

PROFESSIONAL REGULATION COMMISSION

SUPPLEMENTAL ANNUAL PROCUREMENT PLAN - COMMON SUPPLIES AND EQUIPMENT 2022 (GAA and 2021 Continuing)

Name of Delivery Unit (Office): PROCUREMENT AND SUPPLY DIVISION

Item Description	Unit of Measure	End-User	Quantity	Unit Cost	Total Amount	Jan	Feb	Mar	Total Q1	Apr	May	Jun	Total Q2	Jul	Aug	Sep	Total Q3	Oct	Nov	Dec	Total Q4	Remarks
COMMON OFFICE SUPPLIES AVAILABLE AT PS																						
2022 GAA																						
ACETATE, THICKNESS: 0.075MM MIN (GAUGE#3)	roll	BMD	10	847.82	8,478.20	0	0	0	0	0	0	0	0	10	0	0	10	0	0	0	0	
AIR FRESHENER, AEROSOL,280ML/150G MIN	can	BMD	48	90.22	4,330.56	0	0	0	0	0	0	0	0	48	0	0	48	0	0	0	0	
CLIP, BACKFOLD, ALL METAL CLAMPING :19MM (1MM)	box	BMD	50	8.76	438.00	0	0	0	0	0	0	0	0	50	0	0	50	0	0	0	0	
CLIP, BACKFOLD, ALL METAL CLAMPING:25MM (1MM)	box	BMD	50	15.22	761.00	0	0	0	0	0	0	0	0	50	0	0	50	0	0	0	0	
CLIP, BACKFOLD, ALL METAL CLAMPING:32MM (1MM)	box	BMD	49	22.36	1,095.64	0	0	0	0	0	0	0	0	49	0	0	49	0	0	0	0	
CLIP, BACKFOLD, ALL METAL CLAMPING:50MM (1MM)	box	BMD	50	54.50	2,725.00	0	0	0	0	0	0	0	0	50	0	0	50	0	0	0	0	
CORRECTION TAPE, FILM BASE TYPE UL 6M MIN	piece	BMD	100	11.68	1,168.00	0	0	0	0	0	0	0	0	100	0	0	100	0	0	0	0	
DATING AND STAMPING MACHINE	piece	BMD	1	453.96	453.96	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	
DISINFECTANT SPRAY< AEROSOL TYPE,400-550GRAMS	can	BMD	50	128.96	6,448.00	0	0	0	0	0	0	0	0	50	0	0	50	0	0	0	0	
ENVELOPE, DOCUMENTARY, FOR A4 SIZE DOCUMENT	box	BMD	3	673.09	2,019.27	0	0	0	0	0	0	0	0	3	0	0	3	0	0	0	0	
ENVELOPE, DOCUMENTARY, FOR LEGAL SIZE DOCUMENT	box	BMD	3	927.16	2,781.48	0	0	0	0	0	0	0	0	3	0	0	3	0	0	0	0	
ENVELOPE, EXPANDING KRAFTBOARD LEGAL SIZE	box	BMD	3	738.40	2,215.20	0	0	0	0	0	0	0	0	3	0	0	3	0	0	0	0	
ENVELOPE,EXPANDING PLASTIC, 0.50 THICKNESS MIN.	piece	BMD	10	30.49	304.90	0	0	0	0	0	0	0	0	10	0	0	10	0	0	0	0	
FILE TAB DIVIDER, BRISTOL BOARD, FOR A4	set	BMD	50	11.13	556.50	0	0	0	0	0	0	0	0	50	0	0	50	0	0	0	0	
FILE TAB DIVIDER, BRISTOL BOARD, FOR LEGAL	set	BMD	50	14.23	711.50	0	0	0	0	0	0	0	0	50	0	0	50	0	0	0	0	
FOLDER L-TYPE PLASTIC A4	pack	BMD	5	171.43	857.15	0	0	0	0	0	0	0	0	5	0	0	5	0	0	0	0	
FOLDER L-TYPE PLASTIC LEGAL	pack	BMD	5	243.24	1,216.20	0	0	0	0	0	0	0	0	5	0	0	5	0	0	0	0	
