

ANNUAL PROCUREMENT PLAN FOR 2016 For Common-Use Supplies and Equipment

INSTRUCTIONS IN FILLING OUT THE ANNUAL PROCUREMENT PLAN (APP) FORM:

1. Select the appropriate worksheet depending on the nearest Regional/Provincial Depot in your area.
2. For Sub - Depots please refer to the following (Arranged/ Classified according to commonality of freight cost):
 - a. Bukidnon, Puerto Princesa Palawan, Biliran, Borongan, Misamis Occidental (Oroquieta) and Southern Leyte (Maasin)- **Region XIII**
 - b. Misamis Oriental, Bacolod, Calbayog, Bontoc and Northern Samar (Cataraman)- **Regions VI, VII, VIII, X, & XI**
 - c. Surigao Del Norte - **Surigao Del Norte**
 - d. Zamboanga Sibugay- **Zamboanga Sibugay**
 - e. Camiguin - **Camiguin**
3. Indicate the agency's **monthly** requirement per item in the APP form. The form will automatically compute for the Total Quarterly requirement, Total Amount per item and the Grand Total.
4. **APPs are considered incorrect if: a) form used is other than the prescribed format downloaded at philgeps.gov.ph and; b) correct format is used but fields were deleted and/or inserted in Portion A of the APP. The agency will be informed through e-mail if the submission is incorrect.**
5. For Other Items not available from the Procurement Service but regularly purchased from other sources, agency must specify/indicate the item name under each category and unit price based on their last purchase of the item/s. These items will be evaluated by the Procurement Service and may be considered Common Supplies or Equipment (CSE). Items will be added to the electronic catalogue / virtual store as soon as it is procured and made available by the Procurement Service.
6. The accomplished **HARD COPY** of the APP-CSE shall be submitted in the following manner:
 - a. DBM Central Office- for entities in the Central Office
 - b. DBM Regional Office (RO)- for regional offices, operating units of DepEd, DOH, DPWH, CHED, TESDA and SUCs
6. The accomplished **SOFT COPY** of the APP-CSE shall be submitted to the following email addresses:
 - a. ps.app.nga@gmail.com- For central and regional offices of all national government agencies
 - b. ps.app.suc@gmail.com- For main and other campuses of all state universities and colleges
 - c. ps.app.gocc@gmail.com- For all central and regional offices of government owned and controlled corporations
 - d. ps.app.deped@gmail.com- For primary and secondary schools
7. Consistent with National Budget Circular No. 555, the APP for FY 2016 must be submitted on or before **November 30, 2015**.
8. Rename your APP file in the following format: APP2016- Name of Agency- Region (e.g. APP2016 -PS- Central Office).
9. For further assistance/clarification, agencies may call the Planning Division of the Procurement Service at telephone nos. (02)561-6116 or (02)689-7750 loc. 4021.

Department/Bureau/Office: **Palawan Council for Sustainable Development Staff**
 Region: **4-B**
 Address: **PCSD Building, Sports Complex Rd., Bgy. Sta. Monica, Puerto Princesa City, Palawan**

Contact Person: **TERESITA A. BATUL**
 Position: **Director for Admin & Finance**
 E-mail :
 Telephone/Mobile Nos: **(048) 434-4235**

Item & Specifications	Unit of Measure	Quantity Requirement																Price Catalogue as of Sept 9, 2015	TOTAL AMOUNT		
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			Total Quantity	
A. AVAILABLE AT PROCUREMENT SERVICE STORES																					
COMMON ELECTRICAL SUPPLIES																					
1	BATTERY, size AA, alkaline, 2 pieces per blister pack	pack				120				0								0	180	18.17	3,270.31
2	BATTERY, size AAA, alkaline, 2 pieces per blister pack	pack				96				0								0	156	15.66	2,442.37
3	BATTERY, size D, alkaline, 2 pieces per blister pack	pack				12				0								0	24	81.03	1,944.63

