

## ANNUAL PROCUREMENT PROGRAM CALENDAR YEAR 2016

Name of Local Government Unit:		City Gopvernment of Legazpi											
Program Control No.					PLANNED AMOUNT								
Department/Office:					Regular	Contingency		Total		Date Submitted:			
								-					
Item No.	Description	Unit Cost	Qty	Unit	Total Cost	Distribution							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
	A3 (GSM 80)	350.00	3	ream	1,050.00	3	1,050.00		-		-		-
	acetate, plastic-thick	850.00	2	roll	1,700.00	2	1,700.00		-		-		-
	adding machine tape	21.00	54	roll	1,134.00	15	315.00	11	231.00	16	336.00	12	252.00
	air freshner, lemon pledge	345.00	121	tin	41,745.00	34	11,730.00	25	8,625.00	28	9,660.00	34	11,730.00
	airfreshner, glage spray	285.00	36	tin	10,260.00	15	4,275.00	9	2,565.00	9	2,565.00	3	855.00
	airfreshner, shaldan	160.00	112	tin	17,920.00	31	4,960.00	50	8,000.00	12	1,920.00	19	3,040.00
	AVR	2,850.00	2	unit	5,700.00	1	2,850.00	1	2,850.00		-		-
	battery "AA"	1,498.00	27	box	40,446.00	7	10,486.00	8	11,984.00	6	8,988.00	6	8,988.00
	battery (AA)	50.00	76	piece	3,800.00	64	3,200.00	4	200.00	4	200.00	4	200.00
	battery, energizer	35.00	12	piece	420.00	12	420.00		-		-		-
	battery, flashlight	80.00	12	piece	960.00	3	240.00	3	240.00	3	240.00	3	240.00
	battery, "AAA"	1,090.00	5	box	5,450.00	2	2,180.00	1	1,090.00	1	1,090.00	1	1,090.00
	binder clip 1' wide	85.00	7	box	595.00	2	170.00	1	85.00	4	340.00		-
	binder clip 1-1/2 inch	45.00	4	box	180.00	4	180.00		-		-		-
	binder cover hard bound, long	350.00	60	dozen	21,000.00	24	8,400.00		-	36	12,600.00		-
	binder cover hard bound, short	260.00	36	pair	9,360.00	12	3,120.00		-	24	6,240.00		-
	binding ream 1"	49.00	20	meter	980.00		-		-		-	20	980.00
	binding ream 1/2"	28.00	50	meter	1,400.00		-		-		-	50	1,400.00

binding ream 3/4"	36.00	70	meter	2,520.00		-		-		-	70	2,520.00
birth certificate form	305.00	120	pad	36,600.00	60	18,300.00	60	18,300.00		-		-
blank tape c-90	530.00	50	box	26,500.00	13	6,890.00	12	6,360.00	13	6,890.00	12	6,360.00
board paper-ultra white	48.00	10	pack	480.00	10	480.00		-		-		-
bond paper, long	195.00	150	ream	29,250.00	25	4,875.00	40	7,800.00	30	5,850.00	55	10,725.00
bond paper, long S-20	238.00	40	ream	9,520.00	30	7,140.00	10	2,380.00		-		-
bond paper, short	185.00	212	ream	39,220.00	45	8,325.00	53	9,805.00	33	6,105.00	81	14,985.00
bond paper, short S-20	190.00	50	ream	9,500.00	30	5,700.00	20	3,800.00		-		-
bookpaper, long-I choose	245.00	367	ream	89,915.00	186	45,570.00	75	18,375.00	70	17,150.00	36	8,820.00
bookpaper, short-Advance	225.00	160	ream	36,000.00	53	11,925.00	27	6,075.00	23	5,175.00	57	12,825.00
bookpaper, short-I Choose	230.00	192	ream	44,160.00	61	14,030.00	48	11,040.00	48	11,040.00	35	8,050.00
broom, hardbroom	30.00	20	piece	600.00	5	150.00	5	150.00	5	150.00	5	150.00
broom, softbroom	117.00	109	piece	12,753.00	33	3,861.00	19	2,223.00	37	4,329.00	20	2,340.00
business clearance (mimeographing paper)	650.00	25	ream	16,250.00	15	9,750.00		-	10	6,500.00		-
calculator casio wd two way poer protect	900.00	2	piece	1,800.00	2	1,800.00		-		-		-
calculator (casio Ax-125 2 way power	2,500.00	5	unit	12,500.00	3	7,500.00	2	5,000.00		-		-
calculator HL 122	750.00	19	unit	14,250.00	14	10,500.00	2	1,500.00	2	1,500.00	1	750.00
calculator Casio MS 120	300.00	1	piece	300.00	1	300.00		-		-		-
Calculator Ms-20B12 digits	900.00	3	piece	2,700.00	2	1,800.00	1	900.00		-		-
calculator, scientific(Casio) DF-120te	1,250.00	2	piece	2,500.00	2	2,500.00		-		-		-
carbon paper, long-blue	890.00	37	box	32,930.00	18	16,020.00	18	16,020.00		-	1	890.00
ceiling broom with long handle	200.00	2	piece	400.00	1	200.00		-	1	200.00		-
checkwriter ribbon	1,000.00	5	piece	5,000.00		-	1	1,000.00	1	1,000.00	3	3,000.00
christmas decors			piece	13,717.00		-		-		-		13,717.00
chrome coat paper	20.00	25	piece	500.00		-		-		-	25	500.00
cleanser	65.00	85	piece	5,525.00	49	3,185.00	12	780.00	12	780.00	12	780.00
clear book (60 sheets)	165.00	24	piece	3,960.00	3	495.00	3	495.00	3	495.00	15	2,475.00
coco cloth	1,500.00	6	roll	9,000.00	3	4,500.00		-	3	4,500.00		-
colored paper (assorted)	12.75	2	piece	25.50	2	25.50		-		-		-
coloring pen 12's (reynolds)	65.00	4	set	260.00	4	260.00		-		-		-
columnar pad, 16 cols	78.00	21	pad	1,638.00	15	1,170.00		-	3	234.00	3	234.00
computer ink	1,960.00	4	set	7,840.00	1	1,960.00	1	1,960.00	1	1,960.00	1	1,960.00

