ANNUAL PROCUREMENT PLAN FOR 2018
For Common-Use Supplies and Equipment

INSTRUCTIONS IN FILLING OUT THE ANNUAL PROCUREMENT PLAN (APP) FORM:

1. Select the appropriate worksheet depending on the nearest Regional/Provincial Depot in your area.
2. For Sub - Depots please refer to the following (Arranged/ Classified according to commmonality of freight cost):
   a. Bukidnon, Puerto Princesa Palawan, Biliran, Borongan, Misamis Occidental (Oroquieta) and Southern Leyte (Maasin)- **Region XIII**
   b. Misamis Oriental, Bacolod, Calbayog, Bontoc and Northern Samar (Catarman)- **Regions VI, VII, VIII, X, & XI**
   c. Surigao Del Norte - **Surigao Del Norte**
   d. Zamboanga Sibugay- **Zamboanga Sibugay**
   e. Camiguin - **Camiguin**
3. Indicate the agency's **monthly** requirement per item in the APP form. The form will automatically compute for the Total Quarterly requirement, Total Amount per item and the Grand Total.
4. **APPs are considered incorrect if: a) form used is other than the prescribed format downloaded at philgeps.gov.ph and; b) correct format is used but fields were deleted and/or inserted in Portion A of the APP. The agency will be informed through e-mail if the submission is incorrect.**
5. For Other Items not available from the Procurement Service but regularly purchased from other sources, agency must specify/indicate the item name under each category and unit price based on their last purchase of the item/s. These items will be evaluated by the Procurement Service and may be considered Common Supplies or Equipment (CSE). Items will be added to the electronic catalogue / virtual store as soon as it is procured and made available by the Procurement Service.
6. The accomplished **HARD COPY** of the APP-CSE shall be submitted in the following manner:
   a. DBM Central Office- for entities in the Central Office
   b. DBM Regional Office (RO)- for regional offices, operating units of DepEd, DOH, DPWH, CHED, TESDA and SUCs

   The accomplished **SOFT COPY** of the APP-CSE shall be submitted to the following email addresses:
   a. ps.app.nga@gmail.com- For central and regional offices of all national government agencies
   b. ps.app.suc@gmail.com- For main and other campuses of all state universities and colleges
   c. ps.app.gocc@gmail.com- For all central and regional offices of government owned and controlled corporations
   d. ps.app.deped@gmail.com- For primary and secondary schools
   e. ps.app.lgu@gmail.com. For Local Government Units
7. Consistent with National Budget Circular No. 555, the APP for FY 2017 must be submitted on or before **November 30, 2016.**
8. Rename your APP file in the following format: APP2017- Name of Agency- Region (e.g. APP2017 -PS- Central Office).
9. For further assistance/clarification, agencies may call the Planning Division of the Procurement Service at telephone nos. (02)561-6116 or (02)689-7750 loc. 4021.

Department/Bureau/Office:NORTHERN ILOILO POLYTECHNIC STATE COLLEGE-BAROTAC VIEJO CAMPUS
Region: VI
Address:Barangay Puerto Princesa, Barotac Viejo, Iloilo

Agency Account Code ____________

Contact Person: ROWENA B. BATALUNA
Position: Administrative Officer I / Supply
E-mail : nipscbvc17@gmail.com / nipsc_bvc@yahoo.com
Telephone/Mobile Nos: 0917-553-8495

Quantity Requirement

No.	Item & Specifications	Unit of Measure	Jan	Feb	March	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT	Total Quantity	Price Catalogue as of August 16, 2016	TOTAL AMOUNT
	A. AVAILABLE AT PROCUREMENT SERVICE STORES																								
	COMMON ELECTRICAL SUPPLIES																								
1	BATTERY, size AA, alkaline, 2	pack				0	0				0	0				0	0				0	0	0	17.42	-
2	BATTERY, size AAA, alkaline,	pack				0	0				0	0				0	0				0	0	0	15.03	-
3	BATTERY, size D, alkaline, 2	pack				0	0				0	0				0	0				0	0	0	77.56	-
4	FLUORESCENT LAMP,	tube				0	0				0	0				0	0				0	0	0	114.40	-
5	FLUORESCENT LAMP,	tube				0	0				0	0				0	0				0	0	0	36.30	-
6	COMPACT FLUORESCENT	piece				0	0				0	0				0	0				0	0	0	93.29	-
7	TAPE, electrical	roll				0	0				0	0				0	0				0	0	0	18.20	-
1	ACETATE, gauge #3, 50m per	roll				0	0				0	0				0	0				0	0	0	624.00	-
2	AIR FRESHENER, 280mL/can	can				0	0				0	0				0	0				0	0	0	83.20	-
3	ALCOHOL, 70%, ethyl, 500ml	bottle				0	0				0	0				0	0				0	0	0	47.82	-
4	CARBON FILM, A4 size, 100	box				0	0				0	0				0	0				0	0	0	197.58	-
5	CARBON FILM, PE, black,	box				0	0				0	0				0	0				0	0	0	202.80	-
