



**SURIGAO STATE COLLEGE  
OF TECHNOLOGY**

"For Nation's Greater Heights"

|                |                   |
|----------------|-------------------|
| Document No.   | FM-SSCT-ADMIN-004 |
| Revision No.   | 00                |
| Effective Date | 01 January 2019   |
| Page No.       | 1 of 8            |

**PROJECT PROCUREMENT AND MANAGEMENT PLAN (PPMP)  
For the Year 2021**

| Annual Procurement Plan                        |   |           |                 | Name & Address of Agency:           |      |      |      |      |     |      | Item in Budget:                |      |       |      |      |      |                  |                   |
|--|---|-----------|-----------------|-------------------------------------|------|------|------|------|-----|------|--------------------------------|------|-------|------|------|------|------------------|-------------------|
| Office Department: COLLEGE OF ENGINEERING & IT |   |           |                 | SURIGAO STATE COLLEGE OF TECHNOLOGY |      |      |      |      |     |      | Program Amount: ₱ 7,088,584.00 |      |       |      |      |      |                  |                   |
| NO.  | COMMODITY (NOMENCLATURE & DESCRIPTION)  | STOCK NO. | UNIT OF MEASURE | Unit Cost                           | JAN. | FEB. | MAR. | APR. | MAY | JUN. | JUL.                           | AUG. | SEPT. | OCT. | NOV. | DEC. | TOTAL            | TOTAL AMOUNT      |
| <b>IT EQUIPMENTS</b>                           |   |           |                 |                                     |      |      |      |      |     |      |                                |      |       |      |      |      |                  |                   |
| 1  | Ink (Black) EPSON L3110   |           | bot             | 430.00                              |      | 10   |      |      |     |      | 10                             |      |       |      |      |      | 20               | 8,600.00          |
| 2  | Ink (Magenta) EPSON L3110   |           | bot             | 430.00                              |      | 5    |      |      |     |      | 5                              |      |       |      |      |      | 10               | 4,300.00          |
| 3  | Ink (Yellow) EPSON L3110  |           | bot             | 430.00                              |      | 5    |      |      |     |      | 5                              |      |       |      |      |      | 10               | 4,300.00          |
| 4  | Ink (Cyan) EPSON L3110  |           | bot             | 430.00                              |      | 5    |      |      |     |      | 5                              |      |       |      |      |      | 10               | 4,300.00          |
| 5  | Printer - EPSON L3110   |           | pcs             | 10,500.00                           |      | 1    |      |      |     |      |                                |      |       |      |      |      | 1                | 10,500.00         |
| 6  | Photocopier Machine, Fuji Xerox Docuprint, M455df                                   |           | pcs.            | 62,400.00                           |      | 1    |      |      |     |      |                                |      |       |      |      |      | 1                | 62,400.00         |
| 7  | Laptop (i7 9th gen, 8GB RAM, 500G   |           | pcs             | 80,000.00                           |      | 1    |      |      |     |      |                                |      |       |      |      |      | 1                | 80,000.00         |
| 8  | Garmin Montana 680 Touchscreen GPS/GLONASS Receiver, Worldwide Basemaps with Camera |           | pcs             | 40,000.00                           |      | 2    |      |      |     |      |                                |      |       |      |      |      | 2                | 80,000.00         |
| 9  | ScanSnap ix1500 (Fujitsu) New;  |           | pcs             | 50,050.00                           |      | 1    |      |      |     |      |                                |      |       |      |      |      | 1                | 50,050.00         |
| 10   | USB Mouse   |           | pcs             | 260.00                              |      | 20   |      |      |     |      |                                |      |       |      |      |      | 20               | 5,200.00          |
|  |   |           |                 |                                     |      |      |      |      |     |      |                                |      |       |      |      |      | <b>Sub Total</b> | <b>309,650.00</b> |
| <b>OFFICE SUPPLIES</b>                         |   |           |                 |                                     |      |      |      |      |     |      |                                |      |       |      |      |      |                  |                   |
| 11   | Whiteboard Marker Pilot (Black)   |           | box             | 895.00                              |      | 5    |      |      |     |      |                                | 5    |       |      |      |      | 10               | 8,950.00          |
| 12   | Air Freshener 280 ml  |           | bot.            | 364.00                              |      | 7    |      |      |     |      |                                | 7    |       |      |      |      | 14               | 5,096.00          |
| 13   | Alcohol 70%   |           | bot.            | 247.00                              |      | 10   |      |      |     |      |                                | 10   |       |      |      |      | 20               | 4,940.00          |
| 14   | US Bond Paper; A4 80GSM   |           | reams           | 273.00                              |      | 40   |      |      |     |      |                                | 40   |       |      |      |      | 80               | 21,840.00         |
| 15   | US Bond Paper; Long 80GSM   |           | reams           | 286.00                              |      | 40   |      |      |     |      |                                | 40   |       |      |      |      | 80               | 22,880.00         |
| 16   | Sticky Note   |           | pcs.            | 26.00                               |      | 5    |      |      |     |      |                                | 5    |       |      |      |      | 10               | 260.00            |
| 17   | Paper Fastener (Plastic)  |           | box             | 45.00                               |      | 2    |      |      |     |      |                                | 2    |       |      |      |      | 4                | 180.00            |
| 18   | Staple Wire (Max # 35)  |           | box             | 72.00                               |      | 5    |      |      |     |      |                                | 5    |       |      |      |      | 10               | 720.00            |
| 19   | Stapler #35 with Staple Remover   |           | pc              | 624.00                              |      | 2    |      |      |     |      |                                |      |       |      |      |      | 2                | 1,248.00          |
| 20   | Highlighter Pen   |           | pcs.            | 39.00                               |      | 5    |      |      |     |      |                                | 5    |       |      |      |      | 10               | 390.00            |

