

ANNUAL PROCUREMENT PLAN FOR 2017
For Common-Use Supplies and Equipment

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

- Select the appropriate worksheet depending on the nearest Regional/Provincial Depot in your area.
- For Sub - Depots please refer to the following (Arranged/ Classified according to commonality of freight cost):
 - Bukidnon, Puerto Princesa Palawan, Biliran, Borongan, and Misamis Occidental (Oroquieta) - **Region XIII**
 - Misamis Oriental, Calbayog, and Bontoc - **Regions VI, VII, VIII, X, & XI**
 - Surigao Del Norte - **Surigao Del Norte**
 - Camiguin - **Camiguin**
- Indicate the agency's **monthly** requirement per item in the APP form. The form will automatically compute for the Total Amount per item and the Grand Total.
- APPs are considered incorrect if: a) form used is other than the prescribed format downloaded at philgeps.gov.ph and; b) correct format but fields were deleted and inserted in Portion A of the APP.**
The agency will be informed by e-mail if the submission is incorrect.
- 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 as soon as it is procured and made available by the Procurement Service.
- Submit the duly accomplished APP form in one (1) hard copy (duly signed by Agency officials) to the Agency's respective Budget Management Bureau in the DBM Central Office or to the DBM Regional Office AND email at app@procurementservice.org or at app.psdmb@yahoo.com.
- Consistent with DBM Circular No. 2011-6, the APP for FY 2017 must be submitted on or before November 15, 2016.
- Rename your APP file in the following format: APP2014- Name of Agency- Region (e.g. APP2014 -PS- Central Office).
- 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: DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES - PENRO SOUTH COTABATO
Region: XII
Address: MARTINEZ SUBD. BRGY. ZONE IV, KORONADAL CITY, SOUTH COTABATO

Contact Person: GILDA L. BAGA
Position: SUPPLY OFFICER I
E-mail : bagagilda@yahoo.com
Telephone/Mobile Nos:(083) 228-3502

