Republic of the Philippines
Department of Environment and Natural Resources
MINES AND GEOSCIENCES BUREAU
Regional Office No. XIII
Km. 2 National Highway, Surigao City
Tel No. (+63 86) 826-5256; Fax No. (+63 86) 826-1058; E-mail: info@mgbr13.ph; website: www.mgbr13.ph

FAD-2018-02-009

MINES & GEOSCIENCES BUREAU
REGIONAL OFFICE No. XIII
SURIGAO CITY
RELEASED
DATE: FEB 07 2018 TIME: 3:06
BY:

February 7, 2018

SUSAN Y. JABUTAY
OIC, Audit Team Leader
State Auditor III
DENR-Mines & Geosciences Bureau
Caraga Regional Office No. XIII
Km. 2, National Highway
Surigao City

Madam:

Respectfully submitted is the **ANNUAL PROCUREMENT PLAN (APP)** of DENR-Mines and Geosciences Bureau, CARAGA Regional Office No. XIII, Surigao City for Calendar Year, 2018.

For your Information and Guidance.

COMMISSION ON AUDIT
DENR, MGB-RO-XIII, SURIGAO CITY
RECEIVED
SIGNATURE
FEB 09 2018
DATE
10:40

Very truly yours,

ROGER A. DE DIOS
Regional Director

Department of Environment and Natural Resources
MINES AND GEOSCIENCES BUREAU
Regional Office No. 13, Surigao City
12-180207-00143
SUSAN Y. JABUTAY

Republic of the Philippines
Department of Environment and Natural Resources
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ANNUAL PROCUREMENT PLAN
Calendar Year 2018

Item & Specifications		Unit of Measure	Quantity Requirement																Total Quantity	Price Catalogue	TOTAL AMOUNT
			Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			
A. AVAILABLE AT PROCUREMENT SERVICE STORES																					
COMMON ELECTRICAL SUPPLIES																					
1	BATTERY, dry cell, AA, 2 pieces per blister pack	pack	25	-	-	25	-	-	25	25	-	-	-	-	-	-	-	-	50	20.28	1,014.00
2	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack	37	-	-	37	-	-	25	25	-	-	-	-	-	-	-	-	62	19.20	1,190.40
3	Ligth Bulb, LED, 7 watts 1 pc in individual box	pack	50	-	-	50	-	-	50	50	-	-	-	-	-	-	-	-	100	75.39	7,539.00
COMMON OFFICE SUPPLIES																					
1	AIR FRESHENER, aerosol, 280ml/150g min	can	5	-	-	5	-	-	2	2	-	-	-	-	-	-	-	-	7	88.69	620.83
2	ALCOHOL, ethyl, 68%-70%, scented, 500ml (-5ml)	bottle	100	-	-	100	-	-	70	70	18	-	-	18	10	-	-	10	198	49.73	9,846.54
3	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box	35	-	-	35	-	-	25	25	10	-	-	10	-	-	-	-	70	7.87	550.90
4	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box	35	-	-	35	-	-	25	25	10	-	-	10	-	-	-	-	70	13.94	975.80
5	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box	35	-	-	35	-	-	25	25	10	-	-	10	-	-	-	-	70	19.88	1,391.60
6	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box	35	-	-	35	-	-	25	25	10	-	-	10	-	-	-	-	70	41.10	2,877.00
7	CORRECTION TAPE, film base type, UL 6m min	piece	30	-	-	30	-	-	25	25	-	-	-	-	-	-	-	-	55	18.26	1,004.30
8	DATA FILE BOX, made of chipboard, with closed ends	box	30	-	-	30	-	-	-	-	20	-	-	20	-	-	-	-	50	72.57	3,628.50
9	DATA FOLDER, made of chipboard, taglia lock	piece	50	-	-	50	-	-	50	50	-	-	-	-	-	-	-	-	100	71.39	7,139.00
10	ENVELOPE, DOCUMENTARY, for A4 size document	box	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	424.47	424.47
11	ENVELOPE, DOCUMENTARY, for legal size document	box	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	538.80	538.80
12	ENVELOPE, EXPANDING, KRAFTBOARD,for legal size doc	box	4	-	-	4	-	-	2	2	-	-	-	-	-	-	-	-	6	667.84	4,007.04
13	ENVELOPE, MAILING,white, 80gsm (-5%)	box	2	-	-	2	-	-	1	1	-	-	-	-	-	-	-	-	3	341.79	1,025.37
14	ERASER, FELT, for blackboard/whiteboard	piece	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	11.55	11.55
15	ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece	1	-	-	1	-	-	1	1	-	-	-	-	-	-	-	-	2	6.23	12.46
16	FILE ORGANIZER, expanding, plastic, 12 pockets	piece	5	-	-	5	-	-	5	5	-	-	-	-	-	-	-	-	10	73.59	735.90
17	FILE TAB DIVIDER, bristol board, for A4	set	3	-	-	3	-	-	2	2	-	-	-	-	-	-	-	-	5	12.98	64.90
18	FILE TAB DIVIDER, bristol board, for legal	set	3	-	-	3	-	-	2	2	-	-	-	-	-	-	-	-	5	17.31	86.55
19	FOLDER, FANCY, for legal size documents	bundle	7	-	-	7	-	-	-	-	-	-	-	-	-	-	-	-	7	302.85	2,119.95
20	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box	5	-	-	5	-	-	-	-	-	-	-	-	-	-	-	-	5	776.59	3,882.95
21	FOLDER, TAGBOARD, for legal size documents	pack	152	-	-	152	-	-	100	100	-	-	-	-	-	-	-	-	252	208.38	52,511.76
22	GLUE, all purpose, gross weight: 200 grams min	jar	8	-	-	8	-	-	2	2	-	5	-	5	-	-	-	-	15	49.73	745.95
23	INDEX TAB, self-adhesive, transparent	box	3	-	-	3	-	-	2	2	-	-	-	-	-	-	-	-	5	53.74	268.70
24	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece	25	-	-	25	-	-	25	25	-	-	-	-	-	-	-	-	50	43.26	2,163.00
25	MARKER, FLUORESCENT, 3 assorted colors per set	set	21	-	-	21	-	-	10	10	-	-	-	-	-	-	-	-	31	36.97	1,146.07
26	MARKER, whiteboard, black, felt tip, bullet type	piece	6	-	-	6	-	-	6	6	-	-	-	-	-	-	-	-	12	10.69	128.28
27	MARKER, whiteboard, blue, felt tip, bullet type	piece	6	-	-	6	-	-	6	6	-	-	-	-	-	-	-	-	12	10.69	128.28
28	MARKER, whiteboard, red, felt tip, bullet type	piece	6	-	-	6	-	-	6	6	-	-	-	-	-	-	-	-	12	10.69	128.28
29	MARKER, PERMANENT, bullet type, black	piece	6	-	-	6	-	-	6	6	-	-	-	-	-	-	-	-	12	10.04	120.48
30	MARKER, PERMANENT, bullet type, blue	piece	6	-	-	6	-	-	6	6	-	-	-	-	-	-	-	-	12	10.04	120.48
31	MARKER, PERMANENT, bullet type, red	piece	6	-	-	6	-	-	6	6	-	-	-	-	-	-	-	-	12	10.04	120.48
32	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	20	-	-	20	-	-	5	5	-	-	-	-	-	-	-	-	25	32.45	811.25
33	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad	20	-	-	20	-	-	5	5	-	-	-	-	-	-	-	-	25	44.32	1,108.00
34	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	20	-	-	20	-	-	5	5	-	-	-	-	-	-	-	-	25	30.00	750.00
35	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	15	-	-	15	-	-	5	5	10	-	-	10	-	-	-	-	30	6.91	207.30
36	PAPER CLIP, vinyl/plastic coat, length: 48mm min	box	15	-	-	15	-	-	5	5	10	-	-	10	-	-	-	-	30	14.04	421.20
37	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	160	-	-	160	-	-	100	100	30	-	-	30	-	-	-	-	290	137.66	39,921.40
38	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	120	-	-	120	-	-	100	100	-	-	-	-	-	-	-	-	220	160.94	35,406.80
39	PAPER, THERMAL, 55gsm, size: 216mm±1mm x 30m-0.3m	roll	20	-	-	20	-	-	2	2	-	-	-	-	-	-	-	-	22	34.29	754.38