| NO.                          | COMMODITY (NOMENCLATURE & DESCRIPTION)                           | STOCK NO. | UNIT OF MEASURE | Unit Cost | JAN. | FEB. | MAR. | APR. | MAY | JUN. | JUL. | AUG. | SEPT. | OCT. | NOV. | DEC. | TOTAL            | TOTAL AMOUNT      |
|------------------------------|--|-----------|-----------------|-----------|------|------|------|------|-----|------|------|------|-------|------|------|------|------------------|-------------------|
| 21                           | Cannon Paper (Long)  |           | pack            | 49.00     |      | 5    |      |      |     |      |      | 5    |       |      |      |      | 10               | 490.00            |
| 22                           | Folder 14pts (Long)  |           | pack            | 560.00    |      |      |      |      |     | 4    |      |      |       |      |      |      | 4                | 2,240.00          |
| 23                           | Folder 14pts (Short)   |           | pack            | 480.00    |      |      |      |      |     | 4    |      |      |       |      |      |      | 4                | 1,920.00          |
| 24                           | PVC Cover (LONG)   |           | ream            | 1,200.00  |      | 1    |      |      |     |      |      |      |       |      |      |      | 1                | 1,200.00          |
| 25                           | PVC Cover (A4)   |           | ream            | 1,100.00  |      | 1    |      |      |     |      |      |      |       |      |      |      | 1                | 1,100.00          |
| 26                           | Arco File (side clip)  |           | pcs             | 300.00    |      | 30   |      |      |     |      |      |      |       |      |      |      | 30               | 9,000.00          |
| 27                           | Correction Tape  |           | pcs             | 30.00     |      | 10   |      |      |     |      |      |      |       |      |      |      | 10               | 300.00            |
| 28                           | Pencil Mongol 2  |           | box             | 120.00    |      | 2    |      |      |     |      |      |      |       |      |      |      | 2                | 240.00            |
| 29                           | Elmer's Glue   |           | pcs             | 70.00     |      | 5    |      |      |     |      |      |      |       |      |      |      | 5                | 350.00            |
| 30                           | Record Book 500 Pages  |           | pcs.            | 190.00    |      | 10   |      |      |     |      |      | 10   |       |      |      |      | 20               | 3,800.00          |
| 31                           | Scotch Tape 1"   |           | roll            | 50.00     |      | 10   |      |      |     |      |      |      |       |      |      |      | 10               | 500.00            |
| 32                           | Double Sided Tape 1"   |           | roll            | 70.00     |      | 10   |      |      |     |      |      |      |       |      |      |      | 10               | 700.00            |
| 33                           | Masking Tape 1"  |           | roll            | 50.00     |      | 10   |      |      |     |      |      |      |       |      |      |      | 10               | 500.00            |
| 34                           | Sign Pen, My Gel, Blue   |           | pcs             | 35.00     |      | 5    |      |      |     |      |      |      |       |      |      |      | 5                | 175.00            |
| 35                           | Water Refill   |           | con.            | 30.00     | 25   | 25   | 25   | 25   | 25  | 25   | 25   | 25   | 25    | 25   | 25   | 25   | 300              | 9,000.00          |
| 36                           | Push Pin   |           | box             | 35.00     |      | 3    |      |      |     |      |      |      |       |      |      |      | 3                | 105.00            |
| 37                           | Tabbing (Accreditation)  |           | box             | 490.00    |      | 10   |      |      |     |      |      |      |       |      |      |      | 10               | 4,900.00          |
| 38                           | Paper Clip   |           | box             | 180.00    |      | 4    |      |      |     |      |      |      |       |      |      |      | 4                | 720.00            |
| 39                           | Scissor 12"  |           | pcs.            | 70.00     |      | 2    |      |      |     |      |      |      |       |      |      |      | 2                | 140.00            |
| 40                           | Whiteboard Eraser  |           | pcs.            | 15.00     |      |      |      |      |     | 10   |      |      |       |      |      |      | 10               | 150.00            |
| 41                           | Magazine Filler Red with Cover (Long)                            |           | pc              | 210.00    |      |      |      |      |     | 15   |      |      |       |      |      |      | 15               | 3,150.00          |
| 42                           | Wall Clock (12 inches)   |           | pc              | 760.00    |      | 1    |      |      |     |      |      |      |       |      |      |      | 1                | 760.00            |
| 43                           | Glass Cleaner 500 ml   |           | pcs             | 300.00    |      |      |      |      |     | 4    |      |      |       |      |      |      | 4                | 1,200.00          |
| 44                           | Heavy Duty Paper Cutter 8.5" X 14"<br>(For Long Bond Paper Size) |           | pc              | 3,000.00  |      | 1    |      |      |     |      |      |      |       |      |      |      | 1                | 3,000.00          |
| 45                           | Ring Binder 2"   |           | pcs             | 78.00     |      | 10   |      |      |     |      |      |      |       |      |      |      | 10               | 780.00            |
| 46                           | Ring Binder 1 1/2"   |           | pcs             | 69.00     |      | 10   |      |      |     |      |      |      |       |      |      |      | 10               | 690.00            |
| 47                           | Ring Binder 1"   |           | pcs             | 58.00     |      | 10   |      |      |     |      |      |      |       |      |      |      | 10               | 580.00            |
| 48                           | Ring Binder 1/2"   |           | pcs             | 49.00     |      | 10   |      |      |     |      |      |      |       |      |      |      | 10               | 490.00            |
| 49                           | Certificate Paper  |           | ream            | 200.00    |      | 3    |      |      |     |      |      |      |       |      |      |      | 3                | 600.00            |
| 50                           | Cord Board Standard  |           | pcs             | 1,000.00  |      | 2    |      |      |     |      |      |      |       |      |      |      | 2                | 2,000.00          |
|                              |  |           |                 |           |      |      |      |      |     |      |      |      |       |      |      |      | <b>Sub Total</b> | <b>117,284.00</b> |
| <b>FURNITURE AND FIXTURE</b> |  |           |                 |           |      |      |      |      |     |      |      |      |       |      |      |      |                  |                   |
| 51                           | Steel Cabinet (2 drawer)   |           | pc              | 6,500.00  |      | 1    |      |      |     |      |      |      |       |      |      |      | 1                | 6,500.00          |
| 52                           | Sofa   |           | pc              | 30,000.00 |      | 1    |      |      |     |      |      |      |       |      |      |      | 1                | 30,000.00         |
|                              |  |           |                 |           |      |      |      |      |     |      |      |      |       |      |      |      | <b>Sub Total</b> | <b>36,500.00</b>  |

