



TOURISM PROMOTIONS BOARD PHILIPPINES

**Annual Procurement Plan for FY 2016
MAINTENANCE AND OTHER OPERATING EXPENSES**

Code (PAP)	Procurement	Program/Project	PMO/End-User	P	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Project)
					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
OFFICE OF THE CORPORATE BOARD SECRETARY													
OUT OF TOWN MEETING (2 days/1 night) (Maximum of 2) (2 days/1 night - <aximum of 2 Travel a year)													
	Airfare Domestic Tickets			shopping	Delegated to the Procurement and General Services Division (PGSD) (March & October 2016)				Gop	220,000.00	220,000.00		22 tickets for Board of Directors
	Airfare Domestic Tickets			shopping					Gop	100,000.00	100,000.00		10 tickets TPB Officials
	Airfare Domestic Tickets			shopping					Gop	100,000.00	100,000.00		10 tickets TPB Secretariat Staff
	Hotel Accommodation			NP-SVP					Gop	176,000.00	176,000.00		22 rooms for Board of Directors
	Hotel Accommodation			NP-SVP					Gop	60,000.00	60,000.00		10 rooms TPB Officials
	Hotel Accommodation			NP-SVP					Gop	40,000.00	40,000.00		10 rooms TPB Secretariat Staff
	Food and Beverage / Venue			NP-SVP					Gop	90,000.00	90,000.00		2 meetings
	Transportation Expenses			NP-SVP					Gop	50,000.00	50,000.00		2 meeting (van and/or coaster)
	Sub-total									836,000.00	836,000.00		
OCULAR INSPECTION TRIP (2 days / 1 night) (for 2 pax) (maximum 2 travels)													
	Airfare Domestic Tickets			shopping	Delegated to the Procurement and General Services Division (PGSD) (February & September 2016)				Gop	40,000.00	40,000.00		4 Round trip Tickets
	Hotel Accommodation			NP-SVP					Gop	16,000.00	16,000.00		4 rooms
	Transportation Expenses			NP-SVP					Gop	12,000.00	12,000.00		2 vans
	Cell Card			shopping	Delegated to the Procurement and General Services Division (PGSD) (March & October 2016)				Gop	1,000.00	1,000.00		4 pcs
	Sub-total									69,000.00	69,000.00		
REGULAR MEETINGS (for the 2 Cebu-based Directors)													
	Airfare Domestic Tickets			shopping	Delegated to the Procurement and General Services Division (PGSD) (January - December 2016)				Gop	60,000.00	60,000.00		6 RT Tickets for Dir. Ma. Margarita F. Villarica
	Airfare Domestic Tickets			shopping					Gop	60,000.00	60,000.00		6 RT Tickets for Dir. Edwin Vincent V. Ortiz
	Hotel Accommodation			NP-SVP					Gop	48,000.00	48,000.00		6 room for Dir. Ma. Margarita F. Villarica
	Hotel Accommodation			NP-SVP					Gop	48,000.00	48,000.00		6 rooms for Dir. Edwin Vincent V. Ortiz
	Hotel Accommodation			NP-SVP					Gop	48,000.00	48,000.00		Siminar
	Food and Beverage / Venue			NP-SVP					Gop	360,000.00	360,000.00		for 6 meetings held in hotels
	Catering Services			NP-SVP					Gop	270,000.00	270,000.00		for 6 meetings held in TPB/DOT
	Sub-total					894,000.00	894,000.00						
MISCELLANEOUS EXPENSES													
	Transportation			NP-SVP	Delegated to the Procurement and General Services Division (PGSD)				Gop	12,000.00	12,000.00		2 vans
	Call Cards			NP-SVP					Gop	5,000.00	5,000.00		10 pcs Communication Expenses
	Sub-total									17,000.00	17,000.00		
	SEMINAR/TRAINING FOR APPOINTIVE DIRECTORS								Gop	90,000.00	90,000.00		6 pax
AVAILABLE AT PROCUREMENT SERVICE STORES													
COMMON OFFICE SUPPLIES													
	10 sets FILE TAB DIVIDER, A4, five (5) colors per set			Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)				Gop	124.80	124.80		
	20 pcs FOLDER, Pressboard, size 210mm x 370mm, 100s/box			Agency to Agency (PS-DBM)					Gop	187.18	187.18		
	60 pcs FOLDER, Tagboard, A4, 100 pieces per pack			Agency to Agency (PS-DBM)					Gop	149.14	149.14		
	60 pcs FOLDER, Tagboard, Legal size, 100 pieces per pack			Agency to Agency (PS-DBM)					Gop	179.99	179.99		
	15 rms PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm			Agency to Agency (PS-DBM)					Gop	1,767.45	1,767.45		
	5 rms PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm			Agency to Agency (PS-DBM)					Gop	660.10	660.10		
	15 pcs SIGN PEN, black			Agency to Agency (PS-DBM)					Gop	660.15	660.15		
	Sub-total					3,728.81	3,728.81						
COMMON COMPUTER SUPPLIES													
	5 pcs FLASH DRIVE, 16GB, USB 2.0, plug and play			Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)				Gop	750.00	750.00		

OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES

OFFICE SUPPLIES									
120 pcs	FOLDER, Clear w/ plastic fastener (Seagull A4)		Shopping	Delegated to the Procurement and General Services Division (PGSD)	Gop	4,800.00	4,800.00		
TOTAL - OFFICE OF THE CORPORATE BOARD SECRETARY							1,915,278.81	1,915,278.81	

OFFICE OF THE CHIEF OPERATING OFFICER

Programmed COO meeting with government & private sectors, representations and local and foreign traveling expenses		NP-SVP / Shopping	Delegated to the Procurement and General Services Division (PGSD)	Gop	1,500,000.00	1,500,000.00		
Programmed COO meeting with government & private sectors, representations and local and foreign traveling expenses		NP-SVP / Shopping		Gop	500,000.00	500,000.00		
Sub-total					2,000,000.00	2,000,000.00		

AVAILABLE AT PROCUREMENT SERVICE STORES

COMMON ELECTRICAL SUPPLIES									
2 packs	BATTERY, size AAA, alkaline, 2 pieces per blister pack		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	29.54	29.54		

COMMON OFFICE SUPPLIES

12 cans	AIR FRESHENER, 280ml/can		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	973.44	973.44		
20 pcs	CLEARBOOK, A4 size		Agency to Agency (PS-DBM)		Gop	748.80	748.80		
5 pcs	CLEARBOOK, Legal size		Agency to Agency (PS-DBM)		Gop	208.00	208.00		
2 bxs	CLIP, backfold, 25mm, 12 pieces per box		Agency to Agency (PS-DBM)		Gop	33.28	33.28		
2 bxs	CLIP, backfold, 32mm, 12 pieces per box		Agency to Agency (PS-DBM)		Gop	41.36	41.36		
2 bxs	CLIP, backfold, 50mm, 12 pieces per box		Agency to Agency (PS-DBM)		Gop	87.36	87.36		
5 pcs	CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic		Agency to Agency (PS-DBM)		Gop	205.40	205.40		
3 pcs	DATA FILE BOX, made with chipboard, with closed ends		Agency to Agency (PS-DBM)		Gop	209.19	209.19		
20 pcs	ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box		Agency to Agency (PS-DBM)		Gop	16.14	16.14		
10 pcs	ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box		Agency to Agency (PS-DBM)		Gop	10.15	10.15		
10 pcs	ERASER, plastic or rubber		Agency to Agency (PS-DBM)		Gop	21.60	21.60		
5 bxs	FASTENER, for paper, metal, 50 sets per box		Agency to Agency (PS-DBM)		Gop	285.45	285.45		
20 pcs	FOLDER, L-type, A4, 50 pieces pack		Agency to Agency (PS-DBM)		Gop	66.56	66.56		
20 pcs	FOLDER, L-type, Legal size, 50 pieces per pack		Agency to Agency (PS-DBM)		Gop	72.80	72.80		
50 pcs	FOLDER, Pressboard, size 210mm x 370mm, 100s/box		Agency to Agency (PS-DBM)		Gop	467.95	467.95		
5 bxs	INDEX TAB, self-adhesive, 5 set/box, assorted colors		Agency to Agency (PS-DBM)		Gop	254.20	254.20		
3 pcs	MARKER, permanent, bullet type, black		Agency to Agency (PS-DBM)		Gop	28.95	28.95		
3 pcs	MARKER, permanent, bullet type, blue		Agency to Agency (PS-DBM)		Gop	28.95	28.95		
3 pcs	MARKER, permanent, bullet type, red		Agency to Agency (PS-DBM)		Gop	28.95	28.95		
5 pads	NOTE PAD, stick-on, (3"x4"), 100 sheets per pad		Agency to Agency (PS-DBM)		Gop	270.30	270.30		
4 bxs	PAPER CLIP, gem type, 48mm, 100 pieces per box		Agency to Agency (PS-DBM)		Gop	54.08	54.08		
4 bxs	PAPER CLIP, gem type, 32mm, 100 pieces per box		Agency to Agency (PS-DBM)		Gop	27.04	27.04		
20 rms	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm		Agency to Agency (PS-DBM)		Gop	2,356.60	2,356.60		
5 rms	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm		Agency to Agency (PS-DBM)		Gop	660.10	660.10		
2 pcs	RECORD BOOK, 300 pages, size: 214mm x 278mm min		Agency to Agency (PS-DBM)		Gop	301.60	301.60		
2 bxs	RUBBER BAND, 70mm min lay flat length (#18)		Agency to Agency (PS-DBM)		Gop	211.70	211.70		
50 pcs	SIGN PEN, black		Agency to Agency (PS-DBM)		Gop	2,200.50	2,200.50		
50 pcs	SIGN PEN, blue		Agency to Agency (PS-DBM)	Gop	2,200.50	2,200.50			
50 pcs	SIGN PEN, red		Agency to Agency (PS-DBM)	Gop	2,200.50	2,200.50			
5 pcs	STAMP PAD, felt pad, min 60mm x 100mm		Agency to Agency (PS-DBM)	Gop	155.40	155.40			
5 bxs	STAPLE WIRE, Standard		Agency to Agency (PS-DBM)	Gop	94.60	94.60			
5 rlls	TAPE, masking, 24mm, 50 meters length		Agency to Agency (PS-DBM)	Gop	275.60	275.60			
10 rlls	TAPE, transparent, 24mm, 50 meters		Agency to Agency (PS-DBM)	Gop	173.70	173.70			
10 rlls	TAPE, transparent, 48mm, 50 meters		Agency to Agency (PS-DBM)	Gop	332.80	332.80			
2 packs	TOILET TISSUE, 12 rolls per pack		Agency to Agency (PS-DBM)	Gop	151.14	151.14			
Sub-total					15,454.69	15,454.69			

COMMON OFFICE DEVICES

2 pcs	PENCIL SHARPENER, 1 piece in individual plastic case		Agency to Agency (PS-DBM)	Gop	374.40	374.40		
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	2 pcs PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	246.86	246.86		
	2 pcs SCISSORS, (6")		Agency to Agency (PS-DBM)		Gop	31.06	31.06		
	2 pcs STAPLER, standard		Agency to Agency (PS-DBM)		Gop	184.46	184.46		
	2 pcs TAPE DISPENSER, table top		Agency to Agency (PS-DBM)		Gop	95.44	95.44		
	Sub-total					932.22	932.22		
COMMON JANITORIAL SUPPLIES									
	2 pcs BROOM, soft (tambo)		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	208.00	208.00		
	2 cans DISINFECTANT SPRAY, 400-550 grams		Agency to Agency (PS-DBM)		Gop	228.80	228.80		
	2pcs DUST PAN, non-rigid plastic		Agency to Agency (PS-DBM)		Gop	72.56	72.56		
	pcs FLOOR WAX, Paste, red		Agency to Agency (PS-DBM)		Gop	457.60	457.60		
	2 cans FURNITURE CLEANER, aerosol, 300mL/can		Agency to Agency (PS-DBM)		Gop	169.52	169.52		
	2 cans INSECTICIDE, aerosol type, 600mL/can		Agency to Agency (PS-DBM)		Gop	352.56	352.56		
	3 pcs MOPHEAD, made of rayon		Agency to Agency (PS-DBM)		Gop	296.40	296.40		
	1 kilo RAG, all cotton, 32 pieces per kilo per bundle				Gop	43.68	43.68		
	2 packs SCOURING PAD, 5 pieces per pack		Agency to Agency (PS-DBM)		Gop	239.20	239.20		
	Sub-total				2,068.32	2,068.32			
COMMON COMPUTER SUPPLIES									
	10 pcs DVD REWRITABLE, 4x speed, 4.7GB capacity		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	213.70	213.70		
OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES									
COMMON OFFICE SUPPLIES									
	30 bxs CLIP, bulldog, 73mm (3")		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	249.60	249.60		
COMMON JANITORIAL SUPPLIES									
	2 pcs SOAP, BATHROOM, 90 grams, 1 piece in individual box		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)		44.72	44.72		
OFFICE SUPPLIES									
	3 btls ALCOHOL, 70%, isoprophyl		Shopping	Delegated to the Procurement and General Services Division (PGSD)	Gop	210.00	210.00		
	2 pcs BOX, Storage (Balikbayan Size)		Shopping		Gop	190.00	190.00		
	5 cans Car Freshner		Shopping		Gop	500.00	500.00		
	12 btls Glass Cleaner		Shopping		Gop	2,400.00	2,400.00		
	7 rls TAPE, Packaging (2") 100 mtrs		Shopping		Gop	665.00	665.00		
	Sub-total					3,965.00	3,965.00		
PAPER MATERIALS AND PRODUCTS									
	5 rms BOND PAPER 80GSM - short		Shopping	Delegated to the Procurement and General Services Division (PGSD)	Gop	775.00	775.00		
OTHER									
	Artificial grass for the office of the COO (Terrace)		NP-SVP	Delegated to the Procurement and General Services Division (PGSD)	Gop	30,000.00	30,000.00		
TOTAL - OFFICE OF THE CHIEF OPERATING OFFICER						2,053,732.79	2,053,732.79		
CORPORATE PLANNING AND BUSINESS DEVELOPMENT BUDGET									
AVAILABLE AT PROCUREMENT SERVICE STORES									
COMMON ELECTRICAL SUPPLIES									
	2 packs BATTERY, size AAA, alkaline, 2 pieces per blister pack		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	29.54	29.54		
COMMON OFFICE SUPPLIES									
	9 bxs CLIP, backfold, 19mm, 12 pieces per box		Agency to Agency (PS-DBM)		Gop	65.52	65.52		
	12 bxs CLIP, backfold, 25mm, 12 pieces per box		Agency to Agency (PS-DBM)		Gop	199.68	199.68		
	12 bxs CLIP, backfold, 32mm, 12 pieces per box		Agency to Agency (PS-DBM)		Gop	248.16	248.16		
	12 pcs CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic		Agency to Agency (PS-DBM)		Gop	492.96	492.96		
	50 pcs ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box		Agency to Agency (PS-DBM)		Gop	40.35	40.35		
	50 pcs ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box		Agency to Agency (PS-DBM)		Gop	50.75	50.75		
	60 pcs FOLDER, Pressboard, size 210mm x 370mm, 100s/box		Agency to Agency (PS-DBM)		Gop	561.53	561.53		
	60 pcs FOLDER, Tagboard, A4, 100 pieces per pack		Agency to Agency (PS-DBM)		Gop	149.14	149.14		

60 pcs FOLDER, Tagboard, Legal size, 100 pieces per pack	Agency to Agency (PS-DBM)
27 pcs MARKER, fluorescent, 3 colors per set	Agency to Agency (PS-DBM)
24 pcs MARKER, whiteboard, bullet type, black	Agency to Agency (PS-DBM)
24 pcs MARKER, whiteboard, bullet type, blue	Agency to Agency (PS-DBM)
24 pcs MARKER, whiteboard, bullet type, red	Agency to Agency (PS-DBM)
24 pcs MARKER, permanent, bullet type, black	Agency to Agency (PS-DBM)
2 rms PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	Agency to Agency (PS-DBM)
8 rms PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	Agency to Agency (PS-DBM)
3 rms RECORD BOOK, 300 pages, size: 214mm x 278mm min	Agency to Agency (PS-DBM)
12 bxs STAPLE WIRE, Standard	Agency to Agency (PS-DBM)
6 rlls TAPE, masking, 24mm, 50 meters length	Agency to Agency (PS-DBM)
17 rlls TAPE, transparent, 24mm, 50 meters	Agency to Agency (PS-DBM)
Sub-total	

Delegated to the Procurement and General Services Division (PGSD) (January - December 2016)

Gop	179.99	179.99
Gop	319.95	319.95
Gop	283.20	283.20
Gop	283.20	283.20
Gop	283.20	283.20
Gop	231.60	231.60
Gop	235.66	235.66
Gop	1,056.16	1,056.16
Gop	180.96	180.96
Gop	227.04	227.04
Gop	330.72	330.72
Gop	295.29	295.29
	5,715.06	5,715.06

OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES

OFFICE SUPPLIES

36 pcs BALLPEN (Black) panda	Shopping
36 pcs BALLPEN (blue) panda	Shopping
60 pcs CLEARBOOK (A4-20 pockets) fixed	Shopping
60 pcs CLEARBOOK (Long- 60 sheets, fixed, blue) fixed type	Shopping
60 pcs COMBO BIND (black .75 inches)	Shopping
60 pcs COMBO BIND (black 1.75 inches)	Shopping
60 pcs COMBO BIND (black 2.75 inches)	Shopping
60 pcs FOLDER, Clear (colored) L-type-long	Shopping
60 pcs FOLDER, Clear A4 with plastic slide	Shopping
150 packs FOLDER, Divider (A4 size) 5's/pack	Shopping
6 btls GLUE STICK, Elmers 0.21 OZ (6G)	Shopping
18 pcs PEN SIGN(Pilot V-2000 1.0-Black)	Shopping
12 pcs PEN SIGN (Pilot V-2000 1.0-Blue)	Shopping
12 pcs PEN SIGN (Pilot V-2000 1.0-Red)	Shopping
8 Packs POTS-IT Sign here (3 or 5 colors)	Shopping
Sub-total	

Delegated to the Procurement and General Services Division (PGSD) (January - December 2016)

