

**SENATE ELECTORAL TRIBUNAL**  
**Indicative Annual Procurement Plan**  
**For Fiscal Year 2023**

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
					Advertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>HUMAN RESOURCES MANAGEMENT SERVICE PROJECTS</b>													
1	<b>PSYCHOLOGICAL ASSESSMENTS</b>	HRMS											
1	Psychological Assessment of SET applicants and employees	HRMS	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	240,000.00	240,000.00		
1	Basic Personality Inventory Answer Sheets	HRMS	NO	NP-53.9 - Small Value Procurement	N/A	N/A	As the need arises	As the need arises	GoP	1,800.00	1,800.00		
1	Applicant Risk Profiler	HRMS	NO	NP-53.9 - Small Value Procurement	N/A	N/A	As the need arises	As the need arises	GoP	36,000.00	36,000.00		
1	Differential Aptitude Test	HRMS	NO	NP-53.9 - Small Value Procurement	N/A	N/A	As the need arises	As the need arises	GoP	30,000.00	30,000.00		
1	Management Development Questionnaire	HRMS	NO	NP-53.9 - Small Value Procurement	N/A	N/A	As the need arises	As the need arises	GoP	3,000.00	3,000.00		
1	Ravens Progressive matrices	HRMS	NO	NP-53.9 - Small Value Procurement	N/A	N/A	As the need arises	As the need arises	GoP	1,800.00	1,800.00		
1	Watson Glacier Critical Thinking Test Form A	HRMS	NO	NP-53.9 - Small Value Procurement	N/A	N/A	As the need arises	As the need arises	GoP	2,700.00	2,700.00		
1	<b>ANNUAL TEAM BUILDING AND EDUCATIONAL/CULTURAL ACTIVITY</b>	HRMS											
1	Lease of Venue	HRMS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	May	May	GoP	900,000.00	900,000.00		
1	Facilitators/Training Package	HRMS	NO	NP-53.9 - Small Value Procurement	May	N/A	May	May	GoP	660,000.00	660,000.00		
1	Meals/Catering Service	HRMS	NO	NP-53.9 - Small Value Procurement	May	N/A	May	May	GoP	900,000.00	900,000.00		
1	Bus Rental	HRMS	NO	NP-53.9 - Small Value Procurement	May	N/A	May	May	GoP	600,000.00	600,000.00		
1	Antigen/RT-PCR Tests	HRMS	NO	NP-53.9 - Small Value Procurement	May	N/A	May	May	GoP	90,000.00	90,000.00		
1	Prizes/Token/Supplies not in Inventory	HRMS	NO	NP-53.9 - Small Value Procurement	May	N/A	May	May	GoP	180,000.00	180,000.00		
1	Cultural Activity	HRMS	NO	NP-53.9 - Small Value Procurement	May	N/A	May	May	GoP	120,000.00	120,000.00		
1	Uniform for Participants	HRMS	NO	NP-53.9 - Small Value Procurement	May	N/A	May	May	GoP	120,000.00	120,000.00		
1	<b>SENIOR CITIZEN'S PROGRAM</b>	HRMS											
1	Lease of Venue	HRMS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	August	August	GoP	30,000.00	30,000.00		
1	Facilitators/Training Package	HRMS	NO	NP-53.9 - Small Value Procurement	August	N/A	August	August	GoP	150,000.00	150,000.00		
1	Catering Services	HRMS	NO	NP-53.9 - Small Value Procurement	N/A	N/A	August	August	GoP	42,000.00	42,000.00		
1	Supplies not in inventory	HRMS	NO	Shopping	N/A	N/A	August	August	GoP	30,000.00	30,000.00		
1	Antigen/RT-PCR Tests	HRMS	NO	NP-53.9 - Small Value Procurement	N/A	N/A	August	August	GoP	24,000.00	24,000.00		

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					Advertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
1	<b>CSC ANNIVERSARY CELEBRATION</b>	HRMS											
1	Uniform for Participants	HRMS	NO	NP-53.9 - Small Value Procurement	August	N/A	September	September	GoP	60,000.00	60,000.00		
1	Meals	HRMS	NO	NP-53.9 - Small Value Procurement	N/A	N/A	September	September	GoP	30,000.00	30,000.00		
1	<b>FAMILY DAY PROGRAM</b>	HRMS											
1	Lease of Venue	HRMS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	September	September	GoP	30,000.00	30,000.00		
1	Catering Services	HRMS	NO	NP-53.9 - Small Value Procurement	August	N/A	September	September	GoP	90,000.00	90,000.00		
1	Facilitators	HRMS	NO	NP-53.9 - Small Value Procurement	August	N/A	September	September	GoP	60,000.00	60,000.00		
1	Supplies not in inventory	HRMS	NO	Shopping	N/A	N/A	September	September	GoP	24,000.00	24,000.00		
1	Antigen/RT-PCR Tests	HRMS	NO	NP-53.9 - Small Value Procurement	May	N/A	September	September	GoP	54,000.00	54,000.00		
1	<b>TRIBUNAL ANNIVERSARY CELEBRATION</b>	HRMS											
1	Lease of Venue	HRMS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	April	April	GoP	30,000.00	30,000.00		
1	Catering Services	HRMS	NO	NP-53.9 - Small Value Procurement	March	N/A	April	April	GoP	240,000.00	240,000.00		
1	Supplies not in inventory	HRMS	NO	Shopping	March	N/A	April	April	GoP	78,000.00	78,000.00		
1	Tokens/Prizes	HRMS	NO	NP-53.9 - Small Value Procurement	March	N/A	April	April	GoP	90,000.00	90,000.00		
1	Uniform for Participants	HRMS	NO	NP-53.9 - Small Value Procurement	March	N/A	April	April	GoP	60,000.00	60,000.00		
2	<b>GENERAL ASSEMBLY</b>	HRMS											
2	Lease of Venue	HRMS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	November	November	GoP	360,000.00	360,000.00		
2	Bus Rental	HRMS	NO	NP-53.9 - Small Value Procurement	November	N/A	November	November	GoP	96,000.00	96,000.00		
2	Catering Services	HRMS	NO	NP-53.9 - Small Value Procurement	November	N/A	November	November	GoP	300,000.00	300,000.00		
2	Stage Decoration	HRMS	NO	NP-53.9 - Small Value Procurement	November	N/A	November	November	GoP	90,000.00	90,000.00		
2	Prizes/Raffle/Materials for Games	HRMS	NO	NP-53.9 - Small Value Procurement	November	N/A	November	November	GoP	90,000.00	90,000.00		
2	Lights and Sounds/LED	HRMS	NO	NP-53.9 - Small Value Procurement	November	N/A	November	November	GoP	90,000.00	90,000.00		
2	Antigen/RT-PCR Tests	HRMS	NO	NP-53.9 - Small Value Procurement	November	N/A	November	November	GoP	66,000.00	66,000.00		
2	Meals for HRMPSB Meetings	HRMS	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	120,000.00	120,000.00		

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
2	Tokens for Retirees	HRMS	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	75,600.00	75,600.00		
2	<b>MANAGEMENT TEAM BUILDING</b>	HRMS											
2	Lease of Venue	HRMS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	March	March	GoP	240,000.00	240,000.00		
2	Catering Services	HRMS	NO	NP-53.9 - Small Value Procurement	February	N/A	March	March	GoP	180,000.00	180,000.00		
2	Facilitators	HRMS	NO	NP-53.9 - Small Value Procurement	February	N/A	March	March	GoP	60,000.00	60,000.00		
2	Supplies not in inventory	HRMS	NO	Shopping	February	N/A	March	March	GoP	60,000.00	60,000.00		
2	Fuel	HRMS	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	June	June	GoP	30,000.00	30,000.00		
2	<b>SPORTS FESTIVAL (BOWLING, TABLE TENNIS, DARTS, BASKETBALL, MIXED VOLLEYBALL, BOARD GAMES, FUN GAMES)</b>	HRMS											
2	Lease of Venue	HRMS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	April	April	GoP	180,000.00	180,000.00		
2	Meals	HRMS	NO	NP-53.9 - Small Value Procurement	May	N/A	May	May	GoP	90,000.00	90,000.00		
2	Uniform for Participants	HRMS	NO	NP-53.9 - Small Value Procurement	April	N/A	April	April	GoP	66,000.00	66,000.00		
2	Tokens/Prizes	HRMS	NO	NP-53.9 - Small Value Procurement	N/A	N/A	April	April	GoP	30,000.00	30,000.00		
2	Honoraria for Sports Officials	HRMS	NO	NP-53.9 - Small Value Procurement	April	N/A	April	April	GoP	60,000.00	60,000.00		
2	Supplies not in inventory	HRMS	NO	NP-53.9 - Small Value Procurement	N/A	N/A	April	April	GoP	30,000.00	30,000.00		
2	Antigen/RT-PCR Tests	HRMS	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	240,000.00	240,000.00		
2	Supplies and Materials for Other Activities and Trainings	HRMS	NO	Shopping	N/A	N/A	As the need arises	As the need arises	GoP	60,000.00	60,000.00		
2	Procurement of Medicines	HRMS	NO	NP-53.9 - Small Value Procurement	N/A	N/A	As the need arises	As the need arises	GoP	50,000.00	50,000.00		
2	<b>SUPPLY AND DELIVERY OF FLU VACCINE</b>	HRMS											
2	Vaccine	HRMS	NO	NP-53.9 - Small Value Procurement	April	N/A	April	April	GoP	90,000.00	90,000.00		
2	Meals of Administering Staff	HRMS	NO	NP-53.9 - Small Value Procurement	N/A	N/A	April	April	GoP	6,000.00	6,000.00		