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | | | ** PS Price Catalogue as of (07.11.13) | TOTAL AMOUNT | | |
|---|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|-------|--|--|--------------|--------|-----------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Total | | | | | |
| A. AVAILABLE AT PROCUREMENT SERVICE STORES | | | | | | | | | | | | | | | | | | | |
| ELECTRICAL SUPPLIES | | | | | | | | | | | | | | | | | | | |
| Battery, size AA, Energizer, 2pcs/packet | pck | | 90 | | 90 | | | 90 | | | | | | 90 | | | 360 | 86.00 | 30,960.00 |
| Battery, size AAA, Energizer, 2pcs/packet | pck | | 90 | | 90 | | | 90 | | | | | | 90 | | | 360 | 86.00 | 30,960.00 |
| Battery, size D, alkaline, 2 pcs,/ packet | pck | | 6 | | 6 | | | 6 | | | | | | 6 | | | 24 | 12.00 | 288.00 |
| Electrical Tape | roll | | 6 | | 6 | | | 6 | | | | | | 6 | | | 24 | 31.00 | 744.00 |
| Extension Wire, 5 meters | meter | | 20 | | | | | | | | | | | 10 | | | 30 | 250.00 | 7,500.00 |
| Switch Hub | piece | | 10 | | | | | | | | | | | 6 | | | 16 | 200.00 | 3,200.00 |
| Fuse, 60 amperes | piece | | 6 | | | | | 6 | | | | | | 6 | | | 18 | 17.50 | 315.00 |
| Outlet, 3 Gang | piece | | 6 | | | | | 6 | | | | | | 6 | | | 18 | 40.00 | 720.00 |
| Plug | piece | | 6 | | | | | 6 | | | | | | 6 | | | 18 | 10.00 | 180.00 |
| Socket Adaptor | piece | | 6 | | | | | 6 | | | | | | 6 | | | 18 | 50.00 | 900.00 |
| Starter, 4-40watts | piece | | 6 | | | | | 6 | | | | | | 6 | | | 18 | 40.00 | 720.00 |
| Vulcaseal | pck | | 3 | | | | | 3 | | | | | | 3 | | | 9 | 75.00 | 675.00 |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | | ** PS Price Catalogue as of (07.11.13) | TOTAL AMOUNT | |
|-----------------------|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|-------|--|--------------|------------------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Total | | | |
| TOTAL | | | | | | | | | | | | | | | | | 77,162.00 |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | ** PS Price Catalogue as of (07.11.13) | TOTAL AMOUNT | | | |
|--|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|--|--------------|-------|--------|-----------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | | | Total | | |
| COMMON OFFICE SUPPLIES | | | | | | | | | | | | | | | | | | |
| Binder, 3 ring, D- type, legal, 64mm(2.5"), | pair | | 60 | | 60 | | | 60 | | | | | | 60 | | 240 | 120.69 | 28,965.60 |
| Clearbook Legal Size, for 216mm x 330mmthickness | piece | | 60 | | 60 | | | 60 | | | | | | 60 | | 240 | 89.30 | 21,432.00 |
| Clip, backfold, 19mm, 12s | box | | 150 | | 150 | | | 150 | | | | | | 150 | | 600 | 8.00 | 4,800.00 |
| Clip, backfold, 25mm, 12s | box | | 150 | | 150 | | | 150 | | | | | | 150 | | 600 | 12.00 | 7,200.00 |
| Clip, backfold, 32mm, 12s | box | | 150 | | 150 | | | 150 | | | | | | 150 | | 600 | 18.00 | 10,800.00 |
| Clip, backfold, 50mm, 12s | box | | 150 | | | | | 150 | | | | | | 150 | | 450 | 43.00 | 19,350.00 |
| Clip, Bulldog | piece | | 60 | | | | | 60 | | | | | | 30 | | 150 | 7.57 | 1,135.50 |
| Columnar Notebook, 20 cols | piece | | 50 | | | | | 50 | | | | | | 30 | | 130 | 21.00 | 2,730.00 |
| Columnar Pad, 8 cols., 50gsm min | piece | | 30 | | 30 | | | 30 | | | | | | 30 | | 120 | 38.35 | 4,602.00 |
| Columnar Pad, 16 cols., 50gsm min | piece | | 30 | | 30 | | | 30 | | | | | | 30 | | 120 | 44.99 | 5,398.80 |
| Columnar pad, 24 cols., 50gsm min | piece | | 12 | | | | | 12 | | | | | | 12 | | 36 | 65.00 | 2,340.00 |
| Columnar, 22 cols | piece | | 10 | | | | | 10 | | | | | | 10 | | 30 | 21.00 | 630.00 |
| Correction Fluid | bottle | | 90 | | 45 | | | 45 | | | | | | 60 | | 240 | 15.00 | 3,600.00 |
| Correction Pen (12's) | box | | 90 | | 45 | | | 45 | | | | | | 60 | | 240 | 46.00 | 11,040.00 |
| Correction Tape | piece | | 60 | | 45 | | | 45 | | | | | | 60 | | 210 | 85.25 | 17,902.50 |
| Correction Tape, disposable, usable length of 6 | piece | | 60 | | | | | 60 | | | | | | 60 | | 180 | 14.50 | 2,610.00 |
| Daily Time Record (DTR) | pad | | 60 | | 60 | | | 60 | | | | | | 60 | | 240 | 20.00 | 4,800.00 |
| Data File Box, (5"x9"x15-3/4") | piece | | 110 | | | | | 30 | | | | | | 30 | | 170 | 64.73 | 11,004.10 |
| Data Folder,w/ finger ring, (3"x 9" x15") | piece | | 30 | | | | | 30 | | | | | | 30 | | 90 | 68.40 | 6,156.00 |
| Envelope plastic, legal size | piece | | 200 | | | | | 150 | | | | | | 150 | | 500 | 3.50 | 1,750.00 |
| Envelope plastic, short size | piece | | 150 | | | | | 150 | | | | | | 100 | | 400 | 3.00 | 1,200.00 |
| Envelope, Colored, plastic, legal size | piece | | 150 | | 150 | | | 150 | | | | | | 150 | | 600 | 10.00 | 6,000.00 |
| Envelope, documentary (10"x 15"), 500s/box | box | | 12 | | 12 | | | 12 | | | | | | 12 | | 48 | 532.71 | 25,570.08 |
| Envelope, expanding w/ compartment w/ 297mm, A4 | box | | 12 | | 12 | | | 12 | | | | | | 12 | | 48 | 450.00 | 21,600.00 |
| Envelope, Expanding, kraft legal size, 100s/box | box | | 12 | | 12 | | | 12 | | | | | | 12 | | 48 | 500.00 | 24,000.00 |
| Envelope, expanding, plastic, legal size | box | | 12 | | 12 | | | 12 | | | | | | 12 | | 48 | 450.00 | 21,600.00 |
| Envelope, mailing white with window, 500s | box | | 6 | | 6 | | | 6 | | | | | | 6 | | 24 | 180.00 | 4,320.00 |
| Eraser, Rubber | piece | | 150 | | | | | | | | | | | 150 | | 300 | 3.29 | 987.00 |
| File Organizer, Expanding, legal, plastic, assorted colors | piece | | 120 | | | | | 120 | | | | | | | | 240 | 80.52 | 19,324.80 |
| File Tab Divider, Legal Size, for 216mm x 330mm (legal size) | piece | | 120 | | | | | 120 | | | | | | | | 240 | 13.72 | 3,292.80 |
| Glue, All purpose, 300 grams min | piece | | 60 | | 30 | | | 60 | | | | | | 30 | | 180 | 108.00 | 19,440.00 |
| Folder Envelope, long | ream | | 12 | | | | | 12 | | | | | | | | 24 | 450.00 | 10,800.00 |
| Folder Envelope, short | ream | | 6 | | | | | 6 | | | | | | | | 12 | 400.00 | 4,800.00 |
| Folder, plain long (100s) | box | | 30 | | 30 | | | 30 | | | | | | 30 | | 120 | 450.00 | 54,000.00 |
| Folder, plain, short (100s) | box | | 3 | | | | | 3 | | | | | | | | 6 | 400.00 | 2,400.00 |
| Folder, pressboard, plain, legal, 100s/box | box | | 12 | | 6 | | | 12 | | | | | | 6 | | 36 | 888.73 | 31,994.28 |
| Index Card 4"x 6", 100s/pack | pack | | 12 | | 12 | | | 12 | | | | | | 12 | | 48 | 50.00 | 2,400.00 |
| Index Card, 3"x5", ruled both side, 500s/pack | pack | | 6 | | | | | 6 | | | | | | | | 12 | 44.00 | 528.00 |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | ** PS Price Catalogue as of (07.11.13) | TOTAL AMOUNT | |
|--|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|--|--------------|-----------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | | | Total |
| Index Card, 5"x8", ruled both side, 500s/pack | pack | | 6 | | 6 | | | 6 | | | 6 | | | 24 | 54.86 | 1,316.64 |
| Linen Paper, Cream | ream | | 12 | | | | | 12 | | | | | | 24 | 650.00 | 15,600.00 |
| Logbook, 500 leaves | piece | | 120 | | 60 | | | 120 | | | | | 60 | 360 | 90.00 | 32,400.00 |
| Magazine File Box, 112mm x 200mm x 240mm with open end | piece | | 30 | | | | | 30 | | | | | | 60 | 38.40 | 2,304.00 |
| Marker, Permanent, Black | box | | 120 | | 30 | | | 120 | | | | | 30 | 300 | 15.00 | 4,500.00 |
| Marker, Permanent, Blue | box | | 120 | | 30 | | | 120 | | | | | 30 | 300 | 15.00 | 4,500.00 |
| Paper Clip, Gem type, Jumbo, 32mm, 100s/box | box | | 60 | | 30 | | | 60 | | | | | 30 | 180 | 7.01 | 1,261.80 |
| Paper Clip, Gem type, Jumbo, 48mm, 100s/box | box | | 60 | | 30 | | | 60 | | | | | 30 | 180 | 13.50 | 2,430.00 |
| Paper, lead, w/ eraser, one (1) dozen per box | box | | 30 | | | | | 30 | | | | | | 60 | 25.00 | 1,500.00 |
| Payslip 8 1/2 | box | | 1 | | | | | 1 | | | | | | 2 | 175.00 | 350.00 |
| Pencil, mechanical, for .5mm lead | piece | | 24 | | | | | 12 | | | | | | 36 | 21.94 | 789.84 |
| Push Pin, Flat Head type, assorted colors, 100s/case | case | | 6 | | | | | 6 | | | | | | 12 | 21.00 | 252.00 |
| Ribbon, Nylon, manual typewriter | box | | 6 | | | | | 6 | | | | | | 12 | 17.00 | 204.00 |
| Rubber Band, 1.0mm min thickness, 350grams/box | box | | 6 | | | | | 6 | | | | | | 12 | 107.00 | 1,284.00 |
| Ruler, plastic, 300mm | piece | | 60 | | | | | 30 | | | | | | 90 | 2.39 | 215.10 |
| Ruler, plastic, 450mm | piece | | 60 | | | | | 30 | | | | | | 90 | 19.75 | 1,777.50 |
| Sign Pen, Black | piece | | 150 | | 75 | | | 150 | | | | | 75 | 450 | 53.50 | 24,075.00 |
| Sign Pen, Blue | piece | | 150 | | 75 | | | 150 | | | | | 75 | 450 | 55.00 | 24,750.00 |
| Sign Pen, Red | piece | | 60 | | 60 | | | 60 | | | | | 60 | 240 | 37.50 | 9,000.00 |
| Signpen Parker | piece | | 30 | | 39 | | | 30 | | | | | 30 | 129 | 200.00 | 25,800.00 |
| Signpen Parker Refill | piece | | 15 | | 15 | | | 15 | | | | | 15 | 60 | 100.00 | 6,000.00 |
