

# Office Supplies

**ANNUAL PROCUREMENT PROGRAM  
SUPPLEMENTARY  
MONTH OF DECEMBER 2013**

PROVINCIAL GOVERNMENT OF CAVITE													
Program Control No.					PLANNED AMOUNT								
Department/Office: Office of the Governor et al.					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Qty	Unit	Total Cost	DISTRIBUTION							
						1st QUARTER		2ndQUARTER		3rdTQUARTER		4th QUARTER	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	BOND PAPER (SHORT)	205.50	3	REAM	616.50	0	-	0	-	0	-	3	616.50
2	BOND PAPER S-20 LONG (PAPER ONE)	242.50	4	REAM	970.00	0	-	0	-	0	-	4	970.00
3	BOND PAPER S-20 SHORT (PAPER ONE)	205.50	3	REAM	616.50	0	-	0	-	0	-	3	616.50
4	CD REWRITABLE 700 MB	48.50	3	PC	145.50	0	-	0	-	0	-	3	145.50
5	CERTIFECATE HOLDER (WOOD FRAME)	119.00	24	PC	2,856.00	0	-	0	-	0	-	24	2,856.00
6	CLEAR BOOK SHORT	63.50	3	PC	190.50	0	-	0	-	0	-	3	190.50
7	COPY PAPER A4 80GSM (PAPER ONE)	244.50	5	REAM	1,222.50	0	-	0	-	0	-	5	1,222.50
8	COPY PAPER S-24 LONG (PAPER ONE)	289.50	5	REAM	1,447.50	0	-	0	-	0	-	5	1,447.50
9	COPY PAPER S-24 SHORT (PAPER ONE)	240.50	2	REAM	481.00	0	-	0	-	0	-	2	481.00
10	CORRECTION TAPE 5MM X 10M (JOY)	23.50	6	PC	141.00	0	-	0	-	0	-	6	141.00
11	DOUBLE SIDED TAPE	15.00	38	PC	570.00	0	-	0	-	0	-	38	570.00
12	DOUBLE SIDED TAPE	29.00	2	PC	58.00	0	-	0	-	0	-	2	58.00
13	DOUBLE SIDED TAPE BIG	45.50	1	PC	45.50	0	-	0	-	0	-	1	45.50
14	DOUBLE SIDED TAPE SMALL	34.00	1	PC	34.00	0	-	0	-	0	-	1	34.00
15	ILLUSTRATION BOARD	74.25	1	PC	74.25	0	-	0	-	0	-	1	74.25
16	INK CARTRIDGE EPSON STYLUS T0731 BLACK	465.00	4	PC	1,860.00	0	-	0	-	0	-	4	1,860.00
17	INK CARTRIDGE EPSON STYLUS T0732 CYAN	465.00	2	PC	930.00	0	-	0	-	0	-	2	930.00
18	INK CARTRIDGE EPSON STYLUS T0733 MAGENTA	465.00	2	PC	930.00	0	-	0	-	0	-	2	930.00
19	INK CARTRIDGE EPSON STYLUS T0734 YELLOW	465.00	2	PC	930.00	0	-	0	-	0	-	2	930.00
20	INK CARTRIDGE HP 21 BLK	756.00	1	PC	756.00	0	-	0	-	0	-	1	756.00
21	INK CARTRIDGE HP 22 COLORED	896.00	1	PC	896.00	0	-	0	-	0	-	1	896.00