| NO.                     | COMMODITY (NOMENCLATURE & DESCRIPTION)                | STOCK NO. | UNIT OF MEASURE | Unit Cost  | JAN. | FEB. | MAR. | APR. | MAY | JUN. | JUL. | AUG. | SEPT. | OCT. | NOV. | DEC. | TOTAL            | TOTAL AMOUNT        |
|-------------------------|---|-----------|-----------------|------------|------|------|------|------|-----|------|------|------|-------|------|------|------|------------------|---------------------|
| <b>CEIT ACTIVITIES</b>  |   |           |                 |            |      |      |      |      |     |      |      |      |       |      |      |      |                  |                     |
| 53                      | College Week Celebration                              |           | lot             | 15,000.00  |      | 1    |      |      |     |      |      |      |       |      |      |      | 1                | 15,000.00           |
| 54                      | Intramurals (Sports Instruments)                      |           |                 | 20,000.00  |      |      |      |      |     |      |      |      | 1     |      |      |      | 1                | 20,000.00           |
| 55                      | New Program Application (BSArch, BSME, BSIE, BSMcE):  |           |                 |            |      |      |      |      |     |      |      |      |       |      |      |      |                  |                     |
|                         | Registration  |           |                 | 15,000.00  |      |      |      | 4    |     |      |      |      |       |      |      |      | 4                | 60,000.00           |
|                         | Supplies  |           |                 | 7,000.00   |      |      |      | 4    |     |      |      |      |       |      |      |      | 4                | 28,000.00           |
|                         | Transportation of Documents                           |           |                 | 1,000.00   |      |      |      | 1    |     |      |      |      |       |      |      |      | 1                | 1,000.00            |
| 56                      | COPC Application (BSCE, BScpE, BSEE, BSECE)           |           |                 | 15,000.00  |      |      | 4    |      |     |      |      |      |       |      |      |      | 4                | 60,000.00           |
| 57                      | AACCUP Accreditation Activities:                      |           |                 |            |      |      |      |      |     |      |      |      |       |      |      |      |                  |                     |
|                         | Level I & II Accreditation                            |           | lot             | 30,000.00  |      |      | 3    |      |     |      |      |      |       |      |      |      | 3                | 90,000.00           |
|                         | Level III Accreditation                               |           | lot             | 40,000.00  |      |      | 1    |      |     |      |      |      |       |      |      |      | 1                | 40,000.00           |
| 58                      | CEIT Sponsored Seminar-Workshops / Trainings:         |           |                 |            |      |      |      |      |     |      |      |      |       |      |      |      |                  |                     |
|                         | Speaker Honorarium                                    |           |                 | 10,000.00  |      |      |      | 4    |     |      |      | 3    |       |      |      |      | 7                | 70,000.00           |
|                         | Hotel Accomodation                                    |           |                 | 2,000.00   |      |      |      | 4    |     |      |      | 3    |       |      |      |      | 7                | 14,000.00           |
|                         | Seminar Kit and Other Materials                       |           |                 | 5,000.00   |      |      |      | 4    |     |      |      | 3    |       |      |      |      | 7                | 35,000.00           |
|                         | Meals   |           |                 | 2,500.00   |      |      |      | 4    |     |      |      | 3    |       |      |      |      | 7                | 17,500.00           |
| 59                      | Seminars and Trainings as Dean                        |           |                 | 20,000.00  |      | 1    |      | 1    |     | 1    |      | 1    |       | 1    |      |      | 5                | 100,000.00          |
| 60                      | Registration to Webinars (Faculty)                    |           |                 | 10,000.00  |      | 4    |      | 4    |     | 4    |      | 4    |       | 4    |      |      | 20               | 200,000.00          |
| 61                      | Tarpaulin (PRC Passer, Seminars, Accreditation, etc.) |           | pcs.            | 800.00     |      | 3    |      | 3    |     | 3    |      | 3    |       | 3    |      | 3    | 18               | 14,400.00           |
| 62                      | Snacks for Regular Faculty Meeting                    |           | pax             | 60.00      | 45   | 45   | 45   | 45   | 45  | 45   |      |      | 45    | 45   | 45   | 45   | 450              | 27,000.00           |
| 63                      | GAD Activities  |           |                 | 150,000.00 |      |      | 1    |      |     |      | 1    |      |       |      |      |      | 2                | 300,000.00          |
| 64                      | DRRM Activities                                       |           |                 | 100,000.00 |      |      | 1    |      |     |      |      | 1    |       |      |      |      | 2                | 200,000.00          |
| 65                      | Classroom / Office Repairs                            |           |                 | 25,000.00  |      |      |      |      | 1   |      |      |      |       | 1    |      |      | 2                | 50,000.00           |
| 66                      | Recognition Program for Student Achiever              |           |                 | 70,000.00  |      |      |      |      | 1   |      |      |      |       | 1    |      |      | 2                | 140,000.00          |
| 67                      | Awards for Employees                                  |           |                 | 30,000.00  |      | 5    |      |      |     |      |      |      |       |      |      |      | 5                | 150,000.00          |
| 68                      | Internalization Activities                            |           |                 | 500,000.00 |      |      | 1    |      |     |      | 1    |      |       |      |      |      | 2                | 1,000,000.00        |
| 69                      | Extension Activities                                  |           |                 | 50,000.00  |      |      | 2    |      | 2   |      | 2    |      | 1     |      |      |      | 7                | 350,000.00          |
| 70                      | Research Funded Project                               |           |                 | 150,000.00 |      |      | 2    |      | 2   |      | 2    |      | 1     |      |      |      | 7                | 1,050,000.00        |
|                         |   |           |                 |            |      |      |      |      |     |      |      |      |       |      |      |      | <b>Sub Total</b> | <b>4,031,900.00</b> |
| <b>SALARIES / WAGES</b> |   |           |                 |            |      |      |      |      |     |      |      |      |       |      |      |      |                  |                     |
| 71                      | Job Order (c/o HR Office)                             |           | per mo.         | 13,848.00  | 1    | 1    | 1    | 1    | 1   | 1    | 1    | 1    | 1     | 1    | 1    | 1    | 12               |                     |
| 72                      | Guest Lecturers (c/o HR Office)                       |           | per mo.         | 4,200.00   | 21   | 21   | 21   | 21   | 21  | 21   |      |      | 21    | 21   | 21   | 21   | 210              |                     |

