

NATIONAL LIBRARY OF THE PHILIPPINES
PROCUREMENT PLAN OF VARIOUS OFFICE SUPPLIES
SENTRO NG KARUNUNGAN LIBRARY
FY 2013

PARTICULARS	UNIT	Quantity	PRICE	TOTAL PRICE
COMMON ELECTRICAL SUPPLIES				
BATTERY, Size AA, Energizer	pck.	5	200	1,000
EXTENSION Outlet, Universal outlet, 3 gang, 10 meters	pc	6	1,000	6,000
TOOL KIT, Black & Decker	set	1	6,000	6,000
TOTAL				13,000
COMMON COMPUTER SUPPLIES				
COMPACT DISK REWRITABLE,TDK	pc	100	10	1,000
DVD RE-WRITABLE,TDK	pc	100	15	1,500
FLASH DRIVE, 16GB, USB, PQI	pc.	5	600	3,000
INK CARTRIDGE, HP 21, Black	pc	30	500	15,000
INK CARTRIDGE, HP 22, colored	pc	30	600	18,000
INK CARTRIDGE, HP, CE278A/78A	pc.	10	800	8,000
RIBBON, Fax Machine, Panasonic, KX-FP711CX	ca	10	1,200	12,000
TONER CARTRIDGE, SHARP, AR-016FT	pc	10	1,000	10,000
TOTAL				68,500
COMMON OFFICE SUPPLIES				
BALLPEN, black, hbw2000	box	10	50	500
CARTOLINA, white	pc	20	7	140
CORRECTION TAPE	pc	20	20	400
ENVELOPE,Brown, Long	pc	200	5	1,000
ENVELOPE,Brown, Short	pc	200	4	800
FLAG, Philippine, 4 x 6	pc	2	500	1,000
FOLDER, Kraft (Brown), Long	pc	200	6	1,200
FOLDER, Kraft (Brown), Short	pc	200	5	1,000
GLUE, 8 oz., Elmer's Brand	pc	10	100	1,000
HIGHLIGHTER, Pen, Green, Yellow	piece	20	20	400
ILLUSTRATION BOARD	pc	10	100	1,000
LOG BOOK, Accession Registry	pc	1	1,000	1,000
MARKING PEN, permanent, black, Pilot	box	5	200	1,000
NOTE PAD, Post-It Brand	pad	30	25	750
PAPER, bond,(Nat'l. Bkstr), sub. #24, A4	ream	50	215	10,750
PAPER, bond,(Nat'l. Bkstr), sub. #24 Legal	ream	50	215	10,750
PAPER, Manila	pc	30	6	180
PAPER FASTENER,non-rust, plastic coated 50 sets/box	box	10	30	300
PAPER CLIP, gem type,jumbo,50mm,100s/box, Joy	box	10	40	400
PAPER CLIP, gem type, 33mm, 100s/box, UK	box	10	40	400
PASTE	pc	10	50	500
PENCIL, lead, w/eraser, Mongol #2, 12s/box	box	20	50	1,000
PLASTIC COVER (Acetate Film)	roll	5	1,000	5,000
PUSH PIN	box	10	40	400
RECORD BOOK, (Log Book), 500 pages	pc	6	100	600
RIBBON, for Bundy Clock, IWATA	spool	2	500	1,000
RING BINDER, Folder Type, A4, 3 rings	pc	20	250	5,000
SIGN PEN, black, Pilot, Black/Blue	box	5	150	750
STAPLE WIRE,	pc	20	40	800
STAPLE WIRE, KW-trio 23/10, 1000/box	box	20	65	1,300
STICKER, Label (for call numbers)	pc	3,000		7,500
TAPE, transparent, (1"), 3M	pc	100	50	5,000
TIME CARD 100/pck	pack	5	100	500
TOTAL				63,320
COMMON OFFICE DEVICES				
BOOK ENDS, Heavy Duty	pair	20	100	2,000
CUTTER BLADE replacement metal, 1 inch, 10s	pack	5	40	200
CUTTING Mat, KW-Trio	pc	5	500	2,500

