



Republic of the Philippines
Department of Education
Region XI
Schools Division of Davao del Norte
Annual Procurement Plan 2020

Item & Specification	Unit of Measure	Quantity Requirement																			PRICE	Total Amount			
		JAN.	FEB.	MAR.	Q ¹	Q1 AMOUNT	APR.	MAY.	JUN.	Q ²	Q2 AMOUNT	JUL.	AUG.	SEPT.	Q ³	Q3 AMOUNT	OCT.	NOV.	DEC.	Q ⁴			Q4 AMOUNT	TOTAL	
A. COMMON-USE SUPPLIES																									
AVAILABLE AT PROCUREMENT SERVICE STORES																									
COMMON ELECTRICAL SUPPLIES																									
1	LIGHT BULB,LED				0	-			0	-			1	1	72.49	1			1	72.49	2	72.49	144.98		
COMMON OFFICE SUPPLIES																									
1	12191601-AL-E01 ALCOHOL, rubbing	bot.	45	48	30	123	5,671.53	40	50	50	140	6,455.40	54	50	45	149	6,870.39	40	30	25	95	4,380.45	507	46.11	23,377.77
2	47131812-AF-A01 AIR FRESHENER	can	33	8	13	54	4,870.80	7	8	2	17	1,533.40	23	2	14	39	3,517.80	12	14	2	28	2,525.60	138	90.20	12,447.60
3	60121413-CB-P01 CLEAR BOOK, A4	piece	10		10	20	833.80				0	-				0	-				0	-	20	41.69	833.80
4	44122105-BF-C01 CLIP BACKFOLD, 19mm	box	12	37	8	57	540.36	5	10	11	26	246.48	13	5	13	31	293.88	11	6	8	25	237.00	139	9.48	1,317.72
5	44122105-BF-C02 CLIP BACKFOLD, 25mm	box	10	35	4	49	784.00	1		23	24	384.00	7		20	27	432.00	7	15	4	26	416.00	126	16.00	2,016.00
6	44122105-BF-C03 CLIP BACKFOLD, 32mm	box	21	26	3	50	1,077.00	1		24	25	538.50	14		4	18	387.72	6		4	10	215.40	103	21.54	2,218.62
7	44122105-BF-C04 CLIP BACKFOLD, 50mm	box	21	45	4	70	3,509.80			25	25	1,253.50	13		3	16	802.24	7		3	10	501.40	121	50.14	6,066.94
8	44121801-CT-R01 CORRECTION TAPE	piece	90	131	50	271	3,980.99	34	53	16	103	1,513.07	94	18	45	157	2,306.33	48	48	4	100	1,469.00	631	14.69	9,269.39
9	44111515-DF-B01 DATA FILE BOX (5" x 9" x 5-3/4")	box	52	21	15	88	7,120.08	5	25		30	2,427.30	30	26		56	4,530.96	10	10		20	1,618.20	194	80.91	15,696.54
10	44122011-DF-F01 DATA FOLDER, 3"x9"x15"	piece	85	82	43	210	14,914.20	10	30	17	57	4,048.14	22	10	18	50	3,551.00	5	5	12	22	1,562.44	339	71.02	24,075.78
11	44121506-EN-D02 ENVELOPE, documentary kraf, LEGAL	box	7			7	6,802.18				0	-	3			3	2,915.22				0	-	10	971.74	9,717.40
12	44121506-EN-D01 ENVELOPE, documentary Kraft, A4	box	4			4	1,711.04				0	-				0	-				0	-	4	427.76	1,711.04
13	44121506-EN-X01 ENVELOPE, Expanding, Kraftborad, legal size	box	9			9	6,965.10				0	-				0	-				0	-	9	773.90	6,965.10
14	44121506-EN-X02 ENVELOPE, Expanding, Plastic, legal size, Asstd. Color	piece	5			5	159.80				0	-				0	-				0	-	5	31.96	159.80
15	44121506-EN-M01 ENVELOPE, Malling, White, PG, long, 80 gsm	box	2			2	657.28				0	-				0	-				0	-	2	328.64	657.28
16	44121504-EN-W02 ENVELOPE, Malling, White with window	box	1			1	410.80				0	-				0	-				0	-	1	410.80	410.80
17	44111912-ER-B01 ERASER Blackboard	piece	1			1	11.11				0	-				0	-				0	-	1	11.11	11.11
18	60121534-ER-P01 ERASER, Rubber	piece	7	8	5	20	125.60	2		2	2	12.56	2		2	2	12.56	2		2	2	12.56	26	6.28	163.28
19	44122011-FO-F01 FOLDER, fancy/morocco A4	piece	50			50	600.00				0	-				0	-				0	-	50	12.00	600.00
20	44122011-FO-T04 FOLDER, Tagboard, Legal Size	pack	16	1		17	5,725.77	2		2	2	673.62	3		3	3	1,010.43	1		1	2	673.62	24	336.81	8,083.44
21	44122011-FO-T03 FOLDER, Tagboard, A4 Size	pack	11	1		12	3,113.04	1		1	2	518.84	1		1	1	259.42	1		1	1	259.42	16	259.42	4,150.72
22	44122027-FO-P01 FOLDER pressboard, plain legal size	pack	4	1		5	5,003.10	5	1		6	6,003.72		1		1	1,000.62				0	-	12	1,000.62	12,007.44
23	44122011-FO-L02 FOLDER clear plastic, legal size	pack				0	-				0	-				0	-				0	-	0	0.00	0.00
24	31201610-GL-J01 GLUE all purpose IN JAR w/ APPLICATOR	piece	10	8	5	23	1,496.61	6	1	1	8	520.56	18		18	1,171.26	6	1	1	8	520.56	57	65.07	3,708.99	
25	44121716-MA-F01 MARKER FLUORESCENT, asstd colors	set	11	10	4	25	1,163.50		5	5	10	465.40	5		5	10	465.40			5	5	232.70	50	46.54	2,327.00
26	44121708-MP-B01 MARKING PEN (PERMANENT) black	piece	30	16	10	56	526.96	15	1	5	21	197.61	35	5		40	376.40	25			25	235.25	142	9.41	1,336.22
27	44121708-MP-B02 MARKING PEN (PERMANENT) blue	piece	28		10	38	357.58	12			12	112.92	29	4		33	310.53	22			22	207.02	105	9.41	988.05
28	44121708-MP-B03 MARKING PEN (PERMANENT) red	piece	14			14	131.74	3			3	28.23	5	4		9	84.69	13			13	122.33	39	9.41	366.99
29	44121708-MW-B01 MARKING PEN for (WHITEBOARD) black	piece	17	3		20	248.60	2	25	3	30	372.90	3	7	1	11	136.73	3	1	1	5	62.15	66	12.43	820.38
30	44121708-MW-B02 MARKING PEN for (WHITEBOARD) blue	piece	4			4	49.72				0	-		4		4	49.72				0	-	8	12.43	99.44
31	44121708-MW-B03 MARKING PEN for (WHITEBOARD)red	piece	3			3	37.29				0	-	2			2	24.86				0	-	5	12.43	62.15
32	14111514-NP-S04 NOTE PAD, 3x4	pad	30		5	35	2,025.45	2	5		7	405.09	4		4	4	231.48	2		2	2	115.74	48	57.87	2,777.76
33	14111514-NP-S03 NOTE PAD, 3x3	pad	23	21	5	49	2,191.01	1	3		4	173.96	6		6	6	260.94	1		1	1	43.49	60	43.49	2,609.40
34	44122104-PC-J02 PAPER CLIP, gem type, 50mm, jumbo, vinyl, coated	box	15	10	6	31	456.32	12	4	6	22	323.84	12	6	7	25	368.00	9	2	1	12	176.64	90	14.72	1,324.80