FOLDER WITH TAB LEGAL	pack	BMD	5	321.36	1,606.80	0	0	0	0	0	0	0	0	5	0	0	5	0	0	0	0	
FOLDERWITH TAB A4	pack	BMD	5	279.00	1,395.00	0	0	0	0	0	0	0	0	5	0	0	5	0	0	0	0	
GLUE, ALL PURPOSE, GROSS WEIGHT: 200 GRAMS MIN.	jar	BMD	20	71.50	1,430.00	0	0	0	0	0	0	0	0	20	0	0	20	0	0	0	0	
INSECTICIDE, AEROSOL TYPE	can	BMD	20	139.36	2,787.20	0	0	0	0	0	0	0	0	20	0	0	20	0	0	0	0	
MARKER, FLUORESCENT ASSORTED COLORS PER SET	set	BMD	20	36.66	733.20	0	0	0	0	0	0	0	0	20	0	0	20	0	0	0	0	
MARKER,PERMANENT,BULLET TYPE, BLACK	piece	BMD	20	8.98	179.60	0	0	0	0	0	0	0	0	20	0	0	20	0	0	0	0	
NOTE PAD, STICK ON, 50MMX76MM (2"X3" MIN	piece	BMD	200	37.06	7,412.00	0	0	0	0	0	0	0	0	200	0	0	200	0	0	0	0	
PAPER CLIP, VINYL/PLASTIC COAT LENGTH 32MM MIN.	box	BMD	50	7.76	388.00	0	0	0	0	0	0	0	0	50	0	0	50	0	0	0	0	
PAPER CLIP, VINYL/PLASTIC COAT LENGTH 50MM MIN.	box	BMD	50	13.78	689.00	0	0	0	0	0	0	0	0	50	0	0	50	0	0	0	0	
PAPER, MULTI-PURPOSE (COPY) A4, 70 GSM	ream	BMD	300	98.26	29,478.00	0	0	0	0	0	0	0	0	300	0	0	300	0	0	0	0	
PAPER, MULTI-PURPOSE (COPY) LEGAL, 70 GSM	ream	BMD	500	118.46	59,230.00	0	0	0	0	0	0	0	0	500	0	0	500	0	0	0	0	
PAPER, PAD,RULED SIZE:210X297MM, MULTI-PURPOSE	pad	BMD	20	29.12	582.40	0	0	0	0	0	0	0	0	20	0	0	20	0	0	0	0	
PAPER,MULTICOPY A4, 80GSM, SIZE 210MMX297MM	ream	BMD	300	98.26	29,478.00	0	0	0	0	0	0	0	0	300	0	0	300	0	0	0	0	
PAPER,MULTICOPY, LEGAL 80GSM, SIZE 216MMX330MM	ream	BMD	500	127.71	63,855.00	0	0	0	0	0	0	0	0	500	0	0	500	0	0	0	0	
RECORD BOOK, 300 PAGES, SIZE: 214MM X 278MM MIN	book	BMD	30	70.72	2,121.60	0	0	0	0	0	0	0	0	30	0	0	30	0	0	0	0	
RECORD BOOK, 500 PAGES, SIZE: 214MM X 278MM MIN	book	BMD	30	101.92	3,057.60	0	0	0	0	0	0	0	0	30	0	0	30	0	0	0	0	
SCISSORS, SYMMETRICAL / ASSYMETRICAL	pair	BMD	12	40.56	486.72	0	0	0	0	0	0	0	0	12	0	0	12	0	0	0	0	
SIGN PEN, BLACK	piece	BMD	200	20.26	4,052.00	0	0	0	0	0	0	0	0	200	0	0	200	0	0	0	0	
SIGN PEN, BLUE	piece	BMD	200	20.26	4,052.00	0	0	0	0	0	0	0	0	200	0	0	200	0	0	0	0	
STAMP PAD INK PURPLE, OR VIOLET 50 ML (MIN.)	piece	BMD	5	31.52	157.60	0	0	0	0	0	0	0	0	5	0	0	5	0	0	0	0	
STAPLE REMOVER, PLIER TYPE	piece	BMD	12	24.90	298.80	0	0	0	0	0	0	0	0	12	0	0	12	0	0	0	0	
STAPLE WIRE, FOR HEAVY DUTY STAPLERS,23/13	box	BMD	50	19.76	988.00	0	0	0	0	0	0	0	0	50	0	0	50	0	0	0	0	