| Signpen Pilot G-2, 12s/box | piece | | 30 | | 30 | | | 30 | | | | | 30 | 120 | 180.00 | 21,600.00 |
| Signpen Pilot refill, 12s/box | piece | | 30 | | 30 | | | 30 | | | | | 30 | 120 | 90.00 | 10,800.00 |
| Stamp pad ink, violet, 50ml | bottle | | 12 | | | | | 12 | | | | | | 24 | 24.15 | 579.60 |
| Stamp pad, felt pad, min 60mm x 100mm | piece | | 12 | | | | | 12 | | | | | | 24 | 24.01 | 576.24 |
| Staple Wire, heavy duty, | box | | 60 | | 60 | | | 60 | | | | | 60 | 240 | 230.00 | 55,200.00 |
| Staple Wire, standard, 500pcs/box | box | | 30 | | 30 | | | 30 | | | | | 30 | 120 | 23.57 | 2,828.40 |
| Sticker Paper | pack | | 60 | | 30 | | | 60 | | | | | 30 | 180 | 45.00 | 8,100.00 |
| Tape, masking, 24mm, 50 meters length | roll | | 90 | | | | | 60 | | | | | | 150 | 50.47 | 7,570.50 |
| Tape, masking, 48mm, 50 meters length | roll | | 60 | | | | | 60 | | | | | | 120 | 109.94 | 13,192.80 |
| Tape, packaging, 48mm, 50 meters length | roll | | 60 | | | | | 60 | | | | | | 120 | 32.69 | 3,922.80 |
| Tape, Transparent, 24mm, 50meters | roll | | 90 | | | | | 60 | | | | | | 150 | 16.00 | 2,400.00 |
| Tape, Transparent, 48mm, 50meters | roll | | 60 | | | | | 60 | | | | | | 120 | 32.69 | 3,922.80 |
| Thumb Tacks | box | | 24 | | | | | 12 | | | | | | 36 | 17.00 | 612.00 |
| Illustration Board 1 whole | pcs | | 25 | | 25 | | | | | | | | | 50 | 100.00 | 5,000.00 |
| Expanded folder | pcs | | 600 | | | | | 600 | | | | | | 1200 | 25.00 | 30,000.00 |
| Scotch Tape dispenser big | pcs | | 12 | | 1 | | | 12 | | | | | | 25 | 200.00 | 5,000.00 |
| Compass | pcs | | 1 | | | | | | | | | | | 1 | 500.00 | 500.00 |
| SD Card 64 GB | pcs | | 3 | | | | | | | | | | | 3 | 1,500.00 | 4,500.00 |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | | ** PS Price Catalogue as of (07.11.13) | TOTAL AMOUNT | |
|-----------------------|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|-------|--|--------------|-------------------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Total | | | |
| SD Card 128GB | pcs | | 2 | | | | | | | | | | | | 2 | 5,000.00 | 10,000.00 |
| TOTAL | | | | | | | | | | | | | | | | | 769,118.48 |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | ** PS Price Catalogue as of (07.11.13) | TOTAL AMOUNT | | |
|---|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|--|--------------|-----------|-----------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | | | Total | |
| COMMON OFFICE DEVICES | | | | | | | | | | | | | | | | | |
| Blade, Heavy Duty cutter, (L500), 10 pcs/pack | pack | | 30 | | | | | 30 | | | | | | | 60 | 8.76 | 525.60 |
| Bookbinding Machine | unit | | 1 | | | | | | | | | | | | 1 | 25,000.00 | 25,000.00 |
| Cutter, Heavy Duty | piece | | 30 | | | | | 30 | | | | | | | 60 | 31.00 | 1,860.00 |
| Glue Gun | piece | | 12 | | | | | 12 | | | | | | | 24 | 649.00 | 15,576.00 |
| Paper Cutter | unit | | 3 | | | | | | | | | | | | 3 | 1,200.00 | 3,600.00 |
| Paper Fastener, for paper, metal, 50sets/box | box | | 60 | | 30 | | | 60 | | | 30 | | | | 180 | 116.00 | 20,880.00 |
| Paper Fastener, for paper, plastic,50set/box | box | | 60 | | 30 | | | 60 | | | 30 | | | | 180 | 100.00 | 18,000.00 |
| Puncher, Heavy Duty | piece | | 30 | | | | | 12 | | | | | | | 42 | 99.00 | 4,158.00 |
| Scissors, (6") | piece | | 24 | | | | | 24 | | | | | | | 48 | 14.00 | 672.00 |
| Sharpener, single cutter | piece | | 24 | | | | | 24 | | | | | | | 48 | 186.52 | 8,952.96 |
| Stamping Dater, self-inking stamp | piece | | 6 | | | | | 6 | | | | | | | 12 | 499.23 | 5,990.76 |
| Staple Remover, twin jaw | piece | | 60 | | | | | 60 | | | | | | | 120 | 18.10 | 2,172.00 |
| Stapler, Heavy Duty, Standard | piece | | 60 | | | | | 30 | | | | | | | 60 | 121.00 | 7,260.00 |
| Tape Dispenser, Heavy Duty, for 24mm (1) | piece | | 15 | | | | | 15 | | | | | | | 30 | 200.00 | 6,000.00 |
| Tape Dispenser, Heavy Duty, for 48mm | piece | | 15 | | | | | 15 | | | | | | | 30 | 200.00 | 6,000.00 |
| Calculator big, 10 digits | | | 18 | | | | | 18 | | | | | | | 36 | 230.00 | 8,280.00 |
| Calculator, compact electronic, LCD, desktop,display, 12 digits, two way power source | | | 15 | | | | | 15 | | | | | | | 30 | 250.00 | 7,500.00 |
| Monobloc Chair | piece | | 72 | | | | | 72 | | | | | | | 144 | 251.00 | 36,144.00 |
| TOTAL | | | | | | | | | | | | | | | | | |
| 178,571.32 | | | | | | | | | | | | | | | | | |
| COMMON JANITORIAL SUPPLIES | | | | | | | | | | | | | | | | | |
| Air Freshener, 280ml/can | bottle | | 18 | | | | | 18 | | | | | | | 36 | 97.00 | 3,492.00 |
| Alcohol, 70% Ethyl | bottle | | 120 | | 30 | | | 120 | | | 30 | | | | 300 | 42.00 | 12,600.00 |
| Bathroom Soap, 70grms | piece | | 60 | | 60 | | | 60 | | | 60 | | | | 240 | 16.00 | 3,840.00 |
| Bleaching Liquid, 900ml | bottle | | 60 | | 60 | | | 60 | | | 60 | | | | 240 | 100.00 | 24,000.00 |
| Broom, soft (tambo) | piece | | 30 | | 30 | | | 30 | | | 30 | | | | 120 | 75.00 | 9,000.00 |
| Cleanser, powder, 350gms. | canister | | 120 | | 120 | | | 120 | | | 120 | | | | 480 | 70.20 | 33,696.00 |
| Detergent Bar, min 392 grams net mass, four (4) pieces per bar | bar | | 60 | | 60 | | | 60 | | | 60 | | | | 240 | 18.00 | 4,320.00 |
| Detergent Powder, all purpose, 500grms | piece | | 60 | | 60 | | | 60 | | | 60 | | | | 240 | 23.59 | 5,661.60 |
| Dishwashing Liquid, 300ml | bottle | | 60 | | 60 | | | 60 | | | 60 | | | | 240 | 100.00 | 24,000.00 |
| Disinfectant Spray, 400grms net content | bottle | | 30 | | 30 | | | 30 | | | 30 | | | | 120 | 186.90 | 22,428.00 |
| Dust Pan, non-rigid plastic, with detachable handle | piece | | 18 | | | | | 18 | | | | | | | 36 | 25.50 | 918.00 |
| Furniture Cleaner, 300ml/can min | bottle | | 18 | | 18 | | | 18 | | | 18 | | | | 72 | 104.23 | 7,504.56 |
| Insecticide, 600ml (420g/can) | can | | 18 | | 18 | | | 18 | | | 18 | | | | 72 | 120.00 | 8,640.00 |
| Mop Handle, Screw type, wooden handle | pack | | 12 | | | | | 12 | | | | | | | 24 | 90.00 | 2,160.00 |
| Mop Head, 100% rayon, 400grams | roll | | 12 | | | | | 12 | | | | | | | 24 | 80.00 | 1,920.00 |
| Toilet Bowl & Urinal cleaner, 900ml | bottle | | 90 | | 90 | | | 90 | | | 90 | | | | 360 | 46.50 | 16,740.00 |
| Toilet Deodorant Cake, 99% paradochlobenzene | piece | | 30 | | 30 | | | 30 | | | 30 | | | | 120 | 29.00 | 3,480.00 |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | ** PS Price Catalogue as of (07.11.13) | TOTAL AMOUNT | |
|---|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|--|--------------|-------------------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | | | Total |
| Toilet tissue, 12rolls/pack | pack | | 90 | | 60 | | | 90 | | | 60 | | | 300 | 109.75 | 32,925.00 |
| Trashbag, plastic, Black(XL), 10pcs/pack/roll | pack | | 30 | | 30 | | | 30 | | | 30 | | | 120 | 150.00 | 18,000.00 |
| TOTAL | | | | | | | | | | | | | | | | 235,325.16 |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | | ** PS Price Catalogue as of (07.11.13) | TOTAL AMOUNT | | |
|---|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|-------|--|--------------|------------|-------------------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Total | | | | |
| LEGAL SIZE PAPER | | | | | | | | | | | | | | | | | | |
| Bond Paper Sub-20, long size | ream | | 350 | | 300 | | | 350 | | | | | 300 | | | 1300 | 154.00 | 200,200.00 |
| Bond Paper Sub-20, A4 | ream | | 300 | | 300 | | | 300 | | | | | 300 | | | 1200 | 131.00 | 157,200.00 |
| Bond Paper Sub-20, short size | ream | | 60 | | 60 | | | 60 | | | | | 60 | | | 240 | 129.00 | 30,960.00 |
| TOTAL | | | | | | | | | | | | | | | | | | 388,360.00 |
| HANDBOOKS ON PROCUREMENT | | | | | | | | | | | | | | | | | | |
| Procurement of Goods & Services. 110-115 pages | | | | | | | | 1 | | | | | | | 1 | | 34.01 | 34.01 |
| Birds for the Phil Guide Book | | | 1 | | | | | | | | | | | | 1 | | 4,000.00 | 4,000.00 |
| TOTAL | | | | | | | | | | | | | | | | | | 4,034.01 |
| B. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items) | | | | | | | | | | | | | | | | | | |
| Office Equipment and Accessories | | | | | | | | | | | | | | | | | | |
| Water Dispenser (Hot & Cold) | unit | | 6 | | | | | 2 | | | | | | | 8 | | 7,000.00 | 56,000.00 |
| Waterproof Note Pad | unit | | | 3 | | | | | | | | | | | 3 | | 500.00 | 1,500.00 |
| Curtain Rod | piece | | | | | | | | | | | 14 | | | 14 | | 400.00 | 5,600.00 |
| Blinds Curtains | set | | | | | | | | | | | 1 | | | 1 | | 80,000.00 | 80,000.00 |
| Photocopier Heavy duty | unit | | 3 | | 1 | | | | | | | | | | 4 | | 50,000.00 | 200,000.00 |
| Door | unit | | | | | | | 1 | | | | | | | 1 | | 1,500.00 | 1,500.00 |
| Electric/ Manual Typewriter | unit | | | | | | | 1 | | | | | | | 1 | | 10,000.00 | 10,000.00 |