Gop	198.00	198.00
Gop	198.00	198.00
Gop	6,300.00	6,300.00
Gop	21,000.00	21,000.00
Gop	2,880.00	2,880.00
Gop	3,120.00	3,120.00
Gop	5,040.00	5,040.00
Gop	300.00	300.00
Gop	240.00	240.00
Gop	9,000.00	9,000.00
Gop	540.00	540.00
Gop	1,530.00	1,530.00
Gop	1,020.00	1,020.00
Gop	1,020.00	1,020.00
Gop	920.00	920.00
	53,306.00	53,306.00

TOTAL - CORPORATE PLANNING AND BUSINESS DEVELOPMENT BUDGET

	59,050.60	59,050.60
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MANAGEMENT INFORMATION SYSTEM DIVISION

AVAILABLE AT PROCUREMENT SERVICE STORES

COMMON OFFICE SUPPLIES

2 cans AIR FRESHENER, 280mL/can	
2 bxs CLIP, backfold, 25mm, 12 pieces per box	Agency to Agency (PS-DBM)
2 bxs CLIP, backfold, 32mm, 12 pieces per box	Agency to Agency (PS-DBM)
2 bxs CLIP, backfold, 50mm, 12 pieces per box	Agency to Agency (PS-DBM)
5 bxs CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic	Agency to Agency (PS-DBM)
50 pcs ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box	Agency to Agency (PS-DBM)
50 pcs ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box	Agency to Agency (PS-DBM)
50 pcs ENVELOPE, EXPANDING, KRAFTBOARD, for legal size documents, 100 pieces per box	Agency to Agency (PS-DBM)
2 bxs ERASER, felt, for blackboard/whiteboard	Agency to Agency (PS-DBM)
5 pxs ERASER, plastic or rubber	Agency to Agency (PS-DBM)
5 bxs FASTENER, for paper, metal, 50 sets per box	Agency to Agency (PS-DBM)
50 pcs FILE TAB DIVIDER, A4, five (5) colors per set	Agency to Agency (PS-DBM)
50 pcs FOLDER, L-type, A4, 50 pieces pack	Agency to Agency (PS-DBM)
50 pcs FOLDER, L-type, Legal size, 50 pieces per pack	Agency to Agency (PS-DBM)
50 pcs FOLDER, Pressboard, size 210mm x 370mm, 100s/box	Agency to Agency (PS-DBM)
50 pcs FOLDER, Tagboard, A4, 100 pieces per pack	Agency to Agency (PS-DBM)
50 pcs FOLDER, Tagboard, Legal size, 100 pieces per pack	Agency to Agency (PS-DBM)
10 pcs MARKER, fluorescent, 3 colors per set	Agency to Agency (PS-DBM)
15 pcs MARKER, whiteboard, bullet type, black	Agency to Agency (PS-DBM)
15 pcs MARKER, whiteboard, bullet type, blue	Agency to Agency (PS-DBM)
15 pcs MARKER, whiteboard, bullet type, red	Agency to Agency (PS-DBM)
15 pcs MARKER, permanent, bullet type, black	Agency to Agency (PS-DBM)
5 bxs PAPER CLIP, gem type, 48mm, 100 pieces per box	Agency to Agency (PS-DBM)

Delegated to the Procurement and General Services Division (PGSD) (January - December 2016)

Gop	162.24	162.24
Gop	33.28	33.28
Gop	41.36	41.36
Gop	87.36	87.36
Gop	205.50	205.50
Gop	40.35	40.35
Gop	50.76	50.76
Gop	310.86	310.86
Gop	20.14	20.14
Gop	10.80	10.80
Gop	285.45	285.45
Gop	624.00	624.00
Gop	166.40	166.40
Gop	182.00	182.00
Gop	467.95	467.95
Gop	124.28	124.28
Gop	149.99	149.99
Gop	355.50	355.50
Gop	177.00	177.00
Gop	177.00	177.00
Gop	177.00	177.00
Gop	144.75	144.75
Gop	67.60	67.60

5 bxs PAPER CLIP, gem type, 32mm, 100 pieces per box		Agency to Agency (PS-DBM)		Gop	33.80	33.80		
40 rms PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm		Agency to Agency (PS-DBM)		Gop	4,713.20	4,713.20		
2 rms PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm		Agency to Agency (PS-DBM)		Gop	264.04	264.04		
20 bxs PENCIL, lead, w/eraser, one(1) dozen per box		Agency to Agency (PS-DBM)		Gop	392.40	392.40		
4 pcs RECORD BOOK, 300 pages, size: 214mm x 278mm min		Agency to Agency (PS-DBM)		Gop	241.28	241.28		
1 bx RUBBER BAND, 70mm min lay flat length (#18)		Agency to Agency (PS-DBM)		Gop	105.85	105.85		
5 pcs SIGN PEN, black		Agency to Agency (PS-DBM)		Gop	220.05	220.05		
2 pcs SIGN PEN, blue		Agency to Agency (PS-DBM)		Gop	88.02	88.02		
2 pcs SIGN PEN, red		Agency to Agency (PS-DBM)		Gop	88.02	88.02		
15 pcs STAPLE WIRE, Standard		Agency to Agency (PS-DBM)		Gop	283.80	283.80		
10 rlls TAPE, masking, 48mm, 50 meters length		Agency to Agency (PS-DBM)		Gop	1,050.40	1,050.40		
10 rlls TAPE, transparent, 24mm, 50 meters		Agency to Agency (PS-DBM)		Gop	173.70	173.70		
Sub-total					11,716.13	11,716.13		
COMMON OFFICE DEVICES								
1 pc PENCIL SHARPENER, 1 piece in individual plastic case		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	187.20	187.20		
2 pcs STAPLER, standard		Agency to Agency (PS-DBM)		Gop	184.46	184.46		
Sub-total					371.66	371.66		
COMMON JANITORIAL SUPPLIES								
2 kilos RAG, all cotton, 32 pieces per kilo per bundle		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	87.36	87.36		
OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES								
OFFICE SUPPLIES								
4 btls ALCOHOL, 70%, isoprophyl		Shopping	Delegated to the Procurement and General Services Division (PGSD) (January - December 2016)	Gop	280.00	280.00		
BADGE, Name with elastic Band (4-1/4" X 3-3/4")		Shopping		Gop	2,000.00	2,000.00		
50 pcs BALLPEN (Black) panda		Shopping		Gop	275.00	275.00		
10 pcs BALLPEN (blue) panda		Shopping		Gop	55.00	55.00		
10 pcs BALLPEN (red) panda		Shopping		Gop	55.00	55.00		
20 packs BOOK, Binding Kit PVC A4 5's/pack		Shopping		Gop	1,000.00	1,000.00		
10 pcs BOX, Storage (Balikbayan Size)		Shopping		Gop	950.00	950.00		
5 pcs CORRECTION FLUID		Shopping		Gop	125.00	125.00		
5 pcs CORRECTION PEN		Shopping		Gop	250.00	250.00		
50 pcs ENVELOPE, Expanding plastic w/ lock long		Shopping		Gop	2,250.00	2,250.00		
350 pcs FOLDER, Clear A4 with plastic slide		Shopping		Gop	1,400.00	1,400.00		
15 packs FOLDER 3-hole Ring Binder (green, blue, red & yellow) ach		Shopping		Gop	2,700.00	2,700.00		
2 btls GLUE Multi-Purpose, Elmers 4FL oZ (118ML)		Shopping		Gop	80.00	80.00		
10 pcs NOTEBOOK, Steno Corona 60's		Shopping		Gop	450.00	450.00		
3 packs PAPER STICKER (matte) size: 8.27x 11.69 (A4)		Shopping		Gop	105.00	105.00		
5 btls PASTE, Solid w/ water well, 200gms. - redstone		Shopping		Gop	175.00	175.00		
5 packs POTS-IT Sign here (3 or 5 colors)		Shopping		Gop	575.00	575.00		
1 bundle RING BINDER, Plastic 84 rings X 25mm (1"), 10 pieces per bundle		Shopping			200.00	200.00		
1 bundle RING BINDER, Plastic 84 rings X 6mm, 10 pieces per bundle		Shopping			200.00	200.00		
10 btls STAMP PAD INK (black)		Shopping		Gop	250.00	250.00		
10 btls STAMP PAD INK (blue)		Shopping		Gop	250.00	250.00		
10 btls STAMP PAD INK (red)		Shopping		Gop	250.00	250.00		
10 rlls TAPE, Packaging (2") 100 mtrs		Shopping		Gop	950.00	950.00		
Sub-total				14,825.00	14,825.00			
CLEANING EQUIPMENT AND SUPPLIES								
2 cans WIPES (PC cleaner)		Shopping	Delegated to the Procurement and General Services Division (PGSD)	Gop	140.00	140.00		
PAPER MATERIALS AND PRODUCTS								
2 rms BOND PAPER A3- 100GSM		Shopping	Delegated to the Procurement and General Services Division (PGSD)	Gop	1,288.00	1,288.00		
2 rms BOND PAPER long (8.5 x 14)		Shopping		Gop	310.00	310.00		
1 rm PAPER, Biancoflash Mater Sub. 170gsm A4		Shopping		Gop	2,362.50	2,362.50		
1 rm PAPER, Parchment Beauparche Mottle Sub. 100 gsm A4		Shopping		Gop	1,905.10	1,905.10		
Sub-total				5,865.60	5,865.60			
LIGHT AND FIXTURES AND ACCESSORIES								
4 pcs PIN LIGHT 7W		Shopping	Delegated to the Procurement and General Services Division (PGSD)		380.00	380.00		

CONSUMABLES										
100 pcs TONER, CE410 Black - Remanufactured		Shopping	Delegated to the Procurement and General Services Division (PGSD)		290,000.00	290,000.00				
80 pcs TONER, CE411 Cyan - Remanufactured		Shopping			312,000.00	312,000.00				
80 pcs TONER, CE412 yellow - Remanufactured		Shopping			312,000.00	312,000.00				
80 pcs TONER, CE413 Magenta - Remanufactured		Shopping			312,000.00	312,000.00				
30 pcs TONER, HP Laserjet Pro 400 CF280A - Remanufactured		Shopping			87,000.00	87,000.00				
20 pcs TONER, CE270A Black - Remanufactured		Shopping			300,000.00	300,000.00				
13 pcs TONER, CE9271A Cyan - Remanufactured		Shopping			260,000.00	260,000.00				
13 pcs TONER, CE272A Yellow - Remanufactured		Shopping			260,000.00	260,000.00				
13 pcs TONER, CE273A Magenta - Remanufactured		Shopping			260,000.00	260,000.00				
Sub-total					2,393,000.00	2,393,000.00				
INSTALLATION / FACILITIES:										
3 pcs Unshielded Twisted Pair Cables CAT 6A		Shopping			60,000.00	60,000.00				
300 pcs RJ45		Shopping			21,000.00	21,000.00				
Sub-total					81,000.00	81,000.00				
OFFICE EQUIPMENTS:										
1 unit Server		Public Bidding	Schedule c/o Bids and Award Committee (BAC) (April 2016)	Gop	1,200,000.00		1,200,000.00			
2 units Network Attached Storage		Public Bidding		Gop	1,000,000.00		1,000,000.00			
4 units Server Processor Kit		Public Bidding		Gop	600,000.00		600,000.00			
2 units Server Network Controller		Public Bidding		Gop	2,000,000.00		2,000,000.00			
1 unit Computer/Server Hardware Upgrade		Shopping	Delegated to the Procurement and General Services Division (PGSD) (April 2016)	Gop	300,000.00		300,000.00			
1 unit Uninterruptible Power Supply (UPS)		Shopping		Gop	250,000.00		250,000.00			
4 units Server SAS Hard Drive		Shopping		Gop	300,000.00		300,000.00			
26 units Computer Unit with UPS		Public Bidding	Schedule c/o Bids and Award Committee (BAC) (April 2016)	Gop	2,080,000.00		2,080,000.00			
1 unit Macintosh (Desktop)		Shopping	Delegated to the Procurement and General Services Division (PGSD)	Gop	300,000.00		300,000.00			
1 unit MacBook Pro		Shopping		Gop	150,000.00		150,000.00			
5 units Laptop		Shopping		Gop	500,000.00		500,000.00			
10 units Printer		Shopping		Gop	400,000.00		400,000.00			
4 units Flatbed Scanner A3		Shopping		Gop	120,000.00		120,000.00			
3 units Projector		Shopping		Gop	351,000.00		351,000.00			
5 units External Drive		Shopping		Gop	50,000.00		50,000.00			
Sub-total					9,601,000.00		9,601,000.00			
INFORMATION & COMMUNICATION TECHNOLOGY SERVICES										
1 unit FIBER OPTIC, Band width Subscription		Public Bidding		Schedule c/o Bids and Award Committee (BAC)	Gop	1,400,000.00	1,400,000.00		Data and Voice, and Colocation Server Hosting	
2 units DSL Internet Subscription		Shopping	Delegated to the Procurement and General Services Division (PGSD)	Gop	300,000.00	300,000.00				
Update nof FortiWifi Antivirus/Antispam (Server)		Shopping		Gop	200,000.00	200,000.00				
Colocation Server Implementation		Public Bidding	Schedule c/o Bids and Award Committee (BAC) (April 2016)	Gop	2,000,000.00	2,000,000.00				
Sub-total				3,900,000.00	3,900,000.00					
SOFTWARE										
30 units Ms Office for MAC		Shopping	Delegated to the Procurement and General Services Division (PGSD) (March 2016)	Gop	450,000.00	450,000.00				
Anti-Virus Corporate Account		Public Bidding	Schedule c/o Bids and Award Committee (BAC) (March 2016)	Gop	550,000.00	550,000.00				
Other Software Application		Shopping	Delegated to the Procurement and General Services Division (PGSD) (March 2016)	Gop	500,000.00	500,000.00				
Sub-total				1,500,000.00	1,500,000.00					
SYSTEM DEVELOPMENT										
1 lot Accounting & Financial Management System		NP-SVP	Delegated to the Procurement and General Services Division (PGSD)	Gop	500,000.00	500,000.00				
1 lot TPB Website Development		Public Bidding / Consulting	Schedule c/o Bids and Award Committee (BAC) (March - October 2016)	Gop	1,000,000.00	1,000,000.00				
1 lot Digital Archiving MngtSystem /Records Mngt System		Public Bidding / Consulting		Gop	2,000,000.00	2,000,000.00				
Sub-total				3,500,000.00	3,500,000.00					
SYSTEMS/WEBSITE MAINTENANCE										
1 unit PHITEX Website		NP-SVP	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	400,000.00	400,000.00				
1 unit MICECON Website		NP-SVP	Delegated to the Procurement and General Services Division (PGSD) (March 2016)	Gop	400,000.00	400,000.00				
1 unit TPB Events Guide App/SMS Gatemay Facility		Public Bidding	Schedule c/o Bids and Award Committee (BAC) (January - December 2016)	Gop	700,000.00	700,000.00				
Sub-total				1,500,000.00	1,500,000.00					
TOTAL - MANAGEMENT INFORMATION SYSTEM DIVISION					22,508,385.75	12,907,385.75	9,601,000.00			
INTERNAL AUDIT					100,000.00	100,000.00				

LEGAL DEPARTMENT

AVAILABLE AT PROCUREMENT SERVICE STORES

COMMON OFFICE SUPPLIES

6 btls AIR FRESHENER, 280mL/can	Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	486.72	486.72		
1 box CARBON FILM, A4 size, 100 sheets per box	Agency to Agency (PS-DBM)		Gop	223.60	223.60		
50 pcs CLIP, backfold, 19mm, 12 pieces per box	Agency to Agency (PS-DBM)		Gop	364.00	364.00		
50 pcs CLIP, backfold, 25mm, 12 pieces per box	Agency to Agency (PS-DBM)		Gop	832.00	832.00		
30 pcs CLIP, backfold, 32mm, 12 pieces per box	Agency to Agency (PS-DBM)		Gop	620.40	620.40		
10 rlls CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic	Agency to Agency (PS-DBM)		Gop	410.80	410.80		
100 pcs ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box	Agency to Agency (PS-DBM)		Gop	80.70	80.70		
100 pcs ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box	Agency to Agency (PS-DBM)		Gop	101.48	101.48		
15 bxs FASTENER, for paper, metal, 50 sets per box	Agency to Agency (PS-DBM)		Gop	856.35	856.35		
50 pcs FOLDER, L-type, A4, 50 pieces pack	Agency to Agency (PS-DBM)		Gop	166.40	166.40		
50 pcs FOLDER, L-type, Legal size, 50 pieces per pack	Agency to Agency (PS-DBM)		Gop	182.00	182.00		
100 pcs FOLDER, Pressboard, size 210mm x 370mm, 100s/box	Agency to Agency (PS-DBM)		Gop	935.89	935.89		
100 pcs FOLDER, Tagboard, A4, 100 pieces per pack	Agency to Agency (PS-DBM)		Gop	248.56	248.56		
9 pcs MARKER, fluorescent, 3 colors per set	Agency to Agency (PS-DBM)		Gop	319.95	319.95		
12 pcs MARKER, whiteboard, bullet type, black	Agency to Agency (PS-DBM)		Gop	141.60	141.60		
10 pads NOTE PAD, stick-on, (3"x3"), 100 sheets per pad	Agency to Agency (PS-DBM)		Gop	383.80	383.80		
10 pads NOTE PAD, stick-on, (3"x4"), 100 sheets per pad	Agency to Agency (PS-DBM)		Gop	540.60	540.60		
20 bxs PAPER CLIP, gem type, 48mm, 100 pieces per box	Agency to Agency (PS-DBM)		Gop	270.40	270.40		
20 bxs PAPER CLIP, gem type, 32mm, 100 pieces per box	Agency to Agency (PS-DBM)		Gop	135.20	135.20		
24 rms PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	Agency to Agency (PS-DBM)		Gop	2,827.92	2,827.92		
40 rms PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	Agency to Agency (PS-DBM)		Gop	5,280.80	5,280.80		
6 bxs PENCIL, lead, w/eraser, one(1) dozen per box	Agency to Agency (PS-DBM)		Gop	117.72	117.72		
5 pcs RECORD BOOK, 300 pages, size: 214mm x 278mm min	Agency to Agency (PS-DBM)		Gop	301.60	301.60		
1 box RUBBER BAND, 70mm min lay flat length (#18)	Agency to Agency (PS-DBM)		Gop	105.85	105.85		
2 btls STAMP PAD INK, violet, 50mL	Agency to Agency (PS-DBM)		Gop	45.76	45.76		
15 bxs STAPLE WIRE, Standard	Agency to Agency (PS-DBM)		Gop	283.80	283.80		
3 rlls TAPE, masking, 24mm, 50 meters length	Agency to Agency (PS-DBM)		Gop	165.36	165.36		
15 rlls TAPE, transparent, 24mm, 50 meters	Agency to Agency (PS-DBM)		Gop	260.55	260.55		
Sub-total			16,689.81	16,689.81			