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
2	<b>FOUNDATION TRAINING 1</b>	HRMS											
2	Lease of Venue	HRMS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	March	March	GoP	30,000.00	30,000.00		
2	Catering Services	HRMS	NO	NP-53.9 - Small Value Procurement	February	N/A	March	March	GoP	78,000.00	78,000.00		
2	Facilitators/Training Package	HRMS	NO	NP-53.9 - Small Value Procurement	February	N/A	March	March	GoP	78,000.00	78,000.00		
2	Supplies not in inventory	HRMS	NO	Shopping	N/A	N/A	March	March	GoP	36,000.00	36,000.00		
1	<b>SUPERVISORY/MANAGERIAL TRAINING</b>	HRMS											
1	Lease of Venue	HRMS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	June	June	GoP	30,000.00	30,000.00		
1	Catering	HRMS	NO	NP-53.9 - Small Value Procurement	N/A	N/A	June	June	GoP	36,000.00	36,000.00		
1	Facilitators/Training Package	HRMS	NO	NP-53.9 - Small Value Procurement	May	N/A	June	June	GoP	78,000.00	78,000.00		
1	Supplies not in inventory	HRMS	NO	Shopping	N/A	N/A	June	June	GoP	36,000.00	36,000.00		
1	<b>FOUNDATION TRAINING 2</b>	HRMS											
1	Lease of Venue	HRMS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	September	September	GoP	30,000.00	30,000.00		
1	Catering Services	HRMS	NO	NP-53.9 - Small Value Procurement	August	N/A	September	September	GoP	78,000.00	78,000.00		
1	Facilitators/Training Package	HRMS	NO	NP-53.9 - Small Value Procurement	August	N/A	September	September	GoP	78,000.00	78,000.00		
1	Supplies not in inventory	HRMS	NO	Shopping	N/A	N/A	September	September	GoP	36,000.00	36,000.00		
1	<b>FOUNDATION TRAINING 3</b>	HRMS											
1	Lease of Venue	HRMS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	February	February	GoP	30,000.00	30,000.00		
1	Catering Services	HRMS	NO	NP-53.9 - Small Value Procurement	January	N/A	February	February	GoP	78,000.00	78,000.00		
1	Facilitators/Training Package	HRMS	NO	NP-53.9 - Small Value Procurement	January	N/A	February	February	GoP	78,000.00	78,000.00		
1	Supplies not in inventory	HRMS	NO	Shopping	N/A	N/A	February	February	GoP	36,000.00	36,000.00		
<b>PROCUREMENT AND PROPERTY MANAGEMENT SERVICE PROJECTS</b>													
2	Periodic Maintenance of Motor Vehicles (ANNEX 1)	PPMS	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	1,752,000.00	1,752,000.00		
2	Repair and Replacement of Defective Parts of Motor Vehicles, Various Equipment, Furnitures and Fixtures (ANNEX 2)	PPMS	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	2,671,800.00	2,671,800.00		
1	General Building Repairs and Maintenance Works, Supplies and Materials	PPMS	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	600,000.00	600,000.00		
1	Telecommunications (Landline and Cellular Phones)	PPMS	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	480,000.00	480,000.00		

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
2	Electricity	PPMS	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	1,080,000.00	1,080,000.00		
2	Water	PPMS	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	300,000.00	300,000.00		
1	Courier, trucking, hauling, freight and other related services	PPMS	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	120,000.00	120,000.00		
2	Fuel, oil and lubricants	PPMS	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	As the need arises	As the need arises	GoP	600,000.00	600,000.00		
1	Newspaper subscription	PPMS	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	72,000.00	72,000.00		
1	Pest Control	PPMS	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	120,000.00	120,000.00		
1	Venue for the conduct of Regular Physical/Fitness Activity	PPMS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	As the need arises	As the need arises	GoP	144,000.00	144,000.00		
2	Supply and Delivery of Janitorial Services for FY 2023	PPMS	YES	Competitive Bidding	October 2022	November 2022	January	January	GoP	2,000,000.00	2,000,000.00		
2	Supply and Delivery of Security Services for FY 2023	PPMS	YES	Competitive Bidding	October 202	November 2022	January	January	GoP	3,000,000.00	3,000,000.00		
2	Lease of Office Space	PPMS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	As the need arises	As the need arises	GoP	18,000,000.00	18,000,000.00		
2	Lease for additional space for SET Properties	PPMS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	As the need arises	As the need arises	GoP	3,600,000.00	3,600,000.00		
1	Supply of Table Tennis Equipment	PPMS	NO	NP-53.9 - Small Value Procurement	March	N/A	March	March	GoP	48,000.00	48,000.00		
1	Procurement of Office Tables and Chairs	PPMS	NO	Shopping	May	N/A	May	May	GoP	880,000.00	880,000.00		
1	Procurement of Microphone and Micropone Stand	PPMS	NO	NP-53.9 - Small Value Procurement	March	N/A	March	March	GoP	150,000.00	150,000.00		
1	Procurement of Emergency Lights	PPMS	NO	NP-53.9 - Small Value Procurement	February	N/A	February	February	GoP	200,000.00	200,000.00		
1	<b>TRAINING ON REPUBLIC ACT NO. 9184 AND ITS IMPLEMENTING RULES AND REGULATIONS</b>	PPMS											
1	Lease of Venue	PPMS	NO	NP-53.10 Lease of Real Property and Venue	July	N/A	July	July	GoP	15,000.00	15,000.00		
1	Meals/Catering Services	PPMS	NO	NP-53.9 - Small Value Procurement	July	N/A	July	July	GoP	50,000.00	50,000.00		
1	Supplies not in inventory	PPMS	NO	Shopping	July	N/A	July	July	GoP	10,000.00	10,000.00		

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>CANVASS BOARD SERVICE PROJECTS</b>													
2	PRINTING AND LAY OUTING OF POST-EDSA ELECTIONS	CBS	NO	NP-53.9 - Small Value Procurement	November	N/A	December	December	GoP	300,000.00	300,000.00		
2	Computer Chair with arm rest	CBS	NO	Shopping	January	N/A	January	January	GoP	4,800.00	4,800.00		
1	Legal Research online subscription	CBS	NO	Direct Contracting	As the need arises	N/A	As the need arises	As the need arises	GoP	100,000.00	100,000.00		
<b>LEGAL SERVICE PROJECTS</b>													
1	Procurement of Supreme Court Reports Annotated (SCRA)	LS	NO	Direct Contracting	January	N/A	January	January	GoP	78,000.00	78,000.00		
<b>INFORMATION AND COMMUNICATIONS SYSTEMS AND JUDICIAL RECORDS MANAGEMENT SERVICE PROJECTS</b>													
1	OFFICE PRODUCTIVITY	ICSJRMS											
1	Procurement of Projectors	ICSJRMS	NO	Shopping	June	N/A	June	June	GoP	200,000.00		200,000.00	
1	Procurement of Multi-function Printers	ICSJRMS	NO	Shopping	March	N/A	March	March	GoP	400,000.00		400,000.00	
1	Procurement of Desktops with Operating Systems	ICSJRMS	NO	Shopping	March	N/A	March	March	GoP	700,000.00		700,000.00	
1	Procurement of Various ICT Supplies and Materials (Annex 3)	ICSJRMS	NO	Shopping	As the need arises	N/A	As the need arises	As the need arises	GoP	540,000.00	540,000.00		
2	ISP Subscription (12 months)	ICSJRMS	NO	NP-53.9 - Small Value Procurement	January	N/A	January	January	GoP	540,000.00	540,000.00		
2	Domain Web Hosting Subscription	ICSJRMS	NO	NP-53.9 - Small Value Procurement	May	N/A	May	May	GoP	18,000.00	18,000.00		
2	Procurement of Domain & Subdomain Certificate Subscription	ICSJRMS	NO	NP-53.9 - Small Value Procurement	May	N/A	May	May	GoP	6,000.00	6,000.00		
2	Zoom Subscription	ICSJRMS	NO	NP-53.9 - Small Value Procurement	May	N/A	May	May	GoP	54,000.00	54,000.00		
2	Clerical Chairs	ICSJRMS	NO	Shopping	January	N/A	January	January	GoP	42,000.00	42,000.00		
1	SOFTWARE SUBSCRIPTION	ICSJRMS											
1	Firewall software subscription (1 year)	ICSJRMS	NO	NP-53.9 - Small Value Procurement	November	N/A	November	November	GoP	180,000.00	180,000.00		
1	TRAININGS OF SET SECRETARIAT ON CYBERSECURITY AND OTHER RELATED TRAININGS	ICSJRMS											
1	Procurement of services of IT Trainers (2 Trainings)	ICSJRMS	NO	NP-53.5 Agency-to-Agency	N/A	N/A	April	April	GoP	86,400.00	86,400.00		
1	Lease of Venue for trainings (2 trainings)	ICSJRMS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	April	April	GoP	48,000.00	48,000.00		
1	Meals/Catering Services	ICSJRMS	NO	NP-53.9 - Small Value Procurement	April	N/A	April	April	GoP	240,000.00	240,000.00		

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>COMMON-USE SUPPLIES AND EQUIPMENT</b>													
1	Regular Office Supplies and Equipment (Annex 4)	APP CSE	NO	NP-53.5 Agency-to-Agency	As the need arises	N/A	As the need arises	As the need arises	GoP	713,540.75	713,540.75		
<b>GENDER AND DEVELOPMENT PROJECTS</b>													
1	Tarpaulin, Booklets and other Printing Services for GAD Activities	GAD	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	30,000.00	30,000.00		
1	Subscription Fee (GAD Related films)	GAD	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	5,000.00	5,000.00		
1	GAD Books/Film/ Other Materials	GAD	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	100,000.00	100,000.00		
1	Meals/Catering Services for Regular GFPS Meetings	GAD	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	200,000.00	200,000.00		
1	<b>National Womens Month</b>	GAD											
1	Meals/Catering Services	GAD	NO	NP-53.9 - Small Value Procurement	March	N/A	March	March	GoP	300,000.00	300,000.00		
1	Lease of Venue	GAD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	March	March	GoP	600,000.00	600,000.00		
1	Uniforms for Participants	GAD	NO	NP-53.9 - Small Value Procurement	March	N/A	March	March	GoP	110,000.00	110,000.00		
1	Bus Rental	GAD	NO	NP-53.9 - Small Value Procurement	March	N/A	March	March	GoP	500,000.00	500,000.00		
1	COVID-19 Testing	GAD	NO	NP-53.9 - Small Value Procurement	March	N/A	March	March	GoP	50,000.00	50,000.00		
1	Supplies not in inventory	GAD	NO	NP-53.9 - Small Value Procurement	March	N/A	March	March	GoP	50,000.00	50,000.00		
1	<b>GAD Capacity Building - Secretariat</b>	GAD											
1	Uniforms for Participants	GAD	NO	NP-53.9 - Small Value Procurement	September	N/A	September	September	GoP	75,000.00	75,000.00		
1	Lease of Venue	GAD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	September	September	GoP	550,000.00	550,000.00		
1	Meals/Catering Services	GAD	NO	NP-53.9 - Small Value Procurement	September	N/A	September	September	GoP	270,000.00	270,000.00		
1	Bus Rental	GAD	NO	NP-53.9 - Small Value Procurement	September	N/A	September	September	GoP	500,000.00	500,000.00		
1	COVID-19 Testing	GAD	NO	NP-53.9 - Small Value Procurement	September	N/A	September	September	GoP	50,000.00	50,000.00		
1	Supplies not in inventory	GAD	NO	NP-53.9 - Small Value Procurement	September	N/A	September	September	GoP	50,000.00	50,000.00		
1	Training Package	GAD	NO	NP-53.9 - Small Value Procurement	September	N/A	September	September	GoP	100,000.00	100,000.00		

