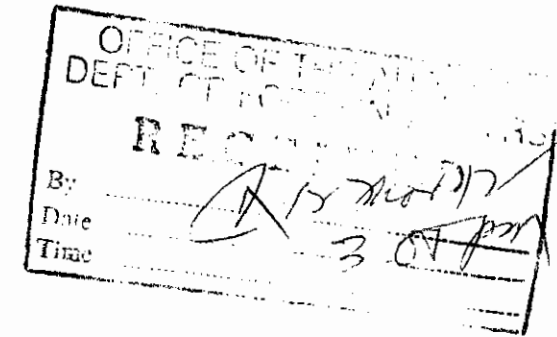


**FOREIGN SERVICE INSTITUTE
ANNUAL PROCUREMENT PLAN
Year 2012**



| ITEM | SPECIFICATION | UNIT | MODE OF PROCUREMENT | QUARTERLY BREAKDOWN (QTY.) | | | | TOTAL QUANTITY | UNIT PRICE | TOTAL AMOUNT |
|--------------------------------|--|--------|---------------------|----------------------------|--------|--------|--------|----------------|------------|--------------|
| | | | | 1/Qtr. | 2/Qtr. | 3/Qtr. | 4/Qtr. | | | |
| OFFICE SUPPLIES | | | | | | | | | | |
| REGULAR OFFICE SUPPLIES | | | | | | | | | | |
| Acetate, plastic | gauge 0.075mm (#3) transparent, 50M in length | roll | Shopping | 2 | | 2 | | 4 | 581.95 | 2,327.80 |
| Air freshener | aerosol type, spray mist, assorted scents | can | Shopping | 10 | 10 | 10 | 10 | 40 | 168.00 | 6,720.00 |
| Alcohol | Rubbing, 70% isopropyl, 500ml. | bottle | Shopping | 50 | | 50 | | 100 | 58.00 | 5,800.00 |
| Ballpoint pen | black | piece | Shopping | 50 | 50 | 50 | 50 | 200 | 2.70 | 540.00 |
| Ballpoint pen | blue | piece | Shopping | 50 | 50 | 50 | 50 | 200 | 2.70 | 540.00 |
| Ballpoint pen | red | piece | Shopping | 50 | 50 | 50 | 50 | 200 | 2.70 | 540.00 |
| Blade, cutter | for heavy duty cutter, L500 | tube | Shopping | 5 | 5 | 5 | 5 | 20 | 15.80 | 316.00 |
| Bristol board | 8-1/2" x 11" (short) | piece | Shopping | 100 | 100 | 100 | 100 | 400 | 0.90 | 360.00 |
| Bristol board | 8-1/2" x 13" (long) | piece | Shopping | 50 | 50 | 50 | 50 | 200 | 2.00 | 400.00 |
| Carbon paper | short, regular | box | Shopping | 1 | | 1 | | 2 | 52.80 | 105.60 |
| Carbon paper | short, Permafilm | box | Shopping | 3 | | 3 | | 6 | 254.00 | 1,524.00 |
| Cartolina | assorted colors | piece | Shopping | 20 | 20 | 20 | 20 | 80 | 3.65 | 292.00 |
| Cartolina | white | piece | Shopping | 10 | | 10 | | 20 | 3.65 | 73.00 |
| Cassette head cleaner | | piece | Shopping | | 7 | | 7 | 14 | 50.00 | 700.00 |
| Catalog Cards | 3 1/2" x 5" (per hundred) | ream | Shopping | 10 | 10 | 10 | 10 | 40 | 39.00 | 1,560.00 |
| Certificate | FSI certificate, parchment paper w/ gold stamping, A4 size | piece | Shopping | 500 | | 500 | | 1000 | 4.50 | 4,500.00 |
| Certificate holder | blue cloth | piece | Shopping | | | 300 | | 300 | 100.00 | 30,000.00 |
| Cork board | 1/4 size, with frame | piece | Shopping | 4 | | | | 4 | 262.50 | 1,050.00 |
| Clip | bulldog, size 3" (steel) | piece | Shopping | 20 | 20 | 20 | 20 | 80 | 7.99 | 639.20 |
| Clip | double, 25mm (1"), 12 pcs./box | box | Shopping | 20 | 20 | 20 | 20 | 80 | 11.40 | 912.00 |
| Clip | double, 50 mm (2"), 12 pcs./box | box | Shopping | 20 | 20 | 20 | 20 | 80 | 37.30 | 2,984.00 |