6	CARTOLINA, assorted color,	pack				0	0				0	0				0	0				0	0	0	64.48	-
7	CHALK, white, dustless, 100	box				0	0				0	0				0	0				0	0	0	25.86	-
8	CLEARBOOK, A4 size	piece				0	0				0	0				0	0				0	0	0	39.52	-
9	CLEARBOOK, Legal size	piece				0	0				0	0				0	0				0	0	0	43.68	-
10	CLIP, backfold, 19mm, 12	box				0	0				0	0				0	0				0	0	0	7.28	-
11	CLIP, backfold, 25mm, 12	box				0	0				0	0				0	0				0	0	0	13.50	-
12	CLIP, backfold, 32mm, 12	box				0	0				0	0				0	0				0	0	0	19.12	-
13	CLIP, backfold, 50mm, 12	box				0	0				0	0				0	0				0	0	0	43.68	-
14	CORRECTION TAPE, 6	piece				0	0				0	0				0	0				0	0	0	31.20	-
15	DATA FILE BOX, made with	box				0	0				0	0				0	0				0	0	0	69.78	-
16	DATA FOLDER, made with	piece				0	0				0	0				0	0				0	0	0	68.64	-
17	ENVELOPE, DOCUMENTARY,	box				0	0				0	0				0	0				0	0	0	381.54	-
18	ENVELOPE, DOCUMENTARY,	box				0	0				0	0				0	0				0	0	0	507.40	-
19	ENVELOPE, EXPANDING,	box				0	0				0	0				0	0				0	0	0	621.71	-
20	ENVELOPE, EXPANDING,	piece				0	0				0	0				0	0				0	0	0	27.61	-
21	ENVELOPE, MAILING, 500	box				0	0				0	0				0	0				0	0	0	499.20	-
22	ENVELOPE, MAILING, with	box				0	0				0	0				0	0				0	0	0	561.60	-
23	ERASER, felt, for	piece				0	0				0	0				0	0				0	0	0	11.11	-
24	ERASER, plastic or rubber	piece				0	0				0	0				0	0				0	0	0	2.29	-
25	FASTENER, for paper, metal,	box				0	0				0	0				0	0				0	0	0	57.09	-
26	FILE ORGANIZER, expanding,	piece				0	0				0	0				0	0				0	0	0	70.67	-
27	FILE TAB DIVIDER, A4, five (5)	set				0	0				0	0				0	0				0	0	0	12.48	-
28	FILE TAB DIVIDER, Legal Size,	set				0	0				0	0				0	0				0	0	0	16.64	-
29	FOLDER, Fancy, A4, 50s/	bundle				0	0				0	0				0	0				0	0	0	234.00	-
30	FOLDER, Fancy, Legal, 50	bundle				0	0				0	0				0	0				0	0	0	291.20	-
31	FOLDER, L-type, A4, 50 pieces	pack				0	0				0	0				0	0				0	0	0	166.40	-
32	FOLDER, L-type, Legal size, 50	pack				0	0				0	0				0	0				0	0	0	203.84	-
33	FOLDER, Pressboard, size	box				0	0				0	0				0	0				0	0	0	746.72	-
34	FOLDER, Tagboard, A4, 100	pack				0	0				0	0				0	0				0	0	0	179.28	-
35	FOLDER, Tagboard, Legal	pack				0	0				0	0				0	0				0	0	0	200.37	-
36	GLUE, all purpose, 300 grams	jar				0	0				0	0				0	0				0	0	0	44.18	-
37	INDEX TAB, self-adhesive, 5	box				0	0				0	0				0	0				0	0	0	50.84	-
38	LOOSELEAF COVER, 50sets	bundle				0	0				0	0				0	0				0	0	0	539.76	-
39	MAGAZINE FILE BOX, LARGE	piece				0	0				0	0				0	0				0	0	0	41.60	-
40	MARKER, fluorescent, 3	set				0	0				0	0				0	0				0	0	0	35.55	-
41	MARKER, whiteboard, bullet	piece				0	0				0	0				0	0				0	0	0	10.28	-
42	MARKER, whiteboard, bullet	piece				0	0				0	0				0	0				0	0	0	10.28	-
43	MARKER, whiteboard, bullet	piece				0	0				0	0				0	0				0	0	0	10.28	-
44	MARKER, permanent, bullet	piece				0	0				0	0				0	0				0	0	0	9.65	-
45	MARKER, permanent, bullet	piece				0	0				0	0				0	0				0	0	0	9.65	-
46	MARKER, permanent, bullet	piece				0	0				0	0				0	0				0	0	0	9.65	-
47	NOTE BOOK, stenographer's,	piece				0	0				0	0				0	0				0	0	0	10.40	-
48	NOTE PAD, stick-on, (2"x3"),	pad				0	0				0	0				0	0				0	0	0	31.20	-
49	NOTE PAD, stick-on, (3"x3"),	pad				0	0				0	0				0	0				0	0	0	40.54	-
50	NOTE PAD, stick-on, (3"x4"),	pad				0	0				0	0				0	0				0	0	0	54.06	-
51	PAD PAPER, Ruled	pad				0	0				0	0				0	0				0	0	0	18.26	-
52	PAPER CLIP, gem type,	box				0	0				0	0				0	0				0	0	0	12.85	-
53	PAPER CLIP, gem type,	box				0	0				0	0				0	0				0	0	0	6.43	-
54	PAPER, MULTICOPY, 80gsm,	ream				0	0				0	0				0	0				0	0	0	130.05	-
55	PAPER, MULTICOPY, 80gsm,	ream				0	0				0	0				0	0				0	0	0	149.75	-
56	PAPER, Multi-Purpose	ream				0	0				0	0				0	0				0	0	0	113.00	-
57	PAPER, Multi-Purpose	ream				0	0				0	0				0	0				0	0	0	132.05	-
58	PARCHMENT PAPER, A4 size,	ream				0	0				0	0				0	0				0	0	0	88.40	-
59	PAPER, Thermal, 216mm x	roll				0	0				0	0				0	0				0	0	0	31.15	-
60	PENCIL, lead, w/eraser,	box				0	0				0	0				0	0				0	0	0	19.62	-
61	PHILIPPINE NATIONAL FLAG	piece				0	0				0	0				0	0				0	0	0	278.72	-
62	RECORD BOOK, 300 pages,	book				0	0				0	0				0	0				0	0	0	60.32	-
63	RECORD BOOK, 500 pages,	book				0	0				0	0				0	0				0	0	0	86.85	-
64	RING BINDER, Plastic 32mm,	bundle				0	0				0	0				0	0				0	0	0	256.87	-
65	RUBBER BAND, 70mm min	box				0	0				0	0				0	0				0	0	0	93.31	-
66	RULER, plastic, 450mm, 1	piece				0	0				0	0				0	0				0	0	0	15.48	-