5	FLUORESCENT LAMP, tubular, 36 watts	tube				12				0				12				0	24	43.99	1,055.76
6	COMPACT FLUORESCENT LAMP, 18 watts, 1 piece in individual box	piece				12				0				12				0	24	107.93	2,590.30
7	TAPE, electrical	roll				12				12				12				12	48	19.29	926.02
COMMON OFFICE SUPPLIES																					
1	ACETATE, gauge #3, 50m per roll	roll				1				0				0				0	1	661.44	661.44
2	AIR FRESHENER, 280mL/can	can				24				24				12				12	72	85.99	6,191.08
3	ALCOHOL, 70%, ethyl, 500ml	bottle				48				48				48				24	168	45.73	7,682.37
4	CARBON FILM, A4 size, 100 sheets per box	box				6				0				6				0	12	237.02	2,844.19
5	CARBON FILM, PE, black, 216mm x 30mm, 100 sheets per box	box				3				0				0				0	3	269.16	807.47
6	CARTOLINA, assorted color, 20 pieces per pack	pack				12				12				12				0	36	74.73	2,690.28
7	CHALK, white, dustless, 100 pieces per box	box				1				0				1				0	2	27.41	54.82
8	CLEARBOOK, A4 size	piece				24				0				24				0	48	39.69	1,904.95
9	CLEARBOOK, Legal size	piece				24				0				0				0	24	44.10	1,058.30
10	CLIP, backfold, 19mm, 12 pieces per box	box				24				24				24				0	72	7.72	555.61
11	CLIP, backfold, 25mm, 12 pieces per box	box				24				24				24				0	72	17.64	1,269.96
12	CLIP, backfold, 32mm, 12 pieces per box	box				24				24				24				0	72	21.92	1,578.30
13	CLIP, backfold, 50mm, 12 pieces per box	box				24				24				24				0	72	46.30	3,333.66
14	CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic	piece				60				30				30				30	150	43.54	6,531.72
15	DATA FILE BOX, made with chipboard, with closed ends	box				48				0				0				0	48	73.91	3,547.86
17	ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box	box				3				0				3				0	6	427.73	2,566.39
18	ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box	box				5				0				5				0	10	537.84	5,378.44
19	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size documents, 100 pieces per box	box				2				0				2				0	4	659.01	2,636.05
20	ENVELOPE, EXPANDING, plastic	piece				24				24				24				0	72	37.13	2,673.49
21	ENVELOPE, MAILING, 500 pieces per box	box				3				3				3				0	9	147.72	1,329.49
22	ENVELOPE, MAILING, with window, 500 pieces per box	box				1				1				1				0	3	207.08	621.24
23	ERASER, felt, for blackboard/whiteboard	piece				12				12				12				0	36	10.67	384.27
24	ERASER, plastic or rubber	piece				24				24				24				0	72	2.29	164.85
25	FASTENER, for paper, metal, 50 sets per box	box				12				0				12				0	24	60.52	1,452.37
26	FILE ORGANIZER, expanding, legal, plastic, assorted colors	piece				24				12				12				0	48	87.84	4,216.43
28	FILE TAB DIVIDER, Legal Size, five(5) colors per set	set				24				24				24				0	72	17.64	1,269.96
29	FOLDER, Fancy, A4, 50s/ bundle	bundle				3				3				3				0	9	248.04	2,232.36
30	FOLDER, Fancy, Legal, 50 pieces per bundle	bundle				4				4				4				0	12	308.67	3,704.06
31	FOLDER, L-type, A4, 50 pieces pack	pack				2				2				2				0	6	176.38	1,058.30
32	FOLDER, L-type, Legal size, 50 pieces per pack	pack				2				2				2				0	6	192.92	1,157.52
33	FOLDER, Pressboard, size 210mm x 370mm, 100s/box	box				2				2				2				0	6	992.04	5,952.26
35	FOLDER, Tagboard, Legal size, 100 pieces per pack	pack				2				2				2				0	6	317.98	1,907.87
36	GLUE, all purpose, 300 grams min.	jar				24				12				12				0	48	51.81	2,487.01
37	INDEX TAB, self-adhesive, 5 set/box, assorted colors	box				12				0				12				0	24	53.89	1,293.37
39	MAGAZINE FILE BOX, LARGE	piece				12				12				12				0	36	46.47	1,672.93
40	MARKER, fluorescent, 3 colors per set	set				48				24				24				0	96	37.68	3,617.57