| NO.                  | COMMODITY (NOMENCLATURE & DESCRIPTION)                            | STOCK NO. | UNIT OF MEASURE | Unit Cost | JAN. | FEB. | MAR. | APR. | MAY | JUN. | JUL. | AUG. | SEPT. | OCT. | NOV. | DEC. | TOTAL            | TOTAL AMOUNT     |
|----------------------|---|-----------|-----------------|-----------|------|------|------|------|-----|------|------|------|-------|------|------|------|------------------|------------------|
|                      |   |           |                 |           |      |      |      |      |     |      |      |      |       |      |      |      | <b>Sub Total</b> | <b>0.00</b>      |
| <b>BSCS PROGRAM</b>  |   |           |                 |           |      |      |      |      |     |      |      |      |       |      |      |      |                  |                  |
| 72                   | Seagate HDD 1 TB Expansion Portable External Hard Drive           |           | pcs             | 4,000.00  | 2    |      |      |      |     |      |      |      |       |      |      |      | 2                | 8,000.00         |
| 73                   | Institutional Membership to Accredited Professional Organizations |           |                 | 3,000.00  |      |      | 1    |      |     |      |      |      |       |      |      |      | 1                | 3,000.00         |
| 74                   | Large Lever Arch File Folder with ring                            |           | pcs             | 150.00    | 30   |      |      |      |     |      |      |      |       |      |      |      | 30               | 4,500.00         |
| 75                   | Printer - EPSON L3110   |           | pcs             | 10,500.00 | 1    |      |      |      |     |      |      |      |       |      |      |      | 1                | 10,500.00        |
| 76                   | Ink (Black) EPSON L3110   |           | bot             | 430.00    | 10   |      |      |      |     |      |      |      |       |      |      |      | 10               | 4,300.00         |
| 77                   | Ink (Magenta) EPSON L3110   |           | bot             | 430.00    | 5    |      |      |      |     |      |      |      |       |      |      |      | 5                | 2,150.00         |
| 78                   | Ink (Yellow) EPSON L3110  |           | bot             | 430.00    | 5    |      |      |      |     |      |      |      |       |      |      |      | 5                | 2,150.00         |
| 79                   | Ink (Cyan) EPSON L3110  |           | bot             | 430.00    | 5    |      |      |      |     |      |      |      |       |      |      |      | 5                | 2,150.00         |
|                      |   |           |                 |           |      |      |      |      |     |      |      |      |       |      |      |      | <b>Sub Total</b> | <b>36,750.00</b> |
| <b>BSECE PROGRAM</b> |   |           |                 |           |      |      |      |      |     |      |      |      |       |      |      |      |                  |                  |
| 80                   | Seagate HDD 1 TB Expansion Portable External Hard Drive           |           | pcs             | 4,000.00  |      | 2    |      |      |     |      |      |      |       |      |      |      | 2                | 8,000.00         |
| 81                   | Institutional Membership to Accredited Professional Organizations |           |                 | 3,000.00  |      |      | 1    |      |     |      |      |      |       |      |      |      | 1                | 3,000.00         |
| 82                   | Large Lever Arch File Folder with ring binder- Long               |           | pcs             | 150.00    |      | 30   |      |      |     |      |      |      |       |      |      |      | 30               | 4,500.00         |
| 83                   | Printer - EPSON L3110   |           | pcs             | 10,500.00 |      | 1    |      |      |     |      |      |      |       |      |      |      | 1                | 10,500.00        |
| 84                   | Ink (Black) EPSON L3110   |           | bot             | 430.00    |      | 10   |      |      |     |      |      |      |       |      |      |      | 10               | 4,300.00         |
| 85                   | Ink (Magenta) EPSON L3110   |           | bot             | 430.00    |      | 5    |      |      |     |      |      |      |       |      |      |      | 5                | 2,150.00         |
| 86                   | Ink (Yellow) EPSON L3110  |           | bot             | 430.00    |      | 5    |      |      |     |      |      |      |       |      |      |      | 5                | 2,150.00         |
| 87                   | Ink (Cyan) EPSON L3110  |           | bot             | 430.00    |      | 5    |      |      |     |      |      |      |       |      |      |      | 5                | 2,150.00         |
|                      |   |           |                 |           |      |      |      |      |     |      |      |      |       |      |      |      | <b>Sub Total</b> | <b>36,750.00</b> |
| <b>BSIS PROGRAM</b>  |   |           |                 |           |      |      |      |      |     |      |      |      |       |      |      |      |                  |                  |
| 88                   | Seagate HDD 1 TB Expansion Portable External Hard Drive           |           | pcs             | 4,000.00  | 2    |      |      |      |     |      |      |      |       |      |      |      | 2                | 8,000.00         |
| 89                   | Institutional Membership to Accredited Professional Organizations |           |                 | 3,000.00  |      |      | 1    |      |     |      |      |      |       |      |      |      | 1                | 3,000.00         |

| NO.                  | COMMODITY (NOMENCLATURE & DESCRIPTION)                            | STOCK NO. | UNIT OF MEASURE | Unit Cost | JAN. | FEB. | MAR. | APR. | MAY | JUN. | JUL. | AUG. | SEPT. | OCT. | NOV. | DEC. | TOTAL            | TOTAL AMOUNT     |
|----------------------|---|-----------|-----------------|-----------|------|------|------|------|-----|------|------|------|-------|------|------|------|------------------|------------------|
| 90                   | Large Lever Arch File Folder with ring binder- Long               |           | pcs             | 150.00    | 30   |      |      |      |     |      |      |      |       |      |      |      | 30               | 4,500.00         |
| 91                   | Printer - EPSON L3110   |           | pcs             | 10,500.00 | 1    |      |      |      |     |      |      |      |       |      |      |      | 1                | 10,500.00        |
| 92                   | Ink (Black) EPSON L3110   |           | bot             | 430.00    | 10   |      |      |      |     |      |      |      |       |      |      |      | 10               | 4,300.00         |
| 93                   | Ink (Magenta) EPSON L3110   |           | bot             | 430.00    | 5    |      |      |      |     |      |      |      |       |      |      |      | 5                | 2,150.00         |
| 94                   | Ink (Yellow) EPSON L3110  |           | bot             | 430.00    | 5    |      |      |      |     |      |      |      |       |      |      |      | 5                | 2,150.00         |
| 95                   | Ink (Cyan) EPSON L3110  |           | bot             | 430.00    | 5    |      |      |      |     |      |      |      |       |      |      |      | 5                | 2,150.00         |
|                      |   |           |                 |           |      |      |      |      |     |      |      |      |       |      |      |      | <b>Sub Total</b> | <b>36,750.00</b> |
| <b>BSIT PROGRAM</b>  |   |           |                 |           |      |      |      |      |     |      |      |      |       |      |      |      |                  |                  |
| 96                   | Seagate HDD 1 TB Expansion Portable External Hard Drive           |           | pcs             | 4,000.00  | 2    |      |      |      |     |      |      |      |       |      |      |      | 2                | 8,000.00         |
| 97                   | Institutional Membership to Accredited Professional Organizations |           |                 | 3,000.00  |      |      | 1    |      |     |      |      |      |       |      |      |      | 1                | 3,000.00         |
| 98                   | Large Lever Arch File Folder with ring binder- Long               |           | pcs             | 150.00    | 30   |      |      |      |     |      |      |      |       |      |      |      | 30               | 4,500.00         |
| 99                   | Printer - EPSON L3110   |           | pcs             | 10,500.00 | 1    |      |      |      |     |      |      |      |       |      |      |      | 1                | 10,500.00        |
| 100                  | Ink (Black) EPSON L3110   |           | bot             | 430.00    | 10   |      |      |      |     |      |      |      |       |      |      |      | 10               | 4,300.00         |
| 101                  | Ink (Magenta) EPSON L3110   |           | bot             | 430.00    | 5    |      |      |      |     |      |      |      |       |      |      |      | 5                | 2,150.00         |
| 102                  | Ink (Yellow) EPSON L3110  |           | bot             | 430.00    | 5    |      |      |      |     |      |      |      |       |      |      |      | 5                | 2,150.00         |
| 103                  | Ink (Cyan) EPSON L3110  |           | bot             | 430.00    | 5    |      |      |      |     |      |      |      |       |      |      |      | 5                | 2,150.00         |
|                      |   |           |                 |           |      |      |      |      |     |      |      |      |       |      |      |      | <b>Sub Total</b> | <b>36,750.00</b> |
| <b>BSCpE PROGRAM</b> |   |           |                 |           |      |      |      |      |     |      |      |      |       |      |      |      |                  |                  |
| 104                  | Seagate HDD 1 TB Expansion Portable External Hard Drive           |           | pcs             | 4,000.00  | 2    |      |      |      |     |      |      |      |       |      |      |      | 2                | 8,000.00         |
| 105                  | Institutional Membership to Accredited Professional Organizations |           |                 | 3,000.00  |      |      | 1    |      |     |      |      |      |       |      |      |      | 1                | 3,000.00         |
| 106                  | Large Lever Arch File Folder with ring binder- Long               |           | pcs             | 150.00    | 30   |      |      |      |     |      |      |      |       |      |      |      | 30               | 4,500.00         |
| 107                  | Printer - EPSON L3110   |           | pcs             | 10,500.00 | 1    |      |      |      |     |      |      |      |       |      |      |      | 1                | 10,500.00        |
| 108                  | Ink (Black) EPSON L3110   |           | bot             | 430.00    | 10   |      |      |      |     |      |      |      |       |      |      |      | 10               | 4,300.00         |
| 109                  | Ink (Magenta) EPSON L3110   |           | bot             | 430.00    | 5    |      |      |      |     |      |      |      |       |      |      |      | 5                | 2,150.00         |
| 110                  | Ink (Yellow) EPSON L3110  |           | bot             | 430.00    | 5    |      |      |      |     |      |      |      |       |      |      |      | 5                | 2,150.00         |
| 111                  | Ink (Cyan) EPSON L3110  |           | bot             | 430.00    | 5    |      |      |      |     |      |      |      |       |      |      |      | 5                | 2,150.00         |

