTRATIVE/ BUDGET OFFICE									
	2	roll	ACETATE, guage #3, 50m in length	578.45	1,156.90		1	1	
	6	cans	AIR FRESHENER, 280ml/can	92.12	552.72	3			3
	3	boxes	BALLPEN, ordinary, black	72.00	216.00	1			2
	12	pcs	BATHROOM SOAP, 70gms	23.57	282.84		6	6	
	6	pcs	BROOM, soft (tambo)	91.05	546.30		3	3	
	6	pcs	BROOM, stick (tingting)	23.57	141.42		3	3	
	2	pcs	CALCULATOR, compact, electronic	160.56	321.12	1			1
	12	canister	CLEANSER, powder, 350gms	15.90	190.80	6			6
	6	pads	COLUMNAR PAD, 16 cols	43.92	263.52	3			3
	6	pads	COLUMNAR PAD, 18 cols	56.77	340.62	3			3
	6	bots	CORRECTION FLUID, 15ml	15.00	90.00	3			3

OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	U-P	ESTIMATED		QUARTERLY BREAKDOWN			
	QTY	UNIT				T-AMOUNT	1	2	3	4
	1	pc	CUTTER, heavy duty		30.51	30.51		1		
	2	boxes	DATA FILE BOX, (5" X 9" X 15-3/4")		63.20	126.40	1		1	
	12	pouch	DETERGENT POWDER, all purpose, 500gms		23.03	276.36		6	6	
	6	cans	DISINFECTANT SPRAY, 400gms		182.47	1,094.82		3	3	
	2	pcs	DUST PAN, non-rigid plastic, with detachable handle		34.28	68.56		1	1	
	1	box	ENVELOPE, mailing white, 500s/box		143.42	143.42	1			
	2	pcs	FLASH DRIVE, 16Gb, USB 2.0, plug and play		519.53	1,039.06		1	1	
	6	cans	FLOORWAX, paste, natural, 2kgs		263.52	1,581.12	3		3	
	300	pcs	FOLDER, expanded, legal size, green		10.00	3,000.00	150		150	
	5	packs	FOLDER, Tagboard, legal size, brown		243.16	1,215.80	3		2	
	4	cans	FURNITURE CLEANER, 300ml/can		101.76	407.04	2		2	
	10	jar	GLUE, Elmer, 250ml		53.54	535.40		5	5	
	10	boxes	INDEX TAB, self-adhesive, 10s/box		53.56	535.60		5	5	
	1	L	INK REFILL, universal, black		1,000.00	1,000.00	1			
	3	L	INK REFILL, universal, colored (MCY)		1,000.00	3,000.00	3			
	4	pads	NOTE PAD, 3" X 3", 100s/pad		37.28	149.12		2	2	
	4	pcs	PAIL, oracan		250.00	1,000.00	1	2	1	
	3	boxes	PAPER CLIP, gem type, jumbo, 48mm, 100s/box		12.15	36.45	2		1	
	15	reams	PAPER, bond, legal size (8.5"x13"), Subs-20		200.00	3,000.00	5	5	5	
	5	reams	PAPER, bond, letter size (8.5"x11"), Subs-20		185.00	925.00		5		
	2	boxes	PAPER, carbon		85.00	170.00	1		1	
	6	boxes	PAPER FASTENER, non-rust metal, 50 sets/box		67.32	403.92	2	2	2	
	6	reams	PAPER, mimeo, whitewave, legal size		96.64	579.84	2	2	2	
	6	reams	PAPER, mimeo, whitewave, letter size		95.52	573.12	2	2	2	
	6	pads	PAPER, yellow pad		30.00	180.00	2	2	2	
	2	dozen	PENCIL, Mangal 2		72.00	144.00	2			
	2	pcs	PHOTO DRUM, Brother TN-3185		8,000.00	16,000.00	1		1	
	2	pcs	PUNCHER, heavy duty		94.53	189.06	1		1	
	2	cases	PUSH PIN, ball head type, 100s/box		20.84	41.68	1		1	
	6	kg	RAG, cotton		42.85	257.10	3		3	
	6	books	RECORD BOOK, 500 pages		85.70	514.20	3		3	
	10	bundles	RING BINDER, 10mm x 1.12m, plastic, 10s/bundle		45.52	455.20	5		5	
	1	pc	RULER, plastic, 300mm		2.34	2.34	1			
	2	pcs	SCISSORS, 16"		13.15	26.30	1		1	
	1	pc	SHARPENER, heavy duty, single cutterhead		182.10	182.10	1			
	24	pcs	SIGN PEN, My-Gel, black		43.80	1,051.20	1		1	
	1	bol	STAMP PAD INK, violet, 50ml		23.57	23.57	1			
	2	pcs	STAPLE REMOVER, twin jaws		17.67	35.34	1		1	
	4	boxes	STAPLE WIRE, standard, 5000s/box		23.01	92.04	2		2	
	4	boxes	STAPLE WIRE, #10		15.00	60.00	2		2	
	1	pc	STAPLER, heavy duty, standard		115.47	115.47	1			

OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	ESTIMATED QUARTERLY BREAKDOWN					
	QTY	UNIT		U-PRICE	T. AMOUNT	1	2	3	4
	12	bols	TOILET BOWL & URINAL CLEANER, 900ml	49.28	591.36	4	4	4	
	12	boxes	TOILET DEODORANT CAKE, 50gms, 3s/box	25.71	308.52	4	4	4	
	2	packs	TOILET TISSUE, 12 rolls/pack	69.63	139.26	1		1	
	10	pcs	TONER, BROTHER, TN-3185	2,332.00	23,320.00	5		5	
	20	rolls	TRASHBAG, plastic, black, XL, 10s/pack/roll	148.58	2,971.60	10		10	
	2	pcs	WASTE BASKET, plastic	26.78	53.56	1		1	
					71,747.68				
2. CAMPUS ADMINISTRATOR'S OFFICE									
	1	roll	ACETATE, guage #3, 50m ln length	578.45	578.45		1		
	6	cans	AIR FRESHENER, 280ml/can	92.12	552.72	3		3	
	6	bots	ALCOHOL, 70% Isopropyl	39.37	236.22	2	2	2	
	1	box	BALLPEN, ordinary, black	72.00	72.00	1			
	10	pcs	CLEARBOOK, any color, legal size	85.70	857.00	5		5	
	10	pcs	CLEARBOOK, any color, letter size	80.34	803.40	5		5	
	3	pcs	CORK BOARD, 2 X 3	150.00	450.00	1		2	
	20	pcs	DVD RE-WRITABLE, 4x speed, 4.7Gb capacity	20.52	410.40	10		10	
	100	pcs	FOLDER, expanded, legal size, green	10.00	1,000.00	50		50	
	1	pack	FOLDER, tagboard, legal size, brown	243.16	243.16	1			
	1	pack	FOLDER, tagboard, A4 size, brown	305.29	305.29		1		
	10	pcs	GARDEN POTS, dish type	25.00	250.00	5		5	
	7	carl	INK CARTRIDGE, HP, #810, black	741.81	5,192.67	2	2	2	1
	7	carl	INK CARTRIDGE, HP, #811, colored	988.72	6,921.04	2	2	2	1
	1	L	INK REFILL, universal, black	1,000.00	1,000.00	1			
	3	L	INK REFILL, universal, colored (MCY)	1,000.00	3,000.00	3			
	12	pcs	MARKER, permanent, black	15.00	180.00	3	3	3	3
	12	pcs	MARKING PEN, whiteboard, black	12.64	151.68	3	3	3	3
	15	reams	PAPER, bond, legal size (8.5"x13"), Subs-20	200.00	3,000.00	3	5	5	2
	15	reams	PAPER, bond, letter size (8.5"x11"), Subs-20	185.00	2,775.00	3	5	5	2
	5	boxes	PAPER CLIP, vinyl coated type, #48	12.15	60.75	3		2	
	5	box	PAPER FASTENER, non-rust metal, 50 sets/box	67.32	336.60	3		2	
	2	boxes	PAPER, laid, legal	750.00	1,500.00	1		1	
	3	dozen	PENCIL, Mongol 2	72.00	216.00	2		1	
	2	packs	PHOTO PAPER, kodak, A4 size	120.00	240.00	1		1	
	4	pcs	RAGS, doormat type	45.00	180.00	2		2	
	6	books	RECORD BOOK, 500 pages	85.70	514.20	3		3	
	36	pcs	SIGN PEN, My-Gel, black	43.80	1,576.80	12	12	12	
	2	bot	STAMP PAD INK, violet, 50ml	23.57	47.14	1		1	
	1	pc	STAMP PAD, felt pad	23.44	23.44	1			
	3	boxes	STAPLE WIRE, standard, 5000s/box	23.01	69.03	2		1	
	1	pc	TAPE DISPENSER, heavy duty, 1"	47.86	47.86	1			
	3	rolls	TAPE, masking (1"), 24mm, 50m length	49.28	147.84	2		1	

OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	U-P	ESTIMATED QUARTERLY BREAKDOWN				
	QTY	UNIT			T-AMOUNT	1	2	3	4
	3	rolls	TAPE, transparent (1"), 24mm, 50m length	15.85	47.55	2		1	
	2	pack	TOILET TISSUE, 12 rolls/pack	69.63	139.26	1		1	
	1	pc	WALL CLOCK, quartz	250.00	250.00	1			
	2	pcs	WASTE BASKET, plastic	26.78	53.56	1		1	
					33,429.06				
3. ACCOUNTING OFFICE									
	12	cans	AIR FRESHENER, 280ml/can	92.12	1,105.44	4	4	4	
	5	bols	ALCOHOL, 70% Isopropyl	39.37	196.85	3		2	
	6	packets	BATTERY, size AAA, alkaline, 2s/packet	15.53	93.18	3		3	
	2	packs	BLADE, heavy duty cutter (L500), 10s/pack	8.55	17.10	1		1	
	2	pcs	BROOM, soft (lambo)	91.05	82.10	1		1	
	2	pc	CALCULATOR, 12 digits, compact	160.56	321.12	1		1	
	50	pcs	COMPACT DISK, Rewritable, 650MB, 74 min. capacity	16.55	827.50		25	25	
	6	rolls	CORRECTION TAPE, disposable	13.39	80.34	3		3	
	1	pc	CUTTER, heavy duty	30.51	30.51	1			
	10	boxes	DATA FILE BOX, (5" X 9" X 15-3/4")	63.20	632.00	5		5	
	12	cans	DISINFECTANT SPRAY, 400gms	182.47	2,189.64		6	6	
	3	boxes	ENVELOPE, documentary (10" x 15"), 500s/box	511.30	1,533.90	1	2		
	6	pcs	ERASER, rubber	3.21	19.26	3		3	
	2	pc	FLASH DRIVE, 32Gb, USB 2.0, plug and play	1,200.00	2,400.00	1		1	
	1	pc	FLASH DRIVE, 16Gb, USB 2.0, plug and play	519.53	519.53		1		
	3	cans	FLOORWAX, paste, red, 2kgs	224.95	674.85	3			
	50	pcs	FOLDER, expanded, legal size, green	10.00	500.00	25		25	
	50	pcs	FOLDER, expanded, letter size, green	8.50	425.00	25		25	
	30	pcs	INK CARTRIDGE, HP, #704, black	338.50	10,155.00	10	10	10	
	30	pcs	INK CARTRIDGE, HP, #704, colored	338.50	10,155.00	10	10	10	
	1	L	INK REFILL, universal, black	1,000.00	1,000.00	1			
	3	L	INK REFILL, universal, colored (MCY)	1,000.00	3,000.00	3			
	3	pcs	MARKER, permanent, black	15.00	45.00	1	1	1	
	3	pcs	MARKING PEN, whiteboard, black	12.64	37.92	1	1	1	
	3	boxes	PAPER CLIP, gem type, jumbo, 48mm, 100s/box	12.15	36.45	1	1	1	
	3	boxes	PAPER CLIP, gem type, 32mm, 100s/box	6.84	20.52	1	1	1	
	36	reams	PAPER, bond, legal size (8.5"x13"), Subs-20	200.00	7,200.00	9	9	9	9
	36	reams	PAPER, bond, letter size (8.5"x11"), Subs-20	185.00	6,660.00	9	9	9	9
	4	boxes	PENCIL, lead, w/ eraser, 1 doz/box	24.53	98.12	2		2	
	2	cases	PUSH PIN, flat head type, 100s/box	20.84	41.68	1		1	
	3	pcs	RULER, plastic, 12 inches	2.34	7.02	3			
	3	pcs	SHARPENER, heavy duty, single cutterhead	182.10	546.30	3			
	36	pcs	SIGN PEN, My-Gel, black	43.80	1,576.80	9	9	9	9
	4	boxes	STAPLE WIRE, standard, 5000s/box	23.01	92.04	2	1	1	
	3	pcs	STAPLER, heavy duty, standard	115.47	346.41	3			

OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	ESTIMATED		QUARTERLY BREAKDOWN			
	QTY	UNIT		U-P	T-AMOUNT	1	2	3	4
	2	rolls	TAPE, masking (1"), 24mm, 50m length	9.28	98.56	2			
	24	rolls	TAPE, transparent (1"), 24mm, 50m length	15.85	380.40	9	5	5	5
	2	pack	TOILET TISSUE, 12 rolls/pack	69.63	139.26	1		1	
					53,384.80				
	4. CASHIER'S OFFICE								
	12	cans	AIR FRESHENER, 280ml/can	92.12	1,105.44	4	4	4	
	10	bott	ALCOHOL, 70% Isopropyl	39.37	393.70	2	3	2	3
	8	boxes	BALLPEN, panda, black	72.00	576.00	2	2	2	2
	6	packs	BATTERY, size AA, energizer, 2pcs/pack	20.72	124.32	3	1	1	1
	3	pcs	BULB, 3U, Philips	350.00	1,050.00	1		2	
	3	pcs	CALCULATOR, 12 digits, Casio JF 120	450.00	1,350.00	2		1	
	8	books	CASH BOOK	150.00	1,200.00	3	1	2	2
	10	boxes	CLIP, double, big, black	90.00	900.00	3	2	3	2
	10	pcs	CORRECTION FLUID, 15ml	15.00	150.00	3	2	3	2
	10	boxes	COVER CLIP, arch file, 2"	100.00	1,000.00	3	2	3	2
	5	pcs	CUTTER, heavy duty	30.51	152.55	2	2	1	
	20	pcs	FILING BOX, double, green	200.00	4,000.00	5	5	5	5
	5	pcs	FINGERTIP, Joy	35.00	175.00	2		3	
	50	pcs	FOLDER, expanded, legal size, green	10.00	500.00	25		25	
	3	packs	FOLDER, tagboard, legal size, brown	243.16	729.48	2		1	
	10	carl	INK CARTRIDGE, Canon Parl No. CL-811, Colored	988.72	9,887.20	3	2	3	2
	10	carl	INK CARTRIDGE, Canon Parl No. CL-B10, black	741.81	7,418.10	3	2	3	2
	2	L	INK REFILL, universal, black	1,000.00	2,000.00	1		1	
	3	L	INK REFILL, universal, colored (MCY)	1,000.00	3,000.00	3			
	3	pcs	KEYBOARD, USB, A4tech	250.00	750.00	2		1	
	12	pcs	MARKING PEN, permanent, black	15.00	180.00	6		6	
	3	pc	MOUSE, optical	150.00	450.00	2		1	
	1	pc	WALL CLOCK, quartz	250.00	250.00	1			
	20	boxes	PAPER CLIP, gem type, jumbo, 48mm, 100s/box	12.15	243.00	10		10	
	20	boxes	PAPER FASTENER, non-rust metal, 50 sets/box	67.32	1,346.40	10		10	
	30	reams	PAPER, bond, legal size (8.5"x13"), Subs-20	200.00	6,000.00	10	10	10	
	15	reams	PAPER, bond, letter size (8.5"x11"), Subs-20	185.00	2,775.00	10		5	
	3	box	PENCIL, mongol 2	72.00	216.00	1	1	1	
	2	pcs	PHONE, cellular, NOKIA	6,000.00	12,000.00	1		1	
	1	pc	PUNCHER, heavy duty	94.53	94.53	1			
	2	boxes	PUSH PIN, flat head type, 100s/box	20.84	41.68	1		1	
	10	pcs	RIBBON, LX - 300+	150.00	1,500.00	3	2	3	2
	5	boxes	RUBBER BAND, Olympics, Nylon	50.00	250.00	3		2	
	2	pcs	RULER, plastic, 12 inches	2.34	4.68	2			
	1	pc	SHARPENER, heavy duty, single cutterhead	182.10	182.10	1			
	5	pairs	SCISSORS, heavy duty, big	13.15	65.75	3		2	

OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	U-P	ESTIMATED QUARTERLY BREAKDOWN				
	QTY	UNIT			T-AMOUNT	1	2	3	4
	60	pcs	SIGN PEN, My-Gel, black	43.80	2,628.00	10	10	10	
	2	bals	STAMP PAD INK, violet, 50ml	23.57	47.14	1		1	
	1	pc	STAMP PAD, ball pad	23.44	23.44	1			
	10	boxes	STAPLE WIRE, standard, 5000s/box	23.01	230.10	5	2	2	1
	3	pcs	STAPLER, with remover, heavy duty, standard	135.00	405.00	2		1	
	30	rolls	TAPE, transparent (1"), 24mm, 50m length	15.85	475.50	10	5	10	5
	2	pcs	TAPE DISPENSER, heavy duty	47.86	95.72	1		1	
	5	packs	TOILET TISSUE, 12 rolls/pack	69.63	348.15	2		3	
					66,313.98				
	S. SUPPLY OFFICE								
	3	rolls	ACETATE, guage #3, 50m in length	578.45	1,735.35	2		1	
	12	cans	AIR FRESHENER, 280ml/can	92.12	1,105.44	4	4	4	
	10	bals	ALCOHOL, 70% Isopropyl	39.37	393.70	2	3	2	3
	10	pcs	BROOM, soft (tamba)	91.05	910.50		10		
	10	pcs	BROOM, slick (lingling)	23.57	235.70		10		
	5	canister	CLEANSER, powder, 350gms	15.90	79.50		5		
	5	bar	DETERGENT BAR	17.84	89.20		5		
	5	pouch	DETERGENT POWDER, 500gms	23.03	115.15		5		
	5	con	DISINFECTANT SPRAY, 340gms	182.47	912.35		5		
	100	pcs	FOLDER, expanded, legal size, green	10.00	1,000.00	50		50	
	2	packs	FOLDER, tagboard, legal size, brown	243.16	486.32	1		1	
	6	pcs	INK CARTRIDGE, canon MP 198 (PG-41), colored	1,220.00	7,320.00	3		3	
	6	pcs	INK CARTRIDGE, canon MP198 (PG-40), black	1,196.00	7,176.00	3		3	
	6	pcs	INK CARTRIDGE, Canon Part No. CL-810, black	741.81	4,450.86	3		3	
	6	pcs	INK CARTRIDGE, Canon Part No. CL-811, Colored	988.72	5,932.32	3		3	
	4	L	INK REFILL, universal, black	1,000.00	4,000.00	2		2	
	6	L	INK REFILL, universal, colored (MCY)	1,000.00	6,000.00	3		3	
	10	con	INSECTICIDE, 600ml (420g)/con	117.83	1,178.30		10		
	5	pc	MOPHANDLE, screw type, wooden handle	96.41	482.05		5		
	5	pc	MOPHEAD, 100%royon, 400g	85.70	428.50		5		
	10	boxes	PAPER CLIP, gem type, jumbo, 48mm, 100s/box	12.15	121.50	5		5	
	4	boxes	PAPER FASTENER, non-rust metal, 50 sets/box	67.32	269.28	2		2	
	30	reams	PAPER, bond, legal size (8.5"x13"), Subs-20	200.00	6,000.00	15		15	
	20	reams	PAPER, bond, letter size (8.5"x11"), Subs-20	185.00	3,700.00	10		10	
	30	reams	PAPER, mimeo, whilewove, legal size	96.64	2,899.20	15		15	
	40	reams	PAPER, mimeo, whilewove, letter size	95.52	3,820.80	10	10	10	10
	5	kilo	RAG, cotton, (7") in diameter	42.85	214.25		5		
	24	pcs	SIGN PEN, black	43.80	1,051.20	12		12	
	24	pcs	SIGN PEN, red	43.80	1,051.20	12		12	
	4	boxes	STAPLE WIRE, standard, 5000s/box	23.01	92.04	2		2	
	1	pc	TAPE DISPENSER, heavy duty, for 24mm (1")	47.86	47.86	1			

OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	U-F	ESTIMATED QUARTERLY BREAKDOWN					
	QTY	UNIT			E	1-AMOUNT	1	2	3	4
	8	rolls	TAPE, transparent (1"), 24mm, 50m length		15.85	126.80	6		2	
	5	bots	TOILET BOWL AND URINAL CLEANER, 900ml		49.28	246.40		5		
	5	boxes	TOILET DEODORANT CAKE, 50gms, 3s/box		25.71	128.55		5		
						63,800.32				
6. PRINCIPAL'S OFFICE										
	2	cart	INK CARTRIDGE, HP, #27		743.58	1,487.16	1		1	
	2	cart	INK CARTRIDGE, HP, #28		873.12	1,746.24	1		1	
	1	L	INK REFILL, universal, black		1,000.00	1,000.00	1			
	3	L	INK REFILL, universal, colored (MCY)		1,000.00	3,000.00	3			
	3	reams	PAPER, bond, legal size (8.5"x13"), Subs-20		200.00	600.00	2		1	
	3	reams	PAPER, bond, letter size (8.5"x11"), Subs-20		185.00	555.00	2		1	
	50	pieces	PAPER, Linen, for certificates		15.00	750.00	25		25	
						9,138.40				
C. MOTOR VEHICLE (REPAIR AND MAINTENANCE)										
			Maintenance (wheels, batteries, et. Al.)			50,000.00				
			Spare Parts			50,000.00				
						100,000.00				
D. REPAIR AND MAINTENANCE OF BUILDINGS/ FACILITIES										
			Construction materials			500,000.00				
			Electrical Supplies			150,000.00				
			Janitorial Supplies			50,000.00				
			Water System			100,000.00				
			Fire warning alarm devices of buildings			10,000.00				
			Fire Extinguisher Housing			30,000.00				
						840,000.00				
E. ROAD NETWORK										
	20	loads	Road gravelling		4,800.00	96,000.00				
	1000	bags	Cements		260.00	260,000.00				
			Culverts			10,000.00				
						366,000.00				
2. HIGHER EDUCATION										
A. INSTITUTE OF TEACHERS EDUCATION										
	1	roll	ACETATE, guage #3, 50m in length		578.45	578.45	1			
	1	can	AIR FRESHENER, 280ml/can		92.12	92.12	1			
	1	can	DISINFECTANT SPRAY, 340gms		182.47	182.47	1			
	4	pcs	ERASER, blackboard/whiteboard		12.83	51.32	4			
	4	pack	FOLDER, tagboard, legal size, brown		243.16	972.64				4
	2	cans	FURNITURE CLEANER, 300ml/can		101.76	203.52	2			
	1	L	INK REFILL, universal, black		1,000.00	1,000.00	1			
	3	L	INK REFILL, universal, colored (MCY)		1,000.00	3,000.00	3			
	5	pcs	MARKING PEN, permanent, black		15.00	75.00	5			

OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	ESTIMATED		QUARTERLY BREAKDOWN			
	QTY	UNIT		U-PRICE	T-AMOUNT	1	2	3	4
	4	pcs	MARKING PEN, permanent, blue	15.00	60.00	4			
	2	pcs	MARKING PEN, permanent, red	15.00	30.00	2			
	4	pcs	MARKING PEN, whiteboard, black	12.64	50.56	2		2	
	2	pcs	MARKING PEN, whiteboard, blue	12.64	25.28	2			
	2	pcs	MARKING PEN, whiteboard, red	12.64	25.28	2			
	10	reams	PAPER, bond, legal size (8.5"x13"), Subs-20	200.00	2,000.00	3	2	3	2
	10	reams	PAPER, bond, letter size (8.5"x11"), Subs-20	185.00	1,850.00	3	2	3	2
	1	box	PAPER, laid, legal size	750.00	750.00	1			
	1	ream	PARCHMENT PAPER, A4 size	127.35	127.35				
	2	boxes	PUSH PIN, flat head type, 100s/box	20.84	41.68	1		1	
	1	book	RECORD BOOK, 300 pages	51.42	51.42	1			
	1	pcs	RULER, plastic, 450mm	19.28	19.28	1			
	1	pair	SCISSORS, heavy duty, big	13.15	13.15	1			
	1	pc	SIGN PEN, black	43.80	43.80	1			
	4	boxes	STAPLE WIRE, standard, 5000s/box	23.01	92.04	2		2	
	1	roll	TAPE, masking (1"), 24mm, 50m length	49.28	49.28	1			
	4	rolls	TAPE, masking (2"), 48mm, 50m length	98.55	394.20	2		2	
	1	roll	TAPE, transparent (1"), 24mm, 50m length	15.85	15.85	1			
	1	roll	TAPE, transparent (2"), 48mm, 50m length	31.92	31.92	1			
	2	roll	TAPE, packaging (2"), 48mm, 50m length	31.92	63.84	2			
	4	bots	TOILET BOWL AND URINAL CLEANER, 900ml	49.28	197.12	2		2	
					12,087.57				
B. COLLEGE OF AGRICULTURE									
	50	pcs	COMPACT, 18watts	250.00	12,500.00		25	25	
	5	pcs	FOLDER, expanded, legal size, green	10.00	50.00	3		2	
	4	pack	FOLDER, tagboard, legal size, brown	243.16	972.64				4
	1	box	PAPER FASTENER, non-rust metal, 50 sets/box	67.32	67.32	1			
	10	reams	PAPER, bond, legal size (8.5"x13"), Subs-20	200.00	2,000.00	5		5	
	10	reams	PAPER, bond, letter size (8.5"x11"), Subs-20	185.00	1,850.00	5		5	
					17,439.96				
C. COLLEGE OF AGRI-BUSINESS									
	3	boxes	ENVELOPE, documentary (10" x 15"), 500s/box	511.30	1,533.90	1	2		
	1	pack	FOLDER, tagboard, legal size, brown	243.16	243.16	1			
	1	pack	FOLDER, tagboard, A4 size, brown	305.29	305.29		1		
	5	pcs	MARKING PEN, permanent, black	15.00	75.00	5			
	4	pcs	MARKING PEN, whiteboard, black	12.64	50.56	2		2	
	3	box	PENCIL, mongol 2	72.00	216.00	1	1	1	
	10	reams	PAPER, bond, legal size (8.5"x13"), Subs-20	200.00	2,000.00	5		5	
	10	reams	PAPER, bond, letter size (8.5"x11"), Subs-20	185.00	1,850.00	5		5	
	10	boxes	PAPER CLIP, gem type, jumbo, 48mm, 100s/box	12.15	121.50	5		5	
	6	books	RECORD BOOK, 500 pages	85.70	514.20	3		3	

BREAKDOWN	
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OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	U-P	ESTIMATED		QUARTERLY BREAKDOWN			
	QTY	UNIT				T-AMOUNT	1	2	3	4
	2	rolls	TAPE, adding machine, GSP bond		8.94	17.88	1		1	
	5	rolls	TAPE, electrical		19.82	99.10	3		2	
	2	roll	TAPE, masking (1"), 24mm, 50m length		49.28	98.56	1	1		
	8	rolls	TAPE, masking (2"), 48mm, 50m length		98.55	788.40	4		4	
	2	roll	TAPE, transparent (1"), 24mm, 50m length		15.85	31.70	2			
	2	roll	TAPE, transparent (2"), 48mm, 50m length		31.92	63.84	2			
	8	roll	TAPE, packaging (2"), 48mm, 50m length		31.92	255.36	4		4	
	12	packs	TOILET TISSUE, 12 rolls/pack		69.63	835.56	6		6	
	20	bots	TOILET BOWL AND URINAL CLEANER, 900ml		49.28	985.60	10		10	
	20	boxes	TOILET DEODORANT CAKE, 50gms, 3s/box		25.71	514.20	5	5	5	5
	20	rolls	TRASHBAG, plastic, black, XL, 10s/pack/roll		148.58	2,971.60	10		10	
	2	rolls	TWINE, plastic, one kg per roll		42.83	85.66		2		
	8	pcs	WASTE BASKET, plastic		26.78	214.24	4		4	
	6	pc	WHITE BOARD, 2 X 4		300.00	1,800.00	3		3	
						63,190.10				
E. INSTITUTE OF INFORMATION AND COMMUNICATION TECHNOLOGY										
	4	pcs	Breadboard (Protobloc 2 or 1, PCB 501)		50.00	200.00	2		2	
	5	boxes	CHALK, white enamel, approx. 140s/box		28.87	144.35	3		2	
	15	pcs	CLEARBOOK, any color, legal size		85.70	1,285.50	5	5	5	
	20	pcs	CRIMPING TOOL		300.00	6,000.00	5	5	5	5
	14	pcs	CUTTER, heavy duty		30.51	427.14	5	2	5	2
	14	boxes	DATA FILE BOX, (5" X 9" X 15-3/4")		63.20	884.80	7		7	
	50	pcs	DVD RECORDABLE, 16x speed, 4.7Gb capacity		10.01	500.50	10	20	10	10
	14	pcs	DVD RE-WRITABLE, 4x speed, 4.7Gb capacity		20.52	287.28	7		7	
	14	pcs	ERASER, blackboard/whiteboard		12.83	179.62	7		7	
	5	pack	FOLDER, pressboard, plain, legal size, 100s/box		867.67	4,338.35	3		2	
	12	packs	FOLDER, clear plastic, I-type, legal size, 40s/pack		207.47	2,489.64	6		6	
	3	pcs	IC Sockets		50.00	150.00	2		1	
	10	pcs	IC's - 74LS00		20.00	200.00		5		5
	10	pcs	IC's - 74LS02		20.00	200.00		5		5
	10	pcs	IC's - 74LS04		20.00	200.00		5		5
	10	pcs	IC's - 74LS08		20.00	200.00		5		5
	10	pcs	IC's - 74LS10		20.00	200.00		5		5
	10	pcs	IC's - 74LS11		20.00	200.00		5		5
	10	pcs	IC's - 74LS20		20.00	200.00		5		5
	10	pcs	IC's - 74LS21		20.00	200.00		5		5
	10	pcs	IC's - 74LS27		20.00	200.00		5		5
	10	pcs	IC's - 74LS32		20.00	200.00		5		5
	10	pcs	IC's - 74LS386		20.00	200.00		5		5
	14	bots	INK REFILL, boardmarker		60.00	840.00		10		4
	20	pcs	LAN TESTER		150.00	3,000.00	5	5	5	5

OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	U-P.	ESTIMATED		QUARTERLY BREAKDOWN			
	QTY	UNIT			T-AMOUNT	1	2	3	4	
	10	pcs	LEDs (red, yellow, green)	2.50	25.00	5		5		
	5	pcs	Logic Probe	500.00	2,500.00	3		2		
	14	pcs	MARKING PEN, permanent, black	15.00	210.00	5	2	5	2	
	14	pcs	MARKING PEN, permanent, blue	15.00	210.00	5	2	5	2	
	14	pcs	MARKING PEN, permanent, red	15.00	210.00	5	2	5	2	
	70	pcs	MARKING PEN, whiteboard, black	12.64	884.80	30	10	20	10	
	70	pcs	MARKING PEN, whiteboard, blue	12.64	884.80	30	10	20	10	
	70	pcs	MARKING PEN, whiteboard, red	12.64	884.80	30	10	20	10	
	30	pcs	MOUSE, optical	150.00	4,500.00		20		10	
	2	boxes	PAPER CLIP, gem type, 32mm, 100s/box	6.84	13.68		2			
	2	boxes	PAPER CLIP, gem type, Jumbo, 48mm, 100s/box	12.15	24.30	1		1		
	2	boxes	PAPER FASTENER, non-rust metal, 50 sets/box	67.32	134.64		1	1		
	10	reams	PAPER, bond, legal size (8.5"x13"), Subs-20	200.00	2,000.00		5		5	
	42	pcs	PENCIL, mechanical	21.42	899.64	10	10	12	10	
	15	pcs	POWER SUPPLY, 500W	1,200.00	18,000.00		10		5	
	6	pcs	PROCESSOR	2,500.00	15,000.00		3		3	
	14	pc	PUNCHER, heavy duty	94.53	1,323.42	7		7		
	12	books	RECORD BOOK, 300 pages	51.42	617.04	6		6		
	14	pairs	SCISSOR, heavy duty	13.15	184.10	7		7		
	14	pc	SHARPENER, heavy duty, single cutterhead	182.10	2,549.40	7		7		
	42	pcs	SIGN PEN, black	43.80	1,839.60	22		20		
	42	pcs	SIGN PEN, blue	43.80	1,839.60	22		20		
	42	pcs	SIGN PEN, red	43.80	1,839.60	22		20		
	12	pcs	STAMP PAD, felt pad	23.44	281.28	6		6		
	14	pcs	STAPLE REMOVER, twin jaws	17.67	247.38	7		7		
	10	boxes	STAPLE WIRE, heavy duty, 23/13	31.87	318.70		5	5		
	10	boxes	STAPLE WIRE, heavy duty, 23/17	41.65	416.50		5	5		
	14	pcs	STAPLER, heavy duty, standard	115.47	1,616.58	5	2	5	2	
					82,382.04					
F. CRIMINOLOGY DEPARTMENT										
	1	bots	ALCOHOL, 70% Isopropyl	39.37	39.37	1				
	20	pairs	BINDER, 3-ring, D-type, legal, 64mm	117.83	2,356.60	5	5	5	5	
	1	packs	BLADE, heavy duty cutter (L500), 10s/pack	8.55	8.55	1				
	1	packs	CARTOLINA, assorted color, 20s/pack	72.84	72.84	1				
	1	box	CHALK, white enamel, approx. 140s/box	28.87	28.87	1				
	1	box	CLIP, backfold, 50mm, 12s/box	42.85	42.85	1				
	48	pcs	COMPACT DISK, Rewritable, 650MB, 74 min. capacity	16.55	794.40	20	10	18		
	2	pcs	CORK BOARD, 2 X 3	150.00	300.00	1		1		
	2	pcs	CORRECTION TAPE, disposable, 6m	13.39	26.78	2				
	1	pc	CUTTER, heavy duty	30.51	30.51	1				
	12	boxes	DATA FILE BOX, (5" X 9" X 15-3/4")	63.20	758.40	6		6		

OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	U-P.	ESTIMATED		QUARTERLY BREAKDOWN			
	QTY	UNIT			T-AMOUNT	1	2	3	4	
	1	box	ENVELOPE, mailing white, 500s/box		143.42	143.42	1			
	1	box	ENVELOPE, mailing white with window, 500s/box		188.41	188.41	1			
	8	pcs	ERASER, blackboard/whiteboard		12.83	102.64	4		4	
	3	pcs	ERASER, rubber		3.21	9.63	3			
	1	set	FILE TAB DIVIDER, legal size		13.39	13.39	1			
	1	pc	FLASH DRIVE, 16Gb, USB 2.0 and play		519.53	519.53	1			
	12	cons	FLOORWAX, paste, natural, 2kgs		263.52	3,162.24	3	3	3	3
	12	cans	FLOORWAX, paste, red, 2kgs		224.95	2,699.40	3	3	3	3
	1	pack	FOLDER, pressboard, plain, legal size, 100s/box		867.67	867.67	1			
	1	pack	FOLDER, tagboard, legal size, brown		243.16	243.16		1		
	36	sets	FLUORESCENT LIGHTING FIXTURE, 1 x 40w		374.92	13,497.12	10	13	13	
	4	pcs	FLUORESCENT LAMP, TUBULAR, 18watts		36.42	145.68	2		2	
	4	jars	GLUE, all purpose, 250gms		53.54	214.16	2		2	
	1	L	INK REFILL, universal, black		1,000.00	1,000.00	1			
	3	L	INK REFILL, universal, colored (MCY)		1,000.00	3,000.00	3			
	3	pcs	LASER POINTER, pen type, metal, for presentation		566.54	1,699.62		3		
	1	set	MARKER, fluorescent, 3 colors/set		38.03	38.03	1			
	1	pcs	MARKING PEN, whiteboard, blue		12.64	12.64	1			
	3	pcs	MARKING PEN, permanent, black		15.00	45.00	3			
	1	pc	MOUSE, optical		150.00	150.00	1			
	2	boxes	PAPER CLIP, gem type, 32mm, 100s/box		6.84	13.68		2		
	2	boxes	PAPER CLIP, gem type, jumbo, 48mm, 100s/box		12.15	24.30		2		
	1	box	PAPER FASTENER, non-rust metal, 50 sets/box		67.32	67.32		1		
	16	reams	PAPER, bond, legal size (8.5"x13"), Subs-20		200.00	3,200.00		8		8
	14	reams	PAPER, bond, letter size (8.5"x11"), Subs-20		185.00	2,590.00		7		7
	2	boxes	PENCIL, lead, w/ eraser, 12s/box		24.53	49.06		2		
	30	pcs	PHOTO FRAME, letter size		150.00	4,500.00	10	10	10	
	2	packs	PHOTO PAPER, kodak, A4 size		120.00	240.00	1		1	
	2	cases	PUSH PIN, flat head type, 100s/box		20.84	41.68		1		1
	1	book	RECORD BOOK, 500 pages		85.70	85.70	1			
	1	bundle	RING BINDER, 10mm x 1.12m, plastic, 10s/bundle		45.52	45.52	1			
	1	box	RUBBER BAND, #18, mln, 445 gms/box		106.03	106.03	1			
	1	pc	RULER, plastic, 450mm		19.28	19.28	1			
	2	pairs	SCISSORS, heavy duty, big		13.15	26.30	2			
	3	pcs	SIGN PEN, black		43.80	131.40	2		1	
	1	pcs	SIGN PEN, red		43.80	43.80	1			
	1	bol	STAMP PAD INK, violet, 50ml		23.57	23.57	1			
	1	pcs	STAMP PAD, felt pad		23.44	23.44	1			
	1	pcs	STAPLE REMOVER, twin jaws		17.67	17.67	1			
	2	boxes	STAPLE WIRE, standard, 5000s/box		23.01	46.02		2		
	1	pc	STAPLER, heavy duty, standard		115.47	115.47	1			

OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	U-P	ESTIMATED		QUARTERLY BREAKDOWN			
	QTY	UNIT			₱	T-AMOUNT	1	2	3	4
	1	pcs	TAPE DISPENSER, heavy duty, for 24mm (1")		47.86	47.86	1			
	1	roll	TAPE, electrical		19.82	19.82	1			
	1	roll	TAPE, masking (1"), 24mm, 50m length		49.28	49.28	1			
	2	roll	TAPE, transparent (1"), 24mm, 50m length		15.85	31.70	2			
	16	bots	TOILET BOWL AND URINAL CLEANER, 900ml		49.28	788.48	8		8	
	20	packs	TOILET TISSUE, 12 rolls/pack		69.63	1,392.60	10		10	
						45,950.89				
3. ACCREDITATION										
	2	rolls	ACETATE, guage #3, 50m in length		578.45	1,156.90		1	1	
	4	cans	AIR FRESHENER, 280ml/can		92.12	368.48		4		
	10	pcs	CALCULATOR, 12 digits, compact		160.56	1,605.60	5		5	
	30	pcs	COVER CLIP, arch file, 2"		100.00	3,000.00		15	15	
	5	packs	FOLDER, tagboard, legal size, brown		243.16	1,215.80		5		
	10	jars	GLUE, all purpose, 250gms		53.54	535.40		5	5	
	50	boxes	INDEX TAB, self-adhesive, 10s/box		53.56	2,678.00		25	25	
	5	rolls	LAMINATING FILM		1,250.00	6,250.00		3	2	
	3	pcs	LASER POINTER, pen type, metal, for presentation		566.54	1,699.62		3		
	5	boxes	PAPER CLIP, gem type, jumbo, 48mm, 100s/box		12.15	60.75		3	2	
	150	reams	PAPER, bond, legal size (8.5"x13"), Subs-20		200.00	30,000.00		75	75	
	2	reams	PAPER, bond, letter size (8.5"x11"), Subs-20		185.00	370.00		1	1	
	10	boxes	PENCIL, mongol 2		72.00	720.00		5	5	
			TOKEN			20,000.00				
	10	pcs	TONER, Toshiba Copier		750.00	7,500.00		5	5	
						77,160.55				
4. AUXILIARY SERVICES										
A. LIBRARY BOOKHOLDINGS AND FACILITIES										
	12	pcs	ACCESSION BOOK		300.00	3,600.00		6	6	
	3	rolls	ACETATE, guage #3, 50m in length		578.45	1,735.35		3		
	4	cans	AIR FRESHENER, 280ml/can		92.12	368.48		4		
	2	BOTS	CORRECTION FLUID, 15ml		15.00	30.00	2			
	2	cans	FLOORWAX, paste, red, 2kgs		224.95	449.90		1	1	
	1	gal	GLUE, Elmer, big		550.00	550.00		1		
	2	cart	INK CARTRIDGE, Canon Part No. CL-811, Colored		988.72	1,977.44	2			
	2	cart	INK CARTRIDGE, Canon Part No. CL-810, black		741.81	1,483.62	2			
	1	L	INK REFILL, universal, black		1,000.00	1,000.00		1		
	2	pcs	MARKING PEN, permanent, broad, black		40.00	80.00		2		
	3	boxes	PAPER CLIP, gem type, 32mm, 100s/box		6.84	20.52		2		1
	3	boxes	PAPER CLIP, gem type, jumbo, 48mm, 100s/box		12.15	36.45		2		1
	18	reams	PAPER, bond, legal size (8.5"x13"), Subs-20		200.00	3,600.00		9		9
	12	reams	PAPER, bond, letter size (8.5"x11"), Subs-20		185.00	2,220.00		6		6
	2	reams	PAPER, mimeo, whitewave, legal size		96.64	193.28		2		

OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	U-P	ESTIMATED		QUARTERLY BREAKDOWN			
	QTY	UNIT				T-AMOUNT	1	2	3	4
	1	box	PENCIL, mongol 2		72.00	72.00		1		
	1	pc	PUNCHER, heavy duty		94.53	94.53		1		
	3	boxes	PUSH PIN, flat head type, 100s/box		20.84	62.52		2		1
	12	books	RECORD BOOK, 500 pages		85.70	1,028.40	6	6		
	1	pc	SHARPENER, heavy duty, single cutterhead		182.10	182.10		1		
	12	pcs	SIGN PEN, My-Gel, black		43.80	525.60	6		6	
	1	bot	STAMP PAD INK, violet, 50ml		23.57	23.57		1		
	12	rolls	TAPE, masking (1"), 24mm, 50m length		49.28	591.36		6		6
	12	rolls	TAPE, transparent (1"), 24mm, 50m length		15.85	190.20		6		6
						20,115.32				
B. OFFICE OF THE STUDENT SERVICES										
	2	pcs	CORK BOARD, 2 X 3		150.00	300.00	1		1	
	2	pcs	CORRECTION TAPE, disposable, 6m		13.39	26.78	2			
	1	pc	FLASH DRIVE, 16Gb, USB 2.0 and play		519.53	519.53	1			
	1	pack	FOLDER, tagboard, legal size, brown		243.16	243.16		1		
	1	set	GLITTERS, assorted colors		30.00	30.00	1			
	1	L	INK REFILL, universal, black		1,000.00	1,000.00	1			
	3	L	INK REFILL, universal, colored (M/CY)		1,000.00	3,000.00	3			
	10	pcs	MARKING PEN, whiteboard, black		12.64	126.40	10			
	2	boxes	PAPER CLIP, gem type, jumbo, 48mm, 100s/box		12.15	24.30		2		
	2	boxes	PAPER FASTENER, non-rust metal, 50 sets/box		67.32	134.64		2		
	2	pcs	PAPER TRAY, metal		150.00	300.00		2		
	20	reams	PAPER, bond, legal size (8.5"x13"), Subs-20, Double A		200.00	4,000.00		10	10	
	20	reams	PAPER, bond, letter size (8.5"x11"), Subs-20, Double A		185.00	3,700.00		10	10	
	1	box	PAPER, laid, legal		750.00	750.00	1			
	30	pcs	PHOTO FRAME, letter size		150.00	4,500.00	10	10	10	
	2	packs	PHOTO PAPER, kodak, A4 size		120.00	240.00	1		1	
	1	pc	PUNCHER, heavy duty		94.53	94.53		1		
	2	boxes	PUSH PIN, flat head type, 100s/box		20.84	41.68		2		
	5	books	RECORD BOOK, 500 pages		85.70	428.50	3	2		
	2	pairs	SCISSORS, heavy duty, big		13.15	26.30	2			
	10	pcs	SIGN PEN, mygel, black		43.80	438.00	3	2	3	2
	1	box	STAPLE WIRE, standard, 5000s/box		23.01	23.01			1	
	1	pc	STAPLER, heavy duty, standard		115.47	115.47	1			
	1	pc	TAPE DISPENSER, heavy duty, for 24mm (1")		47.86	47.86	1			
	5	rolls	TAPE, transparent (1"), 24mm, 50m length		15.85	79.25	3	2		
	1	pack	TOILET TISSUE, 12 rolls/pack		69.63	69.63	1			
	1	pc	WHITE BOARD, 2 X 4		300.00	300.00	1			
						20,559.04				
C. OFFICE OF THE SUPREME STUDENT COUNCIL										
	1	roll	ACETATE, guage #3, 50m in length		578.45	578.45		1		

OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	U-P:	ESTIMATED		QUARTERLY BREAKDOWN			
	QTY	UNIT				I-AMOUNT	1	2	3	4
	5	cons	AIR FRESHENER, 280ml/can		92.12	460.60	3		2	
	5	bols	ALCOHOL, 70% isopropyl		39.37	196.85	3		2	
	1	packs	CARTOLINA, assorted color, 20s/pack		72.84	72.84	1			
	1	packs	CARTOLINA, white, 20s/pack		47.03	47.03	1			
	10	pcs	CLEARBOOK, any color, legal size		85.70	857.00	5		5	
	10	pcs	FILE ORGNIZER, expading, legal		78.61	786.10	5		5	
	1	set	FILE TAB DIVIDER, legal size		13.39	13.39	1			
	1	packs	FOLDER, tagboard, legal size, brawn		243.16	243.16	1			
	1	jars	GLUE, all purpose, 250gms		53.54	53.54	1			
	1	L	INK REFILL, universal, black		1,000.00	1,000.00		1		
	3	L	INK REFILL, universal, colored (MCY)		1,000.00	3,000.00		3		
	24	pcs	MARKING PEN, permanent, black		15.00	360.00		12		12
	24	pcs	MARKING PEN, whiteboard, black		12.64	303.36	12		12	
	3	boxes	PAPER CLIP, gem type, 32mm, 100s/box		6.84	20.52		2		1
	3	boxes	PAPER CLIP, gem type, jumba, 48mm, 100s/box		12.15	36.45		2		1
	15	reams	PAPER, bond, legal size (8.5"x13"), Subs-20		200.00	3,000.00		10		5
	15	reams	PAPER, bond, letter size (8.5"x11"), Subs-20		185.00	2,775.00		10		5
	5	books	RECORD BOOK, 500 pages		85.70	428.50		5		
	1	box	TOILET DEODORANT CAKE, 50gms. 3s/box		25.71	25.71		1		
						14,258.50				
D: SPORTS AND SOCIO-CULTURAL										
	1	roll	ACETATE, gauge #3, 50m in length		578.45	578.45		1		
	3	cans	AIR FRESHENER, 280ml/can		92.12	276.36	1		2	
	2	bols	ALCOHOL, 70% ethyl		39.37	78.74	1		1	
	1	box	BALLPEN, pilot, black		504.00	504.00		1		
	4	pcs	BATHROOM SOAP, 70gms		23.57	94.28	1	1	1	1
	1	pack	BATTERY, size AA, alkaline, 2pcs/pack		20.72	20.72		1		
	3	packs	BLADE, heavy duty cutter (L500), 10s/pack		8.55	25.65		1	1	1
	4	pcs	BROOM, soil (lamba)		91.06	364.20	1	1	1	1
	3	pcs	BROOM, slick (lingling)		23.57	70.71	1	2		
	1	unit	CALCULATOR, scientific, 10 digits, dot matrix display		341.59	341.59		1		
	3	pack	CARTOLINA, assorted colors, 20s/pack		72.84	218.52		2	1	
	1	canister	CLEANSER, powder, 350gms		15.90	15.90		1		
	5	bols	CORRECTION FLUID, 15ml		15.00	75.00		3	2	
	3	pcs	CUTTER, heavy duty		30.51	91.53	2	1		
	6	bars	DETERGENT BAR, 4s/bar		17.84	107.04	2	2	2	
	3	pouch	DETERGENT POWDER, all purpose, 500gms		23.03	69.09	1	1	1	
	2	bols	DISH WASHING LIQUID, joy		55.00	110.00	1	1		
	3	can	DISINFECTANT SPRAY, 400gms		182.47	547.41	1	1	1	
	3	pcs	DUST PAN, non-rigid plastic, with detachable handle		34.28	102.84		2	1	
	10	pcs	DVD RE-WRITABLE, 4x speed, 4.7GB capacity		20.52	205.20	5		5	

OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	ESTIMATED		QUARTERLY BREAKDOWN			
	QTY	UNIT		U-P	T-AMOUNT	1	2	3	4
	1	box	ENVELOPE, documentary (10" x 15"), 500s/box	511.30	511.30		1		
	10	pcs	ENVELOPE, expanding, plastic, legal size	35.76	357.60	5		5	
	1	box	ENVELOPE, documentary, A4, 500s/box	415.63	415.63	1			
	3	pcs	FILE ORGANIZER, expanding, legal, plastic, assorted	78.61	235.83		3		
	2	pc	FLASH DRIVE, 16GB, USB 2.0 plug and play	519.53	1,039.06	1		1	
	2	pcs	FLUORESCENT LAMP, tubular, 36watts	37.49	74.98	1		1	
	1	pack	FOLDER, tagboard, legal size, brown	243.16	243.16		1		
	1	pack	FOLDER, tagboard, A4 size, brown	305.29	305.29		1		
	1	can	FURNITURE CLEANER, 300ml/can	101.76	101.76		1		
	2	bots	GLASS CLEANER	50.00	100.00	1	1		
	1	gal	GLUE, Elmer's, 30gms	550.00	550.00		1		
	5	pack	HAIR PIN, 100s/pack	150.00	750.00		3	2	
	5	daz	HANGER, 12s/pack	60.00	300.00		3	2	
	1	pack	INDEX CARD, 5"x8", ruled both sides, 500s/box	132.83	132.83		1		
	1	box	INDEX CARD BOX, 5-3/8"x8-7/8"x6" (5"x8"), ruled both sides, 500s/box	53.56	53.56		1		
	2	pcs	INK CARTRIDGE, Canon Part No. CL-811, colored	988.72	1,977.44	1		1	
	2	pcs	INK CARTRIDGE, Canon Part No. CL-810, black	741.81	1,483.62	1		1	
	1	can	INSECTICIDE, 600ml, 420g/can	117.83	117.83	1			
	4	bols	IRON LIQUID DETERGENT	100.00	400.00		2	2	
	1	tube	LEAD, for mechanical pencil, 0.5mm, 12s/tube	9.64	9.64		1		
	2	sleeves	MANILA PAPER, 1200mmx900mm, 60gsm, 0.14mm thickness, pale yellow, 10s/sleeve	26.78	53.56	1	1		
	2	cases	MAP PIN, round head, 100s/case	42.85	85.70	1	1		
	2	sets	MARKER, fluorescent, 3 colors/set	38.03	76.06	1	1		
	10	pcs	MARKER, permanent, black	15.00	150.00	3	2	3	2
	20	pcs	MARKING PEN, whiteboard, black	12.64	252.80	5	5	5	5
	50	pcs	MEDALS, assorted	90.00	4,500.00		50		
	1	pc	MOPHEAD, 100% rayon, 400g	85.70	85.70	1			
	10	L	PAINTS, assorted	180.00	1,800.00		5	5	
	20	reams	PAPER, bond, legal size (8.5"x13"), Hard Copy, Subs-20	200.00	4,000.00	5	5	5	5
	20	reams	PAPER, bond, letter size (8.5"x11"), Hard Copy, Subs-20	185.00	3,700.00	5	5	5	5
	5	boxes	PAPER CLIP, gem type, jumbo, 48mm, 100s/box	12.15	60.75		3	2	
	2	boxes	PAPER FASTENER, for paper, metal, 50sets/box	67.32	134.64		1	1	
	1	ream	PAPER, laid, legal size	750.00	750.00		1		
	6	pcs	PEA WHISTLE, stainless steel, 40mm	26.78	160.68	1	1	2	2
	6	boxes	PENCIL, lead, w/ eraser, 12s/box	24.53	147.18		3	3	
	20	pcs	PHOTO FRAME, letter size	150.00	3,000.00		10	10	
	2	cases	PUSH PIN, flat head type, assorted colors, 100s/case	20.84	41.68	1	1		
	2	kg	RAG, cotton, 7" in diameter	42.85	85.70	1	1		
	1	book	RECORD BOOK, 300 pages	51.42	51.42	1			
	1	book	RECORD BOOK, 500 pages	85.70	85.70	1			
	6	rolls	RIBBON, 4", assorted	250.00	1,500.00		6		

OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	U-I	ESTIMATED		QUARTERLY BREAKDOWN			
	QTY	UNIT			E	T-AMOUNT	1	2	3	4
	1	box	RUBBER BAND, 1mm min. Thickness, min. 350gms/box		106.03	106.03	1			
	5	balls	RUGBY		50.00	250.00	3		2	
	1	pc	RULER, plastic, 300mm		2.34	2.34	1			
	2	pcs	SCISSOR, heavy duty		13.15	26.30	1	1		
	1	pc	SHARPENER, heavy duty, single cutterhead		182.10	182.10	1			
	12	pcs	SIGN PEN, black		43.80	525.60	3	3	3	3
	6	pcs	SIGN PEN, red		43.80	262.80	2	2	2	
	1	pc	STAPLE REMOVER, twin jaws		17.67	17.67	1			
	3	boxes	STAPLE WIRE, standard, 5000s/box		23.01	69.03		1	2	
	2	rolls	TAPE, electrical		19.82	39.64		2		
	6	rolls	TAPE, masking, 24mm, 50m length		49.28	295.68		3	3	
	3	rolls	TAPE, masking, 48mm, 50m length		98.55	295.65	1	2		
	5	rolls	TAPE, transparent, 24mm, 50m length		15.85	79.25		3	2	
	3	rolls	TAPE, packaging, 48mm, 50m length		31.92	95.76	1	2		
	5	bots	THINNER		45.00	225.00	3		2	
	150	pcs	TILES, vinyl, 10 x 10		56.00	8,400.00		150		
	2	bots	TOILET BOWL & URINAL CLEANER, 900ml		49.28	98.56	1	1		
	2	boxes	TOILET DEODORANT CAKE, 50gms, 3s/box		25.71	51.42		2		
	6	packs	TOILET TISSUE, 12rolls/pack		69.63	417.78	1	2	1	2
	2	rolls	TRASH BAG, plastic, black, XL, 10pcs/pack/roll		148.58	297.16	1	1		
	50	pcs	TROPHEE, assorted		200.00	10,000.00		25		25
	2	pcs	WASTE BASKET, plastic		26.78	53.56	2			
	1	pc	WHITE BOARD, 4 x 8		1,800.00	1,800.00		1		
						57,369.66				
E. PUBLICATION OFFICE										
	2	cans	AIR FRESHENER, 280ml/can		92.56	185.12		2		
	4	boxes	CHALK, white, dustless, 100s/box		28.87	115.48	1	1	1	1
	1	box	ENVELOPE, documentary (10" x 15"), 500s/box		511.30	511.30		1		
	4	pcs	ERASER, rubber		3.21	12.84	1	1	1	1
	2	packs	FOLDER, tagboard, legal size, brown		243.16	486.32		1	1	
	2	packs	FOLDER, tagboard, A4 size, brown		305.29	610.58		1	1	
	2	cans	FLOORWAX, red, starwax		150.00	300.00	1	1		
	12	pcs	MARKING PEN, permanent, black		15.00	180.00	3	3	3	3
	5	reams	PAPER, A3 size		250.00	1,250.00		3		2
	2	reams	PAPER, board, white, legal size		2,500.00	5,000.00	1	1		
	2	reams	PAPER, board, white, letter size		2,000.00	4,000.00	1	1		
	20	reams	PAPER, bond, legal size (8.5"x13"), Subs-20		200.00	4,000.00	5	5	5	5
	20	reams	PAPER, bond, letter size (8.5"x11"), Subs-20		185.00	3,700.00	5	5	5	5
	4	boxes	PAPER CLIP, gem type, jumbo, 48mm, 100s/box		12.15	48.60	1	1	1	1
	2	boxes	PENCIL, mongol 2		72.00	144.00		1		1
	5	books	RECORD BOOK, 300 pages		51.42	257.10		3		2

OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	U. P	ESTIMATED		QUARTERLY BREAKDOWN			
	QTY	UNIT			T-AMOUNT	1	2	3	4	
	2	pcs	RULER, plastic, 12 inches	2.34	4.68			2		
	1	pc	STAMP PAD, felt pad	23.44	23.44	1				
	2	bots	STAMP PAD INK, violet, 50ml	23.57	47.14		1			1
	1	box	STAPLE WIRE, standard, 5000s/box	23.01	23.01		1			
	1	pc	STAPLER, heavy duty, standard	115.47	115.47		1			
					21,015.08					
F. REGISTRAR'S OFFICE										
	5	cans	AIR FRESHENER, 280ml/can	92.12	460.60			3		2
	10	bots	ALCOHOL, 70% isopropyl	39.37	393.70	5			5	
	2	packs	BLADE, heavy duty cutter (L500), 10s/pack	8.55	17.10		1	1		
	3	pcs	BROOM, salt (tambo)	91.05	273.15	1	1	1		
	3	pcs	BROOM, stick (tingling)	23.57	70.71	1	2			
	1	pcs	CALCULATOR, 12 digits, compact	160.56	160.56	1				
	60	pcs	COMPACT DISK, Rewritable, 650MB, 74 min. capacity	16.55	993.00	20	20	20		
	3	pcs	CUTTER, heavy duty	30.51	91.53	2	1			
	24	pouch	DETERGENT POWDER, all purpose, 500gms	23.03	552.72	10	14			
	3	can	DISINFECTANT SPRAY, 400gms	182.47	547.41	1	1	1		
	1	box	ENVELOPE, mailing, white, 500s/box	143.42	143.42		1			
	12	pcs	ERASER, rubber	3.21	38.52	6			6	
	20	m	EXTENSION WIRE	30.00	600.00	10			10	
	1	cont	FLOORWAX, liquid type, 3.9L plastic container	381.62	381.62	1				
	2	cans	FLOORWAX, paste, red, 2kg	224.95	449.90		1			1
	30	packs	FOLDER, tagboard, legal size, brown	243.16	7,294.80		20	10		
	2	cart	INK CARTRIDGE, Canon Part No. CL-811, colored	988.72	1,977.44	1			1	
	2	cart	INK CARTRIDGE, Canon Part No. CL-810, black	741.81	1,483.62	1			1	
	2	cart	INK CARTRIDGE, 91N, for Epson TX121	150.00	300.00	1			1	
	2	cart	INK CARTRIDGE, 73N, for Epson TX121	200.00	400.00	1			1	
	1	L	INK REFILL, universal, black	1,000.00	1,000.00	1				
	3	L	INK REFILL, universal, colored (MCY)	1,000.00	3,000.00	3				
	2	can	INSECTICIDE, 600ml, 420g/can	117.83	235.66	2				
	12	pcs	MARKING PEN, permanent, black	15.00	180.00	6			6	
	12	pcs	MARKING PEN, permanent, blue	15.00	180.00	6			6	
	12	pcs	MARKING PEN, permanent, red	15.00	180.00	6			6	
	1	pc	MOPHANDLE, screw type, wooden handle	96.41	96.41		1			
	1	pc	MOPHEAD, 100% rayon, 400g	85.70	85.70		1			
	2	pcs	MOUSE, optical	150.00	300.00		2			
	12	boxes	PAPER FASTENER, for paper, metal, 50sets/box	67.32	807.84	6			6	
	12	boxes	PAPER CLIP, gem type, jumbo, 48mm, 100s/box	12.15	145.80	6			6	
	36	reams	PAPER, bond, legal size (8.5"x13"), Subs-20	200.00	7,200.00	10	10	16		
	1	pack	PAPER, neon, colored	120.00	120.00	1				
	5	boxes	PENCIL, lead, w/ eraser, 12s/box	24.53	122.65		3	2		

OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	ESTIMATED		QUARTERLY BREAKDOWN			
	QTY	UNIT		U-P.	T-AMOUNT	1	2	3	4
	2	pcs	PUNCHER, heavy duty	94.53	189.06		2		
	2	cases	PUSH PIN, flat head type, assorted colors, 100s/case	20.84	41.68	1	1		
	1	kg	RAG, cotton	42.85	42.85	1			
	5	books	RECORD BOOK, 500 pages	85.70	428.50		3		2
	5	box	RUBBER BAND, 1mm min. Thickness, min. 350gms/box	106.03	530.15	3		2	
	5	pcs	RULER, plastic, 12 Inches	2.34	11.70		3	2	
	3	pairs	SCISSORS, heavy duty, big	13.15	39.45	3			
	24	pcs	SIGN PEN, black	43.80	1,051.20	10		14	
	24	pcs	SIGN PEN, blue	43.80	1,051.20	10		14	
	24	pcs	SIGN PEN, red	43.80	1,051.20	10		14	
	3	bots	STAMP PAD INK, violet, 50ml	23.57	70.71		3		
	10	boxes	STAPLE WIRE, standard, 5000s/box	23.01	230.10		5	5	
	3	pcs	STAPLER, heavy duty, standard	115.47	346.41		3		
	3	pcs	TAPE DISPENSER, heavy duty, for 24mm (1")	47.86	143.58	2		1	
	15	rolls	TAPE, transparent, 24mm, 50m length	15.85	237.75	10		5	
	2	packs	TOILET TISSUE, 12rolls/pack	69.63	139.26	2			
	10	cart	TONER, canon LB600	2,000.00	20,000.00	5	5		
	2000	pcs	TOR	15.00	30,000.00	2000			
	2	pcs	WASTE BASKET, plastic	26.78	53.56	2			
					85,942.22				
G: GUIDANCE OFFICE									
	2	cans	AIR FRESHENER, 280ml/can	92.12	184.24		2		
	1	bots	ALCOHOL, 70% isopropyl	39.37	39.37	1			
	6	packs	BATTERY, size AA, energizer, 2pcs/pack	20.72	124.32	3	3		
	1	packs	BLADE, heavy duty cutter (L500), 10s/pack	8.55	8.55		1		
	2	pcs	BROOM, soft (lambo)	91.05	182.10	1	1		
	2	pack	CARTOLINA, assorted colors, 20s/pack	72.84	145.68	1	1		
	1	packs	CARTOLINA, white, 20s/pack	47.03	47.03	1			
	30	pcs	CLEARBOOK, any color, legal size	85.70	2,571.00	15		15	
	1	box	CLIP, backfold, 50mm, 12s/box	42.85	42.85	1			
	6	bals	CORRECTION FLUID, 15ml	15.00	90.00	3	3		
	2	pcs	CUTTER, heavy duty	30.51	61.02	2			
	1	boxes	DATA FILE BOX, (5" X 9" X 1 3/4")	63.20	63.20	1			
	1	pcs	DUST PAN, non-rigid plastic, with detachable handle	34.28	34.28		1		
	30	pcs	ENVELOPE, expanding, plastic, legal size, Pink	35.76	1,072.80	15		15	
	30	pcs	ENVELOPE, expanding, plastic, legal size, Yellow	35.76	1,072.80	15		15	
	10	pcs	ERASER, rubber	3.21	32.10	5		5	
	1	pcs	FILE ORGANIZER, expanding, legal, plastic	78.61	78.61	1			
	1	sets	FILE TAB DIVIDER, A4	12.85	12.85	1			
	1	pc	FLASH DRIVE, 16GB, USB 2.0 and play	519.53	519.53		1		
	2	cans	FLOORWAX, paste, natural, 2kgs	263.52	527.04	2			

OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	U-P	ESTIMATED		QUARTERLY BREAKDOWN			
	QTY	UNIT			E	T-AMOUNT	1	2	3	4
	2	pcs	FLUORESCENT LAMP, TUBULAR, 18watts		36.42	72.84	2			
	5000	pcs	Flyers Course Offerings		1.00	5,000.00	3000	2000		
	40	pcs	FOLDER, expanded, assorted, legal size		10.00	400.00	20		20	
	1	pack	FOLDER, pressboard, plain, legal size, 100s/box		867.67	867.67	1			
	1	pack	FOLDER, tagboard, legal size, brown		243.16	243.16	1			
	4	jars	GLUE, all purpose, 250gms		53.54	214.16		4		
	1	L	INK REFILL, universal, black		1,000.00	1,000.00		1		
	3	L	INK REFILL, universal, tri-color (magenta, cyan, yellow)		1,000.00	3,000.00		3		
	1	roll	LAMINATING FILM		1,100.00	1,100.00	1			
	1	sets	MARKER, fluorescent, 3 colors/set		38.03	38.03		1		
	6	pcs	MARKING PEN, permanent, black		15.00	90.00		6		
	1	pcs	MARKING PEN, whiteboard, black		12.64	12.64		1		
	1	pcs	MOUSE, optical		150.00	150.00		1		
	10	reams	PAPER, bond, legal size (8.5"x13"), Subs-20		200.00	2,000.00	5	5		
	10	reams	PAPER, bond, letter size (8.5"x11"), Subs-20		185.00	1,850.00	5	5		
	1	ream	PAPER, laid, legal size, beige		750.00	750.00		1		
	1	ream	PAPER, laid, legal size, peach		750.00	750.00		1		
	1	pack	PAPER, neon, colored		120.00	120.00	1			
	3	pcs	PAPER, sticker		50.00	150.00	3			
	2	boxes	PAPER CLIP, gem type, 32mm, 100s/box		6.84	13.68		2		
	2	boxes	PAPER CLIP, gem type, jumbo, 48mm, 100s/box		12.15	24.30	1		1	
	1	pcs	PAPER TRAY, metal		150.00	150.00		1		
	1	ream	PARCHMENT PAPER, A4 size		127.35	127.35	1			
	5	boxes	PENCIL, lead, w/ eraser, 12s/box		24.53	122.65		3	2	
	1	pack	PHOTO FRAME, letter size		150.00	150.00	1			
	2	packs	PHOTO PAPER, kodak, A4 size		120.00	240.00	1		1	
	2	cases	PUSH PIN, flat head type, 100s/box		20.84	41.68		2		
	1	books	RECORD BOOK, 500 pages		85.70	85.70		1		
	2	pcs	RULER, plastic, 450mm		19.28	38.56	2			
	2	pcs	SCISSORS, 16"		13.15	26.30	2			
	2	pc	SHARPENER, heavy duty, single cutterhead		182.10	364.20	2			
	4	pcs	SIGN PEN, black		43.80	175.20	4			
	2	pcs	SIGN PEN, red		43.80	87.60		2		
	1	bots	STAMP PAD INK, violet, 50ml		23.57	23.57		1		
	1	pcs	STAPLE REMOVER, twin jaws		17.67	17.67	1			
	1	pc	STAPLER, heavy duty, standard		115.47	115.47	1			
	6	boxes	STAPLE WIRE, standard, 5000s/box		23.01	138.06	3		3	
	1	pc	TAPE DISPENSER, heavy duty, 1"		47.86	47.86	1			
	4	rolls	TAPE, masking (2"), 48mm, 50m length		98.55	394.20	4			
	10	rolls	TAPE, transparent (1"), 24mm, 50m length		15.85	158.50	5	5		
	2	rolls	TAPE, packaging, 48mm, 50m length		31.92	63.84		2		

OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	ESTIMATED		QUARTERLY BREAKDOWN				
	QTY	UNIT		U-P.	T-AMOUNT	1	2	3	4	
	1	packs	TOILET TISSUE, 12 rolls/pack	69.63	69.63	1				
					27,393.89					
H. RESEARCH AND DEVELOPMENT OFFICE										
	8	boxes	BALLPEN, pilot, black	504.00	4,032.00	4	4			
	2	boxes	BALLPEN, pilot, red	504.00	1,008.00	2				
	1	pack	FOLDER, tagboard, legal size, brown	243.16	243.16	1				
	1	pack	FOLDER, tagboard, A4 size, brown	305.29	305.29	1				
	1	jar	GLUE, all purpose, 250gms	53.54	53.54		1			
	1	L	INK REFILL, universal, black	1,000.00	1,000.00		1			
	3	L	INK REFILL, universal, colored (M/CY)	1,000.00	3,000.00		3			
	6	sets	MARKER, fluorescent, 3 colors/set	38.03	228.18		3		3	
	30	reams	PAPER, bond, legal size (8.5"x13"), Subs-20	200.00	6,000.00		15		15	
	30	reams	PAPER, bond, letter size (8.5"x11"), Subs-20	185.00	5,550.00		15		15	
	2	boxes	PENCIL, mongal 2	72.00	144.00	1		1		
	1	pc	SHARPENER, heavy duty, single cutterhead	182.10	182.10		1			
	36	pcs	SIGN PEN, My-Gel, black	43.80	1,576.80	20	16			
	1	pc	STAMP PAD, felt pad	23.44	23.44		1			
	2	boxes	STAPLE WIRE, standard, 5000s/box	23.01	46.02		2			
					23,392.53					
I. EXTENSION AND TRAINING OFFICE										
	4	box	BALLPEN, pilot, black	504.00	2,016.00	2	2			
	1	pc	FLASH DRIVE, 4GB, USB 2.0 and play	292.08	292.08	1				
	1	pack	FOLDER, tagboard, legal size, brown	243.16	243.16	1				
	1	pack	FOLDER, tagboard, A4 size, brown	305.29	305.29	1				
	1	jar	GLUE, all purpose, 250gms	53.54	53.54		1			
	2	L	INK REFILL, universal, black	1,000.00	2,000.00		2			
	3	L	INK REFILL, universal, colored (M/CY)	1,000.00	3,000.00		3			
	6	sets	MARKER, fluorescent, 3 colors/set	38.03	228.18		3		3	
	30	reams	PAPER, bond, legal size (8.5"x13"), Subs-20	200.00	6,000.00	15		15		
	30	reams	PAPER, bond, letter size (8.5"x11"), Subs-20	185.00	5,550.00	15		15		
	1	pc	SHARPENER, heavy duty, single cutterhead	182.10	182.10		1			
	24	pcs	SIGN PEN, My-Gel, black	43.80	1,051.20	12		12		
	2	boxes	STAPLE WIRE, standard, 5000s/box	23.01	46.02		2			
					20,967.57					
J. MEDICAL / DENTAL / SCHOLARSHIP OFFICE										
	* MEDICAL									
	1000	cap	Amoxicillin, 500mg	10.00	10,000.00	500		500		
	12	tube	Bactaban skin-antibiotic	300.00	3,600.00	6		6		
	6	bols	Betadine 150ml	250.00	1,500.00	6				
	2000	tab	Biogesic, 500mg	5.00	10,000.00	1000		1000		
	100	tab	Bonamine	5.00	500.00	100				

OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	U-I	ESTIMATED		QUARTERLY BREAKDOWN			
	QTY	UNIT			E	T-AMOUNT	1	2	3	4
	2000	cap	Carbacistine, 500mg		10.00	20,000.00	1000		1000	
	1000	cap	Celalexin, 500mg		10.00	10,000.00	500	500		
	100	tab	Cilrizene		8.00	800.00		100		
	1000	cap	Cloxacillin, 500mg		10.00	10,000.00	500		500	
	24	packs	Collon Balls		38.00	912.00	12		12	
	12	packs	Collon Buds		35.00	420.00	6		6	
	4	bots	Coladryl lotion		50.00	200.00	2		2	
	20	pcs	Elastic Bandage 2 in dry		75.00	1,500.00	20			
	20	pcs	Elastic bandage 4 in dry		100.00	2,000.00	20			
	6	tube	Glulamycin eye drops		300.00	1,800.00	6			
	12	bots	Hydrogen Peroxide		100.00	1,200.00	6		6	
	400	tab	Kremil-S, 500mg		7.00	2,800.00	200		200	
	400	tab	Lopelamide, dialabs, 500mg		10.00	4,000.00	200		200	
	2000	tab	Neozep, 500mg		5.00	10,000.00	1000		1000	
	2000	cap	M. Acid, 500mg		5.00	10,000.00	1000		1000	
	24	rolls	Micropore 1 x 1		45.00	1,080.00	12		12	
	24	rolls	Micropore 2 x 2		50.00	1,200.00	12		12	
	100	tab	Tavenyl Tab		8.00	800.00	50		50	
						104,312.00				
	* SCHOLARSHIP									
	12	cans	AIR FRESHENER, 280ml/can		92.12	1,105.44		6	6	
	24	bots	ALCOHOL, 70% Isopropyl		39.37	944.88	12		12	
	2	packs	BLADE, heavy duty cutter (L500), 10s/pack		8.55	17.10	1		1	
	2	pcs	BROOM, soil (lambo)		91.05	182.10		2		
	2	pcs	BROOM, stick (lingting)		23.57	47.14		2		
	1	packs	CARTOLINA, white, 20s/pack		47.03	47.03	1			
	8	canister	CLEANSER, powder, 350gms		15.90	127.20		5	3	
	24	pcs	CLIP, bulldog (3")		7.40	177.60	12		12	
	12	pairs	CORRECTION TAPE, disposable		13.39	160.68	6		6	
	24	bar	DETERGENT BAR		17.84	428.16	12		12	
	8	pouch	DETERGENT POWDER, 500gms		23.03	184.24		5	3	
	12	can	DISINFECTANT SPRAY, 340gms		182.47	2,189.64		6	6	
	2	pcs	DUST PAN, non-rigid plastic, with detachable handle		34.28	68.56	2			
	2	box	ENVELOPE, documentary (10" x 15"), 500s/box		511.30	1,022.60	1	1		
	2	pcs	ENVELOPE, expanding, kraft, legal size, 100s/box		594.52	1,189.04	2			
	2	box	ENVELOPE, molling, white, 500s/box		143.42	286.84		2		
	2	pcs	ENVELOPE, expanding, plastic, legal size		35.76	71.52	2			
	2	cans	FLOORWAX, paste, natural, 2kgs		263.52	527.04	2			
	2	jars	GLUE, all purpose, 250gms		53.54	107.08	2			
	2	carl	INK CARTRIDGE, Canon Part No. CL-811, Colored		988.72	1,977.44	2			
	2	carl	INK CARTRIDGE, Canon Part No. CL-810, black		741.81	1,483.62	2			

OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	ESTIMATED		QUARTERLY BREAKDOWN				
	QTY	UNIT		U-F	T-AMOUNT	1	2	3	4	
	2	pcs	MARKING PEN, permanent, black		15.00	30.00		2		
	2	bals	OIL, for all purpose, 120ml		37.49	74.98	2			
	2	baxes	PAPER CLIP, gem type, 32mm, 100s/box		6.84	13.68		2		
	2	baxes	PAPER CLIP, gem type, jumbo, 48mm, 100s/box		12.15	24.30	1		1	
	4	baxes	PAPER FASTENER, for paper, metal, 50sets/box		67.32	269.28	2		2	
	20	reams	PAPER, bond, legal size (8.5"x13"), Subs-21		220.00	4,400.00	10		10	
	20	reams	PAPER, bond, letter size (8.5"x11"), Subs-21		210.00	4,200.00	10		10	
	1	pc	PUNCHER, heavy duty		94.53	94.53	1			
	4	cases	PUSH PIN, flat head type, 100s/box		20.84	83.36		2	2	
	6	books	RECORD BOOK, 300 pages		51.42	308.52		3	3	
	2	box	RUBBER BAND, 1mm min. Thickness, min. 350gms/box		106.03	212.06			2	
	1	pc	RULER, plastic, 300mm		2.34	2.34	1			
	2	pcs	SIGN PEN, black		43.80	87.60	2			
	2	pcs	SIGN PEN, red		43.80	87.60		2		
	2	bats	STAMP PAD INK, violet, 50ml		23.57	47.14		2		
	1	pc	STAMPING DATER, self-inking stamp		487.40	487.40		1		
	4	baxes	STAPLE WIRE, standard, 5000s/box		23.01	92.04		2	2	
	1	pcs	STAPLE REMOVER, twin jaws		17.67	17.67	1			
	2	pcs	STAPLER, heavy duty, standard		115.47	230.94	2			
	2	rolls	TAPE, transparent (1"), 24mm, 50m length		15.85	31.70	2			
	2	roll	TAPE, packaging (2"), 48mm, 50m length		31.92	63.84	2			
	6	bats	TOILET BOWL AND URINAL CLEANER, 900ml		49.28	295.68	3	3		
	6	baxes	TOILET DEODORANT CAKE, 50gms, 3s/box		25.71	154.26	3	3		
	24	packs	TOILET TISSUE, 12 rolls/pack		69.63	1,671.12	12		12	
						25,324.99				
	* DENTAL									
	1	pcs	STAPLE REMOVER, twin jaws		17.67	17.67	1			
	1	pcs	STAPLER, heavy duty, standard		115.47	115.47	1			
	1	pc	SCISSORS, 16"		13.15	13.15	1			
	2	can	DISINFECTANT SPRAY, 340gms		182.47	364.94		2		
	1	can	FLOORWAX, paste, natural, 2kgs		263.52	263.52	1			
	1	can	FLOORWAX, paste, red, 2kgs		224.95	224.95		1		
	3	bats	TOILET BOWL AND URINAL CLEANER, 900ml		49.28	147.84		3		
	3	baxes	TOILET DEODORANT CAKE, 50gms, 3s/box		25.71	77.13	3			
	5	rolls	TRASHBAG, plastic, black, XL, 10s/pack/roll		148.58	742.90	3		2	
						1,967.57				
K. CAMPUS BUSINESS AFFAIRS OFFICE (CBAO)										
	* OFFICE SUPPLIES									
	4	cans	AIR FRESHENER, 280ml/can		92.12	368.48		2	2	
	4	packs	BATTERY, size AA, energizer, 2pcs/pack		20.72	82.88	2	2		

OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	ESTIMATED		QUARTERLY BREAKDOWN			
	QTY	UNIT		U-F	T-AMOUNT	1	2	3	4
	4	packets	BATTERY, size AAA, alkaline, 2s/package	15.53	62.12	2		2	
	6	pcs	BATHROOM SOAP, 70gms	23.57	141.42		6		
	4	pcs	BROOM, soft (lamba)	91.05	364.20		2	2	
	6	pcs	BROOM, stick (lingling)	23.57	141.42		3	3	
	20	pcs	COMPACT DISK, Recordable, 650MB, 70 min. capacity	9.81	196.20	10		10	
	20	pcs	DVD RECORDABLE, 16x speed, 4.7Gb capacity	10.01	200.20		10	10	
	3	pcs	FLASH DRIVE, 16Gb, USB 2.0, plug and play	519.53	1,558.59		3		
	1	can	FLOORWAX, liquid type, 3.9L plastic container	381.62	381.62	1			
	8	boxes	DATA FILE BOX, (5" X 9" X 15-3/4")	63.20	505.60	4		4	
	2	bar	DETERGENT BAR	17.84	35.68	2			
	4	pouch	DETERGENT POWDER, 500gms	23.03	92.12		2	2	
	4	can	DISINFECTANT SPRAY, 340gms	182.47	729.88		2	2	
	1	sets	FILETAB DIVIDER, legal size	13.39	13.39	1			
	2	pack	FOLDER, pressboard, legal size	867.67	1,735.34		2		
	4	pack	INDEX CARD, 3"x5", ruled both sides, 500s/box	48.74	194.96	2	2		
	2	pcs	MAGAZINE FILE BOX, open end	41.94	83.88		2		
	6	pcs	MARKING PEN, permanent, black	15.00	90.00	6			
	6	pcs	MARKING PEN, permanent, blue	15.00	90.00	6			
	6	pcs	MARKING PEN, permanent, red	15.00	90.00	6			
	6	pcs	MARKING PEN, whiteboard, black	12.64	75.84		6		
	6	pcs	MARKING PEN, whiteboard, blue	12.64	75.84		6		
	2	bals	OIL, for all purpose, 120ml	37.49	74.98	2			
	6	reams	PAPER, bond, legal size (8.5"x13"), Subs-21	220.00	1,320.00	3		3	
	6	reams	PAPER, bond, letter size (8.5"x11"), Subs-21	210.00	1,260.00	3		3	
	2	boxes	PAPER CLIP, gem type, jumba, 48mm, 100s/box	12.15	24.30	1		1	
	2	boxes	PAPER FASTENER, for paper, metal, 50sets/box	67.32	134.64	2			
	1	boxes	PENCIL, lead, w/ eraser, 12s/box	24.53	24.53		1		
	1	pc	PUNCHER, heavy duty	94.53	94.53	1			
	4	cases	PUSH PIN, flat head type, 100s/box	20.84	83.36		2	2	
	3	books	RECORD BOOK, 300 pages	51.42	154.26		3		
	3	books	RECORD BOOK, 500 pages	85.70	257.10	3			
	6	pcs	SIGN PEN, black	43.80	262.80	3		3	
	6	pcs	SIGN PEN, blue	43.80	262.80		3	3	
	1	pc	SCISSORS, 16"	13.15	13.15	1			
	1	pc	SHARPENER, heavy duty, single cutterhead	182.10	182.10	1			
	1	pcs	STAPLER, heavy duty, standard	115.47	115.47	1			
	1	pc	TAPE DISPENSER, heavy duty, 1"	47.86	47.86	1			
	4	rolls	TAPE, electrical	19.82	79.28	2		2	
	12	rolls	TAPE, masking, 48mm, 50m length	98.55	1,182.60	6		6	
	8	rolls	TAPE, transparent, 24mm, 50m length	15.85	126.80		4	4	
	3	bols	TOILET BOWL AND URINAL CLEANER, 900ml	49.28	147.84		3		

OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	ESTIMATED		QUARTERLY BREAKDOWN			
	QTY	UNIT		U-P,	T-AMOUNT	1	2	3	4
	4	boxes	TOILET DEODORANT CAKE, 50gms. 3s/box	25.71	102.84	4			
	6	packs	TOILET TISSUE, 12 rolls/pack	69.63	417.78	3		3	
	4	rolls	TRASHBAG, plastic, black, XL, 10s/pack/roll	148.58	594.32	2		2	
	1	pc	WASTE BASKET, plastic	26.78	26.78	1			
					14,299.78				
	* RICE PRODUCTION								
	42	bags	16 - 20 - 0	1,000.00	42,000.00	21		21	
	56	bags	45 - 0 - 0	1,200.00	67,200.00	28	28		
	14	bots	Insecticide	50.00	700.00	7		7	
	14	bots	Molluscicide	850.00	11,900.00	7		7	
	1	kg	Twine	75.00	75.00	1			
	8	bots	Weedecide (post-emergent)	350.00	2,800.00		4	4	
	14	bots	Weedecide (pre-emergent)	650.00	9,100.00		7	7	
					133,775.00				
	* ANIMAL PRODUCTION								
	1	ml	ALBENDAZOLE (Volbazen), 1000ml	1,000.00	1,000.00	1			
	1	box	BALLPEN, pilot, black	504.00	504.00	1			
	1	bot	BETADINE SOLUTION, 50ml	100.00	100.00	1			
	2	pairs	BOOTS, plastic	800.00	1,600.00	1		1	
	10	pcs	BROOM, stick (fingling)	23.57	235.70	4	4	2	
	2	pcs	BULB, heavy duty for brooding	300.00	600.00	1		1	
	1	bot	CALCIVET, 100ml	500.00	500.00	1			
	1	unit	CELLPHONE	6,000.00	6,000.00	1			
	1	pc	COTTON, 40g	50.00	50.00	1			
	4	pcs	DUST PAN, non-rigid plastic, with detachable handle	34.28	137.12	4			
	1	unit	FLASH LIGHT, heavy duty	1,000.00	1,000.00	1			
	1	bot	GUZANEX, 200ml	350.00	350.00	1			
	1	bot	IRON DEXTRAN, 100ml	600.00	600.00	1			
	1	bot	IVERMECTEN, 100ml	650.00	650.00	1			
	2	sets	KAPOTE	500.00	1,000.00	1		1	
	2	pcs	KUMPAY	75.00	150.00	2			
	2	gal	LYSOL	500.00	1,000.00	1		1	
	2	pcs	MARKING PEN, permanent, black	15.00	30.00	2			
	1	bot	PURE ELECTROLYTES POWDER, 1000 kg	200.00	200.00	1			
	5	pcs	RECORD BOOK, 300 pages	51.42	257.10	5			
	2	units	SHOVEL	350.00	700.00	1		1	
	2	pcs	TABAS	200.00	400.00	1		1	
	1	bot	TERRAMYCIN LA, 200ml	750.00	750.00	1			
	1	pc	UMBRELLA	200.00	200.00	1			
	1	bot	VITAMIN A, D, E, 100ml	500.00	500.00	1			
	1	bot	VITAMIN B12 plus C, 200ml	500.00	500.00	1			
					19,013.92				

OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	U-I	ESTIMATED		QUARTERLY BREAKDOWN			
	QTY	UNIT			E	T-AMOUNT	1	2	3	4
L. NATIONAL SERVICE TRAINING PROGRAM (NSTP)										
	* ROTC									
	1	roll	ACETATE, gauge #3, 50m in length		578.45	578.45		1		
	2	pcs	BROOM, soft (tamba)		91.05	182.10		2		
	3	pcs	BROOM, stick (tingling)		23.57	70.71		3		
	1	packs	CARTOLINA, white, 20s/pack		47.03	47.03	1			
	1	packs	CARTOLINA, assorted color, 20s/pack		72.84	72.84	1			
	1	pack	FOLDER, pressboard, legal size		867.67	867.67		1		
	2	pcs	FLAG POLE, wooden		200.00	400.00		2		
	1	pc	FLASH DRIVE, 16Gb, USB 2.0, plug and play		519.53	519.53		1		
	2	jars	GLUE, all purpose, 250gms		53.54	107.08	2			
	5	pcs	MARKING PEN, permanent, black		15.00	75.00	5			
	5	pcs	MARKING PEN, permanent, blue		15.00	75.00	5			
	5	pcs	MARKING PEN, permanent, red		15.00	75.00	5			
	2	cases	PUSH PIN, flat head type, 100s/box		20.84	41.68		2		
	5	pcs	SIGN PEN, black		43.80	219.00	5			
	1	box	STAPLE WIRE, standard, 5000s/box		23.01	23.01	1			
	2	cart	INK CARTRIDGE, Canon Part No. CL-811, Colored		988.72	1,977.44	2			
	2	cart	INK CARTRIDGE, Canon Part No. CL-810, black		741.81	1,483.62	2			
	1	box	PAPER CLIP, gem type, jumbo, 48mm, 100s/box		12.15	12.15		1		
	5	reams	PAPER, bond, legal size (8.5"x13"), Subs-20		200.00	1,000.00		5		
	5	reams	PAPER, bond, letter size (8.5"x11"), Subs-20		185.00	925.00		5		
	100	pcs	RIFLE, wooden		75.00	7,500.00		50		50
						16,252.31				
	* CWTS									
	2	pcs	BROOM, soft (tamba)		91.05	182.10		2		
	20	pcs	BROOM, stick (tingling)		23.57	471.40		20		
	1	unit	CALCULATOR, scientific, 10 digits, dot matrix display		341.59	341.59		1		
	2	boxes	CHALK, white enamel, approx. 140s/box		28.87	57.74	2			
	4	canister	CLEANSER, powder, 350gms		15.90	63.60	4			
	3	pouch	DETERGENT POWDER, 500gms		23.03	69.09	3			
	1	can	DISINFECTANT SPRAY, 340gms		182.47	182.47	1			
	8	pcs	ERASER, blackboard/whiteboard		12.83	102.64	4		4	
	10	pcs	FILING BOX, double		100.00	1,000.00	5		5	
	1	can	FLOORWAX, paste, natural, 2kgs		263.52	263.52	1			
	10	pcs	MARKING PEN, permanent, black		15.00	150.00		5	5	
	20	pcs	MARKING PEN, whiteboard, black		12.64	252.80	5	5	5	5
	10	pads	NOTE PAD, 3" X 4", 100s/pad		53.44	534.40		5	5	
	1	boxes	PAPER FASTENER, for paper, metal, 50sets/box		67.32	67.32	1			
	2	reams	PAPER, bond, legal size (8.5"x13"), Subs-21		220.00	440.00	2			
	10	pads	PAPER, ruled pad, 90sheets/pad		17.99	179.90	5		5	

OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	U.P	ESTIMATED		QUARTERLY BREAKDOWN			
	QTY	UNIT				T-AMOUNT	1	2	3	4
	1	boxes	PENCIL, lead, w/ eraser, 12s/box		24.53	24.53		1		
	2	books	RECORD BOOK, 300 pages		51.42	102.84		2		
	20	pcs	SIGN PEN, black		43.80	876.00	10		10	
	2	rolls	TAPE, masking (1"), 24mm, 50m length		49.28	98.56	2			
	4	rolls	TAPE, transparent (2"), 48mm, 50m length		31.92	127.68	2	2		
	1	roll	TAPE, packaging (2"), 48mm, 50m length		31.92	31.92	1			
	1	packs	TOILET TISSUE, 12 rolls/pack		69.63	69.63	1			
	6	pcs	INK CARTRIDGE, black, canon, #810		926.00	5,550.00	3		3	
	1	pcs	STAPLE REMOVER, twin jaws		17.67	17.67	1			
	5	bots	TOILET BOWL AND URINAL CLEANER, 900ml		49.28	246.40		3	2	
						11,503.80				
			GRAND TOTAL			2,544,851.65				

Prepared by:


HERMINIO L. LOMBOY
 Supply Officer I


Recommending Approval:


CESAR E. RAMOS, CPA
 Accountant I

Noted:


LOLITA M. ASAYUNO
 Budget Officer

Approved:


QUIRINO D. PARALLAG, Ed. D.
 Campus Administrator

OFFICE	ESTIMATED		ARTICLES AND DESCRIPTIONS	ESTIMATED		QUARTERLY BREAKDOWN			
	QTY	UNIT		U-PRICE	T-AMOUNT	1	2	3	4
	1	boxes	PENCIL, lead, w/ eraser, 12s/box	24.53	24.53		1		
	2	books	RECORD BOOK, 300 pages	51.42	102.84		2		
	20	pcs	SIGN PEN, black	43.80	876.00	10		10	
	2	rolls	TAPE, masking (1"), 24mm, 50m length	49.28	98.56	2			
	4	rolls	TAPE, transparent (2"), 48mm, 50m length	31.92	127.68	2	2		
	1	roll	TAPE, packaging (2"), 48mm, 50m length	31.92	31.92	1			
	1	packs	TOILET TISSUE, 12 rolls/pack	69.63	69.63	1			
	6	pcs	INK CARTRIDGE, black, canon, #810	925.00	5,550.00	3		3	
	1	pcs	STAPLE REMOVER, twin jaws	17.67	17.67	1			
	5	bats	TOILET BOWL AND URINAL CLEANER, 900ml	49.28	246.40		3	2	
					11,503.80				
			GRAND TOTAL		2,544,851.65				

Prepared by:



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 Campus Administrator