

**SUPPLEMENTAL ANNUAL PROCUREMENT PLAN FOR COMMON OFFICE SUPPLIES CY-2016 (SAPP-CUS)  
DEPARTMENT OF JUSTICE**

ITEMS/DESCRIPTION	QUANTITY REQUIREMENT												UNIT PRICE	TOTAL AMOUNT		
	TOTAL QUANTITY	UNIT	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER			NOVEMBER	DECEMBER
<b>COMMON OFFICE SUPPLIES</b>																
Ballpen, (blue)	80	pcs.													15.00	1,200.00
Ballpen, (black)	80	pcs.													15.00	1,200.00
Ballpen, (red)	80	pcs.													15.00	1,200.00
Calculator Scientific	3	pcs.													258.84	776.52
Clearbook, A4 size	60	pcs.													39.52	2,371.20
Clearbook, Legal size	60	pcs.													43.68	2,620.80
Clip, Backfold, 12mm, 12 pcs/box	30	bxs.													7.28	218.40
Clip, Backfold, 25mm, 12 pcs/box	30	bxs.													13.50	405.00
Clip, Backfold, 32mm, 12 pcs/box	30	bxs.													19.12	573.60
Clip, Backfold, 50mm, 12 pcs/box	30	bxs.													43.68	1,310.40
Correction Tape, 1 pc. Individual plastic	30	pcs.													31.20	936.00
Cutter Blade, 10 pcs/tube	7	tube													9.19	64.33
Cutter Knife	12	pcs.													19.76	237.12
Envelope, Brown, A4 size	3	bxs.													381.54	1,144.62
Envelope, Brown, Legal size	3	bxs.													507.40	1,522.20
Envelope, Expnding for legal size document, 100 pcs/box	3	bxs.													621.71	1,865.13
Envelope, Mailing, 500 pcs/box	12	bxs.													134.04	1,608.48
External Hard Disk (1 Terabyte)	8	pcs.													2,818.40	22,547.20
Fastener Metal	60	bxs.													57.09	3,425.40
Folder, Tagboard, A4 size, 100 pcs/pack	92	pcks.													179.28	16,493.76
Folder, Tagboard, Legal size, 100 pcs/pack	88	pcks.													200.37	17,632.56
Glue, All purpose, GW:200 grams	30	jars													44.18	1,325.40


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Loose Leaf Cover	6	bndls.													539.76	3,238.56
Mouse Optical Type	12	units													127.80	1,533.60
Paper Clip, Gem Type, Jumbo, 50mm, 100/box	60	bxs.													12.85	771.00
Paper, Multicopy (A4 size), 80gsm	1500	reams													112.32	168,480.00
Paper, Multicopy (legal size), 80gsm	1500	reams													132.02	198,030.00
Paper Thermal, 216mm x 30m	50	rolls													31.15	1,557.50
Pencil lead with eraser	42	bxs.													19.62	824.04
Post It, 3 x 4 (12 pads/pack)	60	pcks.													54.06	3,243.60
Puncher heavy duty	16	pcs.													114.28	1,828.48
Record Book (500 pages), 214mm x 278mm min	60	bks.													86.85	5,211.00
Scissor	12	pairs													13.73	164.76
Sign Pen, Pilot VS (black)	80	bxs.													38.10	3,048.00
Sign Pen, Pilot VS (blue)	80	bxs.													38.10	3,048.00
Sign Pen, Pilot VS (red)	80	bxs.													38.10	3,048.00
Stamp Pad Ink	6	btls.													24.63	147.78
Staple Remover, Plier Type	12	pcs.													18.18	218.16
Staple Wire No. 26/6 standard	30	bxs.													18.92	567.60
Stapler, Binder Type, Heavy Duty for High Volume	3	pcs.													878.80	2,636.40
Tape Dispenser, Table Top	18	pcs.													29.10	523.80
Tape, Transparent 1"	50	rolls													29.10	1,455.00
Tape, Transparent 2"	50	rolls													18.59	929.50
															<b>Total Amount ---&gt;</b>	<b>481,182.90</b>
<b>CONSUMABLES (PRINTER)</b>																
Toner (Canon Pixma IP2772) 810-black, 811-colored) set	30	sets													2,000.00	60,000.00
Toner (LBP 2900)	30	bxs.													2,500.00	75,000.00
															<b>Total Amount ---&gt;</b>	<b>135,000.00</b>
<b>CONSUMABLES (PHOTOCOPIER)</b>																

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Toner (Kyocera TK-4109)	10	bxs.													6,944.00	69,440.00
Spare Parts for Copying Machine for TK-2200 (Kyocera)	1	lot													100,000.00	100,000.00
																169,440.00

Prepared by:

  
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 BAC-Secretariat

Submitted by:

  
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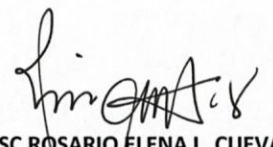
Recommending Approval:



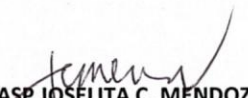
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