

PHILIPPINE PORTS AUTHORITY
PMO PALAWAN
ANNUAL PROCUREMENT PLAN 2020

PARTICULARS	Unit of Measurement	Unit Price	Qty.	PER QUARTER								Total Quantity	Total Amount				
				Quarter 1		Quarter 2		Quarter 3		Quarter 4							
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount						
1 Audio Recorder	piece		-														
2 Automatic Voltage Regulator	piece			1.00	-					1.00	-					2.00	-
3 Ballpen - black	box	10.00	900.00	200.00	2,000.00	200.00	2,000.00	200.00	2,000.00	300.00	3,000.00		900.00		9,000.00		
4 Ballpen - blue	box	10.00	200.00	100.00	1,000.00		-	100.00	1,000.00		-		200.00		2,000.00		
5 Battery - Size AA	piece	20.00	96.00	24.00	480.00	24.00	480.00	24.00	480.00	24.00	480.00		96.00		1,920.00		
6 Battery AAA	piece	25.00	96.00	24.00	600.00	24.00	600.00	24.00	600.00	24.00	600.00		96.00		2,400.00		
7 Battery 9V	piece	30.00	18.00	-	-	-	-	12.00	360.00	6.00	180.00		18.00		540.00		
8 Bed Sheets	set	700.00	30.00	6.00	4,200.00	12.00	8,400.00	6.00	4,200.00	6.00	4,200.00		30.00		21,000.00		
9 Bundy Card, white, model 9000 (100s)	pack	375.00	12.00	3.00	1,125.00	3.00	1,125.00	3.00	1,125.00	3.00	1,125.00		12.00		4,500.00		
10 Blu / Glue Stick Paste	piece	15.00	6.00	-	-	-	-	6.00	90.00	-	-		6.00		90.00		
11 Board Paper, Morocco, long	pack	600.00	2.00	-	-	1.00	600.00	-	-	1.00	600.00		2.00		1,200.00		
12 Board Paper, Morocco, A4	pack	600.00	2.00	-	-	1.00	600.00	-	-	1.00	600.00		2.00		1,200.00		
13 Calculator, JS 40	piece	2,000.00	10.00	5.00	10,000.00		-	5.00	10,000.00		-		10.00		20,000.00		
14 Carbon Film, blue	box	450.00	12.00	3.00	1,350.00	3.00	1,350.00	3.00	1,350.00	3.00	1,350.00		12.00		5,400.00		
15 Carbon Film, black	box	450.00	12.00	3.00	1,350.00	3.00	1,350.00	3.00	1,350.00	3.00	1,350.00		12.00		5,400.00		
16 Cash Book	piece	650.00	4.00	2.00	1,300.00		-	2.00	1,300.00		-		4.00		2,600.00		
17 Cash box	piece	500.00	1.00	-	-		-	1.00	500.00		-		1.00		500.00		
18 Clip, bulldog	piece	15.00	60.00	12.00	180.00	12.00	180.00	12.00	180.00	24.00	360.00		60.00		900.00		
19 Clip, double, 3"	box	150.00	24.00	6.00	900.00	6.00	900.00	6.00	900.00	6.00	900.00		24.00		3,600.00		
20 Clip, double, 2"	box	45.00	48.00	12.00	540.00	12.00	540.00	12.00	540.00	12.00	540.00		48.00		2,160.00		
21 Clip, double, 1"	box	18.00	48.00	12.00	216.00	12.00	216.00	12.00	216.00	12.00	216.00		48.00		864.00		
22 Clip, double, 5/8	box	20.00	36.00	12.00	240.00		-	12.00	240.00	12.00	240.00		36.00		720.00		
23 Clip, double, 1/2	box	16.00	27.00	12.00	192.00	6.00	96.00	6.00	96.00	3.00	48.00		27.00		432.00		
24 Clip board, long	piece	50.00	6.00	3.00	150.00		-	3.00	150.00		-		6.00		300.00		
25 Compact Disk / DVD Recordable w/case	piece	45.00	48.00	-	-	24.00	1,080.00	24.00	1,080.00	-	-		48.00		2,160.00		
