ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2019

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Note: Consistent with ***Memorandum Circular No. 2018-1 dated May 28, 2018*** *the APP-CSE for FY 2019 must be submitted on or before* ***August 31, 2018***.

Department/Bureau/Office: JOSE RIZAL MEMORIAL STATE UNIVERSITY - SIOCON CAMPUS
Region: IX
Address: SIOCON, ZAMBOANGA DEL NORTE
Agency Account Code:
Organization Type: SUC
Contact Person: REYNALDO A. JALARON
Position: SUPPLY OFFICER
E-mail : jrmsusioconsupplyoffice@gmail.com
Telephone/Mobile Nos: 0935 813 9487

		Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
PART I. AVAILABLE AT PROCUREMENT SERVICE STORES																										
Pesticides or Pest Repellents																										
1	10191509-IN-A01	INSECTICIDE, aerosol type, net content: 600ml min	can			2	2	278.72	1		1	2	278.72			1	1	139.36				0	0.00	5.00	139.36	696.80
Solvents																										
2	12191601-AL-E01	ALCOHOL, ethyl, 68%-70%, scented, 500ml (-5ml)	bottle			45	45	1,979.64	32	11	14	57	2,507.54	26	11	23	60	2,639.52	33			33	1,451.74	195.00	43.99	8,578.44
Color Compounds and Dispersions																										
3	12171703-SI-P01	STAMP PAD INK, purple or violet	bottle			1	1	24.63	1			1	24.63				0	0.00				0	0.00	2.00	24.63	49.25
Paper Materials and Products																										
7	14111525-CA-A01	CARTOLINA, assorted colors	pack			27	27	1,965.04	19			19	1,382.80	7			7	509.45				0	0.00	53.00	72.78	3,857.30
16	14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad			2	2	112.11				0	0.00				0	0.00				0	0.00	2.00	56.06	112.11
21	14111507-PP-C01	PAPER, Multi-Purpose (COPY) A4, 70 gsm	ream			52	52	5,954.75	98	2	22	122	13,970.76	88	10	59	157	17,978.76	88			88	10,077.27	419.00	114.51	47,981.53
22	14111507-PP-C02	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	ream			55	55	7,148.86	91	9	34	134	17,417.21	81	16	77	174	22,616.38	78			78	10,138.38	441.00	129.98	57,320.83
23	14111531-PP-R01	PAPER, PAD, ruled, size: 216mm x 330mm (± 2mm)	pad			2	2	34.69				0	0.00				0	0.00				0	0.00	2.00	17.35	34.69

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24	14111503-PA-P01	PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	ream			7	7	673.40	10		4	14	1,346.80	2	1	4	7	673.40				0	0.00	28.00	96.20	2,693.60
26	14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book			6	6	424.32		2		2	141.44	3	2		5	353.60	2			2	141.44	15.00	70.72	1,060.80
27	14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book			15	15	1,528.80	7			7	713.44	7			7	713.44	4			4	407.68	33.00	101.92	3,363.36
28	14111704-TT-P01	TOILET TISSUE PAPER 2-plys sheets, 150 pulls	pack			14	14	915.82	22	8	5	35	2,289.56	17	8	11	36	2,354.98	17			17	1,112.07	102.00	65.42	6,672.43
Batteries and Cells and Accessories																										
29	26111702-BT-A01	BATTERY, dry cell, AA, 2 pieces per blister pack	pack			2	2	39.46	3			3	59.19			3	3	59.19				0	0.00	8.00	19.73	157.83
30	26111702-BT-A02	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack			2	2	39.00	4			4	78.00			3	3	58.50				0	0.00	9.00	19.50	175.50
31	26111702-BT-A03	BATTERY, dry cell, D, 1.5 volts, alkaline	pack			2	2	176.80				0	0.00				0	0.00				0	0.00	2.00	88.40	176.80
Manufacturing Components and Supplies																										
32	31201610-GL-J01	GLUE, all purpose, gross weight: 200 grams min	jar			11	11	526.01	8			8	382.55	6		2	8	382.55	3			3	143.46	30.00	47.82	1,434.58
33	31151804-SW-H01	STAPLE WIRE, for heavy duty staplers, (23/13)	box			12	12	248.10	2		4	6	124.05			4	4	82.70	2			2	41.35	24.00	20.68	496.20
34	31151804-SW-S01	STAPLE WIRE, STANDARD, (26/6)	box			16	16	320.82	27		4	31	621.59	9		15	24	481.23	9			9	180.46	80.00	20.05	1,604.10
35	31201502-TA-E01	TAPE, ELECTRICAL, 18mm x 16M min	roll			2	2	36.40				0	0.00				0	0.00				0	0.00	2.00	18.20	36.40