| Copy paper | A4, 8-1/4" x 11-3/4", subs. 20 | ream | Shopping | 200 | 150 | 200 | 150 | 700 | 144.00 | 100,800.00 |
| Copy paper | long (8-1/2" x 13"), Color, subs. 24 | ream | Shopping | 10 | 15 | 10 | 15 | 50 | 240.00 | 12,000.00 |
| Copy paper | long (8-1/2" x 13"), subs. 20 | ream | Shopping | 200 | 100 | 100 | 100 | 500 | 161.00 | 80,500.00 |
| Copy paper | long (8-1/2" x 13"), subs. 24 | ream | Shopping | 15 | 15 | 15 | 15 | 60 | 160.00 | 9,600.00 |
| Copy paper | short (8-1/2" x 11"), Color, subs. 24 | ream | Shopping | 30 | 30 | 30 | 30 | 120 | 220.00 | 26,400.00 |
| Copy paper | short (8-1/2" x 11"), subs. 20 | ream | Shopping | 100 | 100 | 100 | 100 | 400 | 134.00 | 53,600.00 |
| Copy paper | short (8-1/2" x 11"), subs. 24 | ream | Shopping | 10 | 10 | 10 | 10 | 40 | 148.00 | 5,920.00 |
| Correction fluid | water base, white opaque, 15 ml. | bottle | Shopping | 10 | 10 | 10 | 10 | 40 | 9.82 | 392.80 |
| Correction tape | | piece | Shopping | 50 | | 50 | | 100 | 18.00 | 1,800.00 |
| Crayon | 48 pcs/box | box | Shopping | 9 | | | | 9 | 150.00 | 1,350.00 |
| Cutting mat | 12" x 16" | piece | Shopping | 5 | 1 | | | 6 | 189.00 | 1,134.00 |
| Data file box | for magazines ((A4) | piece | Shopping | 10 | 10 | 10 | 10 | 40 | 50.00 | 2,000.00 |

| ITEM | SPECIFICATION | UNIT | MODE OF PROCUREMENT | QUARTERLY BREAKDOWN (QTY.) | | | | TOTAL QUANTITY | UNIT PRICE | TOTAL AMOUNT |
|-----------------------|--|-------|---------------------|----------------------------|--------|--------|--------|----------------|------------|--------------|
| | | | | 1/Qtr. | 2/Qtr. | 3/Qtr. | 4/Qtr. | | | |
| Data file box | with closed ends and finger ring, size 5" x 9" x 15-3/4" | piece | Shopping | 30 | | 20 | | 50 | 64.47 | 3,223.50 |
| Desk tray | 2 layers, metal | piece | Shopping | 5 | | 5 | | 10 | 150.00 | 1,500.00 |
| Desk tray | 3 layers, metal | piece | Shopping | 5 | | | | 5 | 190.00 | 950.00 |
| Employees' leave card | 11 x 8-3/4", yellow b. board, 100 lbs. | piece | Shopping | 100 | | 100 | | 200 | 19.00 | 3,800.00 |
| Envelope | documentary, A4 | piece | Shopping | 500 | | 500 | | 1000 | 1.30 | 1,300.00 |
| Envelope | documentary, short | piece | Shopping | 500 | | 500 | | 1000 | 0.80 | 800.00 |
| Envelope | documentary, long | piece | Shopping | 500 | | 500 | | 1000 | 1.10 | 1,100.00 |
| Envelope | documentary, long, with logo (for Publications and FSI-BAC use only) | piece | Shopping | 100 | | 100 | | 200 | 4.76 | 952.00 |
| Envelope | documentary, short, with logo (for Publications use only) | piece | Shopping | 100 | | 100 | | 200 | 4.25 | 850.00 |
| Envelope | expanding, kraft | piece | Shopping | 500 | 500 | 500 | 500 | 2000 | 8.40 | 16,800.00 |
