

FDP Form 14a - Supplemental Procurement Plan

**SUPPLEMENTAL PROCUREMENT PLAN
FOR THE 2nd Quarter, CY 2018**

Province : Rizal

Plan Control No. _____ Planned Amount _____ Page (1) of (2) page

Department/ Office: _____ Regular P207,500.52 Contingency P92,499.48 Total P300,000.00 Date Submitted: _____

Item No.	Description	Unit Cost	Quantity	Total Cost	DISTRIBUTION							
					1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
					Qty.	Amount	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	CARBON FILM, A4 size, 100 sheets per box	197.58	3	592.74			2	395.16	1	197.58	0	-
2	CARBON FILM, PE, black, 216mm x 330mm,	202.80	4	811.20			2	405.60	1	202.80	1	202.80
3	CARTOLINA, assorted color, 20 pieces per	64.48	5	322.40			5	322.40	0	-	0	-
4	CLIP, backfold, 19mm, 12 pieces per box	7.57	10	75.70			5	37.85	5	37.85	0	-
5	CLIP, backfold, 25mm, 12 pieces per box	13.40	10	134.00			5	67.00	5	67.00	0	-
6	CLIP, backfold, 32mm, 12 pieces per box	19.12	10	191.20			5	95.60	5	95.60	0	-
7	CLIP, backfold, 50mm, 12 pieces per box	39.52	10	395.20			5	197.60	5	197.60	0	-
8	CORRECTION TAPE, 6 meters(min), 1 piece	17.56	30	526.80			20	351.20	10	175.60	0	-
9	DATA FILE BOX, made with chipboard, with	69.78	80	5,582.40			30	2,093.40	25	1,744.50	25	1,744.50
10	DATA FOLDER, made with chipboard, taglia	68.64	145	9,952.80			50	3,432.00	80	5,491.20	15	1,029.60
11	ENVELOPE, DOCUMENTARY, for A4 size	408.14	6	2,448.84			2	816.28	2	816.28	2	816.28
12	ENVELOPE, DOCUMENTARY, for Legal size	518.08	6	3,108.48			2	1,036.16	2	1,036.16	2	1,036.16
13	ENVELOPE, MAILING, Legal size, 500 pieces	328.64	7	2,300.48			5	1,643.20	2	657.28	0	-
14	ERASER, felt, for blackboard/whiteboard	11.11	20	222.20			10	111.10	10	111.10	0	-
15	ERASER, plastic or rubber	5.99	20	119.80			20	119.80	0	-	0	-
16	FASTENER, for paper, metal, 50 sets per box	57.09	15	856.35			5	285.45	5	285.45	5	285.45
17	FOLDER, Tagboard, A4, 100 pieces per pack	179.28	5	896.40			5	896.40	0	-	0	-
18	FOLDER, Tagboard, Legal size, 100 pieces per	200.37	10	2,003.70			5	1,001.85	5	1,001.85	0	-
19	GLUE, all purpose, 300 grams min.	47.82	10	478.20			5	239.10	5	239.10	0	-
20	MARKER, fluorescent, 3 colors per set	35.55	10	355.50			5	177.75	5	177.75	0	-
21	MARKER, whiteboard, bullet type, black	10.28	50	514.00			30	308.40	20	205.60	0	-
22	MARKER, whiteboard, bullet type, blue	10.28	45	462.60			25	257.00	20	205.60	0	-
23	MARKER, whiteboard, bullet type, red	10.28	45	462.60			25	257.00	20	205.60	0	-
24	MARKER, permanent, bullet type, black	9.65	45	434.25			30	289.50	15	144.75	0	-
25	MARKER, permanent, bullet type, blue	9.65	40	386.00			20	193.00	20	193.00	0	-
26	MARKER, permanent, bullet type, red	9.65	40	386.00			20	193.00	20	193.00	0	-
27	NOTE PAD, stick-on, (2"x3"), 100 sheets per	31.20	20	624.00			10	312.00	10	312.00	0	-
28	NOTE PAD, stick-on, (3"x3"), 100 sheets per	42.62	20	852.40			10	426.20	10	426.20	0	-
29	NOTE PAD, stick-on, (3"x4"), 100 sheets per	57.20	35	2,002.00			20	1,144.00	15	858.00	0	-
30	PAD PAPER, Ruled	17.35	15	260.25			10	173.50	5	86.75	0	-
31	PAPER CLIP, gem type, 50mm, 100 pieces per	13.50	75	1,012.50			50	675.00	25	337.50	0	-
32	PAPER CLIP, gem type, 33mm, 100 pieces per	6.64	50	332.00			25	166.00	25	166.00	0	-
33	PAPER, Multi-Purpose (COPY) A4, 70gsm	114.51	75	8,588.25			25	2,862.75	25	2,862.75	25	2,862.75
34	PAPER, Multi-Purpose (COPY), Legal size,	118.35	80	9,468.00			30	3,550.50	25	2,958.75	25	2,958.75