| NO.                 | COMMODITY (NOMENCLATURE & DESCRIPTION)   | STOCK NO. | UNIT OF MEASURE | Unit Cost | JAN. | FEB. | MAR. | APR. | MAY | JUN. | JUL. | AUG. | SEPT. | OCT. | NOV. | DEC. | TOTAL     | TOTAL AMOUNT |
|---------------------|--|-----------|-----------------|-----------|------|------|------|------|-----|------|------|------|-------|------|------|------|-----------|--------------|
|                     |  |           |                 |           |      |      |      |      |     |      |      |      |       |      |      |      | Sub Total | 36,750.00    |
| <b>BSEE PROGRAM</b> |  |           |                 |           |      |      |      |      |     |      |      |      |       |      |      |      |           |              |
| 112                 | Seagate HDD 1 TB Expansion Portable External Hard Drive                                  |           | pcs             | 4,000.00  | 2    |      |      |      |     |      |      |      |       |      |      |      | 2         | 8,000.00     |
| 113                 | Institutional Membership to Accredited Professional Organizations                        |           |                 | 3,000.00  |      |      | 1    |      |     |      |      |      |       |      |      |      | 1         | 3,000.00     |
| 114                 | Printer - EPSON L3110  |           | pcs             | 10,500.00 | 1    |      |      |      |     |      |      |      |       |      |      |      | 1         | 10,500.00    |
| 115                 | Ink (Black) EPSON L3110  |           | bot             | 430.00    | 10   |      |      |      |     |      |      |      |       |      |      |      | 10        | 4,300.00     |
| 116                 | Ink (Magenta) EPSON L3110  |           | bot             | 430.00    | 5    |      |      |      |     |      |      |      |       |      |      |      | 5         | 2,150.00     |
| 117                 | Ink (Yellow) EPSON L3110   |           | bot             | 430.00    | 5    |      |      |      |     |      |      |      |       |      |      |      | 5         | 2,150.00     |
| 118                 | Ink (Cyan) EPSON L3110   |           | bot             | 430.00    | 5    |      |      |      |     |      |      |      |       |      |      |      | 5         | 2,150.00     |
|                     | <b>Laboratory Requirments:</b>   |           |                 |           |      |      |      |      |     |      |      |      |       |      |      |      |           |              |
| 119                 | DC Power Supply  |           | pcs             | 4,000.00  |      |      |      |      | 6   |      |      |      |       |      |      |      | 6         | 24,000.00    |
| 120                 | Digital Multimeter (DMM)   |           | pcs             | 3,000.00  |      |      |      |      | 6   |      |      |      |       |      |      |      | 6         | 18,000.00    |
| 121                 | Breadboard   |           | pcs             | 300.00    |      |      |      |      | 8   |      |      |      |       |      |      |      | 8         | 2,400.00     |
| 122                 | Connectors, Wires and connecting wires set   |           | pcs             | 500.00    |      |      |      |      | 7   |      |      |      |       |      |      |      | 7         | 3,500.00     |
| 123                 | Oscilloscope   |           | pcs             | 20,000.00 |      |      |      |      | 4   |      |      |      |       |      |      |      | 4         | 80,000.00    |
| 124                 | Desktop Computer   |           | pcs             | 25,000.00 |      |      |      |      | 6   |      |      |      |       |      |      |      | 6         | 150,000.00   |
| 125                 | Function Generator   |           | pcs             | 20,000.00 |      |      |      |      | 6   |      |      |      |       |      |      |      | 6         | 120,000.00   |
| 126                 | Semiconductor Devices (Discrete components,different kinds, no. of pcs is for each kind) |           | pcs             | 500.00    |      |      |      |      | 100 |      |      |      |       |      |      |      | 100       | 50,000.00    |
| 127                 | Thyristors and Switching devices (different kinds, no. of pcs is for each kind)          |           | pcs             | 800.00    |      |      |      |      | 100 |      |      |      |       |      |      |      | 100       | 80,000.00    |
| 128                 | Optoelectronic Devices (different kinds, no. of pcs is for each kind)                    |           | pcs             | 1,000.00  |      |      |      |      | 100 |      |      |      |       |      |      |      | 100       | 100,000.00   |
| 129                 | Transducers and sensors kit  |           | pcs             | 2,000.00  |      |      |      |      | 6   |      |      |      |       |      |      |      | 6         | 12,000.00    |
| 130                 | AC Milliammeter  |           | pcs             | 2,500.00  |      |      |      |      | 5   |      |      |      |       |      |      |      | 5         | 12,500.00    |
| 131                 | Analog/Digital Wattmeter   |           | pcs             | 2,500.00  |      |      |      |      | 8   |      |      |      |       |      |      |      | 8         | 20,000.00    |
| 132                 | Multimeter (VOM; Analog)   |           | pcs             | 5,000.00  |      |      |      |      | 5   |      |      |      |       |      |      |      | 5         | 25,000.00    |
| 133                 | Clampmeter   |           | units           | 3,000.00  |      |      |      |      | 5   |      |      |      |       |      |      |      | 5         | 15,000.00    |
| 134                 | Synchroscope   |           | pcs             | 6,000.00  |      |      |      |      | 2   |      |      |      |       |      |      |      | 2         | 12,000.00    |
| 135                 | Single-Phase Wattmeter   |           | pcs             | 20,000.00 |      |      |      |      | 2   |      |      |      |       |      |      |      | 2         | 40,000.00    |