26 Communication tray	piece	800.00	4.00	-	-	2.00	1,600.00		-	2.00	1,600.00		4.00		3,200.00		
27 Correction Tape	piece	20.00	200.00	50.00	1,000.00	50.00	1,000.00	50.00	1,000.00	50.00	1,000.00		200.00		4,000.00		
28 Cutter	piece	22.00	24.00	-	-	12.00	264.00		-	6.00	132.00		24.00		528.00		
29 Curtain	panel	500.00	24.00	-	-	-	-	24.00	12,000.00	-	-		24.00		12,000.00		
30 Dated stamp with mo. & yr., latest	piece	40.00	12.00	6.00	240.00	-	-	-	-	6.00	240.00		12.00		480.00		

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				Quarter 1		Quarter 2		Quarter 3		Quarter 4			
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
31 Dater with "PAID	piece	45.00	6.00	-	-	6.00	270.00	-	-	-	-	6.00	270.00
32 Envelope, ordinary, long, brown	piece	5.00	1,050.00	270.00	1,350.00	220.00	1,100.00	280.00	1,400.00	280.00	1,400.00	1,050.00	5,250.00
33 Envelope, ordinary, short, brown	piece	3.50	248.00	47.00	164.50	27.00	94.50	87.00	304.50	87.00	304.50	248.00	868.00
34 Envelope, ordinary, A4	piece	4.00	24.00	6.00	24.00	6.00	24.00	6.00	24.00	6.00	24.00	24.00	96.00
35 Envelope, mailing, long, white	box	300.00	7.00	3.00	900.00	2.00	600.00	-	-	2.00	600.00	7.00	2,100.00
36 Eraser Gurn/rubber, small	piece	10.00	6.00	-	-	6.00	60.00	-	-	-	-	6.00	60.00
37 Eraser, white board	piece	20.00	12.00	6.00	120.00	-	-	6.00	120.00	-	-	12.00	240.00
38 Expanding Envelope, long	piece	10.00	240.00	60.00	600.00	60.00	600.00	60.00	600.00	60.00	600.00	240.00	2,400.00
39 Extension wires, 4 outlets, 10m	piece	650.00	7.00	5.00	3,250.00	-	-	2.00	1,300.00	-	-	7.00	4,550.00
40 Face mask, reusable/washable	box	120.00	12.00	3.00	360.00	3.00	360.00	3.00	360.00	3.00	360.00	12.00	1,440.00
41 Empty Sack	piece	20.00	120.00	30.00	600.00	30.00	600.00	30.00	600.00	30.00	600.00	120.00	2,400.00
42 Fastener, metal, thick filling	box	250.00	9.00	6.00	1,500.00	-	-	3.00	750.00	-	-	9.00	2,250.00
43 Fastener, metal	box	45.00	96.00	36.00	1,620.00	12.00	540.00	24.00	1,080.00	24.00	1,080.00	96.00	4,320.00
44 Fastener, plastic	box	28.00	96.00	36.00	1,008.00	24.00	672.00	24.00	672.00	12.00	336.00	96.00	2,688.00
45 File Divider	pack	45.00	6.00	-	-	6.00	270.00	-	-	-	-	6.00	270.00
46 Folder, ordinary, long	piece	4.50	1,500.00	500.00	2,250.00	300.00	1,350.00	300.00	1,350.00	400.00	1,800.00	1,500.00	6,750.00
47 Folder, ordinary, short	piece	3.50	72.00	24.00	84.00	24.00	84.00	-	-	24.00	84.00	72.00	252.00
48 Folder, ordinary, A4	piece	4.00	24.00	-	-	12.00	48.00	12.00	48.00	-	-	24.00	96.00
49 Folder, Press board, expanding, long	piece	15.00	1,000.00	500.00	7,500.00	100.00	1,500.00	300.00	4,500.00	100.00	1,500.00	1,000.00	15,000.00
50 Folder, Clear Report Cover, long	piece	20.00	24.00	-	-	12.00	240.00	-	-	12.00	240.00	24.00	480.00
51 Folder, Clear Report Cover, A4	piece	18.00	24.00	-	-	12.00	216.00	-	-	12.00	216.00	24.00	432.00