COMMON OFFICE DEVICES

1 pc PENCIL SHARPENER, 1 piece in individual plastic case	Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	187.20	187.20		
1 pc PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box	Agency to Agency (PS-DBM)		Gop	123.43	123.43		
2 pcs SCISSORS, (6")	Agency to Agency (PS-DBM)		Gop	31.06	31.06		
1 pc STAPLER, standard	Agency to Agency (PS-DBM)		Gop	92.23	92.23		
Sub-total				433.92	433.92		

COMMON OFFICE EQUIPMENT

1 unit DIGITAL VOICE RECORDER, 4GB (expandable), 1 unit in individual box	Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	6,229.60	6,229.60		
1 unit ELECTRIC FAN, stand type	Agency to Agency (PS-DBM)		Gop	1,036.88	1,036.88		
Sub-total				7,266.48	7,266.48		

COMMON COMPUTER SUPPLIES

5 pcs FLASH DRIVE, 16GB, USB 2.0, plug and play	Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	1,170.00	1,170.00		
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OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES

OFFICE SUPPLIES

1 pc Appointment Book	Shopping	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	1,000.00	1,000.00		
25 pcs BALLPEN (Black) panda	Shopping		Gop	137.50	137.50		
25 pcs BALLPEN (blue) panda	Shopping		Gop	137.50	137.50		
10 pcs BALLPEN (red) panda	Shopping		Gop	137.50	137.50		
20 pcs CLEARBOOK (A4-40 pockets) fixed type	Shopping		Gop	4,400.00	4,400.00		
15 pcs CLEARBOOK (Long- 60 sheets, fixed, blue) fixed type	Shopping		Gop	5,250.00	5,250.00		
50 pcs FOLDER, Clear (colored) L-type-long	Shopping		Gop	250.00	250.00		

25 pcs PEN SIGN(Pilot V-2000 1.0-Black)		Shopping		Gop	2,125.00	2,125.00		
25 pcs PEN SIGN (Pilot V-2000 1.0-Blue)		Shopping		Gop	2,125.00	2,125.00		
10 pcs PEN SIGN (Pilot V-2000 1.0-Red)		Shopping		Gop	850.00	850.00		
12 pads POTS-IT Sign here (3 or 5 colors)		Shopping		Gop	1,380.00	1,380.00		
Sub-total					17,792.50	17,792.50		

PAPER MATERIALS AND PRODUCT

5 rms BOND PAPER long (8.5 x 14)		Shopping	Delegated to the Procurement and General Services Division (PGSD)	Gop	775.00	775.00		
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LEGAL REFERENCE MATERIALS/BOOKS

Civil Service Commission's Circulars		Agency to Agency	Delegated to the Procurement and General Services Division (PGSD)	Gop	3,000.00	3,000.00		
other future reference		Shopping		Gop	5,000.00	5,000.00		
Law Books		Shopping		Gop	50,000.00	50,000.00		
Sub-total					58,000.00	58,000.00		

COMMON ELECTRIC SUPPLIES

Intercom		Shopping	Delegated to the Procurement and General Services Division (PGSD)	Gop	12,000.00	12,000.00		
Telephone unit		Shopping		Gop	4,000.00	4,000.00		
Wall clock		Shopping		Gop	1,500.00	1,500.00		
Sub-total					17,500.00	17,500.00		

MISCELLANEOUS EXPENSES

Communication Expenses		NP-SVP	Delegated to the Procurement and General Services Division (PGSD)	Gop	10,000.00	10,000.00		
Training & Seminar		NP-SVP		Gop	50,000.00	50,000.00		
Sub-total					60,000.00	60,000.00		

COORDINATION MEETING

					100,000.00	100,000.00		
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TOTAL - LEGAL DEPARTMENT

					279,627.71	279,627.71		
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OFFICE OF THE DEPUTY CHIEF OPERATING OFFICER, MARKETING AND PROMOTION

AVAILABLE AT PROCUREMENT SERVICE STORES

COMMON OFFICE SUPPLIES

2 bxs CLIP, backfold, 19mm, 12 pieces per box		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	14.56	14.56		
2 bxs CLIP, backfold, 25mm, 12 pieces per box		Agency to Agency (PS-DBM)		Gop	33.28	33.28		
2 bxs CLIP, backfold, 50mm, 12 pieces per box		Agency to Agency (PS-DBM)		Gop	87.36	87.36		
5 pcs CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic		Agency to Agency (PS-DBM)		Gop	205.40	205.40		
50 pcs ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box		Agency to Agency (PS-DBM)		Gop	40.35	40.35		
50 pcs ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box		Agency to Agency (PS-DBM)		Gop	50.75	50.75		
20 pcs FOLDER, L-type, A4, 50 pieces pack		Agency to Agency (PS-DBM)		Gop	66.56	66.56		
20 pcs FOLDER, L-type, Legal size, 50 pieces per pack		Agency to Agency (PS-DBM)		Gop	72.80	72.80		
50 pcs FOLDER, Pressboard, size 210mm x 370mm, 100s/box		Agency to Agency (PS-DBM)		Gop	467.95	467.95		
6 pcs MARKER, fluorescent, 3 colors per set		Agency to Agency (PS-DBM)		Gop	71.10	71.10		
2 pcs MARKER, permanent, bullet type, black		Agency to Agency (PS-DBM)		Gop	19.30	19.30		
2 pcs MARKER, permanent, bullet type, blue		Agency to Agency (PS-DBM)		Gop	19.30	19.30		
2 pcs MARKER, permanent, bullet type, red		Agency to Agency (PS-DBM)		Gop	19.30	19.30		
5 pads NOTE PAD, stick-on, (3"x3"), 100 sheets per pad		Agency to Agency (PS-DBM)		Gop	191.90	191.90		
3 bxs PAPER CLIP, gem type, 48mm, 100 pieces per box		Agency to Agency (PS-DBM)		Gop	40.56	40.56		
5 bxs PAPER CLIP, gem type, 32mm, 100 pieces per box		Agency to Agency (PS-DBM)		Gop	33.80	33.80		
12 rms PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm		Agency to Agency (PS-DBM)		Gop	1,413.96	1,413.96		
6 rms PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm		Agency to Agency (PS-DBM)		Gop	792.12	792.12		
1 box PENCIL, lead, w/eraser, one(1) dozen per box		Agency to Agency (PS-DBM)		Gop	19.62	19.62		
4 pcs RECORD BOOK, 300 pages, size: 214mm x 278mm min		Agency to Agency (PS-DBM)		Gop	241.28	241.28		
1 box RUBBER BAND, 70mm min lay flat length (#18)		Agency to Agency (PS-DBM)		Gop	105.85	105.85		
12 pcs SIGN PEN, black		Agency to Agency (PS-DBM)		Gop	528.12	528.12		
12 pcs SIGN PEN, blue		Agency to Agency (PS-DBM)		Gop	528.12	528.12		
12 pcs SIGN PEN, red		Agency to Agency (PS-DBM)		Gop	528.12	528.12		
2 bxs STAPLE WIRE, Standard		Agency to Agency (PS-DBM)		Gop	37.84	37.84		
2 rlls TAPE, masking, 48mm, 50 meters length		Agency to Agency (PS-DBM)		Gop	210.08	210.08		

2 rlls TAPE, transparent, 24mm, 50 meters		Agency to Agency (PS-DBM)		Gop	86.85	86.85						
	Sub-total				5,926.23	5,926.23						
COMMON COMPUTER SUPPLIES												
10 pcs DVD REWRITABLE, 4x speed, 4.7GB capacity		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	213.70	213.70						
CONSUMABLES												
5 pcs TONER CART, HP CE285A (HP85A), Black		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	13,535.60	13,535.60						
OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES												
OFFICE SUPPLIES												
5 pcs BOX, Storage (Balikbayan Size)		Shopping	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	475.00	475.00						
5 pcs CLEARBOOK (A4-20 pockets) fixed		Shopping		Gop	525.00	525.00						
5 pcs CLEARBOOK (A4-40 pockets) fixed type		shopping		Gop	1,100.00	1,100.00						
5 pcs CLEARBOOK (Long- 40 pockets) fixed type		shopping		Gop	1,500.00	1,500.00						
5 pcs CLEARBOOK (Long- 60 sheets, fixed, blue) fixed type		shopping		Gop	1,750.00	1,750.00						
5 pcs NOTEBOOK, Corona 100's (152 x 216mm)		shopping		Gop	250.00	250.00						
1 box PAPER FASTENER (Plastic) 50 set/bx 8cm		shopping		Gop	35.00	35.00						
1 rll TAPE, Double Adhesive (w/ foam) 1"		shopping		Gop	25.00	25.00						
1 rll TAPE, Double Adhesive (w/o foam) 1"		shopping		Gop	30.00	30.00						
5 rlls TAPE, Packaging (2") 100 mtrs		shopping		Gop	475.00	475.00						
	Sub-total					6,165.00	6,165.00					
ADMINISTRATIVE EXPENSES												
Coordination meeting, communication expenses		NP-SVP	Delegated to the Procurement and General Services Division (PGSD)	Gop	150,000.00	150,000.00						
courrier, terminal fees, notorial fees, overtime/												
personnel allowance, onsite Expenses etc.												
PROJECTS												
Airfare International Tickets w/ travel insurance		Shopping	Delegated to the Procurement and General Services Division (PGSD)	Gop	50,000.00	50,000.00	5 pax Asia pacific/Northasia					
Airfare International Tickets w/ travel insurance		Shopping							Gop	100,000.00	100,000.00	3 pax Europe/Americas
Airfare Domestic Tickets w/ travel insurance		Shopping							Gop	20,000.00	20,000.00	10 pax
	Sub-total				170,000.00	170,000.00						
TOTAL DCOO - MARKETING AND PROMOTIONS					345,840.53	345,840.53						
INTERNATIONAL PROMOTIONS - ASEAN and the PACIFIC												
AVAILABLE AT PROCUREMENT SERVICE STORES												
COMMON OFFICE SUPPLIES												
25 bxs CLIP, backfold, 19mm, 12 pieces per box		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	182.00	182.00						
6 bxs CLIP, backfold, 25mm, 12 pieces per box		Agency to Agency (PS-DBM)		Gop	99.84	99.84						
6 bxs CLIP, backfold, 50mm, 12 pieces per box		Agency to Agency (PS-DBM)		Gop	262.08	262.08						
9 pcs CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic		Agency to Agency (PS-DBM)		Gop	369.72	369.72						
50 pcs ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box		Agency to Agency (PS-DBM)		Gop	40.35	40.35						
50 pcs ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box		Agency to Agency (PS-DBM)		Gop	50.74	50.74						
75 pcs FOLDER, L-type, A4, 50 pieces pack		Agency to Agency (PS-DBM)		Gop	249.60	249.60						
50 pcs FOLDER, Pressboard, size 210mm x 370mm, 100s/box		Agency to Agency (PS-DBM)		Gop	467.95	467.95						
50 pcs FOLDER, Tagboard, A4, 100 pieces per pack		Agency to Agency (PS-DBM)		Gop	124.28	124.28						
50 pcs FOLDER, Tagboard, Legal size, 100 pieces per pack		Agency to Agency (PS-DBM)		Gop	149.99	149.99						
75 pcs MARKER, fluorescent, 3 colors per set		Agency to Agency (PS-DBM)		Gop	213.30	213.30						
6 pcs MARKER, whiteboard, bullet type, black		Agency to Agency (PS-DBM)		Gop	214.40	214.40						
18 pcs MARKER, whiteboard, bullet type, blue		Agency to Agency (PS-DBM)		Gop	214.40	214.40						
18 pcs MARKER, whiteboard, bullet type, red		Agency to Agency (PS-DBM)		Gop	214.40	214.40						
18 pcs MARKER, permanent, bullet type, black		Agency to Agency (PS-DBM)		Gop	173.70	173.70						
18 pcs MARKER, permanent, bullet type, blue		Agency to Agency (PS-DBM)		Gop	173.70	173.70						
18 pcs MARKER, permanent, bullet type, red		Agency to Agency (PS-DBM)		Gop	173.70	173.70						
9 bxs PAPER CLIP, gem type, 32mm, 100 pieces per box		Agency to Agency (PS-DBM)		Gop	60.84	60.84						
15 rms PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm		Agency to Agency (PS-DBM)		Gop	1,767.45	1,767.45						
36 pcs PENCIL, lead, w/eraser, one(1) dozen per box		Agency to Agency (PS-DBM)		Gop	58.86	58.86						
3 pcs RECORD BOOK, 300 pages, size: 214mm x 278mm min		Agency to Agency (PS-DBM)		Gop	120.64	120.64						

2 bxs bRUBBER BAND, 70mm min lay flat length (#18)		Agency to Agency (PS-DBM)		Gop	317.55	317.55			
120 pcs SIGN PEN, black		Agency to Agency (PS-DBM)		Gop	5,281.20	5,281.20			
3 bxs STAPLE WIRE, Standard		Agency to Agency (PS-DBM)		Gop	56.76	56.76			
6 rls TAPE, transparent, 24mm, 50 meters		Agency to Agency (PS-DBM)		Gop	104.22	104.22			
Sub-total					11,141.67	11,141.67			
COMMON COMPUTER SUPPLIES									
38 pcs DVD REWRITABLE, 4x speed, 4.7GB capacity		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	812.06	812.06			
CONSUMABLES									
1 box TONER CART, HP CE285A (HP85A), Black		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	2,707.12	2,707.12			
OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES									
OFFICE SUPPLIES									
25 pcs BALLPEN (Black) panda		Shopping	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	137.50	137.50			
50 pcs BOX, Storage (Balikbayan Size)		Shopping		Gop	4,750.00	4,750.00			
50 pcs CLEARBOOK (A4-40 pockets) fixed type		Shopping		Gop	11,000.00	11,000.00			
8 pcs NOTEBOOK, Steno Corona 60's		Shopping		Gop	360.00	360.00			
3 bxs PAPER FASTENER (Plastic) 50 set/bx 8cm		Shopping		Gop	105.00	105.00			
3 btls PASTE, Redstone		Shopping		Gop	75.00	75.00			
6 btls RUBBER CEMENT Elmers 4OZ 113ml		Shopping		Gop	270.00	270.00			
3 rls TAPE, Double Adhesive (w/ foam) 1"		Shopping		Gop	75.00	75.00			
6 rls TAPE, Double Adhesive (w/o foam) 1"		Shopping		Gop	180.00	180.00			
6 rls TAPE, Packaging (2") 100 mtrs		Shopping		Gop	570.00	570.00			
Sub-total					17,522.50	17,522.50			
TOTAL INTERNATIONAL PROMOTION - ASEA AND THE PACIFIC						32,183.35	32,183.35		
INTERNATIONAL PROMOTIONS - NORTH ASIA DIVISION									
AVAILABLE AT PROCUREMENT SERVICE STORES									
COMMON ELECTRICAL SUPPLIES									
10 packs BATTERY, size AA, alkaline, 2 pieces per blister pack		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	171.40	171.40			
10 packs BATTERY, size AAA, alkaline, 2 pieces per blister pack		Agency to Agency (PS-DBM)		Gop	147.70	147.70			
Sub-total						319.10	319.10		
COMMON OFFICE SUPPLIES									
20 pcs CLEARBOOK, A4 size		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	748.80	748.80			
20 pcs CLEARBOOK, Legal size		Agency to Agency (PS-DBM)		Gop	832.00	832.00			
10 bxs CLIP, backfold, 19mm, 12 pieces per box		Agency to Agency (PS-DBM)		Gop	72.80	72.80			
10 bxs CLIP, backfold, 25mm, 12 pieces per box		Agency to Agency (PS-DBM)		Gop	166.40	166.40			
10 bxs CLIP, backfold, 32mm, 12 pieces per box		Agency to Agency (PS-DBM)		Gop	206.80	206.80			
10 bxs CLIP, backfold, 50mm, 12 pieces per box		Agency to Agency (PS-DBM)		Gop	436.80	436.80			
20 pcs DATA FILE BOX, made with chipboard, with closed ends		Agency to Agency (PS-DBM)		Gop	1,394.60	1,394.60			
20 pcs ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box		Agency to Agency (PS-DBM)		Gop	16.14	16.14			
20 pcs ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box		Agency to Agency (PS-DBM)		Gop	20.30	20.30			
5 bxs FASTENER, for paper, metal, 50 sets per box		Agency to Agency (PS-DBM)		Gop	285.45	285.45			
50 pcs FOLDER, L-type, A4, 50 pieces pack		Agency to Agency (PS-DBM)		Gop	166.40	166.40			
50 pcs FOLDER, L-type, Legal size, 50 pieces per pack		Agency to Agency (PS-DBM)		Gop	182.00	182.00			
100 pcs FOLDER, Pressboard, size 210mm x 370mm, 100s/box		Agency to Agency (PS-DBM)		Gop	935.89	935.89			
30 pcs FOLDER, Tagboard, A4, 100 pieces per pack		Agency to Agency (PS-DBM)		Gop	74.57	74.57			
30 pcs FOLDER, Tagboard, Legal size, 100 pieces per pack		Agency to Agency (PS-DBM)		Gop	89.99	89.99			
4 pcs GLUE, all purpose, 300 grams min.		Agency to Agency (PS-DBM)		Gop	195.52	195.52			
9 pcs MARKER, fluorescent, 3 colors per set		Agency to Agency (PS-DBM)		Gop	106.65	106.65			
10 pcs MARKER, whiteboard, bullet type, black		Agency to Agency (PS-DBM)		Gop	118.00	118.00			
10 pcs MARKER, whiteboard, bullet type, blue		Agency to Agency (PS-DBM)		Gop	118.00	118.00			
10 pcs MARKER, whiteboard, bullet type, red		Agency to Agency (PS-DBM)		Gop	118.00	118.00			
10 pcs MARKER, permanent, bullet type, black		Agency to Agency (PS-DBM)		Gop	96.50	96.50			
10 pcs MARKER, permanent, bullet type, blue		Agency to Agency (PS-DBM)		Gop	96.50	96.50			
10 pcs MARKER, permanent, bullet type, red		Agency to Agency (PS-DBM)		Gop	96.50	96.50			
20 pads NOTE PAD, stick-on, (2"x3"), 100 sheets per pad		Agency to Agency (PS-DBM)		Gop	624.00	624.00			