35	44122104-PC-G01	PAPER CLIP, gem type, 33mm, vinyl, coated	box	27		2	29	191.11	5			5	32.95	6		2	8	52.72	1			1	6.59	43	6.59	283.37	
36	44122118-FA-P01	PAPER FASTENER, non rust metal	box	20	15	1	36	3,147.12	4		5	9	786.78	6		1	7	611.94	6	2		8	599.36	60	87.42	5,245.20	
37	14111507-PP-C01	PAPER FOR PPC, A4	ream	81	100	71	252	33,924.24	84	115	41	240	32,308.80	71	144	29	244	32,847.28	87	29	100	216	29,077.92	952	134.62	128,158.24	
38	14111507-PP-C02	PAPER FOR PPC, legal size	ream	30	43	10	83	15,271.17	48	19	9	76	13,983.24	47	8	10	65	11,959.35	44	25	7	76	13,983.24	300	183.99	55,197.00	
39	14111507-PP-M01	PAPER MULTICOPY A4	ream	60	14	21	95	17,156.05	39	21	16	76	13,724.84	45	11	11	67	12,099.53	35	1	30	66	11,918.94	304	180.59	54,899.36	
40	14111507-PP-M02	PAPER MULTICOPY LEGAL SIZE	ream	30	10	10	50	10,299.50	10	10	10	30	6,179.70	30	5	10	45	9,269.55	10	10	10	30	6,179.70	155	205.99	31,928.45	
41	14111503-PA-P01	PAPER PARCHMENT	ream			1	1	106.60				0	-				0	-				0	-	1	106.60	106.60	
42		PAPER MIMEO GW A4	ream				0	-				0	-				0	-				0	-	0	-	0.00	
43		PAPER MIMEO GW Legal size	ream				0	-				0	-				0	-				0	-	0	-	0.00	
44		PAPER MIMEO WHITEWOVE A4 size	ream				0	-				0	-				0	-				0	-	0	-	0.00	
45		PAPER MIMEO WHITEWOVE Legal size	ream				0	-				0	-				0	-				0	-	0	-	0.00	
46	44121706-PE-L01	PENCIL, Lead, w/ Eraser	dozen	11	1	3	15	326.85	10	3	1	14	305.06	4	1	1	6	130.74	11	1		12	261.48	47	21.79	1,024.13	
47		PENCIL, mechanical	piece				0	-				0	-				0	-				0	-	0	-	0.00	
48		PUSH PINS, hammer head type, asstd. Colors	box				0	-				0	-				0	-				0	-	0	-	0.00	
49	14111531-RE-B02	RECORD BOOK, 500 Pages	book	5			5	534.10	9	2		11	1,175.02	5		5	534.10	5			5	534.10	26	106.82	2,777.32		
50	14111531-RE-B01	RECORD BOOK, 300 Pages	book	8		5	13	963.56	7		1	8	592.96	6		1	7	518.84	3	1		4	296.48	32	74.12	2,371.84	
51		RING BINDER, 19mm (3/4" x 44")	piece				0	-				0	-				0	-				0	-	0	-	0.00	
52		RING BINDER, 24mm (1" x 44")	piece	6			6	1,209.84	1			1	201.64	8			8	1,613.12	1	1		2	403.28	17	201.64	3,427.88	
53		RING BINDER, 48mm (2" x 44")	piece	2			2	565.26	1			1	282.63	1			1	282.63	1			1	282.63	5	282.63	1,413.15	
54	44122101-RU-B01	RUBBER BAND	box	7	4	1	12	1,377.12		1		1	114.76			2	2	229.52				0	-	15	114.76	1,721.40	
55	41111604-RU-P02	RULER PLASTIC, 18"	piece	4	10		14	259.42	1			1	18.53	2			2	37.06				0	-	17	18.53	315.01	
56		RULER PLASTIC, 12"	piece	11			11	198.00				0	-	6			6	108.00				0	-	17	18.00	306.00	
57	60121524-SP-G01	SIGN PEN, High Tech Pen, BLACK	piece	100	5	25	130	4,716.40	44	10	7	61	2,213.08	50	6	58	114	4,135.92	40	30	40	110	3,990.80	415	36.28	15,056.20	
58	60121524-SP-G02	SIGN PEN, High Tech Pen, BLUE	piece	71	70	37	178	6,457.84	9	15	11	35	1,269.80	30	4	22	56	2,031.68	10	20	1	31	1,124.68	300	36.28	10,884.00	
59	60121524-SP-G03	SIGN PEN, High Tech en, RED	piece	27			27	979.56	7		1	8	290.24	7	1	1	9	326.52	6			6	217.68	50	36.28	1,814.00	
60	44121905-SP-F01	STAMP PAD felt pad	piece	18	1	2	21	751.17				0	-	1		2	3	107.31				0	-	24	35.77	858.48	
61	31151804-SW-S01	STAPLE WIRE #35	box	25	30	8	63	1,488.69	15	8	9	32	756.16	25		7	32	756.16	10	4	2	16	378.08	143	23.63	3,379.09	
62	31151804-SW-H01	STAPLE WIRE HEAVY DUTY	box	2			2	41.36				0	-		2		2	41.36				0	-	4	20.68	82.72	
63	31201503-TA-M01	TAPE Masking, 24mm (1") width	roll	5	5	11	21	1,201.83	7		1	8	457.84	15		4	19	1,087.37			2	2	4	228.92	52	57.23	2,975.96
64	31201503-TA-M02	TAPE Masking, 48mm (2") width	roll	10	4	6	20	2,234.60	5	7		12	1,340.76	11	1	7	19	2,122.87	2	6	1	9	1,005.57	60	111.73	6,703.80	
65	31201517-TA-P01	TAPE packaging 48mm (2") width	roll	20			20	381.60	7	4		11	209.88	13		1	14	267.12	10			1	11	209.88	56	19.08	1,068.48
66	31201512-TA-T01	TAPE transparent, 24mm (1") width	roll	15	10	10	35	369.95	15	12	6	33	348.81	20	5	10	35	369.95	5	2	2	9	95.13	112	10.57	1,183.84	
67	31201512-TA-T02	TAPE transparent, 48mm (2") width	roll	8	3	3	14	293.02	1	6		7	146.51	8		3	11	230.23	3	1	2	6	125.58	38	20.93	795.34	
68	14111704-TT-P02	TOILET TISSUE	pack	43	38	26	107	9,622.51	30	20	25	75	6,744.75	23	22	18	63	5,665.59	10	11	16	37	3,327.41	282	89.93	25,360.26	
69	31151507-TW-P01	TWINE plastic	roll	1	1	1	3	183.12	1	1	1	3	183.12	1	1	1	3	183.12	1	1	1	3	183.12	12	61.04	732.48	
COMMON OFFICE DEVICES																											
2		CUTTER, Heavy duty, retractable, L500	piece		2		2	300.00		1		1	150.00				0	-				0	-	3	150.00	450.00	
3	44121612-BL-H01	CUTTER BLADE	tube				0	-		1		1	11.77				0	-	1			1	11.77	2	11.77	23.54	
4	44121619-PS-M01	PENCIL SHARPENER	piece	2	1		3	588.60				0	-				0	-	1			1	196.20	4	196.20	784.80	
5	44101602-PU-P01	PUNCHER, heavy duty	piece	8	5		13	1,797.90				0	-	1			1	138.30				0	-	14	138.30	1,936.20	
6	44121618-SS-S01	SCISSORS, 6"	piece	11	20	1	32	523.20		6		6	98.10	1	6		7	114.45			6		6	98.10	51	16.35	833.85
7	44121613-SR-P01	STAPLER REMOVER, plier type	piece	4			4	97.88		4		4	97.88				0	-				0	-	8	24.47	195.76	
8	44121615-ST-S01	STAPLER, Heavy duty	piece	19	1	2	22	3,583.80	1	5		6	977.40	5		5	10	1,629.00	1		4	5	814.50	43	162.90	7,004.70	
9	44121605-TD-T01	TAPE DISPENSER, heavy duty, 24mm (1")	piece	4	1	1	6	351.06				0	-				0	-				0	-	6	58.51	351.06	
10	47121702-WB-P01	WASTE BASKET, plastic	piece				0	-				0	-				0	-				0	-	0	-	0.00	
COMMON JANITORIAL SUPPLIES																											
1		BATHROOM SOAP	piece	5	5	5	15	351.75	5	5	5	15	351.75	5	5	5	15	351.75	5	5	5	15	351.75	60	23.45	1,407.00	
2	47131604-BR-T01	BROOM, Stick	piece		10		10	305.80		10		10	305.80		10		10	305.80		10		10	305.80	40	30.58	1,223.20	
3	47131604-BR-S01	BROOM, Soft	piece	7	12	2	21	2,998.59	3	12	2	17	2,427.43	4	12	1	17	2,427.43	3	11		14	1,999.06	69	142.79	9,852.51	
4	47131805-CL-P01	CLEANSER, SCOURING POWDER	can			1	1	23.92		1		2	47.84				1	23.92				1	1	23.92	5	23.92	119.60
5	47131811-DE-B02	DETERGENT BAR	bar	3	1	2	6	57.48	2	2	1	5	47.90	3	1	2	6	57.48	3	2	2	7	67.06	24	9.58	229.92	
6	47131811-DE-P02	DETERGENT POWDER, all purpose	pouch	13	11	6	30	1,176.90	7	7	6	20	784.60	11	11	7	29	1,137.67	13	6	6	25	980.75	104	39.23	4,079.92	
7		DISINFECTANT, bleaching solution	contr.				0	-				0	-				0	-				0	-	0	-	0.00	
8	47131803-DS-A01	DISINFECTANT SPRAY, aerosol	can	5	10	2	17	2,191.13	13		14	27	3,480.03	4	12		16	2,062.24	11		12	23	2,964.47	83	128.89	10,697.87	