40	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	9	-	-	9	-	-	-	-	-	-	-	-	-	-	-	-	9	20.40	183.60
41	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	5	-	-	5	-	-	5	5	-	-	-	-	-	-	-	-	10	97.34	973.40
42	RUBBER BAND, 70mm min lay flat length (#18)	box	2	-	-	2	-	-	-	-	1	-	-	1	-	-	-	-	3	97.04	291.12
43	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	25	-	-	25	10	-	15	25	-	-	-	-	10	-	-	10	60	35.99	2,159.40
44	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	25	-	-	25	10	-	15	25	-	-	-	-	10	-	-	10	60	35.99	2,159.40
45	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	15	-	-	15	-	-	15	15	-	-	-	-	-	-	-	-	30	35.99	1,079.70
46	STAMP PAD INK, purple or violet	bottle	5	-	-	5	-	-	5	5	-	-	-	-	-	-	-	-	10	25.62	256.20
47	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece	2	-	-	2	-	-	1	1	-	-	-	-	-	-	-	-	3	28.77	86.31
48	STAPLE WIRE, for heavy duty staplers, (23/13)	box	11	-	-	11	-	-	5	5	6	-	-	6	-	-	-	-	22	21.51	473.22
49	STAPLE WIRE, STANDARD, (26/6)	box	11	-	-	11	-	-	5	5	6	-	-	6	-	-	-	-	22	19.68	432.96
50	TAPE, MASKING, width: 24mm (±1mm)	roll	9	-	-	9	-	-	2	2	6	-	-	6	-	-	-	-	17	57.32	974.44
51	TAPE, MASKING, width: 48mm (±1mm)	roll	9	-	-	9	-	-	2	2	6	-	-	6	-	-	-	-	17	109.24	1,857.08
52	TAPE, PACKAGING, width: 48mm (±1mm)	roll	9	-	-	9	-	-	2	2	6	-	-	6	-	-	-	-	17	29.08	494.36
53	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll	11	-	-	11	-	-	5	5	6	-	-	6	-	-	-	-	22	11.36	249.92
54	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll	31	-	-	31	-	-	5	5	6	-	-	6	-	-	-	-	42	27.58	1,158.36
55	TOILET TISSUE PAPER 2-plys sheets, 150 pulls	pack	24	-	-	24	-	-	12	12	12	-	-	12	-	-	-	-	48	70.30	3,374.40
COMMON OFFICE DEVICES																					
1	CUTTER BLADE, for heavy duty cutter	tube	5	-	-	5	-	-	2	2	-	-	-	-	-	-	-	-	7	10.22	71.54
2	CUTTER KNIFE, for general purpose	piece	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	20.55	20.55
3	DATING AND STAMPING MACHINE, heavy duty	piece	3	-	-	3	-	-	2	2	-	-	-	-	-	-	-	-	5	497.52	2,487.60
4	PUNCHER, paper, heavy duty, with two hole guide	piece	3	-	-	3	-	-	2	2	-	-	-	-	-	-	-	-	5	123.42	617.10
5	SCISSORS, symmetrical, blade length: 65mm min	pair	5	-	-	5	-	-	2	2	-	-	-	-	-	-	-	-	7	14.28	99.96
6	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece	10	7	7	24	7	7	5	19	-	-	-	-	-	-	-	-	43	85.45	3,674.35
7	STAPLER, BINDER TYPE, heavy duty, desktop	piece	3	-	-	3	-	-	2	2	-	-	-	-	-	-	-	-	5	913.95	4,569.75
8	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece	3	-	-	3	-	-	2	2	-	-	-	-	-	-	-	-	5	51.57	257.85
9	WASTEBASKET, non-rigid plastic	piece	3	-	-	3	-	-	2	2	-	-	-	-	-	-	-	-	5	25.96	129.80
COMMON JANITORIAL SUPPLIES																					
1	BROOM, soft (tambo)	piece	4	-	-	4	-	-	2	2	1	-	-	1	-	-	-	-	7	91.94	643.58
2	BROOM, STICK (TING-TING), usable length: 760mm min	piece	1	-	-	1	-	-	-	-	1	-	-	1	-	-	-	-	2	24.88	49.76
3	CLEANER,TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle	20	-	-	20	-	-	6	6	-	-	-	-	-	-	-	-	26	43.26	1,124.76
4	CLEANSER, SCOURING POWDER, 350g min./can	can	8	-	-	8	-	-	6	6	2	-	-	2	-	-	-	-	16	24.88	398.08
5	DETERGENT POWDER, all purpose, 1kg	pouch	3	-	-	3	-	-	2	2	-	-	-	-	-	-	-	-	5	38.93	194.65
6	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	12	-	-	12	-	-	2	2	2	-	-	2	-	-	-	-	16	125.20	2,003.20
7	DUST PAN, non-rigid plastic, w/ detachable handle	piece	3	-	-	3	-	-	-	-	-	-	-	-	-	-	-	-	3	28.12	84.36
8	FURNITURE CLEANER, aerosol type, 300ml min per can	can	3	-	-	3	-	-	2	2	-	-	-	-	-	-	-	-	5	90.85	454.25
9	INSECTICIDE, aerosol type, net content: 600ml min	can	3	-	-	3	-	-	2	2	-	-	-	-	-	-	-	-	5	142.77	713.85
10	MOP BUCKET, heavy duty, hard plastic	piece	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	1,987.44	3,974.88
11	MOPHANDLE, heavy duty, aluminum, screw type	piece	17	-	-	17	-	-	-	-	-	-	-	-	-	-	-	-	17	148.18	2,519.06
12	MOPHEAD, made of rayon, weight: 400 grams min	piece	3	-	-	3	-	-	-	-	-	-	-	-	-	-	-	-	3	110.32	330.96
13	SCOURING PAD, made of synthetic nylon, 140 x 220mm	pack	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	107.08	107.08
14	TRASHBAG, plastic, transparent	roll	4	-	-	4	-	-	-	-	-	-	-	-	-	-	-	-	4	145.48	581.92
15	DETERGENT BAR, 140 grams as packed	bar	10	-	-	10	-	-	-	-	-	-	-	-	-	-	-	-	10	7.57	75.70
COMMON OFFICE EQUIPMENT																					
1	CALCULATOR, compact, 12 digits	unit	2	-	-	2	-	-	1	1	-	-	-	-	-	-	-	-	3	140.61	421.83
2	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit	1	1	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	6,828.14	13,656.28
3	FACSIMILE MACHINE, uses thermal paper	unit	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	3,642.83	3,642.83
4	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	unit	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	1,123.78	1,123.78
5	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	8,411.60	8,411.60
6	PAPER SHREDDER, cutting width: 3mm-4mm	unit	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	5,927.17	11,854.34
COMMON COMPUTER SUPPLIES																					
1	DVD REWRITABLE, speed: 4x min, 4.7GB capacity min	piece	50	-	-	50	-	-	50	50	-	-	-	-	-	-	-	-	100	22.66	2,266.00
2	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	piece	13	1	-	14	-	-	5	5	-	-	-	-	-	-	-	-	19	3,152.86	59,904.34
3	MOUSE, optical, USB connection type	unit	2	-	-	2	-	-	2	2	-	-	-	-	-	-	-	-	4	140.39	561.56
HANDBOOK ON PROCUREMENT																					
CONSUMABLES																					
1	INK CART, CANON CL-811, Colored	cart	5	-	-	5	2	-	1	3	1	1	-	2	-	-	-	-	10	1,070.78	10,707.80
2	INK CART, CANON PG-810, Black	cart	5	-	-	5	2	-	1	3	1	1	-	2	-	-	-	-	10	811.20	8,112.00
3	INK CART, EPSON C13T664100 (T6641), Black	cart	38	-	-	38	-	-	10	10	18	-	-	18	-	-	-	-	66	264.99	17,489.34
4	INK CART, EPSON C13T664200 (T6642), Cyan	cart	38	-	-	38	-	-	10	10	18	-	-	18	-	-	-	-	66	264.99	17,489.34
5	INK CART, EPSON C13T664300 (T6643), Magenta	cart	38	-	-	38	-	-	10	10	18	-	-	18	-	-	-	-	66	264.99	17,489.34
6	INK CART, EPSON C13T664400 (T6644), Yellow	cart	38	-	-	38	-	-	10	10	18	-	-	18	-	-	-	-	66	264.99	17,489.34
7	INK CART, HP CZ107AA, (HP678), Black	cart	12	-	-	12	-	-	-	-	12	-	-	12	-	-	-	-	24	379.64	9,111.36