52 Folder Stand	piece	125.00	200.00	50.00	6,250.00	50.00	6,250.00	50.00	6,250.00	50.00	6,250.00	200.00	25,000.00
53 Fluorescent Marker	piece	48.00	20.00	5.00	240.00	5.00	240.00	5.00	240.00	5.00	240.00	20.00	960.00
54 Fork, 6s	set	150.00	6.00	5.00	750.00	-	-	-	-	-	-	5.00	750.00
55 Glue, all purpose, 130g	cont	30.00	95.00	25.00	750.00	23.00	690.00	25.00	750.00	22.00	660.00	95.00	2,850.00
56 LPG	tank	1,000.00	2.00	-	-	1.00	1,000.00	-	-	1.00	1,000.00	2.00	2,000.00
57 Hand Sanitizer, gallon	gallon	650.00	12.00	6.00	3,900.00	-	-	-	-	6.00	3,900.00	12.00	7,800.00
58 Hand Sanitizer, 500 ml with pump, ltr	cont	130.00	40.00	10.00	1,300.00	10.00	1,300.00	10.00	1,300.00	10.00	1,300.00	40.00	5,200.00
59 Hand gloves	pair	25.00	48.00	12.00	300.00	12.00	300.00	12.00	300.00	12.00	300.00	48.00	1,200.00
60 Hard hat	piece	600.00	36.00	12.00	7,200.00	12.00	7,200.00	-	-	12.00	7,200.00	36.00	21,600.00
61 Index divider	pack	45.00	2.00	-	-	1.00	45.00	-	-	1.00	45.00	2.00	90.00
62 Index tab, transparent	piece	45.00	1.00	-	-	1.00	45.00	-	-	-	-	1.00	45.00
63 Index Card	pack	25.00	1.00	1.00	25.00	-	-	-	-	-	-	1.00	25.00
64 Ink Cartridge, HP 932XL, black	cart	800.00	3.00	-	-	3.00	2,400.00	-	-	-	-	3.00	2,400.00
65 Ink Cartridge, HP 933, colored	cart	950.00	3.00	-	-	3.00	2,850.00	-	-	-	-	3.00	2,850.00

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				Quarter 1		Quarter 2		Quarter 3		Quarter 4			
				Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount		
66 Ink, Epson T6641, BLACK	bot	300.00	96.00	24.00	7,200.00	24.00	7,200.00	24.00	7,200.00	24.00	7,200.00	96.00	28,800.00
67 Ink, Epson T6642, Cyan	bot	300.00	96.00	24.00	7,200.00	24.00	7,200.00	24.00	7,200.00	24.00	7,200.00	96.00	28,800.00
68 Ink, Epson T6643, magenta	bot	300.00	96.00	24.00	7,200.00	24.00	7,200.00	24.00	7,200.00	24.00	7,200.00	96.00	28,800.00
69 Ink, Epson T6644, yellow	bot	300.00	96.00	24.00	7,200.00	24.00	7,200.00	24.00	7,200.00	24.00	7,200.00	96.00	28,800.00
70 Ink Epson L3110, black C13T00V100	cont	300.00	24.00	12.00	3,600.00		-	12.00	3,600.00		-	24.00	7,200.00
71 Ink Epson L3110, magenta C13T00V300	cont	290.00	24.00	12.00	3,480.00		-	12.00	3,480.00		-	24.00	6,960.00
72 Ink Epson L3110, cyan C13T00V200	cont	290.00	24.00	12.00	3,480.00		-	12.00	3,480.00		-	24.00	6,960.00
73 Ink Epson L3110, yellow C13T00V400	cont	290.00	24.00	12.00	3,480.00		-	12.00	3,480.00		-	24.00	6,960.00
74 Ink Cartridge, Canon Pixma, Black	cart	850.00	108.00		-	36.00	30,600.00	36.00	30,600.00	36.00	30,600.00	108.00	91,800.00
75 Ink Cartridge, Canon Pixma, colored	cart	850.00	96.00		-	32.00	27,200.00	32.00	27,200.00	32.00	27,200.00	96.00	81,600.00
76 Ink Cartridge, HP Ink Adv. 680, black	cart	850.00	96.00		-	32.00	27,200.00	32.00	27,200.00	32.00	27,200.00	96.00	81,600.00