| NO. | COMMODITY (NOMENCLATURE & DESCRIPTION)               | STOCK NO. | UNIT OF MEASURE | Unit Cost | JAN. | FEB. | MAR. | APR. | MAY | JUN. | JUL. | AUG. | SEPT. | OCT. | NOV. | DEC. | TOTAL | TOTAL AMOUNT |
|-----|--|-----------|-----------------|-----------|------|------|------|------|-----|------|------|------|-------|------|------|------|-------|--------------|
| 136 | AC Voltmeter Power Factor Meter                      |           | pcs             | 2,500.00  |      |      |      |      | 3   |      |      |      |       |      |      |      | 3     | 7,500.00     |
| 137 | Rheostat (Variable Resistor)                         |           | pcs             | 100.00    |      |      |      |      | 10  |      |      |      |       |      |      |      | 10    | 1,000.00     |
| 138 | Capacitive Load                                      |           | pcs             | 500.00    |      |      |      |      | 10  |      |      |      |       |      |      |      | 10    | 5,000.00     |
| 139 | Variable Capacitive Load                             |           | pcs             | 500.00    |      |      |      |      | 10  |      |      |      |       |      |      |      | 10    | 5,000.00     |
| 140 | Inductive Load                                       |           | pcs             | 500.00    |      |      |      |      | 10  |      |      |      |       |      |      |      | 10    | 5,000.00     |
| 141 | Variable Inductive Load                              |           | pcs             | 500.00    |      |      |      |      | 10  |      |      |      |       |      |      |      | 10    | 5,000.00     |
| 142 | Lamp Loads   |           | pcs             | 500.00    |      |      |      |      | 10  |      |      |      |       |      |      |      | 10    | 5,000.00     |
| 143 | Variable Resistive Load                              |           | pcs             | 500.00    |      |      |      |      | 10  |      |      |      |       |      |      |      | 10    | 5,000.00     |
| 144 | Three-Phase Resistive Load                           |           | pcs             | 20,000.00 |      |      |      |      | 2   |      |      |      |       |      |      |      | 2     | 40,000.00    |
| 145 | 3-Phase Inductive Load                               |           | pcs             | 20,000.00 |      |      |      |      | 2   |      |      |      |       |      |      |      | 2     | 40,000.00    |
| 146 | Single-Phase Capacitive Load                         |           | pcs             | 5,000.00  |      |      |      |      | 5   |      |      |      |       |      |      |      | 5     | 25,000.00    |
| 147 | Three-Phase Capacitive Load                          |           | pcs             | 20,000.00 |      |      |      |      | 2   |      |      |      |       |      |      |      | 2     | 40,000.00    |
| 148 | Single-Phase Inductive Load                          |           | pcs             | 5,000.00  |      |      |      |      | 5   |      |      |      |       |      |      |      | 5     | 25,000.00    |
| 149 | Fixed Resistor                                       |           | pcs             | 100.00    |      |      |      |      | 8   |      |      |      |       |      |      |      | 8     | 800.00       |
| 150 | Variable Resistor                                    |           | pcs             | 200.00    |      |      |      |      | 8   |      |      |      |       |      |      |      | 8     | 1,600.00     |
| 151 | Fixed Inductor                                       |           | pcs             | 100.00    |      |      |      |      | 8   |      |      |      |       |      |      |      | 8     | 800.00       |
| 152 | Variable Inductor                                    |           | pcs             | 200.00    |      |      |      |      | 8   |      |      |      |       |      |      |      | 8     | 1,600.00     |
| 153 | Fixed Capacitor                                      |           | pcs             | 100.00    |      |      |      |      | 8   |      |      |      |       |      |      |      | 8     | 800.00       |
| 154 | Variable Capacitor                                   |           | pcs             | 200.00    |      |      |      |      | 8   |      |      |      |       |      |      |      | 8     | 1,600.00     |
| 155 | Two-Winding Transformer                              |           | pcs             | 5,000.00  |      |      |      |      | 3   |      |      |      |       |      |      |      | 3     | 15,000.00    |
| 156 | Three-Phase Transformer                              |           | pcs             | 20,000.00 |      |      |      |      | 2   |      |      |      |       |      |      |      | 2     | 40,000.00    |
| 157 | Variable Autotransformer (VARIAC)                    |           | pcs             | 10,000.00 |      |      |      |      | 3   |      |      |      |       |      |      |      | 3     | 30,000.00    |
| 158 | Cage Rotor Induction Machine                         |           | pcs             | 20,000.00 |      |      |      |      | 2   |      |      |      |       |      |      |      | 2     | 40,000.00    |
| 159 | Direct-On-Line Starter                               |           | pcs             | 10,000.00 |      |      |      |      | 3   |      |      |      |       |      |      |      | 3     | 30,000.00    |
| 160 | Phase Sequence Indicator                             |           | pcs             | 10,000.00 |      |      |      |      | 3   |      |      |      |       |      |      |      | 3     | 30,000.00    |
| 161 | Slip Ring Machine                                    |           | pcs             | 10,000.00 |      |      |      |      | 3   |      |      |      |       |      |      |      | 3     | 30,000.00    |
| 162 | Capacitor Start Motor 1-Hp Single Phase              |           | units           | 10,000.00 |      |      |      |      | 2   |      |      |      |       |      |      |      | 2     | 20,000.00    |
| 163 | Three-Phase Motor (three leads out) 1-Hp             |           | units           | 10,000.00 |      |      |      |      | 2   |      |      |      |       |      |      |      | 2     | 20,000.00    |
| 164 | Three-Phase Motor (six leads out) 1-Hp               |           | units           | 10,000.00 |      |      |      |      | 2   |      |      |      |       |      |      |      | 2     | 20,000.00    |
| 165 | Three-Phase Motor (nine leads out) 1-Hp              |           | units           | 10,000.00 |      |      |      |      | 2   |      |      |      |       |      |      |      | 2     | 20,000.00    |
| 166 | DC Series Motor 1-Hp, 220 DCV, 60 Hz, Single P       |           | unit            | 10,000.00 |      |      |      |      | 2   |      |      |      |       |      |      |      | 2     | 20,000.00    |
| 167 | Shunt DC Motor 1-Hp, 220 DCV, 60 Hz, Single P        |           | unit            | 10,000.00 |      |      |      |      | 2   |      |      |      |       |      |      |      | 2     | 20,000.00    |
| 168 | D.C Series Motor 1-Hp, 220 DCV, 60 Hz, Single Phase  |           | units           | 10,000.00 |      |      |      |      | 2   |      |      |      |       |      |      |      | 2     | 20,000.00    |
| 169 | D.C Compound Motor 1-Hp,220 DCV, 60 Hz, Single Phase |           | units           | 10,000.00 |      |      |      |      | 2   |      |      |      |       |      |      |      | 2     | 20,000.00    |
| 170 | Miniature DC Circuit Breaker with Overload Relay     |           | pcs             | 3,000.00  |      |      |      |      | 5   |      |      |      |       |      |      |      | 5     | 15,000.00    |