67	SIGN PEN, black	piece				0	0				0	0				0	0				0	0	0	38.10	-
68	SIGN PEN, blue	piece				0	0				0	0				0	0				0	0	0	38.10	-
69	SIGN PEN, red	piece				0	0				0	0				0	0				0	0	0	38.10	-
70	STAMP PAD INK, violet,	bottle				0	0				0	0				0	0				0	0	0	24.63	-
71	STAMP PAD, felt pad, min	piece				0	0				0	0				0	0				0	0	0	27.66	-
72	STAPLE WIRE, Heavy duty,	box				0	0				0	0				0	0				0	0	0	30.42	-
73	STAPLE WIRE, Standard	box				0	0				0	0				0	0				0	0	0	18.92	-
74	TAPE, masking, 24mm, 50	roll				0	0				0	0				0	0				0	0	0	55.12	-
75	TAPE, masking, 48mm, 50	roll				0	0				0	0				0	0				0	0	0	105.04	-
76	TAPE, transparent, 24mm, 50	roll				0	0				0	0				0	0				0	0	0	17.37	-
77	TAPE, transparent, 48mm, 50	roll				0	0				0	0				0	0				0	0	0	26.52	-
78	TAPE, packaging, 48mm, 50	roll				0	0				0	0				0	0				0	0	0	30.63	-
79	TOILET TISSUE, 12 rolls per	pack				0	0				0	0				0	0				0	0	0	67.60	-
80	TWINE, plastic, one kilo per	roll				0	0				0	0				0	0				0	0	0	49.92	-
81	WRAPPING PAPER, kraft, 50	pack				0	0				0	0				0	0				0	0	0	124.80	-
	COMMON OFFICE DEVICES																								
1	CUTTER BLADE, heavy duty	tube				0	0				0	0				0	0				0	0	0	9.19	-
2	CUTTER KNIFE, heavy duty	piece				0	0				0	0				0	0				0	0	0	19.76	-
3	DATING AND STAMPING	piece				0	0				0	0				0	0				0	0	0	478.38	-
4	PENCIL SHARPENER, 1 piece	piece				0	0				0	0				0	0				0	0	0	187.20	-
5	PUNCHER, paper, heavy duty,	piece				0	0				0	0				0	0				0	0	0	114.28	-
6	SCISSORS, (6")	pair				0	0				0	0				0	0				0	0	0	13.73	-
7	STAPLER, standard	piece				0	0				0	0				0	0				0	0	0	82.16	-
8	STAPLER, binder type, heavy	piece				0	0				0	0				0	0				0	0	0	878.80	-
9	STAPLE REMOVER, plier type	piece				0	0				0	0				0	0				0	0	0	18.18	-
10	TAPE DISPENSER, table top	piece				0	0				0	0				0	0				0	0	0	47.72	-
11	WASTE BASKET, non-rigid	piece				0	0				0	0				0	0				0	0	0	23.90	-
	COMMON JANITORIAL SUPPLIES																								
1	BROOM, soft (tambo)	piece				0	0				0	0				0	0				0	0	0	88.40	-
2	BROOM, stick (tingting)	piece				0	0				0	0				0	0				0	0	0	23.92	-
3	CLEANER, TOILET BOWL	bottle				0	0				0	0				0	0				0	0	0	41.60	-
4	CLEANSER, scouring powder,	can				0	0				0	0				0	0				0	0	0	21.27	-
5	DETERGENT POWDER, all	pouch				0	0				0	0				0	0				0	0	0	37.43	-
6	DISINFECTANT SPRAY, 400-	can				0	0				0	0				0	0				0	0	0	119.60	-
7	DUST PAN, non-rigid plastic	piece				0	0				0	0				0	0				0	0	0	27.96	-
8	FLOOR WAX, Paste, red	can				0	0				0	0				0	0				0	0	0	202.80	-
9	FURNITURE CLEANER,	can				0	0				0	0				0	0				0	0	0	84.76	-
10	INSECTICIDE, aerosol type,	can				0	0				0	0				0	0				0	0	0	124.80	-
11	MOPBUCKET	piece				0	0				0	0				0	0				0	0	0	1,820.00	-
12	MOPHANDLE, screw type,	piece				0	0				0	0				0	0				0	0	0	142.48	-
13	MOPHEAD, made of rayon	piece				0	0				0	0				0	0				0	0	0	98.80	-
14	RAG, all cotton, 32 pieces per	bundle				0	0				0	0				0	0				0	0	0	49.69	-
15	SCOURING PAD, 5 pieces per	pack				0	0				0	0				0	0				0	0	0	102.96	-
16	TRASHBAG, plastic,	roll				0	0				0	0				0	0				0	0	0	139.88	-
17	DISINFECTANT, bleaching	cont				0					0					0					0		0	101.82	-
	COMMON OFFICE EQUIPMENT																								
1	BINDING AND PUNCHING	unit				0	0				1	10400				0	0				0	0	1	10,400.00	10,400.00
2	CALCULATOR, COMPACT,	unit				0	0				0	0				0	0				0	0	0	142.36	-
3	CALCULATOR, SCIENTIFIC, 1	unit				0	0				0	0				0	0				0	0	0	328.64	-
4	CHAIR, monobloc, without	piece				0	0				0	0				0	0				0	0	0	254.68	-
5	CHAIR, monobloc, without	piece				0	0				0	0				0	0				0	0	0	254.80	-
6	DIGITAL VOICE RECORDER,	unit				0	0				0	0				0	0				0	0	0	6,229.60	-
7	DOCUMENT CAMERA,	unit				0	0				0	0				0	0				0	0	0	25,272.00	-
8	ELECTRIC FAN, industrial	unit				0	0				0	0				0	0				0	0	0	956.80	-
9	ELECTRIC FAN, orbit type	unit				0	0				0	0				0	0				0	0	0	1,248.00	-
10	ELECTRIC FAN, stand type	unit				0	0				0	0				0	0				0	0	0	967.10	-
11	ELECTRIC FAN, wall type	unit				0	0				0	0				0	0				0	0	0	790.40	-
12	FACSIMILE MACHINE, uses	unit				0	0				0	0				0	0				0	0	0	3,502.72	-
13	FIRE EXTINGUISHER, dry	unit				0	0				0	0				0	0				0	0	0	1,080.56	-
14	FIRE EXTINGUISHER, pure	unit				0	0				0	0				0	0				0	0	0	4,992.00	-
15	MULTIMEDIA PROJECTOR,	unit				0	0				0	0				0	0				0	0	0	26,483.60	-
16	PAPER TRIMMER/CUTTING	unit				0	0				0	0				0	0				0	0	0	7,488.00	-
17	PAPER SHREDDER,	unit				0	0				0	0				0	0				0	0	0	5,699.20	-
18	PRINTER, IMPACT DOT	unit				0	0				0	0				0	0				0	0	0	18,709.60	-