computer inbk 12A	3,400.00	6	piece	20,400.00		-	2	6,800.00	2	6,800.00	2	6,800.00
computer ink 12A, refill	1,300.00	6	piece	7,800.00		-	1	1,300.00	2	2,600.00	3	3,900.00
computer ink 85a	3,500.00	6	piece	21,000.00		-	2	7,000.00	2	7,000.00	2	7,000.00
computer ink, 98 colored	1,030.00	9	piece	9,270.00	4	4,120.00	4	4,120.00	1	1,030.00		-
computer ink, black Canon PG-40	1,750.00	29	box	50,750.00	8	14,000.00	7	12,250.00	7	12,250.00	5	8,750.00
computer ink, Canon 810, black	1,140.00	40	piece	45,600.00	10	11,400.00	10	11,400.00	10	11,400.00	10	11,400.00
computer ink, Canon 811, tri color	1,250.00	32	piece	40,000.00	8	10,000.00	8	10,000.00	8	10,000.00	8	10,000.00
computer ink, Canon 820, black	735.00	6	box	4,410.00		-	6	4,410.00		-		-
computer ink, Canon 821 cyan	700.00	3	box	2,100.00		-	3	2,100.00		-		-
computer ink, canon 821 magenta	700.00	3	box	2,100.00		-	3	2,100.00		-		-
computer ink, canon 821 yellow	700.00	3	box	2,100.00		-	3	2,100.00		-		-
computer ink, Canon CL 41-colored	1,950.00	42	piece	81,900.00	14	27,300.00	18	35,100.00	5	9,750.00	5	9,750.00
computer ink, CSI Epson, black	150.00	6	cart	900.00	3	450.00		-	3	450.00		-
computer ink, CSI Epson, blue	150.00	6	cart	900.00	3	450.00		-	3	450.00		-
computer ink, CSI Epson, lt. magenta	150.00	6	cart	900.00		-	3	450.00		-	3	450.00
computer ink, CSI Epson, yellow	150.00	6	cart	900.00		-	3	450.00		-	3	450.00
computer ink, Epson 703 black	425.00	6	cart	2,550.00	3	1,275.00		-	3	1,275.00		-
computer ink, Epson L110, black	450.00	6	bottle	2,700.00	2	900.00	2	900.00	2	900.00		-
computer ink, Epson L110, blue	450.00	6	bottle	2,700.00	2	900.00	2	900.00	2	900.00		-
computer ink, Epson L110, magenta	450.00	6	bottle	2,700.00	2	900.00	2	900.00	2	900.00		-
computer ink, Epson L110, yellow	450.00	6	bottle	2,700.00	2	900.00	2	900.00	2	900.00		-
computer ink, Epson stylus	495.00	4	piece	1,980.00	2	990.00		-	2	990.00		-
computer ink, epson T13	200.00	30	catrg	6,000.00	12	2,400.00	9	1,800.00	9	1,800.00		-
computer ink, epson T13 colored	200.00	24	crtg	4,800.00	12	2,400.00	6	1,200.00	6	1,200.00		-
computer ink, Epson T6641, black	500.00	225	piece	112,500.00	64	32,000.00	54	27,000.00	52	26,000.00	55	27,500.00
computer ink, Epson T6642, cyan	500.00	49	piece	24,500.00	16	8,000.00	12	6,000.00	11	5,500.00	10	5,000.00
computer ink, Epson T6643, magenta	500.00	49	piece	24,500.00	16	8,000.00	12	6,000.00	11	5,500.00	10	5,000.00
computer ink, Epson T6644, yellow	500.00	49	piece	24,500.00	14	7,000.00	12	6,000.00	12	6,000.00	11	5,500.00
computer ink, HP 678, black	600.00	59	piece	35,400.00	14	8,400.00	14	8,400.00	14	8,400.00	17	10,200.00
computer ink, HP 678, colored	650.00	14	piece	9,100.00	4	2,600.00	4	2,600.00	6	3,900.00		-
computer ink, HP 96 black	1,500.00	1	box	1,500.00		-		1,560.00	1	1,500.00		-
computer ink, HP 97 colored	1,740.00	1	box	1,740.00		-		-	1	1,740.00		-