| Envelope | FSI certificate envelope, size 9" x 12", conqueror ivory | piece | Shopping | 500 | | 500 | | 1000 | 6.98 | 6,980.00 |
| Envelope | FSI letter envelope, size 4" x 9-1/2", white | piece | Shopping | 500 | | 500 | | 1000 | 4.50 | 4,500.00 |
| Envelope | Letter, size 4" x 9-1/2", white | piece | Shopping | 500 | | 500 | | 1000 | 0.75 | 750.00 |
| Envelope | pay envelope, kraft, 4: x 7-1/2", 500s/box | box | Shopping | 3 | 3 | 3 | 3 | 12 | 192.00 | 2,304.00 |
| Eraser | for whiteboard/blackboard | piece | Shopping | 15 | | 15 | | 30 | 14.80 | 444.00 |
| Eraser | rubber, soft | piece | Shopping | 20 | 20 | 20 | 20 | 80 | 9.10 | 728.00 |
| Folder | 3-ring binder, long | piece | Shopping | 10 | 10 | 10 | 10 | 40 | 250.00 | 10,000.00 |
| Folder | file, white, for A4 size papers/documents | piece | Shopping | 500 | 500 | 500 | 500 | 2000 | 2.78 | 5,560.00 |
| Folder | file, white, for long size papers/documents | piece | Shopping | 500 | 500 | 500 | 500 | 2000 | 3.35 | 6,700.00 |
| Folder | file, white, for short size papers/documents | piece | Shopping | 500 | | 500 | | 1000 | 3.00 | 3,000.00 |
| Folder | presentation, morocco cover board, long | piece | Shopping | 200 | | 100 | | 300 | 4.35 | 1,305.00 |
| Folder | presentation, morocco cover board, short | piece | Shopping | 200 | | 110 | | 310 | 4.16 | 1,289.60 |
| Folder | pressboard (expanding), plain, legal size | piece | Shopping | 500 | 500 | 500 | 500 | 2000 | 6.80 | 13,600.00 |
| Gloves | cotton | pair | Shopping | 15 | | 15 | | 30 | 20.00 | 600.00 |
| Glue | all purpose, in jar with applicator | jar | Shopping | 10 | 10 | 10 | 10 | 40 | 43.25 | 1,730.00 |
| Glue | glue stick | tube | Shopping | 30 | 30 | 30 | 30 | 120 | 50.00 | 6,000.00 |
| Gold seal | #24, 40 pcs./ box | box | Shopping | 10 | 10 | 10 | 10 | 40 | 36.00 | 1,440.00 |
| Gold seal | #25, 40 pcs./ box | box | Shopping | 10 | | 10 | | 20 | 40.00 | 800.00 |
| ID pin holder | transparent, plastic, with metal clip | piece | Shopping | 500 | | 500 | | 1000 | 3.00 | 3,000.00 |
| Illustration board | illustration board, 20" x 30" | piece | Shopping | 5 | 5 | 5 | 5 | 20 | 64.00 | 1,280.00 |
| Illustration board | illustration board, 30" x 40" | piece | Shopping | 5 | 5 | 5 | 5 | 20 | 75.00 | 1,500.00 |
| Index card | size 3" x 5", 500s/pack, ruled both sides | pack | Shopping | 5 | 5 | 5 | 5 | 20 | 42.52 | 850.40 |
| Index card | size 5" x 8", 500s/pack, ruled both sides | pack | Shopping | 5 | 5 | 5 | 5 | 20 | 92.66 | 1,853.20 |
| Index card box | size 4-1/2" x 6-1/2", board | box | Shopping | 5 | | 5 | | 10 | 30.25 | 302.50 |