20 pads NOTE PAD, stick-on, (3"x3"), 100 sheets per pad	Agency to Agency (PS-DBM)		Gop	767.60	767.60		
20 pads NOTE PAD, stick-on, (3"x4"), 100 sheets per pad	Agency to Agency (PS-DBM)		Gop	1,081.20	1,081.20		
10 bxs PAPER CLIP, gem type, 48mm, 100 pieces per box	Agency to Agency (PS-DBM)		Gop	135.20	135.20		
10 bxs PAPER CLIP, gem type, 32mm, 100 pieces per box	Agency to Agency (PS-DBM)		Gop	67.60	67.60		
20 rms PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	Agency to Agency (PS-DBM)		Gop	2,356.60	2,356.60		
5 rms PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	Agency to Agency (PS-DBM)		Gop	660.10	660.10		
2 bxs PENCIL, lead, w/eraser, one(1) dozen per box	Agency to Agency (PS-DBM)		Gop	39.24	39.24		
10 pcs RECORD BOOK, 500 pages, size: 214mm x 278mm min	Agency to Agency (PS-DBM)		Gop	868.50	868.50		
2 bxs RUBBER BAND, 70mm min lay flat length (#18)	Agency to Agency (PS-DBM)		Gop	211.70	211.70		
10 pcs RULER, plastic, 450mm, 1 piece in individual plastic	Agency to Agency (PS-DBM)		Gop	156.00	156.00		
20 pcs PEN, black	Agency to Agency (PS-DBM)		Gop	880.20	880.20		
20 pcs SIGN PEN, blue	Agency to Agency (PS-DBM)		Gop	880.20	880.20		
5 pcs STAMP PAD, felt pad, min 60mm x 100mm	Agency to Agency (PS-DBM)		Gop	155.40	155.40		
10 bxs STAPLE WIRE, Standard	Agency to Agency (PS-DBM)		Gop	189.20	189.20		
10 rlls TAPE, masking, 48mm, 50 meters length	Agency to Agency (PS-DBM)		Gop	1,050.40	1,050.40		
10 rlls TAPE, transparent, 24mm, 50 meters	Agency to Agency (PS-DBM)		Gop	173.70	173.70		
Sub-total				16,871.45	16,871.45		

COMMON OFFICE DEVICES

1 pc PENCIL SHARPENER, 1 piece in individual plastic case	Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	187.20	187.20		
8 pcs PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box	Agency to Agency (PS-DBM)		Gop	987.44	987.44		
8 pcs SCISSORS, (6")	Agency to Agency (PS-DBM)		Gop	124.24	124.24		
8 pcs STAPLER, standard	Agency to Agency (PS-DBM)		Gop	737.84	737.84		
8 pcs STAPLE REMOVER, plier type	Agency to Agency (PS-DBM)		Gop	141.40	141.40		
4 pcs TAPE DISPENSER, table top	Agency to Agency (PS-DBM)		Gop	190.88	190.88		
8 pcs WASTE BASKET, non-rigid plastic	Agency to Agency (PS-DBM)		Gop	245.44	245.44		
Sub-total					2,614.44	2,614.44	

COMMON OFFICE EQUIPMENT

2 units CALCULATOR, COMPACT, electronic, 12 digits cap, 1 unit in individual box	Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	307.84	307.84		
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COMMON COMPUTER SUPPLIES

8 pcs FLASH DRIVE, 16GB, USB 2.0, plug and play	Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	1,872.00	1,872.00		
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OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES

OFFICE SUPPLIES							
4 btls ALCOHOL, 70%, isoprophyl	Shopping	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	280.00	280.00		
30 pcs BALLPEN (Black) panda	Shopping		Gop	165.00	165.00		
50 pcs BOX, Storage (Balikbayan Size)	Shopping		Gop	4,750.00	4,750.00		
10 pcs NOTEBOOK, Corona 100's (152 x 216mm)	Shopping		Gop	500.00	500.00		
10 bxs PAPER FASTENER (Plastic) 50 set/bx 8cm	Shopping		Gop	350.00	350.00		
5 btls TAMP PAD INK (black)	Shopping		Gop	125.00	125.00		
10 rlls TAPE, Double Adhesive Flat 1/2"	Shopping		Gop	100.00	100.00		
5 rlls TAPE, Packaging (2") 100 mtrs	Shopping		Gop	475.00	475.00		
2 pcs TRAY, in & out 2 Layer	Shopping		Gop	750.00	750.00		
Sub-total					7,495.00	7,495.00	

TOTAL - INTERNATIONAL PROMOTION - NORTH ASIA DIVISION

				29,479.83	29,479.83		
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NORTH AMERICA DIVISION

AVAILABLE AT PROCUREMENT SERVICE STORES

COMMON OFFICE SUPPLIES

30 pcs ENVELOPE, EXPANDING, plastic	Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	1,050.90	1,050.90		
2 bxs FASTENER, for paper, metal, 50 sets per box	Agency to Agency (PS-DBM)		Gop	114.18	114.18		
50 pcs FOLDER, L-type, A4, 50 pieces pack	Agency to Agency (PS-DBM)		Gop	166.40	166.40		
50 pcs FOLDER, L-type, Legal size, 50 pieces per pack	Agency to Agency (PS-DBM)		Gop	182.00	182.00		
50 pcs FOLDER, Pressboard, size 210mm x 370mm, 100s/box	Agency to Agency (PS-DBM)		Gop	467.95	467.95		
25 rms PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	Agency to Agency (PS-DBM)		Gop	2,945.75	2,945.75		
5 rms PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	Agency to Agency (PS-DBM)		Gop	660.10	660.10		
2 pcs RECORD BOOK, 300 pages, size: 214mm x 278mm min	Agency to Agency (PS-DBM)		Gop	120.64	120.64		

4 pcs SIGN PEN, black		Agency to Agency (PS-DBM)		Gop	176.04	176.04		
4 pcs SIGN PEN, blue		Agency to Agency (PS-DBM)		Gop	176.04	176.04		
4 pcs SIGN PEN, red		Agency to Agency (PS-DBM)		Gop	176.04	176.04		
10 rlls TAPE, transparent, 24mm, 50 meters		Agency to Agency (PS-DBM)		Gop	173.70	173.70		
Sub-total					6,409.74	6,409.74		

COMMON OFFICE DEVICES

1 pc CUTTER BLADE, heavy duty cutter, 10 pieces per tube		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	7.85	7.85		
1 pc CUTTER KNIFE, heavy duty		Agency to Agency (PS-DBM)		Gop	19.43	19.43		
1 pc PENCIL SHARPENER, 1 piece in individual plastic case		Agency to Agency (PS-DBM)		Gop	187.20	187.20		
Sub-total					214.48	214.48		

COMMON COMPUTER SUPPLIES

10 pcs FLASH DRIVE, 16GB, USB 2.0, plug and play		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	2,340.00	2,340.00		
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CONSUMABLES

3 pcs INK CART, HP CD972AA, (HP 920XL), Cyan		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	1,825.20	1,825.20		
3 pcs INK CART, HP CD973AA, (HP 920XL), Magenta		Agency to Agency (PS-DBM)		Gop	1,825.20	1,825.20		
3 pcs INK CART, HP CD974AA, (HP 920XL), Yellow		Agency to Agency (PS-DBM)		Gop	1,825.20	1,825.20		
4 pcs INK CART, HP CD975AA, (HP 920XL), Black		Agency to Agency (PS-DBM)		Gop	4,576.00	4,576.00		
Sub-total					10,051.60	10,051.60		

OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES

OFFICE SUPPLIES

5 btls ALCOHOL, 70%, isoprophyl		Shopping	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	1,400.00	1,400.00		
50 pcs BOX, Storage (Balikbayan Size)		Shopping		Gop	4,750.00	4,750.00		
50 pcs CLEARBOOK (A4-20 pockets) fixed		Shopping		Gop	5,250.00	5,250.00		
20 pcs CLEARBOOK (Long- 40 pockets) fixed type		Shopping		Gop	6,000.00	6,000.00		
20 pcs CORRECTION PEN		Shopping		Gop	1,000.00	1,000.00		
2 pcs GLUE Multi-Purpose, Elmers 4FL oZ (118ML)		Shopping		Gop	80.00	80.00		
20 rlls TAPE, Packaging (2") 100 mtrs		Shopping		Gop	1,900.00	1,900.00		
Sub-total						20,380.00	20,380.00	

TOTAL - NORTH AMERICA

					39,395.82	39,395.82		
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EUROPE DIVISION (London & Germany)

OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES

OFFICE SUPPLIES

6 pcs ALCOHOL, 70%, isoprophyl		Shopping	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	420.00	420.00		
25 pcs BALLPEN (Black) panda		Shopping		Gop	137.50	137.50		
25 pcs BALLPEN (blue) panda		Shopping		Gop	137.50	137.50		
15 pcs BALLPEN (red) panda		Shopping		Gop	82.50	82.50		
20 pcs BOX, Storage (Balikbayan Size)		Shopping		Gop	1,900.00	1,900.00		
6 rlls CALLING CARD CASE		Shopping		Gop	3,600.00	3,600.00		
6 pcs CALLING CARD HOLDER		Shopping		Gop	1,800.00	1,800.00		
25 pcs CLEARBOOK (A4-20 pockets) fixed		Shopping		Gop	2,625.00	2,625.00		
25 pcs CLEARBOOK (A4-40 pockets) fixed type		Shopping		Gop	5,500.00	5,500.00		
25 pcs CLEARBOOK (Long- 40 pockets) fixed type		Shopping		Gop	7,500.00	7,500.00		
25 pcs CLEARBOOK (Long- 60 sheets, fixed, blue) fixed type		Shopping		Gop	8,750.00	8,750.00		
25 pcs CLEARBOOK (A3- 20's)		Shopping		Gop	7,500.00	7,500.00		
10 pcs CORRECTION FLUID		Shopping		Gop	250.00	250.00		
10 pcs CORRECTION PEN		Shopping		Gop	500.00	500.00		
1 pc CUTTING MAT (big)		Shopping		Gop	350.00	350.00		
25 pcs ENVELOPE, Expanding Brown Long		Shopping		Gop	375.00	375.00		
25 pcs ENVELOPE, Expanding plastic w/ lock long		Shopping		Gop	1,125.00	1,125.00		
25 pcs FOLDER, Clear (colored) L-type-long		Shopping		Gop	125.00	125.00		
25 pcs FOLDER, Clear A4 with plastic slide		Shopping		Gop	100.00	100.00		
25 pcs FOLDER, Clear A4 with plastic slide		Shopping		Gop	250.00	250.00		
25 pcs FOLDER, Divider (A4 size) 5's/pack		Shopping		Gop	1,500.00	1,500.00		
25 pcs FOLDER, pressboard, plain, short, 100s/box		Shopping		Gop	4,375.00	4,375.00		
25 pcs FOLDER, Archi file (long) 2 hole ring binder mechanism		Shopping		Gop	7,500.00	7,500.00		
25 pcs FOLDER, Archi file (A4) 2 hole ring binder mechanism		Shopping		Gop	4,500.00	4,500.00		

10 pcs FOLDER 3-hole Ring Binder (green, blue, red & yellow)- 5 pcs. Ach		Shopping
10 pcs FOLDER, Clip file (A4)		Shopping
25 pcs FOLDER, Clear w/ plastic fastener (Seagull A4)		Shopping
10 pcs GLUE STICK, Elmers 0.21 OZ (6G)		Shopping
5 pcs GLUE Multi-Purpose, Elmers 4FL OZ (118ML)		Shopping
15 pcs INDEX Card, 5" x 8", 3 columns 100's/pack		Shopping
10 pcs NOTEBOOK, Corona 100's (152 x 216mm)		Shopping
10 pcs NOTEBOOK, Steno Corona 60's		Shopping
25 bxs PAPER clip (small) Metal 100's/bx		Shopping
25 bxs PAPER clip (big) Metal 100's/bx		Shopping

Gop	1,800.00	1,800.00		
Gop	2,500.00	2,500.00		
Gop	1,000.00	1,000.00		
Gop	900.00	900.00		
Gop	200.00	200.00		
Gop	750.00	750.00		
Gop	500.00	500.00		
Gop	450.00	450.00		
Gop	750.00	750.00		
Gop	1,250.00	1,250.00		
	71,002.50	71,002.50		

TOTAL - EUROPE DIVISON

DOMESTIC PROMOTIONS DEPARTMENT

AVAILABLE AT PROCUREMENT SERVICE STORES

COMMON OFFICE SUPPLIES

50 pcs CLEARBOOK, A4 size		Agency to Agency (PS-DBM)
50 pcs CLEARBOOK, Legal size		Agency to Agency (PS-DBM)
25 bxs CLIP, backfold, 19mm, 12 pieces per box		Agency to Agency (PS-DBM)
25 bxs CLIP, backfold, 25mm, 12 pieces per box		Agency to Agency (PS-DBM)
25 bxs CLIP, backfold, 32mm, 12 pieces per box		Agency to Agency (PS-DBM)
25 bxs CLIP, backfold, 50mm, 12 pieces per box		Agency to Agency (PS-DBM)
50 pcs CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic		Agency to Agency (PS-DBM)
50 pcs DATA FILE BOX, made with chipboard, with closed ends		Agency to Agency (PS-DBM)
50 pcs ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box		Agency to Agency (PS-DBM)
100 pcs ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box		Agency to Agency (PS-DBM)
50 bxs FASTENER, for paper, metal, 50 sets per box		Agency to Agency (PS-DBM)
100 pcs FOLDER, L-type, A4, 50 pieces pack		Agency to Agency (PS-DBM)
100 pcs FOLDER, L-type, Legal size, 50 pieces per pack		Agency to Agency (PS-DBM)
20 btl's GLUE, all purpose, 300 grams min.		Agency to Agency (PS-DBM)
30 pcs MARKER, fluorescent, 3 colors per set		Agency to Agency (PS-DBM)
20 pcs MARKER, whiteboard, bullet type, black		Agency to Agency (PS-DBM)
20 pcs MARKER, whiteboard, bullet type, blue		Agency to Agency (PS-DBM)
20 pcs MARKER, whiteboard, bullet type, red		Agency to Agency (PS-DBM)
20 pcs MARKER, permanent, bullet type, black		Agency to Agency (PS-DBM)
20 pcs MARKER, permanent, bullet type, blue		Agency to Agency (PS-DBM)
20 pcs MARKER, permanent, bullet type, red		Agency to Agency (PS-DBM)
50 pads NOTE PAD, stick-on, (2"x3"), 100 sheets per pad		Agency to Agency (PS-DBM)
50 pads NOTE PAD, stick-on, (3"x3"), 100 sheets per pad		Agency to Agency (PS-DBM)
50 pads NOTE PAD, stick-on, (3"x4"), 100 sheets per pad		Agency to Agency (PS-DBM)
20 bxs PAPER CLIP, gem type, 48mm, 100 pieces per box		Agency to Agency (PS-DBM)
20 bxs PAPER CLIP, gem type, 32mm, 100 pieces per box		Agency to Agency (PS-DBM)
20 rms PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm		Agency to Agency (PS-DBM)
10 rms PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm		Agency to Agency (PS-DBM)
25 bxs PENCIL, lead, w/eraser, one(1) dozen per box		Agency to Agency (PS-DBM)
20 pcs RECORD BOOK, 500 pages, size: 214mm x 278mm min		Agency to Agency (PS-DBM)
3 bxs RUBBER BAND, 70mm min lay flat length (#18)		Agency to Agency (PS-DBM)
10 pcs RULER, plastic, 450mm, 1 piece in individual plastic		Agency to Agency (PS-DBM)
60 pcs SIGN PEN, black		Agency to Agency (PS-DBM)
60 pcs SIGN PEN, blue		Agency to Agency (PS-DBM)
5 pcs STAMP PAD, felt pad, min 60mm x 100mm		Agency to Agency (PS-DBM)
50 bxs STAPLE WIRE, Standard		Agency to Agency (PS-DBM)
50 rls TAPE, masking, 48mm, 50 meters length		Agency to Agency (PS-DBM)
50 rls TAPE, transparent, 24mm, 50 meters		Agency to Agency (PS-DBM)
	Sub-total	

Delegated to the Procurement and General Services Division (PGSD) January - December 2016

Gop	1,872.00	1,872.00		
Gop	2,080.00	2,080.00		
Gop	182.00	182.00		
Gop	416.00	416.00		
Gop	517.00	517.00		
Gop	1,092.00	1,092.00		
Gop	2,054.00	2,054.00		
Gop	3,486.50	3,486.50		
Gop	40.35	40.35		
Gop	101.48	101.48		
Gop	2,854.50	2,854.50		
Gop	332.80	332.80		
Gop	364.00	364.00		
Gop	977.60	977.60		
Gop	1,066.50	1,066.50		
Gop	236.00	236.00		
Gop	236.00	236.00		
Gop	236.00	236.00		
Gop	193.00	193.00		
Gop	193.00	193.00		
Gop	193.00	193.00		
Gop	1,560.00	1,560.00		
Gop	1,919.00	1,919.00		
Gop	2,703.00	2,703.00		
Gop	270.40	270.40		
Gop	135.20	135.20		
Gop	2,356.60	2,356.60		
Gop	1,320.20	1,320.20		
Gop	490.50	490.50		
Gop	1,206.40	1,206.40		
Gop	317.55	317.55		
Gop	156.00	156.00		
Gop	2,640.60	2,640.60		
Gop	2,640.60	2,640.60		
Gop	155.40	155.40		
Gop	946.00	946.00		
Gop	5,252.00	5,252.00		
Gop	868.50	868.50		
	43,661.68	43,661.68		