8	INK CART, HP CZ108AA, (HP678), Tricolor	cart	12	-	-	12	-	-	-	-	12	-	-	12	-	-	-	-	24	379.64	9,111.36
9	TONER CART, HP CE285A (HP85A), Black	cart	8	-	-	8	-	-	5	5	-	-	-	-	-	-	-	-	13	3,009.01	39,117.13
10	TONER CART, HP CE320A, Black	cart	5	-	-	5	-	-	5	5	-	-	-	-	-	-	-	-	10	2,968.99	29,689.90
11	TONER CART, HP CE321A, Cyan	cart	5	-	-	5	-	-	5	5	-	-	-	-	-	-	-	-	10	3,131.23	31,312.30
12	TONER CART, HP CE322A, Yellow	cart	5	-	-	5	-	-	5	5	-	-	-	-	-	-	-	-	10	3,131.23	31,312.30
13	TONER CART, HP CE323A, Magenta	cart	5	-	-	5	-	-	5	5	-	-	-	-	-	-	-	-	10	3,131.23	31,312.30
B. OTHER ITEMS NOT AVALABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																					
COMMON ELECTRICAL SUPPLIES																					
1	Battery rechargeable size AA	piece	5	-	-	5	-	-	-	-	-	-	-	-	-	-	-	-	5	230.00	1,150.00
2	20W FLOURESCENT	piece	5	-	-	5	-	-	-	-	-	-	-	-	-	-	-	-	5	280.80	1,404.00
3	BATTERY, dry cell, AA Energizer, 4 pcs/blister pack	pack	6	-	-	6	-	-	-	-	-	-	-	-	-	-	-	-	6	150.00	900.00
4	Candle Light Bulb, 40 watts	piece	10	-	-	10	-	-	-	-	-	-	-	-	-	-	-	-	10	60.00	600.00
5	Circuit Breaker 60A with enclosure	piece	3	-	-	3	-	-	-	-	-	-	-	-	-	-	-	-	3	1,560.00	4,680.00
6	Extension wire - 10M	piece	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	400.00	800.00
7	Extension Wire, heavy duty, 5 m, 5 unversal outlets	piece	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	500.00	1,000.00
8	Flourescent Lamp, Wide Released Type w Aluminum Reflector Straight T5 FL	set(s)	6	-	-	6	-	-	-	-	-	-	-	-	-	-	-	-	6	1,500.00	9,000.00
9	Fuse, 100 Amperes	piece	5	-	-	5	-	-	-	-	-	-	-	-	-	-	-	-	5	15.00	75.00
10	Fuse, 60 Amperes	piece	5	-	-	5	-	-	-	-	-	-	-	-	-	-	-	-	5	30.00	150.00
11	LED Bulb, 9 watts, 220 volts	piece	75	-	-	75	-	-	-	-	-	-	-	-	-	-	-	-	75	233.00	17,475.00
12	Pen Light Bulb, 9 watts	piece	10	-	-	10	-	-	-	-	-	-	-	-	-	-	-	-	10	200.00	2,000.00
13	Starter	piece	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	5.00	10.00
COMMON OFFICE EQUIPMENT																					
1	Action Camera	unit	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	15,000.00	15,000.00
2	CALCULATOR, SCIENTIFIC, 1 unit per box	piece	6	-	-	6	-	-	2	2	-	-	-	-	-	-	-	-	8	258.84	2,070.72
3	CAMERA Waterproof	piece	4	-	-	4	-	-	-	-	-	-	-	-	-	-	-	-	4	12,000.00	48,000.00
4	Compass	unit	1	-	-	1	-	-	1	1	-	-	-	-	-	-	-	-	2	6,000.00	12,000.00
5	Computer Chair	piece	8	-	-	8	-	-	-	-	-	-	-	-	-	-	-	-	8	4,000.00	32,000.00
6	Cutter NT Heavy Duty	piece	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	150.00	300.00
7	Digital Camera	unit	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	15,000.00	30,000.00
8	Document Scanner Roller Ball Panasonic KV-S7097	unit	4	-	-	4	-	-	-	-	-	-	-	-	-	-	-	-	4	8,000.00	32,000.00
9	GPS (High-End)	unit	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	15,000.00	30,000.00
10	GPS instrument	piece	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	15,000.00	15,000.00
11	HAND LENS, ACHROMATIC (20X) B&L	piece	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	2,600.00	2,600.00
12	HAND LENS, ACHROMATIC(10X) B&L	piece	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	2,500.00	2,500.00
13	Office Chair	unit	4	-	-	4	-	-	-	-	-	-	-	-	-	-	-	-	4	4,500.00	18,000.00
14	OFFICE TABLE	unit	5	-	-	5	-	-	-	-	-	-	-	-	-	-	-	-	5	4,500.00	22,500.00
15	Portable Printer	unit	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	15,000.00	30,000.00
16	Portable Scanner	unit	3	-	-	3	-	-	-	-	-	-	-	-	-	-	-	-	3	15,000.00	45,000.00
17	Safety Vault	unit	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	5,000.00	5,000.00
18	TAPE DISPENSER, heavy duty, for 24mm(1")	piece	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	42.64	85.28
COMMON OFFICE SUPPLIES																					
1	A3 paper, 80gsm	ream	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	1,500.00	3,000.00
2	ACCOUNTABLE FORMS-CHECKBOOK	book	-	-	-	-	-	-	5	5	-	-	-	-	-	-	-	-	5	445.00	2,225.00
3	ACCOUNTABLE FORMS-DOCUMENTARY STAMPS	piece	-	-	-	-	-	-	30	30	-	-	-	-	-	-	-	-	30	15.00	450.00
4	ACCOUNTABLE FORMS-POSTAGE STAMPS @ 10.00	piece	-	-	-	-	-	-	50	50	-	-	-	-	-	-	-	-	50	10.00	500.00
5	ACCOUNTABLE FORMS-POSTAGE STAMPS @ 20.00	piece	-	-	-	-	-	-	25	25	-	-	-	-	-	-	-	-	25	20.00	500.00
6	ACCOUNTABLE FORMS-POSTAGE STAMPS @ 40.00	piece	-	-	-	-	-	-	25	25	-	-	-	-	-	-	-	-	25	40.00	1,000.00
7	ACCOUNTABLE FORMS-POSTAGE STAMPS @ 5.00	piece	-	-	-	-	-	-	100	100	-	-	-	-	-	-	-	-	100	5.00	500.00
8	ACCOUNTABLE FORMS-RECEIPTS	stub	-	-	-	-	-	-	25	25	-	-	-	-	-	-	-	-	25	100.00	2,500.00
9	Arc Folder (sided binder)	piece	150	-	-	150	-	-	100	100	-	-	-	-	-	-	-	-	250	300.00	75,000.00
10	Ballpen, black	piece	266	11	-	277	11	-	11	22	26	-	11	37	11	-	-	11	347	8.00	2,776.00
11	Ballpen, My gel 0.4, black	piece	30	-	-	30	-	-	-	-	15	-	-	15	-	-	-	-	45	30.00	1,350.00
12	Ballpen, blue	piece	141	11	-	152	11	-	11	22	26	-	11	37	11	-	-	11	222	8.00	1,776.00
13	Ballpen, My gel 0.4, blue	piece	30	-	-	30	-	-	-	-	15	-	-	15	-	-	-	-	45	30.00	1,350.00
14	Ballpen, red	piece	50	-	-	50	-	-	-	-	15	-	-	15	-	-	-	-	65	8.00	520.00
15	Board Paper (Cannon 8.5 X 11) Color Soft Green	pack	36	-	-	36	-	-	25	25	-	-	-	-	-	-	-	-	61	52.00	3,172.00
16	BOARD PAPER, Cream, A4, 10 sheets per pack	pack	25	-	-	25	-	-	25	25	-	-	-	-	-	-	-	-	50	45.00	2,250.00
17	BOX FILER, 125mm x 230 mm x 400 mm	piece	50	-	-	50	-	-	50	50	-	-	-	-	-	-	-	-	100	200.00	20,000.00
18	CLIP, bulldog (1")	piece	100	-	-	100	-	-	-	-	-	-	-	-	-	-	-	-	100	3.00	300.00
19	CLIP, bulldog (2")	piece	100	-	-	100	-	-	-	-	-	-	-	-	-	-	-	-	100	5.00	500.00
20	CLIP, bulldog (3")	piece	125	10	-	135	-	-	10	10	-	-	10	10	-	-	10	10	165	7.61	1,255.65
21	CLIP, bulldog (3/4")	piece	100	-	-	100	-	-	-	-	-	-	-	-	-	-	-	-	100	12.50	1,250.00