| NO.                 | COMMODITY (NOMENCLATURE & DESCRIPTION)                            | STOCK NO. | UNIT OF MEASURE | Unit Cost | JAN. | FEB. | MAR. | APR. | MAY | JUN. | JUL. | AUG. | SEPT. | OCT. | NOV. | DEC. | TOTAL            | TOTAL AMOUNT        |
|---------------------|---|-----------|-----------------|-----------|------|------|------|------|-----|------|------|------|-------|------|------|------|------------------|---------------------|
| 171                 | Magnetic Contactor (with 2-N.O.,2-N.C)                            |           | pcs.            | 1,200.00  |      |      |      |      | 4   |      |      |      |       |      |      |      | 4                | 4,800.00            |
| 172                 | Overload Relay (Three-phase 18-Amp.,60-hz)                        |           | pcs.            | 700.00    |      |      |      |      | 4   |      |      |      |       |      |      |      | 4                | 2,800.00            |
| 173                 | Pushbutton (with stop-forward-reverse-double circuits)            |           | pcs.            | 800.00    |      |      |      |      | 4   |      |      |      |       |      |      |      | 4                | 3,200.00            |
| 174                 | On-Delay Timer (Omni.-1hour)ANLY AC 200-240V 60Hz                 |           | pcs.            | 700.00    |      |      |      |      | 4   |      |      |      |       |      |      |      | 4                | 2,800.00            |
| 175                 | Duplex Wire (Flat Cord) #16                                       |           | Spool           | 3,000.00  |      |      |      |      | 1   |      |      |      |       |      |      |      | 1                | 3,000.00            |
|                     |   |           |                 |           |      |      |      |      |     |      |      |      |       |      |      |      | <b>Sub Total</b> | <b>1,418,950.00</b> |
| <b>BSCE PROGRAM</b> |   |           |                 |           |      |      |      |      |     |      |      |      |       |      |      |      |                  |                     |
| 176                 | Seagate HDD 1 TB Expansion Portable External Hard Drive           |           | pcs             | 4,000.00  | 2    |      |      |      |     |      |      |      |       |      |      |      | 2                | 8,000.00            |
| 177                 | Institutional Membership to Accredited Professional Organizations |           |                 | 3,000.00  |      |      | 1    |      |     |      |      |      |       |      |      |      | 1                | 3,000.00            |
| 178                 | Large Lever Arch File Folder with ring                            |           | pcs             | 150.00    | 30   |      |      |      |     |      |      |      |       |      |      |      | 30               | 4,500.00            |
| 179                 | Printer - EPSON L3110   |           | pcs             | 10,500.00 | 1    |      |      |      |     |      |      |      |       |      |      |      | 1                | 10,500.00           |
| 180                 | Ink (Black) EPSON L3110   |           | bot             | 430.00    | 10   |      |      |      |     |      |      |      |       |      |      |      | 10               | 4,300.00            |
| 181                 | Ink (Magenta) EPSON L3110   |           | bot             | 430.00    | 5    |      |      |      |     |      |      |      |       |      |      |      | 5                | 2,150.00            |
| 182                 | Ink (Yellow) EPSON L3110  |           | bot             | 430.00    | 5    |      |      |      |     |      |      |      |       |      |      |      | 5                | 2,150.00            |
| 183                 | Ink (Cyan) EPSON L3110  |           | bot             | 430.00    | 5    |      |      |      |     |      |      |      |       |      |      |      | 5                | 2,150.00            |
|                     | <b>Laboratory Requirements:</b>                                   |           |                 |           |      |      |      |      |     |      |      |      |       |      |      |      |                  |                     |
| 184                 | Drawing Table   |           | pcs             | 3,600.00  |      | 40   |      |      |     |      |      |      |       |      |      |      | 40               | 144,000.00          |
| 185                 | Steel Tape (Vinyl, 100m)  |           | pcs             | 2,800.00  |      |      |      |      | 2   |      |      |      |       |      |      |      | 2                | 5,600.00            |
| 186                 | Marking Pins 24" and 12"  |           | pcs             | 250.00    |      |      |      |      | 20  |      |      |      |       |      |      |      | 20               | 5,000.00            |
| 187                 | Plumb Bob   |           | pcs             | 900.00    |      |      |      |      | 4   |      |      |      |       |      |      |      | 4                | 3,600.00            |
| 188                 | Range Pole PP200 EV   |           | pcs             | 2,200.00  |      |      |      |      | 4   |      |      |      |       |      |      |      | 4                | 8,800.00            |
| 189                 | Steel Tape (Fiberglass , 50m )                                    |           | pcs             | 7,000.00  |      |      |      |      | 2   |      |      |      |       |      |      |      | 2                | 14,000.00           |
| 190                 | Compass KB-20   |           | pcs             | 2,600.00  |      |      |      |      | 4   |      |      |      |       |      |      |      | 4                | 10,400.00           |
| 191                 | Engineer's Level or Dumpy Level or                                |           | pcs             | 15,500.00 |      |      |      |      | 2   |      |      |      |       |      |      |      | 2                | 31,000.00           |
| 192                 | Leveling Rod RLA-5  |           | pcs             | 1,500.00  |      |      |      |      | 4   |      |      |      |       |      |      |      | 4                | 6,000.00            |
| 193                 | Theodolite, w/ Complete Accessories                               |           | pcs             | 53,000.00 |      |      |      |      | 2   |      |      |      |       |      |      |      | 2                | 106,000.00          |
| 194                 | Stadia Rod RLA-5  |           | pcs             | 1,500.00  |      |      |      |      | 4   |      |      |      |       |      |      |      | 4                | 6,000.00            |
| 195                 | Global Positioning System Garmin                                  |           | pc              | 46,200.00 |      |      |      |      | 2   |      |      |      |       |      |      |      | 2                | 92,400.00           |
| 196                 | Current Meter 10cm  |           | pc              | 40,000.00 |      |      |      |      | 1   |      |      |      |       |      |      |      | 1                | 40,000.00           |
| 197                 | Depth Measuring Apparatus FSR-300                                 |           | pcs             | 27,000.00 |      |      |      |      | 1   |      |      |      |       |      |      |      | 1                | 27,000.00           |



| NO. | COMMODITY (NOMENCLATURE & DESCRIPTION) | STOCK NO. | UNIT OF MEASURE | Unit Cost  | JAN. | FEB. | MAR. | APR. | MAY | JUN. | JUL. | AUG. | SEPT. | OCT. | NOV. | DEC. | TOTAL            | TOTAL AMOUNT        |
|-----|--|-----------|-----------------|------------|------|------|------|------|-----|------|------|------|-------|------|------|------|------------------|---------------------|
| 198 | Tape (Vinyl or Steel, 50m or more)     |           | pcs             | 7,000.00   |      |      |      |      | 2   |      |      |      |       |      |      |      | 2                | 14,000.00           |
| 199 | Lab Equipment Calibration              |           | lot             | 150,000.00 |      |      |      |      |     |      | 1    |      |       |      |      |      | 1                | 150,000.00          |
| 200 | TOTAL STATION (Reflectorless)          |           | unit            | 290,000.00 |      |      |      |      | 1   |      |      |      |       |      |      |      | 1                | 290,000.00          |
|     |  |           |                 |            |      |      |      |      |     |      |      |      |       |      |      |      | <b>Sub Total</b> | <b>990,550.00</b>   |
|     |  |           |                 |            |      |      |      |      |     |      |      |      |       |      |      |      | <b>TOTAL</b>     | <b>7,088,584.00</b> |