9	47131601-DU-P01	DUST PAN, plastic w/ handle	piece	7	13	20	520.60			1	1	26.03	2		2	52.06			0	-	23	26.03	598.69			
10	47131802-FW-P02	FLOOR WAX, PASTE, RED	can	2	1	3	973.98			0		-	1		1	324.66			0	-	4	324.66	1,298.64			
11	10191509-IN-A01	INSECTICIDE, aerosol type, 420ml	can	11		2	1,898.78	5	2	7		1,022.42	7	2	9	1,314.54	6	1	7	1,022.42	36	146.06	5,258.16			
12		MOP HANDLE, screw type	piece				0			0		-			0	-			0	-	0		0.00			
13	47131619-MP-R01	MOPHEAD 100% RAYON, 400g	piece	1		1	128.29			2	2	256.58			0	-			0	-	3	128.29	384.87			
14		MOPHANDLE W/ MOPHEAD	set				0			0		-			0	-			0	-	0		0.00			
15	47131501-RG-C01	RAGS COTTON	piece				0			0		-			0	-			0	-	0		0.00			
16	47131829-TB-C01	TOILET BOWL AND URINAL CLEANER	bot	27	10	5	42	1,680.00	8	5	6	19	760.00	13	6	8	27	1,080.00	8	6	7	21	840.00	109	40.00	4,360.00
17		TOILET DEODORANT CAKE	box	2	2	5	9	405.00	5	5	5	15	675.00	5	5	5	15	675.00	5	5	5	15	675.00	54	45.00	2,430.00
18	47121701-TB-P04	TRASHBAG, plastic black	roll	25	20	20	65	7,629.05	25	25	30	80	9,389.60	30	25	30	85	9,976.45	25	10	25	60	7,042.20	290	117.37	34,037.30
COMMON OFFICE EQUIPMENT																										
1		AVR 500WATTS	unit				0	-		0		-			0	-			0	-	0		0.00			
2		CALCULATOR, Scientific	unit				0	-		0		-			0	-			0	-	0		0.00			
3	44101807-CA-C01	CALCULATOR, desktop, LCD display, 12 digits	unit	8	8	1	17	2,408.90				0	-	1		141.70			0	-	18	141.70	2,550.60			
4	44103202-DS-M01	DATING AND STAMPING MACHINE	unit	2			2	956.76				0	-			0	-		0	-	2	478.38	956.76			
5	40101604-EF-G01	ELECTRIC FAN, INDUSTRIAL	unit	1			1	1,163.03				0	-			0	-		0	-	1	1,163.03	1,163.03			
6	40101604-EF-S01	ELECTRIC FAN, STAND TYPE	unit	3			3	2,694.15				0	-			0	-		0	-	3	898.05	2,694.15			
8	39121011-UP-S01	UNINTERRUPTIBLE POWER SUPPLY (UPS)	unit				0	-				0	-			0	-		0	-	0		0.00			
COMMON COMPUTER SUPPLIES																										
1		CD CASE w/ INDIVIDUALS 25 PLASTIC SLEEVES	piece				0	-		0		-			0	-			0	-	0		0.00			
2		CD REWRITABLE-High Speed w/ case, 700MB	piece				0	-		0		-			0	-			0	-	0		0.00			
3		CD RECORDABLE	piece		50	50	2,000.00			0		-			0	-			0	-	50	40.00	2,000.00			
4		COMPUTER CONTINUOUS FORMS, 3 PLY, 280mm x 241mm	box				0	-		0		-			0	-			0	-	0		0.00			
5		DVD REWRITABLE, 4X speed, 4.7GB	piece				0	-		0		-			0	-			0	-	0		0.00			
6		DVD RECORDABLE	piece				0	-		0		-			0	-			0	-	0		0.00			
7	43201827-HD-X02	EXTERNAL HARD DRIVE, 1 TB	unit	5	3		8	22,759.20				0	-			0	-		0	-	8	2,844.90	22,759.20			
8		FLASH DRIVE 8GB	piece				0	-		0		-			0	-			0	-	0		0.00			
9	43202010-FD-U01	FLASH DRIVE 16GB	piece	14	1		15	2,632.35	1	1	2	350.98	3		3	526.47			0	-	20	175.49	3,509.80			
10	43211708-MO-O01	MOUSE,USB CONNECTION	piece	8	11		19	2,851.71	1		1	150.09	4		4	600.36			0	-	24	150.09	3,602.16			
CONSUMABLES																										
1	44103105-CA-B02	Ink Cart, Canon PG-810, black	cart	2			2	1,635.00	1		1	817.50	1		1	817.50	1		1		1	817.50	5	817.50	4,087.50	
2	44103105-EP-B17	Ink Cart, Epson (T6641), Black	cart	35	30	15	80	20,384.00	15	15	9	39	9,937.20	16	12	14	42	10,701.60	15	7	6	28	7,134.40	189	254.80	48,157.20
3	44103105-EP-C17	Ink Cart, Epson (T6642), Cyan	cart	25	15	15	55	14,014.00	7	12	6	25	6,370.00	10	5	9	24	6,115.20	9	3	4	16	4,076.80	120	254.80	30,576.00
4	44103105-EP-M17	Ink Cart, Epson (T6642), Magenta	cart	25	15	15	55	14,014.00	7	12	6	25	6,370.00	10	5	9	24	6,115.20	9	3	4	16	4,076.80	120	254.80	30,576.00
5	44103105-EP-Y17	Ink Cart, Epson (T6642), Yellow	cart	26	15	15	56	14,268.80	7	12	6	25	6,370.00	10	5	9	24	6,115.20	9	3	4	16	4,076.80	121	254.80	30,830.80
SUB-TOTAL																										
789,614.12																										
OTHER ITEMS NOT AVAILABLE AT P5 BUT REGULARLY PURCHASED FROM OTHER SERVICES																										
COMMON ELECTRICAL SUPPLIES																										
2		BULB RECEPTACLE	piece		5		5	1,000.00	5		5	1,000.00	5		5	1,000.00	5		5		5	1,000.00	20	200.00	4,000.00	
3		EXTENSION WIRE, 5-gang, 20m	piece	1			1	450.00				0	-	1		1	450.00			0	-	2	450.00	900.00		
4		Flourescent Lamp, 40watts	piece				0	-		0		-		1	1	150.00	1		1		1	150.00	2	150.00	300.00	
5		Flourescent TUBE	piece		6		6	2,100.00	5		5	1,750.00	7		7	2,450.00	7		7		7	2,450.00	25	350.00	8,750.00	
6		LED, LINEAR TUBE,18WATTS	piece	3			3	617.46				0	-	1		1	205.82			0	-	4	205.82	823.28		
7		LED, LINEAR TUBE,6WATTS	piece	3			3	244.29				0	-			0	-		0	-	3	81.43	244.29			
15,017.57																										
COMMON OFFICE SUPPLIES																										
1		BALLPEN MYGEL, Green	piece				0	-		0		-			0	-			0	-	0		0.00			
2		BALLPEN, Black	piece	1	1	2	36.00			2	2	36.00	1		1	18.00			0	-	5	18.00	90.00			
3		BALLPEN, Blue	piece	1	1	2	36.00			2	2	36.00	1		1	18.00			0	-	5	18.00	90.00			
4		BALLPEN, Red	piece				0	-		0		-			0	-			0	-	0		0.00			