41	MARKER, whiteboard, bullet type, black	piece				48										0	96	12.51	1,200.77
42	MARKER, whiteboard, bullet type, blue	piece				48										0	96	12.51	1,200.77
43	MARKER, whiteboard, bullet type, red	piece				24										0	48	12.51	600.38
44	MARKER, permanent, bullet type, black	piece				200										0	248	10.23	2,536.79
45	MARKER, permanent, bullet type, blue	piece				48										0	96	10.23	981.98
46	MARKER, permanent, bullet type, red	piece				12										0	24	10.23	245.50
47	NOTE BOOK, stenographer's, 40 leaves, spiral	piece				200										0	600	10.92	6,550.80
48	NOTE PAD, stick-on, (2"x3"), 100 sheets per pad	pad				24										0	60	33.07	1,984.32
49	NOTE PAD, stick-on, (3"x3"), 100 sheets per pad	pad				24										0	60	40.68	2,440.97
50	NOTE PAD, stick-on, (3"x4"), 100 sheets per pad	pad				24										0	60	57.30	3,438.22
51	PAD PAPER, Ruled	pad				24										0	48	18.52	888.87
52	PAPER CLIP, gem type, 48mm, 100 pieces per box	box				24										0	72	14.33	1,031.85
53	PAPER CLIP, gem type, 32mm, 100 pieces per box	box				24										0	72	7.17	515.92
54	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream				200										100	500	124.90	62,449.90
55	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream				200										50	450	139.94	62,973.54
56	PAPER, Multi-Purpose (COPY) A4, 70gsm	ream				100										100	400	108.53	43,413.36
59	PAPER, Thermal, 216mm x 30m	roll				6										0	18	37.81	680.58
60	PENCIL, lead, w/eraser, one(1) dozen per box	box				24										0	72	20.80	1,497.40
61	PHILIPPINE NATIONAL FLAG	piece				6										4	22	317.49	6,984.81
62	RECORD BOOK, 300 pages, size: 214mm x 278mm min	book				48										24	120	63.94	7,672.70
63	RECORD BOOK, 500 pages, size: 214mm x 278mm min	book				12										12	48	92.06	4,418.93
64	RING BINDER, Plastic 32mm, 10 pieces per bundle	bundle				10										0	30	272.28	8,168.47
65	RUBBER BAND, 70mm min lay flat length (#18)	box				2										0	6	112.20	673.21
66	RULER, plastic, 450mm, 1 piece in individual plastic	piece				12										0	24	16.54	396.86
67	SIGN PEN, black	piece				200										0	400	46.65	18,660.24
68	SIGN PEN, blue	piece				12										12	48	46.65	2,239.23
69	SIGN PEN, red	piece				12										12	48	46.65	2,239.23
70	STAMP PAD INK, violet, 50mL	bottle				6										0	18	24.25	436.55
71	STAMP PAD, felt pad, min 60mm x 100mm	piece				12										0	36	32.94	1,186.01
72	STAPLE WIRE, Heavy duty, 23/13	box				12										0	36	32.25	1,160.83
73	STAPLE WIRE, Standard	box				100										0	196	20.06	3,930.82
74	TAPE, masking, 24mm, 50 meters length	roll				100										12	260	58.43	15,191.07
75	TAPE, masking, 48mm, 50 meters length	roll				24										0	72	111.34	8,016.65
76	TAPE, transparent, 24mm, 50 meters	roll				100										0	196	18.41	3,608.79
77	TAPE, transparent, 48mm, 50 meters	roll				48										0	96	35.28	3,386.57
78	TAPE, packaging, 48mm, 50 meters length	roll				100										0	196	35.28	6,914.25
79	TOILET TISSUE, 12 rolls per pack	pack				24										24	96	80.10	7,690.00
80	TWINE, plastic, one kilo per roll	roll				2										2	8	57.32	458.60
81	WRAPPING PAPER, kraft, 50 sheets per pack	pack				1										0	3	119.48	358.45
COMMON OFFICE DEVICES																			
1	CUTTER BLADE, heavy duty cutter, 10 pieces per tube	tube				12										0	24	8.32	199.70
2	CUTTER KNIFE, heavy duty	piece				12										0	36	20.60	741.45
3	DATING AND STAMPING MACHINE	piece				2										0	2	507.08	1,014.17
4	PENCIL SHARPENER, 1 piece in individual plastic case	piece				6										0	10	198.43	1,984.32

5	PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box	piece				12					6					0	24	130.84	3,140.06
6	SCISSORS, (6")	pair				24					12					0	48	16.46	790.17
7	STAPLER, standard	piece				12					12					0	36	97.76	3,519.50
8	STAPLER, binder type, heavy duty for high volume stapling, 25-135sheets of 70gsm bond paper stapling capacity, min 100 staples. with adjustable paper guide	piece				1					0					0	1	1,123.35	1,123.35
9	STAPLE REMOVER, plier type	piece				12					12					0	24	18.69	448.51
10	TAPE DISPENSER, table top	piece				12					6					0	24	50.58	1,214.00
11	WASTE BASKET, non-rigid plastic	piece				48					24					0	96	32.52	3,122.00
COMMON JANITORIAL SUPPLIES																			
1	BROOM, soft (tambo)	piece				24					12					12	60	110.24	6,614.40
2	BROOM, stick (tingting)	piece				24					12					12	60	25.36	1,521.31
3	CLEANER, TOILET BOWL AND URINAL, 900-1000ml cap	bottle				12					12					6	42	44.10	1,852.03
4	CLEANSER, scouring powder, 350grams/can	can				12					12					0	36	19.29	694.51
5	DETERGENT POWDER, all purpose, 1kilo/pouch	pouch				48					24					24	120	44.10	5,291.52
6	DISINFECTANT SPRAY, 400-550 grams	can				12					6					6	30	121.26	3,637.92
7	DUST PAN, non-rigid plastic	piece				24					0					0	36	38.46	1,384.44
9	FURNITURE CLEANER, aerosol, 300mL/can	can				24					24					24	96	89.85	8,625.18
10	INSECTICIDE, aerosol type, 600mL/can	can				24					12					12	60	124.57	7,474.27
11	MOPBUCKET	piece				3					0					0	3	1,984.32	5,952.96
12	MOPHANDLE, screw type, aluminum handle	piece				6					0					0	6	137.80	826.80
13	MOPHEAD, made of rayon	piece				6					6					6	24	104.73	2,513.47
14	RAG, all cotton, 32 pieces per kilo per bundle	bundle				24					12					12	60	46.30	2,778.05
15	SCOURING PAD, 5 pieces per pack	pack				6					6					6	24	126.78	3,042.62
16	TRASHBAG, plastic, transparent, 10pcs/roll	roll				24					12					12	60	148.27	8,896.37
COMMON OFFICE EQUIPMENT																			
2	CALCULATOR, COMPACT, electronic, 12 digits cap, 1 unit in individual box	unit				12					6					0	24	163.16	3,915.72
3	CALCULATOR, SCIENTIFIC, 1 unit per box	unit				6					6					0	12	438.76	5,265.06
5	CHAIR, monobloc, without armrest, white	piece				24					24					0	48	297.65	14,287.10
6	DIGITAL VOICE RECORDER, 4GB (expandable), 1 unit in individual box	unit				12					0					0	12	6,603.38	79,240.51
8	ELECTRIC FAN, industrial	unit				6					0					0	6	1,212.64	7,275.84
10	ELECTRIC FAN, stand type	unit				14					0					0	14	1,099.09	15,387.30
11	ELECTRIC FAN, wall type	unit				6					0					0	6	989.96	5,939.73
12	FACSIMILE MACHINE, uses thermal paper, 50m/roll, for documents 216mm x 600mm, 15 sec, transmission speed, running width 2018mm, document feeder holds 10 pages, with automatic paper cutter, redial, and fax/tel switchove	unit				1					0					0	1	3,712.88	3,712.88
13	FIRE EXTINGUISHER, dry chemical, for ABC class of fire, stored pressure type, non-electrical conductor, non-toxic, non-corrosive. 4.5kg (10lbs.) brand new	unit				12					0					0	12	1,373.59	16,483.08
17	PAPER SHREDDER, 0.06m/sec shred speed, cuts 6-8 sheets of 70gsm paper	unit				2					0					0	2	5,820.67	11,641.34