22	Correction Pen	piece	5	-	-	5	-	-	-	-	-	-	-	-	-	-	-	-	5	25.00	125.00
23	Engineer's Field Book	piece	27	-	-	27	-	-	5	5	-	-	-	-	-	-	-	-	32	40.00	1,280.00
24	Envelope, Brown-Ordinary	piece	100	-	-	100	-	-	-	-	100	-	-	100	-	-	-	-	200	1.50	300.00
25	Fastener , Plastic Coated, 50 sets per box	box	5	-	-	5	-	-	5	5	-	-	-	-	-	-	-	-	10	57.09	570.90
26	Folder , Morocco, legal size	piece	10	-	-	10	-	-	-	-	-	-	-	-	-	-	-	-	10	360.00	3,600.00
27	FOLDER, Morocco, short	piece	5	-	-	5	-	-	-	-	-	-	-	-	-	-	-	-	5	108.00	540.00
28	Folder, Ordinary Short, 50 pcs per bundle	pack	152	-	-	152	-	-	100	100	-	-	-	-	-	-	-	-	252	186.00	46,872.00
29	Glossy Sticker Paper	pack	12	-	-	12	-	-	-	-	-	-	-	-	-	-	-	-	12	60.00	720.00
30	Linen paper, A4 size	Pack(s)	11	1	-	12	1	-	1	2	1	-	1	2	1	-	-	1	17	45.00	765.00
31	Map Pin, round head, 100 s/case	case	10	-	-	10	-	-	-	-	-	-	-	-	-	-	-	-	10	45.00	450.00
32	NOTE PAD, stick-on, (2"x2"), 100 sheets per pad	pad	15	-	-	15	1	-	-	1	1	-	-	1	1	-	-	1	18	97.01	1,746.18
33	Paper Fastener, plastic (KW)	box	10	-	-	10	-	-	-	-	-	-	-	-	-	-	-	-	10	34.00	340.00
34	Paper Multicopy, 80gsm, size: A3	ream	10	-	-	10	-	-	10	10	-	-	-	-	-	-	-	-	20	319.00	6,380.00
35	Paper Multicopy, 80gsm, size: Short	ream	120	-	-	120	-	-	100	100	-	-	-	-	-	-	-	-	220	114.00	25,080.00
36	PENCIL SHARPENER, 1 piece in individual plastic case	piece	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	187.20	187.20
37	Photo Paper	pack	29	-	-	29	-	-	-	-	-	-	-	-	-	-	-	-	29	135.00	3,915.00
38	PHOTO PAPER (Glossy) 1.27 x3 30m - Large Formal Roll Paper	roll(s)	6	2	-	8	-	1	-	1	-	-	-	-	2	-	-	2	11	5,000.00	55,000.00
39	PHOTO PAPER 180gsm-A4-20 sheets per pack	pack	15	-	-	15	-	-	15	15	-	-	-	-	-	-	-	-	30	50.00	1,500.00
40	Pilot retractable ball pen (Black 24pcs/box	box	2	-	-	2	-	-	2	2	-	-	-	-	-	-	-	-	4	240.00	960.00
41	Pilot retractable ball pen (Blue) 24pcs/box	box	2	-	-	2	-	-	2	2	-	-	-	-	-	-	-	-	4	240.00	960.00
42	PUSH PIN, flat head type, assorted colors, 100 pieces per case	box	18	-	-	18	-	-	-	-	-	-	-	-	-	-	-	-	18	29.89	538.02
43	RING BINDER, 10mm x 1.12m, plastic, 10 pcs/bundle	bundle	4	-	-	4	-	-	-	-	-	-	-	-	-	-	-	-	4	46.84	187.36
44	RING BINDER, 11mm x 1.12m, plastic, 10 pcs/bundle	bundle	4	-	-	4	1	-	-	1	1	-	-	1	1	-	-	1	7	57.87	405.09
45	RING BINDER, 12.7mm x 1.12m (1/2"x44"), plastic	bundle	4	-	-	4	1	-	-	1	1	-	-	1	1	-	-	1	7	5.62	39.34
46	RING BINDER, 14mm x 1.12m, plastic, 10 pcs/bundle	bundle	4	-	-	4	1	-	-	1	1	-	-	1	1	-	-	1	7	78.81	551.67
47	RING BINDER, 14mm x 1.12m, plastic, 10 pcs/bundle	bundle	3	-	-	3	-	-	-	-	-	-	-	-	-	-	-	-	3	78.81	236.43
48	RING BINDER, 16mm x 1.12m, plastic, 10 pcs/bundle	bundle	4	-	-	4	-	-	-	-	-	-	-	-	-	-	-	-	4	104.72	418.88
49	RING BINDER, 19mm x 1.12m(3/4"x44"), plastic	bundle	9	-	-	9	-	-	-	-	-	-	-	-	-	-	-	-	9	12.07	108.63
50	RING BINDER, 22mm x 1.12m, plastic, 10 pcs/bundle	bundle	6	-	-	6	-	-	-	-	-	-	-	-	-	-	-	-	6	157.08	942.48
51	RING BINDER, 25mm x 1.12m (1"x44"), plastic	bundle	5	-	-	5	-	-	-	-	-	-	-	-	-	-	-	-	5	12.13	60.65
52	RING BINDER, 25mm x 1.12m (1"x44"), plastic	bundle	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	12.13	24.26
53	RING BINDER, 50mm x 1.12m(2" x 44"), plastic	bundle	5	-	-	5	-	-	-	-	-	-	-	-	-	-	-	-	5	27.56	137.80
54	RING BINDER, 50mm x 1.12m(2" x 44"), plastic	bundle	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	27.56	55.12
55	RING BINDER, 6mm x 1.12m, plastic, 10 pcs/bundle	bundle	5	-	-	5	-	-	-	-	-	-	-	-	-	-	-	-	5	35.27	176.35
56	RING BINDER, 8mm x 1.12m, plastic, 10 pcs/bundle	bundle	5	-	-	5	-	-	-	-	-	-	-	-	-	-	-	-	5	38.57	192.85
57	RUBBER BAND, 1.0mm min thickness, min. 350grams/box or approx 220 pie	box	5	-	-	5	-	-	5	5	-	-	-	-	-	-	-	-	10	110.00	1,100.00
58	RULER, PLASTIC, 300MM, 1 piece in individual plastic	piece	5	-	-	5	-	-	5	5	-	-	-	-	-	-	-	-	10	15.48	154.80
59	Specialty Paper	pack	50	-	-	50	-	-	-	-	-	-	-	-	-	-	-	-	50	45.00	2,250.00
60	Specialty Paper A4 180 gm	pack	30	-	-	30	-	-	-	-	-	-	-	-	-	-	-	-	30	60.00	1,800.00
61	Specialty paper, Board, 8½ x 13, 200 gsm	pack	50	-	-	50	-	-	-	-	-	-	-	-	-	-	-	-	50	45.00	2,250.00
62	STAMPING DATER, self-inking stamp	piece	4	-	-	4	-	-	-	-	-	-	-	-	-	-	-	-	4	501.59	2,006.36
63	STAPLE REMOVER, twin jaws	piece	16	-	-	16	-	-	-	-	-	-	-	-	-	-	-	-	16	18.19	291.04
64	Sticker Paper	pack	3	-	-	3	-	-	-	-	-	-	-	-	-	-	-	-	3	60.00	180.00
65	Sticker Paper	pack	25	-	-	25	-	-	25	25	-	-	-	-	-	-	-	-	50	100.00	5,000.00
66	Tape, Double Adhesive Tape, 24mm	roll(s)	5	-	-	5	-	-	-	-	-	-	-	-	-	-	-	-	5	50.00	250.00
67	TAPE, DOUBLE-SIDED, 1" width	roll(s)	5	-	-	5	-	-	-	-	-	-	-	-	-	-	-	-	5	150.00	750.00
68	Tape, Magic 1"	roll(s)	2	2	-	4	-	2	-	2	-	2	-	2	-	-	-	-	8	80.00	640.00
69	Transparency Film	roll	2	-	-	2	2	-	-	2	2	-	-	2	2	-	-	2	8	60.00	480.00
COMMON JANITORIAL SUPPLIES																					
1	Detergent/ Liquid Soap	bottle	12	-	-	12	-	-	-	-	10	-	-	10	-	-	-	-	22	50.00	1,100.00
2	TOILET DEODORANT CAKE, 99% paradichlorobenzene, 50gms, 3 pcs/pack	pack	20	-	-	20	-	-	-	-	-	-	-	-	-	-	-	-	20	26.46	529.20
3	Albatross, 50g	piece	12	-	-	12	-	-	12	12	-	-	-	-	-	-	-	-	24	50.00	1,200.00
4	Dishwashing Liquid, 800ml	bottle	5	-	-	5	-	-	5	5	-	-	-	-	-	-	-	-	10	300.00	3,000.00
5	DISINFECTANT, Bleaching Solution	Piece(s)	1	-	-	1	-	-	1	1	-	-	-	-	-	-	-	-	2	101.82	203.64
6	GARBAGE BAG, small/medium size, 10pcs/pack	pack	3	-	-	3	-	-	-	-	-	-	-	-	-	-	-	-	3	139.88	419.64
7	Sponge and Scotch brite	piece	10	-	-	10	-	10	-	10	-	-	-	-	-	-	-	-	20	20.00	400.00
8	Toilet Brush	piece	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	100.00	200.00
9	TOILET PUMP	piece	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	100.00	100.00
CONSUMABLES																					
1	Eco Solvent Ink C (for Roland Plotter Printer)	Bottle	4	-	-	4	-	-	-	-	-	-	-	-	-	-	-	-	4	1,800.00	7,200.00
2	Eco Solvent Ink K (for Roland Plotter Printer)	Bottle	4	-	-	4	-	-	-	-	-	-	-	-	-	-	-	-	4	1,500.00	6,000.00
3	Eco Solvent Ink LC (for Roland Plotter Printer)	Bottle	4	-	-	4	-	-	-	-	-	-	-	-	-	-	-	-	4	1,500.00	6,000.00