5	BALL POINT PEN FINE POINT, Black	piece	102	14	50	166	1,660.00	50	250	39	339	3,390.00	40	27	28	95	950.00	30	26	9	65	650.00	665	10.00	6,650.00
6	BALL POINT PEN FINE POINT, Blue	piece	51	7	47	105	1,050.00	1	22	32	55	550.00	21	3	22	46	460.00	31	13	8	52	520.00	258	10.00	2,580.00
7	BALL POINT PEN FINE POINT, Red	piece	8		3	11	110.00		3		3	30.00	3		3	6	60.00		1		1	10.00	21	10.00	210.00
8	BALL POINT PEN FINE POINT, Green	piece	10	21	30	61	610.00			30	30	300.00				0	-	30			30	300.00	121	10.00	1,210.00
9	BINDER CLIPS CROCODILE CLAMP L	box	1			1	700.00	1			1	700.00				0	-				0	-	2	700.00	1,400.00
10	BINDER CLIPS CROCODILE CLAMP M	box	1			1	400.00	1			1	400.00				0	-				0	-	2	400.00	800.00
11	BINDER CLIP BIG	box	1	1	1	3	90.00	1	1	1	3	90.00	1	1	1	3	90.00	1	1	1	3	90.00	12	30.00	360.00
12	CERTIFICATE FRAME(11X13)	piece	5			5	800.00				0	-				0	-				0	-	5	160.00	800.00
13	CERTIFICATE FRAME(8X10)	piece	5			5	600.00				0	-				0	-				0	-	5	120.00	600.00
14	CERTIFICATE FRAME, A4	piece			5	5	1,000.00		20		20	4,000.00		5		5	1,000.00		5		5	1,000.00	35	200.00	7,000.00
15	CERTIFICATE PLASTIC HOLDERS	piece	5		9	14	812.00				0	-	4	30	34	1,972.00			3		3	174.00	51	58.00	2,958.00
16	CONSTRUCTION PAPER,LEGAL,80gsm	pack	1			1	320.00				0	-				0	-				0	-	1	320.00	320.00
17	DATA FOLDER for Payroll, 15.5inx11.5inx3	piece		23		23	6,900.00				0	-				0	-				0	-	23	300.00	6,900.00
18	DOCUMENT FILER	piece	3	3		6	420.00				0	-	4		4	280.00					0	-	10	70.00	700.00
19	DOUBLE SIDED TAPE	roll		8	4	12	672.00				0	-				0	-				0	-	12	56.00	672.00
20	DRAWER ORGANIZER	piece		1		1	100.00				0	-				0	-				0	-	1	100.00	100.00
21	ENVELOPE, SHORT	piece				0	-				0	-				0	-				0	-	0	-	0.00
22	ELMER'S GLUE (Big)	bot.				0	-				0	-				0	-				0	-	0	-	0.00
23	ELMER'S GLUE, Medium Size	bot.				0	-				0	-				0	-				0	-	0	-	0.00
24	FASTENER PLASTIC	box	9	1		10	600.00			7	7	420.00	3		3	180.00					0	-	20	60.00	1,200.00
25	FASTENER VINYL (big)	box				0	-				0	-				0	-				0	-	0	-	0.00
26	FOLDER, long	piece				0	-				0	-				0	-				0	-	0	-	0.00
27	FOLDER, short	piece				0	-				0	-				0	-				0	-	0	-	0.00
28	FOLDER, MOROCO short, BLUE	piece	50			50	600.00				0	-				0	-				0	-	50	12.00	600.00
29	FOLDER, KRAFT LEGAL, BROWN	piece				0	-		100		100	1,000.00				0	-				0	-	100	10.00	1,000.00
30	FOLDER, A4, DARK BLUE,100S	pack			1	1	259.42				0	-				0	-				0	-	1	259.42	259.42
31	FOLDER, A4, BROWN	piece				0	-		200		200	1,400.00				0	-				0	-	200	7.00	1,400.00
32	ID CARD HOLDER	pc				0	-		80		80	1,840.00				0	-				0	-	80	23.00	1,840.00
33	INDEX CARD,5"X8", 100S	pack				0	-				0	-				0	-				0	-	0	-	0.00
34	MANILA PAPER	piece				0	-		50		50	250.00				0	-				0	-	50	5.00	250.00
35	MARKING PEN, Broad, Black	piece				0	-				0	-				0	-				0	-	0	-	0.00
36	MARKING PEN, Broad, Blue	piece				0	-				0	-				0	-				0	-	0	-	0.00
37	MARKING PEN, PERMANENT, BULLET TYPE, BLACK	piece	4	8		12	444.00				0	-				0	-				0	-	12	37.00	444.00
38	MOUSE PAD	piece	5	8		13	2,210.00				0	-				0	-				0	-	13	170.00	2,210.00
39	MULTI PURPOSE COLORED PAPER ASSTD. LETTER	pack				0	-		4		4	660.00				0	-				0	-	4	165.00	660.00
40	MULTI PURPOSE SPECIALTY PAPER(Cream) LEGAL	pack				0	-				0	-				0	-				0	-	0	-	0.00
41	MULTI PURPOSE SPECIALTY PAPER(Cream) A4	pack				0	-				0	-				0	-				0	-	0	-	0.00
42	NOTEBOOK	piece				0	-		250		250	7,500.00				0	-				0	-	250	30.00	7,500.00
43	PAPER CLIPS 100mm 100pcs	box				0	-				0	-				0	-				0	-	0	-	0.00
44	PAPER CLAMP	box				0	-				0	-				0	-				0	-	0	-	0.00
45	PAPER, MULTI-PURPOSE, A3	ream			3	3	750.00				0	-	3		3	750.00		3		3	750.00	9	250.00	2,250.00	
46	PENCIL, Mongol (1-2)	box		2		2	180.00				0	-				0	-				0	-	2	90.00	180.00
47	PENTEL PEN Black	piece				0	-				0	-				0	-				0	-	0	-	0.00
48	PENTEL PEN Blue	piece				0	-				0	-				0	-				0	-	0	-	0.00
49	PENTEL ENERGEL PEN BLACK	piece				0	-				0	-				0	-				0	-	0	-	0.00
50	PENTEL ENERGEL PEN BLUE	piece				0	-				0	-				0	-				0	-	0	-	0.00
51	PHOTOPAPER,A4	pack	9			9	270.00		5	5	150.00				0	-	5		5	150.00	19	30.00	570.00		
52	PHOTOPAPER,LEGAL	pack	7			7	700.00				0	-				0	-				0	-	7	100.00	700.00
53	PLASTIC CELLOPHANE COVER	meter		5		5	150.00		5	5	150.00				0	-	5		5	150.00	15	30.00	450.00		
54	POST-IT "Sign Here"	piece				0	-				0	-				0	-				0	-	0	-	0.00
55	POST-IT 3" x 3"	piece				0	-				0	-				0	-				0	-	0	-	0.00
56	SIGN PEN, PILOT, G-TECH, Black	piece				0	-				0	-				0	-				0	-	0	-	0.00
57	SIGN PEN, PILOT, G-TECH, Red	piece				0	-				0	-				0	-				0	-	0	-	0.00
58	SPECIALTY PAPER, Short	pack	3			3	150.00				0	-	2		2	100.00					0	-	5	50.00	250.00
59	SPECIALTY PAPER, A4	pack	18	14	67	99	4,950.00	7	10	10	27	1,350.00	9	30	39	1,950.00	6		6	300.00	171	50.00	8,550.00		
60	SPECIALTY PAPER, A4 w/ Border	pack				0	-				0	-				0	-				0	-	0	-	0.00
61	SPECIALTY PAPER, Legal	pack	18			18	1,080.00				0	-	2		2	120.00					0	-	20	60.00	1,200.00
62	STAPLE WIRE #10	box				0	-				0	-				0	-				0	-	0	-	0.00