NATIONAL LIBRARY OF THE PHILIPPINES
PROCUREMENT PLAN OF VARIOUS OFFICE SUPPLIES
BALILIHAN CONGRESSIONAL LIBRARY
FY 2013

PARTICULARS	UNIT	Quantity	PRICE	TOTAL PRICE
COMMON ELECTRICAL SUPPLIES				
BALLAST, Light, Firefly	pc	10	85	850
BATTERY, Size AA, Alkaline	pck.	10	38	380
BATTERY, Size AAA, Alkaline	pck.	10	35	350
BATTERY, for Laptop, LENOVO	pc	1	2,800	2,800
BATTERY, Sony Digital Camera	pc	1	980	980
FLOURESCENT TUBE, 40 watts, Philips Elongated	pc	10	95	950
FLOURESCENT TUBE, EFL, 17 watts, daylight CFL	pc	10	140	1,400
STARTER, Fluorescent	pc.	10	15	150
TOOL KIT, Impact Drill 10mm 550w w/ Kitbox and Drill Bit, Black & Decker	set	1	2,400	2,400
TOTAL				10,260
COMMON COMPUTER SUPPLIES				
INK CARTRIDGE, HP K5300 No. C4939A-Magenta	pc	3	3,500	10,500
INK CARTRIDGE, HP K5300 No. C4939A-Yellow	pc	5	3,500	17,500
INK CARTRIDGE, HP K5300 No. C4939A-Blue	pc	3	3,500	10,500
INK CARTRIDGE, HP K5300 No. C4939A-Black	pc	3	3,500	10,500
KEYBOARD,Laptop LENOVO	pc	1	5,000	5,000
TONER, DRUM, Kyocera K151	pc	1	5,000	5,000
TONER CARTRIDGE (Photocopier), Kyocera TK-136	pc	1	3,500	3,500
TOTAL				62,500
COMMON OFFICE SUPPLIES				
BALLPEN, black, 50/box	box	1	125	125
BALLPEN, Blue, 50/box	box	1	125	125
ENVELOPE,Brown, Long	pc	50	10	500
ENVELOPE,Brown, Short	pc	50	5	250
ENVELOP, Mailing white, 500/box, long	pc	100	3	275
FLAG, Philippine, 4 x 7	pc	2	375	750
FOLDER, Kraft (White), Long	pc	50	8	400
FOLDER, Expanded file for clippings	pc	150	15	2,250
LOG BOOK, Accession Registry	pc	4	89	356
MARKING PEN, permanent, black, Pilot	box	5	175	875
PAPER, bond, Ordinary, Legal, sub. 20	ream	10	120	1,200
PAPER, bond, Ordinary, Letter, sub. 20	ream	10	151	1,510
PAPER, bond, Premium, Legal, sub. 24	ream	10	205	2,050
PAPER, bond, Premium, Letter, sub. 24	box	10	205	2,050
PAPER, Mimeo, Legal, sub. 20	ream	10	151	1,510
PASTE, Solid with water well, 200gms, Redstone	pc	10	59	590
PENCIL w/eraser, Mongol #2, 12s/box	pc	20	3	50
RECORD BOOK, 500 pages	pc	10	120	1,200
TOTAL				16,066
COMMON OFFICE DEVICES/EQUIPMENT				
BIOMETRIC, Finger Print Time Attendance	UNIT	1	10,000	10,000
NUMBERING MACHINE, 6-Digit (UK)	pc	1	980	980
STAMP, Self-Inking with adjustable dater (Prince)	pc	1	1,300	1,300
TAPE DISPENSER, Heavy Duty, UK	pc	2	320	640
TOTAL				12,920
COMMON JANITORIAL SUPPLIES				
BROOM for toilet	pc	2	154	308
BROOM, Row, Grass-70cm long	pc	15	45	675
DETERGENT POWDER, 500g, Wings	kilo	4	45	180
DISHWASHING LIQUID, Joy	gal	12	55	660
HAND SOAP	pc	20	25	500
MOP with Handle	pc	2	310	620
TOTAL				2,943