computer ink, PG 88, black	895.00	9	piece	8,055.00	2	1,790.00		-	4	F	3	2,685.00
computer ribbon LQ 310	250.00	60	box	15,000.00	15	3,750.00	15	3,750.00	15	3,750.00	15	3,750.00
computer ribbon LX 310	230.00	96	piece	22,080.00	24	5,520.00	24	5,520.00	24	5,520.00	24	5,520.00
continuous paper (3 ply-long)	1,600.00	15	box	24,000.00	5	8,000.00	5	8,000.00	5	8,000.00		-
continuous paper (3 ply-short)	1,300.00	10	box	13,000.00	3	3,900.00	4	5,200.00	3	3,900.00		-
cork board 1/2 size	1,300.00	2	piece	2,600.00	1	1,300.00		-	1	1,300.00		-
correction fluid	52.00	283	piece	14,716.00	98	5,096.00	58	3,016.00	79	4,108.00	48	2,496.00
crayons	40.00	4	box	160.00	2	80.00		-	2	80.00		-
cutter blade	25.00	26	tpiece	650.00	13	325.00	2	50.00	8	200.00	3	75.00
cutter, big HD	345.00	46	piece	15,870.00	19	6,555.00	9	3,105.00	6	2,070.00	12	4,140.00
daily time record (CSC form #48	0.75	8400	piece	6,300.00	2575	1,931.25	1975	1,481.25	1975	1,481.25	1875	1,406.25
data file with cover	180.00	22	piece	3,960.00	10	1,800.00	2	360.00	10	1,800.00		-
dater	200.00	4	piece	800.00	1	200.00	1	200.00	1	200.00	1	200.00
death certificate form	305.00	120	pad	36,600.00	60	18,300.00	60	18,300.00		-		-
dipper	45.00	3	piece	135.00		-	1	45.00	1	45.00	1	45.00
dishwashing foam	25.00	16	piece	400.00	5	125.00	2	50.00	7	175.00	2	50.00
dishwashing liquid	105.00	155	bottle	16,275.00	51	5,355.00	34	3,570.00	37	3,885.00	35	3,675.00
dishwashing paste	85.00	24	bottle	2,040.00	6	510.00	6	510.00	6	510.00	6	510.00
disinfectant, baygon	400.00	125	tin	50,000.00	38	15,200.00	30	12,000.00	28	11,200.00	29	11,600.00
disinfectant, domex	145.00	92	bottle	13,340.00	40	5,800.00	31	4,495.00	11	1,595.00	10	1,450.00
disinfectant, lysol	428.00	45	tin	19,260.00	12	5,136.00	11	4,708.00	11	4,708.00	11	4,708.00
disinfectant, muriatic acid	280.00	17	gal	4,760.00	4	1,120.00	4	1,120.00	4	1,120.00	5	1,400.00
disinfectant, zonrox	275.00	69	gal	18,975.00	30	8,250.00	18	4,950.00	13	3,575.00	8	2,200.00
doormat	100.00	14	piece	1,400.00	4	400.00	6	600.00	3	300.00	3	300.00
doormat cotton rags	150.00	3	piece	450.00			1	150.00	1	150.00	1	150.00
downy	300.00	1	liter	300.00		-		-		-		-
duster, cloth	36.00	6	piece	216.00	3	108.00		-	3	108.00		-
duster, feather	45.00	8	piece	360.00	1	45.00	3	135.00	1	45.00	3	135.00
emergency light (led) solar powered	1,700.00	3	piece	5,100.00	1	1,700.00	1	1,700.00	1	1,700.00		-
engineer's field notebook	79.50	20	pad	1,590.00	10	795.00		-	10	795.00		-
envelope, expanding, short with tie	18.00	20	piece	360.00	5	90.00	5	90.00	5	90.00	5	90.00
envelope, expanding-brown, long	20.00	80	piece	1,600.00	20	400.00	20	400.00	20	400.00	20	400.00