| Executive Table with Chair | unit | | | 8 | 8 | | | | | | | | | | 16 | | 7,000.00 | 112,000.00 |
| Expandable Hose (10m) | set | | | 1 | | | | | | | | | | | 1 | | 5,000.00 | 5,000.00 |
| Fax Machine | set | | | 3 | | | | | | | | | | | 3 | | 6,000.00 | 18,000.00 |
| Fire Extinguisher, pure HCFC 123, w/ fire, rating of 1A, 1BC for ABC class of fire, squeeze type, non-electrical conductor, 4.5kg (10 lbs), brand new | unit | | | 1 | 1 | | | | | | | 2 | | | 4 | | 3,914.80 | 15,659.20 |
| Glass Top Table | set | | | 24 | | | | 12 | | | | | | | 36 | | 1,200.00 | 43,200.00 |
| Handheld Radio | piece | | | 20 | | | | | | | | | | | 20 | | 13,500.00 | 270,000.00 |
| Homebase Radio | set | | | 2 | | | | | | | | | | | 2 | | 45,000.00 | 90,000.00 |
| Office Cubicle w/ cabinets | set | | 1 | | 1 | | | | | | | | | | 2 | | 350,000.00 | 700,000.00 |
| Portable Generator set wattage 500, voltage 220-240V-gas powered portable inverter | unit | | | 1 | | | | | | | | | | | 1 | | 30,000.00 | 30,000.00 |
| Sala Set | set | | | | 1 | | | | | | | 1 | | | 2 | | 20,000.00 | 40,000.00 |
| Steel Cabinet (Records) | unit | | | 2 | | | | | | | | | | | 2 | | 15,000.00 | 30,000.00 |
| Steel Filling Cabinet 4 drawers | unit | | | 4 | | | | 2 | | | | 2 | | | 8 | | 7,500.00 | 60,000.00 |
| Lateral Cabinet (4 drawers) | unit | | | 4 | | | | | | | | 4 | | | 8 | | 15,000.00 | 120,000.00 |
| Xerox/ Photocopier Ink | bottle | | | 6 | | | | 6 | | | | | | | 12 | | 6,500.00 | 78,000.00 |
| CCTV Camera & Accessories, set | unit | | | | | | | | | | | 1 | | | 1 | | 60,000.00 | 60,000.00 |
| Scanner (can scan legal paper) | unit | | 2 | | | | | 2 | | | | | | | 4 | | 15,000.00 | 60,000.00 |
| Climbing Equipment (L-R) | piece | | | 4 | | | | | | | | | | | 4 | | 2,000.00 | 8,000.00 |
| Electric Fan w/stand | unit | | 3 | | | | | 3 | | | | | | | 6 | | 932.62 | 5,595.72 |
| Weighing Scale | unit | | 1 | | | | | | | | | | | | 1 | | 2,500.00 | 2,500.00 |
| Airconditioner 2.5 HP Plit inverter with installation | unit | | 2 | | 1 | | | 1 | | | | 1 | | | 3 | | 35,000.00 | 105,000.00 |
| Split-Type Air Conditioner (1.5hp) | unit | | 2 | | | | | 1 | | | | | | | 3 | | 25,000.00 | 75,000.00 |
| Centralized Airconditioner (5toner) | unit | | 2 | | | | | 1 | | | | | | | 3 | | 120,000.00 | 360,000.00 |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | ** PS Price Catalogue as of (07.11.13) | TOTAL AMOUNT | |
|--|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|--|--------------|---------------------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | | | Total |
| Digital Voice Recorder | unit | | 3 | | | | | | | | | | | 3 | 6,500.00 | 19,500.00 |
| Pipo for Biometric | piece | | 1 | | | | | | | | | | | 1 | 10,000.00 | 10,000.00 |
| Camping Tent | unit | | 25 | | | | | | | | | | | 25 | 3,000.00 | 75,000.00 |
| Trekking Jacket water proof | piece | | 12 | | 30 | | | 30 | | | | | | 72 | 1,500.00 | 108,000.00 |
| Trekking Shoes | piece | | | 70 | | | | | | | | | | 70 | 5,000.00 | 350,000.00 |
| Trekking Pants | unit | | | 70 | | | | | | | | | | 70 | 1,500.00 | 105,000.00 |
| Mountaineering Bag | piece | | | 90 | | | | | | | | | | 90 | 2,500.00 | 225,000.00 |
| Rain Coat | piece | | | 70 | | | | | | | | | | 70 | 500.00 | 35,000.00 |
| Rubber Boots | piece | | | 70 | | | | | | | | | | 70 | 500.00 | 35,000.00 |
| Sleeping Bag | piece | | | 70 | | | | | | | | | | 70 | 1,500.00 | 105,000.00 |
| Caving Hat | piece | | 6 | | | | | | | | | | | 6 | 1,000.00 | 6,000.00 |
| Kitchen Utensils (plates, fork, glass, plates, sauser, spoon/ 1 dozen each) | set | | 6 | | | | | | | | | | | 6 | 10,000.00 | 60,000.00 |
| Motorcycle Yamaha 125 | unit | | | 2 | 2 | | | 1 | | | 1 | | | 6 | 120,000.00 | 720,000.00 |
| DSLR Camera Canon | unit | | 1 | | 1 | | | | | | | | | 2 | 80,000.00 | 160,000.00 |
| Swivel Chairs | unit | | 6 | | 3 | | | 3 | | | | | | 12 | 2,500.00 | 30,000.00 |
| Triangular Scale | pcs | | 3 | | | | | | | | | | | 3 | 500.00 | 1,500.00 |
| Technical pen (3 sets pts. 2, 4, 6) | set | | 1 | | 2 | | | | | | | | | 3 | 1,500.00 | 4,500.00 |
| Triangle with Protractor | set | | 2 | | 1 | | | | | | | | | 3 | 1,500.00 | 4,500.00 |
| Sketch pad | pcs | | 1 | | | | | | | | | | | 1 | 300.00 | 300.00 |
| Gas Stove Complete Set | pcs | | 3 | | | | | 1 | | | | | | 4 | 5,000.00 | 20,000.00 |
| Rice Cooker | pcs | | 3 | | | | | 1 | | | 1 | | | 5 | 1,500.00 | 6,000.00 |
| Camping tent 12 persons capacity 18 x 11 Cabin Canopy) | pcs | | | 2 | | | | | | | | | | 2 | 20,000.00 | 40,000.00 |
| Rent to own vehicles | unit | | 4 | | | | | | | | | | | 4 | 30,000.00 | 120,000.00 |
| Boom/Shotgun Microphone | unit | | 1 | | | | | | | | | | | 1 | 2,500.00 | 2,500.00 |
| Moist Absorber | pcs | | | 1 | | | | | | | | | | 1 | 1,000.00 | 1,000.00 |
| Rent to own vehicle | unit | | 1 | | | | | | | | | | | 1 | 5,000.00 | 5,000.00 |
| Knapsack Sprayer | unit | | 3 | | | | | | | | | | | 3 | 1,750.00 | 5,250.00 |
| Solar Panel | unit | | 2 | | | | | | | | | | | 2 | 12,000.00 | 24,000.00 |
| Motorcycle Protective Gear | mtr | | | 3 | | | | | | | | | | 3 | 3,000.00 | 9,000.00 |
| Long Sleeve drv fit (field body cover) | pcs | | 15 | | | | | | | | | | | 15 | 1,200.00 | 18,000.00 |
| TOTAL | | | | | | | | | | | | | | | | 4,947,604.92 |
| Office Supplies | | | | | | | | | | | | | | | | |
| Ballpen, (Table Pen) | box | | 12 | | 12 | | | 12 | | | 12 | | | 48 | 20.00 | 960.00 |
| Ballpen, Black (50/box) | box | | 15 | | 15 | | | 15 | | | 15 | | | 60 | 450.00 | 27,000.00 |
| Ballpen, Blue (50/box) | box | | 15 | | 15 | | | 15 | | | 15 | | | 60 | 450.00 | 27,000.00 |
| Ballpen, Pilot, G-Tech, 3pcs/box | box | | 12 | | 12 | | | 12 | | | 12 | | | 48 | 550.00 | 26,400.00 |
| Book Ends | pcs | | 60 | | | | | 60 | | | | | | 120 | 150.00 | 18,000.00 |
| Carbon Film, plastofoil, black, 216mm x 330mm, 100s/box | box | | 5 | | | | | 5 | | | | | | 10 | 175.00 | 1,750.00 |
| Carpeta | piece | | | 1000 | | | | 1000 | | | | | | 2000 | 10.00 | 20,000.00 |
| Cash Box | unit | | 2 | | | | | | | | | | | 2 | 649.00 | 1,298.00 |
| Fax Paper | piece | | 12 | | | | | 12 | | | | | | 24 | 90.00 | 2,160.00 |
| Frame for certificate | piece | | 60 | | 60 | | | 60 | | | 60 | | | 240 | 130.00 | 31,200.00 |
| Meter Tape (100 meter) | piece | | 6 | | | | | 6 | | | | | | 12 | 1,500.00 | 18,000.00 |
| Notebook 40 leaves/pad | piece | | 500 | | 500 | | | 500 | | | 500 | | | 2000 | 8.00 | 16,000.00 |
| Notebook, stenographer, 40 leaves, ruled both sides | piece | | 400 | | 400 | | | 400 | | | 400 | | | 1600 | 8.00 | 12,800.00 |
| Notepad, (2"x 3"), 100sheets/pad | pad | | 60 | | 60 | | | 60 | | | 60 | | | 240 | 34.01 | 8,162.40 |
| Notepad, (3"x 4"), 100 sheets/pad | pad | | 60 | | 60 | | | 60 | | | 60 | | | 240 | 54.73 | 13,135.20 |
| Notepad, 3"x3", 100 sheets/pad | pad | | 60 | | 60 | | | 60 | | | 60 | | | 240 | 31.00 | 7,440.00 |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | ** PS Price Catalogue as of (07.11.13) | TOTAL AMOUNT | |
|-------------------------------------|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|--|--------------|-----------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | | | Total |
| Paper, Linen, Letter | box | | 6 | | 3 | | | 6 | | | 3 | | | 18 | 500.00 | 9,000.00 |
| Photo Paper, 20s/pack | pack | | 60 | | 30 | | | 60 | | | 30 | | | 180 | 71.00 | 12,780.00 |
| Post It (100 sheets/ tower pr pack) | pack | | 30 | | 30 | | | 30 | | | 30 | | | 120 | 100.00 | 12,000.00 |
| Receipt Pad | piece | | 12 | | 12 | | | 12 | | | 12 | | | 48 | 12.00 | 576.00 |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | ** PS Price Catalogue as of (07.11.13) | TOTAL AMOUNT | |
|---|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|--|--------------|---------------------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | | | Total |
| Record Book 300 pages, smythe sewn | piece | | 60 | | 30 | | | 60 | | | 30 | | | 180 | 53.00 | 9,540.00 |
| Record Book 500 pages, smythe sewn | piece | | 60 | | 30 | | | 60 | | | 30 | | | 180 | 87.78 | 15,800.40 |
| Record Book 200 pages, smythe sewn | piece | | 60 | | 30 | | | 60 | | | 30 | | | 180 | 75.00 | 13,500.00 |
| Record Book 150 pages, smythe sewn | piece | | 60 | | 30 | | | 60 | | | 30 | | | 180 | 50.00 | 9,000.00 |
| Sharpener | piece | | 30 | | 30 | | | 30 | | | 30 | | | 120 | 10.00 | 1,200.00 |
| Sticky Notes "3 | pad | | 60 | | 60 | | | 60 | | | 60 | | | 240 | 40.00 | 9,600.00 |
| Yellow Pad | pad | | 60 | | 30 | | | 60 | | | 30 | | | 180 | 40.00 | 7,200.00 |
| TOTAL | | | | | | | | | | | | | | | | 331,502.00 |
| Photographic or filming or video equipment | | | | | | | | | | | | | | | | - |
| 100m Handheld Base Distance | unit | | | 1 | | | | | | | | | | 1 | 10,000.00 | 10,000.00 |