4	Eco Solvent Ink LK (for Roland Plotter Printer)	Bottle	4	-	-	4	-	-	-	-	-	-	-	-	-	-	-	-	4	1,500.00	6,000.00
5	Eco Solvent Ink LM (for Roland Plotter Printer)	Bottle	4	-	-	4	-	-	-	-	-	-	-	-	-	-	-	-	4	1,500.00	6,000.00
6	Eco Solvent Ink M (for Roland Plotter Printer)	Bottle	4	-	-	4	-	-	-	-	-	-	-	-	-	-	-	-	4	1,500.00	6,000.00
7	Eco Solvent Ink Y (for Roland Plotter Printer)	Bottle	4	-	-	4	-	-	-	-	-	-	-	-	-	-	-	-	4	1,500.00	6,000.00
8	Ink Cartridge, HP C4836A (HP11) Cyan	cart	5	-	-	5	-	1	-	1	-	1	-	1	-	-	-	-	7	1,800.00	12,600.00
9	Ink Cartridge, HP C4837A (HP11) Magenta	cart	5	-	-	5	-	1	-	1	-	1	-	1	-	-	-	-	7	1,800.00	12,600.00
10	Ink Cartridge, HP C4838A (HP11) Yellow	cart	5	-	-	5	-	1	-	1	-	1	-	1	-	-	-	-	7	1,800.00	12,600.00
11	Ink Cartridge, HP C4844A, (HP10) Black	cart	5	-	-	5	-	1	-	1	-	1	-	1	-	-	-	-	7	1,800.00	12,600.00
12	Kyocera Toner: TK-899-Black	cart(s)	4	-	-	4	1	-	-	1	1	-	-	1	-	-	-	-	6	6,000.00	36,000.00
13	Kyocera Toner: TK-899-Cyan	cart(s)	4	-	-	4	1	-	-	1	1	-	-	1	-	-	-	-	6	8,000.00	48,000.00
14	Kyocera Toner: TK-899-Magenta	cart(s)	4	-	-	4	1	-	-	1	1	-	-	1	-	-	-	-	6	8,000.00	48,000.00
15	Kyocera Toner: TK-899-Yellow	cart(s)	4	-	-	4	1	-	-	1	1	-	-	1	-	-	-	-	6	8,000.00	48,000.00
16	Other Computer supplies (Ink,Toners,ect.)	cart	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	50,000.00	50,000.00
17	Plotter Ink (Various Plotter Ink Cartridges - Photo Black, Gray, Matte Black, (	piece	3	-	-	3	-	-	2	2	-	-	-	-	-	-	-	-	5	1,500.00	7,500.00
18	Plotter Ink (Various Plotter Ink Cartridges - Photo Black, Gray, Matte Black, (	piece	3	-	-	3	-	-	2	2	-	-	-	-	-	-	-	-	5	1,500.00	7,500.00
19	Plotter Ink (Various Plotter Ink Cartridges - Photo Black, Gray, Matte Black, (	piece	3	-	-	3	-	-	2	2	-	-	-	-	-	-	-	-	5	1,500.00	7,500.00
20	Plotter Ink (Various Plotter Ink Cartridges - Photo Black, Gray, Matte Black, (	piece	3	-	-	3	-	-	2	2	-	-	-	-	-	-	-	-	5	1,500.00	7,500.00
21	Plotter Ink (Various Plotter Ink Cartridges - Photo Black, Gray, Matte Black, (	piece	3	-	-	3	-	-	2	2	-	-	-	-	-	-	-	-	5	1,500.00	7,500.00
22	Plotter Ink (Various Plotter Ink Cartridges - Photo Black, Gray, Matte Black, (	piece	3	-	-	3	-	-	2	2	-	-	-	-	-	-	-	-	5	1,500.00	7,500.00
23	TONER CART, HP CB540A, Black	cart	3	-	-	3	-	-	-	-	3	-	-	3	-	-	-	-	6	2,950.00	17,700.00
24	TONER CART, HP CB541A, Cyan	cart	3	-	-	3	-	-	-	-	3	-	-	3	-	-	-	-	6	2,850.00	17,100.00
25	TONER CART, HP CB542A, Yellow	cart	3	-	-	3	-	-	-	-	3	-	-	3	-	-	-	-	6	2,850.00	17,100.00
26	TONER CART, HP CB543A, Magenta	cart	3	-	-	3	-	-	-	-	3	-	-	3	-	-	-	-	6	2,850.00	17,100.00
27	Toner Kyocera TK-4109	cart	4	-	-	4	-	-	-	-	3	-	-	3	-	-	-	-	7	2,500.00	17,500.00
Office Equipment and Accessories																					
1	Photocopier	unit	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	15,000.00	15,000.00
2	SCANNER Document Scanner (Continuous)	unit	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	15,000.00	15,000.00
3	Television, LED	unit	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	15,000.00	15,000.00
4	Waterproof, Dustproof Digital Camera	unit	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	15,000.00	30,000.00
Cleaning Equipment and Supplies																					
1	Cleaning Solution for Eco-Ink (Roland printer)	bottle	5	-	-	5	-	-	-	-	-	-	-	-	-	-	-	-	5	2,500.00	12,500.00
Computer Supplies																					-
1	Barcode Printer Ribbon for TSC-TTP 245C	roll	5	-	-	5	-	-	5	5	-	-	-	-	-	-	-	-	10	150.00	1,500.00
2	Barcode Printer Sticker for TSC-TTP 245C	roll	5	-	-	5	-	-	5	5	-	-	-	-	-	-	-	-	10	200.00	2,000.00
3	BARCODE STICKER	roll	3	-	-	3	-	-	2	2	-	-	-	-	-	-	-	-	5	470.00	2,350.00
4	COMPACT DISK RECORDABLE, min. of 700MB, 1x - 52x minimum speed, 80 r	piece	30	-	-	30	-	-	-	-	-	-	-	-	-	-	-	-	30	20.00	600.00
5	Flash Drive, 32gb, usb 2.0, plug and play	piece	26	-	-	26	-	-	5	5	-	-	-	-	-	-	-	-	31	639.00	19,809.00
6	Plotter Paper	roll	3	-	-	3	-	-	2	2	-	-	-	-	-	-	-	-	5	3,000.00	15,000.00
7	RIBBON, EPSON L300	cart	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	724.88	1,449.76
8	ROLL PAPER HP Q1387A 36"X150" - Large Format Roll Paper	roll(s)	3	-	-	3	-	-	-	-	-	1	-	1	-	1	-	1	5	3,000.00	15,000.00
9	ROLL PAPER HP Q1404A 24"X150" - Large Format Roll Paper	roll(s)	3	-	-	3	-	1	-	1	-	1	-	1	-	-	-	-	5	3,000.00	15,000.00
10	Tarpaulin for Large Format Printer	roll(s)	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	7,500.00	7,500.00
Computer Equipment and Accessories																					
1	AVR	unit	6	-	-	6	-	-	-	-	-	-	-	-	-	-	-	-	6	380.00	2,280.00
2	CPU 7th Gen	unit	6	1	-	7	-	-	-	-	-	-	-	-	-	-	-	-	7	14,500.00	101,500.00
3	External Hard Drive 6TB USB3.0 Desktop	unit	9	-	-	9	-	-	-	-	-	-	-	-	-	-	-	-	9	11,400.00	102,600.00
4	EXTERNAL HARD DRIVE, 2 TB	unit	4	1	-	5	-	-	-	-	-	-	-	-	-	-	-	-	5	4,000.00	20,000.00
5	Keyboard	piece	9	1	-	10	-	-	-	-	-	-	-	-	-	-	-	-	10	448.00	4,480.00
6	Laptop (Technical)	unit	4	-	-	4	-	-	-	-	-	-	-	-	-	-	-	-	4	15,000.00	60,000.00
7	Laptop (Technical)	unit	2	1	-	3	-	-	-	-	-	-	-	-	-	-	-	-	3	50,000.00	150,000.00
8	Monitor	unit	3	1	-	4	-	-	-	-	-	-	-	-	-	-	-	-	4	5,000.00	20,000.00
9	Motherboard Desktop	unit	6	1	-	7	-	-	-	-	-	-	-	-	-	-	-	-	7	10,000.00	70,000.00
10	Mouse Pad	piece	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	150.00	150.00
11	MOUSE, optical , wireless type	piece	3	-	-	3	-	-	-	-	-	-	-	-	-	-	-	-	3	500.00	1,500.00
12	Other computer peripherals (mouse, keyboards, etc.)	piece	3	-	-	3	-	-	-	-	-	-	-	-	-	-	-	-	3	15,000.00	45,000.00
13	Power Plug adaptor	piece	3	-	-	3	-	-	2	2	-	-	-	-	-	-	-	-	5	100.00	500.00
14	Power Supply 500W PSU	Unit(s)	3	-	-	3	-	-	-	-	-	-	-	-	-	-	-	-	3	1,000.00	3,000.00
15	Powerbank	piece	5	-	-	5	-	-	5	5	-	-	-	-	-	-	-	-	10	1,500.00	15,000.00
16	RAM 8Gb DDR4	Unit(s)	6	1	-	7	-	-	-	-	-	-	-	-	-	-	-	-	7	3,000.00	21,000.00
17	UPS 650 VA	unit	8	-	-	8	-	-	2	2	-	-	-	-	-	-	-	-	10	2,700.00	27,000.00
18	UPS	unit	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	5,000.00	10,000.00
19	USB HUB	piece	3	-	-	3	-	-	-	-	-	-	-	-	-	-	-	-	3	1,500.00	4,500.00