envelope, expanding-long with tie	18.00	3150	piece	56,700.00		-	2000	36,000.00	50	900.00	1100	19,800.00
envelope, expanding-short with tie	18.00	80	piece	1,440.00	20	360.00	20	360.00	20	360.00	20	360.00
envelope, expanding-yellow	25.00	25	piece	625.00		-		-	25	625.00		-
envelope, plastic-long-white	5.00	151	piece	755.00	1	5.00	100	500.00	50	250.00		-
envelope, brown-plastic	10.00	24	piece	240.00	6	60.00	6	60.00	6	60.00	6	60.00
envelope, plastic-expanding, short	75.00	50	piece						50	3,750.00		
eraser, staedler	45.00	39	piece	1,755.00	15	675.00	13	585.00	8	360.00	3	135.00
external drive	2,500.00	6	piece	15,000.00			3	7,500.00	3	7,500.00		
extrnal drive Terabyte	5,200.00	2	piece	10,400.00	1	5,200.00	1	5,200.00				
extension wire	340.00	4	piece	1,360.00	4	1,360.00		-		-		-
fastener, plastic	56.00	311	box	17,416.00	123	6,888.00	69	3,864.00	77	4,312.00	42	2,352.00
felt paper	25.00	40	piece	1,000.00	10	250.00	10	250.00	10	250.00	10	250.00
fetal death form	270.00	100	pad	27,000.00	50	13,500.00	50	13,500.00		-		-
file organizer	68.95	10	piece	689.50	10	689.50		-		-		-
fingertips moistener	35.00	20	piece	700.00		-		-	10	350.00	10	350.00
fingetip moistener	35.00		piece	-		-		-		-		-
flashdrive 4 gb	600.00	2	piece	1,200.00	2	1,200.00		-		-		-
flashdrive 8 gb	990.00	20	piece	19,800.00	10	9,900.00	3	2,970.00		-	7	6,930.00
flashdrive 16 gb	990.00	4	piece	3,960.00		-	2	1,980.00	2	1,980.00		-
flashdrive 32 gb	990.00	4	piece	3,960.00		-	2	1,980.00		-	2	1,980.00
flashlight	155.00	2	piece	310.00	1	155.00	1	155.00		-		
fixing film assembly (canon copier)	700.00	2	piece	1,400.00	1	700.00		-	1	700.00		-
flasdrive mobile disk 2 gig	1,100.00	2	piece	2,200.00	2	2,200.00		-		-		-
flashdrive/USB 32gig	995.00	8	piece	7,960.00	8	7,960.00		-		-		-
flashdrive/USB 4 gig	695.00	6	piece	4,170.00	6	4,170.00		-		-		-
flashdrive/USB 8GB	995.00	8	piece	7,960.00	8	7,960.00		-		-		-
floor brush with handle	205.00	12	piece	2,460.00	3	615.00	3	615.00	3	615.00	3	615.00
floor mat	120.00	4	piece	480.00		-	2	240.00		-	2	240.00
floormat	55.00	16	piece	880.00	4	220.00	4	220.00	4	220.00	4	220.00
floor rags	115.00	4	piece	460.00	1	115.00	1	115.00	1	115.00	1	115.00
floorwax	440.00	4	can	1,760.00	1	440.00	1	440.00	1	440.00	1	440.00
floorwax, johnson	180.00	12	can	2,160.00	3	540.00	3	540.00	3	540.00	3	540.00