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						1st QUARTER		2ndQUARTER		3rdTQUARTER		4th QUARTER	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
22	INK CARTRIDGE HP 60 BLK	830.00	4	PC	3,320.00	0	-	0	-	0	-	4	3,320.00
23	INK CARTRIDGE HP 60 BLK	760.50	14	PC	10,647.00	0	-	0	-	0	-	14	10,647.00
24	INK CARTRIDGE HP 60 COLORED	896.00	3	PC	2,688.00	0	-	0	-	0	-	3	2,688.00
25	INK CARTRIDGE HP 60 COMBO	1,295.00	1	PC	1,295.00	0	-	0	-	0	-	1	1,295.00
26	MASTER ROLL	4,549.00	10	PC	45,490.00	0	-	0	-	0	-	10	45,490.00
27	PARCHMENT PAPER SHORT	18.00	20	PC	360.00	0	-	0	-	0	-	20	360.00
28	PHOTO PAPER A4 GLOSSY 10'S	109.50	1	PACK	109.50	0	-	0	-	0	-	1	109.50
29	RISO GRAPH INK RZ BLACK EZ3302 TUBE	1,960.00	20	PC	39,200.00	0	-	0	-	0	-	20	39,200.00
30	SIGN PEN MYGEL	19.00	10	PC	190.00	0	-	0	-	0	-	10	190.00
31	STICKER PAPER A4 GLOOSY 10'S	30.50	4	PACK	122.00	0	-	0	-	0	-	4	122.00
32	TONER TK 135 KOYCERA	4,253.85	2	PC	8,507.70	0	-	0	-	0	-	2	8,507.70
33	TONER TK 479 KOYCERA	9,660.00	3	PC	28,980.00	0	-	0	-	0	-	3	28,980.00
34	VOUCHER BOX WIDTH 6.5 X 6.5 5X12.2 LENGTH	250.00	399	PC	99,750.00	0	-	0	-	0	-	399	99,750.00
	<b>TOTAL</b>				<b>256,429.95</b>		-		-		-		<b>256,429.95</b>

Janitorial

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Item No.	Description	Unit Cost	Qty	Unit	Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	amount	Qty	amount	Qty	amount	Qty	amount
1	TOILET TISSUE 2 PLY	15.00	5	ROLL	75.00	0	-	0	-	0	-	5	75.00
2	WASTE TRASH CAN	150.00	9	PC	1,350.00	0	-	0	-	0	-	9	1,350.00
	<b>TOTAL</b>				<b>1,425.00</b>		-		-		-		<b>1,425.00</b>

Printed

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Department/Office: Office of the Governor et al.					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Qty	Unit	Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	BIRTH CERTIFECATE FORM 102	305.00	5	PAD	1,525.00	0	-	0	-	0	-	5	1,525.00
2	CALLING CARD 100'S MULTI COLORED	500.00	10	BOX	5,000.00	0	-	0	-	0	-	10	5,000.00
3	SWORN STATEMENT FORM	320.00	200	PAD	64,000.00	0	-	0	-	0	-	200	64,000.00
	<b>TOTAL</b>				<b>70,525.00</b>		-		-		-		<b>6,525.00</b>

Others



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Department/Office: Office of the Governor et al.					Regular	Contingency		Total		Date Submitted:			
Item No.	Description	Unit Cost	Qty	Unit	Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
1	#1 FINISHING NAIL (1/2)	40.00	1	KILO	40.00	0	-	0	-	0	-	1	40.00
2	1/4X4X8 (MARINE)	380.00	2	PC	760.00	0	-	0	-	0	-	2	760.00
3	2 WAY ANGLE VALVE	200.00	2	PC	400.00	0	-	0	-	0	-	2	400.00
4	2X2X12 KD	240.00	4	PC	960.00	0	-	0	-	0	-	4	960.00
5	A/C HALO BLUE	130.00	2	LTR	260.00	0	-	0	-	0	-	2	260.00
6	A/C THALO BLUE	130.00	2	LTR	260.00	0	-	0	-	0	-	2	260.00
7	ANGLE VALVE 1/2X3/8	70.00	1	PC	70.00	0	-	0	-	0	-	1	70.00
8	BASKET W/RIBBON	200.00	5	PC	1,000.00	0	-	0	-	0	-	5	1,000.00
9	BIDET SET	400.00	2	PC	800.00	0	-	0	-	0	-	2	800.00
10	BOLT AND NUT	19.00	248	PC	4,712.00	0	-	0	-	0	-	248	4,712.00
11	BOSTIK ADHESIVE	62.00	6	PC	372.00	0	-	0	-	0	-	6	372.00
12	BOTTON PIN W/ PRINT ITS MORE FUN IN CAVITE	45.00	500	PC	22,500.00	0	-	0	-	0	-	500	22,500.00
13	BOX UTILITY	124.75	3	PC	374.25	0	-	0	-	0	-	3	374.25
14	CAFÉ AMADEO JUTE 225G	144.00	5	PC	720.00	0	-	0	-	0	-	5	720.00
15	CD & DV'S EDUCATIONAL MOVIES & STORIES	450.00	9	PC	4,050.00	0	-	0	-	0	-	9	4,050.00
16	CLAMP 3/4	3.50	50	PC	175.00	0	-	0	-	0	-	50	175.00
17	COUCH	350.00	15	PC	5,250.00	0	-	0	-	0	-	15	5,250.00
18	CWN #2	55.00	1	KILO	55.00	0	-	0	-	0	-	1	55.00
19	CWN #3 1/2	30.00	1	PC	30.00	0	-	0	-	0	-	1	30.00
20	DARK GLASS	15.00	3	PC	45.00	0	-	0	-	0	-	3	45.00
21	DOOR KNOB	350.00	1	PC	350.00	0	-	0	-	0	-	1	350.00

