

Republic of the Philippines  
**EASTERN VISAYAS STATE UNIVERSITY**  
 Tacloban City

**ANNUAL PROCUREMENT PROGRAM FOR C.Y. 2012**  
*For Common - Use Supplies and Equipment Available from the Procurement Service*

Department/College: GRADUATE SCHOOL  
 Office: \_\_\_\_\_

Annex "C"

ITEM AND SPECIFICATIONS	UNIT	QTY	ESTIMATED PRICE PER UNIT	TOTAL	Quarterly Quantity Requirement									
					1 QTR	AMOUNT	2 QTR	AMOUNT	3 QTR	AMOUNT	4 QTR	AMOUNT		
<b>COMMON ELECTRICAL SUPPLIES</b>														
1. 3- SPOOL SECONDARY RACK Heavy Duty	sets	6	495.00	2,970.00	6	2,970.00			-		-		-	
2. AC PLUG (Heavy Duty)	pcs.	3	30	90.00		-			-	3	90.00		-	
3. ANAM SURFACE CON. OUTLET (2 GANG)	pcs.	3	65.00	195.00		-			-	3	195.00		-	
4. ANGLE BAR, 1x1x20 1/4"thick	rolls	10	32.00	320.00	10	320.00			-		-		-	
5. BALLAST, 1 x 40 watts, Philips	pcs.	24	75.30	1,807.20	12	903.60			-	12	903.60		-	
6. CIRCUIT BREAKER, 30 Amp. Single w/ case & outlet	pcs.	5	550.00	2,750.00	5	2,750.00			-		-		-	
7. DAYLIGHT BULB 18 w, Philips	pcs.	36	41.50	1,494.00	18	747.00			-	18	747.00		-	
8. DAYLIGHT BULB 15w, Philips	pcs.	24	39.00	936.00	12	468.00			-	12	468.00		-	
9. ELECTRICAL TAPE	rolls	8	32.00	256.00	2	64.00			-	6	192.00		-	
10. FLAT BAR 1/4x1x20	pcs.	10	250.00	2,500.00	10	2,500.00			-		-		-	
11. FLAT CORD #16	mts.	15	24.00	360.00		-			-	15	360.00		-	
12. FLUORESCENT HOLDER (round)	pcs.	24	332.55	7,981.20	12	3,990.60			-	12	3,990.60		-	
13. FLUORESCENT LIGHTING FIXTURE, 1 x 40W, Philips	pcs.	12	353.35	4,240.20	6	2,120.10			-	6	2,120.10		-	
14. FLUORESCENT TUBE, 40 W Philips	pcs.	96	34.80	3,340.80	48	1,670.40			-	48	1,670.40		-	
15. HACKSAW BLADE 24TPI	pcs.	10	60.00	600.00	10	600.00			-		-		-	
16. No. 10 AWG TW wire Strande	unit	20	30.00	600.00	20	600.00			-		-		-	
17. No. 4 AWG THW wire Stranded	mts	340	165.00	56,100.00	340	56,100.00			-		-		-	
18. PHILIPS, Incadescent bulb 100w	pcs.	6	20.10	120.60	3	60.30			-	3	60.30		-	
19. PHILIPS Incadescent bulb 50w	pcs.	12	18.05	216.60	6	108.30			-	6	108.30		-	
20. PLYWOOD 1/4	pcs.	20	259.00	5180.00	10	2,590.00			-	10	2,590.00		-	
21. RUBBER TAPE	rolls	2	125.00	250.00	2	250.00			-		-		-	
22. SOLDERLESS CONNECTOR No. 4	pcs.	2	495.00	990.00	2	990.00			-		-		-	
23. STARTER, 4-40 watts	pcs.	96	5.50	528.00	48	264.00			-	48	264.00		-	
24. WELDING ROD	kgs.	5	120.00	600.00	5	600.00			-		-		-	
<b>COMMON COMPUTER SUPPLIES</b>														
1. FLASH DRIVE, 4GB, USB 2.0 and play, Pen Drive	pcs.	6	478.40	2,870.40	3	1,435.20			-	3	1,435.20		-	