| Index card box | size 5-1/2" x 8-1/2", board | box | Shopping | 5 | | 5 | | 10 | 39.75 | 397.50 |
| Index tab | transparent, self-adhesive, 5 sets/box | box | Shopping | 10 | | 10 | | 20 | 45.00 | 900.00 |
| Laminating film | size A4, 100s/box, 125 microns | box | Shopping | 2 | | | | 2 | 648.00 | 1,296.00 |
| Looseleaf cover | w/ paper cloth strap 8-1/2" x 14", 50 pcs/pack | piece | Shopping | 100 | | 100 | | 200 | 9.15 | 1,830.00 |
| Map pin | round head, 100s/box | box | Shopping | 10 | 10 | 10 | 10 | 40 | 29.95 | 1,198.00 |
| Marker | fluorescent, assorted colors, 3 colors/set | piece | Shopping | 20 | 20 | 20 | 20 | 80 | 25.00 | 2,000.00 |
| Marking pen | for transparency film, fine pt., 6 colors/set | set | Shopping | 5 | 5 | 5 | 5 | 20 | 138.60 | 2,772.00 |

| ITEM | SPECIFICATION | UNIT | MODE OF PROCUREMENT | QUARTERLY BREAKDOWN (QTY.) | | | | TOTAL QUANTITY | UNIT PRICE | TOTAL AMOUNT |
|-----------------|--|-------|---------------------|----------------------------|--------|--------|--------|----------------|------------|--------------|
| | | | | 1/Qtr. | 2/Qtr. | 3/Qtr. | 4/Qtr. | | | |
| Marking pen | permanent, black | piece | Shopping | 50 | 50 | 50 | 50 | 200 | 22.00 | 4,400.00 |
| Marking pen | permanent, blue | piece | Shopping | 50 | 50 | 50 | 50 | 200 | 22.00 | 4,400.00 |
| Marking pen | permanent, red | piece | Shopping | 40 | 40 | 40 | 40 | 160 | 22.00 | 3,520.00 |
| Marking pen | whiteboard, black | piece | Shopping | 50 | 50 | 50 | 50 | 200 | 13.45 | 2,690.00 |
| Marking pen | whiteboard, blue | piece | Shopping | 50 | 50 | 50 | 50 | 200 | 13.45 | 2,690.00 |
| Marking pen | whiteboard, red | piece | Shopping | 30 | 30 | 30 | 30 | 120 | 13.45 | 1,614.00 |
| Memo pad | size 1/2 (8-1/2" x 5-1/2"), with FSI logo | pad | Shopping | 50 | | 50 | | 100 | 90.00 | 9,000.00 |
| Memo pad | size 1/4 (6-1/2" x 4-1/4"), with FSI logo | pad | Shopping | 50 | | 50 | | 100 | 178.00 | 17,800.00 |
| Mimeo paper | short (8-1/2" x 11"), Color | ream | Shopping | 2 | | 2 | | 4 | 160.00 | 640.00 |
| Mimeo paper | long (8-1/2" x 13"), Color | ream | Shopping | 2 | | 2 | | 4 | 183.00 | 732.00 |
| Morocco board | long (8-1/2" x 13") | piece | Shopping | 500 | | 500 | | 1000 | 2.25 | 2,250.00 |
| Morocco board | short (8-1/2" x 11") | piece | Shopping | 500 | | 500 | | 1000 | 1.95 | 1,950.00 |
| Multi tray | 4 drawers w/ metal ring, size 9-1/4" x 11-1/4" x 14" | piece | Shopping | 7 | | 2 | | 9 | 492.00 | 4,428.00 |
| Multi tray | 5 drawers w/ metal ring, size 9-1/4" x 11-1/4" x 14" | piece | Shopping | 6 | | 1 | | 7 | 580.00 | 4,060.00 |
| Note pad | size 3" x 3" | pad | Shopping | 30 | 20 | 30 | 20 | 100 | 36.40 | 3,640.00 |