21	PLIERS(5PC) AND WRENCH	set	1		1	800.00			0	-		0	-		0	-	1	800.00	800.00						
22	HACKSAW(SET 3)	piece	1		1	800.00			0	-		0	-		0	-	1	800.00	800.00						
23	SURE GRIP 12" SQUEEGEE	piece	4		4	1,600.00			0	-		0	-		0	-	4	400.00	1,600.00						
24	CLAW HAMMER 8oz	piece	2		2	400.00			0	-		0	-		0	-	2	200.00	400.00						
25	HEDGE SHEAR	piece	1		1	600.00			0	-		0	-		0	-	1	600.00	600.00						
26	TIN SNIPS 10in	piece	1		1	500.00			0	-		0	-		0	-	1	500.00	500.00						
27	3 STEP STEEL TOOL	piece	1		1	2,500.00			0	-		0	-		0	-	1	2,500.00	2,500.00						
28	SPADE SHOVEL	piece	2		2	800.00			0	-		0	-		0	-	2	400.00	800.00						
29	PICTURE FRAME	piece	1		1	800.00			0	-		0	-		0	-	1	800.00	800.00						
30	Handbook (RA 9184), 8th Edition	book			0	-	1	1	2	61.04		0	-		0	-	2	30.52	61.04						
31	Paper Cutter Board B4 (25cmx35.3cm)	piece	1	2	3	2,400.00			0	-		0	-		0	-	3	800.00	2,400.00						
32	Crates	piece	18		18	5,400.00		15	15	4,500.00		0	-	10		10	3,000.00	43	300.00	12,900.00					
																			64,082.06						
	SUBTOTAL (CSE)																			1,220,983.24					
B. MANDATORY EXPENSES																									
	OTHER PROFESSIONAL SERVICES		10	10	10	30	332,040.00	10	10	10	30	332,040.00	10	10	10	30	332,040.00	10	10	10	30	332,040.00	120	11,068.00	1,328,160.00
	TRAVELING EXPENSES-LOCAL		50	60	50	160	482,587.20	50	60	50	160	482,587.20	50	60	50	160	482,587.20	50	60	50	160	482,587.20	640	3,016.17	1,930,348.80
	TRAINING EXPENSES		5	5	5	15	41,666.55	5	5	5	15	41,666.55	10	10	10	30	83,333.10	10	10	10	30	83,333.10	90	2,777.77	249,999.30
	WATER EXPENSE																								
	WATER BILL		1	1	1	3	36,000.00	1	1	1	3	36,000.00	1	1	1	3	36,000.00	1	1	1	3	36,000.00	12	12,000.00	144,000.00
	PURIFIED DRINKING WATER 28 stages	cont.	120	120	120	360	9,000.00	120	120	120	360	9,000.00	120	120	120	360	9,000.00	120	120	120	360	9,000.00	1440	25.00	36,000.00
																									180,000.00
	ELECTRICITY (Electric Bill)																								
	ELECTRICITY BILL		1	1	1	3	451,500.00	1	1	1	3	451,500.00	1	1	1	3	451,500.00	1	1	1	3	451,500.00	12	150,500.00	1,806,000.00
	DLPC(LIBRARY HUB)		1	1	1	3	30,000.00	1	1	1	3	30,000.00	1	1	1	3	30,000.00	1	1	1	3	30,000.00	12	10,000.00	120,000.00
																									1,926,000.00
	MOBILE(CELL CARDS)																								
	SMART 500	piece	12		12	1,590.00	12		12	1,590.00	12		12	1,590.00	12		12	1,590.00	48	132.50	6,360.00				
	SMART 300	piece	54		54	4,293.00	54		54	4,293.00	54		54	4,293.00	54		54	4,293.00	216	79.50	17,172.00				
	GLOBE 300	piece	34		34	2,703.00	34		34	2,703.00	34		34	2,703.00	34		34	2,703.00	136	79.50	10,812.00				
	TALK N TEXT 300	piece	50		50	3,975.00	50		50	3,975.00	50		50	3,975.00	50		50	3,975.00	200	79.50	15,900.00				
	TM 300	piece	11		11	874.50	11		11	874.50	11		11	874.50	11		11	874.50	44	79.50	3,498.00				
	SUN 300	piece	2		2	159.00	2		2	159.00	2		2	159.00	2		2	159.00	8	79.50	636.00				
	MOBILE		1	1	1	3	70,405.50	1	1	1	3	70,405.50	1	1	1	3	70,405.50	1	1	1	3	70,405.50	12	23,468.50	281,622.00
																									336,000.00
	LANDLINE		2	2	2	6	18,000.00	2	2	2	6	18,000.00	2	2	2	6	18,000.00	2	2	2	6	18,000.00	24	3,000.00	72,000.00
	INTERNET SUBSCRIPTION (Smart)		3	3	3	9	56,124.00	3	3	3	9	56,124.00	3	3	3	9	56,124.00	3	3	3	9	56,124.00	36	6,236.00	224,496.00
	CABLE, SATELITE , TELEGRAPH, AND RADIO EXPENSES																								
	Wise Cable		1	1	1	3	2,300.01	1	1	1	3	2,300.01	1	1	1	3	2,300.01	1	1	1	3	2,300.01	12	766.67	9,200.04
	VHF MOBILE RADIO ANTENNA	piece		2	2	7,000.00			0	-		0	-		0	-	0	-	2	3,500.00	7,000.00				
	BASE RADIO MICROPHONE	piece		1	1	3,800.00			0	-		0	-		0	-	0	-	1	3,800.00	3,800.00				
																									20,000.04
	POSTAGE & COURIER																								
	LBC (IMCS)	Cp		5	5	750.00		5	5	750.00		5	5	750.00		5	5	750.00	20	150.00	3,000.00				
	LBC (NSTIC)	Cp		4	4	500.00		4	4	500.00		4	4	500.00		4	4	500.00	16	125.00	2,000.00				
																									5,000.00
	AUDITING SERVICES																								
	BATTERY,AA	pack	5		5	190.20			0	-		0	-		0	-	0	-	5	38.04	190.20				
	BATTERY,AAA	pack	5		5	98.55			0	-		0	-		0	-	0	-	5	19.71	98.55				
	EXTENSION CORD,5m,5gang	piece			0	-			0	-	1	1	350.00		0	-	0	-	1	350.00	350.00				
	LED,LINEAR TUBE,18watts	piece	3		3	617.46			0	-		0	-		0	-	0	-	3	205.82	617.46				

TRASHBAG,PLASTIC,BLACK,MEDIUM	pack	1	1	2	100.00				1	1	2	100.00				100.00	7	50.00	350.00					
LIQUID SOAP	bot	1	1	2	190.00			1	1	2	190.00			1	1	1	95.00	6	95.00	570.00				
TOILET BRUSH	piece			0	-			1	1	0	-					0	-	1	50.00	50.00				
TOILET DEODORANT CAKE	piece	1	1	3	135.00	1	1	1	3	135.00	1	1	1	3	135.00	1	1	1	3	135.00	12	45.00	540.00	
TOILET TISSUE PAPER	pack	1	1	3	268.50	1	1	1	3	268.50	1	1	1	3	268.50	1	1	1	3	268.50	12	89.50	1,074.00	
ELECTRIC FAN,STAND TYPE	unit	1		1	898.05			0	-	0	-			0	-	0	-	1	898.05	898.05				
PAPER SHREDDER	unit	1		1	5,700.00			0	-	0	-			0	-	0	-	1	5,700.00	5,700.00				
PUNCHING/BINDING MACHINE	unit	1		1	9,700.00			0	-	0	-			0	-	0	-	1	9,700.00	9,700.00				
DVD REWRITABLE	piece	10		10	150.00			0	-	0	-			0	-	0	-	10	150.00	1,500.00				
FLASHDRIVE, 16gb	piece	3		3	1,050.00			0	-	0	-			0	-	0	-	3	350.00	1,050.00				
MOUSE,OPTICAL,USB TYPE	piece			0	-	1		1	250.00	0	-			0	-	0	-	1	250.00	250.00				
MOUSE PAD RUBBER	piece	3		3	180.00			0	-	0	-			0	-	0	-	3	60.00	180.00				
TRAINING/CONFERENCE/TRAVELLING EXPENSES				0	-			1	1	22,726.43	0	-			0	-	0	-	1	22,726.43	22,726.43			
																						70,953.00		
FUEL, OIL & LUBRICANTS																								
Motorcycle Oil,Fuel & Lubricants	Ltrs	22	22	22	66	3,300.00	22	22	20	64	3,200.00	21	21	21	63	3,150.00	20	21	22	63	3,150.00	256	50.00	12,800.00
Vehicle fuel, oil & lubricant (Awanza)	Ltrs	420	420	400	1240	59,520.00	400	400	400	1200	57,600.00	400	400	400	1200	57,600.00	400	400	400	1200	57,600.00	4840	48.00	232,320.00
Vehicle fuel, oil & lubricant (Fuego & Adventure)	Ltrs	512	512	512	1536	73,728.00	512	512	512	1536	73,728.00	512	512	512	1536	73,728.00	512	512	512	1536	73,728.00	6144	48.00	294,912.00
																							540,032.00	
FIDELITY BOND																								
SDS				0	-			0	-	0	-			0	-	1		1	50,000.00	1	50,000.00	50,000.00		
Supply Officer				0	-	1		1	37,000.50	0	-			0	-	0		0	-	1	37,000.50	37,000.50		
Cashier				0	-			0	-	1	1	39,150.00			0	-	0	-	1	39,150.00	39,150.00			
																							126,150.50	
RENT BUILDING-BODEGA/WAREHOUSE																								
BODEGA RENTAL (1 YEAR)		1	1	1	3	60,000.00	1	1	1	3	60,000.00	1	1	1	3	60,000.00	1	1	1	3	60,000.00	12	20,000.00	240,000.00
RENTS- LIVING QUARTERS																								
		1	1	2	7,000.00	1	1	1	3	10,500.00	1	1	1	3	10,500.00	1	1	1	3	10,500.00	11	3,500.00	38,500.00	
OTHER SUBSCRIPTION EXPENSES																								
		1		1	16,000.00			0	-	0	-			0	-	0	-	1	16,000.00	16,000.00				
OTHER MAINTENANCE & OPERATING EXPENSES																								
Microwave(Digital Type model)	unit	1		1	5,000.00			0	-	0	-			0	-	0	-	1	5,000.00	5,000.00				
Oven Toaster(Digital Type)	unit	1		1	3,000.00			0	-	0	-			0	-	0	-	1	3,000.00	3,000.00				
Office Desk Lamp Shade	unit	1		1	600.00			0	-	0	-			0	-	0	-	1	600.00	600.00				
Sofa Bed, 3 seater w/ modern leg	unit	1		1	13,500.00			0	-	0	-			0	-	0	-	1	13,500.00	13,500.00				
Refrigerator,6 cu.ft (self-defrosted)	unit	1		1	14,800.00			0	-	0	-			0	-	0	-	1	14,800.00	14,800.00				
Foam,flex w/ quilted ploy mattress,semi-double(3x48x75)	pc	1		1	4,000.00			0	-	0	-			0	-	0	-	1	4,000.00	4,000.00				
Towel Holder,plastic coated	pc	1		1	500.00			0	-	0	-			0	-	0	-	1	500.00	500.00				
Toothpaste Dispenser & Toothbrush Holder	pc	1		1	500.00			0	-	0	-			0	-	0	-	1	500.00	500.00				
Pillow 100% polyester(white)	pc	2		2	800.00			0	-	0	-			0	-	0	-	2	400.00	800.00				
Pillow Case(double)100% cotton	pc	2		2	1,000.00			0	-	0	-			0	-	0	-	2	500.00	1,000.00				
Blanket (double) 100% cotton	pc	2		2	1,000.00			0	-	0	-			0	-	0	-	2	500.00	1,000.00				
Bedsheet(fitted) double,linen	pc	2		2	1,000.00			0	-	0	-			0	-	0	-	2	500.00	1,000.00				
Hanger	doz	2		2	560.00			0	-	0	-			0	-	0	-	2	280.00	560.00				
Disk Rack Storage	pc	1		1	1,000.00			0	-	0	-			0	-	0	-	1	1,000.00	1,000.00				
Basin	pc	1		1	150.00			0	-	0	-			0	-	0	-	1	150.00	150.00				
Reproduction of Identification Cards w/ sling	pc		150	150	22,500.00			0	-	0	-			0	-	0	-	150	150.00	22,500.00				
Tie Wire	kt		10	10	380.00			0	-	0	-			0	-	0	-	10	38.00	380.00				
RJB Cable	meter		10	10	3,800.00			0	-	0	-			0	-	0	-	10	380.00	3,800.00				
PL 259 Connector	pc	2		2	360.00			0	-	0	-			0	-	0	-	2	180.00	360.00				
Straight Connector	pc	2		2	380.00			0	-	0	-			0	-	0	-	2	190.00	380.00				
Electrical Tape-Big	roll	2		2	190.00			0	-	0	-			0	-	0	-	2	95.00	190.00				
Rubber Tape	roll	1		1	250.00			0	-	0	-			0	-	0	-	1	250.00	250.00				
Self-inking Stamp	pc		3	3	1,476.00			0	-	0	-			0	-	0	-	3	492.00	1,476.00				
Tarpaulin (5x6) NWM	pc		1	1	450.00			0	-	0	-			0	-	0	-	1	450.00	450.00				
Tarpaulin (4x6) Fire Prevention	pc		1	1	500.00			0	-	0	-			0	-	0	-	1	500.00	500.00				
Tarpaulin (41x53ft)Ease of doing	pc	2		2	2,000.00			0	-	0	-			0	-	0	-	2	1,000.00	2,000.00				
Conduct of EPT for Teacher Applicants(Meal and				1	1	31,200.00			0	-	0			0	-	0	-	1	31,200.00	31,200.00				
VEHICLE STICKER(FOR OFFICIAL USE ONLY)	pc		6	6	2,400.00			0	-	0	-			0	-	0	-	6	400.00	2,400.00				
VEHICLE STICKER(DEPED LOGO)	pc		4	4	800.00			0	-	0	-			0	-	0	-	4	200.00	800.00				
Water Dispense hot n cold	unit			0	-			1	1	7,000.00	0	-			0	-	0	-	1	7,000.00	7,000.00			