COMMON OFFICE DEVICES

2 pcs PENCIL SHARPENER, 1 piece in individual plastic case		Agency to Agency (PS-DBM)
10 pcs PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box		Agency to Agency (PS-DBM)

Gop	374.40	374.40		
Gop	1,234.30	1,234.30		

10 pcs SCISSORS, (6")		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	155.30	155.30		
10 pcs STAPLER, standard		Agency to Agency (PS-DBM)		Gop	922.30	922.30		
10 pcs STAPLE REMOVER, plier type		Agency to Agency (PS-DBM)		Gop	176.30	176.30		
10 pcs TAPE DISPENSER, table top		Agency to Agency (PS-DBM)		Gop	477.20	477.20		
Sub-total					3,339.80	3,339.80		

COMMON OFFICE SUPPLIES

5 pcs INDEX CARD BOX, 3"x5"		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	182.00	182.00		
1 pack INDEX CARD, 3"x5", 500 pieces per pack		Agency to Agency (PS-DBM)		Gop	51.27	51.27		
Sub-total					233.27	233.27		

OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES

COMMON OFFICE SUPPLIES

20 btls ALCOHOL, 70%, isoprophyl		Shopping	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	1,400.00	1,400.00		
50 pcs BALLPEN (Black) panda		Shopping		Gop	275.00	275.00		
50 pcs BALLPEN (blue) panda		Shopping		Gop	275.00	275.00		
20 pcs BATTERY, AAA Lithium		Shopping		Gop	5,000.00	5,000.00		
2 pcs CALLING CARD CASE		Shopping		Gop	1,200.00	1,200.00		
2 pcs CALLING CARD HOLDER		Shopping		Gop	600.00	600.00		
40 pcs CORRECTION PEN		Shopping		Gop	2,000.00	2,000.00		
2 pcs CUTTING MAT (big)		Shopping		Gop	700.00	700.00		
6 pcs ENVELOPE, Expanding plastic w/ lock long		Shopping		Gop	270.00	270.00		
50 pcs FOLDER, Clear A4 with plastic slide		Shopping		Gop	200.00	200.00		
50 pcs FOLDER, Clear A4 with plastic slide		Shopping		Gop	500.00	500.00		
50 pcs FOLDER, Archi file (long) 2 hole ring binder mechanism		Shopping		Gop	15,000.00	15,000.00		
50 pcs FOLDER, Archi file (A4) 2 hole ring binder mechanism		Shopping		Gop	9,000.00	9,000.00		
50 pcs FOLDER, Clear w/ plastic fastener (Seagull A4)		Shopping		Gop	2,000.00	2,000.00		
20 pcs GLUE Multi-Purpose, Elmers 4FL oZ (118ML)		Shopping		Gop	800.00	800.00		
30 pcs NOTEBOOK, Corona 100's (152 x 216mm)		Shopping		Gop	1,500.00	1,500.00		
30 pcs NOTEBOOK, Steno Corona 60's		Shopping		Gop	1,350.00	1,350.00		
5 btls STAMP PAD INK (black)		Shopping		Gop	125.00	125.00		
10 rlls TAPE, Packaging (2") 100 mtrs		Shopping		Gop	1,900.00	1,900.00		
10 pcs TELEPHONE FINDER		Shopping		Gop	1,500.00	1,500.00		
5 pcs TRAY, in & out 2 Layer		Shopping	Gop	1,750.00	1,750.00			
Sub-total				47,345.00	47,345.00			

TOTAL - DOMESTIC PROMOTION DEPARTMENT

94,579.75 94,579.75

M.I.C.E.

AVAILABLE AT PROCUREMENT SERVICE STORES

COMMON OFFICE SUPPLIES

60 bxs CLIP, backfold, 19mm, 12 pieces per box		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	436.80	436.80		
60 bxs CLIP, backfold, 25mm, 12 pieces per box		Agency to Agency (PS-DBM)		Gop	998.40	998.40		
60 bxs CLIP, backfold, 50mm, 12 pieces per box		Agency to Agency (PS-DBM)		Gop	2,620.80	2,620.80		
30 rlls CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic		Agency to Agency (PS-DBM)		Gop	1,232.40	1,232.40		
120 pcs ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box		Agency to Agency (PS-DBM)		Gop	96.84	96.84		
60 pcs ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box		Agency to Agency (PS-DBM)		Gop	60.89	60.89		
120 pcs FOLDER, L-type, A4, 50 pieces pack		Agency to Agency (PS-DBM)		Gop	399.36	399.36		
120 pcs FOLDER, L-type, Legal size, 50 pieces per pack		Agency to Agency (PS-DBM)		Gop	436.80	436.80		
240 pcs FOLDER, Pressboard, size 210mm x 370mm, 100s/box		Agency to Agency (PS-DBM)		Gop	2,246.14	2,246.14		
24 pcs MARKER, whiteboard, bullet type, black		Agency to Agency (PS-DBM)		Gop	283.20	283.20		
24 pcs MARKER, whiteboard, bullet type, blue		Agency to Agency (PS-DBM)		Gop	283.20	283.20		
24 pcs MARKER, whiteboard, bullet type, red		Agency to Agency (PS-DBM)		Gop	283.20	283.20		
24 pcs MARKER, permanent, bullet type, black		Agency to Agency (PS-DBM)		Gop	231.60	231.60		
24 pcs MARKER, permanent, bullet type, blue		Agency to Agency (PS-DBM)		Gop	231.60	231.60		
24 pcs MARKER, permanent, bullet type, red		Agency to Agency (PS-DBM)		Gop	231.60	231.60		
60 bxs PAPER CLIP, gem type, 48mm, 100 pieces per box		Agency to Agency (PS-DBM)		Gop	811.20	811.20		
60 bxs PAPER CLIP, gem type, 32mm, 100 pieces per box		Agency to Agency (PS-DBM)		Gop	405.60	405.60		

240 rms PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	Agency to Agency (PS-DBM)	Gop	28,279.20	28,279.20
120 rms PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	Agency to Agency (PS-DBM)	Gop	15,842.40	15,842.40
40 pcs SIGN PEN, black	Agency to Agency (PS-DBM)	Gop	1,760.40	1,760.40
40 pcs SIGN PEN, blue	Agency to Agency (PS-DBM)	Gop	1,760.40	1,760.40
6 bxs STAPLE WIRE, Standard	Agency to Agency (PS-DBM)	Gop	113.52	113.52
36 rls TAPE, transparent, 24mm, 50 meters	Agency to Agency (PS-DBM)	Gop	625.32	625.32
Sub-total			50,061.24	50,061.24

COMMON COMPUTER SUPPLIES

50 pcs DVD REWRITABLE, 4x speed, 4.7GB capacity	Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	1,068.50	1,068.50
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OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES

OFFICE SUPPLIES					
120 pcs BOX, Storage (Blikbayan Size)	Shopping	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	11,400.00	11,400.00
60 pcs CLEARBOOK (A4-20 pockets) fixed	Shopping		Gop	6,300.00	6,300.00
60 pcs CLEARBOOK (A4-40 pockets) fixed type	Shopping		Gop	13,200.00	13,200.00
60 pcs CLEARBOOK (Long- 40 pockets) fixed type	Shopping		Gop	18,000.00	18,000.00
60 pcs CLEARBOOK (Long- 60 sheets, fixed, blue) fixed type	Shopping		Gop	21,000.00	21,000.00
20 pcs FOLDER, Archi file (A4) 2 hole ring binder mechanism	Shopping		Gop	3,600.00	3,600.00
6 btls GLUE Multi-Purpose, Elmers 4FL oZ (118ML)	Shopping		Gop	240.00	240.00
12 bxs PAPER FASTENER (Plastic) 50 set/bx 8cm	Shopping		Gop	420.00	420.00
6 btls RUBBER CEMENT Elmers 4OZ 113ml	Shopping		Gop	270.00	270.00
6 rls TAPE, Double Adhesive (w/ foam) 1"	Shopping		Gop	150.00	150.00
3 rls TAPE, Double Adhesive (w/o foam) 1"	Shopping		Gop	90.00	90.00
60 rls TAPE, Packaging (2") 100 mtrs	Shopping		Gop	5,700.00	5,700.00
Sub-total				80,370.00	80,370.00
TOTAL - M.I.C.E.				131,499.74	131,499.74

MARKETING COMMUNICATIONS GROUP

AVAILABLE AT PROCUREMENT SERVICE STORES

COMMON OFFICE SUPPLIES					
10 bxs CLIP, backfold, 19mm, 12 pieces per box	Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	72.80	72.80
15 bxs CLIP, backfold, 25mm, 12 pieces per box	Agency to Agency (PS-DBM)		Gop	249.60	249.60
15 bxs CLIP, backfold, 32mm, 12 pieces per box	Agency to Agency (PS-DBM)		Gop	310.20	310.20
15 bxs CLIP, backfold, 50mm, 12 pieces per box	Agency to Agency (PS-DBM)		Gop	655.20	655.20
200 pcs ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box	Agency to Agency (PS-DBM)		Gop	161.41	161.41
100 pcs ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box	Agency to Agency (PS-DBM)		Gop	101.48	101.48
100 pcs FOLDER, L-type, A4, 50 pieces pack	Agency to Agency (PS-DBM)		Gop	332.80	332.80
100 pcs FOLDER, L-type, Legal size, 50 pieces per pack	Agency to Agency (PS-DBM)		Gop	364.00	364.00
5 pcs GLUE, all purpose, 300 grams min.	Agency to Agency (PS-DBM)		Gop	244.40	244.40
5 pcs MARKER, whiteboard, bullet type, black	Agency to Agency (PS-DBM)		Gop	59.00	59.00
5 pcs MARKER, whiteboard, bullet type, blue	Agency to Agency (PS-DBM)		Gop	59.00	59.00
5 pcs MARKER, whiteboard, bullet type, red	Agency to Agency (PS-DBM)		Gop	59.00	59.00
5 pcs MARKER, permanent, bullet type, black	Agency to Agency (PS-DBM)		Gop	48.25	48.25
5 pcs MARKER, permanent, bullet type, blue	Agency to Agency (PS-DBM)		Gop	48.25	48.25
5 pcs MARKER, permanent, bullet type, red	Agency to Agency (PS-DBM)		Gop	48.25	48.25
5 pads PAD PAPER, Ruled	Agency to Agency (PS-DBM)		Gop	87.35	87.35
5 bxs PAPER CLIP, gem type, 48mm, 100 pieces per box	Agency to Agency (PS-DBM)		Gop	67.60	67.60
5 bxs PAPER CLIP, gem type, 32mm, 100 pieces per box	Agency to Agency (PS-DBM)		Gop	33.80	33.80
10 bxs PENCIL, lead, w/eraser, one(1) dozen per box	Agency to Agency (PS-DBM)		Gop	196.20	196.20
3 pcs RECORD BOOK, 300 pages, size: 214mm x 278mm min	Agency to Agency (PS-DBM)		Gop	180.96	180.96
10 pcs SIGN PEN, black pads	Agency to Agency (PS-DBM)		Gop	440.10	440.10
10 pcs SIGN PEN, blue	Agency to Agency (PS-DBM)		Gop	440.10	440.10
5 bxs STAPLE WIRE, Standard	Agency to Agency (PS-DBM)		Gop	94.60	94.60
10 rls TAPE, masking, 24mm, 50 meters length	Agency to Agency (PS-DBM)		Gop	551.20	551.20
5 rls TAPE, masking, 48mm, 50 meters length	Agency to Agency (PS-DBM)		Gop	525.20	525.20
30 rls TAPE, transparent, 24mm, 50 meters	Agency to Agency (PS-DBM)		Gop	521.10	521.10
5 rls TAPE, transparent, 48mm, 50 meters	Agency to Agency (PS-DBM)		Gop	166.40	166.40
5 rls TAPE, packaging, 48mm, 50 meters length	Agency to Agency (PS-DBM)		Gop	166.40	166.40
Sub-total				6,284.65	6,284.65

COMMON OFFICE DEVICES									
5 tubes CUTTER BLADE, heavy duty cutter, 10 pieces per tube		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	39.25	39.25			
2 pcs CUTTER KNIFE, heavy duty		Agency to Agency (PS-DBM)		Gop	38.86	38.86			
1 pc PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box		Agency to Agency (PS-DBM)		Gop	123.43	123.43			
2 pcs SCISSORS, (6")		Agency to Agency (PS-DBM)		Gop	31.06	31.06			
1 pc STAPLER, standard		Agency to Agency (PS-DBM)		Gop	92.23	92.23			
	Sub-total				324.83	324.83			
COMMON COMPUTER SUPPLIES									
100 pcs DVD REWRITABLE, 4x speed, 4.7GB capacity		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	2,137.00	2,137.00			
CONSUMABLES									
5 pcs INK CART, HP C9364WA, (HP98), Black		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	4,056.00	4,056.00			
OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES									
COMMON OFFICE SUPPLIES									
15 pcs ILLUSTRATION BOARD, (30"x40")		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	525.75	525.75			
OFFICE SUPPLIES									
2 btls ALCOHOL, 70%, Isoprophyl		Shopping	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	140.00	140.00			
20 pcs BALLPEN (Black) panda		Shopping		Gop	110.00	110.00			
20 pcs BALLPEN (blue) panda		Shopping		Gop	110.00	110.00			
15 pcs BALLPEN (red) panda		Shopping		Gop	82.50	82.50			
10 pcs BATTERY, AAA Lithium		Shopping		Gop	2,500.00	2,500.00			
100 pcs COMPACT DISK REWRITABLE, 700MB min. Capacity, 80 minutes recording time, 4X speed, 4.7GB capacity		Shopping		Gop	1,742.00	1,742.00			
100 pcs DVD Recordable, 16x speed, 4.7GB capacity		Shopping		Gop	1,119.00	1,119.00			
20 pcs CLEARBOOK (A4-20 pockets) fixed		Shopping		Gop	2,100.00	2,100.00			
10 pcs ENVELOPE, Expanding Brown Long		Shopping		Gop	150.00	150.00			
10 pcs ENVELOPE, Expanding plastic w/ lock long		Shopping		Gop	450.00	450.00			
75 pcs FOLDER, Clear A4 with plastic slide		Shopping		Gop	300.00	300.00			
20 pcs FOLDER, Filing 3 hole D-type 2" thick - Black		Shopping		Gop	3,000.00	3,000.00			
20 pcs FOLDER, Filing 3 hole D-type 2" thick - Blue		Shopping		Gop	3,000.00	3,000.00			
20 pcs FOLDER, Filing 3 hole D-type 2" thick - Red		Shopping		Gop	3,000.00	3,000.00			
10 pcs GLUE STICK, Elmers 0.21 OZ (6G)		Shopping		Gop	900.00	900.00			
10 pcs NOTEBOOK, Corona 100's (152 x 216mm)		Shopping		Gop	500.00	500.00			
5 bxs PAPER FASTENER (Plastic) 50 set/bx 8cm		Shopping		Gop	175.00	175.00			
5 btls PASTE, Redstone		Shopping		Gop	125.00	125.00			
10 pcs PEN SIGN (Pilot V-2000 1.0-Black)		Shopping		Gop	850.00	850.00			
10 pcs PEN SIGN (Pilot V-2000 1.0-Blue)		Shopping		Gop	850.00	850.00			
5 pcs PEN SIGN (Pilot V-2000 1.0-Red)		Shopping	Gop	425.00	425.00				
10 pcs PEN SIGN PILOT, Hi-Tec Point V7 (blue)		Shopping	Gop	570.00	570.00				
10 pcs TAPE, Packaging (2") 100 mtrs		Shopping	Gop	950.00	950.00				
	Sub-total				23,148.50	23,148.50			
AUDIO AND VISUAL PRESENTATION AND COMPOSING EQUIPMENT									
1 unit TV-LED Colored		Shopping	Delegated to the Procurement and General Services Division (PGSD)	Gop	50,000.00			50,000.00	
PHOTOGRAPHIC OR FILMING OR VIDEO EQUIPMENT									
1 unit BATTERY, AA Charger		Shopping	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	1,500.00	1,500.00			
2 pcs CAMERA, Bag		Shopping		Gop	16,000.00	16,000.00			
4 units Camera Lens & Accessories		Shopping		Gop	75,000.00			75,000.00	
1 unit Digital Betacam Player / recorder		Shopping		Gop	300,000.00			300,000.00	
1 unit Digital Camera - Go pro		Shopping		Gop	40,000.00			40,000.00	
8 pcs RECHARGIBLE, Eneloop		Shopping		Gop	16,000.00	16,000.00			
1 unit VIDEO, Tripod		Shopping		Gop	20,000.00			20,000.00	
	Sub-total				468,500.00	33,500.00		435,000.00	
PAPER MATERIALS AND PRODUCTS									
4 rms BOARD TYPE BOND PAPER A4- 250 GSM (bellom)		Shopping		Gop	6,321.60	6,321.60			