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36	31201503-TA-M01	TAPE, MASKING, width: 24mm (±1mm)	roll			6	6	330.72				0	0.00				0	0.00	2			2	110.24	8.00	55.12	440.96
38	31201517-TA-P01	TAPE, PACKAGING, width: 48mm (±1mm)	roll			6	6	109.20				0	0.00				0	0.00	2			2	36.40	8.00	18.20	145.60
39	31201512-TA-T01	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll			18	18	163.80	12		8	20	182.00	2		16	18	163.80	1			1	9.10	57.00	9.10	518.70
40	31201512-TA-T02	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll			10	10	182.00	19		8	27	491.40	6		15	21	382.20	12			12	218.40	70.00	18.20	1,274.00
Heating and Ventilation and Air Circulation																										
43	40101604-EF-C01	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit				0	0.00	9			9	10,735.92			8	8	9,543.04				0	0.00	17.00	1,192.88	20,278.96
44	40101604-EF-S01	ELECTRIC FAN, STAND type, plastic blade	unit			1	1	1,006.39				0	0.00				0	0.00				0	0.00	1.00	1,006.39	1,006.39
45	40101604-EF-W01	ELECTRIC FAN, WALL type, plastic blade	unit				0	0.00		5		5	3,348.28		5		5	3,348.28				0	0.00	10.00	669.66	6,696.56
Lighting and Fixtures and Accessories																										
46	39101605-FL-T01	FLUORESCENT LAMP, 18 WATTS, linear tubular (T8)	piece			1	1	40.56				0	0.00				0	0.00				0	0.00	1.00	40.56	40.56
47	39101628-LB-L01	Ligth Bulb, LED, 7 watts 1 pc in individual box	piece			7	7	507.42	1	3		4	289.95	6			6	434.93	3			3	217.46	20.00	72.49	1,449.76
Measuring and Observing and Testing Equipment																										
48	41111604-RU-P02	RULER, plastic, 450mm (18"), width: 38mm min	piece			5	5	77.38	2			2	30.95				0	0.00				0	0.00	7.00	15.48	108.33

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Cleaning Equipment and Supplies																										
49	47131812-AF-A01	AIR FRESHENER, aerosol, 280ml/150g min	can			21	21	1,807.26	22	2	7	31	2,667.86	18	2	11	31	2,667.86	17			17	1,463.02	100.00	86.06	8,606.00
50	47131604-BR-S01	BROOM, soft (tambo)	piece			12	12	1,560.00	6			6	780.00	7		5	12	1,560.00	4			4	520.00	34.00	130.00	4,420.00
51	47131604-BR-T01	BROOM, STICK (TING-TING), usable length: 760mm min	piece			9	9	275.18				0	0.00	2		5	7	214.03	2			2	61.15	18.00	30.58	550.37
52	47131829-TB-C01	CLEANER,TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle			7	7	291.20	6		7	13	540.80	3	1	8	12	499.20	2			2	83.20	34.00	41.60	1,414.40
53	47131805-CL-P01	CLEANSER, SCOURING POWDER, 350g min./can	can			10	10	239.20	3		5	8	191.36	5		8	13	310.96				0	0.00	31.00	23.92	741.52
54	47131811-DE-B02	DETERGENT BAR, 140 grams as packed	bar			6	6	48.05	5			5	40.04	5			5	40.04				0	0.00	16.00	8.01	128.13
55	47131811-DE-P02	DETERGENT POWDER, all purpose, 1kg	pack			20	20	748.59	9		20	29	1,085.46	2	3	9	14	524.01	7			7	262.01	70.00	37.43	2,620.07
56	47131803-DS-A01	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can			18	18	2,213.64	8	2		10	1,229.80	17		3	20	2,459.60	14			14	1,721.72	62.00	122.98	7,624.76
57	47131601-DU-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece			8	8	198.68	3	2		5	124.18	2	2	6	10	248.35	1	2		3	74.51	26.00	24.84	645.72
58	47131802-FW-P02	FLOOR WAX, PASTE, RED	can			15	15	4,040.40	4			4	1,077.44	11		5	16	4,309.76	4			4	1,077.44	39.00	269.36	10,505.04
60	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit			1	1	1,911.00	1			1	1,911.00	1			1	1,911.00				0	0.00	3.00	1,911.00	5,733.00
61	47131613-MP-H02	MOPHANDLE, heavy duty, aluminum, screw type	piece			5	5	728.00	1		4	5	728.00	1		4	5	728.00	2			2	291.20	17.00	145.60	2,475.20