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Item No.	Description	Unit Cost	Qty	Unit	Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
22	DRILL BIT	10.00	1	PC	10.00	0	-	0	-	0	-	1	10.00
23	DRILL BIT	75.00	1	PC	75.00	0	-	0	-	0	-	1	75.00
24	DRILL BIT 5/32	70.00	1	PC	70.00	0	-	0	-	0	-	1	70.00
25	DYU PARTS	35.00	3	PC	105.00	0	-	0	-	0	-	3	105.00
26	ECO BAG W/ PRINT ITS MORE FUN IN CAVITE	35.00	1000	PC	35,000.00	0	-	0	-	0	-	1000	35,000.00
27	ELECTRICAL TAPE	30.00	1	PC	30.00	0	-	0	-	0	-	1	30.00
28	EXPANSION SHIELD/BOLT	35.00	5	PC	175.00	0	-	0	-	0	-	5	175.00
29	FAN W/ PRINT ITS MORE FUN IN CAVITE	35.00	500	PC	17,500.00	0	-	0	-	0	-	500	17,500.00
30	FIRE FLASHLIGHT RECHARGEABLE	6,800.00	20	PC	136,000.00	0	-	0	-	0	-	20	136,000.00
31	FLAT WALL ENAMIC	150.00	4	LTR	600.00	0	-	0	-	0	-	4	600.00
32	FLIXIBLE HOSE 3/4	18.00	75	MTR	1,350.00	0	-	0	-	0	-	75	1,350.00
33	GUYABANO JUICE	360.00	5	PC	1,800.00	0	-	0	-	0	-	5	1,800.00
34	HOOK 1 1/4	6.00	20	PC	120.00	0	-	0	-	0	-	20	120.00
35	KAIBIGAN HONEY	174.00	5	PC	870.00	0	-	0	-	0	-	5	870.00
36	KAIBIGAN LENGUA	174.00	5	PC	870.00	0	-	0	-	0	-	5	870.00
37	KAIBIGAN SOPAS	174.00	5	PC	870.00	0	-	0	-	0	-	5	870.00
38	KEYBOARD WITH MOUSE FOR DESKTOP COMPUTER	450.00	1	SET	450.00	0	-	0	-	0	-	1	450.00
39	LACQUER FLO	200.00	1	LTR	200.00	0	-	0	-	0	-	1	200.00
40	LIHA # 100	15.00	5	PC	75.00	0	-	0	-	0	-	5	75.00