| Note pad | size 3" x 4" | pad | Shopping | 30 | 20 | 30 | 20 | 100 | 54.29 | 5,429.00 |
| Notebook | stenographer's, 40 leaves, ruled, spiral, 55 gsm | book | Shopping | 40 | 40 | 40 | 40 | 160 | 11.50 | 1,840.00 |
| Paper clip | jumbo, gem type, vinyl coated, assorted colors | box | Shopping | 20 | 20 | 20 | 20 | 80 | 13.20 | 1,056.00 |
| Paper clip | size 1", vinyl coated, assorted color | box | Shopping | 30 | 30 | 30 | 30 | 120 | 5.20 | 624.00 |
| Paper fastener | metal | box | Shopping | 10 | | 10 | | 20 | 18.00 | 360.00 |
| Paper fastener | plastic | box | Shopping | 25 | 25 | 25 | 25 | 100 | 23.40 | 2,340.00 |
| Paste | solid, with water well and applicator, 200 grams | jar | Shopping | 20 | 20 | 20 | 20 | 80 | 27.00 | 2,160.00 |
| Pencil | lead, with eraser, medium size | piece | Shopping | 100 | 50 | 100 | 50 | 300 | 5.00 | 1,500.00 |
| Pencil lead | 0.5 mm (Polymer) | tube | Shopping | 5 | | 5 | 1 | 11 | 1.85 | 20.35 |
| Record book | 300 pp., w/ 'Official Record Book' printing | book | Shopping | 10 | 3 | 11 | 9 | 33 | 51.88 | 1,712.04 |
| Record book | 500 pp., w/ "Official Record Book" printing | book | Shopping | 10 | 1 | 8 | 1 | 20 | 65.00 | 1,300.00 |
| Ribbon | Brother, correctible film ribbon | piece | Shopping | 2 | 2 | 2 | 2 | 8 | 100.00 | 800.00 |
| Ribbon | for Iwata time recorder | piece | Shopping | 3 | 3 | 3 | 3 | 12 | 468.00 | 5,616.00 |
| Ribbon | for checkwriter | piece | Shopping | 2 | 2 | 2 | 2 | 8 | 350.00 | 2,800.00 |
| Ribbon | for manual typewriter | spool | Shopping | 4 | 3 | 4 | 3 | 14 | 15.10 | 211.40 |
| Ring binder | 1" x 44" | piece | Shopping | 50 | 50 | 50 | 50 | 200 | 26.00 | 5,200.00 |
| Ring binder | 1/2" x 44" | piece | Shopping | 50 | 50 | 50 | 50 | 200 | 15.00 | 3,000.00 |
| Ring binder | 2" x 44" | piece | Shopping | 10 | 10 | 10 | 10 | 40 | 90.00 | 3,600.00 |
| Ring binder | 3/4" x 44" | piece | Shopping | 50 | 50 | 50 | 50 | 200 | 14.00 | 2,800.00 |
| Rubber band | #18, transparent, approximately 445 g/box | box | Shopping | 3 | 3 | 3 | 3 | 12 | 141.25 | 1,695.00 |
| Ruled pad paper | 216mm x 330mm. 100 sheet/pad | pad | Shopping | 20 | 20 | 20 | 20 | 80 | 19.25 | 1,540.00 |
| Ruler | 12", plastic | piece | Shopping | 12 | 5 | 2 | | 19 | 3.40 | 64.60 |
| Ruler | 18", metal | piece | Shopping | 10 | 5 | 5 | | 20 | 50.00 | 1,000.00 |
| Ruler | 18", plastic | piece | Shopping | 3 | | 1 | | 4 | 13.50 | 54.00 |
| Sign pen | high tech pen, black | piece | Shopping | 50 | 50 | 50 | 50 | 200 | 44.00 | 8,800.00 |
| Sign pen | high tech pen, blue | piece | Shopping | 50 | 50 | 50 | 50 | 200 | 43.00 | 8,600.00 |

| ITEM | SPECIFICATION | UNIT | MODE OF PROCUREMENT | QUARTERLY BREAKDOWN (QTY.) | | | | TOTAL QUANTITY | UNIT PRICE | TOTAL AMOUNT |