flourecent lamp	120.00	24	piece	2,880.00	6	720.00	6	720.00	6	720.00	6	720.00
fluorescent tube 40 watts	120.00	25	tube	3,000.00	4	480.00	4	480.00	7	840.00	10	1,200.00
folder, green tab-long	20.00	1986	piece	39,720.00	895	17,900.00	286	5,720.00	561	11,220.00	244	4,880.00
folder, green tab-short	9.00	140	piece	1,260.00	100	900.00		-	40	360.00		-
folder, morocco-long	25.00	24	piece	600.00	12	300.00		-		-	12	300.00
folder, moroco-short (assorted color)	7.00	50	piece	350.00		-		-		-	50	350.00
folder, plastic-thick, assorted colors	30.00	210	piece	6,300.00	100	3,000.00		-	70	2,100.00	40	1,200.00
garbage bag	18.00	980	piece	17,640.00	305	5,490.00	305	5,490.00	315	5,670.00	55	990.00
garbage bin with cover	250.00	8	piece	2,000.00	2	500.00	2	500.00	2	500.00	2	500.00
glass cleaner	236.00	38	bottle	8,968.00	18	4,248.00	5	1,180.00	10	2,360.00	5	1,180.00
glass wiper with foam	250.00	8	piece	2,000.00	4	1,000.00		-	4	1,000.00		-
glue	55.00	105	piece	5,775.00	27	1,485.00	51	2,805.00	13	715.00	14	770.00
glue, padding	100.00	3	piece	300.00	3	300.00		-		-		-
gun rucker	350.00	1	piece	350.00	1	350.00		-		-		-
hand glove	25.00	120	pair	3,000.00	30	750.00	30	750.00	30	750.00	30	750.00
hand soap	38.00	59	piece	2,242.00	20	760.00	15	570.00	13	494.00	11	418.00
hand towel	295.00	34	dozen	10,030.00	10	2,950.00	7	2,065.00	9	2,655.00	8	2,360.00
HP Laserjet 35A P1005/P1006	3,845.00	6	box	23,070.00	3	11,535.00		-	3	11,535.00		-
ice bag, plastic (white horse)	45.00	32	bag	1,440.00	8	360.00	8	360.00	8	360.00	8	360.00
illustration board	60.00	6	piece	360.00	6	360.00		-				
index card 5 x 8	6.70	2750	piece	18,425.00	1000	6,700.00	250	1,675.00	750	5,025.00	750	5,025.00
ink KS black	1,150.00	5	box	5,750.00			5	5,750.00				
ink, riso	2,470.00	8	piece	19,760.00	6	14,820.00	1	2,470.00	1	2,470.00		-
ink, staedler	50.00	20	bottle	1,000.00	10	500.00		-	10	500.00		-
laid paper, Canon-ivory, short	880.00	5	box	4,400.00		-		-		-	5	4,400.00
laid paper, Canon-light green, long	980.00	3	box	2,940.00		-		-		-	3	2,940.00
laid paper, Canon-light green, short	880.00	1	box	880.00		-		-		-	1	880.00
laid paper, light yellow-long	980.00	3	box	2,940.00		-		-		-	3	2,940.00
mailing envelope, long-white	395.00	18	box	7,110.00	5	1,975.00	3	1,185.00	6	2,370.00	4	1,580.00
mailing envelope, short	350.00	1	box	350.00	1	350.00		-		-		-
manila paper	1.50	130	piece	195.00	90	135.00	20	30.00	20	30.00		-
marker, whiteboard ink	89.60	8	piece	716.80	2	179.20	2	179.20	2	179.20	2	179.20

masking tape 1/2	38.00	24	roll	912.00	6	228.00	6	228.00	6	228.00	6	228.00
masking tape 3"	85.00	28	roll	2,380.00	7	595.00	7	595.00	7	595.00	7	595.00
master ink for DX 2430	2,200.00	36	roll	79,200.00	18	39,600.00	18	39,600.00		-		-
master KS B4	1,320.00	8	box	10,560.00			4	5,280.00	4	5,280.00		
matix fabric conditioner	125.00	20	bottle	2,500.00	5	625.00	5	625.00	5	625.00	5	625.00
matrix aire fragrance	125.00	20	piece	2,500.00	5	625.00	5	625.00	5	625.00	5	625.00
matrix clean n easy	155.00	12	bottle	1,860.00	3	465.00	3	465.00	3	465.00	3	465.00
matrix surface protector	155.00	8	piece	1,240.00	2	310.00	2	310.00	2	310.00	2	310.00
maxi color, long-blue, green, pink	320.00	1	ream	320.00							1	320.00
maxi color, short-blue, green, pinkl	295.00	1	ream	295.00							1	295.00
mop squeezer	250.00	6	piece	1,500.00	2	500.00	1	250.00	2	500.00	1	250.00
mop with handle	285.00	41	set	11,685.00	23	6,555.00	6	1,710.00	6	1,710.00	6	1,710.00
mop with handle and foam	300.00	2	piece	600.00	2	600.00		-		-		-
mophead, heavy duty-thick	112.00	6	piece	672.00	3	336.00		-	3	336.00		-
notebook, field-fly and free	75.00	12	piece	900.00	3	225.00	3	225.00	3	225.00	3	225.00
office desk rack	449.00	2		898.00	1	449.00	1	449.00		-		-
onion skin, long	164.00	42	ream	6,888.00	11	1,804.00	10	1,640.00	11	1,804.00	10	1,640.00
onion skin, short	145.00	32	ream	4,640.00	21	3,045.00		-	11	1,595.00		-
pad paper, yellow pad	55.00	416	pad	22,880.00	107	5,885.00	100	5,538.00	92	5,060.00	117	6,435.00
pail, big	350.00	4	piece	1,400.00	1	350.00	1	350.00	1	350.00	1	350.00
pail, medium	300.00	3	piece	900.00		-	3	900.00		-		-
pail, XL	900.00	1	piece	900.00	1	900.00		-		-		-
paper clamp	25.00	20	piece	500.00		-	20	500.00		-		-
paper clip, big	242.00	255	box	61,710.00	94	22,748.00	35	8,470.00	87	21,054.00	39	9,438.00
paper clip, bulldog-stainless	15.00	24	piece	360.00	6	90.00	6	90.00	6	90.00	6	90.00
paper clip, small	95.00	134	box	12,730.00	49	4,655.00	16	1,520.00	41	3,895.00	28	2,660.00
paper, board-ultra white	36.00	8	pack	288.00	2	72.00	2	72.00	2	72.00	2	72.00
parchment paper	20.00	50	pack	1,000.00	25	500.00		-	25	500.00		-
paste	37.00	108	jar	3,996.00	30	1,110.00	26	962.00	18	666.00	34	1,258.00
pen & pencil holder	90.00	11	piece	990.00	10	900.00	1	90.00		-		-
pen, ballpen (Faber Castel) . 5 black	15.00	70	piece	1,050.00	60	900.00		-	10	150.00		-
pen, ballpen (Lotus-black & blue)	15.00	100	piece	1,500.00	25	375.00	25	375.00	25	375.00	25	375.00