**SENATE ELECTORAL TRIBUNAL**  
**Indicative Annual Procurement Plan**  
**For Fiscal Year 2023**

Code (PAP)	Procurement Project	PMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
1	18-day Campaign to end VAWC	GAD											
1	Lease of Venue	GAD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	November	November	GoP	350,000.00	350,000.00		
1	Uniforms for participants	GAD	NO	NP-53.9 - Small Value Procurement	November	N/A	November	November	GoP	200,000.00	200,000.00		
1	Meals/Catering Services	GAD	NO	NP-53.9 - Small Value Procurement	November	N/A	November	November	GoP	200,000.00	200,000.00		
1	Training Package	GAD	NO	NP-53.9 - Small Value Procurement	November	N/A	November	November	GoP	100,000.00	100,000.00		
1	COVID-19 Testing	GAD	NO	NP-53.9 - Small Value Procurement	November	N/A	November	November	GoP	50,000.00	50,000.00		
1	Bus Rental	GAD	NO	NP-53.9 - Small Value Procurement	November	N/A	November	November	GoP	200,000.00	200,000.00		
1	Supplies not in inventory	GAD	NO	NP-53.9 - Small Value Procurement	September	N/A	September	September	GoP	30,000.00	30,000.00		
1	GAD Revalida	GAD											
1	Lease of Venue	GAD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	December	December	GoP	350,000.00	350,000.00		
1	Meals/Catering Services	GAD	NO	NP-53.9 - Small Value Procurement	December	N/A	December	December	GoP	200,000.00	200,000.00		
1	Bus Rental	GAD	NO	NP-53.9 - Small Value Procurement	December	N/A	December	December	GoP	200,000.00	200,000.00		
1	COVID-19 Testing	GAD	NO	NP-53.9 - Small Value Procurement	December	N/A	December	December	GoP	50,000.00	50,000.00		
1	Supplies not in inventory	GAD	NO	Shopping	December	N/A	December	December	GoP	20,000.00	20,000.00		
1	FY 2023 GAD Plan and Budget Workshop for Secretariat	GAD											
1	Lease of Venue	GAD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	November	November	GoP	500,000.00	500,000.00		
1	Uniforms for participants	GAD	NO	NP-53.9 - Small Value Procurement	November	N/A	November	November	GoP	75,000.00	75,000.00		
1	Meals/Catering Services	GAD	NO	NP-53.9 - Small Value Procurement	November	N/A	November	November	GoP	270,000.00	270,000.00		
1	Training Package	GAD	NO	NP-53.9 - Small Value Procurement	November	N/A	November	November	GoP	50,000.00	50,000.00		
1	COVID-19 Testing	GAD	NO	NP-53.9 - Small Value Procurement	November	N/A	November	November	GoP	50,000.00	50,000.00		
1	Bus Rental	GAD	NO	NP-53.9 - Small Value Procurement	November	N/A	November	November	GoP	500,000.00	500,000.00		



**SENATE ELECTORAL TRIBUNAL**  
**Indicative Annual Procurement Plan**  
**For Fiscal Year 2023**

Code (PAP)	Procurement Project	PMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
1	<b>GAD INHOUSE Activities</b>	GAD											
1	Lease of Venue	GAD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	May	May	GoP	200,000.00	200,000.00		
1	Meals/Catering Services	GAD	NO	NP-53.9 - Small Value Procurement	May	N/A	May	May	GoP	200,000.00	200,000.00		
1	Supplies not in inventory	GAD	NO	Shopping	May	N/A	May	May	GoP	50,000.00	50,000.00		
1	<b>FY 2023 GAD Plan and Budget Workshop for GFPS Members</b>	GAD											
1	Lease of Venue	GAD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	November	November	GoP	250,000.00	250,000.00		
1	Meals/Catering Services	GAD	NO	NP-53.9 - Small Value Procurement	November	N/A	November	November	GoP	250,000.00	250,000.00		
1	Transportation/Toll Fees/Fuel	GAD	NO	NP-53.9 - Small Value Procurement	November	N/A	November	November	GoP	200,000.00	200,000.00		
1	<b>GAD Capacity Building (GFPS)</b>	GAD											
1	Lease of Venue	GAD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	August	August	GoP	250,000.00	250,000.00		
1	Meals/Catering Services	GAD	NO	NP-53.9 - Small Value Procurement	August	N/A	August	August	GoP	250,000.00	250,000.00		
1	Training Package	GAD	NO	NP-53.9 - Small Value Procurement	August	N/A	August	August	GoP	100,000.00	100,000.00		
1	Supplies not in inventory	GAD	NO	Shopping	August	N/A	August	August	GoP	20,000.00	20,000.00		
1	<b>GAD Orientation for New Employees</b>	GAD											
1	Meals/Catering Services	GAD	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	15,000.00	15,000.00		
1	Supplies not in inventory	OSEC	NO	Shopping	As the need arises	N/A	As the need arises	As the need arises	GoP	3,000.00	3,000.00		
1	<b>Gender Study Group</b>	GAD											
1	Lease of Venue	GAD	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	80,000.00	80,000.00		
1	Meals/Catering Services	GAD	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	60,000.00	60,000.00		
1	Transportation/Toll Fees/Fuel	GAD	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	30,000.00	30,000.00		
1	Supplies not in inventory	GAD	NO	Shopping	As the need arises	N/A	As the need arises	As the need arises	GoP	27,000.00	27,000.00		

**SENATE ELECTORAL TRIBUNAL  
Indicative Annual Procurement Plan  
For Fiscal Year 2023**

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>OFFICE OF THE SECRETARY PROJECTS</b>													
1	Conduct of Tribunal Meeting	OSEC											
1	Lease of Venue	OSEC	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	As the need arises	As the need arises	GoP	750,000.00	750,000.00		
1	Meals/Catering Services	OSEC	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	1,200,000.00	1,200,000.00		
1	Supplies not in inventory	OSEC	NO	Shopping	As the need arises	N/A	As the need arises	As the need arises	GoP	300,000.00	300,000.00		
1	Procurement of Equipment for the Tribunal	OSEC	NO	NP-53.9 - Small Value Procurement	January	N/A	January	January	GoP	150,000.00	150,000.00		
1	Management Planning Workshops	OSEC											
1	Lease of Venue	OSEC	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	As the need arises	As the need arises	GoP	500,000.00	500,000.00		
1	Meals/Catering Services	OSEC	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	250,000.00	250,000.00		
1	Transportation/Toll Fees/Fuel	OSEC	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	295,000.00	295,000.00		
1	Staff Planning Workshop	OSEC											
1	Lease of Venue	OSEC	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	October	October	GoP	30,000.00	30,000.00		
1	Meals/Catering Services	OSEC	NO	NP-53.9 - Small Value Procurement	October	N/A	October	October	GoP	100,000.00	100,000.00		
1	Supplies not in inventory	OSEC	NO	Shopping	October	N/A	October	October	GoP	30,000.00	30,000.00		
1	Disaster Management Training	OSEC											
1	Lease of Venue	OSEC	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	March	March	GoP	375,000.00	375,000.00		
1	Meals/Catering Services	OSEC	NO	NP-53.9 - Small Value Procurement	March	N/A	March	March	GoP	120,000.00	120,000.00		
1	Transportation/Toll Fees/Fuel	OSEC	NO	NP-53.9 - Small Value Procurement	March	N/A	March	March	GoP	30,000.00	30,000.00		
1	Honorarium	OSEC	NO	NP-53.9 - Small Value Procurement	March	N/A	March	March	GoP	70,000.00	70,000.00		

**SENATE ELECTORAL TRIBUNAL**  
**Indicative Annual Procurement Plan**  
**For Fiscal Year 2023**

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
					Advertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
1	Climate Change Training	OSEC											
1	Lease of Venue	OSEC	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	August	August	GoP	30,000.00	30,000.00		
1	Meals/Catering Services	OSEC	NO	NP-53.9 - Small Value Procurement	August	N/A	August	August	GoP	100,000.00	100,000.00		
1	Supplies not in inventory	OSEC	NO	Shopping	August	N/A	August	August	GoP	50,000.00	50,000.00		
1	Honorarium	OSEC	NO	NP-53.9 - Small Value Procurement	August	N/A	August	August	GoP	30,000.00	30,000.00		

**Total**

**62,086,440.75    60,786,440.75    1,300,000.00**

Prepared by:


Recommended for Approval by:

Approved by:

  
**JULIUS B. REMUDARO**  
 BAC Secretariat

  
**ELEANOR S. FRANCISCO-ANUNCIACION**  
 BAC Chairperson


  
**LAMBERTO B. DELLEVA**  
 BAC Regular Member

  
**CRISANTA V. VALERA**  
 Secretary, Senate Electoral Tribunal

Certified Appropriate Funds Available:


  
**JAMES G. ALLANIGUE**  
 BAC Provisional Member

  
**JEFFREY P. TUMALA**  
 BAC Provisional Member

  
**ELOISA L. MARQUEZ**  
 Director III, FMS  
 BAC Regular Member

  
**ARNIE P. SUMOGOT**  
 BAC Provisional Member

  
**ANGELINA L. GABAT**  
 End-user Representative, AS

  
**MARVIC MARIO VICTOR F. LEONEN**  
 Senior Associate Justice  
 Chairperson, Senate Electoral Tribunal  
 Head of the Procuring Entity

  
**NANCY G. CAÑETE**  
 End-user Representative, OSEC

  
**CHRISTIANN LEONARD P. AGODON**  
 End-user Representative, HRMS

## ANNEX 1

**SCHEDULE OF PERIODIC MAINTENANCE OF MOTOR VEHICLES  
FOR FISCAL YEAR 2023**

NO.	ITEM CODE	PARTICULARS	UNIT	ESTIMATED COST	1st Sem	2nd Sem	TOTAL	
							UNITS	COST
1	Vehicle	Periodic Maintenance of Hi-Lux, Conduction Sticker # A91862, every 5,000 kms	lot	50,000.00	1	1	2	100,000.00
2	Vehicle	Periodic Maintenance of Hi-Lux, Conduction Sticker # A6G580, every 5,000 kms	lot	50,000.00	1	1	2	100,000.00
3	Vehicle	Periodic Maintenance of Grandia, Plate # SJN 623, every 5,000 kms	lot	50,000.00	1	1	2	100,000.00
4	Vehicle	Periodic Maintenance of Grandia, Plate # SAB3671, every 5,000 kms	lot	50,000.00	1	1	2	100,000.00
5	Vehicle	Periodic Maintenance of Innova, Plate # SHY 154, every 5,000 kms	lot	50,000.00	1	1	2	100,000.00
6	Vehicle	Periodic Maintenance of Innova, Plate # SAB 4895, every 5,000 kms	lot	50,000.00	1	1	2	100,000.00
7	Vehicle	Periodic Maintenance of Avanza, Plate # SAB 4878, every 5,000 kms	lot	50,000.00	1	1	2	100,000.00
8	Vehicle	Periodic Maintenance of Mini Bus, Hyundai County, Conduction Sticker # KOY 865, every 5,000 kms	lot	50,000.00	2	2	4	200,000.00
9	Vehicle	Quarterly General Cleaning of Hi-Lux, Conduction Sticker # A91862 (Engine Wash, Under Wash, Body Wash, Vacuum)	lot	7,500.00	2	2	4	30,000.00
10	Vehicle	Quarterly General Cleaning of Hi-Lux, Conduction Sticker # A6G580, (Engine Wash, Under Wash, Body Wash, Vacuum)	lot	7,500.00	2	2	4	30,000.00
11	Vehicle	Quarterly General Cleaning of Grandia, Plate # SJN 623, every 5,000 kms	lot	7,500.00	2	2	4	30,000.00
12	Vehicle	Quarterly General Cleaning of Grandia, Plate # SAB3671, (Engine Wash, Under Wash, Body Wash, Vacuum)	lot	7,500.00	2	2	4	30,000.00
13	Vehicle	Quarterly General Cleaning of Innova, Plate # SHY 154, (Engine Wash, Under Wash, Body Wash, Vacuum)	lot	7,500.00	2	2	4	30,000.00
14	Vehicle	Quarterly General Cleaning of Innova, Plate # SAB 4895, (Engine Wash, Under Wash, Body Wash, Vacuum)	lot	7,500.00	2	2	4	30,000.00
15	Vehicle	Quarterly General Cleaning of Avanza, Plate # SAB 4878, (Engine Wash, Under Wash, Body Wash, Vacuum)	lot	7,500.00	2	2	4	30,000.00
16	Vehicle	Quarterly General Cleaning of Mini Bus, Hyundai County (Engine Wash, Under Wash, Body Wash, Vacuum)	lot	10,000.00	2	2	4	40,000.00
17	Vehicle	Semestral Aircon Maintenance of Hi-Lux, Conduction Sticker # A91862	lot	20,000.00	1	1	2	40,000.00
18	Vehicle	Semestral Aircon Maintenance of Hi-Lux, Conduction Sticker # A6G580,	lot	20,000.00	1	1	2	40,000.00
19	Vehicle	Semestral Aircon Maintenance of Grandia, Plate # SJN 623	lot	20,000.00	1	1	2	40,000.00
20	Vehicle	Semestral Aircon Maintenance of Grandia, Plate # SAB 3671	lot	20,000.00	1	1	2	40,000.00

## ANNEX 1

**SCHEDULE OF PERIODIC MAINTENANCE OF MOTOR VEHICLES  
FOR FISCAL YEAR 2023**

NO.	ITEM CODE	PARTICULARS	UNIT	ESTIMATED COST	1st Sem	2nd Sem	TOTAL	
							UNITS	COST
21	Vehicle	Semestral Aircon Maintenance of Innova, Plate # SHY 154	lot	20,000.00	1	1	2	40,000.00
22	Vehicle	Semestral Aircon Maintenance of Innova, Plate # SAB 4895	lot	20,000.00	1	1	2	40,000.00
23	Vehicle	Semestral Aircon Maintenance of Avanza, SAB 4878	lot	20,000.00	1	1	2	40,000.00
24	Vehicle	Semestral Aircon Maintenance of Mini Bus Hyundai County, Conduction Sticker # KOY 865	lot	30,000.00		1	1	30,000.00
<b>TOTAL</b>								<b>1,460,000.00</b>
+ 10% Provision for Inflation								146,000.00
+ 10% Contingency								146,000.00
<b>TOTAL ESTIMATED BUDGET:</b>								<b>1,752,000.00</b>

**ANNEX 2**

**SCHEDULE OF REPAIR AND REPLACEMENT OF DEFECTIVE PARTS OF MOTOR VEHICLES, VARIOUS EQUIPMENT, FURNITURES AND FIXTURES  
FOR FISCAL YEAR 2023**

NO.	ITEM CODE	PARTICULARS	UNIT	ESTIMATED COST	1st Sem	2nd Sem	TOTAL	
							UNITS	COST
<b>COMMON ELECTRICAL SUPPLIES</b>								
1	Electrical	Battery, Rechargeable, AA, Panasonic, 2 pcs./ pack	pack	550.00	4	4	8	4,400.00
2	Electrical	Battery, Rechargeable, AAA, Panasonic	pcs.	550.00	4	4	8	4,400.00
3	Electrical	Cable Tie, 8", Black	pcs.	3.00	100	100	200	600.00
4	Electrical	Cable Tie, 12", Black	pcs.	4.00	100	100	200	800.00
5	Electrical	Cord, Extension Cord, 3 Sockets, WCHG 28534-5, 16a, 250v, 3500 Watts, 5M Wire Length, IEC 608841-1 conform, 1.5 sq. mm. wire size. Panasonic	set	500.00	5	0	5	2,500.00
6	Electrical	Cord, Extension Cord, 5 Sockets, WCHG 28552-5, 16a, 250v, 3500 Watts, 5M Wire Length, IEC 608841-1 conform, 1.5 sq. mm. wire size. Panasonic	set	500.00	5	0	5	2,500.00
7	Electrical	Moulding, Electrical Flexible Rubber Moulding, 120mm2	meters	150.00	10	10	20	3,000.00
8	Electrical	Moulding, Plastic Moulding, 1/2"x 3m	pcs.	90.00	5	5	10	900.00
9	Electrical	Moulding, Plastic Moulding, 1"x 3m	pcs.	120.00	5	5	10	1,200.00
10	Electrical	Outlet, Three Gang, surface convenience outlet w/ ground, 10A, 250V, Omni, WSG-003	set	400.00	30	0	30	12,000.00
11	Electrical	Outlet, Four Gang, surface convenience outlet w/ ground, 10A, 250V, Omni, WSO-004	set	370.00	20	0	20	7,400.00
12	Electrical	Plug, Parallel Ground Plug, Transparent, 15A 250V (Round Type), Omni, WPR-103	pcs.	60.00	20	0	20	1,200.00
13	Electrical	Tape, Electrical Tape, Vinyl,0.16mmx19mmx16m, Black, Armak	pcs.	50.00	10	10	20	1,000.00
14	Electrical	Wire, Flat Cord #16	meters	90.00	150	150	300	27,000.00
15	Electrical	Wire, Flat Cord #18	meters	90.00	150	150	300	27,000.00
<b>LIGHTING AND FIXTURES AND ACCESSORIES</b>								
1	Lighting	Bulb, LED, Day light, E27 socket, 9w, Philips	pcs.	450.00	10	0	10	4,500.00
2	Lighting	Flourescent Lamp, LED	pcs.	500.00	10	10	20	10,000.00
<b>VEHICLE MAINTENANCE</b>								
1	Vehicle	Car Ionizer, Car Ionizer Cigarette Lighter Plug In, 12volts.	pcs.	2,000.00	0	8	8	16,000.00
2	Vehicle	Car Shampoo, 1L, Concentrated	pcs.	750.00	3	3	6	4,500.00
3	Vehicle	Chamois cloth	Piece	600.00	10	10	20	12,000.00

## ANNEX 2

### SCHEDULE OF REPAIR AND REPLACEMENT OF DEFECTIVE PARTS OF MOTOR VEHICLES, VARIOUS EQUIPMENT, FURNITURES AND FIXTURES FOR FISCAL YEAR 2023