19	PRINTER, IMPACT DOT	unit				0	0				0	0				0	0				0	0	0	5,831.52	-
20	PRINTER, INKJET, wireless	unit				0	0				0	0				0	0				0	0	0	10,000.00	-
21	PRINTER, LASER,	unit				0	0				0	0				0	0				0	0	0	1,237.60	-
22	TABLE, monobloc, square,	unit				0	0				0	0				0	0				0	0	0	1,289.60	-
23	TABLE, monobloc, square,	unit				0	0				0	0				0	0				0	0	0	1,242.80	-
	COMMON COMPUTER SUPPLIES																								
1	COMPUTER CONTINUOUS	box				0	0				0	0				0	0				0	0	0	630.76	-
2	COMPUTER CONTINUOUS	box				0	0				0	0				0	0				0	0	0	950.30	-
3	COMPUTER CONTINUOUS	box				0	0				0	0				0	0				0	0	0	716.04	-
4	COMPUTER CONTINUOUS	box				0	0				0	0				0	0				0	0	0	1,220.96	-
5	COMPUTER CONTINUOUS	box				0	0				0	0				0	0				0	0	0	571.80	-
6	COMPUTER CONTINUOUS	box				0	0				0	0				0	0				0	0	0	958.15	-
7	DVD REWRITABLE, 4x speed,	piece				0	0				0	0				0	0				0	0	0	21.79	-
8	EXTERNAL HARD DRIVE, 1TB,	piece				0	0				0	0				0	0				0	0	0	2,818.40	-
9	FLASH DRIVE, 16GB, USB 2.0,	piece				0	0				0	0				0	0				0	0	0	194.48	-
10	MOUSE, optical, USB	unit				0	0				0	0				0	0				0	0	0	127.80	-
	HANDBOOK ON PROCUREMENT																								
1	HANDBOOK ON PHILIPPINE	piece				0	0				0	0				0	0				0	0	0	61.83	-
	CONSUMABLES																								
1	INK CART, BROTHER	cart				0	0				0	0				0	0				0	0	0	681.20	-
2	INK CART, BROTHER LC39C,	cart				0	0				0	0				0	0				0	0	0	447.20	-
3	INK CART, BROTHER LC39M,	cart				0	0				0	0				0	0				0	0	0	447.20	-
4	INK CART, BROTHER LC39Y,	cart				0	0				0	0				0	0				0	0	0	447.20	-
5	INK CART, BROTHER LC67B,	cart				0	0				0	0				0	0				0	0	0	910.00	-
6	INK CART, BROTHER LC67C,	cart				0	0				0	0				0	0				0	0	0	546.00	-
7	INK CART, BROTHER LC67M,	cart				0	0				0	0				0	0				0	0	0	546.00	-
8	INK CART, BROTHER LC67Y,	cart				0	0				0	0				0	0				0	0	0	546.00	-
9	INK CART, BROTHER	cart				0	0				0	0				0	0				0	0	0	1,538.16	-
10	INK CART, BROTHER	cart				0	0				0	0				0	0				0	0	0	868.40	-
11	INK CART, BROTHER	cart				0	0				0	0				0	0				0	0	0	868.40	-
12	INK CART, BROTHER	cart				0	0				0	0				0	0				0	0	0	868.40	-
13	INK CART, CANON CL-810,	cart				0	0				10	7373.6				0	0				0	0	10	737.36	7,373.60
14	INK CART, CANON PG-740,	cart				0	0				0	0				0	0				0	0	0		-
15	INK CART, CANON PGI-725,	cart				0	0				0	0				0	0				0	0	0	574.08	-
16	INK CART, CANON CLI-726,	cart				0	0				0	0				0	0				0	0	0	534.56	-
17	INK CART, CANON CL-811,	cart				0	0				5	4851.6				0	0				0	0	5	970.32	4,851.60
18	INK CART, CANON CL-741,	cart				0	0				0	0				0	0				0	0	0	945.36	-
19	INK CART, CANON CLI-726,	cart				0	0				0	0				0	0				0	0	0	535.60	-
20	INK CART, CANON CLI-726,	cart				0	0				0	0				0	0				0	0	0	535.60	-
21	INK CART, CANON CLI-726,	cart				0	0				0	0				0	0				0	0	0	535.60	-
22	INK CART, EPSON	cart				0	0				0	0				0	0				0	0	0	491.92	-
23	INK CART, EPSON	cart				0	0				0	0				0	0				0	0	0	770.64	-
24	INK CART, EPSON	cart				0	0				0	0				0	0				0	0	0	426.40	-
25	INK CART, EPSON	cart				0	0				0	0				0	0				0	0	0	426.40	-
26	INK CART, EPSON	cart				0	0				0	0				0	0				0	0	0	426.40	-
27	INK CART, EPSON	cart				0	0				0	0				0	0				0	0	0	426.40	-
28	INK CART, EPSON	cart				0	0				12	3057.6				0	0				0	0	12	254.80	3,057.60
29	INK CART, EPSON	cart				0	0				2	509.6				0	0				0	0	2	254.80	509.60
30	INK CART, EPSON	cart				0	0				2	509.6				0	0				0	0	2	254.80	509.60
31	INK CART, EPSON	cart				0	0				2	509.6				0	0				0	0	2	254.80	509.60
32	INK CART, HP 51645A,	cart				0	0				0	0				0	0				0	0	0	1,346.80	-
33	INK CART, HP C1823A,	cart				0	0				0	0				0	0				0	0	0	1,612.00	-
34	INK CART, HP C4844A,	cart				0	0				0	0				0	0				0	0	0	1,554.80	-
35	INK CART, HP C4906AA,	cart				0	0				0	0				0	0				0	0	0	1,554.80	-
36	INK CART, HP C4907AA,	cart				0	0				0	0				0	0				0	0	0	1,034.80	-
37	INK CART, HP C4908AA,	cart				0	0				0	0				0	0				0	0	0	1,034.80	-
38	INK CART, HP C4909AA,	cart				0	0				0	0				0	0				0	0	0	1,034.80	-
39	INK CART, HP C4936A,	cart				0	0				0	0				0	0				0	0	0	982.80	-
40	INK CART, HP C4937A,	cart				0	0				0	0				0	0				0	0	0	717.60	-
41	INK CART, HP C4938A,	cart				0	0				0	0				0	0				0	0	0	717.60	-
42	INK CART, HP C4939A,	cart				0	0				0	0				0	0				0	0	0	717.60	-
43	INK CART, HP C6578DA,	cart				0	0				0	0				0	0				0	0	0	1,606.80	-
44	INK CART, HP C6615DA,	cart				0	0				0	0				0	0				0	0	0	1,237.60	-
45	INK CART, HP C6625AA,	cart				0	0				0	0				0	0				0	0	0	1,346.80	-