|---|---|--------|---------------------|----------------------------|--------|--------|--------|----------------|------------|-------------------|
| | | | | 1/Qtr. | 2/Qtr. | 3/Qtr. | 4/Qtr. | | | |
| Sign pen | high tech pen, red | piece | Shopping | 30 | 30 | 30 | 30 | 120 | 43.00 | 5,160.00 |
| Specialty board | long (8-12" x 13") | piece | Shopping | 500 | 200 | 500 | 200 | 1400 | 3.00 | 4,200.00 |
| Specialty paper | short (8-1/2" x 11") | piece | Shopping | 300 | 300 | 300 | 300 | 1200 | 2.00 | 2,400.00 |
| Stamp pad | felt pad, 70mm x 100mm | piece | Shopping | 10 | | 10 | | 20 | 24.50 | 490.00 |
| Stamp pad ink | purple, 50ml, w/ applicator | bottle | Shopping | 5 | 5 | 5 | 5 | 20 | 22.65 | 453.00 |
| Staple wire | # 35 | box | Shopping | 20 | 20 | 20 | 20 | 80 | 18.00 | 1,440.00 |
| Stationery | FSI letterhead, A4 with logo | ream | Shopping | 20 | 10 | 20 | 10 | 60 | 550.00 | 33,000.00 |
| Stationery | FSI letterhead, long with logo | ream | Shopping | 10 | 10 | 10 | 10 | 40 | 348.00 | 13,920.00 |
| Stock card | stock card | piece | Shopping | 100 | 50 | 100 | 50 | 300 | 2.55 | 765.00 |
| Tape | audio cassette, blank, C-90 | piece | Shopping | 10 | 10 | 10 | | 30 | 19.80 | 594.00 |
| Tape | book binding, 1" | roll | Shopping | 5 | 5 | 5 | 5 | 20 | 61.20 | 1,224.00 |
| Tape | book binding, 2" | roll | Shopping | 5 | 5 | 5 | 5 | 20 | 148.00 | 2,960.00 |
| Tape | double-sided, 1", foam type | roll | Shopping | 5 | | 5 | | 10 | 72.00 | 720.00 |
| Tape | masking, 1" | roll | Shopping | 10 | 10 | 10 | 10 | 40 | 18.00 | 720.00 |
| Tape | masking, 2" | roll | Shopping | 10 | 10 | 10 | 10 | 40 | 36.00 | 1,440.00 |
| Tape | packaging, 2" | roll | Shopping | 20 | 20 | 20 | 20 | 80 | 14.00 | 1,120.00 |
| Tape | transparent, 1" | roll | Shopping | 30 | 30 | 30 | 30 | 120 | 11.70 | 1,404.00 |
| Tape | transparent, 2" | roll | Shopping | 10 | 10 | 10 | 10 | 40 | 20.38 | 815.20 |
| Time card | for Iwata Bundy clock, 100s/pack | piece | Shopping | 150 | | | | 150 | 1.50 | 225.00 |
| Tissue | 12 rolls per pack | pack | Shopping | 120 | 120 | 120 | 120 | 480 | 102.00 | 48,960.00 |
| Transparency film | for OHP/PPC, size A4, 100s/box | box | Shopping | 3 | 1 | 2 | 1 | 7 | 215.00 | 1,505.00 |
| Twine | plastic, one kilo per roll | roll | Shopping | 5 | 5 | 5 | 5 | 20 | 38.90 | 778.00 |
| Waste basket | plastic, assorted colors, non-rigid | piece | Shopping | 3 | | 3 | | 6 | 29.12 | 174.72 |
| Wrapping paper | kraft, 65gsm, approx. 40M | roll | Shopping | 3 | 3 | 3 | 3 | 12 | 91.55 | 1,098.60 |
| Sub-Total, Regular Office Supplies | | | | | | | | | | 729,069.01 |