| 20000mAh Laptop Powerbank (black) | unit | | | 5 | | | | 5 | | | | | | 10 | 4,000.00 | 40,000.00 |
| Battery (S4) | unit | | 5 | | | | | 5 | | | | | | 10 | 800.00 | 8,000.00 |
| Camera | unit | | 2 | | 1 | | | 2 | | | | | | 5 | 10,000.00 | 50,000.00 |
| Camera Tripod | piece | | 3 | | | | | | | | | | | 3 | 1,500.00 | 4,500.00 |
| Cellular Phone | unit | | | 20 | | | | | | | | | | 20 | 25,000.00 | 500,000.00 |
| Drones | unit | | 2 | | | | | | | | | | | 2 | 50,000.00 | 100,000.00 |
| Tripod Projector Screen (100) | piece | | 2 | | | | | | | | | | | 2 | 3,000.00 | 6,000.00 |
| DSLR Camera with 600mm lens | unit | | 1 | | 1 | | | | | | | | | 2 | 40,000.00 | 80,000.00 |
| GoPro HERO 4 | unit | | | 4 | | | | | | | | | | 4 | 40,000.00 | 160,000.00 |
| GPS | unit | | 2 | | 2 | | | | | | | | | 4 | 45,000.00 | 180,000.00 |
| Lens 70-30mm (canon) | unit | | 1 | 1 | | | | | | | | | | 2 | 30,000.00 | 60,000.00 |
| Power Bank | piece | | 5 | 10 | | | | | | | | | | 15 | 2,983.00 | 44,745.00 |
| Smart Phone w/ Camera | unit | | | 6 | | | | | | | | | | 6 | 30,000.00 | 180,000.00 |
| Binocular | unit | | | 2 | | | | | | | | | | 2 | 15,000.00 | 30,000.00 |
| Lapel | unit | | | 3 | | | | | | | | | | 3 | 1,500.00 | 4,500.00 |
| TOTAL | | | | | | | | | | | | | | | | 1,457,745.00 |
| Audio and visual presentation and composing equipment | | | | | | | | | | | | | | | | - |
| Audio System, Portable Speaker | unit | | 1 | | 1 | | | | | | | | | 2 | 15,000.00 | 30,000.00 |
| Bulletin Board 2x3 | piece | | 1 | 1 | | 1 | | | | | | | | 3 | 1,000.00 | 3,000.00 |
| Cork Board, 2x 3 | piece | | 2 | 3 | | | | | | | | | | 5 | 500.00 | 2,500.00 |
| Dial or Digital Caliper | unit | | 1 | | | | | | | | | | | 1 | 15,000.00 | 15,000.00 |
| Digital Voice Recorder, 4GB, memory, stereo channel, MP3, WMA, recording and playback | unit | | | 2 | | | | | | | | | | 2 | 6,500.00 | 13,000.00 |
| Eraser(blackboard/whiteboard) | piece | | | 6 | | | | | | | | | | 6 | 13.15 | 78.90 |
| Ink, Permanent Marker | bottle | | | 6 | | | | | | | | | | 6 | 120.00 | 720.00 |
| Laser Pointer, Pen Type, metal, for presentation, green and red color, 50mW laser pointer | unit | | 3 | 2 | | | | | | | | | | 5 | 1,000.00 | 5,000.00 |
| Marker, 3 colors/ set | set | | | 30 | | | | | | | | | | 30 | 40.00 | 1,200.00 |
| Marker, permanent, black | piece | | 60 | | 30 | | | 60 | | | 30 | | | 180 | 15.36 | 2,764.80 |
| Marker, permanent, blue | piece | | 60 | | 30 | | | 60 | | | 30 | | | 180 | 15.36 | 2,764.80 |
| Marker, permanent, red | piece | | 30 | | 30 | | | 30 | | | 30 | | | 120 | 15.36 | 1,843.20 |
| Marking Pen, whiteboard black | piece | | 30 | | 30 | | | 30 | | | 30 | | | 120 | 12.94 | 1,552.80 |
| Marking Pen, whiteboard blue | piece | | 30 | | 30 | | | 30 | | | 30 | | | 120 | 12.94 | 1,552.80 |
| Marking Pen, whiteboard red | piece | | 30 | | 30 | | | 30 | | | 30 | | | 120 | 12.94 | 1,552.80 |
| Megaphone, portable sound system, all ABS resin body, 330mm length, 200mm Horn Diameter, 16watts, (min), rechargeable, with built-in-siren, red or blue color | unit | | | 2 | | | | | | | | | | 2 | 2,622.31 | 5,244.62 |
| Multimedia Projector, 2000 ansi Lumens, 2000 hours lamp life, supports SVGA to SXGA (compressed) resolution | unit | | 2 | 1 | | | | | | | | | | 3 | 21,121.10 | 63,363.30 |
| Wooden Office Table | pcs | | | 12 | | | | | | | | | | 12 | 5,000.00 | 60,000.00 |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | | ** PS Price Catalogue as of (07.11.13) | TOTAL AMOUNT | |
|-----------------------|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|-------|--|--------------|----------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Total | | | |
| Padlock | unit | | | 12 | | | | | | | | | | | 12 | 100.00 | 1,200.00 |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | ** PS Price Catalogue as of (07.11.13) | TOTAL AMOUNT | |
|--|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|--|--------------|------------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | | | Total |
| Television flat screen 30/40 inches | unit | | | 3 | | | | 2 | | | | | | 5 | 40,000.00 | 200,000.00 |
| Voice Recorder | unit | | | 3 | | | | | | | | | | 3 | 6,500.00 | 19,500.00 |
| White Board 2 x 3 | piece | | | 6 | | | | 3 | | | | | | 9 | 1,370.00 | 12,330.00 |
| Wireless Microphone | unit | | 3 | 3 | | | | | | | | | | 6 | 1,500.00 | 9,000.00 |
| E-gadget for Geotagging | unit | | | 10 | | | | | | | | | | 10 | 20,000.00 | 200,000.00 |
| TOTAL | | | | | | | | | | | | | | | | 653,168.02 |
| Lighting and fixtures and accessories | | | | | | | | | | | | | | | | - |
| Christmas Décor | set | | | | | | | | | | | | 3 | 3 | 10,000.00 | 30,000.00 |
| Christmas Light | set | | | | | | | | | | | | 3 | 3 | 7,500.00 | 22,500.00 |
| Christmas Tree | set | | | | | | | | | | | | 3 | 3 | 5,000.00 | 15,000.00 |
| Emergency Light | unit | | | 6 | | | | | | | | | | 6 | 1,500.00 | 9,000.00 |
| Flashlight | unit | | | 25 | | | | 25 | | | | | | 50 | 400.00 | 20,000.00 |
| Flourecent Lamp, Tubular, 40watts | set | | | 15 | | | | 10 | | | 10 | | | 35 | 500.00 | 17,500.00 |
| Flourecent Lighting Fixture, 1x40 watts | set | | | 30 | | | | 15 | | | 15 | | | 60 | 500.00 | 30,000.00 |
| Fluorescent Lamp, tubular, 36 watts | piece | | | 15 | | | | 15 | | | 15 | | | 45 | 350.00 | 15,750.00 |
| U-Bulb LED 10 watts | piece | | | 20 | | | | 10 | | | 5 | | | 35 | 250.00 | 8,750.00 |
| Bulb, 20 watts | piece | | | 25 | | | | 15 | | | 15 | | | 55 | 25.00 | 1,375.00 |
| Rechargable Head light | unit | | | 5 | | | | | | | | | | 5 | 500.00 | 2,500.00 |
| Solar Power | unit | | 1 | | | | | | | | | | | 1 | 15,000.00 | 15,000.00 |
| Stun Gun w/ Flashlight | unit | | 5 | | | | | | | | | | | 5 | 500.00 | 2,500.00 |
| LED Head Lamp | unit | | 10 | | | | | | | | | | | 13 | 250.00 | 3,250.00 |
| TOTAL | | | | | | | | | | | | | | | | 193,125.00 |
| Electrical equipment and components and supplies | | | | | | | | | | | | | | | | - |
| Adapter | pieces | | | 20 | | | | 10 | | | | | | 30 | 50.00 | 1,500.00 |
| Cable Wire | meter | | | 20 | | | | | | | | | | 20 | 75.00 | 1,500.00 |
| Extension Wire, 10 m | meter | | 5 | 5 | | | | 5 | | | | | | 15 | 875.00 | 13,125.00 |
| Extension Wire, 5 m | meter | | 5 | 5 | | | | 5 | | | | | | 15 | 455.00 | 6,825.00 |
| TOTAL | | | | | | | | | | | | | | | | 22,950.00 |
| Computer Equipment, Supplies and Accessories | | | | | | | | | | | | | | | | - |
| All in one Computer Touch Screen | unit | | 4 | | | | | | | | | | | 4 | 40,000.00 | 160,000.00 |
| Computer Set w/ rack & chair, printer, scanner, GPS & sounds | unit | | 3 | 2 | | | | | | | | | | 5 | 50,000.00 | 250,000.00 |
| Computer Desktop | unit | | 4 | 4 | 4 | | | 2 | | | | | | 14 | 40,000.00 | 560,000.00 |
| Computer Keyboard | unit | | | 10 | 5 | | | 5 | | | | | | 20 | 600.00 | 12,000.00 |
| Canon Ink, (Black & Colored) | set | | | 3 | | | | 3 | | | 3 | | | 12 | 600.00 | 7,200.00 |
| Multifunction Printer Brother DCP J-100 3 in 1 printer with | set | | | | 1 | | | 1 | | | | | | 2 | 15,000.00 | 30,000.00 |
| Power Bank 1000mah | piece | | 10 | | 5 | | | 5 | | | 5 | | | 25 | 2,500.00 | 62,500.00 |
| Printer (Colored Inkjet Printer 3-in-1) | piece | | 4 | | | | | | | | | | | 4 | 11,334.00 | 45,336.00 |
| Printer, Epson L210 | set | | 2 | 2 | | | | 2 | | | 2 | | | 8 | 8,000.00 | 32,000.00 |
| Printer, HP Laser Jet P1102 | set | | 2 | | | | | | | | | | | 2 | 10,000.00 | 20,000.00 |
| AVR | unit | | 5 | | 3 | | | | | | | | | 8 | 750.00 | 6,000.00 |
| Computer Rack | unit | | 4 | 2 | 1 | | | 1 | | | 1 | | | 9 | 2,000.00 | 18,000.00 |
| External Hard Drive1tb | piece | | | 5 | | | | 5 | | | | | | 10 | 5,500.00 | 55,000.00 |
| Flash Drive (32 GB) | piece | | 5 | 5 | 5 | | | 6 | | | 6 | | | 27 | 1,200.00 | 32,400.00 |
| Headset | piece | | | 3 | | | | | | | | | | 3 | 3,000.00 | 9,000.00 |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | | ** PS Price Catalogue as of (07.11.13) | TOTAL AMOUNT | |
|---|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|-------|--|--------------|------------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Total | | | |
| Load Balancer | piece | | 6 | | | | | | | | | | | | 6 | 3,000.00 | 18,000.00 |
| Printer 3 in 1 | unit | | 2 | 3 | 3 | | | | | | | | 2 | | 10 | 10,000.00 | 80,000.00 |
| UPS (computer) | piece | | 10 | 5 | | | | 5 | | | | | | | 20 | 3,500.00 | 70,000.00 |
| USB aAdopter Wifi | unit | | | 5 | | | | | | | | | | | 5 | 700.00 | 3,500.00 |
| Laptop 17 cable battery | unit | | | | | | | 2 | | | | | | | 2 | 1,500.00 | 1,500.00 |
| Laptop, i7 | unit | | 7 | 4 | 4 | | | 2 | | | | | | | 17 | 45,000.00 | 765,000.00 |
| Epson L210 Ink Black | bottle | | 90 | | 60 | | | 90 | | | 60 | | | | 300 | 385.00 | 115,500.00 |
