

**TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY**  
**ANNUAL PROCUREMENT PROGRAM**  
For the Calendar Year 2013

Office/Division: Competency Assessment and Certification Office (CACO-OED)

**Office Supplies and Materials**

Item No.	Article	Description	Unit	Price	1st. Qtr.	2nd. Qtr.	3rd. Qtr.	4th. Qtr.	Total Qtr.	Total Amount
					Qty.	Qty.	Qty.	Qty.	Qty.	
1	Ink Cartridge	HP PSC 1510 printer, C9362W, HP 92 black	pc.	600.08	5	5	5	5	20	12,001.60
2	Ink Cartridge	HP PSC 1510 printer, C9361W HP 93 tricolor	pc.	847.60	3	3	3	3	12	10,171.20
3	Ink Cartridge/	Toner for LEXMARK E240	pc.	1,003.60			1		1	1,003.60
4.	Printer, Computer	HP Deskjet Ink Advantage Model K110A, All in one printer	unit	5,000.00		2			2	10,000.00
5.	Printer ink	HP704, CN692AA- Black	pc.	480.00		5		5	10	4,800.00
5.	Printer ink	HP704, CN693AA- Colored	pc.	480.00		5		5	10	4,800.00
6.	Air Freshener	Aerosol type, assorted scents	can	89.44	2		2		4	357.76
7.	Alcohol	Rubbing, 70% isopropyl, 500ml.	btl.	40.04	2	2	2	2	8	320.32
8.	Ballpen	fine point, assorted colors (black & blue)	pc.	7.75	5	5	5	5	20	155.00
9.	Sign pen	fine point, blue, Hi-tecpoint V10 Grip, Pilot	pc.	39.50	5	5	5	5	20	790.00
10	Clip	paper clips vinyl coated, jumbo	bx.	8.75			2		2	17.50
11	Clip	paper clips vinyl coated small	bx.	5.35			2		2	10.70
12	Envelope	Expanding, long size, 100pcs/box	bx.	485.00	1				1	485.00
13	Envelope	brown, long size	bx.	436.80	1				1	436.80
14	Paper Fastener	Non rust metal holds thick file, Apple brand	bx.	52.00			1		1	52.00
15	Pencil	with eraser, medium size	dozen	20.80	1			1	2	41.60
16	Ring Binder	EDP assorted colors and different sizes	pcs.	11.39	5		5		10	113.90
17	Acetate	Plastic cover, 0.07mm #3 transparent	rl.	125.00	1				1	125.00
18	Photo paper,	A4 size, 20 pcs./pack, glossy	pck	175.00		1		1	2	350.00
19	Envelope	brown, A4 size	box	390.00	1				1	390.00
20	Folder	file, tagboard A4 size, 100pcs/pack	pack	180.60	1				1	180.60
21	Folder	file, tagboard long size 100pcs/pack	pack	190.00	1				1	190.00
22	Clip	paper, backfold, 32mm all metal 12pcs/box	pack	17.68	2		2		4	70.72
23	Marker	permanent pen, blue, black, red colors	pcs.	12.25	5	5	5	5	20	245.00
24	Marker	whiteboard pen	pcs.	12.75	6	6	6	6	24	306.00
25	Plastic	laminating plastic, A4 size	box	120.00			1		1	120.00

26	Note pad	post-it , 76mm x 76mm (3'x4") 3M note brand	pad	34.32	5				5	171.60
									<b>TOTAL</b>	<b>47,705.90</b>

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**Office Supplies**

Item No.	Article	Description	Unit	Price	1st. Qtr.	2nd. Qtr.	3rd. Qtr.	4th. Qtr.	Total Qtr.	Total Amount
					Qty.	Qty.	Qty.	Qty.	Qty.	
27	Notebook	stenographer, spiral, 40 leaves	pad	7.70	3		3		6	46.20
28	Paper	bond, multicopy, A4	ream	111.00	5	5	5	5	20	2,220.00
30	Fax paper	Thermal paper for fax machine 1/2" core	roll	36.09	3	3	3	3	12	433.08
31	Tissue paper	twin ply sheets, 12rls/package	pack	72.80	3	3	3	3	12	873.60
32	Wrapping paper	Kraft, 65gsm, (3 kgs.)	roll	148.72	1				1	148.72
33	Tape, packaging	1 1/2"	roll	30.99		1		1	2	61.98
34	Tape	transparent, scotch tape 1"	roll	15.08	2		2		4	60.32
35	Tape	transparent, scotch tape 1 1/2"	roll	21.00		2		2	4	84.00
36	Tape	masking tape, 1"	roll	30.11	2		2		4	120.44
37	Tape	masking tape 1 1/2"	roll	30.11		2		2	4	120.44
38	Staple wire	standard #35 500/box	bx	22.34	1		1		2	44.68
39	Folder, clear plastic	transparent front cover Long 50pcs/pack	pcs.	180.00	1			1	2	360.00
40	Battery	Chargeable battery Size AA, 2pcs./pack	pack	37.00	1			1	2	74.00
41	USB	HP 16 GB USB Flash Drive	pcs.	1,400.00		2			2	2,800.00
42	Insecticide	Spray,	can	146.00	1		1		2	292.00
43	Highlighter,	assorted colors (Stabilo)	set	36.92	1		1		2	73.84
44	Data File System	box type,	pcs.	61.36	5	5	5	5	20	1,227.20
45	Transparency	film, plain	box	57.00		2			2	114.00
46	External Drive	1TB back Up plus USB 3.0 HDD	pc.	6,450.00		1			1	6,450.00
47	Hand sanitizer		btl.	100.00		1		1	2	200.00
48	Trash can	plastic with cover	pc.	75.00			1		1	75.00
49	Tissue paper		bx.	60.00		1	1	1	3	180.00
<b>TOTAL</b>									<b>16,059.50</b>	

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**Common Office Supplies**

Item No.	Article	Description	Unit	Price	1st. Qtr.	2nd. Qtr.	3rd. Qtr.	4th. Qtr.	Total Qtr.	Total Amount
					Qty.	Qty.	Qty.	Qty.	Qty.	
<b>Car Service /</b>		Repair Maintenance	Lot	100,000.00			1		1	100,000.00
1.	Gasoline		ltrs	51.00	900	900	900	900	3600	183,600.00
2.	Filters	air filter	pc.	250.00		1			1	250.00
3.	Filters	oil filter	pc.	180.00		1			1	180.00
4.	Filters	fuel filter	pc.	220.00		1			1	220.00
5	Armor All,	for Tire black	can	160.00		1		1	2	320.00
6	Spark Plug		pcs.	100.00		4		4	8	800.00
7	Tire	Size 185-65 R-14	Pcs.	3,000.00	4				4	12,000.00
8	Battery	3 SMF Free Maintenance, Motolite	Unit	4,885.54	1				1	4,885.54
9	Matting	for Flooring of service car	set	700.00		1			1	700.00
10	Rag	Canebo or any other brand	pc.	130.00		1	1		2	260.00
11	Car air freshener		can	40.00	2	2	2	2	8	320.00
12	Wiper	with blade	set	300.00	1				1	300.00
13	Fire extinguisher	for service car	pc.	1,900.00				1	1	1,900.00
14	Sunshade		set	549.00		1			1	549.00
15	Winshield cover		pc.	200.00		1			1	200.00
16	Hub cub		set	3,000.00		1			1	3,000.00
<b>TOTAL</b>									<b>309,484.54</b>	

<b>GRAND TOTAL</b>	<b>373,249.94</b>
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