20	Video Card GPU 1080p Native	unit	6	1	-	7	-	-	-	-	-	-	-	-	-	-	-	-	7	7,500.00	52,500.00
*Other Categories																						
1	Distilled Water	gallon	62	12	12	86	12	12	62	86	12	12	12	36	12	12	12	36	244	40.00	9,760.00
2	OIL, for general purpose 120ml	bottle	5	-	-	5	-	-	-	-	-	-	-	-	-	-	-	-	5	38.58	192.90
3	100 Meter Tape Measure	piece	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	1,000.00	1,000.00
4	AAS- Fe, 1000ppm	500ml btl(s)	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	1,600.00	1,600.00
5	AAS-Cu, 1000ppm	500ml btl(s)	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	1,600.00	1,600.00
6	AAS-Ni Nitrate, 1000ppm	btl(s)	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	1,600.00	1,600.00
7	Acetic Acid	2.5L(s)	-	1	-	1	-	-	-	-	1	-	-	1	-	-	-	-	2	1,400.00	2,800.00
8	Acetone	2.5L(s)	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	1,200.00	1,200.00
9	Acetylene, High Purity	tank(s)	2	1	2	5	-	-	-	-	-	-	-	-	-	-	-	-	5	3,800.00	19,000.00
10	ADMINISTRATIVE AND SUPPORT SERVICES - Job Order	job	2	2	2	6	2	2	2	6	2	2	2	6	2	2	2	6	24	18,687.50	448,500.00
11	Aircon cleaning	job	1	-	-	1	1	-	1	2	-	-	-	-	1	-	-	1	4	2,800.00	11,200.00
12	Aircon repair/replace	job	1	-	-	1	-	-	-	-	-	-	-	-	1	-	-	1	2	3,300.00	6,600.00
13	All Purpose Cleaner, Liquid	liter	3	-	-	3	-	-	2	2	-	-	-	-	-	-	-	-	5	300.00	1,500.00
14	Ammonia Solution/Ammonium Hydroxide	2.5L(s)	1	-	-	1	1	-	-	1	1	-	-	1	-	-	-	-	3	750.00	2,250.00
15	Ammonium Acetate, Reagent Grade	500g(s)	1	1	-	2	-	-	-	-	1	-	-	1	-	-	-	-	3	800.00	2,400.00
16	Ammonium Oxalate, Reagent Grade	kg(s)	1	1	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	4,000.00	8,000.00
17	Ammonuim thiocyarate	500g	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	700.00	700.00
18	Anti-virus	lic	12	-	-	12	-	-	12	12	-	-	-	-	-	-	-	-	24	900.00	21,600.00
19	Ascorbic Acid	100g	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	1,000.00	1,000.00
20	BEAKER, Conical, 250ml with spout	Piece(s)	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	1,200.00	2,400.00
21	BEAKER, Pyrex, 250mL	Piece(s)	6	-	-	6	-	-	-	-	-	-	-	-	-	-	-	-	6	210.00	1,260.00
22	BEAKER, Teflon, 250ml	Piece(s)	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	1,920.00	3,840.00
23	Bone Ash, 50kgs	bag(s)	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	4,500.00	4,500.00
24	Borax, 50kgs.	bag(s)	1	-	-	1	-	-	-	-	1	-	-	1	-	-	-	-	2	1,463.00	2,926.00
25	Citiric acid, Reagent Grade	btl(s)	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	2,500.00	2,500.00
26	CLEANING/repair/maintenance of airconditioners	job	4	-	-	4	-	-	4	4	-	-	-	-	-	-	-	-	8	6,000.00	48,000.00
27	BUFFER SOLUTION, pH=10	btl(s)	10	-	-	10	-	-	-	-	-	-	-	-	-	-	-	-	10	900.00	9,000.00
28	BUFFER SOLUTION, pH=4	btl(s)	10	-	-	10	-	-	-	-	-	-	-	-	-	-	-	-	10	900.00	9,000.00
29	BUFFER SOLUTION, pH=7	btl(s)	10	-	-	10	-	-	-	-	-	-	-	-	-	-	-	-	10	900.00	9,000.00
30	Cabinet Shelf	piece	4	-	-	4	-	-	-	-	-	-	-	-	-	-	-	-	4	8,000.00	32,000.00
31	Cable	unit	-	-	2	2	-	-	-	-	-	-	-	-	-	-	-	-	2	3,600.00	7,200.00
32	Catering Services	pax	-	-	5	5	5	5	5	15	5	-	-	5	-	-	-	-	25	300.00	7,500.00
33	CONDUCTIVITY SOLUTION, 147 Us/cm	1000mL(s)	4	-	-	4	-	-	-	-	-	-	-	-	-	-	-	-	4	2,700.00	10,800.00
34	CONDUCTIVITY SOLUTION, 12890 Us/cm	1000mL(s)	4	-	-	4	-	-	-	-	-	-	-	-	-	-	-	-	4	2,700.00	10,800.00
35	CONDUCTIVITY SOLUTION, 1413 Us/cm	1000mL(s)	4	-	-	4	-	-	-	-	-	-	-	-	-	-	-	-	4	2,700.00	10,800.00
36	Cork Board 4 " x 4"	piece	3	-	1	4	-	-	-	-	1	-	-	1	-	-	-	-	5	522.00	2,610.00
37	Curtain	piece	20	-	-	20	-	-	-	-	-	-	-	-	-	-	-	-	20	500.00	10,000.00
38	Cutting Disc	piece	4	-	-	4	-	-	-	-	-	-	-	-	-	-	-	-	4	60.00	240.00
39	DEIONIZED WATER	500ml btl(s)	10	-	-	10	-	-	-	-	-	-	8	8	-	-	-	-	18	400.00	7,200.00
40	Diamond Cutter	piece	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	450.00	900.00
41	Diesel, Fuel	Liter	750	750	750	2,250	750	750	750	2,250	750	750	750	2,250	750	750	750	2,250	9,000	40.00	360,000.00
42	EDTA, Reagent Grade	kg	-	1	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	7,200.00	7,200.00
43	Empty Sacks	piece	20	-	-	20	20	-	-	20	-	-	-	-	-	-	-	-	40	20.00	800.00
44	Ethyl Alochol, Reagent Grade	2.5L(s)	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	1,650.00	1,650.00
45	Clamp Ammeter	piece	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	1,500.00	1,500.00
46	FAUCET	piece	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	300.00	600.00
47	Feather Duster	piece	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	80.00	160.00
48	Field (Trek) Pants	pair	20	-	-	20	-	-	5	5	-	-	-	-	-	-	-	-	25	1,500.00	37,500.00
49	Field backpack	piece	3	-	-	3	-	-	-	-	-	-	-	-	-	-	-	-	3	4,000.00	12,000.00
50	Field Bag	piece	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	8,500.00	8,500.00
51	Field Shoes	pair	9	-	-	9	-	-	2	2	-	-	-	-	-	-	-	-	11	2,500.00	27,500.00
52	Field Shoes	pair	15	-	-	15	-	-	-	-	-	-	-	-	-	-	-	-	15	5,000.00	75,000.00
53	Field Vest	piece	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	2,000.00	4,000.00
54	Filter Papers, No. 41 Ashless ciricles, 125mm dia	box(s)	4	-	-	4	-	-	-	-	4	-	-	4	-	-	-	-	8	1,550.00	12,400.00
55	Filter Papers, Whatman , 47mm Cat# 1822047 , GFC	box(s)	5	-	-	5	-	-	5	5	-	-	-	-	-	-	-	-	10	1,800.00	18,000.00
56	Filter papers, Whatman, No. 40, Ashless	box(s)	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	1,550.00	3,100.00
57	Filter papers, Whatman, No. 42, Ashless	box(s)	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	1,550.00	3,100.00
58	FIRE EXTINGUISHER, PURE HCFC	unit	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	4,992.00	4,992.00
59	FIRST AID KIT	piece	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	500.00	500.00
60	FLASK, Volumetric, 250mL	Piece(s)	6	-	-	6	-	-	-	-	-	-	-	-	-	-	-	-	6	900.00	5,400.00