22	TABLE, monobloc, square, 36" X 36", white, four(4) seater, for indoor and outdoor use	unit				6									0				0	6	1,306.34	7,838.06
23	TABLE, monobloc, square, 36" X 36", beige, four(4) seater, for indoor and outdoor use	unit				6									0				0	6	1,307.40	7,844.42
COMMON COMPUTER SUPPLIES																						
1	COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9-1/2", 2000 sheets/box	box				2									0				2	4	638.01	2,552.06
2	COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14-7/8", 2000 sheets/box	box				2									0				2	4	935.39	3,741.55
7	DVD REWRITABLE, 4x speed, 4.7GB capacity	piece				60									60				0	120	22.65	2,718.26
8	EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0, backward compatible with USB 2.0, 5400 rpm, with dual color LED light to indicate USB 3.0/USB 2.0 transmission, USB powered, System Requirements: USB 3.0: Windows XP/Vista/7/MacOSX 10.4 or above, with USB 3.0 cable and product guide	piece				12													0	12	3,278.54	39,342.45
9	FLASH DRIVE, 16GB, USB 2.0, plug and play	piece				24									12				12	48	248.04	11,905.92
10	MOUSE, optical, USB connection type	unit				12									12				12	36	145.52	5,238.60
HANDBOOK ON PROCUREMENT																						
1	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT- RA 9184(6th Edition), 6" x 9", 296 pages,	piece				6									0				0	6	30.63	183.80
CONSUMABLES																						
1	INK CART, BROTHER LC39BK, Black	cart				48									24				12	84	698.23	58,651.32
2	INK CART, BROTHER LC39C, Cyan	cart				24									12				12	48	474.03	22,753.54
3	INK CART, BROTHER LC39M, Magenta	cart				24									12				12	48	474.03	22,753.54
4	INK CART, BROTHER LC39Y, Yellow	cart				24									12				12	48	474.03	22,753.54
84	INK CART, HP CN692AA, (HP704), Black	cart				12									12				12	36	367.10	13,215.57
85	INK CART, HP CN693AA, (HP704), Tri-color	cart				8									8				8	24	367.10	8,810.38
116	TONER CART, HP CE285A (HP85A), Black	cart				2									2				2	8	2,869.55	22,956.38
160	TONER CART, SAMSUNG MLT-D105L, Black	cart				4									4				4	16	3,031.60	48,505.60
161	TONER CART, SAMSUNG MLT-D108S, Black	cart				6									6				6	24	2,756.00	66,144.00
162	TONER CART, SAMSUNG MLT-D119S(ML-2010D3), Black	cart				3									3				3	9	3,307.20	29,764.80
B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																						
COMMON ELECTRICAL SUPPLIES																						
COMMON OFFICE EQUIPMENT																						
1	CALCULATOR, PRINTING, DESKTOP, 1 unit per box	unit				1									0				0	1	2,083.54	2,083.54
COMMON OFFICE SUPPLIES																						
1	CARTOLINA, white, 20 pieces per pack	pack				12									6				6	30	55.12	1,653.60
5	ILLUSTRATION BOARD, (30"x40")	piece				6									6				0	12	37.15	445.84
10	MANILA PAPER, 10sheets per pack	pack				12									12				12	48	27.56	1,322.88
11	MAP PIN, round head, 100 pieces per case	case				12									12				12	48	42.77	2,053.01