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						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
41	LIHA # 60	15.00	5	PC	75.00	0	-	0	-	0	-	5	75.00
42	METAL SCREW	1.00	18	PC	18.00	0	-	0	-	0	-	18	18.00
43	MIKKO SPRAY	120.00	1	PC	120.00	0	-	0	-	0	-	1	120.00
44	MOLDING 1"	101.00	10	PCS	1,010.00	0	-	0	-	0	-	10	1,010.00
45	MOLDING 3/4	89.50	30	PC	2,685.00	0	-	0	-	0	-	30	2,685.00
46	MOUSE FOR LOP TOP	175.00	1	PC	175.00	0	-	0	-	0	-	1	175.00
47	PAINT THINNER	220.00	4	PC	880.00	0	-	0	-	0	-	4	880.00
48	PAPER CUTTER 10IN X 12IN	1,150.00	1	PC	1,150.00	0	-	0	-	0	-	1	1,150.00
49	PAPER SHREDDER 5.88MM 8 SHEET	5,800.00	1	PC	5,800.00	0	-	0	-	0	-	1	5,800.00
50	PB #2	40.00	2	PC	80.00	0	-	0	-	0	-	2	80.00
51	POLI TUFF	150.00	1	LTR	150.00	0	-	0	-	0	-	1	150.00
52	POLO SHIRT	300.00	80	PC	24,000.00	0	-	0	-	0	-	80	24,000.00
53	PVC MOLDING	50.00	10	PC	500.00	0	-	0	-	0	-	10	500.00
54	PVC PIPE 1/2	96.00	5	PC	480.00	0	-	0	-	0	-	5	480.00
55	QDE	160.00	4	PC	640.00	0	-	0	-	0	-	4	640.00
56	RING BINDER MACHINE HEAVT DUTY	10,000.00	1	PC	10,000.00	0	-	0	-	0	-	1	10,000.00
57	ROLLER BRUSH #2	35.00	2	PC	70.00	0	-	0	-	0	-	2	70.00
58	ROLLER BRUSH #4	85.00	2	PC	170.00	0	-	0	-	0	-	2	170.00
59	ROUTER	1,200.00	1	PC	1,200.00	0	-	0	-	0	-	1	1,200.00

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Department/Office: Office of the Governor et al.					Regular	Contingency		Total					
Item No.	Description	Unit Cost	Qty	Unit	Total Cost	DISTRIBUTION							
						1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
						Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount
60	RUBBER MATTRESS	200.00	3	PC	600.00	0	-	0	-	0	-	3	600.00
61	SCREW	1.00	62	PC	62.00	0	-	0	-	0	-	62	62.00
62	SILICON	90.00	1	PC	90.00	0	-	0	-	0	-	1	90.00
63	TABLEA DE ALFONSO	84.00	10	PC	840.00	0	-	0	-	0	-	10	840.00
64	TAMARIND CANDY 400G	120.00	5	BTL	600.00	0	-	0	-	0	-	5	600.00
65	TAPELON TAPE	10.00	1	PC	10.00	0	-	0	-	0	-	1	10.00
66	TARPAULINE FOR EVENT BANNER TRICOLOR AT LEAST 2 OUNCE (5 FT X 6 FT)	450.00	24	PC	10,800.00	0	-	0	-	0	-	24	10,800.00
67	TOX	50.00	1	PC	50.00	0	-	0	-	0	-	1	50.00
68	TOX 3/8	1.50	50	PC	75.00	0	-	0	-	0	-	50	75.00
69	UTILITY RACK WOOD 4 LAYER	1,149.00	1	UNIT	1,149.00	0	-	0	-	0	-	1	1,149.00
70	VACUMMABLE 16X28	185.00	60	PC	11,100.00	0	-	0	-	0	-	60	11,100.00
71	W/C CHOCO BROWN LATEX	130.00	1	LTR	130.00	0	-	0	-	0	-	1	130.00
72	WOOD SCREW	2.25	50	PC	112.50	0	-	0	-	0	-	50	112.50
	<b>TOTAL</b>				<b>314,174.75</b>		-		-		-		<b>314,174.75</b>

# Summary

PROVINCIAL GOVERNMENT OF CAVITE  
ANNUAL PROCUREMENT PROGRAM  
SUPPLEMENTARY  
MONTH OF DECEMBER 2013

SUMMARY

OFFICE SUPPLIES	Php256,429.95
JANITORIAL SUPPLIES	1,425.00
PRINTED FORMS	70,525.00
OTHER SUPPLIES	314,174.75
<b>GRAND TOTAL</b>	<hr/> <b>Php642,554.70</b>

This is to certify that the above Annual Procurement Program (Supplementary) is in accordance with the objectives of the Provincial Government

Recommended by:

  
ENGR. LEOPOLDO G. TALATALA  
General Services Officer

Approved by:

  
HON. JUANITO VICTOR C. REMULLA, JR.  
Provincial Governor  
*for Governor's signature*