| OFFICE DEVICES | | | | | | | | | | |
| Calculator | desktop, compact, electronic LCD, 12 digits, two-way power source | piece | Shopping | 5 | | 5 | | 10 | 150.00 | 1,500.00 |
| Cutter | big, heavy duty | piece | Shopping | 5 | | 5 | | 10 | 24.96 | 249.60 |
| Puncher | heavy duty with three-hole guide | piece | Shopping | 5 | | | | 5 | 605.00 | 3,025.00 |
| Puncher | with two-hole guide | piece | Shopping | 5 | | | | 5 | 96.00 | 480.00 |
| Scissors | size 6" | pair | Shopping | 5 | | 5 | | 10 | 15.46 | 154.60 |
| Sharpener | single cutterhead, one-hole guide | piece | Shopping | 5 | | 5 | | 10 | 187.00 | 1,870.00 |
| Staple remover | twin jaws | piece | Shopping | 5 | | 5 | | 10 | 6.80 | 68.00 |
| Stapler | heavy duty | piece | Shopping | 1 | 1 | 1 | 1 | 4 | 1,500.00 | 6,000.00 |
| Stapler | long reach | piece | Shopping | 2 | | | | 2 | 900.00 | 1,800.00 |
| Stapler | standard, #35 | piece | Shopping | 5 | | 5 | | 10 | 180.00 | 1,800.00 |
| Surge protector | 6-gang outlet | piece | Shopping | 5 | | | | 5 | 438.00 | 2,190.00 |
| Tape dispenser | for 1" transparent tape | piece | Shopping | 10 | | | | 10 | 45.00 | 450.00 |
| Sub-Total, Office Devices | | | | | | | | | | 19,587.20 |

| ITEM | SPECIFICATION | UNIT | MODE OF PROCUREMENT | QUARTERLY BREAKDOWN (QTY.) | | | | TOTAL QUANTITY | UNIT PRICE | TOTAL AMOUNT |
|--------------------------|---|-----------|---------------------|----------------------------|--------|--------|--------|----------------|------------|--------------|
| | | | | 1/Qtr. | 2/Qtr. | 3/Qtr. | 4/Qtr. | | | |
| COMPUTER SUPPLIES | | | | | | | | | | |
| CD drive cleaner | multi-media lens cleaner | piece | Shopping | 6 | | 1 | | 7 | 108.65 | 760.55 |
| CD-R | min of 650MB/70 min. running time | piece | Shopping | 100 | 100 | 100 | 100 | 400 | 16.62 | 6,648.00 |
| CD-RW | high speed, 700MB/80 min. capacity | piece | Shopping | 100 | 100 | 100 | 100 | 400 | 19.50 | 7,800.00 |
| CD sticker | small hole | piece | Shopping | 20 | | | | 20 | 46.00 | 920.00 |
| Continuous form | 11" x 14-7/8", 3 ply, plain, 55gsm, 500 sets/box | box | Shopping | 2 | 2 | 2 | 2 | 8 | 545.00 | 4,360.00 |
| Continuous form | 11" x 9-1/2", 1 ply, plain, 70gsm, 2000 pcs./box | box | Shopping | 2 | 2 | 2 | 2 | 8 | 542.00 | 4,336.00 |
| Disk drive cleaner | with cleaning solution, for 3.5" disk drive | piece | Shopping | 3 | 3 | 3 | 3 | 12 | 24.20 | 290.40 |
| Diskette | 3.5" HD, 10s/box | box | Shopping | 10 | | | | 10 | 56.20 | 562.00 |
| Diskette storage case | for 3.5" diskette, 100 pieces capacity | piece | Shopping | 3 | | | | 3 | 175.65 | 526.95 |