12	OIL, for general purpose lubricant, 120 mL	bottle			6				0				0		0	6	39.11	234.68
13	PAPER, Thermal, 210mm x 30m	roll			6				6				6		6	24	31.75	761.93
14	PUSH PIN, flat head type, assorted colors, 100 pieces per case	case			6				6				6		6	24	26.46	634.98
16	RING BINDER, Plastic 25mm, 10 pieces per bundle	bundle			10				10				0		30		159.85	4,795.44
17	RING BINDER, Plastic 50mm, 10 pieces per bundle	bundle			5				5				0		15		308.49	4,627.38
19	TAPE DISPENSER, handheld	piece			6				6				6		24		30.85	740.30
20	TAPE, for adding machine	roll			12				6				6		30		8.60	257.90
COMMON JANITORIAL SUPPLIES																		
1	SOAP, BATHROOM, 90 grams, 1 piece in individual box	piece			24				24				24		96		23.70	2,275.35
CONSUMABLES																		
Office Equipment and Accessories																		
1	Cork Board 3 x 4ft	pcs			1				0				0		1		2,200.00	2,200.00
2	Cutting Matt / Base A3	pcs			2				0				0		2		350.00	700.00
3	File Tray (3layer) plastic	set			12				0				0		12		450.00	5,400.00
4	First Aide Kit	set			1				0				0		1		1,500.00	1,500.00
5	Flash Drive 4GB	pcs			12				0				0		12		450.00	5,400.00
6	Flash Drive 32GB	pcs			5				0				0		5		1,250.00	6,250.00
7	Ruler Metal 12"	pcs			7				0				0		7		65.00	455.00
8	Ruler Metal 18"	pcs			7				0				0		7		95.00	665.00
9	SD Memory Card 8GB	pcs			3				0				0		3		650.00	1,950.00
10	Storage Box 30L Capacity	pcs			48				0		24		0		72		380.00	27,360.00
11	Storage Box 76L Capacity	pcs			12				0		0		0		12		800.00	9,600.00
12	White Board 3 x 4ft	pcs			2				0		0		0		2		850.00	1,700.00
13	Extension Cord 5m, 3gang	set			6				0		0		0		6		350.00	2,100.00
14	Extension Cord 10m, 3gang	set			7				0		0		0		7		450.00	3,150.00
Office Supplies																		
1	Battery Button LR41	pcs			6				0				0		6		45.00	270.00
2	Battery Button CR2032	pcs			12				0				0		12		65.00	780.00
3	Battery AA Rechargeable	pcs			6				0				0		6		220.00	1,320.00
4	Battery 9V (rectangle)	pcs			6				0				0		6		135.00	810.00
5	Colored Pens (12 colors)	set			5				0				0		5		120.00	600.00
6	Construction Paper assorted color Long	rms			10				0				0		10		280.00	2,800.00
7	Construction Paper assorted color A4	rms			4				0				0		4		260.00	1,040.00
8	Correction Fluid (water base)	bots			12				12				0		24		18.00	432.00
9	Cloth / Duct Tape	rls			12				0				0		12		235.00	2,820.00
10	Double Sided Tape 1/2"	rls			12				12				0		24		32.00	768.00
11	Double Sided Tape 1"	rls			4				0				0		4		52.00	208.00
12	Field Notebook	pcs			24				0				0		24		35.00	840.00
13	File System (lever arc) Long	pcs			80				0				0		80		280.00	22,400.00
14	File System Divider/Filler	set			66				0				0		66		85.00	5,610.00
15	Hard Bound File Folder Long	pair			36				0				0		36		24.00	864.00
16	Laminating Film 250mic 75mm x 105mm	box			3				3				0		6		390.00	2,340.00