46	INK CART, HP C6656AA,	cart				0	0				0	0				0	0				0	0	0	921.44	-
47	INK CART, HP C6657AA,	cart				0	0				0	0				0	0				0	0	0	1,466.40	-
48	INK CART, HP C8727AA,	cart				0	0				0	0				0	0				0	0	0	826.80	-
49	INK CART, HP C8765WA,	cart				0	0				0	0				0	0				0	0	0	930.80	-
50	INK CART, HP C8766WA,	cart				0	0				0	0				0	0				0	0	0	1,133.60	-
51	INK CART, HP C8767WA,	cart				0	0				0	0				0	0				0	0	0	1,430.00	-
52	INK CART, HP C9351AA,	cart				0	0				0	0				0	0				0	0	0	650.00	-
53	INK CART, HP C9352AA,	cart				0	0				0	0				0	0				0	0	0	751.92	-
54	INK CART, HP C9361WA,	cart				0	0				0	0				0	0				0	0	0	1,346.80	-
55	INK CART, HP C9362WA,	cart				0	0				0	0				0	0				0	0	0	600.08	-
56	INK CART, HP C9363WA,	cart				0	0				0	0				0	0				0	0	0	1,492.40	-
57	INK CART, HP C9364WA,	cart				0	0				0	0				0	0				0	0	0	826.80	-
58	INK CART, HP CB314A,	cart				0	0				0	0				0	0				0	0	0	296.40	-
59	INK CART, HP CB315A,	cart				0	0				0	0				0	0				0	0	0	379.60	-
60	INK CART, HP CB335WA,	cart				0	0				0	0				0	0				0	0	0	696.80	-
61	INK CART, HP CB336WA,	cart				0	0				0	0				0	0				0	0	0	1,508.00	-
62	INK CART, HP CB337WA,	cart				0	0				0	0				0	0				0	0	0	803.92	-
63	INK CART, HP CB338WA,	cart				0	0				0	0				0	0				0	0	0	1,606.80	-
64	INK CART, HP CC640WA,	cart				0	0				0	0				0	0				0	0	0	639.60	-
65	INK CART, HP CC641WA,	cart				0	0				0	0				0	0				0	0	0	1,445.60	-
66	INK CART, HP CC643WA,	cart				0	0				0	0				0	0				0	0	0	754.00	-
67	INK CART, HP CC644WA,	cart				0	0				0	0				0	0				0	0	0	1,658.80	-
68	INK CART, HP CC653AA,	cart				0	0				0	0				0	0				0	0	0	639.60	-
69	INK CART, HP CC656AA,	cart				0	0				0	0				0	0				0	0	0	1,019.20	-
70	INK CART, HP CC660AA,	cart				0	0				0	0				0	0				0	0	0	1,086.80	-
71	INK CART, HP CD887AA,	cart				0	0				0	0				0	0				0	0	0	358.80	-
72	INK CART, HP CD888AA,	cart				0	0				0	0				0	0				0	0	0	358.80	-
73	INK CART, HP CD971AA, (HP	cart				0	0				0	0				0	0				0	0	0	792.48	-
74	INK CART, HP CD972AA, (HP	cart				0	0				0	0				0	0				0	0	0	629.20	-
75	INK CART, HP CD973AA, (HP	cart				0	0				0	0				0	0				0	0	0	629.20	-
76	INK CART, HP CD974AA, (HP	cart				0	0				0	0				0	0				0	0	0	629.20	-
77	INK CART, HP CD975AA, (HP	cart				0	0				0	0				0	0				0	0	0	1,242.80	-
78	INK CART, HP CH561WA,	cart				0	0				0	0				0	0				0	0	0	644.80	-
79	INK CART, HP CH562WA,	cart				0	0				0	0				0	0				0	0	0	826.80	-
80	INK CART, HP CN045AA,	cart				0	0				0	0				0	0				0	0	0	1,554.80	-
81	INK CART, HP CN046AA,	cart				0	0				0	0				0	0				0	0	0	1,175.20	-
82	INK CART, HP CN047AA,	cart				0	0				0	0				0	0				0	0	0	1,180.40	-
83	INK CART, HP CN048AA,	cart				0	0				0	0				0	0				0	0	0	1,180.40	-
84	INK CART, HP CN692AA,	cart				0	0				0	0				0	0				0	0	0	358.80	-
85	INK CART, HP CN693AA,	cart				0	0				0	0				0	0				0	0	0	358.80	-
86	INK CART, HP CZ107AA,	cart				0	0				0	0				0	0				0	0	0	358.80	-
87	INK CART, HP CZ108AA,	cart				0	0				0	0				0	0				0	0	0	360.88	-
88	INK CART, HP CZ121A	cart				0	0				0	0				0	0				0	0	0	366.08	-
89	INK CART, HP CZ122A	cart				0	0				0	0				0	0				0	0	0	249.60	-
90	INK CART, HP CZ123A	cart				0	0				0	0				0	0				0	0	0	249.60	-
91	INK CART, HP CZ124A	cart				0	0				0	0				0	0				0	0	0	249.60	-
92	INK CART, HP Q8893AA	cart				0	0				0	0				0	0				0	0	0	930.80	-
93	INK CART, LEXMARK	cart				0	0				0	0				0	0				0	0	0	1,003.60	-
94	INK CART, LEXMARK	cart				0	0				0	0				0	0				0	0	0	1,196.00	-
95	TONER CART, BROTHER TN-	cart				0	0				0	0				0	0				0	0	0	2,556.32	-
96	TONER CART, BROTHER TN-	cart				0	0				0	0				0	0				0	0	0	1,820.00	-
97	TONER CART, BROTHER TN-	cart				0	0				0	0				0	0				0	0	0	2,860.00	-
98	TONER CART, BROTHER TN-	cart				0	0				0	0				0	0				0	0	0	3,354.00	-
99	TONER CART, BROTHER TN-	cart				0	0				0	0				0	0				0	0	0	4,992.00	-
100	TONER CART, HP C4092A,	cart				0	0				0	0				0	0				0	0	0	2,741.44	-
101	TONER CART, HP C4096A,	cart				0	0				0	0				0	0				0	0	0	5,352.88	-
102	TONER CART, HP C7115A,	cart				0	0				0	0				0	0				0	0	0	2,971.28	-
103	TONER CART, HP CB435A,	cart				0	0				0	0				0	0				0	0	0	2,802.80	-
104	TONER CART, HP CB436A,	cart				0	0				0	0				0	0				0	0	0	3,218.80	-
105	TONER CART, HP CB540A,	cart				0	0				0	0				0	0				0	0	0	3,312.40	-
106	TONER CART, HP CB541A,	cart				0	0				0	0				0	0				0	0	0	2,984.80	-
107	TONER CART, HP CB542A,	cart				0	0				0	0				0	0				0	0	0	2,984.80	-