pen, ballpen-Classique, black	6.00	1332	piece	7,992.00	408	2,448.00	408	2,448.00	258	1,548.00	258	1,548.00
pen, ballpen-Classique-blue	6.00	8	piece	48.00	3	18.00	2	12.00	1	6.00	2	12.00
pen, ballpen-classique-red	6.00	10	piece	60.00	3	18.00	3	18.00	3	18.00	1	6.00
pen, ballpen-HBW	8.00	1320	piece	10,560.00	412	3,296.00	256	2,048.00	396	3,168.00	256	2,048.00
pen, ballpen-HBW, blue	8.00	190	piece	1,520.00	90	720.00	39	312.00	31	248.00	30	240.00
pen, ballpen-HBW, red	8.00	156	piece	1,248.00	60	480.00	36	288.00	30	240.00	30	240.00
pen, ballpen-Lotus	360.00	4	box	1,440.00	4	1,440.00				-		-
pen, ballpen-Pilot	34.50	1363	piece	47,023.50	568	19,596.00	226	7,797.00	303	10,453.50	266	9,177.00
pen, ballpen-Pilot blue	34.50	232	piece	8,004.00	55	1,897.50	55	1,897.50	67	2,311.50	55	1,897.50
pen, ballpen-Pilot green	34.50	12	piece	414.00					12	414.00		
pen, ballpen-Pilot red	34.50	196	piece	6,762.00	46	1,587.00	46	1,587.00	58	2,001.00	46	1,587.00
pen, mechanical (staedler)	150.00	6	piece	900.00	2	300.00	2	300.00		-	2	300.00
pen, mechnaical (staedler refill)	70.00	6	piece	420.00		-	3	210.00	3	210.00		-
pen, parker pen	180.00	20	piece	3,600.00	5	900.00	5	900.00	5	900.00	5	900.00
pen, parker refill (medium 8)	195.00	24	piece	4,680.00	6	1,170.00	6	1,170.00	6	1,170.00	6	1,170.00
pen, parker roller ball, refill (black) Med. Pt	111.60	6	piece	669.60	2	223.20	1	111.60	2	223.20	1	111.60
pen, parker rollerball	450.00	12	piece	5,400.00		-	6	2,700.00		-	6	2,700.00
pen, Pilot G-tec .3	1,080.00	1	dozen	1,080.00		-	1	1,080.00		-		-
pen, Pilot H-Techpoint VXB5	576.00	1	dozen	576.00	1	576.00		-		-		-
pen, signpen-My Gel .7	40.00	24	piece	960.00	6	240.00	6	240.00	6	240.00	6	240.00
pen, signpen-My Gel, black	25.00	1314	piece	32,850.00	525	13,125.00	266	6,650.00	184	4,600.00	339	8,475.00
pen, signpen-My Gel, blue	25.00	150	piece	3,750.00	35	875.00	40	1,000.00	38	950.00	37	925.00
pen, signpen-My Gel, red	25.00	178	piece	4,450.00	44	1,100.00	44	1,100.00	41	1,025.00	49	1,225.00
pen, signpen-My Gel, refill (black/blue/red)	18.50	341	piece	6,308.50	87	1,609.50	84	1,554.00	108	1,998.00	62	1,147.00
pen, signpen-Pilot V-5	68.00	141	piece	9,588.00	57	3,876.00	24	1,632.00	45	3,060.00	15	1,020.00
pen, technical (staedler)	38.00	12	piece	456.00	12	456.00		-		-		-
pencil	95.00	98	box	9,310.00	32	3,040.00	21	1,995.00	26	2,470.00	19	1,805.00
pencil lead (staedler)	63.00	24	piece	1,512.00	6	378.00	6	378.00	6	378.00	6	378.00
pencil, lead-refill HB	65.00	40	tube	2,600.00	25	1,625.00		-		-	15	975.00
pencil, mechanical	85.00	10	piece	850.00	10	850.00		-		-		-
pentel pen	52.00	32	piece	1,664.00	12	624.00	12	624.00	6	312.00	2	104.00