35	PENCIL, lead, w/eraser, One(1) dozen per box	19.62	15	294.30			5	98.10	5	98.10	5	98.10
36	RECORD BOOK, 300 pages, size: 214mm x	60.32	70	4,222.40			50	3,016.00	20	1,206.40	0	-
37	RECORD BOOK, 500 pages, size: 214mm x	93.60	75	7,020.00			50	4,680.00	25	2,340.00	0	-
38	RUBBER BAND, 70mm min lay flat length	93.31	10	933.10			5	466.55	5	466.55	0	-
39	RULER, plastic, 450mm, 1 piece in individual	15.48	10	154.80			5	77.40	5	77.40	0	-
40	SIGN PEN, black	34.61	35	1,211.35			15	519.15	15	519.15	5	173.05
41	SIGN PEN, blue	34.61	35	1,211.35			15	519.15	15	519.15	5	173.05
42	SIGN PEN, red	34.61	25	865.25			10	346.10	10	346.10	5	173.05
43	STAMP PAD INK, violet, 50mL	24.63	15	369.45			10	246.30	5	123.15	0	-
44	STAMP PAD, felt pad, min 60mm x 100mm	27.66	15	414.90			10	276.60	5	138.30	0	-
45	STAPLE WIRE, Standard, #35	21.84	50	1,092.00			30	655.20	20	436.80	0	-
46	TAPE, masking, 24mm, 50 meters length	55.12	45	2,480.40			20	1,102.40	20	1,102.40	5	275.60
47	TAPE, masking, 48mm, 50 meters length	105.04	65	6,827.60			40	4,201.60	20	2,100.80	5	525.20
48	TAPE, transparent, 24mm, 50 meters	10.92	55	600.60			30	327.60	20	218.40	5	54.60
49	TAPE, transparent, 48mm, 50 meters	26.52	50	1,326.00			25	663.00	20	530.40	5	132.60
50	TAPE, packaging, 48mm, 50 meters length	27.96	45	1,258.20			20	559.20	20	559.20	5	139.80
51	CUTTER BLADE, heavy duty cutter, 10 pieces	9.83	25	245.75			15	147.45	10	98.30	0	-
52	CUTTER KNIFE, heavy duty	19.76	45	889.20			25	494.00	20	395.20	0	-
53	DATING AND STAMPING MACHINE	478.38	8	3,827.04			5	2,391.90	3	1,435.14	0	-
54	PENCIL SHARPENER, 1 piece in individual	187.20	8	1,497.60			5	936.00	3	561.60	0	-
55	PUNCHER, paper, heavy duty, with two hole	114.28	10	1,142.80			5	571.40	3	342.84	2	228.56
56	SCISSORS, (6")	13.73	40	549.20			20	274.60	10	137.30	10	137.30
57	STAPLER, standard	82.16	25	2,054.00			15	1,232.40	10	821.60	0	-
58	STAPLE REMOVER, plier type	21.84	25	546.00			15	327.60	10	218.40	0	-
59	TAPE DISPENSER, table top	49.59	11	545.49			6	297.54	5	247.95	0	-
60	CALCULATOR, COMPACT, electronic, 12	135.20	20	2,704.00			10	1,352.00	5	676.00	5	676.00
61	CD-RW, 700 MB min. capacity, 80 minutes	17.42	40	696.80			20	348.40	10	174.20	10	174.20
62	CD-Recordable, 700 MB min. capacity, 80	17.42	50	871.00			20	348.40	20	348.40	10	174.20
63	DVD REWRITABLE, 4x speed, 4.7GB capacity	21.79	50	1,089.50			20	435.80	20	435.80	10	217.90
64	FLASH DRIVE, 16GB, USB 2.0, plug and play	251.68	35	8,808.80			15	3,775.20	10	2,516.80	10	2,516.80
65	MOUSE, optical, USB connection type	127.80	7	894.60			5	639.00	2	255.60	0	-
66	INK CART, CANON PG-810, Black	780.00	25	19,500.00			15	11,700.00	5	3,900.00	5	3,900.00
67	INK CART, CANON CL-811, Colored	1,029.60	13	13,384.80			7	7,207.20	3	3,088.80	3	3,088.80
68	INK CART, EPSON C13T6664100 (T6641), B	254.80	22	5,605.60			10	2,548.00	6	1,528.80	6	1,528.80
69	INK CART, EPSON C13T664200 (T6642), C	254.80	11	2,802.80			5	1,274.00	3	764.40	3	764.40
70	INK CART, EPSON C13T664300 (T6643), M	254.80	11	2,802.80			5	1,274.00	3	764.40	3	764.40
71	INK CART, EPSON C13T664400 (T6644), Y	254.80	13	3,312.40			5	1,274.00	3	764.40	5	1,274.00
72	INK CART, HP CN692AA, (HP704), Black	358.80	22	7,893.60			10	3,588.00	6	2,152.80	6	2,152.80
73	INK CART, HP CN693AA, (HP704), Tri-color	358.80	11	3,946.80			5	1,794.00	3	1,076.40	3	1,076.40
74	CARTOLINA, white, 20 pieces per pack	85.00	20	1,700.00			10	850.00	5	425.00	5	425.00
75	ENVELOPE, white, short, 500 pieces per box	425.00	7	2,975.00			3	1,275.00	2	850.00	2	850.00
76	INDEX CARD, 5"x8", 100 pieces per pack	57.00	35	1,995.00			20	1,140.00	10	570.00	5	285.00