108	TONER CART, HP CB543A,	cart				0	0				0	0				0	0				0	0	0	2,984.80	-
109	TONER CART, HP CC364A,	cart				0	0				0	0				0	0				0	0	0	7,378.80	-
110	TONER CART, HP CC530A,	cart				0	0				0	0				0	0				0	0	0	5,402.80	-
111	TONER CART, HP CC531A,	cart				0	0				0	0				0	0				0	0	0	5,298.80	-
112	TONER CART, HP CC532A,	cart				0	0				0	0				0	0				0	0	0	5,298.80	-
113	TONER CART, HP CC533A,	cart				0	0				0	0				0	0				0	0	0	5,298.80	-
114	TONER CART, HP CE255A,	cart				0	0				0	0				0	0				0	0	0	6,754.80	-
115	TONER CART, HP CE278A,	cart				0	0				0	0				0	0				0	0	0	3,114.80	-
116	TONER CART, HP CE285A	cart				0	0				0	0				0	0				0	0	0	2,756.00	-
117	TONER CART, HP CE310A,	cart				0	0				0	0				0	0				0	0	0	2,386.80	-
118	TONER CART, HP CE311A,	cart				0	0				0	0				0	0				0	0	0	2,490.80	-
119	TONER CART, HP CE312A,	cart				0	0				0	0				0	0				0	0	0	2,490.80	-
120	TONER CART, HP CE313A,	cart				0	0				0	0				0	0				0	0	0	2,490.80	-
121	TONER CART, HP CE320A,	cart				0	0				0	0				0	0				0	0	0	3,166.80	-
122	TONER CART, HP CE321A,	cart				0	0				0	0				0	0				0	0	0	3,010.80	-
123	TONER CART, HP CE322A,	cart				0	0				0	0				0	0				0	0	0	3,010.80	-
124	TONER CART, HP CE323A,	cart				0	0				0	0				0	0				0	0	0	3,010.80	-
125	TONER CART, HP CE390A,	cart				0	0				0	0				0	0				0	0	0	7,690.80	-
126	TONER CART, HP CE400A,	cart				0	0				0	0				0	0				0	0	0	6,754.80	-
127	TONER CART, HP CE401A,	cart				0	0				0	0				0	0				0	0	0	9,978.80	-
128	TONER CART, HP CE402A,	cart				0	0				0	0				0	0				0	0	0	9,978.80	-
129	TONER CART, HP CE403A,	cart				0	0				0	0				0	0				0	0	0	9,978.80	-
130	TONER CART, HP CE410A,	cart				0	0				0	0				0	0				0	0	0	3,790.80	-
131	TONER CART, HP CE411A,	cart				0	0				0	0				0	0				0	0	0	5,402.80	-
132	TONER CART, HP CE412A,	cart				0	0				0	0				0	0				0	0	0	5,402.80	-
133	TONER CART, HP CE413A,	cart				0	0				0	0				0	0				0	0	0	5,402.80	-
134	TONER CART, HP CE505A,	cart				0	0				0	0				0	0				0	0	0	3,998.80	-
135	TONER CART, HP CE505X,	cart				0	0				0	0				0	0				0	0	0	7,066.80	-
136	TONER CART, HP Q2612A,	cart				0	0				0	0				0	0				0	0	0	3,104.40	-
137	TONER CART, HP Q2613A,	cart				0	0				0	0				0	0				0	0	0	3,328.00	-
138	TONER CART, HP Q5942A,	cart				0	0				0	0				0	0				0	0	0	7,482.80	-
139	TONER CART, HP Q5949A,	cart				0	0				0	0				0	0				0	0	0	3,530.80	-
140	TONER CART, HP Q5950A,	cart				0	0				0	0				0	0				0	0	0	7,644.00	-
141	TONER CART, HP Q5951A,	cart				0	0				0	0				0	0				0	0	0	10,845.12	-
142	TONER CART, HP Q5952A,	cart				0	0				0	0				0	0				0	0	0	10,845.12	-
143	TONER CART, HP Q5953A,	cart				0	0				0	0				0	0				0	0	0	10,845.12	-
144	TONER CART, HP Q6000A,	cart				0	0				0	0				0	0				0	0	0	3,317.60	-
145	TONER CART, HP Q6001A,	cart				0	0				0	0				0	0				0	0	0	3,614.00	-
146	TONER CART, HP Q6002A,	cart				0	0				0	0				0	0				0	0	0	3,614.00	-
147	TONER CART, HP Q6003A,	cart				0	0				0	0				0	0				0	0	0	3,614.00	-
148	TONER CART, HP Q6470A,	cart				0	0				0	0				0	0				0	0	0	5,526.56	-
149	TONER CART, HP Q6471A,	cart				0	0				0	0				0	0				0	0	0	5,495.36	-
150	TONER CART, HP Q6472A,	cart				0	0				0	0				0	0				0	0	0	5,844.80	-
151	TONER CART, HP Q6473A,	cart				0	0				0	0				0	0				0	0	0	5,844.80	-
152	TONER CART, HP Q7553A,	cart				0	0				0	0				0	0				0	0	0	3,894.80	-
153	TONER CART, LEXMARK	cart				0	0				0	0				0	0				0	0	0	8,874.32	-
154	TONER CART, LEXMARK	cart				0	0				0	0				0	0				0	0	0	9,630.40	-
155	TONER CART, SAMSUNG ML-	cart				0	0				0	0				0	0				0	0	0	4,992.00	-
156	TONER CART, SAMSUNG	cart				0	0				0	0				0	0				0	0	0	2,600.00	-
157	TONER CART, SAMSUNG	cart				0	0				0	0				0	0				0	0	0	2,912.00	-
158	TONER CART, SAMSUNG	cart				0	0				0	0				0	0				0	0	0	2,912.00	-
159	TONER CART, SAMSUNG	cart				0	0				0	0				0	0				0	0	0	2,392.00	-
160	TONER CART, SAMSUNG	cart				0	0				0	0				0	0				0	0	0	2,704.00	-
161	TONER CART, SAMSUNG	cart				0	0				0	0				0	0				0	0	0	2,631.20	-
162	TONER CART, SAMSUNG	cart				0	0				0	0				0	0				0	0	0	3,120.00	-
163	TONER CART, SAMSUNG	cart				0	0				0	0				0	0				0	0	0	7,280.00	-
164	TONER CART, SAMSUNG	cart				0	0				0	0				0	0				0	0	0	4,368.00	-
165	TONER CART, SAMSUNG	cart				0	0				0	0				0	0				0	0	0	9,464.00	-
166	TONER CART, SAMSUNG	cart				0	0				0	0				0	0				0	0	0	8,736.00	-
167	TONER CART, SAMSUNG	cart				0	0				0	0				0	0				0	0	0	4,888.00	-
168	TONER CART, SAMSUNG SCX	cart				0	0				0	0				0	0				0	0	0	4,212.00	-