| Epson L210 Ink Cyan | bottle | | 60 | | 60 | | | 60 | | | 60 | | | | 240 | 385.00 | 92,400.00 |
| Epson L210 Ink Magenta | bottle | | 60 | | 60 | | | 60 | | | 60 | | | | 240 | 385.00 | 92,400.00 |
| Epson L210 Ink Yellow | bottle | | 60 | | 60 | | | 60 | | | 60 | | | | 240 | 385.00 | 92,400.00 |
| Hp 700 Officejet Cartridge, Colored & black | bottle | | 2 | | | | | 2 | | | | | | | 4 | 700.00 | 2,800.00 |
| Ink Brother printer | cart | | 2 | | 2 | | | 2 | | | 2 | | | | 8 | 400.00 | 3,200.00 |
| Continuous Ink, 100ml, black | bottle | | 7 | | | | | | | 7 | | | | | 14 | 1,000.00 | 14,000.00 |
| Continuous Ink, 100ml, blue | bottle | | 7 | | | | | | | 7 | | | | | 14 | 1,000.00 | 14,000.00 |
| Continuous Ink, 100ml, magenta | bottle | | 7 | | | | | | | 7 | | | | | 14 | 1,000.00 | 14,000.00 |
| Continuous Ink, 100ml, yellow | bottle | | 7 | | | | | | | 7 | | | | | 14 | 1,000.00 | 14,000.00 |
| Ink Cartridge, Canon part No. CL-810, colored | piece | | 10 | | | | | | | 10 | | | | | 20 | 759.81 | 15,196.20 |
| Ink Cartridge, Canon part No. CL-811, colored | piece | | 10 | | | | | | | 10 | | | | | 20 | 1,012.72 | 20,254.40 |
| Ink Cartridge, Epson, Black | piece | | 6 | | | | 6 | | | 6 | | 6 | | | 24 | 1,013.00 | 24,312.00 |
| Ink Cartridge, Epson, Colored | piece | | 6 | | 3 | | | 6 | | | 3 | | | | 18 | 759.81 | 13,676.58 |
| Toner No 85A | box | | 40 | | 10 | | | 40 | | | 10 | | | | 100 | 2,480.00 | 248,000.00 |
| Universal Ink black | bottle | | | 10 | | | | 10 | | | | | | | 20 | 130.00 | 2,600.00 |
| Universal Ink Colored | bottle | | | 6 | | | | 6 | | | | | | | 12 | 130.00 | 1,560.00 |
| Ink Cartidge, hp 704, black | cart | | | 25 | | | | 25 | | | | | | | 50 | 450.00 | 22,500.00 |
| Ink Cartidge, hp 704, colored | cart | | | 10 | | | | 10 | | | | | | | 20 | 450.00 | 9,000.00 |
| Ink Cartridge HP640 No. 60, black | set | | 3 | | | | | 3 | | | 3 | | | | 9 | 267.00 | 2,403.00 |
| Ink Cartridge HP640 No. 63, colored | set | | 1 | | | | | 1 | | | 1 | | | | 3 | 800.00 | 2,400.00 |
| Toner TK1147 for EcosysM2535dn (13 000 copies) | unit | | | 3 | | | 3 | 3 | | | 3 | | | | 12 | 6,000.00 | 72,000.00 |
| Canon Ink (black) | cart | | 1 | | 1 | | | 1 | | | 1 | | | | 4 | 350.00 | 1,400.00 |
| Canon Ink (Cyan) | cart | | 1 | | 1 | | | 1 | | | 1 | | | | 4 | 350.00 | 1,400.00 |
| Canon Ink (Magenta) | cart | | 1 | | 1 | | | 1 | | | 1 | | | | 4 | 350.00 | 1,400.00 |
| Canon Ink (Yellow) | cart | | 1 | | 1 | | | 1 | | | 1 | | | | 4 | 350.00 | 1,400.00 |
| Antivirus (3:1) Norton | piece | | 4 | 5 | | | | | | | | | | | 9 | 1,000.00 | 9,000.00 |
| Mouse pad | piece | | | 15 | | | | 10 | | | | | | | 25 | 37.00 | 925.00 |
| Mouse, USB Connection Type | piece | | | 15 | | | | 10 | | | | | | | 25 | 333.00 | 8,325.00 |
| Poket Wifi | unit | | 5 | 10 | | | 5 | 10 | | | 5 | | | | 35 | 2,600.00 | 91,000.00 |
| SD Card | piece | | | 5 | | | | 5 | | | | | | | 10 | 700.00 | 7,000.00 |
| Keyboard | unit | | | | | | | 3 | | | | | | | 3 | 500.00 | 1,500.00 |
| Antivirus | piece | | 30 | | | | | | | | 10 | | | | 40 | 1,000.00 | 40,000.00 |
| COMPACT DISC RECORDABLE, 700MB min. capacity, 80 minutes recording time1x-52x | piece | | 30 | | | | | | | 30 | | | | | 60 | 10.04 | 602.40 |
| COMPACT DISC STORAGE CASE, 50CD's capacity min., made of durable plastic or nylon fabric, | piece | | 30 | | | | | | | 30 | | | | | 60 | 57.80 | 3,468.00 |
| COMPACT DISK REWRITABLE, 700MB min capacity, 80min recording time, 4x-10x min speed | piece | | 30 | | | | | | | 30 | | | | | 60 | 16.95 | 1,017.00 |
| DVD RECORDABLE, 16x speed, 4.7GB capacity | piece | | 6 | | | | | 6 | | | | 6 | | | 18 | 10.25 | 184.50 |
| DVD RE-WRITABLE, 4x speed, 4.7GB capacity | piece | | 6 | | | | | 6 | | | 6 | | | | 18 | 21.02 | 378.36 |
| External Hard Drive (1 tera) | unit | | 10 | | | | | 10 | | | | | | | 20 | 3,845.00 | 76,900.00 |
| Flash Drive (16GB), USB 2.0, plug and play | piece | | 20 | | | | | 20 | | | 20 | | | | 60 | 532.14 | 31,928.40 |
| Mouse, USB Connection Type | piece | | 15 | | 15 | | | | | | 15 | | | | 45 | 450.00 | 20,250.00 |
| UPS (Computer) | unit | | 12 | 5 | | | | 5 | | | 5 | | | | 27 | 2,500.00 | 67,500.00 |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | | ** PS Price Catalogue as of (07.11.13) | TOTAL AMOUNT |
|---------------------------|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|-------|--|--------------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Total | | |
| HP Laserjet P1102 printer | unit | | 1 | | | | | 1 | | | | | | 2 | 8,000.00 | 16,000.00 |
| USB Adopter Wifi | unit | | 10 | | | | | | | | | | | 10 | 4,500.00 | 45,000.00 |
| TOTAL | | | | | | | | | | | | | | | | 3,552,616.84 |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | ** PS Price Catalogue as of (07.11.13) | TOTAL AMOUNT | | |
|--|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|--|--------------|------------|------------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | | | Total | |
| Hardware Supplies & Materials | | | | | | | | | | | | | | | | | |
| Paint (colored) | can | | 15 | | | | | | | | | | | | 15 | 1,000.00 | 15,000.00 |
| Paint (plain white) | can | | 25 | | | | | | | | | | | | 25 | 1,000.00 | 25,000.00 |
| Paint Brush (#2) | piece | | 4 | | | | | | | | | | | | 4 | 45.00 | 180.00 |
| Paint Brush (#3) | piece | | 4 | | | | | | | | | | | | 4 | 50.00 | 200.00 |
| Paint Brush (#4) | piece | | 4 | | | | | | | | | | | | 4 | 65.00 | 260.00 |
| Paint Thinner | bottle | | 10 | | | | | | | | | | | | 10 | 500.00 | 5,000.00 |
| Roller Brush | piece | | 6 | | | | | | | | | | | | 6 | 50.00 | 300.00 |
| TOTAL | | | | | | | | | | | | | | | | | 45,940.00 |
| Motor Vehicle Supplies & Accessories | | | | | | | | | | | | | | | | | |
| Motorcycle Tire | piece | | | 14 | | | | 8 | | | | | | | 22 | 800.00 | 17,600.00 |
| Multicab Tire | piece | | 4 | | | | | | | | | | | | 4 | 3,500.00 | 14,000.00 |
| Batteries, Spareparts and Tires | unit | | 1 | | | 1 | | 1 | | | 1 | | | | 4 | 10,000.00 | 40,000.00 |
| Battery(13Plates) | piece | | 1 | | | | | 1 | | | | | | | 2 | 4,500.00 | 9,000.00 |
| Battery(7 Plates) | piece | | | | 1 | | | | | | | | | | 1 | 2,900.00 | 2,900.00 |
| Forward Truck | unit | | | | 1 | | | | | | | | | | 1 | 300,000.00 | 300,000.00 |
| Motor Tire Interior | piece | | 8 | | | | | | | | | | | | 8 | 250.00 | 2,000.00 |
| Motorcycles | unit | | | 2 | 3 | | | | | | | | | | 5 | 120,000.00 | 600,000.00 |
| Pick up tire (195x15) SLD 501 | piece | | | 4 | | | | | | | | | | | 4 | 10,000.00 | 40,000.00 |
| Pick up tire (245x 16) SCG 406 | piece | | | 4 | | | | | | | | | | | 4 | 10,000.00 | 40,000.00 |
| Tire (17x 265 x 700) | piece | | | | | | | | | 8 | | | | | 8 | 9,500.00 | 76,000.00 |
| Tire Tubeless Set | set | | | | | | | | | | 4 | | | | 4 | 1,500.00 | 6,000.00 |
| Tire, 31x 10.5 R15 Goodyear | piece | | | | | | | 1 | | | | | | | 1 | 46,000.00 | 46,000.00 |
| Battery 12 Volts | piece | | | 1 | | | | | | | | | | | 1 | 5,800.00 | 5,800.00 |
| Change Oil & Oil Filter | service | | | | 1 | | | 2 | | | 2 | | | | 5 | 7,000.00 | 35,000.00 |
| Cleaning of Aircon | service | | 12 | | | 12 | | | 12 | | | | 12 | | 48 | 4,500.00 | 216,000.00 |
| Lower Swing aircon assembly (right/ left) | service | | | | | | | 1 | | | | | | | 1 | 9,000.00 | 9,000.00 |
| Motor Vehicles Maintenance | service | | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 110 | 1,000.00 | 110,000.00 |
| Repair & maintenance of Vehicle | service | | | | 3 | | | 3 | | | 3 | | | | 9 | 20,000.00 | 180,000.00 |
| Repair/ Maintenance of Vehicles/motorcycles (Pick-up, SLD501, MC) | service | | | 1 | | | | 1 | | | 1 | | | | 3 | 6,500.00 | 19,500.00 |
| Upper Swing Aircon assembly (right/ left) | service | | | | | | | 1 | | | | | | | 1 | 12,000.00 | 12,000.00 |
| Exhaust Gas Recirculation (EGR) | unit | | | 1 | | | | | | | | | | | 1 | 8,000.00 | 8,000.00 |
| Early Warning Device | unit | | | | | | | 1 | | | | | | | 1 | 1,000.00 | 1,000.00 |
| Feedback Trays | set | | | 1 | | | | | | | | | | | 1 | 1,400.00 | 1,400.00 |
| Floor Matting | set | | | | | | | 1 | | | | | | | 1 | 7,000.00 | 7,000.00 |
| Replace damage part | unit | | | 1 | | | | | | | | | | | 1 | 2,500.00 | 2,500.00 |
| Left abd Right Tail Lamp assy. | unit | | 2 | | | | | | | | | | | | 2 | 4,500.00 | 9,000.00 |
| Reflector Assy. | unit | | 2 | | | | | | | | | | | | 2 | 6,500.00 | 13,000.00 |
| Clips Flare & Door Trim | unit | | 50 | | | | | | | | | | | | 50 | 70.00 | 3,500.00 |
| Strengthen and allign Tailgate Panel and Right Carrier Panel | unit | | 1 | | | | | | | | | | | | 1 | 4,500.00 | 4,500.00 |