	pentel pen, broad	50.00	23	piece	1,150.00	8	400.00	5	250.00	5	250.00	5	250.00
	pentel pen, red	52.00	5	piece	260.00		-	1	52.00	1	52.00	3	156.00
	pentel pen, blue	52.00	5	piece	260.00		-	1	52.00	2	104.00	2	104.00
	phot frame	95.00	40	piece	3,800.00	20	1,900.00			20	1,900.00		
	photo paper	120.00	43	pack	5,160.00	11	1,320.00	11	1,320.00	10	1,200.00	11	1,320.00
	photodrum, Canon copier	12,000.00	4	piece	48,000.00	2	24,000.00		-	2	24,000.00		-
	plastic cover	450.00	3	roll	1,350.00	3	1,350.00		-		-		-
	plastic cover (for books)	25.00	10	meter	250.00		-	5	125.00		-	5	125.00
	plastic string	120.00	3	roll	360.00	1	120.00			1	120.00	1	120.00
	pledge liquid wax	200.00	12	bottle	2,400.00	3	600.00	3	600.00	3	600.00	3	600.00
	post-it pad	20.00	24	pad	480.00	9	180.00	3	60.00	9	180.00	3	60.00
	rat killer, box	185.00	6	box	1,110.00		-	3	555.00		-	3	555.00
	record book 200 pages	55.00	94	piece	5,170.00	70	3,850.00	10	550.00	10	550.00	4	220.00
	record book, small-merit	56.00	10	piece	560.00		-		-		-	10	560.00
	ribbon, adding machine	25.00	20	roll	500.00	5	125.00	4	100.00	6	150.00	5	125.00
	riso master KZ B4 73 ink	1,320.00	4	tube	5,280.00	2	2,640.00		-		-	2	2,640.00
	rizo KZ 30 ink, black	1,150.00	8	tube	9,200.00	2	2,300.00	3	3,450.00	2	2,300.00	1	1,150.00
	rubber band, bulldog-big	250.00	37	box	9,250.00	8	2,000.00	8	2,000.00	8	2,000.00	13	3,250.00
	rubber band, small-nylon	220.00	34	box	7,480.00	3	660.00	25	5,500.00	4	880.00	2	440.00
	rugby	90.00	26	bottle	2,340.00	11	990.00	3	270.00	9	810.00	3	270.00
	rugs	20.00	10	piece	200.00	5	100.00		-	5	100.00		-
	rugs and doormats	120.00	6	piece	720.00	3	360.00		-	3	360.00		-
	ruler, stainless 12"	135.00	6	piece	810.00	6	810.00		-		-		-
	sandwich bad (for cholorine)	150.00	20	box	3,000.00	10	1,500.00	10	1,500.00		-		-
	scissor, HD	68.00	86	pair	5,848.00	42	2,856.00	13	884.00	9	612.00	22	1,496.00
	scotch tape 3"	65.00	32	roll	2,080.00	8	520.00	8	520.00	8	520.00	8	520.00
	scotchbrite foam	18.00	56	piece	1,008.00	23	414.00	9	162.00	15	270.00	9	162.00
	sketch pad 9 x 12	45.00	340	pad	15,300.00	100	4,500.00	80	3,600.00	80	3,600.00	80	3,600.00
	smoke detector	1,700.00	2	unit	3,400.00	1	1,700.00	1	1,700.00				
	soap, bar	32.00	44	bar	1,408.00	8	256.00	8	256.00	20	640.00	8	256.00
	soap, bath	38.00	144	piece	5,472.00	58	2,204.00	25	950.00	34	1,292.00	27	1,026.00
	soap, liquid with scent	300.00	4	bottle	1,200.00	2	600.00			1	300.00	1	300.00