169	RIBBON CART, EPSON	cart				0	0				0	0				0	0				0	0	0	76.75	-
170	RIBBON CART, EPSON	cart				0	0				0	0				0	0				0	0	0	724.88	-
171	RIBBON CART, EPSON	cart				0	0				0	0				0	0				0	0	0	334.88	-
172	RIBBON CART, EPSON	cart				0	0				0	0				0	0				0	0	0	75.92	-
	B. OTHER ITEMS NOT AVALABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																								
	COMMON ELECTRICAL SUPPLIES																								
1						0	0				0	0				0	0				0	0	0		-
2						0	0				0	0				0	0				0	0	0		-
3						0	0				0	0				0	0				0	0	0		-
	COMMON OFFICE EQUIPMENT																								
1						0	0				0	0				0	0				0	0	0		-
2						0	0				0	0				0	0				0	0	0		-
3						0	0				0	0				0	0				0	0	0		-
4						0	0				0	0				0	0				0	0	0		-
5						0	0				0	0				0	0				0	0	0		-
	COMMON OFFICE SUPPLIES																								
1						0	0				0	0				0	0				0	0	0		-
2						0	0				0	0				0	0				0	0	0		-
3						0	0				0	0				0	0				0	0	0		-
4						0	0				0	0				0	0				0	0	0		-
5						0	0				0	0				0	0				0	0	0		-
6						0	0				0	0				0	0				0	0	0		-
7						0	0				0	0				0	0				0	0	0		-
8						0	0				0	0				0	0				0	0	0		-
9						0	0				0	0				0	0				0	0	0		-
10						0	0				0	0				0	0				0	0	0		-
11						0	0				0	0				0	0				0	0	0		-
12						0	0				0	0				0	0				0	0	0		-
13						0	0				0	0				0	0				0	0	0		-
14						0	0				0	0				0	0				0	0	0		-
15						0	0				0	0				0	0				0	0	0		-
16						0	0				0	0				0	0				0	0	0		-
17						0	0				0	0				0	0				0	0	0		-
18						0	0				0	0				0	0				0	0	0		-
19						0	0				0	0				0	0				0	0	0		-
20						0	0				0	0				0	0				0	0	0		-
21						0	0				0	0				0	0				0	0	0		-
	COMMON JANITORIAL SUPPLIES																								
1						0	0				0	0				0	0				0	0	0		-
2						0	0				0	0				0	0				0	0	0		-
3						0	0				0	0				0	0				0	0	0		-
	CONSUMABLES																								
1						0	0				0	0				0	0				0	0	0		-
2						0	0				0	0				0	0				0	0	0		-
3						0	0				0	0				0	0				0	0	0		-
4						0	0				0	0				0	0				0	0	0		-
5						0	0				0	0				0	0				0	0	0		-
6						0	0				0	0				0	0				0	0	0		-
7						0	0				0	0				0	0				0	0	0		-
8						0	0				0	0				0	0				0	0	0		-
9						0	0				0	0				0	0				0	0	0		-
10						0	0				0	0				0	0				0	0	0		-
11						0	0				0	0				0	0				0	0	0		-
12						0	0				0	0				0	0				0	0	0		-
13						0	0				0	0				0	0				0	0	0		-
14						0	0				0	0				0	0				0	0	0		-
15						0	0				0	0				0	0				0	0	0		-
16						0	0				0	0				0	0				0	0	0		-
17						0	0				0	0				0	0				0	0	0		-
18						0	0				0	0				0	0				0	0	0		-
19						0	0				0	0				0	0				0	0	0		-
20						0	0				0	0				0	0				0	0	0		-
21						0	0				0	0				0	0				0	0	0		-
22						0	0				0	0				0	0				0	0	0		-
23						0	0				0	0				0	0				0	0	0		-
24						0	0				0	0				0	0				0	0	0		-
25						0	0				0	0				0	0				0	0	0		-
26						0	0				0	0				0	0				0	0	0		-
27						0	0				0	0				0	0				0	0	0		-
28						0	0				0	0				0	0				0	0	0		-
29						0	0				0	0				0	0				0	0	0		-
30						0	0				0	0				0	0				0	0	0		-
31						0	0				0	0				0	0				0	0	0		-
32						0	0				0	0				0	0				0	0	0		-
33						0	0				0	0				0	0				0	0	0		-
	Office Equipment and																								
1						0	0				0	0				0	0				0	0	0		-
2						0	0				0	0				0	0				0	0	0		-
3						0	0				0	0				0	0				0	0	0		-
4						0	0				0	0				0	0				0	0	0		-
5						0	0				0	0				0	0				0	0	0		-
6						0	0				0	0				0	0				0	0	0		-
7						0	0				0	0				0	0				0	0	0		-
8						0	0				0	0				0	0				0	0	0		-
9						0	0				0	0				0	0				0	0	0		-
10						0	0				0	0				0	0				0	0	0		
	Office Supplies																								
1						0	0				0	0				0	0				0	0	0		-
2						0	0				0	0				0	0				0	0	0		-
3						0	0				0	0				0	0				0	0	0		-
4						0	0				0	0				0	0				0	0	0		-
5						0	0				0	0				0	0				0	0	0		-
6						0	0				0	0				0	0				0	0	0		-
7						0	0				0	0				0	0				0	0	0		-
8						0	0				0	0				0	0				0	0	0		-
9						0	0				0	0				0	0				0	0	0		-
10						0	0				0	0				0	0				0	0	0		-
	Audio and visual presentation						0																		
1						0	0				0	0				0	0				0	0	0		-
2						0	0				0	0				0	0				0	0	0		-
3						0	0				0	0				0	0				0	0	0		-
4						0	0				0	0				0	0				0	0	0		-
5						0	0				0	0				0	0				0	0	0		-
6						0	0				0	0				0	0				0	0	0		-
7						0	0				0	0				0	0				0	0	0		-
8						0	0				0	0				0	0				0	0	0		-
9						0	0				0	0				0	0				0	0	0		-
10						0	0				0	0				0	0				0	0	0		-
	Photographic or filming or video						0																		