2. INK CARTRIDGE, HP 5740 #94	pcs.	12	1,400.00	16,800.00	3	4,200.00	3	4,200.00	3	4,200.00	3	4,200.00	3	4,200.00
3. INK CARTRIDGE, HP 5759 #95	pcs.	4	1,500.00	6,000.00	2	3,000.00			-	2	3,000.00		-	
4. INK CARTRIDGE, HP 5160 # 56	pcs.	12	1,400.00	16,800.00	3	4,200.00	3	4,200.00	3	4,200.00	3	4,200.00	3	4,200.00
5. INK CARTRIDGE, HP 5160 #57	pcs.	4	1,500.00	6,000.00	2	3,000.00			-	2	3,000.00		-	
6. INK CARTRIDGE, HP F4280 #60 (black)	tubes	12	1,500.00	18,000.00	12	18,000.00			-		-		-	
7. INK CARTRIDGE, HP F4280 #60 (color)	tubes	6	1,500.00	9,000.00	3	4,500.00			-	3	4,500.00		-	
8. RIBBON, LX-300 RN 8750	rolls	36	85.00	3,060.00	9	765.00	9	765.00	9	765.00	9	765.00	9	765.00
<b>COMMON OFFICE SUPPLIES</b>														
1. ACETATE, gauge #3, 50m in length	rolls	2	513.25	1,026.50	2	1,026.50			-		-		-	

2. AIR FRESHENER, 280ml/can,Glade	cans	4	118.60	474.40	2	237.20		-	2	237.20		-
3. ALCOHOL, 70% isopropyl, Cleene	bottles	6	36.15	216.90	2	72.30	2	72.30	2	72.30		-
4. BOX FILER (long)	pcs.	24	50.50	1,212.00	12	606.00		-	12	606.00		-
5. BLANK CD TAPE (w/ case)	pcs.	24	25.00	600.00	12	300.00		-	12	300.00		-
6. BLANK DVD TAPE (w/ case)	pcs.	24	60.00	1,440.00	12	720.00		-	12	720.00		-
7. BOOK PAPER, long - laser	reams	20	173.00	3,460.00	5	865.00	5	865.00	5	865.00	5	865.00
8. BOOK PAPER, short - laser	reams	20	146.00	2,920.00	5	730.00	5	730.00	5	730.00	5	730.00
9. CANON PAPER, short	reams	10	7.80	78.00	5	39.00		-	5	39.00		-
10. CANON PAPER, long	reams	10	28.60	286.00	5	143.00		-	5	143.00		-
11. CARTOLINA, assorted color, 20s/pack	packs	2	67.60	135.20	1	67.60		-	1	67.60		-
12. CARTOLINA, white, 20/spack	pack	1	43.70	43.70		-		-	1	43.70		-
13. CHALK, white enamel, approx. 140/sbox, kit	boxes	16	57.45	919.20	4	229.80	4	229.80	4	229.80	4	229.80
14. CORRECTION FLUID, 15ml., Uni-Touch	bottles	6	11.75	70.50	3	35.25		-	3	35.25		-
15. ENVELOPE, expanding, kraft, legal size, 100s/box	boxes	50	496.30	24,815.00	25	12,407.50		-	25	12,407.50		-
16. ENVELOPE, mailing white (long)	boxes	1	145.85	145.85	1	145.85		-		-		-
17. ENVELOPE, mailing (short)	boxes	1	218.40	218.40	1	218.40		-		-		-
18. ENVELOPE, Brown - long	pcs.	120	7.00	840.00	30	210.00	30	210.00	30	210.00	30	210.00
19. ENVELOPE, Brown -short	pcs.	100	6.00	600.00	25	150.00	25	150.00	25	150.00	25	150.00
20. ERASER, blackboard, Joy	pcs.	12	10.40	124.80	6	62.40		-	6	62.40		-
21. EXPANDING FOLDER, long	pcs.	80	12.00	960.00	40	480.00		-	40	480.00		-
22. FELT PAPER, color - gold	pcs.	30	20.00	600.00	15	300.00		-	15	300.00		-
23. FELT PAPER, color - green	pcs.	30	20.00	600.00	15	300.00		-	15	300.00		-