77 Ink Cartridge, HP Ink Adv. 680, colored	cart	850.00	96.00		-	32.00	27,200.00	32.00	27,200.00	32.00	27,200.00	96.00	81,600.00
78 Ink, Brother, LC 569XL Black	cart	850.00	15.00		-	15.00	12,750.00		-		-	15.00	12,750.00
79 Ink, Brother, LC 565XL Cyan	cart	850.00	20.00		-	20.00	17,000.00		-		-	20.00	17,000.00
80 Ink, Brother, LC 565XL Magenta	cart	850.00	20.00		-	20.00	17,000.00		-		-	20.00	17,000.00
81 Ink, Brother, LC 565XL Yellow	cart	850.00	20.00		-	20.00	17,000.00		-		-	20.00	17,000.00
82 Ink, Brother, LC 3619XL, Black	cart	850.00	30.00		-	30.00	25,500.00		-		-	30.00	25,500.00
83 Ink, Brother, LC 3619XL, Cyan	cart	850.00	25.00		-	25.00	21,250.00		-		-	25.00	21,250.00
84 Ink, Brother, LC 3619XL, Magenta	cart	850.00	25.00		-	25.00	21,250.00		-		-	25.00	21,250.00
85 Ink, Brother, LC 3619XL, Yellow	cart	850.00	25.00		-	25.00	21,250.00		-		-	25.00	21,250.00
86 Ink Cartridge HP 704 black	cart	650.00	12.00		-	12.00	7,800.00		-		-	12.00	7,800.00
87 Ink Cartridge, HP 704, tricolorled	cart	650.00	12.00		-	12.00	7,800.00		-		-	12.00	7,800.00
88 Lever Arch File (blue) long	piece	400.00	30.00		-	30.00	12,000.00		-		-	30.00	12,000.00
89 Magnifying glass	piece	55.00	2.00		-	1.00	55.00		-		-	2.00	110.00
90 Marker, flourescent	piece	50.00	24.00	12.00	600.00		-	12.00	600.00		-	24.00	1,200.00
91 Marker, permanent, black, fine	box	48.00	48.00	24.00	1,152.00		-	24.00	1,152.00		-	48.00	2,304.00
92 Marker, permanent, black, broad	box	48.00	48.00	24.00	1,152.00		-	24.00	1,152.00		-	48.00	2,304.00
93 Marker, permanent, blue & red, fine	piece	48.00	12.00	6.00	288.00		-	6.00	288.00		-	12.00	576.00
94 Marker, whiteboard, black	piece	45.00	84.00	24.00	1,080.00	6.00	270.00	24.00	1,080.00	30.00	1,350.00	84.00	3,780.00
95 Marker, whiteboard, blue	piece	45.00	42.00	24.00	1,080.00	6.00	270.00	6.00	270.00	6.00	270.00	42.00	1,890.00
96 Map, Phil. Tourism	piece	1,000.00	1.00		-	1.00	1,000.00		-		-	1.00	1,000.00
97 Mug	piece	45.00	24.00		-		-	24.00	1,080.00		-	24.00	1,080.00
98 Paper clip, small	box	10.00	62.00	17.00	170.00	14.00	140.00	17.00	170.00	14.00	140.00	62.00	620.00
99 Paper clip, big	box	20.00	60.00	15.00	300.00	15.00	300.00	15.00	300.00	15.00	300.00	60.00	1,200.00
100 Paper, thermal 210mm x 30 mm	roll	48.00	12.00		-	12.00	576.00		-		-	12.00	576.00

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				Quarter 1		Quarter 2		Quarter 3		Quarter 4			
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101 Paper, yellow	pad	35.00	1.00	-	1.00	35.00	-	-	-	-	1.00	35.00	
102 Paper, specialty	pack	45.00	36.00	-	36.00	1,620.00	-	-	-	-	36.00	1,620.00	
103 Paper, photo, A4	pack	80.00	12.00	6.00	480.00	-	-	6.00	480.00	12.00	960.00		
104 Paper, sub. 24, short	ream	200.00	9.00	3.00	600.00	-	-	2.00	400.00	9.00	1,800.00		