1						0	0				0	0				0	0				0	0	0		-
2						0	0				0	0				0	0				0	0	0		-
3						0	0				0	0				0	0				0	0	0		-
4						0	0				0	0				0	0				0	0	0		-
5						0	0				0	0				0	0				0	0	0		-
6						0	0				0	0				0	0				0	0	0		-
7						0	0				0	0				0	0				0	0	0		-
8						0	0				0	0				0	0				0	0	0		-
9						0	0				0	0				0	0				0	0	0		-
10						0	0				0	0				0	0				0	0	0		-
	Cleaning Equipment and Supplies						0																		
1						0	0				0	0				0	0				0	0	0		-
2						0	0				0	0				0	0				0	0	0		-
3						0	0				0	0				0	0				0	0	0		-
4						0	0				0	0				0	0				0	0	0		-
5						0	0				0	0				0	0				0	0	0		-
6						0	0				0	0				0	0				0	0	0		-
7						0	0				0	0				0	0				0	0	0		-
8						0	0				0	0				0	0				0	0	0		-
9						0	0				0	0				0	0				0	0	0		-
10						0	0				0	0				0	0				0	0	0		-
	Paper Materials and Products						0																		
1						0	0				0	0				0	0				0	0	0		-
2						0	0				0	0				0	0				0	0	0		-
3						0	0				0	0				0	0				0	0	0		-
4						0	0				0	0				0	0				0	0	0		-
5						0	0				0	0				0	0				0	0	0		-
6						0	0				0	0				0	0				0	0	0		-
7						0	0				0	0				0	0				0	0	0		-
8						0	0				0	0				0	0				0	0	0		-
9						0	0				0	0				0	0				0	0	0		-
10						0	0				0	0				0	0				0	0	0		-
	Lighting and fixtures and						0																		
1						0	0				0	0				0	0				0	0	0		-
2						0	0				0	0				0	0				0	0	0		-
3						0	0				0	0				0	0				0	0	0		-
4						0	0				0	0				0	0				0	0	0		-
5						0	0				0	0				0	0				0	0	0		-
6						0	0				0	0				0	0				0	0	0		-
7						0	0				0	0				0	0				0	0	0		-
8						0	0				0	0				0	0				0	0	0		-
9						0	0				0	0				0	0				0	0	0		-
10						0	0				0	0				0	0				0	0	0		-
	Electrical equipment and																								
1						0	0				0	0				0	0				0	0	0		-
2						0	0				0	0				0	0				0	0	0		-
3						0	0				0	0				0	0				0	0	0		-
4						0	0				0	0				0	0				0	0	0		-
5						0	0				0	0				0	0				0	0	0		-
6						0	0				0	0				0	0				0	0	0		-
7						0	0				0	0				0	0				0	0	0		-
8						0	0				0	0				0	0				0	0	0		-
9						0	0				0	0				0	0				0	0	0		-
10						0	0				0	0				0	0				0	0	0		-
	Computer Supplies																								
1						0	0				0	0				0	0				0	0	0		-
2						0	0				0	0				0	0				0	0	0		-
3						0	0				0	0				0	0				0	0	0		-
4						0	0				0	0				0	0				0	0	0		-
5						0	0				0	0				0	0				0	0	0		-
6						0	0				0	0				0	0				0	0	0		-
7						0	0				0	0				0	0				0	0	0		-
8						0	0				0	0				0	0				0	0	0		-
9						0	0				0	0				0	0				0	0	0		-
10						0	0				0	0				0	0				0	0	0		-
	Computer Equipment and																								-
1						0	0				0	0				0	0				0	0	0		-
2						0	0				0	0				0	0				0	0	0		-
3						0	0				0	0				0	0				0	0	0		-
4						0	0				0	0				0	0				0	0	0		-
5						0	0				0	0				0	0				0	0	0		-
6						0	0				0	0				0	0				0	0	0		-
7						0	0				0	0				0	0				0	0	0		-
8						0	0				0	0				0	0				0	0	0		-
9						0	0				0	0				0	0				0	0	0		-
10						0	0				0	0				0	0				0	0	0		-
	***Other Categories**																								-
1						0	0				0	0				0	0				0	0	0		-
2						0	0				0	0				0	0				0	0	0		-
3						0	0				0	0				0	0				0	0	0		-
4						0	0				0	0				0	0				0	0	0		-
5						0	0				0	0				0	0				0	0	0		-
6						0	0				0	0				0	0				0	0	0		-
7						0	0				0	0				0	0				0	0	0		-
8						0	0				0	0				0	0				0	0	0		-
9						0	0				0	0				0	0				0	0	0		-
10						0	0				0	0				0	0				0	0	0		-
	C. TOTAL (A + B):																								27,211.60
	D. ADDITIONAL PROVISION																								2,721.16
	E. GRAND TOTAL (C + D)																								29,932.76
	F. APPROVED BUDGET BY																								
	G. MONTHLY CASH																								
	G.1 Available at Procurement					0					27212					0					0				0
	G.2 Other Items not available at					0					0					0					0				0
	TOTAL MONTHLY CASH					0					27212					0					0				0

*Other categories that are not indicated herein
**Prices are FOB Manila/Applicable for items under A.

We hereby warrant that the total amount reflected in this Annual Supplies/ Equipment Procurement Plan to procure the listed common-use supplies, materials and equipment has been included in or is within our approved budget for the year.

Prepared by:	Certified Funds Available / Certified Appropriate Funds Available:	Approved by:
ROWENA B. BATALUNA	**PELAGIO D. ALANAN, JR.**	**RUBY S. YOTOKO, Ed.D.**
Property/Supply Officer	Accountant / Local Budget Officer	Head of Office/Agency

Date Prepared: November 24, 2017