61	Flour	bag(s)	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	1,000.00	1,000.00
62	GAS, Liquefied Petroleum (LPG) for Clay Lab	tank(s)	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	6,600.00	6,600.00
63	Glue stick	piece	25	-	-	25	-	-	25	25	-	-	-	-	-	-	-	-	50	50.00	2,500.00
64	Hard Hat	piece	6	-	-	6	-	-	-	-	-	-	-	-	-	-	-	-	6	1,500.00	9,000.00
65	HDMI to HDMI video cable, 10m length	piece	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	2,500.00	2,500.00
66	Hydrochloric Acid, Reagent Grade	piece	6	-	-	6	3	-	-	3	3	-	-	3	-	-	-	-	12	1,400.00	16,800.00
67	Hydrofluoric Acid	piece	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	7,000.00	7,000.00
68	Jackets (sportsfest & other activities)	pair	-	-	-	-	-	-	15	15	-	-	-	-	-	-	-	-	15	1,000.00	15,000.00
69	Janitorial Services (JOs)	Job(s)	4	4	4	12	4	4	4	12	4	4	4	12	4	4	4	12	48	7,480.00	359,040.00
70	LASER POINTER, PEN TYPE, metal, for presentation, green and red color, 50m	piece	1	-	-	1	-	-	1	1	-	-	-	-	-	-	-	-	2	600.00	1,200.00
71	Life Vest	piece	3	-	-	3	-	-	1	1	-	-	-	-	-	-	-	-	4	430.00	1,720.00
72	Mailing Stamps -P10.00	piece	20	-	-	20	-	-	-	-	-	-	-	-	-	-	-	-	20	5.00	100.00
73	Mailing Stamps -P30.00	piece	20	-	-	20	-	-	-	-	-	-	-	-	-	-	-	-	20	5.00	100.00
74	Mailing Stamps -P5.00	piece	20	-	-	20	-	-	-	-	-	-	-	-	-	-	-	-	20	5.00	100.00
75	Mercury II Chloride	2.5L(s)	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	1,850.00	1,850.00
76	Muriatic Acid	bottle	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	100.00	100.00
77	Nitric Acid	250g(s)	3	-	-	3	1	-	-	1	-	-	-	-	1	-	-	1	5	3,800.00	19,000.00
78	Other professional services (COS)	job	3	3	3	9	3	3	3	9	3	3	3	9	3	3	3	9	36	11,500.00	414,000.00
79	Other professional services (COS)	job	1	1	1	3	1	1	1	3	1	1	1	3	1	1	1	3	12	24,000.00	288,000.00
80	Paint (Enamel Flat wall)	gallon	32	-	-	32	-	-	-	-	-	-	-	-	-	-	-	-	32	650.00	20,800.00
81	Paint (Enamel gloss)	gallon	32	-	-	32	-	-	-	-	-	-	-	-	-	-	-	-	32	700.00	22,400.00
82	Paint Brush (#3")	pcs	5	-	-	5	-	-	-	-	-	-	-	-	-	-	-	-	5	100.00	500.00
83	Paint Brush (#4")	pcs	5	-	-	5	-	-	-	-	-	-	-	-	-	-	-	-	5	100.00	500.00
84	Paint Brush (#6")	pcs	5	-	-	5	-	-	-	-	-	-	-	-	-	-	-	-	5	100.00	500.00
85	Paint Brush (#8")	pcs	5	-	-	5	-	-	-	-	-	-	-	-	-	-	-	-	5	150.00	750.00
86	Paint Brush thinner	liter	4	-	-	4	-	-	-	-	-	-	-	-	-	-	-	-	4	250.00	1,000.00
87	Perchloric Acid, Reagent Grade	25g(s)	2	-	-	2	1	-	-	1	1	-	-	1	-	-	-	-	4	2,500.00	10,000.00
88	pH BUFFER PACK (4, 7, 10 + Electrode storage solution)	500ml btl(s)	2	-	-	2	-	2	-	2	-	2	-	2	-	-	-	-	6	2,400.00	14,400.00
89	pH filling solution	60mL(s)	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	8,900.00	8,900.00
90	Phosphoric Acid, Reagent Grade	kg(s)	1	-	-	1	-	-	-	-	1	-	-	1	-	-	-	-	2	3,250.00	6,500.00
91	POLO SHIRT WITH LOGO	piece	15	-	-	15	-	-	-	-	-	-	-	-	-	-	-	-	15	500.00	7,500.00
92	Polypropylene X-Ray Film, gauge:0.00016"-4μ, 2.5" dia.	box(s)	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	1,000.00	1,000.00
93	Potassium dichromate	btl(s)	-	1	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	5,000.00	5,000.00
94	Potassium Nitrate	kg(s)	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	3,750.00	3,750.00
95	Potassium permanganate	btl(s)	-	1	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	5,000.00	5,000.00
96	Pre-mixed flux	50kgs/bag(s	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	13,500.00	13,500.00
97	Prepaid card (call and text/internet)	piece	10	-	-	10	-	-	-	-	-	-	-	-	-	-	-	-	10	500.00	5,000.00
98	Preventive Maintenance Check up, Photocopier, KYOCERA	Job(s)	1	-	-	1	-	-	-	-	-	-	-	-	-	-	1	1	2	5,000.00	10,000.00
99	QUICK CAL Solution	1000mL(s)	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	4,500.00	4,500.00
100	Rechargeable Battery	pair	14	-	-	14	-	-	-	-	-	-	-	-	-	-	-	-	14	150.00	2,100.00
101	Rechargeable Lamp	piece	5	-	-	5	-	-	-	-	-	-	-	-	-	-	-	-	5	1,000.00	5,000.00
102	REFERENCE MATERIALS, Certified, for Gold	1kg(s)	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	25,000.00	25,000.00
103	REFERENCE MATERIALS, Certified, for Iron, 50%	1kg(s)	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	25,000.00	25,000.00
104	REFERENCE MATERIALS, Certified, for Nickel	1kg(s)	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	25,000.00	25,000.00
105	Reflector Vest	piece	5	-	-	5	-	-	5	5	-	-	-	-	-	-	-	-	10	1,000.00	10,000.00
106	Repairs & Maintenance-Vehicle	Unit(s)	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	130,000.00	130,000.00
107	Repairs/Replacement and Maintenance of Desktop Workstation Computer	unit	24	-	-	24	-	-	24	24	-	-	-	-	-	-	-	-	48	300.00	14,400.00
108	Repairs/Replacement and Maintenance of Laptop Computer	unit	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	20,000.00	20,000.00
109	Representation Expense (ISO Accreditation Final Phase: Prof. Fee)	piece	-	-	1	1	-	-	-	-	-	-	-	-	-	-	-	-	1	432,000.00	432,000.00
110	Rubber Boots	pair	3	-	-	3	-	-	-	-	-	-	-	-	-	-	-	-	3	800.00	2,400.00
111	Rubber Stamp -(Received, Released, Posted, and Name)	piece	5	-	-	5	-	-	-	-	-	-	-	-	-	-	-	-	5	200.00	1,000.00
112	SAMPLE BAG, 5x10, Calypso	pack(s)	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	100.00	200.00
113	Sample Bag, cloth, 10"x13"	piece	10	-	-	10	-	-	-	-	-	-	-	-	-	-	-	-	10	50.00	500.00
114	Sample Bags	piece	2	2	-	4	3	-	-	3	-	-	-	-	-	-	-	-	7	300.00	2,100.00
115	Sample Pan	pcs	8	-	-	8	-	-	-	-	-	-	-	-	-	-	-	-	8	95.00	760.00
116	Sample pick	piece	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	4,000.00	4,000.00
117	Sample pick	piece	5	-	-	5	-	-	-	-	-	-	-	-	-	-	-	-	5	1,000.00	5,000.00
118	Signages/Billboards (1:10K Geohazard Mapping)	piece	-	-	-	-	-	-	-	-	-	-	-	-	2	-	-	2	2	5,000.00	10,000.00
119	Silica Gel, Reagent Grade	500g(s)	2	-	-	2	-	-	-	-	2	-	-	2	-	-	-	-	4	1,750.00	7,000.00
120	Silver nitrate	50g btl(s)	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	13,500.00	13,500.00
121	Sleeping Bag	piece	10	-	-	10	-	-	5	5	-	-	-	-	-	-	-	-	15	1,250.00	18,750.00
122	Sling Bag (for camera,GPS & other field gadgets)	piece	5	-	-	5	-	-	-	-	-	-	-	-	-	-	-	-	5	1,000.00	5,000.00

