

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

**ANNUAL PROCUREMENT PROGRAM FOR C.Y. 2012**

Department/College: VPORPES

Office: ORPES

Item No.	Item and Specification	Unit	Qty.	Estimated	TOTAL	Quarterly Quantity Requirement							
				Price Per Unit		1 Qtr	Amount	2 Qtr	Amount	3 Qtr	Amount	4 Qtr	Amount
	<b>Common Office Supplies</b>												
1	Electrical Tape	Roll	2	25.00	50.00	2	50.00		-		-		-
2	Fluorescent Lamp 40 watts	Box	40	115.00	4,600.00	20	2,300.00		-	20	2,300.00		-
3	Starter 40 watts	Each	30	15.00	450.00	30	450.00		-		-		-
	<b>COMMON COMPUTER SUPPLIES</b>				-		-		-		-		-
4	Computer Software and Hardware (Upgrading)				-		-		-		-		-
5	HP Ink # 60 (Black)	Tanks	50	700.00	35,000.00	25	17,500.00		-	25	17,500.00		-
6	HP Ink # 60 (Tri-color)	Tanks	30	800.00	24,000.00	15	12,000.00		-	15	12,000.00		-
7	HP Inkjet 900 (Black)	Tanks	10	400.00	4,000.00	5	2,000.00		-	5	2,000.00		-
8	HP Inkjet 900 (Colored)	Tanks	10	600.00	6,000.00	5	3,000.00		-	5	3,000.00		-
9	LX- 300 Ribbon	Pieces	30	120.00	3,600.00	10	1,200.00	10	1,200.00	10	1,200.00		-
10	Epson Ink (Magenta) 73N	Tanks	20	550.00	11,000.00	10	5,500.00		-	10	5,500.00		-
11	Epson Ink (Cyan) 73N	Tanks	20	550.00	11,000.00	10	5,500.00		-	10	5,500.00		-
12	Epson Ink (Black) 73N	Tanks	20	550.00	11,000.00	10	5,500.00		-	10	5,500.00		-
13	Epson Ink (Yellow) 73N	Tanks	20	550.00	11,000.00	10	5,500.00		-	10	5,500.00		-
14	Computer with LCD Monitor	Sets	2	50,000.00	100,000.00	2	100,000.00		-		-		-
15	HP 704 black	tanks	10	400.00	4,000.00	5	2,000.00		-	5	2,000.00		-
16	HP 704 colored	tanks	5	450.00	2,250.00	3	1,350.00		-	2	900.00		-
17	LCD monitor. 17"	pc	1	5,000.00	5,000.00	1	5,000.00		-		-		-
18	Alcohol	Bottles	18	60.00	1,080.00	6	360.00		-	6	360.00	6	360.00
19	Bond Paper (Long)	Reams	40	200.00	8,000.00	10	2,000.00	10	2,000.00	10	2,000.00	10	2,000.00
20	Bond Paper (Short)	Reams	40	190.00	7,600.00	10	1,900.00	10	1,900.00	10	1,900.00	10	1,900.00
21	Book Paper (Long)	Reams	40	160.00	6,400.00	10	1,600.00	10	1,600.00	10	1,600.00	10	1,600.00
22	Book Paper (Short)	Reams	40	150.00	6,000.00	10	1,500.00	10	1,500.00	10	1,500.00	10	1,500.00
23	Brown Envelop (Long)	Pieces	200	4.00	800.00	100	400.00		-	100	400.00		-
24	Brown Envelop (Short)	Pieces	200	3.00	600.00	100	300.00		-	100	300.00		-
25	Canon Paper (Long) Green	Box	4	950.00	3,800.00	2	1,900.00		-	2	1,900.00		-
26	Canon Paper (Short) Beige	Box	4	800.00	3,200.00	2	1,600.00		-	2	1,600.00		-