NO.	ITEM CODE	PARTICULARS	UNIT	ESTIMATED COST	1st Sem	2nd Sem	TOTAL	
							UNITS	COST
4	Vehicle	Wiper Blades of Hi-Lux, Conduction Sticker # A91862, 2pcs per set	lot	2,000.00	1	1	2	4,000.00
5	Vehicle	Wiper Blades of Hi-Lux, Conduction Sticker # A6G580, 2pcs per set	lot	2,000.00	1	1	2	4,000.00
6	Vehicle	Wiper Blades of Grandia, Plate # SJN 623 3pcs per set	lot	2,000.00	1	1	2	4,000.00
7	Vehicle	Wiper Blades of Grandia, Plate #SAB 3671 3pcs per set	lot	2,000.00	1	1	2	4,000.00
8	Vehicle	Wiper Blades of Innova, Plate # SHY 154 3pcs per set	lot	2,000.00	1	1	2	4,000.00
9	Vehicle	Wiper Blades of Innova, Plae # SAB 4895, 3pcs per set	lot	2,000.00	1	1	2	4,000.00
10	Vehicle	Wiper Blades of Avanza, Plate # SAB 4878, 3pcs per set	lot	2,000.00	1	1	2	4,000.00
11	Vehicle	Wiper Blades of Mini Bus, Hyundai County, Conduction Sticker # KOY 865, 3pcs per set	lot	3,000.00	1	1	2	6,000.00
12	Vehicle	Tires of Hi-Lux, Conduction Sticker # A91862	lot	18,000.00	2	0	2	36,000.00
13	Vehicle	Tires of Hi-Lux, Conduction Sticker # A6G580,	lot	20,000.00	2	0	2	40,000.00
14	Vehicle	Tires of Grandia, Plate # SJN 623	lot	20,000.00	2	0	2	40,000.00
15	Vehicle	Tires of Grandia, Plate # SAB 3671	lot	18,000.00	2	0	2	36,000.00
16	Vehicle	Tires of Innova, Plate # SHY 154	lot	15,000.00	2	0	2	30,000.00
17	Vehicle	Tires of Innova, Plate # SAB 4895	lot	18,000.00	2	0	2	36,000.00
18	Vehicle	Tires of Avanza, Plate # SAB 4878	lot	18,000.00	2	0	2	36,000.00
19	Vehicle	Tires of Mini Bus, Conduction Sticker # KOY865	lot	30,000.00	2	0	2	60,000.00
20	Vehicle	Battery of Hi-Lux, Conduction Sticker # A91862	lot	20,000.00	1	0	1	20,000.00
21	Vehicle	Battery of Hi-Lux, Conduction Sticker # A6G580,	lot	20,000.00	1	0	1	20,000.00
22	Vehicle	Battery of Grandia, Plate # SJN 623	lot	20,000.00	1	0	1	20,000.00
23	Vehicle	Battery of Grandia, Plate # SAB 3671	lot	20,000.00	1	0	1	20,000.00
24	Vehicle	Battery of Innova, Plate # SHY 154	lot	20,000.00	1	0	1	20,000.00
25	Vehicle	Battery of Innova,Plate # SAB 4895	lot	20,000.00	1	0	1	20,000.00
26	Vehicle	Battery of Avanza, Plate # SAB4878	lot	20,000.00	1	0	1	20,000.00
27	Vehicle	Battery of Mini Bus, Conduction Sticker # KOY 865	lot	20,000.00	1	0	1	20,000.00
28	Vehicle	Floor Matting of Hi-Lux, Conduction Sticker # A91862	lot	15,000.00	0	1	1	15,000.00
29	Vehicle	Floor Matting of Hi-Lux, Conduction Sticker # A6G580,	lot	15,000.00	0	1	1	15,000.00
30	Vehicle	Floor Matting of Grandia, Plate # SJN 623	lot	20,000.00	0	1	1	20,000.00

## ANNEX 2

### SCHEDULE OF REPAIR AND REPLACEMENT OF DEFECTIVE PARTS OF MOTOR VEHICLES, VARIOUS EQUIPMENT, FURNITURES AND FIXTURES FOR FISCAL YEAR 2023

NO.	ITEM CODE	PARTICULARS	UNIT	ESTIMATED COST	1st Sem	2nd Sem	TOTAL	
							UNITS	COST
31	Vehicle	Floor Matting of Grandia, Plate # SAB 3671	lot	20,000.00	0	1	1	20,000.00
32	Vehicle	Floor Matting of Innova, Plate # SHY 154	lot	15,000.00	0	1	1	15,000.00
33	Vehicle	Floor Matting of Innova, Plate # SAB 4895	lot	15,000.00	0	1	1	15,000.00
34	Vehicle	Floor Matting of Avanza, Plate # SAB 4878	lot	15,000.00	0	1	1	15,000.00
36	Vehicle	Dash Cam of Hi-Lux, Conduction Sticker # A91862	lot	10,000.00	0	1	1	10,000.00
37	Vehicle	Dash Cam of Hi-Lux, Conduction Sticker # A6G580,	lot	10,000.00	0	1	1	10,000.00
38	Vehicle	Dash Cam of Grandia, Plate # SJN 623	lot	10,000.00	0	1	1	10,000.00
39	Vehicle	Dash Cam of Grandia, Plate # SAB 3671	lot	10,000.00	0	1	1	10,000.00
40	Vehicle	Dash Cam of Innova, Plate # SHY 154	lot	10,000.00	0	1	1	10,000.00
41	Vehicle	Dash Cam of Innova, Plate # SAB 4895	lot	10,000.00	0	1	1	10,000.00
42	Vehicle	Dash Cam of Avanza, Plate # SAB 4878	lot	10,000.00	0	1	1	10,000.00
43	Vehicle	Dash Cam of Mini Bus, Conduction Sticker # KOY865	lot	10,000.00	0	1	1	10,000.00
44	Vehicle	Tire Black, 100ml	bottle	250.00	3	3	6	1,500.00
45	Vehicle	Wax, Car Wax, 298 G	pcs.	1,000.00	1	1	2	2,000.00
46	Vehicle	Disinfectant Spray, 170 g	bottle	350.00	12	12	24	8,400.00
47	Vehicle	Portable Pressure Washer	unit	8,000.00	0	1	1	8,000.00
48	Vehicle	Fogging Machine Anti Bacterial Solution, 1 Lit	bottle	3,000.00	6	6	12	36,000.00
49	Vehicle	Various Vehicle Maintenance parts and consumables	lot	100,000.00	1	1	2	200,000.00
50	Vehicle	Various Vehicle Maintenance tools and equipment	lot	50,000.00	1	1	2	100,000.00
<b>OTHER CATEGORIES</b>								
1	Telephone	Staplewire, 23x13 (1/2")Telephone Guntacker Staple Wire. T25	box	160.00		1	1	160.00
2	Telephone	Connector, UY	pcs.	100.00	15		15	1,500.00
3	Telephone	Connector, UR	pcs.	100.00	15		15	1,500.00
4	Telephone	Connector, RJ 11	pcs.	100.00	10		10	1,000.00
5	Electrical	Various Telephone and Electrical Maintenance Materials and consumables	lot	75,000.00	1	1	2	150,000.00
6	Electrical	Various Telephone and Electrical Maintenance tools and equipments	lot	50,000.00	1	1	2	100,000.00
7	Building	Bio Mineral-Pot Replacement Parts and Filters	lot	10,000.00	0	1	1	10,000.00
8	Building	Push Cart, 400 KG	pcs.	10,000.00	0	1	1	10,000.00



**ANNEX 2**

**SCHEDULE OF REPAIR AND REPLACEMENT OF DEFECTIVE PARTS OF MOTOR VEHICLES, VARIOUS EQUIPMENT, FURNITURES AND FIXTURES  
FOR FISCAL YEAR 2023**

NO.	ITEM CODE	PARTICULARS	UNIT	ESTIMATED COST	1st Sem	2nd Sem	TOTAL	
							UNITS	COST
9	Building	Blind Rivets	pcs.	2.00	500		500	1,000.00
10	Building	Brush, roller #6 cotton with handle	pcs.	100.00	5	5	10	1,000.00
11	Building	Brush, roller #4 cotton with handle	pcs.	80.00	5	5	10	800.00
12	Building	Brush, roller #2 cotton with handle	pcs.	70.00	5	5	10	700.00
13	Building	Chisel Set, (1/4", 1/2", 3/4", 5/8", 3/8", 1.5")	set	2,000.00	1	0	1	2,000.00
14	Building	Clear Gloss Laquer	gal.	350.00	3	3	6	2,100.00
15	Building	Cutting Disk, Metal 4", 105x1x16mm	pcs.	150.00	3	3	6	900.00
16	Building	Dril Bit 3/16	pcs.	120.00	3	3	6	720.00
17	Building	Dril Bit 5/32	pcs.	100.00	3	3	6	600.00
18	Building	Fula-tite, laquer Type	liter	600.00	1	1	2	1,200.00
19	Building	Handle of Welding Rod	set	1,000.00	1	0	1	1,000.00
20	Building	Lacquer Flo	gal.	1,200.00	3	3	6	7,200.00
21	Building	Nail, Common #1.5	kg	120.00	3	3	6	720.00
22	Building	Nail, Common #2	kg	120.00	5	5	10	1,200.00
23	Building	Nail, Common #3	kg	120.00	5	5	10	1,200.00
24	Building	Nail, Common #4	kg	150.00	5	5	10	1,500.00
25	Building	Paint, Flat Latex White	gal.	150.00	3	3	6	900.00
26	Building	Paint, Gloss Latex White	gal.	900.00	3	3	6	5,400.00
27	Building	Paint, Flat Wall Enamel	gal.	900.00	3	3	6	5,400.00
28	Building	Paint, QDE Black	gal.	850.00	3	3	6	5,100.00
29	Building	Polituff	gal.	1,500.00	3	3	6	9,000.00
30	Building	Rugby	gal.	1,000.00	1	1	2	2,000.00
31	Building	Sanding Sealer	gal.	1,000.00	5	5	10	10,000.00
32	Building	Screw, wood 1"	pcs.	2.00	500	500	1000	2,000.00
33	Building	Screw, wood 1.5"	pcs.	3.00	500	500	1000	3,000.00
34	Building	Screw, wood 2"	pcs.	4.00	500	500	1000	4,000.00
35	Building	Thinner, Paint	gal.	500.00	3	3	6	3,000.00

## ANNEX 2

### SCHEDULE OF REPAIR AND REPLACEMENT OF DEFECTIVE PARTS OF MOTOR VEHICLES, VARIOUS EQUIPMENT, FURNITURES AND FIXTURES FOR FISCAL YEAR 2023