PARTICULARS	UNIT	Quantity	PRICE	TOTAL PRICE
MICROPHONE, Sony, Wireless	pc	2	3,000	6,000
PAPER CUTTER, Heavy duty	UNIT	2	1,500	3,000
PAPER SHREDDER, electric, 8-10 sheets feeding capacity	UNIT	2	5,000	10,000
PUNCHER, Heavy Duty	pc	6	100	600
PUNCHER, Single Hole	pc	2	100	200
RULER, 24"	pc	5	100	500
STORAGE BOX, Transparent, XL, Familia	pc	2	500	1,000
TOTAL			-	26,000
COMMON JANITORIAL SUPPLIES				
AIRFRESHENER, 280ml/can, Glade	pc.	10	150	1,500
AIRFRESHENER, Cake type, Magic Tree	pc	20	30	600
ALCOHOL	pc	20	50	1,000
ALL PURPOSE CLEANER, Wipe out	pc	3	200	600
BROOM, soft (tambo)	pc	10	140	1,400
BROOM, STICK (tingting)	pc	10	50	500
DETERGENT POWDER, Tide	kilo	30	100	3,000
DISHWASHING LIQUID, Joy	gal	1	500	500
DOORMAT	pc	30	25	750
DUST PAN, stainless	pc	4	500	2,000
GLASS Cleaner, Refill	pc	5	200	1,000
LIQUID SOAP, Concentrated	gal	5	150	750
MOP Bucket, Heavy Duty	pc	4	1,000	4,000
MOP	each	4	375	1,500
MOP HEAD, Scotch Brite	pc	4	120	480
MURIATIC ACID	gal	10	400	4,000
RAG, Pranela	pc	200	10	2,000
SCOURING PAD, Scotch Bright	pc	15	20	300
STORAGE CONTAINER, for umbrella	pc	1	1,000	1,000
SURFACE DISINFECTANT, ZONROX	gal	10	200	2,000
TOILET TISSUE	roll	50	12	600
TOILET DEODORANT CAKE, Albatross, Lemon, 100g	pc	30	30	900
TRASHBAG, plastic, black, (XL)	pc	500	5	2,500
TILES Cleaner, Mr. Muscle w/ Spray	pc	4	200	800
TILES, Cleaner, Mr. Muscle, Refill	pc	6	150	900
TRASH BIN, Ash Type, stainless, w/ ashtray on top	pc	2	4,000	8,000
TRASH BIN, Pedal Type, stainless	pc	6	2,000	12,000
WATER HOSE, 30 meters	pc	1	1,000	1,000
TOTAL				55,580
OTHERS				
Dinner Plate	pc	12	120	1,440
Cocktail Plate	pc	12	50	600
Cup and Saucer	pc	12		50
Spoon	pc	12		250
Fork	pc	12		250
Teaspoon	pc	12		200
High Ball Glass	pc	12	60	720
Pitcher	pc	2	150	300
PAINT, Nation Paint, White, Glossy	pc	5	1,600	8,000
PAINT, Nation Paint, Yellow	pc	1	300	300
PAINT, Nation Paint, Green, 4 liters	pc	1	600	600
Paint Brush 2"	pc	5	30	150
Paint Roller 7"	pc	4	50	200
Paint Roller, 9"	pc	4	60	240
Paint Tray	pc	5	40	200
Paint Thinner	gal	1	200	200
TOTAL				13,700
GRAND TOTAL				240,100

PARTICULARS	UNIT	Quantity	PRICE	TOTAL PRICE
OTHERS				
G.I. Pipe, 1.5, sch.40	pc	7	900	6,300
PAINT, Latex, Yellow Ochre	gal	10	805	8,050
PAINT, Latex, White	gal	4	552	2,208
PLY BOARD, 4 x 8ft., ¾ inch thick	pc	10	890	8,900
Paint Brush, 4"	pc	2	15	30
Paint Roller, 10"	pc	6	80	480
POLYCARBONATED Sheet, 4x8ft, twin wall, canopy	pc	5	2,400	12,000
Solignum	pc	1	250	250
TOTAL				38,218
EQUIPMENT, FURNITURE, FIXTURES				
Double Counter Kitchen Cabinet with Lavatory	set	1	14,000	14,000
GRAND TOTAL				142,907

Consolidated by:

MARICEL M. DIAZ
BAC Secretary

Noted by:

PAULINA R. MORENO
BAC Chairman

Recommended by:

MARVIN S. VANGUARDIA
Administrative Officer V-Budget

Approved by:

ANTONIO M. SANTOS
Director IV

Date:

November 12, 2012