| Wash over (whole body) all black/flaire Poly autoshield | unit | | 1 | | | | | | | | | | | | 1 | 70,000.00 | 70,000.00 |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | | ** PS Price Catalogue as of (07.11.13) | TOTAL AMOUNT | | |
|---------------------------------|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|-------|--|--------------|-----------|---------------------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Total | | | | |
| Mitsubishi UV Paint | | | | | | | | | | | | | | | | | | |
| Full detailing and undercoating | unit | | 1 | | | | | | | | | | | | | 1 | 12,000.00 | 12,000.00 |
| TOTAL | | | | | | | | | | | | | | | | | | 1,912,700.00 |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | | ** PS Price Catalogue as of (07.11.13) | TOTAL AMOUNT | |
|---|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|-------|--|--------------|---------------------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Total | | | |
| Fuel & Lubricants | | | | | | | | | | | | | | | | | |
| Brake Fluid | liter | | | 3 | | | 3 | | | 3 | | | 3 | 12 | 200.00 | 2,400.00 | |
| Change Oil & Oil Filter | service | | | 3 | | | 3 | | | 3 | | | 3 | 12 | 250.00 | 3,000.00 | |
| Coolant | liter | | | 3 | | | 3 | | | 3 | | | 3 | 12 | 350.00 | 4,200.00 | |
| Diesel | liter | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 60 | 15,000.00 | 900,000.00 | |
| Engine Oil (Diesel) | liter | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 48 | 600.00 | 28,800.00 | |
| Engine Oil (Gasoline) | liter | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 120 | 600.00 | 72,000.00 | |
| Gas/ Lubricant | liter | 12 | 12 | 12 | 12 | 12 | 12 | 12 | 12 | 12 | 12 | 12 | 12 | 144 | 60.00 | 8,640.00 | |
| Gasoline | liter | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 60 | 15,000.00 | 900,000.00 | |
| Fuel (PENR Officer) | liter | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 15,000.00 | 180,000.00 | |
| TOTAL | | | | | | | | | | | | | | | | | 2,099,040.00 |
| OTHER CATEGORIES | | | | | | | | | | | | | | | | | |
| Bunkn Hiuse (Materials and Labor) | | | | | 1 | | | | | | | | | 1 | 170,000.00 | 170,000.00 | |
| Android Cellphone | unit | | | 2 | | | | | | | | | | 2 | 30,000.00 | 60,000.00 | |
| Radio Base | unit | | | 1 | | | | | | | | | | 1 | 42,000.00 | 42,000.00 | |
| Inclinometer | unit | | | 1 | | | | | | | | | | 1 | 2,000.00 | 2,000.00 | |
| Climbing Rope | meter | | | 30 | | | | | | | | | | 30 | 15,000.00 | 450,000.00 | |
| Rechargeable Headlight | unit | | | 5 | | | | | | | | | | 5 | 2,500.00 | 12,500.00 | |
| Body Harness | pc. | | 1 | | | | | | | | | | | 1 | 1,000.00 | 1,000.00 | |
| Alloy Chest Ascender | unit | | | 2 | | | | | | | | | | 2 | 3,400.00 | 6,800.00 | |
| Climbing Equipment (L.R) | unit | | | 4 | | | | | | | | | | 4 | 8,000.00 | 32,000.00 | |
| Steel Carabiner | unit | | | | 5 | | | | | | | | | 5 | 6,000.00 | 30,000.00 | |
| Gloves | pcs. | | | 2 | | | | | | | | | | 2 | 6,000.00 | 12,000.00 | |
| Self Breaking Single Rope | meter | | | 2 | | | | | | | | | | 2 | 18,000.00 | 36,000.00 | |
| Head Lamp | pcs. | | | 2 | | | | | | | | | | 2 | 5,000.00 | 10,000.00 | |
| Distance Tape | roll | | | 1 | | | | | | | | | | 1 | 500.00 | 500.00 | |
| Elf Maintenance (Tire Oil) | tube | | | 4 | | | 4 | | | 4 | | | 4 | 16 | 4,800.00 | 76,800.00 | |
| Handrail Height | meters | | | 2 | | | | | | | | | | 2 | 30,000.00 | 60,000.00 | |
| Stock Room (Materials and Labor) | | | | | 1 | | | | | | | | | 1 | 150,000.00 | 150,000.00 | |
| TOTAL | | | | | | | | | | | | | | | | | 1,151,600.00 |
| Services | | | | | | | | | | | | | | | | | |
| Building Insurance and Properties | service | | | | | | | | | 3 | | | | 3 | 10,000.00 | 30,000.00 | |
| Building Repair/ Maintenance | service | | | 3 | | | | | | | | | | 3 | 200,000.00 | 600,000.00 | |
| Cable installation | service | | | | | | | 3 | | | | | | 3 | 35,000.00 | 105,000.00 | |
| Catering Services- Staff Meeting | service | | | 6 | 6 | | | 6 | | | 6 | | | 24 | 40,000.00 | 960,000.00 | |
| Catering Services (for meetings) | service | | | 6 | 6 | | | 6 | | | 6 | | | 24 | 40,000.00 | 960,000.00 | |
| Catering Services for Environmental Month | service | | | | | | 3 | | | | | | | 3 | 50,000.00 | 150,000.00 | |
| Catering Services for training | service | | | 6 | | | 6 | | | | 6 | | | 18 | 40,000.00 | 720,000.00 | |
| Catering Services, Special Events | service | | | 3 | | | 3 | | | | 3 | | | 9 | 35,000.00 | 315,000.00 | |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | ** PS Price Catalogue as of (07.11.13) | TOTAL AMOUNT | |
|--|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|--|--------------|---------------------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | | | Total |
| FEO Orientation | service | | 3 | | | 3 | | | 3 | | | 3 | | 12 | 40,000.00 | 480,000.00 |
| Jacket Printing (60pcs) | service | | 1 | | | | | | | | | | | 1 | 18,500.00 | 18,500.00 |
| Mid- Year NGP Assessment (P40 000 x 1) | service | | | | | | | | | | | | 3 | 3 | 40,000.00 | 120,000.00 |
| Quarterly NGP Assessment (P45 000 x 4) | piece | | | 3 | 3 | | | 3 | | | 3 | | | 12 | 40,000.00 | 480,000.00 |
| RISO Services | service | | | 3 | | | 3 | | | 3 | | | 3 | 12 | 500.00 | 6,000.00 |
| Bookbinding | service | 3 | | | 3 | | | 3 | | | 3 | | | 12 | 600.00 | 7,200.00 |
| Spiral Services | service | | 3 | | 3 | | 3 | | | | 3 | | | 12 | 100.00 | 1,200.00 |
| T-shirt for Womes Month | service | | | 500 | | | | | | | | | | 500 | 280.00 | 140,000.00 |
| T-shirt Printing (160pcs) NGP | piece | | | 40 | | | 40 | | | 40 | | 40 | | 160 | 350.00 | 56,000.00 |
| T-shirt Printing Environment Month Celebration | piece | | | | | | 500 | | | | | | | 500 | 250.00 | 125,000.00 |
| T-shirt Printing (Customized Polo) for Special Events | piece | | | | | | 250 | | | | | | | 250 | 350.00 | 87,500.00 |
| T-Shirt, Special Events | pieces | | | 150 | | 250 | | | | 250 | | | | 650 | 180.00 | 117,000.00 |
| Year-end NGP Assessment/ Christmas party (P50 000 x 3) | piece | | | | | | | | | | | | 3 | 3 | 50,000.00 | 150,000.00 |
| Garbage Collection | service | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 50.00 | 600.00 |
| Tarpaulin , 4x 6 | piece | | 10 | 6 | 6 | | | 6 | | | 6 | | | 34 | 500.00 | 17,000.00 |
| Tarpaulin, 2x 3 | piece | | | 12 | | 12 | | 12 | | | 12 | | | 48 | 300.00 | 14,400.00 |
| Tarpaulin, 4x 8 | piece | | 10 | 10 | 10 | | | 10 | | | 10 | | | 50 | 500.00 | 25,000.00 |
| Tarpaulin, 5x8 | piece | | | 8 | 8 | | | 8 | | | 8 | | | 32 | 500.00 | 16,000.00 |
| Tarpaulin, 6x 8 | piece | | 10 | 10 | 10 | | | 10 | | | 10 | | | 50 | 800.00 | 40,000.00 |
| Tarpaulin printing and signages 15.00/sq, ft, | piece | | 60 | | 60 | | | 60 | | | 60 | | | 240 | 15.00 | 3,600.00 |
| Printing of Leaflets/brochures | pieces | | | 500 | | | 500 | | | | 500 | | | 1500 | 5.00 | 7,500.00 |
| Tarpaulin 3 x 4 | pieces | | 10 | | | | | | | | | | | 10 | 180.00 | 1,800.00 |
| Transportation Hire | service | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 36 | 7,000.00 | 252,000.00 |
| Improvements of PASu Office Building | | | 1 | | | | | | | | | | | 1 | 300,000.00 | 300,000.00 |
| Year End NGP Assessment | | | | | | | | | | | | | 3 | 3 | 40,000.00 | 120,000.00 |
| Cross Visit to other NGP | | | | | | | | 3 | | | | | | 3 | 50,000.00 | 150,000.00 |
| Catering PO | | | | | | | | 3 | | | | | | 3 | 50,000.00 | 150,000.00 |
| TOTAL | | | | | | | | | | | | | | | | 6,726,300.00 |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | ** PS Price Catalogue as of (07.11.13) | TOTAL AMOUNT | | |
|--|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|--|--------------|---------------------|--|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | | | Total | |
| Contract of Services | | | | | | | | | | | | | | | | | |
| Radio Plugging | services | | 1 | | | | | | | | | | | 1 | 30,000.00 | 30,000.00 | |
| Publications | services | | 1 | | | | | | | | | | | 1 | 12,000.00 | 12,000.00 | |
| Contract of Services @ 8,400.00 | services | | 36 | | 36 | | | 36 | | | | | 36 | 144 | 8,400.00 | 1,209,600.00 | |
| Security Guard | | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 10,000.00 | 240,000.00 | |
| TOTAL | | | | | | | | | | | | | | | | 1,491,600.00 | |
| Traveling Expenditures | | | | | | | | | | | | | | | | | |
| Traveling Expenses (Personnel) | | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 120 | 2,000.00 | 240,000.00 | |
| Traveling Expenses (15 pax/month) | | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 180 | 3,000.00 | 540,000.00 | |
| Traveling Expenses (via air) | | | | 3 | | | | 3 | | | 3 | | 3 | 12 | 6,000.00 | 72,000.00 | |
| Traviling Expenses Monitoring Team | | | 15 | | | | | 15 | | | 15 | | | 60 | 3,000.00 | 180,000.00 | |
| TOTAL | | | | | | | | | | | | | | | | 1,032,000.00 | |