NO.	ITEM CODE	PARTICULARS	UNIT	ESTIMATED COST	1st Sem	2nd Sem	TOTAL	
							UNITS	COST
36	Building	Thinner, Lacquer	gal.	600.00	3	3	6	3,600.00
37	Building	Tinting Color Black, 1/4 lit	can	500.00	3	3	6	3,000.00
38	Building	Tinting Color Yellow 1/4 lit	can	500.00	1	1	2	1,000.00
39	Building	Tinting Color Vietnam Red 1/4 lit	can	500.00	1	1	2	1,000.00
40	Building	Tinting Color Venetian Red 1/4 lit	can	500.00	1	1	2	1,000.00
41	Building	Vulcaseal	liter	800.00	1	1	2	1,600.00
42	Building	Welding Rod, Thin	kg	200.00	3	3	6	1,200.00
43	Building	Wood Stain, Mahogany	liter	250.00	3	3	6	1,500.00
44	Building	Wood Stain, Maple	liter	250.00	3	3	6	1,500.00
45	Building	Wood Stain, Walnut	liter	250.00	3	3	6	1,500.00
46	Building	Various building and maintenance tools and equipments	lot	30,000.00	1	1	2	60,000.00
47	Building	Various building maintenance materials and consumables	lot	50,000.00	1	1	2	100,000.00
48	Equipment	Varoius Parts of Sharp Copier and Consumables	lot	50,000.00	1	1	2	100,000.00
49	Equipment	Varoius Parts of KYOCERA Copier and Consumables	lot	50,000.00	1	1	2	100,000.00
50	SET DMC	Various Disaster Management Tools and Equipments	lot	150,000.00	1	1	2	300,000.00
								-
<b>TOTAL</b>								<b>2,226,500.00</b>
+ 10% Provision for Inflation								222,650.00
+ 10% Contingency								222,650.00
<b>TOTAL ESTIMATED BUDGET:</b>								<b>2,671,800.00</b>

**SCHEDULE OF ICT SUPPLIES AND MATERIALS FOR FY 2023**

**ANNEX 3**

End-User	Item & Specifications	Unit of Measure	Quantity	Cost per Unit	Total Amount
OJI	Toner cartridge, Brother Multi-function MFC 7840N (black)	cart	1	5,000.00	5,000.00
OJI	Toner cartridge, HP Laserjet Pro 200 M25 IN	cart	1	3,000.00	3,000.00
OJI	Toner cartridge, HP Laserjet Pro 200 M25 IN	cart	1	3,000.00	3,000.00
OSEC	Toner cartridge, Brother MFC, L3770 CDW Laser Printer (B,C,M,Y)	set	2	8,000.00	16,000.00
OSEC	Printer Ink, Black, HP Laserjet Pro M203DN	piece	3	4,500.00	13,500.00
OSEC	Printer Ink, colored Epson L565	set	1	1,600.00	1,600.00
OSEC	Printer Ink, colored Canon G4010	set	1	2,000.00	2,000.00
CBS	Toner cartridge, color Laser Jet Pro MFP M282nw (black)	cart	2	6,000.00	12,000.00
CBS	Toner cartridge, color Laser Jet Pro MFP M282nw (cyan)	cart	1	6,000.00	6,000.00
CBS	Toner cartridge, color Laser Jet Pro MFP M282nw (magenta)	cart	1	6,000.00	6,000.00
CBS	Toner cartridge, color Laser Jet Pro MFP M282nw (yellow)	cart	1	6,000.00	6,000.00
CBS	Toner cartridge, Brother MFC-L2700 Monochrome (black)	cart	2	5,000.00	10,000.00
FMS	Printer Ink, colored Epson L130 Inkjet	set	1	1,600.00	1,600.00
FMS	Toner cartridge, HP Laserjet Printer Pro M1132 Pro MFP Monochrome (black)	cart	2	5,000.00	10,000.00
FMS	Toner cartridge, Brother HL-5100DN (TN3448)	cart	3	6,200.00	18,600.00
PPMS	Printer Ink, Canon Pixma G7070 (B,C,M,Y)	set	2	1,600.00	3,200.00
PPMS	Toner cartridge, Brother HL-1110 Monochrome (black)	cart	1	2,500.00	2,500.00
AS	Printer cartridge, HP Deskjet Ink Advantage 2677 All-In-One (black & tricolor)	set	2	2,000.00	4,000.00
AS	Toner cartridge, HP Laserjet Printer Pro M1132 Pro MFP Monochrome (black)	cart	2	2,500.00	5,000.00
COA	Printer Ink, Canon Pixma G7070 (B,C,M,Y)	set	2	1,600.00	3,200.00
HRMS	Printer Ink, Canon Pixma G7070 (B,C,M,Y)	set	2	1,600.00	3,200.00
ICSJRMS	Printer Ink, Epson Stylus L550 4 in 1	set	4	1,600.00	6,400.00
ICSJRMS	Other supplies and materials	lot	1	308,200.00	308,200.00
<b>TOTAL</b>					<b>₱ 450,000.00</b>
+ 10% Provision for Inflation					₱ 45,000.00
+ 10% Contingency					₱ 45,000.00
<b>TOTAL ESTIMATED BUDGET:</b>					<b>₱ 540,000.00</b>

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT					
<b>PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)</b>																										
<b>ALCOHOL OR ACETONE BASED ANTISEPTICS</b>																										
1	12191601-AL-E04	ALCOHOL, Ethyl, 500 mL	bottle	38	26	26	90	4,306.50	38	26	26	90	4,306.50	38	26	26	90	4,306.50	38	26	26	90	4,306.50	360	47.85	17,226.00
<b>ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>																										
4	60121413-CB-P02	CLEARBOOK, 20 transparent pockets, legal	piece	3	0	0	3	109.08	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	36.36	109.08
5	60121534-ER-P01	ERASER, plastic/ rubber	piece	6	8	5	19	84.93	2	0	0	2	8.94	5	0	0	5	22.35	2	0	0	2	8.94	28	4.47	125.16
6	60121524-SP-G01	SIGN PEN, Black, liquid or gel	piece	16	11	8	35	777.00	16	8	11	35	777.00	16	8	11	35	777.00	16	11	8	35	777.00	140	22.20	3,108.00
7	60121524-SP-G02	SIGN PEN, Blue, liquid or gel	piece	18	11	8	37	821.40	18	8	11	37	821.40	16	8	11	35	777.00	16	11	8	35	777.00	144	22.20	3,196.80
8	60121524-SP-G03	SIGN PEN, Red, liquid or gel	piece	6	0	0	6	133.20	3	0	0	3	66.60	4	0	0	4	88.80	1	0	0	1	22.20	14	22.20	310.80
<b>BATTERIES AND CELLS AND ACCESSORIES</b>																										
12	26111702-BT-A02	BATTERY, dry cell, size AA, Two (2) pieces per blister pack	pack	7	2	7	16	327.84	7	2	2	11	225.39	11	2	2	15	307.35	7	2	2	11	225.39	53	20.49	1,085.97
13	26111702-BT-A01	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	pack	7	0	6	13	238.42	7	0	0	7	128.38	9	0	0	9	165.06	7	0	0	7	128.38	36	18.34	660.24
14	26111702-BT-A03	BATTERY, dry cell, size D, Two (2) pieces per blister pack	pack	3	0	0	3	288.60	0	0	0	0	0.00	3	0	0	3	288.60	0	0	0	0	0.00	6	96.20	577.20
<b>CLEANING EQUIPMENT AND SUPPLIES</b>																										
15	47131812-AF-A01	AIR FRESHENER, Aerosol type, 150g	can	5	0	1	6	489.84	4	1	0	5	408.20	5	0	1	6	489.84	4	1	0	5	408.20	22	81.64	1,796.08
22	47131803-DS-A01	DISINFECTANT SPRAY, Aerosol type, 400g	can	4	5	4	13	1,818.57	5	4	5	14	1,958.46	4	5	4	13	1,818.57	5	4	5	14	1,958.46	54	139.89	7,554.06
26	73101612-HS-L01	LIQUID HAND SOAP, 500mL	bottle	1	1	1	3	128.85	1	1	1	3	128.85	1	1	1	3	128.85	1	1	1	3	128.85	12	42.95	515.40
30	47131501-RG-C01	RAGS, all cotton, 1 kilo per bundle	bundle	23	0	0	23	1,222.22	0	0	0	0	0.00	23	0	0	23	1,222.22	0	0	0	0	0.00	46	53.14	2,444.44
32	47121701-TB-P04	TRASHBAG, black, 37" x 40", XL, 10 pieces per roll or pack	pack	3	0	0	3	432.12	0	0	0	0	0.00	3	0	0	3	432.12	0	0	0	0	0.00	6	144.04	864.24
33	47121702-WB-P01	WASTEBASKET, rigid plastic	piece	6	0	0	6	191.46	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	31.91	191.46
<b>COLOR COMPOUNDS AND DISPERSIONS</b>																										
34	12171703-SI-P01	INK, for stamp pad, 50mL	bottle	6	0	0	6	173.46	4	0	0	4	115.64	5	0	0	5	144.55	1	0	0	1	28.91	16	28.91	462.56
<b>FACE MASK</b>																										
36	42131713-SM-M06	FACE MASK, 3 ply, fifty (50) pieces per box	box	70	70	70	210	16,275.00	70	70	70	210	16,275.00	70	70	70	210	16,275.00	70	70	70	210	16,275.00	840	77.50	65,100.00
<b>FILMS</b>																										
38	13111201-CF-P01	CARBON FILM, A4, 100 sheets per box	box	1	0	0	1	221.00	1	0	0	1	221.00	1	0	0	1	221.00	0	0	0	0	0.00	3	221.00	663.00
<b>HEATING AND VENTILATION AND AIR CIRCULATION</b>																										
47	40101604-EF-C01	ELECTRIC FAN, ceiling mount, orbit type	unit	3	0	0	3	3,666.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	1,222.00	3,666.00
<b>INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES</b>																										