4 rms BOARD TYPE BOND PAPER A-3- 250 GSM (bellom)		Shopping	Delegated to the Procurement and General Services Division (PGSD)	Gop	12,848.80	12,848.80		
3 rms BOND PAPER 80GSM - short		Shopping		Gop	465.00	465.00		
20 rms BOND PAPER A4- 100GSM		Shopping		Gop	6,440.00	6,440.00		
20 rms BOND PAPER A3- 100GSM		Shopping		Gop	12,880.00	12,880.00		
3 rms BOND PAPER long (8.5 x 14)		Shopping		Gop	465.00	465.00		
Sub-total					39,420.40	39,420.40		
CONSUMABLES								
10 rms INK CARTRIDGE, BROTHER : LC73Y-Yellow		Shopping	Delegated to the Procurement and General Services Division (PGSD)	Gop	700.00	700.00		
10 rms INK CARTRIDGE, BROTHER LC73C-Cyan		Shopping		Gop	700.00	700.00		
10 rms INK CARTRIDGE, BROTHER LC73M- Magenta		Shopping		Gop	700.00	700.00		
10 rms INK CARTRIDGE, BROTHER LC73BK- Black		Shopping		Gop	1,200.00	1,200.00		
Sub-total					3,300.00	3,300.00		
COMPUTER EQUIPMENT								
2 units MACBOOK PRO		Shopping	Delegated to the Procurement and General Services Division (PGSD)	Gop	300,000.00		300,000.00	
HARDWARE SUPPLIES								
1 pc 3 Steps Ladder			Delegated to the Procurement and General Services Division (PGSD)	Gop	3,250.00	3,250.00		
1 pc 4 Steps Ladder				Gop	3,250.00	3,250.00		
Sub-total						6,500.00	6,500.00	
TOTAL - MARKETING COMMUNICATIONS GROUP						904,197.13	119,197.13	785,000.00
OFFICE OF THE DEPUTY CHIEF OPERATING OFFICER - CORPORATE AFFAIRS								
COORDINATION MEETING					2,000,000.00	2,000,000.00		
ACCOUNTING DIVISION								
AVAILABLE AT PROCUREMENT SERVICE STORES								
COMMON OFFICE SUPPLIES								
12 btls AIR FRESHENER, 280mL/can		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	973.44	973.44		
2 pcs CLEARBOOK, A4 size		Agency to Agency (PS-DBM)		Gop	74.88	74.88		
2 pcs CLEARBOOK, Legal size		Agency to Agency (PS-DBM)		Gop	83.20	83.20		
200 pcs DATA FOLDER, made with chipboard, taglia lock		Agency to Agency (PS-DBM)		Gop	15,390.00	15,390.00		
25 pcs ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box		Agency to Agency (PS-DBM)		Gop	20.18	20.18		
5 pcs ENVELOPE, EXPANDING, KRAFTBOARD, for legal size documents, 100 pieces per box		Agency to Agency (PS-DBM)		Gop	31.09	31.09		
15 bxs FASTENER, for paper, metal, 50 sets per box		Agency to Agency (PS-DBM)		Gop	856.35	856.35		
25 pcs FOLDER, L-type, A4, 50 pieces pack		Agency to Agency (PS-DBM)		Gop	83.20	83.20		
25 pcs FOLDER, L-type, Legal size, 50 pieces per pack		Agency to Agency (PS-DBM)		Gop	91.00	91.00		
150 pcs FOLDER, Pressboard, size 210mm x 370mm, 100s/box		Agency to Agency (PS-DBM)		Gop	1,403.84	1,403.84		
100 pcs FOLDER, Tagboard, A4, 100 pieces per pack		Agency to Agency (PS-DBM)		Gop	248.56	248.56		
100 pcs FOLDER, Tagboard, Legal size, 100 pieces per pack		Agency to Agency (PS-DBM)		Gop	299.98	299.98		
6 pcs MARKER, fluorescent, 3 colors per set		Agency to Agency (PS-DBM)		Gop	213.30	213.30		
10 pcs MARKER, whiteboard, bullet type, black		Agency to Agency (PS-DBM)		Gop	118.00	118.00		
10 pdas NOTE PAD, stick-on, (3"x3"), 100 sheets per pad		Agency to Agency (PS-DBM)		Gop	383.80	383.80		
12 pads NOTE PAD, stick-on, (3"x4"), 100 sheets per pad		Agency to Agency (PS-DBM)		Gop	648.72	648.72		
10 bxs PAPER CLIP, gem type, 48mm, 100 pieces per box		Agency to Agency (PS-DBM)		Gop	135.20	135.20		
10 bxs PAPER CLIP, gem type, 32mm, 100 pieces per box		Agency to Agency (PS-DBM)		Gop	67.70	67.70		
15 rms PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm		Agency to Agency (PS-DBM)		Gop	396.06	396.06		
24 bxs PENCIL, lead, w/eraser, one(1) dozen per box		Agency to Agency (PS-DBM)		Gop	39.24	39.24		
10 pcs RECORD BOOK, 300 pages, size: 214mm x 278mm min		Agency to Agency (PS-DBM)		Gop	603.20	603.20		
1 box RUBBER BAND, 70mm min lay flat length (#18)		Agency to Agency (PS-DBM)		Gop	105.85	105.85		
20 pcs SIGN PEN, black		Agency to Agency (PS-DBM)		Gop	880.20	880.20		
5 pcs SIGN PEN, red		Agency to Agency (PS-DBM)		Gop	220.05	220.05		
20 bxs STAPLE WIRE, Standard		Agency to Agency (PS-DBM)		Gop	378.40	378.40		
2 rlls TAPE, masking, 24mm, 50 meters length		Agency to Agency (PS-DBM)		Gop	110.24	110.24		
2 rlls TAPE, masking, 48mm, 50 meters length		Agency to Agency (PS-DBM)	Gop	210.08	210.08			
12 rlls TAPE, transparent, 24mm, 50 meters		Agency to Agency (PS-DBM)	Gop	208.44	208.44			
5 rlls TAPE, packaging, 48mm, 50 meters length		Agency to Agency (PS-DBM)	Gop	166.40	166.40			
Sub-total					24,440.60	24,440.60		

COMMON OFFICE DEVICES									
2 pcs	STAPLER, standard		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	184.46	184.46		
COMMON JANITORIAL SUPPLIES									
5 btls	DISINFECTANT SPRAY, 400-550 grams		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	572.00	572.00		
COMMON COMPUTER SUPPLIES									
12 pcs	DVD REWRITABLE, 4x speed, 4.7GB capacity		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	256.44	256.44		
10 pcs	FLASH DRIVE, 16GB, USB 2.0, plug and play		Agency to Agency (PS-DBM)		Gop	2,340.00	2,340.00		
	Sub-total						2,596.44	2,596.44	
CONSUMABLES									
6 pcs	INK CART, HP CZ121A (HP685A), Black		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	2,184.00	2,184.00		
6 pcs	INK CART, HP CZ122A (HP685A), Cyan		Agency to Agency (PS-DBM)		Gop	1,435.20	1,435.20		
6 pcs	INK CART, HP CZ123A (HP685A), Magenta		Agency to Agency (PS-DBM)		Gop	1,435.20	1,435.20		
6 pcs	INK CART, HP CZ124A (HP685A), Yellow		Agency to Agency (PS-DBM)		Gop	1,435.20	1,435.20		
6 pcs	TONER CART, HP CB435A, Black		Agency to Agency (PS-DBM)		Gop	16,317.60	16,317.60		
24 pcs	TONER CART, HP CE285A (HP85A), Black		Agency to Agency (PS-DBM)		Gop	64,970.88	64,970.88		
12 pcs	TONER CART, HP Q2612A, Black		Agency to Agency (PS-DBM)		Gop	35,655.36	35,655.36		
	Sub-total						123,433.44	123,433.44	
OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES									
OFFICE SUPPLIES									
5 btls	ALCOHOL, 70%, isoprophyl		Shopping	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	350.00	350.00		
30 pcs	BALLPEN (Black) panda		Shopping		Gop	165.00	165.00		
3 pcs	BALLPEN (red) panda		Shopping		Gop	16.50	16.50		
15 pcs	CORRECTION FLUID		Shopping		Gop	375.00	375.00		
500 pcs	INDEX Card, 5" x 8", 3 columns 100's/pack		Shopping		Gop	250.00	250.00		
12 pcs	NOTEBOOK, Corona 100's (152 x 216mm)		Shopping		Gop	600.00	600.00		
2 packs	PAPER STICKER (matte) size: 8.27x 11.69 (A4)		Shopping		Gop	70.00	70.00		
2 btls	PASTE, Redstone		Shopping		Gop	50.00	50.00		
30 pcs	PEN, Gel black		Shopping		Gop	750.00	750.00		
12 pcs	PEN SIGN (Pilot V-2000 1.0-Black)		Shopping		Gop	1,020.00	1,020.00		
12 pcs	PEN SIGN PILOT, Hi-Tec Point V7 (blue)		Shopping		Gop	684.00	684.00		
5 pads	POTS-IT Sign here (3 or 5 colors)		Shopping		Gop	575.00	575.00		
3 pcs	TRAY, in & out 2 Layer		Shopping		Gop	1,050.00	1,050.00		
	Sub-total						5,955.50	5,955.50	
PAPER MATERIALS AND PRODUCTS									
2 rms	BOND PAPER 80GSM - short		Shopping	Delegated to the Procurement and General Services Division (PGSD)	Gop	310.00	310.00		
3 rms	BOND PAPER long (8.5 x 14)		Shopping		Gop	465.00	465.00		
	Sub-total						775.00	775.00	
TOTAL - ACCOUNTING DIVISION						157,957.44	157,957.44		
BUDGET DIVISION									
AVAILABLE AT PROCUREMENT SERVICE STORES									
COMMON OFFICE SUPPLIES									
12 rlls	CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	492.96	492.96		
20 pcs	ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box		Agency to Agency (PS-DBM)		Gop	16.14	16.14		
24 pcs	ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box		Agency to Agency (PS-DBM)		Gop	24.36	24.36		
6 pcs	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size documents, 100 pieces per box		Agency to Agency (PS-DBM)		Gop	37.30	37.30		
5 pcs	ERASER, plastic or rubber		Agency to Agency (PS-DBM)		Gop	10.80	10.80		
9 bxs	FASTENER, for paper, metal, 50 sets per box		Agency to Agency (PS-DBM)		Gop	513.81	513.81		
50 pcs	FOLDER, L-type, A4, 50 pieces pack		Agency to Agency (PS-DBM)		Gop	166.40	166.40		
50 pcs	FOLDER, L-type, Legal size, 50 pieces per pack		Agency to Agency (PS-DBM)		Gop	182.00	182.00		
30 pcs	FOLDER, Pressboard, size 210mm x 370mm, 100s/box		Agency to Agency (PS-DBM)		Gop	280.77	280.77		
30 pcs	FOLDER, Tagboard, A4, 100 pieces per pack		Agency to Agency (PS-DBM)		Gop	74.57	74.57		
30 pcs	FOLDER, Tagboard, Legal size, 100 pieces per pack		Agency to Agency (PS-DBM)		Gop	89.99	89.99		
18 pcs	MARKER, fluorescent, 3 colors per set		Agency to Agency (PS-DBM)		Gop	213.30	213.30		
10 pcs	MARKER, permanent, bullet type, black		Agency to Agency (PS-DBM)		Gop	86.85	86.85		

10 pads NOTE PAD, stick-on, (3"x3"), 100 sheets per pad	Agency to Agency (PS-DBM)		Gop	383.80	383.80			
3 pads PAD PAPER, Ruled	Agency to Agency (PS-DBM)		Gop	52.41	52.41			
3 bxs PAPER CLIP, gem type, 48mm, 100 pieces per box	Agency to Agency (PS-DBM)		Gop	67.60	67.60			
5 bxs PAPER CLIP, gem type, 32mm, 100 pieces per box	Agency to Agency (PS-DBM)		Gop	20.28	20.28			
15 rms PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	Agency to Agency (PS-DBM)		Gop	1,767.45	1,767.45			
10 rms PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	Agency to Agency (PS-DBM)		Gop	1,320.20	1,320.20			
24 pcs PENCIL, lead, w/eraser, one(1) dozen per box	Agency to Agency (PS-DBM)		Gop	470.88	470.88			
1 box RUBBER BAND, 70mm min lay flat length (#18)	Agency to Agency (PS-DBM)		Gop	105.85	105.85			
4 pcs RULER, plastic, 450mm, 1 piece in individual plastic	Agency to Agency (PS-DBM)		Gop	62.40	62.40			
20 pcs SIGN PEN, black	Agency to Agency (PS-DBM)		Gop	880.20	880.20			
3 pcs SIGN PEN, red	Agency to Agency (PS-DBM)		Gop	88.02	88.02			
3 bxs STAPLE WIRE, Standard	Agency to Agency (PS-DBM)		Gop	56.76	56.76			
5 rlls TAPE, masking, 48mm, 50 meters length	Agency to Agency (PS-DBM)		Gop	525.20	525.20			
7 rlls TAPE, packaging, 48mm, 50 meters length	Agency to Agency (PS-DBM)		Gop	232.96	232.96			
Sub-total				8,223.26	8,223.26			
COMMON OFFICE DEVICES								
1 pc CUTTER BLADE, heavy duty cutter, 10 pieces per tube	Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)		7.85	7.85			
1 pc STAPLER, standard	Agency to Agency (PS-DBM)			92.23	92.23			
1 pc STAPLE REMOVER, plier type	Agency to Agency (PS-DBM)			17.63	17.63			
Sub-total				117.71	117.71			
COMMON COMPUTER SUPPLIES								
1 unit EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0, backward compatible with USB 2.0, 5400 rpm, with dual color LED light to indicate USB 3.0/USB 2.0 transmission, USB powered, System Requirements: USB 3.0: Windows XP/Vista/7/MacOSx 10.4 or above, with USB 3.0 cable and product guide	Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	3,092.96	3,092.96			
5 pcs FLASH DRIVE, 16GB, USB 2.0, plug and play	Agency to Agency (PS-DBM)		Gop	1,170.00	1,170.00			
Sub-total				4,262.96	4,262.96			
CONSUMABLES								
5 pcs INK CART, HP C2121A (HP685A), Black	Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	1,820.00	1,820.00			
5 pcs INK CART, HP C2122A (HP685A), Cyan	Agency to Agency (PS-DBM)		Gop	1,196.00	1,196.00			
5 pcs INK CART, HP C2123A (HP685A), Magenta	Agency to Agency (PS-DBM)		Gop	1,196.00	1,196.00			
5 pcs INK CART, HP C2124A (HP685A), Yellow	Agency to Agency (PS-DBM)		Gop	1,196.00	1,196.00			
5 pcs TONER CART, HP CB435A, Black	Agency to Agency (PS-DBM)		Gop	13,598.00	13,598.00			
5 pcs TONER CART, HP CE285A (HP85A), Black	Agency to Agency (PS-DBM)		Gop	13,535.60	13,535.60			
Sub-total				32,541.60	32,541.60			
OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES								
COMMON OFFICE SUPPLIES								
3 bxs INDEX CARD BOX, 5"x8"	Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	165.36	165.36			
3 packs INDEX CARD, 5"x8", 500 pieces per pack	Agency to Agency (PS-DBM)		Gop	418.02	418.02			
Sub-total					583.38	583.38		
OFFICE EQUIPMENT AND ACCESSORIES								
3 units CALCULATOR- Casio, 14 digits		Delegated to the Procurement and General Services Division (PGSD)	Gop	24,000.00		24,000.00		
OFFICE SUPPLIES								
3 btls ALCOHOL, 70%, isoprophyl	Shopping	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	210.00	210.00			
25 pcs BALLPEN (Black) panda	Shopping		Gop	137.50	137.50			
10 pads COLUMNAR PAD, 6 columns	Shopping		Gop	300.00	300.00			
10 pcs ENVELOPE, Expanding plastic w/ lock long	Shopping		Gop	450.00	450.00			
10 pcs FOLDER, Clear (colored) L-type-long	Shopping		Gop	50.00	50.00			
500 pcs INDEX Card, 5" x 8", 3 columns 100's/pack	Shopping		Gop	250.00	250.00			
7 pcs NOTEBOOK, Steno Corona 60's	Shopping		Gop	315.00	315.00			
2 packs PAPER STICKER (matte) size: 8.27x 11.69 (A4)	Shopping		Gop	70.00	70.00			
2 btls PASTE, Solid w/ water well, 200gms. - redstone	Shopping		Gop	70.00	70.00			
25 pcs PEN, Gel black	Shopping		Gop	625.00	625.00			
6 packs POTS-IT Sign here (3 or 5 colors)	Shopping		Gop	690.00	690.00			
6 pcs RIBBON, Calculator (Black/Red) adrite	Shopping		Gop	210.00	210.00			
5 rlls TAPE, Packaging (2") 100 mtrs	Shopping		Gop	475.00	475.00			
Sub-total					3,852.50	3,852.50		