| Mandatory Expenses | | | | | | | | | | | | | | | | | |
| Cash Advance | | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 36 | 10,000.00 | 360,000.00 | |
| Cell Card Allowance | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 17,500.00 | 210,000.00 | |
| Electric Bill | | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 1 | 3 | 3 | 3 | 3 | 36 | 100,000.00 | 3,600,000.00 | |
| GSIS Insurance | | | | | 3 | | | 3 | | | | 3 | | 9 | 20,000.00 | 180,000.00 | |
| Internet Bill | | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 36 | 7,000.00 | 252,000.00 | |
| LTO Registrations | | | | 3 | | | | 3 | | | | 3 | | 9 | 1,000.00 | 9,000.00 | |
| RATA | | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 48 | 10,000.00 | 480,000.00 | |
| Water Bill | | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 36 | 7,500.00 | 270,000.00 | |
| RA (PENR Officer) | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 7,500.00 | 90,000.00 | |
| Telephone Bill | | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 36 | 7,500.00 | 270,000.00 | |
| Purified Drinking Water | | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 36 | 4,000.00 | 144,000.00 | |
| JRS/LBC | | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 36 | 500.00 | 18,000.00 | |
| Fedality Bond | | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 36 | 1,000.00 | 36,000.00 | |
| Communication Postage | | | | 3 | | | | 3 | | | 3 | | | 12 | 500.00 | 6,000.00 | |
| TOTAL | | | | | | | | | | | | | | | | 5,925,000.00 | |
| Hiring of Job Orders/ Contractuals Salary & Wages | | | | | | | | | | | | | | | | | |
| Administrative Aide (A) | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 13,800.00 | 165,600.00 | |
| Administrative Assistant | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 11,800.00 | 141,600.00 | |
| Administrative Assistant (C) | | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 48 | 14,000.00 | 672,000.00 | |
| Bantay Gubat | | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 16,000.00 | 384,000.00 | |
| Data Based Management Officer (B) | | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 16,000.00 | 384,000.00 | |
| Data Controller | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 16,200.00 | 194,400.00 | |
| Data Controller (C) | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 14,000.00 | 168,000.00 | |
| Data Encoder (A) | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 15,000.00 | 180,000.00 | |
| Data Encoder (B) | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 11,700.00 | 140,400.00 | |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | | ** PS Price Catalogue as of (07.11.13) | TOTAL AMOUNT |
|--------------------------------------|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|-------|--|----------------------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Total | | |
| Data Encoder (C) | | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 12,700.00 | 304,800.00 |
| Data Entry Specialist | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 13,700.00 | 164,400.00 |
| Database Management Officer | | | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 10 | 15,000.00 | 150,000.00 |
| Driver | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 12,000.00 | 144,000.00 |
| Driver (C) | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 10,000.00 | 120,000.00 |
| Extension Officer | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 11,500.00 | 138,000.00 |
| Forest Extension Officer (C) | | 24 | 24 | 24 | 24 | 24 | 24 | 24 | 24 | 24 | 24 | 24 | 24 | 288 | 15,000.00 | 4,320,000.00 |
| Forest Protection Officer | | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 84 | 15,000.00 | 1,260,000.00 |
| Information Assistant | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 10,000.00 | 120,000.00 |
| Information Technology Assistant (C) | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 15,000.00 | 180,000.00 |
| Legal Assistant | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 14,641.00 | 175,692.00 |
| Legal Assistant (C) | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 18,000.00 | 216,000.00 |
| Liaison Assistant (A) | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 20,500.00 | 246,000.00 |
| Liason Officer | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 11,000.00 | 132,000.00 |
| Liason Officer (C) | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 14,000.00 | 168,000.00 |
| Logistic Management Specialist | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 15,000.00 | 180,000.00 |
| Office Support Assistant (C) | | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 20,500.00 | 492,000.00 |
| Park Warden | | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 72 | 10,000.00 | 720,000.00 |
| Project Development Officer | | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 72 | 10,000.00 | 720,000.00 |
| Project Development Officer (C) | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 21,000.00 | 252,000.00 |
| Project Evaluation Officer (C) | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 23,000.00 | 276,000.00 |
| Project Support Officer (B) | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 23,000.00 | 276,000.00 |
| Project Support Officer (A) | | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 48 | 16,500.00 | 792,000.00 |
| Project Support Officer (A) | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 17,500.00 | 210,000.00 |
| Project Support Officer (B) | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 15,500.00 | 186,000.00 |
| Project Support Officer (C) | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 16,500.00 | 198,000.00 |
| Project Support Staff | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 15,500.00 | 186,000.00 |
| Project Support Staff (C) | | 1 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 23 | 11,800.00 | 271,400.00 |
| Technical Support Staff | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 13,800.00 | 165,600.00 |
| Training Program Officer (B) | | | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 22 | 11,800.00 | 259,600.00 |
| Utility Worker | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 16,500.00 | 198,000.00 |
| Utility Worker (B) | | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 12 | 10,000.00 | 120,000.00 |
| Utility Worker (C) | | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 24 | 12,921.00 | 310,104.00 |
| TOTAL | | | | | | | | | | | | | | | | 16,081,596.00 |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | ** PS Price Catalogue as of (07.11.13) | TOTAL AMOUNT | | |
|--|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|--|--------------|--------|-----------------------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | | | Total | |
| NGP FOREST Tools and Equipments | | | | | | | | | | | | | | | | | |
| Coat for Fire | | | | | 5 | | | | | | | | | | 5 | 500.00 | 1,500.00 |
| Diameter Tape | | | | | 2 | | | | | | | | | | 2 | 300.00 | 600.00 |
| Fire Swatter | | | 10 | | | | | | | | | | | | 10 | 300.00 | 3,000.00 |
| Pick mattock (piko) | | | 10 | | | | | | | | | | | | 10 | 350.00 | 3,500.00 |
| Shovel | | | 16 | | | | | | | | | | | | 16 | 850.00 | 13,600.00 |
| TOTAL | | | | | | | | | | | | | | | | | 98,576,317.50 |
| ***GRAND TOTAL | | | | | | | | | | | | | | | | | 147,853,376.25 |

TOTAL W/ 10% ADDITIONAL PROVISION FOR INFLATION
APPROVED BUDGET:

**Other categories that are not indicated herein*
***Prices are FOB Manila/Applicable for items under A.*
****Grand total for items under A and B*

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

Prepared by:

GILDA L. BAGA
Administrative Officer I/Supply Officer I

Certified Funds Available /
Certified Appropriate Funds Available:

GLORIA M. SILVEDERIO
Accountant III

Approved:

FOR. EDUARDO D. SALADERO
Head of Office/Agency

Date Prepared: September 30, 2016

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | ** PS Price Catalogue as of (07.11.13) | TOTAL AMOUNT |
|-----------------------|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|--|--------------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | | |
| | | | | | | | | | | | | | | | |
| _____ | | _____ | | | | | | | | | | | | | _____ |
| _____ | | _____ | | | | | | | | | | | | | _____ |

| Item & Specifications | Unit of Measure | Quantity Requirement | | | | | | | | | | | | ** PS Price Catalogue as of (07.11.13) | TOTAL AMOUNT |
|-----------------------|-----------------|----------------------|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|--|--------------|
| | | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | | |
| | | | | | | | | | | | | | | | |