105 Paper, sub. 20, long, F4, multicopy	ream	250.00	350.00	75.00	18,750.00	75.00	18,750.00	100.00	25,000.00	350.00	87,500.00		
106 Paper, subs. 24, A4 (multicopy)	ream	225.00	350.00	75.00	16,875.00	75.00	16,875.00	100.00	22,500.00	350.00	78,750.00		
107 Paper, Bond 11 x 17 (A3 or ledger)	ream	350.00	30.00	-	-	-	-	30.00	10,500.00	30.00	10,500.00		
108 Paper, Cont. Form, 11 x 9 1/2 (280x241m2)	ream	850.00	200.00	50.00	42,500.00	50.00	42,500.00	50.00	42,500.00	200.00	170,000.00		
109 3-ply carbonless, short (invoice)	box	-	-	-	-	-	-	-	-	-	-		
110 Paper, sticker	pack	45.00	30.00	6.00	270.00	12.00	540.00	12.00	540.00	30.00	1,350.00		
111 Pen holder	piece	50.00	5.00	5.00	250.00	-	-	-	-	5.00	250.00		
112 Pencil, Mongol # 1	piece	7.00	120.00	30.00	210.00	30.00	210.00	30.00	210.00	120.00	840.00		
113 Pencil, mechanical	piece	80.00	2.00	1.00	80.00	1.00	80.00	3.00	240.00	2.00	161.00		
114 Pencil, mechanical, lead, 05 & 07	piece	35.00	6.00	3.00	105.00	-	-	1.00	35.00	6.00	210.00		
115 Pencil Sharpener	piece	650.00	2.00	-	-	1.00	650.00	1.00	650.00	2.00	1,300.00		
116 Pen holder	piece	750.00	2.00	-	-	2.00	1,500.00	-	-	2.00	1,500.00		
117 Post fit paper	pad	30.00	6.00	3.00	90.00	-	-	3.00	90.00	6.00	180.00		
118 Protective Vest	piece	450.00	48.00	24.00	10,800.00	24.00	10,800.00	-	-	48.00	21,600.00		
119 Puncher	piece	600.00	2.00	1.00	600.00	-	-	1.00	600.00	2.00	1,200.00		
120 PVC cover, long	pack	275.00	2.00	-	-	1.00	275.00	1.00	275.00	2.00	550.00		
121 PVC cover, A4	pack	250.00	2.00	-	-	1.00	250.00	1.00	250.00	2.00	500.00		
122 PPA banner	piece	3,500.00	5.00	-	-	3.00	10,500.00	-	-	5.00	17,500.00		
123 Phillipine Flag	piece	300.00	36.00	12.00	3,600.00	24.00	7,200.00	-	-	36.00	10,800.00		
124 Pillow, assorted	piece	600.00	36.00	-	-	12.00	7,200.00	12.00	7,200.00	36.00	21,600.00		
125 Pillow Case	pair	100.00	126.00	-	-	60.00	6,000.00	60.00	6,000.00	126.00	12,600.00		
126 Push Pin	pack	20.00	48.00	12.00	240.00	12.00	240.00	12.00	240.00	48.00	960.00		
127 Plastic Chairs	piece	400.00	24.00	-	-	12.00	4,800.00	-	-	24.00	9,600.00		
128 Plants, indoor	piece	300.00	10.00	-	-	-	-	10.00	3,000.00	10.00	3,000.00		
129 Pots for plants	piece	50.00	20.00	-	-	-	-	10.00	500.00	20.00	1,000.00		
130 puncher	piece	650.00	8.00	2.00	1,300.00	2.00	1,300.00	2.00	1,300.00	8.00	5,200.00		
131 Record Book, 300 pages	piece	70.00	38.00	6.00	420.00	12.00	840.00	10.00	700.00	38.00	2,660.00		
132 Record Book, 500 pages	piece	100.00	36.00	9.00	900.00	12.00	1,200.00	10.00	1,000.00	41.00	4,100.00		
133 Ribbon Cartridge, LQ 2190	cart	900.00	28.00	6.00	5,400.00	6.00	5,400.00	10.00	9,000.00	28.00	25,200.00		
134 Ribbon for Lx 300 printer	cart	250.00	8.00	2.00	500.00	2.00	500.00	2.00	500.00	8.00	2,000.00		