24. FELT PAPER, color - red	pcs.	30	20.00	600.00	15	300.00		-	15	300.00		-
25. FOLDER, long	pcs.	100	6.18	618.00	50	309.00		-	50	309.00		-
26. FOLDER, short	pcs.	100	4.04	404.00	50	202.00		-	50	202.00		-
27. GLUE, all purpose, 300 grams., Kippy	jars	4	46.70	186.80	2	93.40		-	2	93.40		-
28. INK, for pentel pen, pilot (black & blue)	bottles	6	70.50	423.00	3	211.50		-	3	211.50		-
29. MANILA PAPER	pcs.	25	5.00	125.00	15	75.00		-	10	50.00		-
30. MARKING PEN, whiteboard, black, PILOT	pcs.	12	15.40	184.80	6	92.40		-	6	92.40		-
31. MARKING PEN, whiteboard, blue, PILOT	pcs.	12	15.40	184.80	6	92.40		-	6	92.40		-
32. MARKING PEN, permanent, black, PILOT	pcs.	10	17.70	177.00	5	88.50		-	5	88.50		-
33. MARKING PEN, permanent, blue, PILOT	pcs.	10	17.70	177.00	5	88.50		-	5	88.50		-
34. MARKING PEN, permanent, red, PILOT	pcs.	4	17.70	70.80	2	35.40		-	2	35.40		-
35. ONION SKIN, long	reams	4	115.00	460.00	2	230.00		-	2	230.00		-
36. OVERHEAD PROJECTOR BULB	dozen	2	230.00	460.00	1	230.00		-	1	230.00		-
37. PAPER, bond #16, long	reams	20	175.00	3,500.00	5	875.00	5	875.00	5	875.00	5	875.00
38. PAPER, bond #16, short	reams	20	195.00	3,900.00	5	975.00	5	975.00	5	975.00	5	975.00
39. PAPER, mimeo, Greenwood, long	reams	10	159.00	1,590.00	5	795.00		-	5	795.00		-
40. PAPER, WhiteWove, Short	reams	10	132.85	1,328.50	5	664.25		-	5	664.25		-
41. PAPER, White Wove, long	reams	10	159.65	1,596.50	5	798.25		-	5	798.25		-
42. PAPER FASTENER, plastic	boxes	6	80.80	484.80	3	242.40	3	242.40		-		-
43. PAPER CLIP, gem type, jumbo,50mm,100s/box,Joy	boxes	12	16.55	198.60	3	49.65	3	49.65	3	49.65	3	49.65
44. PUSH PIN, hammer head type, 100s/box, Well's	boxes	2	22.40	44.80	1	22.40		-	1	22.40		-
45. RECORD BOOK, 300 pages	books	6	55.00	330.00	3	165.00		-	3	165.00		-
46. RECORD BOOK, 500 pages	books	6	93.60	561.60	3	280.80		-	3	280.80		-
47. RIBBON, nylon, manual typewriter, Steve	spools	12	15.90	190.80	6	95.40		-	6	95.40		-
48. RING BINDER, (1-1/2"X44"0, PLASTIC	each	5	4.45	22.25	5	22.25		-		-		-
49. RING BINDER, (2"X44"), PLASTIC	each	5	33.05	165.25	5	165.25		-		-		-
50. RUBBER BAND, #18, min. 445 gms./box	box	1	99.10	99.10		-		-	1	99.10		-
51. STAMP PAD, felt pad	pcs.	2	21.50	43.00	1	21.50		-	1	21.50		-
52. STAPLE WIRE, standard, #35, Boston Basic	boxes	6	35.25	211.50	3	105.75		-	3	105.75		-

42. STICKY PAPER 4"	pads	2	20.00	40.00	1	20.00		-	1	20.00		-
53. TAPE, masking (1 1/2"), Crocodile	rolls	6	36.10	216.60	3	108.30		-	3	108.30		-