STAPLE WIRE, STANDARD ,(26/6)	box	BMD	50	22.41	1,120.50	0	0	0	0	0	0	0	0	50	0	0	50	0	0	0	0	
STAPLER, STANDARD TYPE	unit	BMD	6	140.40	842.40	0	0	0	0	0	0	0	0	6	0	0	6	0	0	0	0	
TAPE, MASKING, WITH: 48MM (+1MM)	roll	BMD	20	106.60	2,132.00	0	0	0	0	0	0	0	0	20	0	0	20	0	0	0	0	
TAPE, PACKAGING, WITH: 48MM (+1MM)	roll	BMD	20	22.36	447.20	0	0	0	0	0	0	0	0	20	0	0	20	0	0	0	0	

TAPE, TRANSPARENT, WITH: 48MM (+1MM)	roll	BMD	20	10.09	201.80	0	0	0	0	0	0	0	0	0	20	0	0	20	0	0	0	0	
TAPE, TRANSPARENT, WITH: 24MM (+1MM)	roll	BMD	20	19.97	399.40	0	0	0	0	0	0	0	0	0	20	0	0	20	0	0	0	0	
TISSUE, INTERFOLDED PAPER TOWEL	pack	BMD	20	34.84	696.80	0	0	0	0	0	0	0	0	0	20	0	0	20	0	0	0	0	
TOILET TISSUE PAPER, 2-PLY, 100% RECYCLED	pack	BMD	30	86.84	2,605.20	0	0	0	0	0	0	0	0	0	30	0	0	30	0	0	0	0	
TONER CART, SAMSUNG MLT-205L, BLACK	cart	BMD	25	3,962.24	99,056.00	0	0	0	0	0	0	0	0	0	25	0	0	25	0	0	0	0	
TONER CART, HP CF400A (HP201A) BLACK LASERJET	cart	BMD	15	3,429.78	51,446.70	0	0	0	0	0	0	0	0	0	15	0	0	15	0	0	0	0	
TONER CART, HP CF401A (HP201A) CYAN LASERJET	cart	BMD	15	4,043.83	60,657.45	0	0	0	0	0	0	0	0	0	15	0	0	15	0	0	0	0	
TONER CART, HP CF402A (HP201A) YELLOW LASERJET	cart	BMD	15	4,043.83	60,657.45	0	0	0	0	0	0	0	0	0	15	0	0	15	0	0	0	0	
TONER CART, HP CF403A (HP201A) MAGENTA LASERJET	cart	BMD	15	4,043.83	60,657.45	0	0	0	0	0	0	0	0	0	15	0	0	15	0	0	0	0	
TONER CART, HP CF360A (HP508A) BLACK LASERJET	cart	BMD	15	7,056.40	105,846.00	0	0	0	0	0	0	0	0	0	15	0	0	15	0	0	0	0	
TONER CART, HP CF363A (HP508A) MAGENTA LASERJET	cart	BMD	15	8,846.24	132,693.60	0	0	0	0	0	0	0	0	0	15	0	0	15	0	0	0	0	
TONER CART, HP CF361A (HP508A) CYAN LASERJET	cart	BMD	15	8,846.24	132,693.60	0	0	0	0	0	0	0	0	0	15	0	0	15	0	0	0	0	
TONER CART, HP CF362A (HP508A) YELLOW LASERJET	cart	BMD	15	8,846.24	132,693.60	0	0	0	0	0	0	0	0	0	15	0	0	15	0	0	0	0	
TONER CART, BROTHER TN 3478 BLACK	cart	BMD	15	6,370.00	95,550.00	0	0	0	0	0	0	0	0	0	15	0	0	15	0	0	0	0	
2021 CONTINUING																							
TONER CART, HP CF360A (HP508A) BLACK LASERJET	cart	RSD	2	7,030.40	14,060.80	0	0	0	0	0	0	0	0	0	2	0	0	2	0	0	0	0	
TONER CART, HP CF363A (HP508A) MAGENTA LASERJET	cart	RSD	2	8,814.00	17,628.00	0	0	0	0	0	0	0	0	0	2	0	0	2	0	0	0	0	
TONER CART, HP CF361A (HP508A) CYAN LASERJET	cart	RSD	2	8,814.00	17,628.00	0	0	0	0	0	0	0	0	0	2	ok	0	2	0	0	0	0	