PAPER MATERIALS AND PRODUCTS									
2 rms	PAPER, Colored (Assorted colors)		Shopping	Delegated to the Procurement and General Services Division (PGSD)	Gop	160.00	160.00		
TOTAL - BUDGET DIVISION						73,741.41	49,741.41	24,000.00	
PROCUREMENT AND GENERAL SERVICES DIVISION									
AVAILABLE AT PROCUREMENT SERVICE STORES									
COMMON ELECTRICAL SUPPLIES									
50 packs	BATTERY, size AA, alkaline, 2 pieces per blister pack		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	857.00	857.00		
50 packs	BATTERY, size AAA, alkaline, 2 pieces per blister pack		Agency to Agency (PS-DBM)		Gop	738.50	738.50		
5 packs	BATTERY, size D, alkaline, 2 pieces per blister pack		Agency to Agency (PS-DBM)		Gop	382.20	382.20		
6 pcs	FLUORESCENT LAMP, tubular, 28 watts		Agency to Agency (PS-DBM)		Gop	686.40	686.40		
16 pcs	FLUORESCENT LAMP, tubular, 36 watts		Agency to Agency (PS-DBM)		Gop	664.00	664.00		
	Sub-total						3,328.10	3,328.10	
COMMON OFFICE SUPPLIES									
20 cans	AIR FRESHENER, 280ml/can		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	1,622.40	1,622.40		
20 pcs	CLEARBOOK, A4 size		Agency to Agency (PS-DBM)		Gop	748.80	748.80		
10 bxs	CLIP, backfold, 19mm, 12 pieces per box		Agency to Agency (PS-DBM)		Gop	72.80	72.80		
10 bxs	CLIP, backfold, 25mm, 12 pieces per box		Agency to Agency (PS-DBM)		Gop	166.40	166.40		
10 bxs	CLIP, backfold, 32mm, 12 pieces per box		Agency to Agency (PS-DBM)		Gop	206.80	206.80		
100 pcs	CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic		Agency to Agency (PS-DBM)		Gop	4,108.00	4,108.00		
50 pcs	DATA FILE BOX, made with chipboard, with closed ends		Agency to Agency (PS-DBM)		Gop	3,486.50	3,486.50		
2695 pcs	ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box		Agency to Agency (PS-DBM)		Gop	2,174.97	2,174.97		
2836 pcs	ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box		Agency to Agency (PS-DBM)		Gop	2,877.97	2,877.97		
39 bxs	FASTENER, for paper, metal, 50 sets per box		Agency to Agency (PS-DBM)		Gop	2,226.51	2,226.51		
460 pcs	FOLDER, L-type, A4, 50 pieces pack		Agency to Agency (PS-DBM)		Gop	1,530.88	1,530.88		
435 pcs	FOLDER, L-type, Legal size, 50 pieces per pack		Agency to Agency (PS-DBM)		Gop	1,583.40	1,583.40		
1,800 pcs	FOLDER, Pressboard, size 210mm x 370mm, 100s/box		Agency to Agency (PS-DBM)		Gop	16,846.02	16,846.02		
1020 pcs	FOLDER, Tagboard, A4, 100 pieces per pack		Agency to Agency (PS-DBM)		Gop	2,535.31	2,535.31		
1920 pcs	FOLDER, Tagboard, Legal size, 100 pieces per pack		Agency to Agency (PS-DBM)		Gop	5,759.62	5,759.62		
10 pcs	GLUE, all purpose, 300 grams min.		Agency to Agency (PS-DBM)		Gop	488.80	488.80		
31 pcs	MARKER, fluorescent, 3 colors per set		Agency to Agency (PS-DBM)		Gop	367.35	367.35		
30 pcs	MARKER, whiteboard, bullet type, black		Agency to Agency (PS-DBM)		Gop	354.00	354.00		
30 pcs	MARKER, whiteboard, bullet type, blue		Agency to Agency (PS-DBM)		Gop	354.00	354.00		
30 pcs	MARKER, whiteboard, bullet type, red		Agency to Agency (PS-DBM)		Gop	354.00	354.00		
60 pcs	MARKER, permanent, bullet type, black		Agency to Agency (PS-DBM)		Gop	579.00	579.00		
60 pcs	MARKER, permanent, bullet type, blue		Agency to Agency (PS-DBM)		Gop	579.00	579.00		
30 pcs	MARKER, permanent, bullet type, red		Agency to Agency (PS-DBM)		Gop	289.50	289.50		
50 bxs	PAPER CLIP, gem type, 48mm, 100 pieces per box		Agency to Agency (PS-DBM)		Gop	676.00	676.00		
50 bxs	PAPER CLIP, gem type, 32mm, 100 pieces per box		Agency to Agency (PS-DBM)		Gop	540.80	540.80		
1,000 rms	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm		Agency to Agency (PS-DBM)		Gop	117,830.00	117,830.00		
80 rms	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm		Agency to Agency (PS-DBM)		Gop	10,561.60	10,561.60		
100 rlls	PAPER, Thermal, 216mm x 30m		Agency to Agency (PS-DBM)		Gop	3,567.00	3,567.00		
100 pcs	RECORD BOOK, 300 pages, size: 214mm x 278mm min		Agency to Agency (PS-DBM)		Gop	6,032.00	6,032.00		
40 bxs	RUBBER BAND, 70mm min lay flat length (#18)		Agency to Agency (PS-DBM)		Gop	4,234.00	4,234.00		
120 pcs	SIGN PEN, black		Agency to Agency (PS-DBM)	Gop	5,281.20	5,281.20			
50 pcs	SIGN PEN, blue		Agency to Agency (PS-DBM)	Gop	2,200.50	2,200.50			
30 pcs	SIGN PEN, red		Agency to Agency (PS-DBM)	Gop	1,320.30	1,320.30			
200 bxs	STAPLE WIRE, Standard		Agency to Agency (PS-DBM)	Gop	3,784.00	3,784.00			
10 rlls	TAPE, masking, 24mm, 50 meters length		Agency to Agency (PS-DBM)	Gop	551.20	551.20			
120 rlls	TAPE, masking, 48mm, 50 meters length		Agency to Agency (PS-DBM)	Gop	12,604.80	12,604.80			
70 rlls	TAPE, transparent, 24mm, 50 meters		Agency to Agency (PS-DBM)	Gop	1,215.90	1,215.90			
40 rlls	TWINE, plastic, one kilo per roll		Agency to Agency (PS-DBM)	Gop	2,163.20	2,163.20			
	Sub-total					221,874.53	221,874.53		
COMMON OFFICE DEVICES									
10 tubes	CUTTER BLADE, heavy duty cutter, 10 pieces per tube		Agency to Agency (PS-DBM)	Gop	78.50	78.50			
5 pcs	CUTTER KNIFE, heavy duty		Agency to Agency (PS-DBM)	Gop	97.15	97.15			

	5 pcs PENCIL SHARPENER, 1 piece in individual plastic case		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	936.00	936.00		
	5 pcs PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box		Agency to Agency (PS-DBM)		Gop	617.15	617.15		
	5 pcs SCISSORS, (6")		Agency to Agency (PS-DBM)		Gop	77.65	77.65		
	10 pcs STAPLER, standard		Agency to Agency (PS-DBM)		Gop	922.30	922.30		
	20 pcs WASTE BASKET, non-rigid plastic		Agency to Agency (PS-DBM)		Gop	613.60	613.60		
	Sub-total				3,342.35	3,342.35			
COMMON JANITORIAL SUPPLIES									
	4 btls DISINFECTANT SPRAY, 400-550 grams		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	457.60	457.60		
	4 btls INSECTICIDE, aerosol type, 600mL/can		Agency to Agency (PS-DBM)		Gop	470.08	470.08		
	Sub-total				927.68	927.68			
COMMON COMPUTER SUPPLIES									
	13 units FIRE EXTINGUISHER, dry chemical, for ABC class of fire, stored pressure type, non-electrical conductor, non-toxic, non-corrosive, 4.5kg (10lbs.), brand new		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	16,845.92	16,845.92		
COMMON COMPUTER SUPPLIES									
	100 pcs DVD REWRITABLE, 4x speed, 4.7GB capacity		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	2,137.00	2,137.00		
HANDBOOK ON PROCUREMENT									
	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT-RA 9184(6th Edition), 6" x 9", 296 pages,		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	578.00	578.00		for Bids and Award Committee BAC
OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES									
OFFICE EQUIPMENT AND ACCESSORIES									
	5 units AIRCONDITIONING UNIT		Shopping	Delegated to the Procurement and General Services Division (PGSD)	Gop	375,000.00		375,000.00	
OFFICE SUPPLIES									
	60 pcs ALCOHOL, 70%, isoprophyl		Shopping	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	4,200.00	4,200.00		
	200 pcs BALLPEN (Black) panda		Shopping		Gop	1,100.00	1,100.00		
	100 pcs BALLPEN (blue) panda		Shopping		Gop	550.00	550.00		
	50 pcs BALLPEN (red) panda		Shopping		Gop	275.00	275.00		
	40 pcs BATTERY, AA Lithium		Shopping		Gop	8,000.00	8,000.00		
	30 pcs BATTERY, AAA Lithium		Shopping		Gop	7,500.00	7,500.00		
	40 packs BOOK, Binding Kit PVC A4 5's/pack		Shopping		Gop	2,400.00	2,400.00		for Bidding Documents
	200 pcs BOX, Storage (Balikbayan Size)		Shopping		Gop	19,000.00	19,000.00		
	20 pcs CLEARBOOK (A4-40 pockets) fixed type		Shopping		Gop	4,400.00	4,400.00		
	4 pcs DEVELOPER for BizHub		Shopping		Gop	47,676.00	47,676.00		
	2 pcs DRUM for Biz Hub		Shopping		Gop	34,122.00	34,122.00		
	8 pcs GLUE Multi-Purpose, Elmers 4FL oZ (118ML)		Shopping		Gop	320.00	320.00		
	50 pcs NOTEBOOK, Corona 100's (152 x 216mm)		Shopping		Gop	2,500.00	2,500.00		
	25 pcs NOTEBOOK, Steno Corona 60's		Shopping		Gop	1,125.00	1,125.00		
	50 pads PAD, Yellow VHP		Shopping		Gop	1,250.00	1,250.00		
	10 packs PAPER STICKER (matte) size: 8.27x 11.69 (A4)		Shopping		Gop	350.00	350.00		
	200 pcs PEN, Gel black		Shopping		Gop	5,000.00	5,000.00		
	6 pcs RISOGRAPH INK BH501 (cz180)		Shopping		Gop	8,952.00	8,952.00		
	6 pcs RISOGRAPH MASTER (CR1630)		Shopping		Gop	18,636.00	18,636.00		
	20 bundles RING BINDER, Plastic 84 rings X 25mm (1"), 10 pieces per bundle		Shopping		Gop	4,000.00	4,000.00		for Bidding Document
	50 rlls TAPE, Double Adhesive (w/ foam) 1"		Shopping		Gop	1,250.00	1,250.00		
	50 rlls TAPE, Double Adhesive (w/o foam) 1"		Shopping		Gop	1,500.00	1,500.00		
	200 rlls TAPE, Packaging (2") 100 mtrs		Shopping		Gop	19,000.00	19,000.00		
	4 pcs TONER (MX-500ft) for e-copy		Shopping		Gop	42,640.00	42,640.00		
	4 pcs TONER COLLECTOR (MX-503HB) AR-M452U		Shopping		Gop	3,936.00	3,936.00		
	4 pcs TONER BizHub 501 for U-bix Copier		Shopping	Gop	34,024.00	34,024.00			
	10 pcs TRAY, in & out 2 Layer		Shopping	Gop	3,500.00	3,500.00			
	10 pcs TYPEWRITER, Correction Film, Gx6750 (Brother)		Shopping		800.00	800.00			
	10 pcs TYPEWRITER RIBBON, GX6750 (Brother)		Shopping		3,400.00	3,400.00			
	Sub-total				281,406.00	281,406.00			

PAPER MATERIALS AND PRODUCTS							
10 rms PAPER, Onion skin, superfine long		Shopping	Delegated to the Procurement and General Services Division (PGSD)	Gop	1,200.00	1,200.00	
Sub-total					1,200.00	1,200.00	
COMMON OFFICE EQUIPMENT							
20 units REFILL FIRE EXTINGUISHER, dry chemical, for ABC class of fire, stored pressure type,non-electrical conductor,non-toxic, non-corrosive, 4.5kg (10lbs.)		Shopping	Delegated to the Procurement and General Services Division (PGSD)	Gop	10,000.00	10,000.00	
LIGHTING AND FIXTURES AND ACCESSORIES							
50 pcs ACOUSTIC BOARD, anay finish 2 X 4		Shopping	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	15,000.00	15,000.00	
50 pcs BULB LED 6.5 watts		Shopping		Gop	12,500.00	12,500.00	
200 pcs BULB LED 8 watts		Shopping		Gop	60,000.00	60,000.00	
12 pcs FLOURESCENT, Ballast 20W		Shopping		Gop	3,360.00	3,360.00	
30 pcs FLOURESCENT, Ballast 40W		Shopping		Gop	17,100.00	17,100.00	
50 pcs FLOURESCENT, Holder		Shopping		Gop	1,250.00	1,250.00	
50 tubes FLOURESCENT, Lamp 40W		Shopping		Gop	3,500.00	3,500.00	
20 tubes FLOURESCENT, Lamp 20W		Shopping		Gop	800.00	800.00	
108 pcs FLOURESCENT, Starter 4-80W		Shopping		Gop	1,080.00	1,080.00	
50 pcs FLOURESCENT, Starter Holder		Shopping		Gop	1,250.00	1,250.00	
150 tubes FLOURESCENT, Tube w/ housing T5 warm white (FLT5/CE1x14WW) 14 watts		Shopping		Gop	24,750.00	24,750.00	
100 tubes FLOURESCENT, Tube w/ housing T5 daylights 14 watts		Shopping		Gop	16,500.00	16,500.00	
200 pcs FLOURESCENT, Tube w/ adapter T5 daylights 28 watts		Shopping		Gop	71,600.00	71,600.00	
11 pcs PIN LIGHT 7W		Shopping		Gop	1,045.00	1,045.00	
15 pcs PIN LIGHT 9W		Shopping		Gop	1,500.00	1,500.00	
						231,235.00	231,235.00
ELECTRICAL EQUIPMENT AND COMPONENTS AND SUPPLIES							
1 unit CABLE TRACER, with tone generator		Shopping	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	8,500.00	8,500.00	
10 sets CIRCUIT BREAKER, 2 pole 100 ampere w/ enclosure		Shopping		Gop	14,900.00	14,900.00	
1 pc CLAMP AMMETER Tester		Shopping		Gop	4,750.00	4,750.00	
16 pcs CONNECTOR, BX 1" diameter		Shopping		Gop	352.00	352.00	
16 pcs CONNECTOR, Shoulder less for 30mm2 wire @ buss bar		Shopping		Gop	848.00	848.00	
15 pcs CONVENIENT OUTLET 2 gang		Shopping		Gop	525.00	525.00	
10 pcs EMERGENCY LIGHT		Shopping		Gop	20,000.00	20,000.00	
1 pc ELECTRICAL Diagonal Pliers 8"		Shopping		Gop	200.00	200.00	
1 pc ELECTRICAL Diagonal Side Cutting Plier 7"		Shopping		Gop	220.00	220.00	
1 unit ELECTRIC DRILL		Shopping		Gop	6,000.00	6,000.00	
1 set ELECTRIC DRILL BITS		Shopping		Gop	1,500.00	1,500.00	
2 pcs ELECTRICAL Flat Screwdriver		Shopping		Gop	200.00	200.00	
1 pair ELECTRIC, Gloves		Shopping		Gop	50.00	50.00	
1 pc ELECTRICAL , Long Nose Plier 8"		Shopping		Gop	190.00	190.00	
2 pcs ELECTRIC, Philips Screwdriver		Shopping		Gop	180.00	180.00	
4 pcs FILTER CARTRIDGE (drinking fountain)		Shopping		Gop	3,600.00	3,600.00	
60 pcs FILTER FOAM		Shopping		Gop	4,800.00	4,800.00	
FLEXIBLE, Metal tube 1" diamter BXX		Shopping		Gop	870.00	870.00	
1 roll WIRE, FLAT CORD, Duplex 16 AWG		Shopping		Gop	2,700.00	2,700.00	
1 unit GUN TUCKER T25		Shopping		Gop	2,000.00	2,000.00	
1 pc HACK SAW		Shopping		Gop	102.05	102.05	
1 pc HAMMER		Shopping		Gop	250.00	250.00	
30 mtrs INSULATION, MICA tube 1" diamter		Shopping		Gop	630.00	630.00	
10 pcs LOCK, Door Yale		Shopping		Gop	6,000.00	6,000.00	
30 pcs LOCK, Table Drawer		Shopping		Gop	3,000.00	3,000.00	
80 pcs MALE PLUG		Shopping		Gop	5,600.00	5,600.00	
25 tubes Mighty Bond		Shopping		Gop	2,500.00	2,500.00	
10 units METER, Kilowatt hour CL200 w/ housing		Shopping		Gop	130,000.00	130,000.00	
9 kilos NAIL, Concrete 1"		Shopping		Gop	180.27	180.27	
7 kilos NAIL, Concrete 2"		Shopping		Gop	182.21	182.21	
6 kilos NAIL, Concrete 3"		Shopping		Gop	237.12	237.12	

	7 kilos NAIL, Finishing 1"		Shopping		Gop	350.00	350.00		
	7 kilos NAIL, Finishing 2"		Shopping		Gop	385.00	385.00		
	7 kilos NAIL, Finishing 3"		Shopping		Gop	455.00	455.00		
	50 pcs PVC Electrical wire moulding 16mm x 16mm x 2440mm		Shopping		Gop	1,750.00	1,750.00		
	39 pcs PVC Electrical wire moulding 250mm x 250mm x 2440mm		Shopping		Gop	2,730.00	2,730.00		
	1 pc RIVETER		Shopping		Gop	290.00	290.00		
	20 btls RUGBY		Shopping		Gop	1,800.00	1,800.00		
	1 pc SAW		Shopping		Gop	500.00	500.00		
	25 pcs SURFACE Type 3-gang outlet		Shopping		Gop	1,000.00	1,000.00		
	10 pcs SURGE PROTECTOR with individual switch		Shopping		Gop	15,000.00	15,000.00		
	100 rlls TAPE, Electrical big		Shopping		Gop	1,500.00	1,500.00		
	50 rlls TAPE, Rubber Big		Shopping		Gop	18,750.00	18,750.00		
	25 pcs TELEPHONE APPARATUS		Shopping		Gop	15,000.00	15,000.00		
	100 pcs TELEPHONE BOX		Shopping		Gop	2,000.00	2,000.00		
	100 pcs TELEPHONE CORD		Shopping		Gop	3,000.00	3,000.00		
	1 unit TESTER, Digital multimeter		Shopping		Gop	3,500.00	3,500.00		
	50 pcs TILES, Kent 12" x 12"		Shopping		Gop	950.00	950.00		
	4 rlls WIRE, Telephone Jacketed Cord 21/3c AWG		Shopping		Gop	6,000.00	6,000.00		
	3 rlls WIRE, THHN 2.00 mm2 Stranded		Shopping		Gop	7,500.00	7,500.00		
	2 rlls WIRE, THHN 3.5 mm2 Stranded		Shopping		Gop	7,000.00	7,000.00		
	1 rlls WIRE, UTP CAT5		Shopping		Gop	6,000.00	6,000.00		
	2 rlls WIRE, UTP CAT5 25PR/24 AWG		Shopping		Gop	14,000.00	14,000.00		
	Sub-total					330,526.65	330,526.65		
SUPPLIES AND MATERIALS EXPENSES									
	192 packs Handsoap Refill Pack (500ml)		Shopping	Delegated to the Procurement and General Services Division (PGSD)	Gop	11,520.00	11,520.00		
SUPPLIES AND MATERIALS EXPENSES									
	Gasoline, Oil & Lubricants		NP-SVP	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	2,378,094.38	2,378,094.38		For 14 units TPB's Vehicle
	Other Supplies		NP-SVP / Shopping		Gop	246,877.98	246,877.98		
	Maintenance, Materials and supplies		NP-SVP / Shopping		Gop	100,059.85	100,059.85		
	Sub-total					2,725,032.21	2,725,032.21		
UTILITIES EXPENSES									
	Electrical Consumption		Direct Contracting	To renew the services of the existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 2, 2006	Gop	5,296,827.63	5,296,827.63		Electrical consumption of TPB
	Water Consumption		Direct Contracting	To renew the services of the existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 2, 2006	Gop	35,784.85	35,784.85		Water consumption of TPB
	Sub-total					5,332,612.48	5,332,612.48		
COMMUNICATION SERVICES									
	Communication Services (Land lines and Trunk Lines - PLDT)		Direct Contracting	To renew the services of the existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 2, 2006	Gop	1,194,462.55	1,194,462.55		
	Communication Services (Cell Phones - Line Charges) and (Cell Phones Prepaid Card)		Direct Contracting		Gop	1,128,624.77	1,128,624.77		
	Communication Services (Internet-DSL)		Direct Contracting		Gop	891,754.43	891,754.43		
	Cable, Satellite, Telegraph and Radio				Gop	100,000.00	100,000.00		
	Sub-total					3,314,841.75	3,314,841.75		
MEMBERSHIP DUES/ASSOCIATIONS DUES									
			Excluded	NOT APPLICABLE	Gop	1,133,626.51	1,133,626.51		
RENT EXPENSES									
			Excluded		Gop	3,390,005.78	3,390,005.78		
REPRESENTATION EXPENSES									
			NP-SVP	NOT APPLICABLE	Gop	1,253,880.94	1,253,880.94		
TRANSPORTATION EXPENSES/DELIVERY									
			NP-SVP	Delegated to the Procurement and General Services Division (GSD)	Gop	2,437,617.51	2,437,617.51		Promotional materials
SUBSCRIPTION EXPENSES									
			NP-SVP	Delegated to the Procurement and General Services Division (GSD)	Gop	202,822.43	202,822.43		
PROFESSIONAL SERVICES									
	Janitorial		Public Bidding	To renew the services of the existing service provider in accordance with GPPB Resolution No. 023-2007 dated Novembr 28, 2007	Gop	3,517,004.88	3,517,004.88		