17	Laminating Film 250mic 100mm x 105mm	box				3				3						0				0	6	670.00	4,020.00						
18	Laminating Film 250mic 2100mm x 2950mm	box				2				2						0				0	4	1,200.00	4,800.00						
19	Laminating Film 250mic 2100mm x 3300mm	box				2				2						0				0	4	1,600.00	6,400.00						
20	Magic Tape 1"	roll				3				0						0				0	3	360.00	1,080.00						
21	OHP Marker (6pcs/set)	set				6				0						0				0	6	280.00	1,680.00						
22	Paper Bond (short) 8.5 x 11	rms				20				20						20				20	80	220.00	17,600.00						
23	Paper Bond (legal) 8.5 x 14	rms				4				4						0				0	8	280.00	2,240.00						
24	Paper Bond (A3) 11 x 17	rms				2				0						0				0	2	750.00	1,500.00						
25	Paper Bond Assorted Color Long	rms				24				0						0				0	24	250.00	6,000.00						
26	Paper Bond Assorted Color A4	rms				48				0						0				0	48	230.00	11,040.00						
27	Paper Bond Subs 18 (long) for riso	rms				40				20						0				0	60	180.00	10,800.00						
28	Paper Bond Subs 18 (A4) for riso	rms				60				20						0				0	80	160.00	12,800.00						
29	PCSD Stationery Paper w/ Logo Long	rms				10				0						10				0	20	2,400.00	48,000.00						
30	PCSD Stationery Paper w/ Logo A4	rms				20				0						10				0	30	2,200.00	66,000.00						
31	Photo paper 120gsm A4	pack				4				0						0				0	4	260.00	1,040.00						
32	Photo paper 120gsm 5 x 7	pack				8				0						0				0	8	180.00	1,440.00						
33	PVC Cover Long	sht				100				0						100				0	200	18.00	3,600.00						
34	PVC Cover A4	sht				100				0						100				0	200	16.00	3,200.00						
35	Record Book, 200 Pages	pcs				69				0						0				0	69	90.00	6,210.00						
36	Ribbon Correcting ElectRICT Typewriter Brother	pcs				12				0						0				0	12	180.00	2,160.00						
37	Ribbon ElectRICT Typewriter 6X-8250	pcs				36				0						0				0	36	360.00	12,960.00						
38	Risograph GR Ink S-539A	tube				10				10						10				0	30	2,400.00	72,000.00						
39	Risograph GR Master Roll 75	roll				8				8						0				0	16	4,250.00	68,000.00						
40	Specialty Paper / Board Long	pack				60				0						0				0	60	85.00	5,100.00						
41	Specialty Paper / Board Short	pack				24				0						0				0	24	65.00	1,560.00						
42	Sticker Paper A4	pack				12				0						12				0	24	75.00	1,800.00						
43	Velum 100 8.5 x 13 (500's)	ream				2				0						0				0	2	3,250.00	6,500.00						
44	Velum 100 8.5 x 11 (500's)	ream				2				0						0				0	2	2,400.00	4,800.00						
45	White pad	pds				24				0						0				0	24	26.00	624.00						
																							-	-					
	Audio and visual presentation and composing equipment																							-	-				
																									-	-			
	Photographic or filming or video equipment																									-	-		
																											-	-	
	Cleaning Equipment and Supplies																												
1	All Purpose Cleaner (blue)	gals				4				0						4				0	8	250.00	2,000.00						
2	Bleach (zonrox)	liter				12				0						12				0	24	85.00	2,040.00						
3	Coffee, Creamer, Sugar	set				12				0						0				0	12	200.00	2,400.00						
4	Detergent Liquid	gals				3				0						3				0	6	850.00	5,100.00						
5	Deodorizer (albatros)	pcs				128				0						0				0	128	18.00	2,304.00						
6	Dishwashing Paste/Liquid	bots				44				0						44				0	88	65.00	5,720.00						
7	Dishwashing Foam	pcs				48				0						48				0	96	18.00	1,728.00						
8	Disposable Gloves	box				3				0						3				0	6	220.00	1,320.00						
9	Disposable Mask	box				6				0						6				0	12	180.00	2,160.00						
10	Distilled Water (6L)	bots				60				0						60				0	120	180.00	21,600.00						
11	Door Mat (fabric)	pcs				48				0						48				0	96	45.00	4,320.00						
12	Liquid / Hand Soap	bots				48				0						0				0	48	85.00	4,080.00						

13	Garbage Bag (large)	pack				32				0					0	32	85.00	2,720.00
14	Garbage Bin Plastic with Cover	set				12				0					0	12	225.00	2,700.00
15	Glass Cleanser Liquid	bots				24				0					0	24	155.00	3,720.00
16	Hand Towels	pcs				24				0					0	24	35.00	840.00
18	Muriatic Acid	Liter				12				0					0	12	120.00	1,440.00
19	Plastic Celophane Clear	pcs				100				0					0	100	35.00	3,500.00
21	Round Rugs	kls				12				0					0	12	45.00	540.00
Common Laboratory Chemicals																		-
1	Nitra Ver 5 Pwd Plws 10mL, 100/pks	pcs				3										3	2,450.00	7,350.00
2	Phos Ver 5 Pwd Plws 10mL, 100/pks	pcs				3										3	2,158.00	6,474.00
3	Petroleum Ether 4L	bot				4										4	1,980.00	7,920.00
4	Acetone 1L	bot				4										4	800.00	3,200.00
5	Whatman Filter 934AH GMF 4.7cm/100	pcs				7										7	2,224.00	15,568.00
6	Whatman Filter .042 11cm/100	pcs				5										5	976.00	4,880.00
7	Test Tubes (25x125mm)	pcs				50										50	100.00	5,000.00
8	BOD Bottles Wheaton, 300mL	pcs				10										10	850.00	8,500.00
9	Aspirator	pcs				2										2	2,000.00	4,000.00
Paper Materials and Products																		-
Lighting and fixtures and accessories																		-
1	LED Lamp 7W	pcs				12				0					0	24	250.00	6,000.00
2	LED Lamp 12W	pcs				24				0					0	48	350.00	16,800.00
Plumbing equipment and components and supplies																		-
1	Water Closet/Fill Valve Kit	set				6				0					0	12	385.00	4,620.00
2	Brass Faucet	pcs				6				0					0	12	120.00	1,440.00
3	Gate Valve 1/2"	pcs				6				0					0	12	285.00	3,420.00
4	Angle Valve 3/4" x 1/2"	pcs				6				0					0	12	220.00	2,640.00
5	Flexible Hose 12"	pcs				6				0					0	12	135.00	1,620.00
Computer Supplies																		-
1	Brother Ink Cartridge LC539XL-Black	pcs				24				12					0	48	600.00	28,800.00
2	Brother Ink Cartridge LC539XL-Cyan	pcs				24				12					0	48	500.00	24,000.00
3	Brother Ink Cartridge LC539XL-Yellow	pcs				24				12					0	48	500.00	24,000.00
4	Brother Ink Cartridge LC539XL-Magenta	pcs				24				12					0	48	500.00	24,000.00
7	CD-R (Recordable) Spindle 100pcs	tube				2				0					0	2	2,800.00	5,600.00
8	CD-RW (Rewritable) Spindle 100pcs	tube				2				0					0	2	3,800.00	7,600.00
9	DVD-R Spindle 50pcs	tube				2				0					0	2	1,750.00	3,500.00
10	DVD-RW Spindle 50pcs	tube				2				0					0	2	1,900.00	3,800.00
11	HP Laserjet Toner Cartridge # 85	pcs				3				0					0	6	4,550.00	27,300.00
HP 90 Designjet Printer																		-
12	HP Printhead c5019A black	pcs				1				0					0	1	1,800.00	1,800.00
13	HP Printhead cc9420A Cyan	pcs				1				0					0	1	1,800.00	1,800.00
14	HP Printhead c9421A Magenta	pcs				1				0					0	1	1,800.00	1,800.00
15	HP Printhead c9422A Yellow	pcs				1				0					0	1	1,800.00	1,800.00