54. TAPE, masking (2"), 50mm, 50 meters length, Olympic	rolls	6	72.00	432.00	3	216.00		-	3	216.00		-
55. TAPE, transparent, (1"), 24mm, 50 meters, Olympic	rolls	4	14.50	58.00	2	29.00		-	2	29.00		-
56. TAPE, transparent, (1-1/2"), 48mm, 50 meters, Olympic	rolls	6	14.35	86.10	3	43.05		-	3	43.05		-
57. TAPE, packaging, 48mm, 50 meters length, Olympic	rolls	4	15.40	61.60	2	30.80		-	2	30.80		-
58. TRANSPARENCY FILM, short	boxes	2	207.00	414.00	1	207.00		-	1	207.00		-
59. TRANSPARENCY FILM, long	boxes	2	673.95	1,347.90	1	673.95		-	1	673.95		-
60. WHITE OUT	bottles	8	22.00	176.00	2	44.00	2	44.00	2	44.00	2	44.00
<b>COMMON OFFICE DEVICES</b>												
1. PUNCHER, heavy duty, Joy	each	2	93.50	187.00		-		-	2	187.00		-
2. SCISSORS, (6"), Gedi	pairs	2	12.15	24.30		-		-	2	24.30		-
3. STAMPING DATER, self-inking stamp, prince	each	1	496.10	496.10		-		-	1	496.10		-
<b>COMMON JANITORIAL SUPPLIES</b>												
1. AJAX CLEANSER	cans	96	70.00	6,720.00	24	1,680.00	24	1,680.00	24	1,680.00	24	1,680.00
2. BAYGON, spray	cans	6	160.00	960.00	3	480.00		-	3	480.00		-
3. BROOM, soft(tambo)	pcs.	24	31.20	748.80	6	187.20	6	187.20	6	187.20	6	187.20
4. BROOM, STICK (tingting)	pcs.	12	16.15	193.80	3	48.45	3	48.45	3	48.45	3	48.45
5. Bolo/Sundang	pcs.	2	250.00	500.00	2	500.00		-		-		-
6. CLOTH DUSTER	pcs.	6	30.00	180.00	3	90.00		-	3	90.00		-
7. COB WEB	pcs.	2	50.00	100.00		-		-	2	100.00		-
8. DETERGENT POWDER, Tide @ 1 kilo	pcs.	24	190.00	4,560.00	6	1,140.00	6	1,140.00	6	1,140.00	6	1,140.00
9. DOORMAT	pcs.	14	150.00	2,100.00	7	1,050.00		-	7	1,050.00		-
10. DUST PAN	pcs.	14	40.00	560.00	7	280.00		-	7	280.00		-
10. FLOORWAX, paste, red	pcs.	36	420.00	15,120.00	9	3,780.00	9	3,780.00	9	3,780.00	9	3,780.00
11. FLOORWAX, CRU - DUTCH Brand	cans	72	480.00	34,560.00	18	8,640.00	18	8,640.00	18	8,640.00	18	8,640.00
12. GLADE AIR FRESHENER	bottles	4	180.00	720.00	2	360.00		-	2	360.00		-
13. LYSOL	gals	12	180.00	2,160.00	3	540.00	3	540.00	3	540.00	3	540.00
14. MOPHANDLE, srew type, wooden handle	each	6	150.00	900.00	6	900.00		-		-		-
15. MOPHEAD, 100% rayon, 400g	each	12	80.00	960.00	6	480.00		-	6	480.00		-
16. MURIATIC ACID	gals	48	170.00	8,160.00	12	2,040.00	12	2,040.00	12	2,040.00	12	2,040.00
17. PADLOCK (big - yale)	pcs.	6	35.00	210.00	3	105.00		-	3	105.00		-
18. PLASTIC PAIL (4 gals)	pcs.	6	120.00	720.00	3	360.00		-	3	360.00		-
19. RUBBER PUMP	pcs.	2	29.00	58.00	1	29.00	1	29.00		-		-
20. SOLIGNUM (natural)	gals	4	830.00	3,320.00	2	1,660.00		-	2	1,660.00		-
21. TOILET BOWL & URINAL CLEANSER, 900 ml	bottles	18	70.75	1,273.50	6	424.50		-	6	424.50	6	424.50