27	Folders (Long)	Pieces	200	5.00	1,000.00	200	1,000.00		-		-		-
28	Folders (short)	Pieces	200	4.00	800.00	200	800.00		-		-		-
29	Ballpen, stabilo	Boxes	4	120.00	480.00	2	240.00		-	2	240.00		-
30	Paper Fastener	Boxes	4	90.00	360.00	2	180.00	2	180.00		-		-
31	Paper fastener plastic	boxes	2	35.00	70.00	2	70.00		-		-		-
32	Paper Clip (plastic coated), big	Boxes	3	35.00	105.00	3	105.00		-		-		-
33	Paper clip small	boxes	3	20.00	60.00		-	3	60.00		-		-
34	Pencil (Mongol #2)	Dozen	6	90.00	540.00	3	270.00	3	270.00		-		-
35	Sign Pen (Black )	Boxes	4	550.00	2,200.00	2	1,100.00		-	2	1,100.00		-
36	Pentel pen pilot (black)	boxes	4	516.00	2,064.00	2	1,032.00	2	1,032.00		-		-
37	Whiteboard marker, pilot(black	boxes	3	550.00	1,650.00	2	1,100.00		-	1	550.00		-
38	Staple wire #35	Boxes	2	40.00	80.00	2	80.00		-		-		-
39	Toilet Tissue, pack of 5	Pack	10	75.00	750.00	10	750.00		-		-		-
40	Scotch Tape (1 inch)	rolls	12	15.00	180.00	6	90.00		-	6	90.00		-
41	Masking Tape (1 inch)	rolls	6	45.00	270.00		-	6	270.00		-		-
42	Stick note, small	pad	5	20.00	100.00	5	100.00		-		-		-
43	Push pins	box	5	40.00	200.00	5	200.00		-		-		-
44	Thumb tacks	box	5	20.00	100.00	3	60.00		-	2	40.00		-
45	Elmer's Glue (big)	bots	3	90.00	270.00	3	270.00		-		-		-
46	Paste	jar	3	50.00	150.00		-	3	150.00		-		-
47	Baygon Insecticide Spray (Water Base)	can	6	275.00	1,650.00	3	825.00		-	3	825.00		-
48	Archfile blue & green	pc	50	200.00	10,000.00	40	8,000.00	10	2,000.00		-		-
49	Pair of "Scissors	pc	1	30.00	30.00	1	30.00		-		-		-
	<b>COMMON JANITORIAL SUPPLIES</b>				-		-		-		-		-
50	dishwashing liquid	btlle	12	55.00	660.00	2	110.00		-	10	550.00		-
51	Air Freshener	can	12	250.00	3,000.00	6	1,500.00		-	6	1,500.00		-
52	Red Dye wax	Gal	8	600.00	4,800.00	4	2,400.00		-	4	2,400.00		-
53	Zonrox	Gal	4	150.00	600.00	2	300.00		-	2	300.00		-
	<b>COMMON OFFICE EQUIPMENT</b>				-		-		-		-		-
54	Curtain for the ORPES and AVR	Meters	60	95.00	5,700.00	60	5,700.00		-		-		-
55	Cutter Heavy Duty, L500 Pointer	Each	3	60.00	180.00	2	120.00	1	60.00		-		-
56	Digital camera EOS 1100D	Unit	1	40,000.00	40,000.00	1	40,000.00		-		-		-
57	GPS	Unit	1	40,000.00	40,000.00	1	40,000.00		-		-		-
58	External Hardware WD Element 500GB	Unit	2	3,990.00	7,980.00	1	3,990.00		-	1	3,990.00		-
59	Heavy Duty Stapler Big (for binding) designed for 8mm and higher staples	Unit	1	4,000.00	4,000.00	1	4,000.00		-		-		-
60	Markes Sterilizer #MSTF-268	Unit	1	7,000.00	7,000.00		-	1	7,000.00		-		-
61	Ream Binder machine	Unit	2	6,000.00	12,000.00	2	12,000.00		-		-		-
62	Stapler HD 15Max 50 with remover	Unit	3	350.00	1,050.00	3	1,050.00		-		-		-

63	Swivel Chair, with metal base	Unit	2	5,000.00	10,000.00	2	10,000.00		-		-		-
64	Table Cloth (red)	Meters	20	72.00	1,440.00	20	1,440.00		-		-		-
65	Calculator	pc	1	600.00	600.00	1	600.00		-		-		-
66	Voice recorder Sony , ICD UX523F/B	unit	2	9,000.00	18,000.00	2	18,000.00		-		-		-
67	Internet hub 16 ports	unit	1	5,000.00	5,000.00	1	5,000.00		-		-		-
68	Sony handycam, camcorder HD DCR SR68/S	unit	1	27,000.00	27,000.00	1	27,000.00		-		-		-
69	Epson LQ printer ribbon	unit	1	10,000.00	10,000.00	1	10,000.00		-		-		-
	<b>DRIVING CLASS SUPPLIES &amp; EQUIPMENT</b>				-		-		-		-		-
70	Multicab	Unit	1	170,000.00	170,000.00	1	170,000.00		-		-		-
71	Battery (N50L)-Maintenance Free	Piece	1	5,000.00	5,000.00	1	5,000.00		-		-		-
72	Battery Charger (Panther PBC – 24A)	Piece	1	4,600.00	4,600.00	1	4,600.00		-		-		-
73	Portable Welding Machine (Fuji Plus-FPX 160 B)	Piece	1	5,700.00	5,700.00	1	5,700.00		-		-		-
74	Air-Compressor (VESPA Air Compressor – 1/4HP) F-AA-CCTL	Piece	1	6,400.00	6,400.00	1	6,400.00		-		-		-
75	Hydraulic Floor Jack (2T)	Piece	1	1,100.00	1,100.00	1	1,100.00		-		-		-
76	Electric Sander (Bosch-GWS 7-100 T Professional)	Piece	1	4,100.00	4,100.00	1	4,100.00		-		-		-
77	Electric Hand Drill (Bosch – GHG 600 – 3 Professional)	Piece	1	3,800.00	3,800.00	1	3,800.00		-		-		-
78	Master Brake Cylinder (15/16” diameter) with vacuum Brake Booster	Piece	2	4,100.00	8,200.00	1	4,100.00	1	4,100.00		-		-
79	Copper Tube (3/16” diameter) 50 feet	Roll	2	900.00	1,800.00	1	900.00	1	900.00		-		-
80	Brake Wheel Cylinder (Owner – Type Jeep) 15/16” diameter	Piece	4	600.00	2,400.00	1	600.00	3	1,800.00		-		-
81	Accelerator Cable (4K Engine)	Piece	1	300.00	300.00	1	300.00		-		-		-
82	Clutch Cable (4k Engine)	Piece	1	500.00	500.00	1	500.00		-		-		-
83	Comfort Room with lavatory		1	80,000.00	80,000.00	1	80,000.00		-		-		-
84	Tile works at the lobby						-		-		-		-
85	Glass door		1	9,000.00	9,000.00		-	1	9,000.00		-		-
86	Table top glass	pc	4	3,500.00	14,000.00		-	4	14,000.00		-		-
87	Fabrication of cabinets open shelves	pc	4	9,000.00	36,000.00		-	4	36,000.00		-		-
	<b>GRAND TOTAL</b>				<b>845,449.00</b>		<b>667,022.00</b>		<b>85,022.00</b>		<b>86,045.00</b>		<b>7,360.00</b>