123	Slippers for Laboratory use	pairs	14	-	-	14	-	-	-	-	-	-	-	-	-	-	-	-	14	100.00	1,400.00
124	SODIUM ACETATE, Reagent Grade	500g(s)	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	1,850.00	1,850.00
125	SODIUM PEROXIDE, granular, Reagent Grade	500g(s)	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	5,500.00	5,500.00
126	SUBSCRIPTION INTERNET PLDT	units	-	-	1	1	-	-	-	-	-	-	-	-	-	-	-	-	1	8,000.00	8,000.00
127	SUBSCRIPTION LANDLINE PLDT	units	-	-	1	1	-	-	-	-	-	-	-	-	-	-	-	-	1	10,000.00	10,000.00
128	SUBSCRIPTION SMART	units	-	-	2	2	-	-	-	-	-	-	-	-	-	-	-	-	2	1,000.00	2,000.00
129	SULFURIC ACID, Reagent Grade	2.5L(s)	-	-	1	1	-	-	-	-	-	-	-	-	-	-	-	-	1	5,200.00	5,200.00
130	TARTARIC ACID, Reagent Grade	500g(s)	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	1,900.00	1,900.00
131	Technical Services Job Order, Geologist II	Job(s)	3	3	3	9	3	3	3	9	3	3	3	9	3	3	3	9	36	26,500.00	954,000.00
132	TECHNICAL LABORATORY - Services Job Order	Job(s)	2	2	2	6	2	2	2	6	2	2	2	6	2	2	2	6	24	17,500.00	420,000.00
133	Scriber	piece	2	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	1,400.00	2,800.00
134	Security Services	Job(s)	4	4	4	12	4	4	4	12	4	4	4	12	4	4	4	12	48	14,000.00	672,000.00
135	T-shirts (sportsfest & other activities)	piece	-	-	30	30	-	-	-	-	-	-	-	-	-	-	-	-	30	450.00	13,500.00
136	T-shirts (sportsfest & other activities)	piece	-	-	-	-	-	-	15	15	-	-	-	-	-	-	-	-	15	500.00	7,500.00
137	VEHICLE HIRE	day	5	-	-	5	-	-	-	-	-	-	-	-	-	-	-	-	5	2,500.00	12,500.00
138	waterproof 48 liters field Bag	piece	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	5,000.00	5,000.00
139	Waterproof 5 liters bag		10	-	-	10	-	-	-	-	-	-	-	-	-	-	-	-	10	1,500.00	15,000.00
140	Whiteboard	piece	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1	445.00	445.00
141	WIPE-OUT dirt and stain remover	piece	2	-	-	2	-	-	1	1	-	-	-	-	-	-	-	-	3	100.00	300.00
142	Working Glove	pair	4	-	-	4	-	-	-	-	-	-	-	-	-	-	-	-	4	40.00	160.00
143	ZOBELLS ORP Standard Solution	500ml btl(s)	-	1	-	1	-	-	-	-	-	1	-	1	-	-	-	-	2	3,000.00	6,000.00
C. TOTAL (A + B):																					**8,127,344.93**
D. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																					**812,734.49**
E. GRAND TOTAL (C + D)																					**8,940,079.42**

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

Supply Officer - Designate

Prepared by:

FERMIN F. SAPURAS
Admin Officer III
Supply Officer - Designate

Certified Funds Available/Certified Appropriate Funds Available:

MARGIE ANN P. ENSOMO
Accountant III

Approved by:

ROGER A. DE DIOS
Regional Director