ICT EQUIPMENT																				
ANTIVIRUS SOFTWARE	piece			0	-	2	2	7,000.00			0	-	0	-	2	3,500.00	7,000.00			
EXTERNAL HARDWARE, 1TB	piece			0	-		1	4,000.00			0	-	0	-	1	4,000.00	4,000.00			
500 EXTERNAL DRIVE, 500gb	piece			0	-		1	5,100.00			0	-	0	-	1	5,100.00	5,100.00			
RAM, 4gb	piece			0	-	3	3	7,500.00			0	-	0	-	3	2,500.00	7,500.00			
UNINTERRUPTIBLE POWER SUPPLY	unit			0	-		3	8,400.00			0	-	0	-	3	2,800.00	8,400.00			
ROUTER	unit			0	-	2	2	6,000.00			0	-	0	-	2	3,000.00	6,000.00			
WIFI RECEIVER	piece			0	-	8	8	6,400.00	7	7	5,600.00		0	-	15	800.00	12,000.00			
																50,000.00				
OFFICE EQUIPMENT																				
Printer Epson 3 in 1				0	-		0	-	1	1	9,000.00	1	1	1	9,000.00	2	9,000.00	18,000.00		
Printer Epson 120				0	-		1	6,000.00			0	-	1	1	6,000.00	2	6,000.00	12,000.00		
																30,000.00				
OTHER SUPPLIES & MATERIALS:																				
Door Closer	piece	3		3				7,500.00			0	-	0	-	3	2,500.00	7,500.00			
Bolts #2 1/2 w/ nut & washer	piece	80		80				2,240.00			0	-	0	-	80	28.00	2,240.00			
Flexible Hose for Urinal Basin(PVC Tube	piece	6		6				1,800.00			0	-	0	-	6	300.00	1,800.00			
Garden Hose	meter	30		30				900.00			0	-	0	-	30	30.00	900.00			
Urinal P Trap (PVC)	piece	6		6				2,100.00			0	-	0	-	6	350.00	2,100.00			
ALCOHOL 70% ISOPROPHYL 500ml	BOT		400	400				30,000.00			0	-	0	-	400	75.00	30,000.00			
ALCOHOL 70% ISOPROPHYL PUMP 1000ml	BOT		20	20				3,900.00			0	-	0	-	20	195.00	3,900.00			
TOILET TISSUE PAPER(2PLY)(12'S/PACK)	PACK		50	50				6,000.00			0	-	0	-	50	120.00	6,000.00			
HAND LIQUID SOAP(PUMP) 225ml	PCS		15	15				1,500.00			0	-	0	-	15	100.00	1,500.00			
REFILL, HAND LIQUID SOAP, 200ml	POUC		50	50				3,400.00			0	-	0	-	50	68.00	3,400.00			
DETERGENT POWDER	PACK		40	40				2,200.00			0	-	0	-	40	55.00	2,200.00			
CLOROX (DISINFECTANT)	GAL		20	20				3,000.00			0	-	0	-	20	150.00	3,000.00			
Tarpaulin(4 X 6)ft. (5 x 4)ft	PCS		3	3		3	3	1,500.00		3	3	1,500.00		3	3	1,500.00	6,000.00			
Tarpaulin(6 x 8)ft	PCS		3	3		3	3	2,400.00		3	3	2,400.00		3	3	2,400.00	9,600.00			
Tarpaulin(10 x 12)ft. (4 x 24)ft. (10 x 20)ft	PCS		4	4		2	2	4,000.00		3	3	6,000.00	2	5	7	14,000.00	16	2,000.00	32,000.00	
Modem	PCS			0		1	1	995.00			0	-			1	995.00	995.00			
Cleaning and Janitorial Supplies			5	5		12	12	41,520.00	5	12	17	58,820.00	12	12	24	83,040.00	58	3,460.00	200,680.00	
																313,815.00				
REPAIR & MAINTENANCE(MOTOR VEHICLE)																				
REPAIR OF MOTOR VEHICLE (inc. labor, spareparts, change oil, tires & etc.)	Lot			1	1		1	4,200.00			1	1	4,200.00		1	1	4,200.00	4	4,200.00	16,800.00
REPAIR OF VEHICLE, Avanza, Fuego, Adventure (inc. labor, spareparts, change oil, tires & etc.)	Lot		1	1		2	2	61,000.00			0	-		3	3	91,500.00	6	30,500.00	183,000.00	
																199,800.00				
REPAIR & MAINTENANCE(OFFICE EQUIPMENT)																				
PRINTER REPAIR	Lot		10	10				15,000.00		10	10	15,000.00			0	-	20	1,500.00	30,000.00	
REPAIR & MAINTENANCE OF FLOORMOUNTED	Lot		5	5		7	7	6,860.00		7	7	6,860.00		7	7	6,860.00	26	980.00	25,480.00	
REPAIR & MAINTENANCE OF WALLMOUNTED	Lot		14	14		15	15	14,250.00		15	15	14,250.00		15	15	14,250.00	59	950.00	56,050.00	
REPAIR & MAINTENANCE OF WINDOW TYPE	Lot		8	8		8	8	3,200.00		8	8	3,200.00		8	8	3,200.00	32	400.00	12,800.00	
REPAIRS AND MAINTENANCE(DISPLAY BOARD)/POWER	PC		1	1		1	1	700.00		1	1	700.00		1	1	700.00	4	700.00	2,800.00	
WATER DISPENSER REPAIR	Lot		5	5		5	5	3,600.00		5	5	3,600.00		5	5	3,600.00	20	720.00	14,400.00	
COPY PRINTER	unit		3	3		3	3	12,600.00		3	3	12,600.00		3	3	12,600.00	12	4,200.00	50,400.00	
PHOTOCOPIER REPAIR	Lot		3	3		3	3	12,000.00		3	3	12,000.00		3	3	12,000.00	12	4,000.00	48,000.00	
																239,930.00				
REPAIR & MAINTENANCE(BUILDING)																				
Building Repairs and Plumbing Supplies			5	5		5	5	26,500.00		5	5	26,500.00		5	5	26,500.00	20	5,300.00	106,000.00	
Installation & Door Glass				0		1	1	2,500.00			0	-			0	-	1	2,500.00	2,500.00	
Warehouse Repair and Rehab			1	1				10,000.00			0	-			0	-	1	10,000.00	10,000.00	
																118,500.00				
TAXES, DUTIES & LIC.																				
Motorcycle without Side Car, Aura (SE 1349)				0	-			0		1	1	1,800.00			0	-	1	1,800.00	1,800.00	
Utility Vehicle, Mitsubishi, Adventure (SHA 257)				0	-			0		1	1	7,000.00			0	-	1	7,000.00	7,000.00	
Utility Vehicle, Isuzu, Fuego (SHE 118)				0	-			0		1	1	7,000.00			0	-	1	7,000.00	7,000.00	
Utility Vehicle, Toyota Avanza				0	-			0		1	1	8,200.00			0	-	1	8,200.00	8,200.00	
																24,000.00				
INSURANCE EXPENSE																				
Motorcycle without Side Car, SE 1349				0	-			0		1	1	1,000.00			0	-	1	1,000.00	1,000.00	