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
53	43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB	unit	3	0	0	3	8,377.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	3	2,792.40	8,377.20		
56	43211708-MO-O01	MOUSE, OPTICAL, USB connection type	unit	5	0	0	5	748.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	5	149.76	748.80		
<b>LIGHTING AND FIXTURES AND ACCESSORIES</b>																											
60	39101628-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	2	2	2	6	453.66	2	2	2	6	453.66	2	2	2	6	453.66	2	2	2	6	453.66	24	75.61	1,814.64	
<b>MANUFACTURING COMPONENTS AND SUPPLIES</b>																											
62	31201610-GL-J01	GLUE, all-purpose, 200 grams	jar	10	0	2	12	848.64	3	0	0	3	212.16	3	0	0	3	212.16	3	0	0	3	212.16	21	70.72	1,485.12	
63	31151804-SW-H01	STAPLE WIRE, heavy duty (binder type), 23/13	box	7	0	0	7	157.85	0	0	0	0	0.00	6	0	0	6	135.30	0	0	0	0	0.00	13	22.55	293.15	
64	31151804-SW-S01	STAPLE WIRE, standard	box	15	3	4	22	522.72	10	3	8	21	498.96	13	3	8	24	570.24	10	3	3	16	380.16	83	23.76	1,972.08	
65	31201502-TA-E01	TAPE, electrical	roll	28	0	0	28	544.60	1	0	0	1	19.45	26	0	0	26	505.70	1	0	0	1	19.45	56	19.45	1,089.20	
66	31201503-TA-M01	TAPE, masking, 24mm	roll	5	0	4	9	556.92	9	0	0	9	556.92	9	0	0	9	556.92	9	0	0	9	556.92	36	61.88	2,227.68	
67	31201503-TA-M02	TAPE, masking, 48 mm	roll	19	0	4	23	2,786.68	15	0	0	15	1,817.40	18	0	0	18	2,180.88	15	0	0	15	1,817.40	71	121.16	8,602.36	
68	31201517-TA-P01	TAPE, packaging, 48 mm	roll	9	0	2	11	245.96	2	0	0	2	44.72	11	0	0	11	245.96	2	0	0	2	44.72	26	22.36	581.36	
69	31201512-TA-T01	TAPE, transparent, 24mm	roll	10	2	12	24	268.32	12	2	2	16	178.88	15	2	4	21	234.78	12	2	2	16	178.88	77	11.18	860.86	
70	31201512-TA-T02	TAPE, transparent, 48 mm	roll	6	2	1	9	203.13	2	0	0	2	45.14	7	0	2	9	203.13	3	0	0	3	67.71	23	22.57	519.11	
71	31151507-TW-P01	TWINE, plastic	roll	6	0	1	7	466.34	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7	66.62	466.34	
<b>MEASURING AND OBSERVING AND TESTING EQUIPMENT</b>																											
72	41111604-RU-P02	RULER, plastic, 450 mm	piece	11	0	4	15	249.60	0	0	0	0	0.00	7	0	0	7	116.48	0	0	0	0	0.00	22	16.64	366.08	
<b>OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>																											
73	44121612-BL-H01	BLADE, for general purpose cutter/utility knife, 10 pieces per tube	tube	26	0	3	29	429.78	2	0	0	2	29.64	3	0	0	3	44.46	2	0	0	2	29.64	36	14.82	533.52	
75	44101807-CA-C01	CALCULATOR, Compact	unit	8	0	7	15	3,993.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15	266.24	3,993.60	
77	44122105-BF-C01	CLIP, backfold, 19mm	box	5	3	5	13	113.36	3	5	3	11	95.92	5	3	5	13	113.36	3	5	3	11	95.92	48	8.72	418.56	
78	44122105-BF-C02	CLIP, backfold, 25mm	box	5	3	5	13	191.75	3	5	3	11	162.25	5	3	5	13	191.75	3	5	3	11	162.25	48	14.75	708.00	
79	44122105-BF-C03	CLIP, backfold, 32mm	box	6	3	5	14	357.84	3	5	3	11	281.16	6	3	5	14	357.84	3	5	3	11	281.16	50	25.56	1,278.00	
80	44122105-BF-C04	CLIP, backfold, 50mm	box	6	3	5	14	784.56	3	5	3	11	616.44	6	3	5	14	784.56	3	5	3	11	616.44	50	56.04	2,802.00	
81	44121801-CT-R02	CORRECTION TAPE, 8 meters	piece	33	11	11	55	634.15	21	11	11	43	495.79	27	11	11	49	564.97	21	11	11	43	495.79	190	11.53	2,190.70	
82	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	3	0	2	5	167.15	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	33.43	167.15	
83	44111515-DF-B01	DATA FILE BOX	piece	10	0	0	10	772.00	10	0	0	10	772.00	10	0	0	10	772.00	10	0	0	10	772.00	40	77.20	3,088.00	
85	44103202-DS-M01	DATING AND STAMPING MACHINE	piece	2	0	2	4	1,815.84	0	0	0	0	0.00	1	0	0	1	453.96	0	0	0	0	0.00	5	453.96	2,269.80	
86	44121506-EN-D01	ENVELOPE, Documentary, A4, 500 pieces per box	box	2	0	0	2	1,528.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	764.40	1,528.80	
87	44121506-EN-D02	ENVELOPE, Documentary, legal, 500 pieces per box	box	2	0	0	2	1,961.44	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	980.72	1,961.44	
88	44121506-EN-X01	ENVELOPE, Expanding, Kraft, 100 pieces per box	box	2	0	0	2	1,476.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	738.40	1,476.80	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
89	44121506-EN-X02	ENVELOPE, Expanding, Plastic	piece	10	0	0	10	304.90	5	0	0	5	152.45	5	0	0	5	152.45	5	0	0	5	152.45	25	30.49	762.25
90	44121506-EN-M02	ENVELOPE, Mailing, 500 pieces per box	box	3	0	0	3	1,297.56	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	432.52	1,297.56
92	44111912-ER-B01	ERASER, felt, for blackboard/whiteboard	piece	5	0	0	5	57.05	0	0	0	0	0.00	2	0	0	2	22.82	0	0	0	0	0.00	7	11.41	79.87
93	44101714-FX-M01	FACSIMILE MACHINE	unit	1	0	0	1	5,642.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	5,642.00	5,642.00
94	44122118-FA-P01	FASTENER, metal, non-sharp edges, 50 sets per box	box	10	2	2	14	1,324.96	9	2	2	13	1,230.32	9	2	2	13	1,230.32	9	2	2	13	1,230.32	53	94.64	5,015.92
98	44122011-FO-F01	FOLDER, Fancy with slide, A4, 50 pieces per bundle	bundle	3	0	0	3	811.20	3	0	0	3	811.20	3	0	0	3	811.20	3	0	0	3	811.20	12	270.40	3,244.80
99	44122011-FO-F02	FOLDER, Fancy with slide, legal, 50 pieces per bundle	bundle	3	0	0	3	859.56	3	0	0	3	859.56	3	0	0	3	859.56	3	0	0	3	859.56	12	286.52	3,438.24
100	44122011-FO-L01	FOLDER, L-type, A4, 50 pieces per pack	pack	2	0	0	2	375.08	2	0	0	2	375.08	2	0	0	2	375.08	2	0	0	2	375.08	8	187.54	1,500.32
101	44122011-FO-L02	FOLDER, L-type, legal, 50 pieces per pack	pack	23	0	0	23	5,487.11	2	0	0	2	477.14	3	0	0	3	715.71	2	0	0	2	477.14	30	238.57	7,157.10
102	44122027-FO-P01	FOLDER, pressboard, 100 pieces per box	box	3	0	0	3	2,857.92	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	952.64	2,857.92
103	44122011-FO-T03	FOLDER with tab, A4, 100 pieces per pack	pack	2	0	0	2	578.24	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	289.12	578.24
104	44122011-FO-T04	FOLDER with tab, legal, 100 pieces per pack	pack	23	0	0	23	7,664.98	0	0	0	0	0.00	1	0	0	1	333.26	0	0	0	0	0.00	24	333.26	7,998.24
105	44122008-IT-T01	INDEX TAB, self-adhesive, transparent, 5 sets per box	box	2	0	1	3	189.33	1	1	0	2	126.22	2	0	1	3	189.33	1	0	0	1	63.11	9	63.11	567.99
107	44121716-MA-F01	MARKER, Flourescent, 3 colors per set	set	26	0	0	26	953.16	0	0	0	0	0.00	15	0	0	15	549.90	0	0	0	0	0.00	41	36.66	1,503.06
108	44121708-MP-B01	MARKER, Permanent, Black	piece	19	1	1	21	156.87	5	1	13	19	141.93	7	1	1	9	67.23	5	1	1	7	52.29	56	7.47	418.32
109	44121708-MP-B02	MARKER, Permanent, Blue	piece	19	1	1	21	156.87	5	1	13	19	141.93	7	1	1	9	67.23	5	1	1	7	52.29	56	7.47	418.32
110	44121708-MP-B03	MARKER, Permanent, Red	piece	18	0	0	18	134.46	4	0	12	16	119.52	6	0	0	6	44.82	4	0	0	4	29.88	44	7.47	328.68
111	44121708-MW-B01	MARKER, Whiteboard, Black	piece	12	0	0	12	115.80	2	0	0	2	19.30	10	0	0	10	96.50	2	0	0	2	19.30	26	9.65	250.90
112	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	12	0	0	12	115.80	2	0	0	2	19.30	10	0	0	10	96.50	2	0	0	2	19.30	26	9.65	250.90
113	44121708-MW-B03	MARKER, Whiteboard, Red	piece	10	0	0	10	96.50	2	0	0	2	19.30	10	0	0	10	96.50	2	0	0	2	19.30	24	9.65	231.60
117	44121706-PE-L01	PENCIL, lead/graphite, with eraser, one (1) dozen per box	box	5	0	2	7	145.53	3	0	0	3	62.37	3	0	0	3	62.37	3	0	0	3	62.37	16	20.79	332.64
118	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	1	0	1	2	425.74	0	0	0	0	0.00	1	0	0	1	212.87	0	0	0	0	0.00	3	212.87	638.61
119	44101602-PU-P01	PUNCHER, paper, heavy duty	piece	1	0	2	3	452.40	0	0	0	0	0.00	1	0	2	3	452.40	0	0	0	0	0.00	6	150.80	904.80
120	44122037-RB-P10	RING BINDER, plastic, 32 mm, 10 pieces per bundle	bundle	0	0	2	2	548.46	2	0	0	2	548.46	2	0	0	2	548.46	2	0	0	2	548.46	8	274.23	2,193.84
121	44122101-RU-B01	RUBBER BAND No. 18, 350g	box	2	0	1	3	405.60	1	0	0	1	135.20	2	0	0	2	270.40	2	0	0	2	270.40	8	135.20	1,081.60
122	44121905-SP-F01	STAMP PAD, felt	piece	3	0	0	3	119.76	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	39.92	119.76
123	44121618-SS-S01	SCISSORS, symmetrical or asymmetrical	pair	14	0	7	21	700.77	0	0	0	0	0.00	13	0	0	13	433.81	0	0	0	0	0.00	34	33.37	1,134.58
124	44121615-ST-S01	STAPLER, standard type	piece	9	0	7	16	2,329.60	0	0	0	0	0.00	3	0	0	3	436.80	0	0	0	0	0.00	19	145.60	2,766.40
125	44121615-ST-B01	STAPLER, heavy duty (binder type), desktop	unit	1	0	0	1	888.16	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	888.16	888.16
126	44121613-SR-P01	STAPLE REMOVER, plier type	piece	13	0	7	20	557.40	0	0	0	0	0.00	2	0	0	2	55.74	0	0	0	0	0.00	22	27.87	613.14
127	44121605-TD-T01	TAPE DISPENSER, table top	piece	2	0	3	5	364.00	0	0	0	0	0.00	5	0	0	5	364.00	0	0	0	0	0.00	10	72.80	728.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year		
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT	
<b>PAPER MATERIALS AND PRODUCTS</b>																											
136	14111514-NP-S02	NOTE PAD, stick on, 2" x 3", 100 sheets per pad	pad	25	7	7	39	1,445.34	16	7	7	30	1,111.80	19	7	7	33	1,222.98	11	7	12	30	1,111.80	132	37.06	4,891.92	
137	14111514-NP-S04	NOTE PAD, stick on, 3" x 4", 100 sheets per pad	pad	25	7	7	39	2,311.92	16	7	7	30	1,778.40	19	7	7	33	1,956.24	11	7	12	30	1,778.40	132	59.28	7,824.96	
138	14111514-NP-S03	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	pad	25	7	7	39	2,028.00	16	7	7	30	1,560.00	19	7	7	33	1,716.00	11	7	12	30	1,560.00	132	52.00	6,864.00	
139	14111514-NB-S01	NOTEBOOK, stenographer	piece	33	0	0	33	397.32	51	0	0	51	614.04	22	0	0	22	264.88	10	0	6	16	192.64	122	12.04	1,468.88	
140	14111507-PP-M01	PAPER, MULTICOPY A4, 500 sheets per ream	ream	32	4	4	40	6,626.00	9	4	14	27	4,472.55	19	4	14	37	6,129.05	9	4	4	17	2,816.05	121	165.65	20,043.65	
141	14111507-PP-M02	PAPER, MULTICOPY LEGAL, 500 sheets per ream	ream	47	6	6	59	11,161.62	14	6	16	36	6,810.48	34	6	16	56	10,594.08	14	6	6	26	4,918.68	177	189.18	33,484.86	
142	14111507-PP-C01	PAPER, MULTIPURPOSE A4, 500 sheets per ream	ream	4	0	5	9	1,239.66	9	0	0	9	1,239.66	19	0	0	19	2,617.06	14	0	0	14	1,928.36	51	137.74	7,024.74	
143	14111507-PP-C02	PAPER, MULTIPURPOSE LEGAL, 500 sheets per ream	ream	6	0	8	14	2,224.74	14	0	0	14	2,224.74	22	0	0	22	3,496.02	22	0	0	22	3,496.02	72	158.91	11,441.52	
144	14111531-PP-R01	PAD PAPER, ruled	pad	1	0	0	1	21.53	1	0	0	1	21.53	1	0	0	1	21.53	1	0	0	1	21.53	4	21.53	86.12	
145	14111503-PA-P01	PAPER, parchment, 100 sheets per box	box	0	0	4	4	392.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	98.05	392.20	
146	14111531-RE-B01	RECORD BOOK, 300 PAGES	book	3	0	0	3	187.20	2	0	0	2	124.80	2	0	2	4	249.60	0	0	0	0	0.00	9	62.40	561.60	
147	14111531-RE-B02	RECORD BOOK, 500 PAGES	book	10	0	3	13	1,352.00	6	0	0	6	624.00	6	0	2	8	832.00	3	0	0	3	312.00	30	104.00	3,120.00	
149	14111704-TT-P04	TISSUE, INTERFOLDED PAPER TOWEL, 150 pulls per pack	pack	10	0	6	16	540.80	14	1	0	15	507.00	15	0	2	17	574.60	14	2	0	16	540.80	64	33.80	2,163.20	
150	14111704-TT-P02	TOILET TISSUE PAPER, 2 ply, 12 rolls in a pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	86.32	0.00	
<b>PERFUMES OR COLOGNES OR FRAGRANCES</b>																											
151	53131626-HS-S01	LIQUID HAND SANITIZER, 500mL	bottle	2	2	2	6	485.10	2	2	2	6	485.10	2	2	2	6	485.10	2	2	2	6	485.10	24	80.85	1,940.40	
<b>PESTICIDES OR PEST REPELLENTS</b>																											
152	10191509-IV-A01	INSECTICIDE, 600mL	can	2	2	3	7	975.52	2	2	2	6	836.16	2	3	2	7	975.52	2	2	2	6	836.16	26	139.36	3,623.36	
<b>PRINTED PUBLICATIONS</b>																											
153	55101524-RA-H01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	12	0	0	12	446.52	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	37.21	446.52	
<b>PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)</b>																											
8	44103105-EP-B17	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	2	0	0	2	499.20	0	0	0	0	0.00	1	0	0	1	249.60	0	0	0	0	0.00	3	249.60	748.80	
9	44103105-EP-C17	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	1	0	0	1	249.60	1	0	0	1	249.60	1	0	0	1	249.60	1	0	0	1	249.60	4	249.60	998.40	
10	44103105-EP-M17	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	1	0	0	1	249.60	1	0	0	1	249.60	1	0	0	1	249.60	1	0	0	1	249.60	4	249.60	998.40	
11	44103105-EP-Y17	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	1	0	0	1	249.60	1	0	0	1	249.60	1	0	0	1	249.60	1	0	0	1	249.60	4	249.60	998.40	
81	44103103-HP-B22	TONER CARTRIDGE, HP CE285A (HP85A), Black	cart	0	2	0	2	6,485.44	0	0	1	1	3,242.72	0	0	0	0	0.00	1	0	0	1	3,242.72	4	3,242.72	12,970.88	
<b>PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)</b>																											
		ALCOHOL, isopropyl, 68%- 72%, 500ml (-5ml)	bottle	59	34	34	127	11,430.00	59	34	34	127	11,430.00	59	34	34	127	11,430.00	59	34	34	127	11,430.00	508	90.00	45,720.00	
		TOILET TISSUE PAPER, 3 ply, 12 rolls in a pack	pack	48	24	32	104	17,160.00	56	24	24	104	17,160.00	56	24	24	104	17,160.00	56	24	24	104	17,160.00	416	165.00	68,640.00	
		PAPER SHREDDER	unit	1			1	15,000.00				0	0.00				0	0.00				0	0.00	1	15,000.00	15,000.00	