16	HP Printhead c9423A Light Cyan	pcs				1				0					0	1	1,800.00	1,800.00
17	HP Printhead c9424A Light Magenta	pcs				1				0					0	1	1,800.00	1,800.00
18	HP Inkjet Cartridge c5016A black	pcs				1				0					0	1	1,900.00	1,900.00
19	HP Inkjet Cartridge c9425A Cyan	pcs				1				0					0	1	1,825.00	1,825.00
20	HP Inkjet Cartridge c9426A Magenta	pcs				1				0					0	1	1,825.00	1,825.00
21	HP Inkjet Cartridge c9427A Yellow	pcs				1				0					0	1	1,950.00	1,950.00
22	HP Inkjet Cartridge c9428A Light Cyan	pcs				1				0					0	1	1,950.00	1,950.00
23	HP Inkjet Cartridge c9429A Light Magenta	pcs				1				0					0	1	1,950.00	1,950.00
	HP Designjet 800ps Printer																	-
24	HP Printhead c4812A Magenta	pcs				1				0					0	1	2,500.00	2,500.00
25	HP Printhead c4813A Yellow	pcs				1				0					0	1	2,500.00	2,500.00
26	HP Printhead c4811A Cyan	pcs				1				0					0	1	2,500.00	2,500.00
27	HP Printhead c4845A black	pcs				1				0					0	1	2,500.00	2,500.00
28	HP Inkjet Cartridge c4844A black	pcs				1				0					0	1	2,500.00	2,500.00
29	HP Inkjet Cartridge c4911A Cyan	pcs				1				0					0	1	2,500.00	2,500.00
30	HP Inkjet Cartridge c4912A Magenta	pcs				1				0					0	1	2,500.00	2,500.00
31	HP Inkjet Cartridge c4913A Yellow	pcs				1				0					0	1	2,500.00	2,500.00
32	HP Plotter Paper Ordinary Q1421A	rolls				4				0					0	4	3,600.00	14,400.00
33	Ink Refill 100ml black	bots				34				0					0	34	220.00	7,480.00
34	Ink Refill 100ml cyan	bots				30				0					0	30	220.00	6,600.00
35	Ink Refill 100ml magenta	bots				30				0					0	30	220.00	6,600.00
36	Ink Refill 100ml yellow	bots				30				0					0	30	220.00	6,600.00
37	Toner Kit TK 1147 Kyocera FS 1135MFP	pcs				4				4					4	16	6,160.00	98,560.00
38	Toner Kit TK 439 Kyocera TaskAlfa	pcs				2				2					2	8	6,944.00	55,552.00
39	Toner Kit TK 1114	pcs				3				3					3	12	2,992.00	35,904.00
																		-
	Computer Equipment and Accessories																	-
1	Hard Disk Drive 500GB	pcs				4				0					0	4	2,600.00	10,400.00
2	Memory DDR3 4GB	pcs				6				0					0	6	2,200.00	13,200.00
3	Power Supply	pcs				6				0					0	6	850.00	5,100.00
4	AVR 650VA	pcs				12				0					12	24	650.00	15,600.00
5	UPS 650VA	pcs				12				0					0	12	2,500.00	30,000.00
6	Keyboard PS2/USB	pcs				12										12	250.00	3,000.00
	*Other Categories																	
	HiAce Commuter ZAX 375																	
	Battery 12V 3SMF					1										1	8,150.00	8,150.00
	Tubeless Tire					5										5	8,600.00	43,000.00
	Timing / Fan belt					1										1	2,500.00	2,500.00
	Air, Oil & Fuel Filter					1				1					1	4	2,000.00	8,000.00
	Shock Absorber					4										4	1,200.00	4,800.00
	Cross Joint					2										2	650.00	1,300.00
	Hub Bearing					4										4	2,500.00	10,000.00
	Brake Pad / Disc					2										2	4,500.00	9,000.00
	Clutch Disc					1										1	3,800.00	3,800.00
	Body Painting					1										1	30,000.00	30,000.00