Utility Vehicle, Mitsubishi, Adventure (MIA 357)				0	-		0	-	1		1	5,000.00		0	-	1	5,000.00	5,000.00				
Utility Vehicle, Isuzu, Fargo (MIE 118)				0	-		0	-	1		1	5,000.00		0	-	1	5,000.00	5,000.00				
Utility Vehicle, Toyota Avanza				0	-		0	-	1		1	5,000.00		0	-	1	5,000.00	5,000.00				
																		16,000.00				
SUB-TOTAL (MANDATORY EXPENSES)																		9,174,420.64				
C. TRAININGS AND ACTIVITIES																						
Conduct of Management Committee Meeting																						
-meals and snacks of Division Office Personnel	41		41	82		51,600.14		41		41		25,800.07		41		41		25,800.07	205	629.27	129,000.35	
Conduct of Interview of Teacher Applicants for SY2020-2021																						
-meals and snacks 4days			200	200		87,000.00				0		-				0		-	200	435.00	87,000.00	
Conduct of Orientation of Teacher Applicants for SY2020-2021																						
-meals and snacks of Division Office Personnel			50	50		13,000.00				0		-				0		-	50	260.00	13,000.00	
Conduct of Demonstration Teaching and Skills Demonstration																						
-meals and snacks of Division Office Personnel			200	200		100,000.00				0		-				0		-	200	500.00	100,000.00	
Revisiting the Conduct of Quality Management System	1		1			61,333.33		1		1		61,333.33	1		1		61,333.33		0	3	61,333.33	183,999.99
Conduct of Mid-year Performance Review and Enhancement of Division Office Personnel										1					1		200,000.00		0	1	200,000.00	200,000.00
Conduct of Welfare and Development of Non-teaching Personnel cum CSC Month Celebration										1					1		92,000.00		0	1	92,000.00	92,000.00
Welfare and Development of Teaching Personnel cum WTD Month Celebration													1		1		92,000.00		1	1	92,000.00	92,000.00
Year-end Performance Review and Enhancement of Division Office															1		200,000.00		1	1	200,000.00	200,000.00
Conduct of National, Cluster and Regional NEU Congress											1	1	2		1		37,666.66	1	1	3	37,666.66	112,999.98
Conduct of DAVNCR NEU Congress																						
-meals and snacks of the participants				0	-	210		210				84,000.00				0	-		0	210	400.00	84,000.00
-professional fee for the speaker				0	-	1		1				3,000.00				0	-		0	1	3,000.00	3,000.00
-token(vacuum insulated stainless steel tumbler)				0	-	5		5				3,000.00				0	-		0	5	600.00	3,000.00
-lunchbox with partition and design				0	-	5		5				3,100.00				0	-		0	5	620.00	3,100.00
-price(vacuum insulated stainless steel tumbler)				0	-	5		5				3,000.00				0	-		0	5	600.00	3,000.00
-tumbler				0	-	10		10				2,000.00				0	-		0	10	200.00	2,000.00
-glass viand box				0	-	20		20				3,000.00				0	-		0	20	150.00	3,000.00
-plastic folder with handle and design				0	-	269		269				23,604.75				0	-		0	269	87.75	23,604.75
-ballpen				0	-	269		269				1,883.00				0	-		0	269	7.00	1,883.00
-bondpaper,A4				0	-	3		3				870.00				0	-		0	3	290.00	870.00
-certificate glass frame				0	-	5		5				992.25				0	-		0	5	198.45	992.25
-L120 Epson Ink(set)				0	-	4		4				1,400.00				0	-		0	4	350.00	1,400.00
-certificate paper				0	-	2		2				150.00				0	-		0	2	75.00	150.00
Conduct of Least learned Skills and Reading Summit																						
-meals and snacks of participants				0	-	100		100				92,500.00				0	-		0	100	925.00	92,500.00
-speaker's honorarium				0	-	1		1				5,000.00				0	-		0	1	5,000.00	5,000.00
-balloons(piece)				0	-	30		30				2,499.90				0	-		0	30	83.33	2,499.90
Conduct of Division RSPC Qualifiers' Intensive Coaching and Mentoring Oct 1-3, 2020																						
-meals and snacks of participants(3days)				0	-			0	-							18		18		18	1,500.00	27,000.00
Conduct of 2020 Division Academic Festival of Talents																						
Medals(Gold)				0	-			0	-							450		450		450	50.00	22,500.00
Medals(Silver)				0	-			0	-							450		450		450	50.00	22,500.00
Medals(Bronzer)				0	-			0	-							450		450		450	50.00	22,500.00
Trophies(1st)				0	-			0	-							2		2		2	2,500.00	5,000.00
Trophies(2nd)				0	-			0	-							2		2		2	2,000.00	4,000.00
Trophies(3rd)				0	-			0	-							2		2		2	1,500.00	3,000.00
Trophies(4th)				0	-			0	-							2		2		2	1,000.00	2,000.00
Trophies(5th)				0	-			0	-							2		2		2	1,000.00	2,000.00
Plaques(pcs)				0	-			0	-							30		30		30	500.00	15,000.00
Certificate Frames,glass,A4				0	-			0	-							50		50		50	150.00	7,500.00