TONER CART, HP CF362A (HP508A) YELLOW LASERJET	cart	RSD	2	8,814.00	17,628.00	0	0	0	0	0	0	0	0	0	2	0	0	2	0	0	0	0	
TONER CART, HP CF287A (HP87), BLACK	cart	RSD	2	9,828.00	19,656.00	0	0	0	0	0	0	0	0	0	2	0	0	2	0	0	0	0	
EXTERNAL HARD DRIVE, 1TB	unit	RSD	2	2,792.40	5,584.80	0	0	0	0	0	0	0	0	0	2	0	0	2	0	0	0	0	
PAPER SHREDDER	unit	RSD	1	5,699.20	5,699.20	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	
HP CF360A (HP508A) Black Toner	cart	PSD	35	7,030.40	246,064.00	0	0	0	0	0	0	0	0	0	35	0	0	35	0	0	0	0	
HP CF361A (HP508A) Cyan Toner	cart	PSD	35	8,814.00	308,490.00	0	0	0	0	0	0	0	0	0	35	0	0	35	0	0	0	0	
HP CF362A (HP508A) Yellow Toner	cart	PSD	35	8,814.00	308,490.00	0	0	0	0	0	0	0	0	0	35	0	0	35	0	0	0	0	
HP CF363A (HP508A) Magenta Toner	cart	PSD	35	8,814.00	308,490.00	0	0	0	0	0	0	0	0	0	35	0	0	35	0	0	0	0	
HP CF400A (HP201A) Black Toner	cart	PSD	18	3,099.20	55,785.60	0	0	0	0	0	0	0	0	0	18	0	0	18	0	0	0	0	
HP CF401A (HP201A) Cyan Toner	cart	PSD	15	3,660.80	54,912.00	0	0	0	0	0	0	0	0	0	15	0	0	15	0	0	0	0	
HP CF402A (HP201A) Yellow Toner	cart	PSD	15	3,660.80	54,912.00	0	0	0	0	0	0	0	0	0	15	0	0	15	0	0	0	0	
HP CF403A (HP201A) Magenta Toner	cart	PSD	15	3,660.80	54,912.00	0	0	0	0	0	0	0	0	0	15	0	0	15	0	0	0	0	
HP CF287A (HP87) Black Toner	cart	PSD	40	9,828.00	393,120.00	0	0	0	0	0	0	0	0	0	40	0	0	40	0	0	0	0	
HP CE255A, Black Toner	cart	PSD	41	6,942.00	284,622.00	0	0	0	0	0	0	0	0	0	41	0	0	41	0	0	0	0	
HP CF360A (HP508A) Black Toner	cart	ACD	4	7,056.40	28,225.60	0	0	0	0	0	0	0	0	0	4	0	0	4	0	0	0	0	
HP CF361A (HP508A) Cyan Toner	cart	ACD	4	8,846.24	35,384.96	0	0	0	0	0	0	0	0	0	4	0	0	4	0	0	0	0	
HP CF362A (HP508A) Yellow Toner	cart	ACD	4	8,846.24	35,384.96	0	0	0	0	0	0	0	0	0	4	0	0	4	0	0	0	0	
HP CF363A (HP508A) Magenta Toner	cart	ACD	4	8,846.24	35,384.96	0	0	0	0	0	0	0	0	0	4	0	0	4	0	0	0	0	
HP CF400A (HP201A) Black Toner	cart	ACD	4	13,719.12	54,876.48	0	0	0	0	0	0	0	0	0	4	0	0	4	0	0	0	0	
HP CF401A (HP201A) Cyan Toner	cart	ACD	4	16,175.32	64,701.28	0	0	0	0	0	0	0	0	0	4	0	0	4	0	0	0	0	
HP CF402A (HP201A) Yellow Toner	cart	ACD	4	16,175.32	64,701.28	0	0	0	0	0	0	0	0	0	4	0	0	4	0	0	0	0	
HP CF403A (HP201A) Magenta Toner	cart	ACD	4	16,175.35	64,701.40	0	0	0	0	0	0	0	0	0	4	0	0	4	0	0	0	0	
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