Under Chassis Painting						1										1	15,000.00	15,000.00
Aircon servicing																1	5,000.00	5,000.00
																		-
Super Grandia XSR 402																		-
Battery 12V 3SMF						1										1	8,150.00	8,150.00
Tubeless Tire						5										5	8,600.00	43,000.00
Timing / Fan belt						1										1	2,500.00	2,500.00
Air, Oil & Fuel Filter						1					1				1	4	2,000.00	8,000.00
Shock Absorber						4										4	1,200.00	4,800.00
Cross Joint						2										2	650.00	1,300.00
Hub Bearing						4										4	2,500.00	10,000.00
Brake Pad / Disc						2										2	4,500.00	9,000.00
Clutch Disc						1										1	3,800.00	3,800.00
Bushings						1										1	6,000.00	6,000.00
Aircon servicing																1	5,000.00	5,000.00
																		-
Mitsubishi L300 Van WRK 792																		-
Battery 12V 3SMF						1										1	8,150.00	8,150.00
Tubeless Tire						5										5	7,600.00	38,000.00
Timing / Fan belt						1										1	2,500.00	2,500.00
Air, Oil & Fuel Filter						1					1				1	4	2,000.00	8,000.00
Shock Absorber						4										4	1,200.00	4,800.00
Front Suspension						2										2	1,800.00	3,600.00
Cross Joint						2										2	650.00	1,300.00
Hub Bearing						4										4	2,500.00	10,000.00
Brake Pad / Disc						2										2	4,500.00	9,000.00
Clutch Disc						1										1	3,800.00	3,800.00
Bushings						1										1	6,000.00	6,000.00
Aircon servicing																1	5,000.00	5,000.00
Body Painting						1										1	40,000.00	40,000.00
Under Chassis Painting						1										1	15,000.00	15,000.00
																		-
Mitsubishi L200 Pick-up SDX 939																		-
Battery 12V 3SMF						1										1	8,150.00	8,150.00
Tubeless Tire						4										4	7,600.00	30,400.00
Timing / Fan Belt						1										1	2,500.00	2,500.00
Air, Oil & Fuel Filter						1					1				1	4	2,000.00	8,000.00
Body Repair & re-painting																1	30,000.00	30,000.00
Clutch Disc						1										1	3,800.00	3,800.00
Cross Joint						2										2	650.00	1,300.00
Hub Bearing						4										4	780.00	3,120.00
Brake Pad / Disc						2										2	4,500.00	9,000.00
Shock Absorber						4										4	1,200.00	4,800.00
Hub Bearings						4										4	850.00	3,400.00

Battery 12V 3SMF										1							1	8,150.00	8,150.00
Tubeless Tire										4							4	8,600.00	34,400.00
Timing / Fan Belt										1							1	2,500.00	2,500.00
Air, Oil & Fuel Filter										1							1	2,000.00	8,000.00
Hub Bearings										4							4	850.00	3,400.00
Front Suspension										2							2	1,800.00	3,600.00
Cross Joint										4							4	650.00	2,600.00
Brake Pad / Disc										2							2	4,500.00	9,000.00
Shock Absorber										4							4	1,800.00	7,200.00
Aircon Maintenance										1							1	8,000.00	8,000.00
Nissan Pathfinder UNN 120																			-
Battery 12V 3SMF																	1	8,150.00	8,150.00
Tubeless Tire																	4	8,600.00	34,400.00
Timing / Fan Belt																	1	2,500.00	2,500.00
Air, Oil & Fuel Filter																	1	2,000.00	8,000.00
Hub Bearings																	4	850.00	3,400.00
Front Suspension																	2	1,800.00	3,600.00
Cross Joint																	4	650.00	2,600.00
Brake Pad / Disc																	2	4,500.00	9,000.00
Shock Absorber																	4	1,800.00	7,200.00
Aircon Maintenance																	1	8,000.00	8,000.00
Ford Ranger SAA 1588																			-
Battery 12V 3SMF																	1	8,150.00	8,150.00
Tubeless Tire																	5	10,000.00	50,000.00
Timing / Fan Belt																	1	4,500.00	4,500.00
Air, Oil & Fuel Filter																	1	2,000.00	8,000.00
Air Cleaner Element																	2	2,000.00	4,000.00
Brake Pad / Disc																	2	6,000.00	12,000.00
Ford Wildtrak SAA 1580																			-
Battery 12V 3SMF																	1	8,150.00	8,150.00
Tubeless Tire																	5	8,600.00	43,000.00
Timing / Fan Belt																	1	4,500.00	4,500.00
Air, Oil & Fuel Filter																	1	2,000.00	8,000.00
Air Cleaner Element																	2	2,000.00	4,000.00
Brake Pad / Disc																	2	6,000.00	12,000.00
Isuzu Cargo Truck																			-
ELF Truck WEZ 797																			-
Battery 12V 3SMF																	1	8,252.05	8,252.05
Tire with Tube																	4	7,500.00	30,000.00
Air, Oil & Fuel Filter																	2	3,500.00	7,000.00
Hub Bearings																	4	850.00	3,400.00
Cross Joint																	2	650.00	1,300.00
Brake Pad / Disc & Linings																	2	6,500.00	13,000.00