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
Air Conditioning Unit	unit	2			2	100,000.00				0	0.00				0	0.00				0	0.00	2	50,000.00	100,000.00
Toner, Multi-Function Copier "Sharp" MX-315N	cart	3	0	0	3	27,000.00	0	0	0	0	0.00	2	0	0	2	18,000.00	0	0	0	0	0.00	5	9,000.00	45,000.00
Ink, Multi-Function Printer "Canon" Pnixma G7070	set	2	0	0	2	5,000.00	0	0	0	0	0.00	1	0	0	1	2,500.00	0	0	0	0	0.00	3	2,500.00	7,500.00
Chicago Screw, 1"	piece	25	0	0	25	100.00	25	0	0	25	100.00	25	0	0	25	100.00	25	0	0	25	100.00	100	4.00	400.00
Chicago Screw, 2"	piece	25	0	0	25	175.00	25	0	0	25	175.00	25	0	0	25	175.00	25	0	0	25	175.00	100	7.00	700.00
Chicago Screw, 3"	piece	25	0	0	25	200.00	25	0	0	25	200.00	25	0	0	25	200.00	25	0	0	25	200.00	100	8.00	800.00
Chicago Screw, 4"	piece	25	0	0	25	225.00	25	0	0	25	225.00	25	0	0	25	225.00	25	0	0	25	225.00	100	9.00	900.00
Brother MFC-L2700DW, Toner	piece	1	0	0	1	5,000.00	0	0	0	0	0.00	1	0	0	1	5,000.00	0	0	0	0	0.00	2	5,000.00	10,000.00
Kyocera TASKalfa 3010i, Toner	piece	1	0	0	1	6,000.00	0	0	0	0	0.00	1	0	0	1	6,000.00	0	0	0	0	0.00	2	6,000.00	12,000.00
Ballpen, blue	piece	10	0	0	10	400.00	10	0	0	10	400.00	10	0	0	10	400.00	10	0	0	10	400.00	40	40.00	1,600.00
Ballpen, black	piece	10	0	0	10	400.00	10	0	0	10	400.00	10	0	0	10	400.00	10	0	0	10	400.00	40	40.00	1,600.00
Plastic ring bind, 1 inch	piece	1	0	0	1	300.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	300.00	300.00
<b>A. TOTAL</b>																						P	648,673.41	
<b>B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)</b>																						P	64,867.34	
<b>C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)</b>																						P	-	
<b>D. GRAND TOTAL (A + B+ C)</b>																						P	713,540.75	