	soap, powder	280.00	151	pack	42,280.00	54	15,120.00	30	8,400.00	42	11,760.00	25	7,000.00
	specialty paper (certificate paper)	38.00	114	pack	4,332.00	37	1,406.00	11	418.00	46	1,748.00	20	760.00
	Staedler, Leroy	1,300.00	2	piece	2,600.00		-	2	2,600.00		-		-
	stand fan	1,800.00	3	unit	5,400.00	3	5,400.00		-		-		-
	staple gun tacker thin wire	230.00	1	box	230.00	1	230.00		-		-		-
	stapler no. 10 (small)	65.00	13	piece	845.00	1	65.00	2	130.00	8	520.00	2	130.00
	stapler with remover	375.00	93	piece	34,875.00	41	15,375.00	16	6,000.00	16	6,000.00	20	7,500.00
	staplewire no. 10	65.00	80	box	5,200.00	33	2,145.00	22	1,430.00	13	845.00	12	780.00
	staplewire no. 35	45.00	381	box	17,145.00	168	7,560.00	78	3,510.00	70	3,150.00	65	2,925.00
	stickers, etc				20,000.00		20,000.00		-		-		-
	sticker paper	40.00	40	pack	1,600.00	10	400.00	10	400.00	10	400.00	10	400.00
	tape, double adhesive	25.00	8	roll	200.00	2	50.00	2	50.00	2	50.00	2	50.00
	tape dispenser	300.00	1	piece	300.00	1	300.00						
	Technical pen -5.4	900.00	4	piece	3,600.00		-	2	1,800.00		-	2	1,800.00
	thumb tacks	35.00	1	box	35.00	1	35.00		-		-		-
	toilet bowl brush cleaner	68.00	4	piece	272.00	3	204.00	1	68.00		-		-
	toilet bowl cleaner, toilet duck	175.00	112	bottle	19,600.00	24	4,200.00	36	6,300.00	36	6,300.00	16	2,800.00
	toner, gestetner MP 2000Le	2,800.00	12	crtg	33,600.00		-	12	33,600.00		-		-
	toner, Gestetner MP 2501L	3,100.00	20	unit	62,000.00	5	15,500.00	5	15,500.00	5	15,500.00	5	15,500.00
	toner cartridge for printer LBP2900	1,300.00	6	box	7,800.00	2	2,600.00		-	2	2,600.00	2	2,600.00
	toner copier TN-116	3,437.00	5	box	17,185.00	3	10,311.00		-		-	2	6,874.00
	toner for xerox copier	2,420.00	16	piece	38,720.00	4	9,680.00	4	9,680.00	4	9,680.00	4	9,680.00
	toner ink KM 1635	6,150.00	3	box	18,450.00	2	12,300.00		-	1	6,150.00		-
	toner, lazer-LBP 120 EP 22	3,500.00	18	unit	63,000.00	6	21,000.00	6	21,000.00	6	21,000.00	6	21,000.00
	toner NGP 51	6,937.78	12	cart	83,253.36	3	20,813.34	3	20,813.34	3	20,813.34	3	20,813.34
	toner NPG 28	2,600.00	8	box	20,800.00	2	5,200.00	2	5,200.00	2	5,200.00	2	5,200.00
	toner xerox machine	2,310.00	2	piece	4,620.00		-		-		-	2	4,620.00
	toner, gesterner	2,711.00	9	tube	24,399.00	2	5,422.00	1	2,711.00	4	10,844.00	2	5,422.00
	toner, photocopier	2,200.00	12	crtg	26,400.00	5	11,000.00	5	11,000.00	2	4,400.00		-
	toner, risograph	1,050.00	30		31,500.00	15	15,750.00		-	15	15,750.00		-
	toner, Sharp ER 016FT (copier)	9,510.00	8	piece	76,080.00	2	19,020.00	2	19,020.00	2	19,020.00	2	19,020.00
	tornado mop	1,500.00	2	piece	3,000.00	1	1,500.00			1	1,500.00		

tracing paper	1,500.00	3	roll	4,500.00	2	3,000.00	-	-	1	1,500.00
two ring binder long	300.00	10	piece	3,000.00	10	3,000.00	-	-	-	-
two ring binder short	250.00	10	piece	2,500.00	10	2,500.00	-	-	-	-
vellum board paper (white)	48.00	15	pack	720.00	10	480.00	-	5	240.00	-
wastebasket/trashcan with cover	250.00	14	piece	3,500.00	12	3,000.00	1	250.00	1	250.00
water dispenser (small)	950.00	1	unit	950.00	1	950.00	-	-	-	-
white ruled pad	40.00	6	pad	240.00	3	120.00	-	3	120.00	-
whiteboard	1,500.00	1	piece	1,500.00	1	1,500.00	-	-	-	-
zonrox colorsafe	240.00	4	bottle	960.00	1	240.00	1	240.00	1	240.00
				3,143,242.76		1,088,209.99		809,578.89		676,486.99
				-				-		-
Resered				45,000.00		11,250.00		11,250.00		11,250.00
Unforseen needs				84,811.90		42,405.95		-		42,405.95
				3,273,054.66		1,141,865.94		820,828.89		730,142.94
										580,216.89

This is to certify that the above procurement program is in accordance with objectives of the LGU.

Recommended By:

Approved by

(sgd.) ROLEO R. BATTUNG  
General Services Officer

(sgd.) NOEL E. ROSAL  
City Mayor