135 Ribbon for LX 300+II printer	cart	250.00	12.00	3.00	750.00	3.00	750.00	3.00	750.00	12.00	3,000.00		

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				Quarter 1		Quarter 2		Quarter 3		Quarter 4			
				Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount		
136 Ribbon for LX 310 printer	cart	250.00	24.00	6.00	1,500.00	6.00	1,500.00	6.00	1,500.00	6.00	1,500.00	24.00	6,000.00
137 Ribbon Cartridge, LQ 310 (SO 15639)	cart	200.00	42.00	11.00	2,200.00	10.00	2,000.00	11.00	2,200.00	10.00	2,000.00	42.00	8,400.00
138 Ribbon, Bundy clock	cart	800.00	16.00	5.00	4,000.00	3.00	2,400.00	5.00	4,000.00	3.00	2,400.00	16.00	12,800.00
139 Ribbon, Bundy clock, Amano	cart	1,160.00	1.00	-	-	-	-	1.00	1,160.00	-	-	1.00	1,160.00
140 Ribbon, typewriter, nylon	cart	35.00	12.00	3.00	105.00	3.00	105.00	3.00	105.00	3.00	105.00	12.00	420.00
141 Ribbon, electronic typewriter	piece	800.00	12.00	3.00	2,400.00	3.00	2,400.00	3.00	2,400.00	3.00	2,400.00	12.00	9,600.00
142 Ring Binder, 1/2" / 12mm - 110 sheets	piece	40.00	24.00	-	-	12.00	480.00	-	-	12.00	480.00	24.00	960.00
143 Ring Binder, 1/4" / 6mm - 30 sheets	piece	8.00	24.00	-	-	12.00	96.00	-	-	12.00	96.00	24.00	192.00
144 Ring Binder, 3/4 / 19mm - 170 sheets	piece	20.00	24.00	-	-	12.00	240.00	-	-	12.00	240.00	24.00	480.00
145 Ring Binder, 1" / 25mm - 220 sheets	piece	30.00	24.00	-	-	12.00	360.00	-	-	12.00	360.00	24.00	720.00
146 Ring Binder, 1 1/2"/38mm - 350 sheets	piece	38.00	24.00	-	-	12.00	456.00	-	-	12.00	456.00	24.00	912.00
147 Ring Binder, 2" / 51mm - 500 sheets	piece	55.00	24.00	-	-	12.00	660.00	-	-	12.00	660.00	24.00	1,320.00
148 Rubber band, big	box	120.00	24.00	6.00	720.00	6.00	720.00	6.00	720.00	6.00	720.00	24.00	2,880.00
149 Rubber band, small	box	15.00	20.00	9.00	135.00	1.00	15.00	7.00	105.00	3.00	45.00	20.00	300.00
150 Ruler	piece	8.00	8.00	3.00	24.00	1.00	8.00	3.00	24.00	1.00	8.00	8.00	64.00
151 Safety Vest	piece	300.00	48.00	-	-	24.00	7,200.00	24.00	7,200.00	-	-	48.00	14,400.00
152 Safety Shoes	pair	2,000.00	7.00	-	-	7.00	14,000.00	-	-	-	-	7.00	14,000.00
153 Safety helmet	piece	800.00	12.00	-	-	12.00	9,600.00	-	-	-	-	12.00	9,600.00
154 Scissor	piece	35.00	12.00	6.00	210.00	2.00	70.00	2.00	70.00	2.00	70.00	12.00	420.00
155 Serving tray	piece	200.00	4.00	-	-	-	-	4.00	800.00	-	-	4.00	800.00
156 Sign pen, blue	piece	65.00	108.00	36.00	2,340.00	24.00	1,560.00	24.00	1,560.00	24.00	1,560.00	108.00	7,020.00
157 Sign pen, black	piece	65.00	108.00	36.00	2,340.00	24.00	1,560.00	24.00	1,560.00	24.00	1,560.00	108.00	7,020.00
158 Sign pen, refill	piece	50.00	12.00	3.00	150.00	3.00	150.00	3.00	150.00	3.00	150.00	12.00	600.00
159 sharpener	piece	550.00	2.00	-	-	2.00	1,100.00	-	-	-	-	2.00	1,100.00
160 Stick-on paper	piece	45.00	12.00	-	-	12.00	540.00	-	-	-	-	12.00	540.00
