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ANNUAL PROCUREMENT PLAN FOR 2019
For Common-Use Supplies and Equipment

Office Name : Office of the Assistant Schools Division Superintendent (Catalogan City Division)
 Fiscal Year : 2019
 PAP : General Management and Supervision(GASS)

Price Catalogue as of March 08, 2019

Item & Specifications	Unit of Measure	Quantity Requirement												Total Quantity	Price Catalogue as of August 16, 2016	TOTAL AMOUNT				
		Jan	Feb	March	Q1	April	May	June	Q2	July	Aug	Sept	Q3				Oct	Nov	Dec	Q4
A. AVAILABLE AT PROCUREMENT SERVICE STORES																				
Cleaning Equipment And Supplies																				
1 AIR FRESHENER, aerosol, 280ml/150g min	can	0	0	5	5	0	0	5	5	0	0	5	5	0	0	0	5	20	94.67	1,893.40
2 BROOM, soft (lambo)	piece	0	0	2	2	0	0	2	2	0	0	2	2	0	0	0	2	8	143.00	1,144.00
3 BROOM, stick (ting-ting), usable length: 760mm min	piece	0	0	1	1	0	0	1	1	0	0	1	1	0	0	0	1	4	33.64	134.56
4 CLEANER, toilet bowl and urinal, 900ml-1000ml cap	bottle	0	0	2	2	0	0	2	2	0	0	2	2	0	0	0	2	8	45.76	366.08
5 CLEANER, scouring powder, 350g min./can	can	0	0	2	2	0	0	2	2	0	0	2	2	0	0	0	2	8	26.31	210.48
6 DETERGENT POWDER, all purpose, 1 kg	pack	0	0	2	2	0	0	2	2	0	0	2	2	0	0	0	2	8	120.00	960.00
7 DISINFECTANT SPRAY, aerosol type 400-550grams	can	0	0	4	4	0	0	4	4	0	0	4	4	0	0	0	4	16	135.28	2,164.48
8 DUST PAN, non-rigid plastic with detachable handle	piece	0	0	1	1	0	0	1	1	0	0	1	1	0	0	0	1	4	30.00	120.00
9 Ethyl Alcohol, Antiseptic, Disinfectant, 500ml	bottle	0	0	30	30	0	0	30	30	0	0	30	30	0	0	0	30	120	110.00	13,200.00
10 MOP HEAD, made of rayon, weight: 400 grams min	piece	0	0	1	1	0	0	1	1	0	0	1	1	0	0	0	1	4	121.26	485.04
11 MOPHANDLE, heavy duty, aluminum, screw type	piece	0	0	1	1	0	0	1	1	0	0	1	1	0	0	0	1	4	160.16	640.64
12 RAGS, all cotton, 32 pieces per kg/bundle	bundle	0	0	2	2	0	0	2	2	0	0	2	2	0	0	0	2	8	54.66	437.28
13 Scouring Pad, made of synthetic nylon, 140 x 220mm	pack	0	0	1	1	0	0	1	1	0	0	1	1	0	0	0	1	4	113.26	453.04
Common Janitorial Supplies																				
1 TISSUE PAPER, 2ply/3ply, 12 pcs/pack	pack	0	0	20	20	0	0	20	20	0	0	20	20	0	0	0	20	80	95.51	7,640.80
2 TRASH BAG, plastic, gusseted type, black, L	roll	0	0	8	8	0	0	8	8	0	0	8	8	0	0	0	8	32	193.00	6,176.00
3 Wastebasket, Non-rigid plastic	pc.	0	0	4	4	0	0	4	4	0	0	4	4	0	0	0	4	16	30.00	480.00
Common Office Supplies																				
1 CARTOLINA, assorted	pc	0	0	20	20	0	0	20	20	0	0	20	20	0	0	0	20	80	10.40	832.00
2 Clip backfold, 19mm	box	0	0	13	13	0	0	13	13	0	0	13	13	0	0	0	13	52	25.00	1,300.00
3 CLIP BACKFOLD, all metal, clamping: 50mm (-1mm)	box	0	0	12	12	0	0	12	12	0	0	12	12	0	0	0	12	48	43.47	2,086.56
4 CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box	0	0	20	20	0	0	20	20	0	0	20	20	0	0	0	20	80	137.60	11,008.00
5 Duct Tape, 2 inch	rolls	0	0	3	3	0	0	3	3	0	0	3	3	0	0	0	3	12	81.50	978.00
6 FOLDER, Expanded, Long	pc	0	0	10	10	0	0	10	10	0	0	10	10	0	0	0	10	40	30.00	1,200.00
7 GLUE ALL PURPOSE, Small	bottle	0	0	10	10	0	0	10	10	0	0	10	10	0	0	0	10	40	91.80	3,672.00
8 MANILA PAPER	PC	0	0	10	10	0	0	10	10	0	0	10	10	0	0	0	10	40	5.81	232.40
9 Marker, highlighter (green, orange, yellow)/set of 3	set	0	0	9	9	0	0	9	9	0	0	9	9	0	0	0	9	36	50.00	1,800.00
10 Packaging Tape, 2" 48mm	roll	0	0	14	14	0	0	14	14	0	0	14	14	0	0	0	14	56	35.00	1,960.00
11 Paper Clip, vinyl/plastic coat, length: 32 mm min	box	0	0	9	9	0	0	9	9	0	0	9	9	0	0	0	9	36	15.00	540.00
12 Paper Clip, vinyl/plastic coat, length: 48 mm min	box	0	0	19	19	0	0	19	19	0	0	19	19	0	0	0	19	76	20.00	1,520.00
13 Push pins, 100's	box	0	0	5	5	0	0	5	5	0	0	5	5	0	0	0	5	20	50.00	1,000.00
14 Ruler, plastic	pc.	0	0	3	3	0	0	3	3	0	0	3	3	0	0	0	3	12	12.00	144.00
15 Stamp pad, ink	btl.	0	0	7	7	0	0	7	7	0	0	7	7	0	0	0	7	28	25.00	700.00
16 Staple Wire # 35	box	0	0	15	15	0	0	15	15	0	0	15	15	0	0	0	15	60	35.00	2,100.00
17 Tape, masking width: 48mm	roll	0	0	18	18	0	0	18	18	0	0	18	18	0	0	0	18	72	60.00	4,320.00
18 Tape, Masking width: 48mm	roll	0	0	10	10	0	0	10	10	0	0	10	10	0	0	0	10	40	150.00	6,000.00
19 Tape, transparent, width: 48mm	roll	0	0	12	12	0	0	12	12	0	0	12	12	0	0	0	12	48	30.00	1,440.00