Prepared by:

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Noted by:

**RONITA E. TALINGTING, PhD**  
Campus Director

Recommending Approval:

**ROWENA A. PLANDO, PhD**  
Vice President, Administration

Approved as to Availability of Fund:

**FELIPE T. CACHO, MBA**  
Budget Officer III

**GAY ROSE M. SEGUERA, CPA**  
Accountant III

09-10-20

Approved:

**GREGORIO Z. GAMBOA, Jr., EdD**  
College President



**SURIGAO STATE COLLEGE OF TECHNOLOGY**

"For Nation's Greater Heights"

30 JAN 2020

|                |                   |
|----------------|-------------------|
| Document No.   | FM-SSCT-ADMIN-004 |
| Revision No.   | 00                |
| Effective Date | 01 January 2019   |
| Page No.       | 1 of 1            |

**Project Procurement Management Plan (PPMP)  
FOR THE YEAR 2020**

| Office Department:                              |   |           |                 | Name & Address of Agency:           |      |      |      |       |     |      | Item in Budget:                  |      |       |      |      |      |                  |                   |
|---|---|-----------|-----------------|-------------------------------------|------|------|------|-------|-----|------|----------------------------------|------|-------|------|------|------|------------------|-------------------|
| COLLEGE OF ENGINEERING & INFORMATION TECHNOLOGY |   |           |                 | SURIGAO STATE COLLEGE OF TECHNOLOGY |      |      |      |       |     |      | Program Amount: Php 4,515,640.00 |      |       |      |      |      |                  |                   |
| NO.   | COMMODITY<br>(NOMENCLATURE & DESCRIPTION)   | STOCK NO. | UNIT OF MEASURE | Unit Cost                           | JAN. | FEB. | MAR. | APRIL | MAY | JUNE | JULY                             | AUG. | SEPT. | OCT. | NOV. | DEC. | TOTAL            | TOTAL AMOUNT      |
| <b>I.T. EQUIPMENT(S)</b>                        |   |           |                 |                                     |      |      |      |       |     |      |                                  |      |       |      |      |      |                  |                   |
| 1   | Ink (Black) EPSON L210 Continuous Printer   |           | pcs.            | 450.00                              |      | 3    |      | 5     |     | 2    |                                  |      |       |      |      |      | 10               | 4,500.00          |
| 2   | Ink (CYAN) EPSON L210 Continuous Printer  |           | pcs.            | 450.00                              |      | 3    |      |       |     | 7    |                                  |      |       |      |      |      | 10               | 4,500.00          |
| 3   | Ink (MAGENTA) EPSON L220 Continuous Printer   |           | pcs.            | 450.00                              |      | 3    |      | 2     |     | 3    |                                  |      |       |      |      |      | 8                | 3,600.00          |
| 4   | Ink (YELLOW) EPSON L220 Continuous Printer  |           | pcs.            | 450.00                              |      | 3    |      | 5     |     |      |                                  |      |       |      |      |      | 8                | 3,600.00          |
| 5   | Ink (Black) Brother DCP-T700W   |           | pcs.            | 450.00                              |      | 3    |      | 6     |     | 1    |                                  |      |       |      |      |      | 10               | 4,500.00          |
| 6   | Ink (CYAN) Brother DCP-T700W  |           | pcs.            | 450.00                              |      |      |      | 7     |     | 1    |                                  |      |       |      |      |      | 8                | 3,600.00          |
| 7   | Ink (YELLOW) Brother DCP-T700W  |           | pcs.            | 450.00                              |      |      |      | 7     |     | 1    |                                  |      |       |      |      |      | 8                | 3,600.00          |
| 8   | Ink (MAGENTA) Brother DCP-T700W   |           | pcs.            | 450.00                              |      |      |      | 7     |     | 1    |                                  |      |       |      |      |      | 8                | 3,600.00          |
| 9   | Copier Machine 3 in 1 (Copy, Print, Scan)   |           | pcs.            | 55,000.00                           |      | 1    |      |       |     |      |                                  |      |       |      |      |      | 1                | 55,000.00         |
| 10  | Printer - Epson L565  |           | pcs             | 28,000.00                           |      | 1    |      |       |     |      |                                  |      |       |      |      |      | 1                | 28,000.00         |
| 11  | HDMI  |           | pcs             | 700.00                              |      | 5    |      |       |     |      |                                  |      |       |      |      |      | 5                | 3,500.00          |
| 12  | Seagate HDD 1 TB Expansion Portable External Hard Drive   |           | pcs             | 4,000.00                            |      | 2    |      |       |     |      |                                  |      |       |      |      |      | 2                | 8,000.00          |
| 13  | Brother DCP-T710W All in 1 Refill Tank System Colored Printer Wifi, Mobile Print Direct, ADF Print, Scan and Copy with Built-in Wireless Borderless Printing Seamless |           | pcs             | 15,000.00                           |      | 1    |      |       |     |      |                                  |      |       |      |      |      | 1                | 15,000.00         |
| 14  | Brother BT 6000 WITH BT 5000 Genuine Ink Bottle Set of 4 (Black, Cyan, Yellow, Magenta)   |           | pcs             | 2,000.00                            |      | 5    |      |       |     |      |                                  |      |       |      |      |      | 5                | 10,000.00         |
| 15  | Mouse   |           | pcs             | 200.00                              |      | 20   |      |       |     |      |                                  |      |       |      |      |      | 20               | 4,000.00          |
| 16  | Copier Machine 3 in 1 (Copy, Print, Scan)   |           | pcs             | 30,000.00                           |      | 1    |      |       |     |      |                                  |      |       |      |      |      | 1                | 30,000.00         |
| 17  | Photo Paper A4  |           | pcs             | 220.00                              |      | 10   |      |       |     |      |                                  |      |       |      |      |      | 10               | 2,200.00          |
|   |   |           |                 |                                     |      |      |      |       |     |      |                                  |      |       |      |      |      | <b>Sub-Total</b> | <b>187,200.00</b> |
| <b>OFFICE SUPPLIES</b>                          |   |           |                 |                                     |      |      |      |       |     |      |                                  |      |       |      |      |      |                  |                   |