	Certificate Printing				0	-			0	-				0	-	3500			3500	11,480.00	3500	3.28	11,480.00					
	Tarpaulins				0	-			0	-				0	-	7			7	4,999.40	7	714.20	4,999.40					
	Bondpaper, A4				0	-			0	-				0	-	15			15	3,150.00	15	210.00	3,150.00					
	Bondpaper, Legal				0	-			0	-				0	-	5			5	1,100.00	5	220.00	1,100.00					
	Ink Printers(sets)				0	-			0	-				0	-	2			2	1,600.00	2	800.00	1,600.00					
	Ink Printer, black				0	-			0	-				0	-	4			4	800.00	4	200.00	800.00					
	whiteboard marker(box)				0	-			0	-				0	-	2			2	500.00	2	250.00	500.00					
	ballpen, black				0	-			0	-				0	-	2			2	225.00	2	112.50	225.00					
	ballpen, blue				0	-			0	-				0	-	1			1	125.00	1	125.00	125.00					
	Conduct of EPP/TE Division Unified Test Writeshop																											
	-meals and snacks of participants				0	-			0	-	30			30					30	30,000.00			30,000.00					
	Division Live-out enhancement training on content and pedagogy for selected teachers in EPP/TE/TVL																											
	-meals and snacks of participants				0	-	45		45					0					0	-	45	1,000.00	45,000.00					
	-bondpaper, A4				0	-	6		6					0					0	-	6	200.00	1,200.00					
	-bondpaper, legal				0	-	2		2					0					0	-	2	400.00	800.00					
	-Ink printer(bot)				0	-	4		4					0					0	-	4	300.00	1,200.00					
	-frames				0	-	5		5					0					0	-	5	240.00	1,200.00					
	-specialty paper(pack)				0	-	2		2					0					0	-	2	300.00	600.00					
	Conduct of Competency Based Learning Modules Workshop in EPP July 23-24, 2020																											
	-meals and snacks of participants				0	-			0	-	45			45					45	45,000.00			45,000.00					
	-bondpaper, A4				0	-			0	-	2			2					2	600.00			600.00					
	-Ink printer(bot)				0	-			0	-	2			2					2	600.00			600.00					
	-certificate holder				0	-			0	-	11			11					11	550.00			550.00					
	-specialty paper(pack)				0	-			0	-	1			1					1	250.00			250.00					
	Conduct of Science and Math Enhancement Program Planning Conference																											
	-meals and snacks of participants				0	-			0	-	16			16					16	9,600.00			9,600.00					
	-specialty paper(pack)				0	-			0	-	4			4					4	400.00			400.00					
	Conduct of District and Cluster Service Coordinators' Conference																											
	-meals and snacks of participants				0	-			0	-	15	15	15	45					9,000.00	15	15	30	6,000.00	75	200.00	15,000.00		
	Conduct of Division Unified Test in Science																											
	-meals and snacks of participants				0	-			0	-	13			13					13	19,500.00	13		13	19,500.00	26	1,500.00	39,000.00	
	-specialty paper(pack)				0	-			0	-	5			5					5	500.00	5		5	500.00	10	100.00	1,000.00	
	Conduct of Science and SMEP Summit																											
	-meals and snacks of participants				0	-			0	-				0					20	20	50,000.00	20	2,500.00	50,000.00				
	-specialty paper(pack)				0	-			0	-				0					10	10	1,000.00	10	100.00	1,000.00				
	-USB 16g				0	-			0	-				0					16	16	8,000.00	16	500.00	8,000.00				
	-ink printer (sets)				0	-			0	-				0					3	3	3,000.00	3	1,000.00	3,000.00				
	Conduct of Training on Araling Panlipunan Lesson Plan Writing																											
	-meals and snacks of participants				0	-			0	-	110			110					49,500.00			0		110	450.00	49,500.00		
	-bondpaper, A4				0	-			0	-	3			3					0				3	167.00	501.00			
	Conduct of Enhancement Training on AP Unified Lesson Plan for Secondary Teachers																											
	-meals and snacks of participants				0	-			0	-				60					27,000.00			0		60	450.00	27,000.00		
	Conduct of Tatak Kasaysayan Season 2																											
	-meals and snacks of participants				0	-			0	-				100					45,000.00			0		100	450.00	45,000.00		
	-plaques				0	-			0	-				10					5,000.00			0		10	500.00	5,000.00		
	Conduct of Enhancement Training on Learning Delivery for SHS Non-education Major																											
	-meals and snacks of participants-day1				0	-			0	-	56			56					25,200.00			0		56	450.00	25,200.00		
	-meals and snacks of participants-day2				0	-			0	-	55			55					24,799.50			0		55	450.90	24,799.50		
	Conduct of Training for Senior Highschool Instructional Leaders																											
	-meals and snacks of participants				0	-			0	-				0									112	112	49,999.04	112	446.42	49,999.04
	Conduct of Capability Building for Araling Panlipunan Coordinators/Writers																											
	-meals and snacks of participants				0	-			0	-				0									60	60	27,000.00	60	450.00	27,000.00

	-meals and snacks of participants			0	-		0	-	40	40	28,000.00			0	-	40	700.00	28,000.00	
	-bondpaper, A4(ream)			0	-		0	-	8	8	1,600.00			0	-	8	200.00	1,600.00	
	-paper, A3(ream)			0	-		0	-	5	5	1,400.00			0	-	5	280.00	1,400.00	
Conduct of Staff Safety and Security Training for Division Office Personnel																			
	-meals and lodging(1,600.00x 3 days)of participants			0	-	20	20	96,000.00			0			0	-	20	4,800.00	96,000.00	
	-woodsplints for first-aid (set)			0	-	1	1	4,000.00			0			0	-	1	4,000.00	4,000.00	
Conduct of C11 and C12 HRD Coordinators' Conference																			
	-lease of venue with meals and snacks of participants			0	-	55	55	24,750.00	55		55			0	-	110	450.00	49,500.00	
	-specialty paper(pack)			0	-	7	7	249.90	7		7			0	-	14	35.70	499.80	
Conduct of Seminar Orientation on Pre-Retirement Innovations Options for Results																			
	-lease of venue with meals and snacks of participants			45	45		90,000.00			0				0	-	45	2,000.00	90,000.00	
	-specialty paper,A4(pack)			7	7		249.90			0				0	-	7	35.70	249.90	
	-token for speakers			1	1		3,000.00			0				0	-	1	3,000.00	3,000.00	
	-token for retirees			45	45		6,750.00			0				0	-	45	150.00	6,750.00	
Conduct of Year-end Performance Review for HRD Coordinators																			
	-lease of venue with meals and snacks of participants			55	55		52,998.00			0				0	-	55	963.60	52,998.00	
Conduct of Quarterly Division, Monitoring, Evaluation and Adjustment																			
	-lease of venue with meals and snacks of participants			0	-	1	1	22,500.00	1		1			1	2	45,000.00	4	22,500.00	90,000.00
	-tarpaulin,pc			0	-	1	1	700.00	1		1			1	2	1,400.00	4	700.00	2,800.00
	-bondpaper,A4,ream			0	-	4	4	1,200.00			0			0	-	4	300.00	1,200.00	
	-flashdrive,32gb			0	-	20	20	6,000.00			0			0	-	20	300.00	6,000.00	
Conduct of 2-day Division Roll-out of Monitoring and Evaluation Conference with the theme, M&E for Improved Basic Education Governance																			
	-lease of venue with meals and snacks of participants			0	-	43	43	94,600.00			0			0	-	43	2,200.00	94,600.00	
	-token for speakers(2,700.00x2)			0	-	2	2	5,400.00			0			0	-	2	2,700.00	5,400.00	
Conduct of CI Summit																			
	-lease of venue with meals and snacks of participants			0	-		0	-	358	358	111,098.14			0	-	358	310.33	111,098.14	
	-plaques			0	-		0	-	15	15	22,000.50			0	-	15	1,466.70	22,000.50	
	-tarpaulin,pc			0	-		0	-	1	1	5,400.00			0	-	1	5,400.00	5,400.00	
	-ink#664 3sets			0	-		0	-	3	3	3,600.00			0	-	3	1,200.00	3,600.00	
	-bondpaper, A4(ream)			0	-		0	-	8	8	2,000.00			0	-	8	250.00	2,000.00	
	-specialty paper(pack)			0	-		0	-	30	30	2,001.00			0	-	30	66.70	2,001.00	
	-frames,plastic,pc			0	-		0	-	30	30	1,500.00			0	-	30	50.00	1,500.00	
	-leis,pc			0	-		0	-	1	1	2,400.00			0	-	1	2,400.00	2,400.00	
Conduct of SBM Summit																			
	-meals and snacks of participants			271	271		72,004.70			0				0	-	271	265.70	72,004.70	
	-plaques			10	10		15,000.00			0				0	-	10	1,500.00	15,000.00	
	-tarpaulin,pc			1	1		5,400.00			0				0	-	1	5,400.00	5,400.00	
	-ink#664 sets			3	3		3,600.00			0				0	-	3	1,200.00	3,600.00	
	-bondpaper, A4(ream)			8	8		2,000.00			0				0	-	8	250.00	2,000.00	
	-specialty paper(pack)			30	30		1,980.00			0				0	-	30	66.00	1,980.00	
Conduct of Year-end Evaluation on the Learner Information System(LIS) and Basic Education Information System (BEIS) for School Year 2020-2021																			
	-snacks for the participants			0	-		0	-			0			248	248	37,200.00	248	150.00	37,200.00
	-fresh canned juice			0	-		0	-			0			248	248	9,920.00	248	40.00	9,920.00
	-meals(lunch@120/meal for 6 days)			0	-		0	-			0			24	24	2,880.00	24	120.00	2,880.00
	-meals and snacks			0	-		0	-			0			120	120	48,000.00	120	400.00	48,000.00
	-office/training supplies			0	-		0	-			0			5	5	2,000.00	5	400.00	2,000.00
Conduct of Quarterly Conference and Evaluation on Youth Formation Programs																			
	-1st qtr(mar 26,2020)-snacks			150	150		15,000.00			0				0	-	150	100.00	15,000.00	
	-2nd qtr(june 26,2020)-snacks			0	-		0	-	150	150	15,000.00			0	-	150	100.00	15,000.00	
	-3rd qtr(sep 25,2020)-snacks			0	-		0	-		150	150	15,000.00		0	-	150	100.00	15,000.00	
Conduct of Annual Program Implementation Review on Youth Formation Programs																			
	-lease of venue with meals and snacks of participants			0	-		0	-			0			110	110	55,000.00	110	500.00	55,000.00

We hereby warrant that the total amount reflected in this Annual 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:



ALDRIN S. GEVILA
AO IV/SUPPLY OFFICER

Date: 3-31-2021

Certified Funds Available:



LILLI ANN R. SIASON
AOV/Budget Officer

Date: _____

Approved:



DEE D. SILVA, DPA, CESO V
SCHOOLS DIVISION SUPERINTENDENT

Date: _____