22. TOILET BRUSH w/ handle	pcs.	4	85.00	340.00	2	170.00	2	170.00		-		-
23. TOILET DEODORANT CAKE, 99%, 50 gms.	pcs.	48	46.80	2,246.40	12	561.60	12	561.60	12	561.60	12	561.60
24. TOILET GLOVES	pcs.	4	35.00	140.00		-		-	4	140.00		-
25. TRASHCAN PLASTIC w/ cover (big size)	pcs.	6	90.00	540.00	3	270.00		-	3	270.00		-
26. TRASH CAN (medium size)	pcs.	12	70.00	840.00		-		-	12	840.00		-
27. ZONROX	gals	16	150.00	2,400.00	4	600.00	4	600.00	4	600.00	4	600.00
<b>COMMON OFFICE EQUIPMENT</b>												
1. 32" COLORED LCD TV- Panasonic	unit	1	22,000.00	22,000.00		-	1	22,000.00		-		-
2. AIRCON (window type) carrier 1.5 HP	units	6	26,000.00	156,000.00	6	156,000.00		-		-		-
3. AMPLIFIER	unit	1	2,500.00	2,500.00		-		-	1	2,500.00		-
4. AVR 4520 VR 4500 VA Nippo Brand (for aircon)	units	4	699.95	2,799.80	2	1,399.90		-	2	1,399.90		-
5. FILING CABINET, four (4) drawer,s teal, plain	each	6	9,181.80	55,090.80	3	27,545.40		-	3	27,545.40		-
6. COMPUTER (w/ LCD monitor, CPU, keyboard)	sets	2	25,525.00	51,050.00	1	25,525.00		-	1	25,525.00		-
7. DIGITAL CAMERS	unit	1	9,000	9,000.00	1	9,000.00		-		-		-
8. ELECTRIC FAN, with stand, Hanabishi	pcs.	2	936.00	1,872.00	1	936.00		-	1	936.00		-

9. ELECTRIC FAN, wall type, Hanabishi	pcs.	12	790.40	9,484.80	3	2,371.20	3	2,371.20	3	2,371.20	3	2,371.20
10. FAX MACHINE	unit	1	4,000.00	4,000.00		-		-	1	4,000.00		-
11. ILLUSTRATION BOARD	pcs.	10	50.00	500.00	10	500.00		-		-		-
12. INDUSTRIAL FAN, 18: metal blade, Hanabishi	units	2	977.60	1,955.20		-		-	2	1,955.20		-
13. LAPTOP (ACER)	units	4	32,892.00	131,568.00		-		-	4	131,568.00		-
14. LCD - infocus	units	4	31,000.00	124,000.00	2	62,000.00		-	2	62,000.00		-
15. OVERHEAD PROJECTOR, Elmo 250w	units	4	8,900.00	35,600.00	2	17,800.00		-	2	17,800.00		-
16. PRINTER, Epson LX300+	units	8			8	-		-		-		-
17. PRINTER, Brother	units	8			8	-		-		-		-
18. PROJECTOR SCREEN ROLL-UP (largest size)	units	4	7,000.00	28,000.00	2	14,000.00		-	2	14,000.00		-
19. PUNCHER (big)	pc.	1	89.00	89.00		-		-	1	89.00		-
20. SCANNER MACHINE	unit	1	2,500.00	2,500.00		-		-	1	2,500.00		-
21. SIGN PEN, MyGel (black)	pcs.	24	29.00	696.00	24	696.00		-		-		-
22. STAPLER (HP)	pcs.	2	295.00	590.00	2	590.00		-		-		-
Sound System (for GS Function Rm.):						-		-		-		-
23. DVD player	unit	1	2,000.00	2,000.00		-		-	1	2,000.00		-
24. MICROPHONE	units	2	300.00	600.00		-		-	2	600.00		-
25. MICROPHONE w/ stand	units	2	450.00	900.00		-		-	2	900.00		-
26. SOUND BOXES/SPEAKER	units	2	3,500.00	7,000.00		-		-	2	7,000.00		-