161 Staple wire no. 35	box	25.00	120.00	36.00	900.00	36.00	900.00	24.00	600.00	24.00	600.00	120.00	3,000.00
162 Staple wire no. 10	box	5.00	120.00	36.00	180.00	36.00	180.00	24.00	120.00	24.00	120.00	120.00	600.00
163 Stapler	piece	330.00	16.00	10.00	3,300.00	-	-	6.00	1,980.00	-	-	16.00	5,280.00
164 Staple wire remover	piece	25.00	4.00	1.00	25.00	1.00	25.00	1.00	25.00	1.00	25.00	4.00	100.00
165 Stamp pad (big)	piece	60.00	24.00	12.00	720.00	6.00	360.00	6.00	360.00	-	-	24.00	1,440.00
166 Stamp pad ink, 1 liter	botl	300.00	3.00	-	-	2.00	600.00	1.00	300.00	-	-	3.00	900.00
167 Stamp pad ink, 50 cc black	botl	35.00	12.00	6.00	210.00	6.00	210.00	-	-	-	-	12.00	420.00
168 Stamp pad ink, 50 cc purple	botl	35.00	12.00	6.00	210.00	6.00	210.00	-	-	-	-	12.00	420.00
169 Stamp pad ink, 50 cc blue	botl	35.00	12.00	6.00	210.00	6.00	210.00	-	-	-	-	12.00	420.00
170 Sticky note/note pad	pad	30.00	24.00	12.00	360.00	-	-	12.00	360.00	-	-	24.00	720.00
171 Spoon, 6s	pack	150.00	5.00	-	-	5.00	750.00	-	-	-	-	5.00	750.00
172 Spoon, serving	piece	50.00	6.00	-	-	6.00	300.00	-	-	-	-	6.00	300.00

PARTICULARS	Unit of Measurement	Unit Price	Qty.	PER QUARTER								Total Quantity	Total Amount
				Quarter 1		Quarter 2		Quarter 3		Quarter 4			
				Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount		
173 Tape, masking 1"	roll	60.00	12.00	-	12.00	720.00	-	-	-	-	12.00	720.00	
174 Tape, cellophane, 1"	roll	25.00	193.00	1,250.00	47.00	1,175.00	49.00	1,225.00	47.00	1,175.00	193.00	4,825.00	
175 Tape, double sided	roll	100.00	5.00	200.00	1.00	100.00	1.00	100.00	1.00	100.00	5.00	500.00	
176 Tape, transparent, 2"	roll	45.00	24.00	-	12.00	540.00	-	-	12.00	540.00	24.00	1,080.00	
177 Tape, packing, 2", brown	roll	45.00	144.00	1,620.00	36.00	1,620.00	36.00	1,620.00	36.00	1,620.00	144.00	6,480.00	
178 Tape, duck	roll	150.00	1.00	-	1.00	150.00	-	-	-	-	1.00	150.00	
179 Tape Dispenser	pc	150.00	3.00	150.00	1.00	150.00	1.00	150.00	-	-	3.00	450.00	
180 Teaspoon, 6s	pack	150.00	5.00	-	5.00	750.00	-	-	-	-	5.00	750.00	
181 Tissue Paper, 12s, 2 ply	pack	200.00	12.00	-	6.00	1,200.00	6.00	1,200.00	-	-	12.00	2,400.00	
182 Twine, plastic	roll	60.00	12.00	-	12.00	720.00	-	-	-	-	12.00	720.00	
183 T-shirt, assorted	piece	650.00	80.00	-	80.00	52,000.00	-	-	-	-	80.00	52,000.00	
184 Trodat self-inking stamp/dater	piece	1,200.00	2.00	-	1.00	1,200.00	-	-	1.00	1,200.00	2.00	2,400.00	
185 Waxed Twisted Cord	rolls	100.00	12.00	600.00	-	-	6.00	600.00	-	-	12.00	1,200.00	
186 Venetian Blind	meters	300.00	50.00	15,000.00	-	-	-	-	-	-	50.00	15,000.00	
GRAND TOTAL				263,470.50		475,145.50		543,993.50		333,345.50		1,615,955.00	

PREPARED BY:

SUBMITTED BY :


ESSIE IVANA P. BACCHUS
 Procurement Officer B


FRASY M. DE GUZMAN
 Manager, Admin. Division