	Security Services		Public Bidding	To renew the services of the existing service provider in accordance with GPPB Resolution No. 023-2007 dated November 28, 2007	Gop	4,578,790.16	4,578,790.16		
	Sub-total					8,095,795.04	8,095,795.04		
REPAIR AND MAINTENANCE									
	Office Building		Public Bidding	Delegated to the Procurement and General Services Division (PGSD)	Gop	2,000,000.00	2,000,000.00		
	Preventive Maintenance Services for Office Equipment		Direct Contracting		Gop	46,715.24	46,715.24		Duplication Machines
	Furniture and Fixtures		NP-SVP		Gop	363,704.48	363,704.48		
	Preventive Maintenance Motor Vehicles		Direct Contracting		Gop	506,919.78	506,919.78		14 units of TPB's Vehicles
	Sub-total					2,917,339.50	2,917,339.50		
SUBSIDIES AND DONATIONS									
			Excluded	NOT APPLICABLE	Gop	19,066.66	19,066.66		
MISCELLANEOUS EXPENSES									
			NP-SVP / Shopping / Direct Contracting	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	282,544.05	282,544.05		
TAXES, DUTIES AND LICENSES									
			Agency to Agency	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	713,434.34	713,434.34		
FEDELITY BOND									
				Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	192,385.05	192,385.05		
INSURANCE PREMIUM									
	General Insurance Premium		Agency to Agency (GIG-GSIS)	Delegated to the Procurement and General Services Division (PGSD) January - December 2016					Bldg, Fire Insurance
	Vehicle Insurance Premium		Agency to Agency (GIG-GSIS)	Delegated to the Procurement and General Services Division (PGSD) January - June 2016					TPB's Vehicle insurance
MOTOR VEHICLES									
	2 units Motor Vehicle		Public Bidding	Schedule c/o Bids and Award Committee (BAC)	Gop	3,000,000.00		3,000,000.00	2 units car
	1 unit Passenger Van		Public Bidding		Gop	2,300,000.00		2,300,000.00	1 unit Passenger Van
	Sub-total					5,300,000.00		5,300,000.00	
TOTAL PROCUREMENT AND GENERAL SERVICES DIVISION						39,543,309.87	33,867,731.87	5,675,000.00	
PERSONEL AND HUMAN RESOURCES DEVELOPMENT DIVISION									
COMMON OFFICE SUPPLIES									
	1 rll ACETATE, gauge #3, 50m per roll		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	624.00	624.00		
	10 pcs CLEARBOOK, Legal size		Agency to Agency (PS-DBM)		Gop	416.00	416.00		
	108 bxs CLIP, backfold, 19mm, 12 pieces per box		Agency to Agency (PS-DBM)		Gop	786.24	786.24		
	108 bxs CLIP, backfold, 25mm, 12 pieces per box		Agency to Agency (PS-DBM)		Gop	1,797.12	1,797.12		
	108 bxs CLIP, backfold, 32mm, 12 pieces per box		Agency to Agency (PS-DBM)		Gop	2,233.44	2,233.44		
	14 pcs CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic		Agency to Agency (PS-DBM)		Gop	575.12	575.12		
	5 pcs DATA FOLDER, made with chipboard, taglia lock		Agency to Agency (PS-DBM)		Gop	384.75	384.75		
	100 pcs ENVELOPE, DOCUMENTARY, for A4 size document, 500 pieces per box		Agency to Agency (PS-DBM)		Gop	80.70	80.70		
	100 pcs ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box		Agency to Agency (PS-DBM)		Gop	101.48	101.48		
	200 pcs ENVELOPE, EXPANDING, KRAFTBOARD, for legal size documents, 100 pieces per box		Agency to Agency (PS-DBM)		Gop	621.71	621.71		
	20 bxs FASTENER, for paper, metal, 50 sets per box		Agency to Agency (PS-DBM)		Gop	1,141.80	1,141.80		
	100 pcs FOLDER, L-type, Legal size, 50 pieces per pack		Agency to Agency (PS-DBM)		Gop	364.00	364.00		
	200 pcs FOLDER, Pressboard, size 210mm x 370mm, 100s/box		Agency to Agency (PS-DBM)		Gop	1,871.78	1,871.78		
	100 pcs FOLDER, Tagboard, A4, 100 pieces per pack		Agency to Agency (PS-DBM)		Gop	248.56	248.56		
	200 pcs FOLDER, Tagboard, Legal size, 100 pieces per pack		Agency to Agency (PS-DBM)		Gop	599.96	599.96		
	10 sets MARKER, fluorescent, 3 colors per set		Agency to Agency (PS-DBM)		Gop	355.50	355.50		
	10 pcs MARKER, whiteboard, bullet type, black		Agency to Agency (PS-DBM)		Gop	118.00	118.00		
	10 pcs MARKER, whiteboard, bullet type, blue		Agency to Agency (PS-DBM)		Gop	118.00	118.00		
	10 pcs MARKER, whiteboard, bullet type, red		Agency to Agency (PS-DBM)		Gop	118.00	118.00		
	20 pcs MARKER, permanent, bullet type, black		Agency to Agency (PS-DBM)		Gop	193.00	193.00		
	20 pcs MARKER, permanent, bullet type, blue		Agency to Agency (PS-DBM)		Gop	193.00	193.00		
	20 pcs MARKER, permanent, bullet type, red		Agency to Agency (PS-DBM)		Gop	193.00	193.00		
	12 pads PAD PAPER, Ruled		Agency to Agency (PS-DBM)		Gop	209.64	209.64		
	14 bxs PAPER CLIP, gem type, 48mm, 100 pieces per box		Agency to Agency (PS-DBM)		Gop	189.28	189.28		
	14 bxs PAPER CLIP, gem type, 32mm, 100 pieces per box		Agency to Agency (PS-DBM)		Gop	94.64	94.64		
	10 rms PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm		Agency to Agency (PS-DBM)		Gop	1,178.30	1,178.30		

	10 rms PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm		Agency to Agency (PS-DBM)		Gop	1,320.20	1,320.20		
	5 packs PARCHMENT PAPER, A4 size, 80 gsm, 100 sheets per pack		Agency to Agency (PS-DBM)		Gop	460.20	460.20		
	10 bxs PENCIL, lead, w/eraser, one(1) dozen per box		Agency to Agency (PS-DBM)		Gop	196.20	196.20		
	4 pcs RECORD BOOK, 300 pages, size: 214mm x 278mm min		Agency to Agency (PS-DBM)		Gop	241.28	241.28		
	6 bxs RUBBER BAND, 70mm min lay flat length (#18)		Agency to Agency (PS-DBM)		Gop	635.10	635.10		
	25 pcs SIGN PEN, black		Agency to Agency (PS-DBM)		Gop	1,100.25	1,100.25		
	2 pcs SIGN PEN, red		Agency to Agency (PS-DBM)		Gop	88.02	88.02		
	2 btls STAMP PAD INK, violet, 50mL		Agency to Agency (PS-DBM)		Gop	45.76	45.76		
	14 bxs STAPLE WIRE, Standard		Agency to Agency (PS-DBM)		Gop	264.88	264.88		
	10 rlls TAPE, transparent, 24mm, 50 meters		Agency to Agency (PS-DBM)		Gop	173.70	173.70		
	3 rlls TAPE, masking, 48mm, 50 meters length		Agency to Agency (PS-DBM)		Gop	315.12	315.12		
	Sub-total					19,647.73	19,647.73		
COMMON OFFICE EQUIPMENT									
	1 unit CALCULATOR, COMPACT, electronic, 12 digits cap, 1 unit in individual box		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	153.92	153.92		
	1 unit DIGITAL VOICE RECORDER, 4GB (expandable), 1 unit in individual box		Agency to Agency (PS-DBM)		Gop	6,229.60	6,229.60		
	Sub-total					6,383.52	6,383.52		
COMMON COMPUTER SUPPLIES									
	1 box COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 9-1/2", 2000 sheets/box		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	601.90	601.90		
	3 bxs COMPUTER CONTINUOUS FORMS, 1 ply, 11" x 14-7/8", 2000 sheets/box		Agency to Agency (PS-DBM)		Gop	264.32	264.32		
	3 bxs COMPUTER CONTINUOUS FORMS, 2 ply, 11" x 9-1/2", 1000 sets/box		Agency to Agency (PS-DBM)		Gop	2,050.47	2,050.47		
	3 bxs COMPUTER CONTINUOUS FORMS, 3 ply, 11" x 14-7/8", 500 sets/box		Agency to Agency (PS-DBM)		Gop	2,730.00	2,730.00		
	20 pcs DVD REWRITABLE, 4x speed, 4.7GB capacity		Agency to Agency (PS-DBM)		Gop	427.40	427.40		
	Sub-total				6,074.09	6,074.09			
CONSUMABLES									
	10 pcs RIBBON CART, EPSON C135015531 (S015086), Black		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (GSD)	Gop	7,248.80	7,248.80		
OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES									
COMMON OFFICE SUPPLIES									
	10 pcs ILLUSTRATION BOARD, (30"x40")		Agency to Agency (PS-DBM)	Delegated to the Procurement and General Services Division (PGSD)	Gop	350.50	350.50		
	4 pcs INDEX CARD BOX, 5"x8"		Agency to Agency (PS-DBM)		Gop	220.48	220.48		
	500 pcs INDEX CARD, 5"x8", 500 pieces per pack		Agency to Agency (PS-DBM)		Gop	139.34	139.34		
	1 pack MANILA PAPER, 10sheets per pack		Agency to Agency (PS-DBM)		Gop	26.00	26.00		
	2 cases MAP PIN, round head, 100 pieces per case		Agency to Agency (PS-DBM)		Gop	80.70	80.70		
	10 rlls TAPE, for adding machine		Agency to Agency (PS-DBM)		Gop	81.10	81.10		
	Sub-total				898.12	898.12			
OFFICE SUPPLIES									
	6 btls ALCOHOL, 70%, isoprophyl		Shopping	Delegated to the Procurement and General Services Division (PGSD)	Gop	420.00	420.00		
	20 pcs BALLPEN (Black) panda		Shopping		Gop	110.00	110.00		
	20 pcs BALLPEN (red) panda		Shopping		Gop	110.00	110.00		
	20 pcs BATTERY, AA Lithium		Shopping		Gop	4,000.00	4,000.00		
	20 pcs BATTERY, AAA Lithium		Shopping		Gop	5,000.00	5,000.00		
	14 btls CORRECTION FLUID		Shopping		Gop	350.00	350.00		
	10 pcs EDP BINDER, TB, for 11" X 14-7/8" CCF, plastic, spring rod type, assorted colors		Shopping		Gop	349.00	349.00		
	200 pcs ENVELOPE, Expanding plastic w/ lock long		Shopping		Gop	9,000.00	9,000.00		
	240 packs FOLDER, Divider (A4 size) 5's/pack		Shopping		Gop	14,400.00	14,400.00		
	200 pcs FOLDER, pressboard, plain, short, 100s/box		Shopping		Gop	350.00	350.00		
	150 pcs FOLDER, Archi file (A4) 2 hole ring binder mechanism		Shopping		Gop	27,000.00	27,000.00		
	3 btls GLUE Multi-Purpose, Elmers 4FL oz (118ML)		Shopping		Gop	120.00	120.00		
	20 pcs NOTEBOOK, Corona 100's (152 x 216mm)		Shopping		Gop	1,000.00	1,000.00		
	24 pcs PAPER, Felt		Shopping		Gop	240.00	240.00		
	1 pack PAPER, PHOTO Premium A4 50's/pack		Shopping		Gop	600.00	600.00		
	10 packs PAPER STICKER (matte) size: 8.27x 11.69 (A4)		Shopping		Gop	350.00	350.00		
	6 pcs RIBBON, Calculator (Black/Red) adrite		Shopping		Gop	210.00	210.00		
	6 rlls TAPE, Double Adhesive (w/ foam) 1"		Shopping		Gop	150.00	150.00		
	6 rlls TAPE, Double Adhesive (w/o foam) 1"		Shopping		Gop	180.00	180.00		
	3 rlls TAPE, Packaging (2") 100 mtrs		Shopping		Gop	285.00	285.00		

	10 packs TIME CARD, BISBIO TR77N 100's/pack		Shopping		Gop	1,800.00	1,800.00		
	2 pcs. WHITEBOARD, Magnetic with chromed collapsible Stand and Roller 8"		Shopping		Gop	50,000.00	50,000.00		
	Sub-total					116,024.00	116,024.00		
MEDICAL SUPPLIES									
	1 box Band Aid		Shopping	Delegated to the Procurement and General Services Division (PGSD)	Gop	100.00	100.00		
	3 btls Betadine		Shopping		Gop	465.00	465.00		
	1 roll Cotton (Large)		Shopping		Gop	100.00	100.00		
	2 pcs Digital Thermometer		Shopping		Gop	1,000.00	1,000.00		
	10 pcs Gauz (Assorted Color)		Shopping		Gop	500.00	500.00		
	Various Medicine Supplies		Shopping		Gop	6,000.00	6,000.00		
	Sub-total					8,165.00	8,165.00		
OTHERS									
	1 lot Repair of Bulletin Board		NP-SVP	Delegated to the Procurement and General Services Division (PGSD)	Gop	50,000.00	50,000.00		
	5 pcs Roll-up Banner High End w/ print		Shopping		Gop	30,000.00	30,000.00		
	Sub-total					80,000.00	80,000.00		
REFERENCE MATERIALS									
	1 pc Republic Act6713 (code of conduct of Public Officials and Employeess)		Agency to Agency	Delegated to the Procurement and General Services Division (PGSD)	Gop	30.00	30.00		
	1 pc Administrative Disciplinary Rules on Sexual Harassment		Agency to Agency		Gop	30.00	30.00		
	1 pc Sourcebook on Administrative Offenses in the Civil Service Compendium of Memorandum Circular (CD Pack)		Agency to Agency		Gop	100.00	100.00		
	1 pc 1990-1995		Agency to Agency		Gop	150.00	150.00		
	1 pc 1996-2000		Agency to Agency		Gop	150.00	150.00		
	1 pc 2001-2005		Agency to Agency		Gop	150.00	150.00		
	1 pc 2006-2010		Agency to Agency		Gop	150.00	150.00		
	Compiled CSC Memorandum						-		
	1 pc 2010		Agency to Agency		Gop	100.00	100.00		
	1 pc 2011		Agency to Agency		Gop	100.00	100.00		
	1 pc 2012		Agency to Agency	Gop	100.00	100.00			
	Sub-total					1,060.00	1,060.00		
PROFESSIONAL SERVICES									
	Consultancy Services			Delegated to the Procurement and General Services Division (PGSD)	Gop	1,750,000.00	1,750,000.00		
	Written Assesment		NP-SVP						
	Competency and Gap Analysis		NP-SVP						
	On-Boarding Program		NP-SVP						
	Medical Consultant		NP-SVP						
	Succession Planning		NP-SVP						
	Career Pathing		NP-SVP						
	Other Professional Services		Public Bidding		Gop	10,000,000.00	10,000,000.00		Job order
	Sub-total					11,750,000.00	11,750,000.00		
GENDER AND DEVELOPMENT (GAD) ACTIVITIES									
	Venue		NP-SVP /Shopping	Delegated to the Procurement and General Services Division (PGSD)	Gop	260,726.90	260,726.90		
	Program Fee		NP-SVP		Gop	900,000.00	900,000.00		
	Uniform		NP-SVP		Gop	300,000.00	300,000.00		
	Supplies		NP-SVP/Shopping		Gop	519,611.55	519,611.55		
	Airfare Domestic Tickets		Shopping		Gop	500,000.00	500,000.00		
	Sub-total					2,480,338.45	2,480,338.45		
TRAINING EXPENSES									
			NP-SVP /Shopping	Delegated to the Procurement and General Services Division (PGSD) January - December 2016	Gop	3,745,572.90	3,745,572.90		
CULTURAL AND ATHLETIC EXPENSES									
			NP-SVP /Shopping	Delegated to the Procurement and General Services Division (PGSD)	Gop	139,562.50	139,562.50		
	CSC Race to Serve V fun Run (Registration/T-shirts)								
	Aerobics								
	Badminton								
	Basketball								
OTHER BENEFITS									
	Office Uniform					825,000.00	825,000.00		

TOTAL PHRDD

19,185,975.11

19,185,975.11

GRAND TOTAL =

89,525,238.14

73,439,660.14

16,085,000.00

Submitted By:


TERESITA D. LANDAN
Head, BAC Secretariat

Recommending Approval:

BIDS AND AWARD COMMITTEE


LEAH MARIE C. SY
Chairperson


MA. CARLA REMEDIOS E. MIRANDA
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Approved by:

DOMINGO RAMON C. ENERIO III
Chief Operating Officer