27. UNINTERRUPTIBLE POWER SUPPLY (UPS)	units	4	1,404.40	5,617.60	2	2,808.80		-	2	2,808.80		-
28. WIRELESS TELEPHONE	unit	1	1,500.00	1,500.00		-		-	1	1,500.00		-
29. XEROX MACHINE	unit	1	15,000.00	15,000.00		-		-	1	15,000.00		-
<b>PAINTING MATERIALS</b>						-		-		-		-
1. BABY ROLLER	pcs.	8	27.30	218.40	8	218.40		-		-		-
2. CHOCOLATE BROWN	gals.	8	114.00	912.00	8	912.00		-		-		-
3. LACQUER THINNER	gals.	4	314.60	1,258.40	4	1,258.40		-		-		-
<b>OTHERS</b>						-		-		-		-
1. ALUMINUM WHITE BOARD w/ Stand & roller	units	3	3,500.00	10,500.00		-		-	3	10,500.00		-
2. CLERICAL ERGO CHAIR	units	2	1,000.00	2,000.00		-		-	2	2,000.00		-
3. COMPUTER TABLES	units	3	1,500.00	4,500.00		-		-	3	4,500.00		-
4. Curtain (for Graduate School Function Room)						-		-		-		-
5. DRAWER LOCK	pcs.	12	50.00	600.00	3	150.00	3	150.00	3	150.00	3	150.00
6. EXECUTIVE OFFICE TABLE, w/ 8 drawers	pc.	1	5,000.00	5,000.00		-		-	1	5,000.00		-
7. EXECUTIVE SWIVEL CHAIR	pc.	1	1,500.00	1,500.00		-		-	1	1,500.00		-
8. FLOOR POLISHER	unit	1	8,624.00	8,624.00		-		-	1	8,624.00		-
9. SLIDING GLASS DOOR (for GS Function Room)	units	4	8,500.00	34,000.00		-		-	4	34,000.00		-
10. MONO BLOCK CHAIRS TABLET CHAIR	pcs.	300	350.00	105,000.00		-		-	300	105,000.00		-
11. MONO BLOCK CHAIRS with arm	pcs.	300	450.00	135,000.00		-		-	300	135,000.00		-
12. OFFICE TABLE (4 drawers)	units	2	3,000.00	6,000.00		-		-	2	6,000.00		-
13. SALA SET	set	1	20,000.00	20,000.00		-		-	1	20,000.00		-
14. SLIDE GLASS DOOR LOCK	pcs.	4	75.00	300.00		-		-	4	300.00		-
15. SLIDING GLASS DOOR (for Function Room)	unit	1	10,000.00	10,000.00		-		-	1	10,000.00		-
16. STUDENT'S LOCKER (15 drawers) 3x 5 drawers	unit	1	10,000.00	10,000.00		-		-	1	10,000.00		-
17. TILES						-		-		-		-
18. TOP GLASS	pcs.	8	1,200.00	9,600.00	4	4,800.00		-	4	4,800.00		-
19. VENETIAN BLINDS	panels	12	3,300.00	39,600.00	12	39,600.00		-		-		-
20. VISITORS CHAIR	pcs.	2	750.00	1,500.00		-		-	2	1,500.00		-
21. FORMICA White (8 sheets)	sheets	8	499	3,992.00	3	1,497.00		-	5	2,495.00		-
22. 1 set continous ink for Brother DCP-J125	set	4	2,000.00	8,000.00	4.00	8,000.00		-		-		-
Blank Ink @100 ml	bot.	24	150.00	3,600.00	24.00	3,600.00		-		-		-
Cyan Ink @100ml	bot.	24	150.00	3,600.00	24.00	3,600.00		-		-		-

Yellow Ink @100ml	bot.	24	150.00	3,600.00	24.00	3,600.00		-		-		-		
Magenta Ink @100ml	bot.	24	150.00	3,600.00	24.00	3,600.00				-		-		
<b>GRAND TOTAL</b>						<b>1,432,328.45</b>		<b>566,194.25</b>		<b>57,545.60</b>		<b>773,132.20</b>		<b>35,456.40</b>

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