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Region: IX
Address: SIOCON, ZAMBOANGA DEL NORTE
Agency Account Code:
Organization Type: SUC
Contact Person: REYNALDO A. JALARON
Position: SUPPLY OFFICER
E-mail : jrmsusioconsupplyoffice@gmail.com
Telephone/Mobile Nos: 0935 813 9487

		Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
62	47131619-MP-R01	MOPHEAD, made of rayon, weight: 400 grams min	piece			6	6	661.44	2		5	7	771.68	1		5	6	661.44	2			2	220.48	21.00	110.24	2,315.04
63	47131501-RG-C01	RAGS, all cotton, 32 pieces per kilogram min	bundle			8	8	397.53	7	2	1	10	496.91	9		1	10	496.91	7			7	347.84	35.00	49.69	1,739.19
64	47131602-SC-N01	SCOURING PAD, made of synthetic nylon, 140 x 220mm	pack			1	1	102.96				0	0.00				0	0.00				0	0.00	1.00	102.96	102.96
65	47121701-TB-P02	TRASHBAG, plastic, transparent	roll			20	20	2,797.60			15	15	2,098.20	8		15	23	3,217.24	2			2	279.76	60.00	139.88	8,392.80
66	47121702-WB-P01	WASTEBASKET, non-rigid plastic	piece			8	8	188.70	4	2		6	141.52	10	2		12	283.05	8			8	188.70	34.00	23.59	801.96
Information and Communication Technology (ICT) Equipment and Devices and Accessories																										
68	43202003-DV-W01	DVD REWRITABLE, speed: 4x min, 4.7GB capacity min	piece			4	4	87.15				0	0.00				0	0.00				0	0.00	4.00	21.79	87.15
69	43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	piece			1	1	2,724.80				0	0.00				0	0.00				0	0.00	1.00	2,724.80	2,724.80
70	43202010-FD-U01	FLASH DRIVE, 16 GB capacity	piece			5	5	1,383.20	4		2	6	1,659.84	2			2	553.28				0	0.00	13.00	276.64	3,596.32
72	43211708-MO-O01	MOUSE, optical, USB connection type	unit			5	5	674.96	6		3	9	1,214.93	5	3		8	1,079.94	5			5	674.96	27.00	134.99	3,644.78
Office Equipment and Accessories and Supplies																										
82	44121710-CH-W01	CHALK, molded, white, dustless, length: 78mm min	box			7	7	179.74	15	1		16	410.84	2		15	17	436.52	1			1	25.68	41.00	25.68	1,052.78
83	44122105-BF-C01	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box			1	1	7.57		1		1	7.57	1			1	7.57	1			1	7.57	4.00	7.57	30.28

ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2019

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84	44122105-BF-C02	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box			2	2	26.79		1		1	13.40	1			1	13.40	1			1	13.40	5.00	13.40	66.98
85	44122105-BF-C03	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box			1	1	20.55		1		1	20.55	1			1	20.55	1			1	20.55	4.00	20.55	82.20
86	44122105-BF-C04	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box			10	10	395.20		1		1	39.52	1			1	39.52	1			1	39.52	13.00	39.52	513.76
87	44121801-CT-R01	CORRECTION TAPE, film base type, UL 6m min	piece			20	20	351.10	52	2	11	65	1,141.09	11		40	51	895.32	22			22	386.21	158.00	17.56	2,773.72
88	44111515-DF-B01	DATA FILE BOX, made of chipboard, with closed ends	piece			11	11	767.62	6			6	418.70	6			6	418.70				0	0.00	23.00	69.78	1,605.03
90	44121506-EN-D01	ENVELOPE, DOCUMENTARY, for A4 size document	box			2	2	816.28				0	0.00				0	0.00				0	0.00	2.00	408.14	816.28
91	44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box			2	2	1,036.15	1			1	518.08	1			1	518.08				0	0.00	4.00	518.08	2,072.30
92	44121506-EN-X01	ENVELOPE, EXPANDING, KRAFTBOARD,for legal size doc	box			4	4	2,953.60	2			2	1,476.80	1		1	2	1,476.80				0	0.00	8.00	738.40	5,907.20
93	44121506-EN-X02	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece			2	2	60.99	10			10	304.93	5			5	152.46	5			5	152.46	22.00	30.49	670.84
94	44121506-EN-M01	ENVELOPE, MAILING,white, 80gsm (-5%)	box			1	1	328.64				0	0.00				0	0.00				0	0.00	1.00	328.64	328.64
95	44121504-EN-W01	ENVELOPE, mailing, white, with window	box			1	1	410.80				0	0.00				0	0.00				0	0.00	1.00	410.80	410.80
96	44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece			8	8	88.86		3		3	33.32			3	3	33.32				0	0.00	14.00	11.11	155.50
97	44122118-FA-P01	FASTENER, METAL, 70mm between prongs	box			14	14	1,104.81	6		5	11	868.07	5		6	11	868.07	11			11	868.07	47.00	78.92	3,709.01

ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2019

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98	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, 12 pockets	piece			5	5	353.03			1	1	70.61				0	0.00				0	0.00	6.00	70.61	423.63
101	44122011-FO-F01	FOLDER, FANCY, for A4 size documents	bundle			4	4	1,013.17				0	0.00				0	0.00				0	0.00	4.00	253.29	1,013.17
102	44122011-FO-F02	FOLDER, FANCY, for legal size documents	bundle			4	4	1,164.80				0	0.00				0	0.00				0	0.00	4.00	291.20	1,164.80
103	44122011-FO-L01	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack			1	1	171.08				0	0.00				0	0.00				0	0.00	1.00	171.08	171.08
104	44122011-FO-L02	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack			1	1	213.72				0	0.00				0	0.00				0	0.00	1.00	213.72	213.72
105	44122027-FO-P01	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box			5	5	3,733.60	14			14	10,454.08	5			5	3,733.60	1			1	746.72	25.00	746.72	18,668.00
106	44122011-FO-T03	FOLDER, TAGBOARD, for A4 size documents	pack			2	2	434.72	1		1	2	434.72			2	2	434.72				0	0.00	6.00	217.36	1,304.16
107	44122011-FO-T04	FOLDER, TAGBOARD, for legal size documents	pack			3	3	838.91	2		1	3	838.91	3		1	4	1,118.54				0	0.00	10.00	279.64	2,796.35
108	44122008-IT-T01	INDEX TAB, self-adhesive, transparent	box			5	5	259.38			5	5	259.38				0	0.00				0	0.00	10.00	51.88	518.75
109	44111515-MF-B02	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece			6	6	249.60			1	1	41.60				0	0.00				0	0.00	7.00	41.60	291.20
110	44121716-MA-F01	MARKER, FLUORESCENT, 3 assorted colors per set	set			8	8	297.86	2			2	74.46	4			4	148.93				0	0.00	14.00	37.23	521.25
111	44121708-MW-B01	MARKER, whiteboard, black, felt tip, bullet type	piece			15	15	154.60	8	10		18	185.52	17			17	175.21	13			13	133.98	63.00	10.31	649.30
112	44121708-MW-B02	MARKER, whiteboard, blue, felt tip, bullet type	piece			15	15	154.60	8	10		18	185.52	17			17	175.21	13			13	133.98	63.00	10.31	649.30

ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2019

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113	44121708-MW-B03	MARKER, whiteboard, red, felt tip, bullet type	piece			9	9	92.76	8	4		12	123.68	11			11	113.37	8			8	82.45	40.00	10.31	412.26
114	44121708-MP-B01	MARKER, PERMANENT, bullet type, black	piece			9	9	86.86	32		12	44	424.65	10		19	29	279.88	14			14	135.12	96.00	9.65	926.52
115	44121708-MP-B02	MARKER, PERMANENT, bullet type, blue	piece			11	11	106.16			12	12	115.81	2		8	10	96.51	2			2	19.30	35.00	9.65	337.79
116	44121708-MP-B03	MARKER, PERMANENT, bullet type, red	piece			10	10	96.51			11	11	106.16	1		8	9	86.86				0	0.00	30.00	9.65	289.54
117	44122104-PC-G01	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box			4	4	23.92			4	4	23.92			4	4	23.92				0	0.00	12.00	5.98	71.76
118	44122104-PC-J02	PAPER CLIP, vinyl/plastic coat, length: 48mm min	box			12	12	152.88	10			10	127.40	12		8	20	254.80	9			9	114.66	51.00	12.74	649.74
119	44121706-PE-L01	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box			10	10	207.90	3			3	62.37	9		2	11	228.69				0	0.00	24.00	20.79	498.95
120	44122037-RB-P10	RING BINDER, 80 rings, plastic, 32mm x 1.12m	bundle			5	5	1,008.18			2	2	403.27				0	0.00				0	0.00	7.00	201.64	1,411.45
121	44122101-RU-B01	RUBBER BAND, 70mm min lay flat length (#18)	box			1	1	96.72				0	0.00				0	0.00				0	0.00	1.00	96.72	96.72
122	44121905-SP-F01	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece			3	3	82.99				0	0.00				0	0.00				0	0.00	3.00	27.66	82.99
123	44121612-BL-H01	CUTTER BLADE, for heavy duty cutter	piece			1	1	11.77				0	0.00				0	0.00				0	0.00	1.00	11.77	11.77
124	44121612-CU-H01	CUTTER KNIFE, for general purpose	piece			2	2	54.81				0	0.00				0	0.00				0	0.00	2.00	27.40	54.81
125	44103202-DS-M01	DATING AND STAMPING MACHINE, heavy duty	piece			1	1	478.38				0	0.00				0	0.00				0	0.00	1.00	478.38	478.38

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Region: IX
Address: SIOCON, ZAMBOANGA DEL NORTE

Agency Account Code:
Organization Type: SUC

Contact Person: REYNALDO A. JALARON
Position: SUPPLY OFFICER
E-mail : jrmsusioconsupplyoffice@gmail.com
Telephone/Mobile Nos: 0935 813 9487

		Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
126	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece			2	2	374.40				0	0.00	2			2	374.40				0	0.00	4.00	187.20	748.80
127	44101602-PU-P01	PUNCHER, paper, heavy duty, with two hole guide	piece			2	2	263.91				0	0.00	3			3	395.87				0	0.00	5.00	131.96	659.78
128	44121618-SS-S01	SCISSORS, symmetrical, blade length: 65mm min	pair			10	10	156.00	6			6	93.60	4		2	6	93.60	2			2	31.20	24.00	15.60	374.40
129	44121615-ST-S01	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece			6	6	492.96	6		1	7	575.12	1		2	3	246.48	1			1	82.16	17.00	82.16	1,396.72
130	44121615-ST-B01	STAPLER, BINDER TYPE, heavy duty, desktop	unit				0	0.00				0	0.00	1			1	878.80				0	0.00	1.00	878.80	878.80
131	44121613-SR-P01	STAPLE REMOVER, PLIER-TYPE	piece			7	7	127.25		3		3	54.54	3		1	4	72.72				0	0.00	14.00	18.18	254.51
132	44121605-TD-T01	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece			2	2	111.65			1	1	55.83				0	0.00				0	0.00	3.00	55.83	167.48
133	44101602-PB-M01	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit			1	1	10,400.00		1		1	10,400.00				0	0.00				0	0.00	2.00	10,400.00	20,800.00
134	44101807-CA-C01	CALCULATOR, compact, 12 digits	unit			2	2	270.40	5			5	676.00				0	0.00				0	0.00	7.00	135.20	946.40
136	44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit				0	0.00		1		1	8,088.08				0	0.00				0	0.00	1.00	8,088.08	8,088.08
Printer or Facsimile or Photocopier Supplies																										
141	44103105-CA-C02	INK CART, CANON CL-811, Colored	cart			4	4	4,118.40				0	0.00				0	0.00				0	0.00	4.00	1,029.60	4,118.40
Audio and Visual Equipment and Supplies																										

ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2019

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292	45111609-MM-P01	MULTIMEDIA PROJECTOR, 4000 min ANSI Lumens	unit				0	0.00	1			1	18,616.00				0	0.00				0	0.00	1.00	18,616.00	18,616.00
Flag or Accessories																										
293	55121905-PH-F01	PHILIPPINE NATIONAL FLAG, 100% polyester	piece			2	2	638.56				0	0.00	2			2	638.56				0	0.00	4.00	319.28	1,277.12
Printed Publications																										
294	55101524-RA-H01	HANDBOOK (RA 9184), 7th Edition	book			1	1	46.28				0	0.00				0	0.00				0	0.00	1.00	46.28	46.28
Fire Fighting Equipment																										
295	46191601-FE-M01	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	unit			2	2	2,288.00		4		4	4,576.00				0	0.00				0	0.00	6.00	1,144.00	6,864.00
296	46191601-FE-H01	FIRE EXTINGUISHER, PURE HCFC 123, 4.5kgs	unit			1	1	4,992.00	1			1	4,992.00				0	0.00				0	0.00	2.00	4,992.00	9,984.00
Consumer Electronics																										
297	52161535-DV-R01	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit			1	1	6,828.14			1	1	6,828.14				0	0.00				0	0.00	2.00	6,828.14	13,656.28
Furniture and Furnishings																										
298	56101504-CM-B01	CHAIR, monobloc, beige, with backrest, w/o armrest	piece				0	0.00	35			35	9,191.00	40			40	10,504.00				0	0.00	75.00	262.60	19,695.00
300	56101519-TM-S01	TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")min	unit				0	0.00	1			1	1,326.00				0	0.00				0	0.00	1.00	1,326.00	1,326.00

ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2019

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Arts and Crafts Equipment and Accessories and Supplies																										
304	60121534-ER-P01	ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece			6	6	26.52			4	4	17.68			4	4	17.68				0	0.00	14.00	4.42	61.88
305	60121524-SP-G01	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece			35	35	1,211.39	70		34	104	3,599.56	67		56	123	4,257.18	59			59	2,042.06	321.00	34.61	11,110.20
306	60121524-SP-G02	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece			44	44	1,522.89	46		26	72	2,492.01	67		39	106	3,668.79	56			56	1,938.23	278.00	34.61	9,621.91
307	60121524-SP-G03	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece			35	35	1,211.39	35		4	39	1,349.84	57		20	77	2,665.06	23			23	796.06	174.00	34.61	6,022.35
308	60121124-WR-P01	WRAPPING PAPER, kraft, 65gsm (-5%)	pack				0	0.00	1			1	129.67				0	0.00				0	0.00	1.00	129.67	129.67
COMMON OFFICE SUPPLIES																										
1		Special paper, board, 10's/pack, white, 8.5" x 13"	pack			50	50	3,000.00			50	50	3,000.00			50	50	3,000.00				0	0.00	150.00	60.00	9,000.00
2		Special paper, board, 10's/pack, blue, 8.5" x 13"	pack			25	25	1,500.00			25	25	1,500.00			25	25	1,500.00				0	0.00	75.00	60.00	4,500.00
3		Special paper, board, 10's/pack, yellow, 8.5" x 13"	pack			25	25	1,500.00			25	25	1,500.00			25	25	1,500.00				0	0.00	75.00	60.00	4,500.00
		Special paper, board, 10's/pack, brown, 8.5" x 13"	pack			25	25	1,500.00			25	25	1,500.00			25	25	1,500.00				0	0.00	75.00	60.00	4,500.00
A. TOTAL																								₱		450,578.36

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B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																						₱		45,057.84
C. GRAND TOTAL (A + B)																						₱		495,636.20
D. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																						₱		-
G. MONTHLY CASH REQUIREMENTS																						₱		-
G.1 Available at Procurement Service Stores						103,092.12					165,421.78					120,243.66					39,320.81	₱		428,078.36
G.2 Other Items not available at PS but regulary purchased from other sources						7,500.00					7,500.00					7,500.00					-	₱		22,500.00
TOTAL MONTHLY CASH REQUIREMENTS						110,592.12					172,921.78					127,743.66					39,320.81	₱		450,578.36

***Agency must put the monthly requirement for air tickets both local and international.*

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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:

REYNALDO A. JALARON
Supply Officer III

Certified Funds Available / Certified Appropriate Funds Available:

ADRIANNE FRITZ B. MICUBO, MBA, SMRIBA
Budget Officer

Approved by:

CHONA F. TORREFRANCA, Ed. D., SFRIEdr.
Campus Administrator

Date Prepared: ____________