| DVD-R | 16x speed, 4.7GB capacity, 120 minutes recording time | piece | Shopping | 50 | 50 | 50 | 100 | 250 | 21.50 | 5,375.00 |
| DVD-RW | 4x speed, 4.7 GB capacity | piece | Shopping | 50 | 50 | 50 | 50 | 200 | 30.30 | 6,060.00 |
| Flash drive | 4GB capacity, USB 2.0, plug and play | piece | Shopping | 10 | 5 | 5 | 5 | 25 | 270.00 | 6,750.00 |
| Flash drive | 8GB capacity, USB 2.0, plug and play | piece | Shopping | 6 | 1 | 1 | 1 | 9 | 450.00 | 4,050.00 |
| Ink cartridge | HP #22, color | cartridge | Shopping | 1 | 1 | 1 | 1 | 4 | 760.25 | 3,041.00 |
| Ink cartridge | HP 60, black | cartridge | Shopping | 5 | | 5 | | 10 | 575.00 | 5,750.00 |
| Ink cartridge | HP 60, tricolor | cartridge | Shopping | 1 | 1 | 1 | 1 | 4 | 690.00 | 2,760.00 |
| Ink cartridge | HP C4836A, cyan, for HP C1700 printer | cartridge | Shopping | 1 | 1 | 1 | 1 | 4 | 1,310.00 | 5,240.00 |
| Ink cartridge | HP C4837A, magenta, for HP C1700 printer | cartridge | Shopping | 1 | 1 | 1 | 1 | 4 | 1,310.00 | 5,240.00 |
| Ink cartridge | HP C4838A, yellow, for HP C1700 printer | cartridge | Shopping | 1 | 1 | 1 | 1 | 4 | 1,310.00 | 5,240.00 |
| Ink cartridge | HP C4844A, black, for HP C1700 printer | cartridge | Shopping | 1 | 1 | 1 | 1 | 4 | 1,310.00 | 5,240.00 |
| Ink cartridge | HP C6615A (HP 15), black | cartridge | Shopping | 1 | 1 | 1 | 1 | 4 | 1,196.00 | 4,784.00 |
| Ink cartridge | HP C6625A (HP 17), color | cartridge | Shopping | 1 | 1 | 1 | 1 | 4 | 1,300.00 | 5,200.00 |
| Ink cartridge | HP C6656A, black | cartridge | Shopping | 2 | 1 | 1 | 1 | 5 | 795.00 | 3,975.00 |
| Ink cartridge | HP C8727A, black | cartridge | Shopping | 2 | 1 | 2 | 1 | 6 | 725.00 | 4,350.00 |
| Ink cartridge | HP C8728A, color | cartridge | Shopping | 1 | 1 | 1 | 1 | 4 | 937.05 | 3,748.20 |
| Ink cartridge | HP CC653A (901), black | cartridge | Shopping | 1 | 1 | 1 | 1 | 4 | 430.00 | 1,720.00 |
| Ink cartridge | HP CC655A (901), tri-color | cartridge | Shopping | 1 | 1 | 1 | 1 | 4 | 960.00 | 3,840.00 |
| Mouse | optical, net scoll | piece | Shopping | 5 | | | | 5 | 150.00 | 750.00 |
| Printhead | HP C4810A black printhead, for HP C1700 printer | cartridge | Shopping | 1 | 1 | 1 | 1 | 4 | 1,355.00 | 5,420.00 |
| Printhead | HP C4811A cyan printhead, for HP C1700 printer | cartridge | Shopping | 1 | 1 | 1 | 1 | 4 | 1,450.00 | 5,800.00 |
| Printhead | HP C4812A magenta printhead, for HP C1700 printer | cartridge | Shopping | 1 | 1 | 1 | 1 | 4 | 1,450.00 | 5,800.00 |
| Printhead | HP C4813A yellow printhead, for HP C1700 printer | cartridge | Shopping | 1 | 1 | 1 | 1 | 4 | 1,450.00 | 5,800.00 |
| Toner cartridge | HP C3906F, black | cartridge | Shopping | 1 | | 1 | | 2 | 3,500.00 | 7,000.00 |
| Toner cartridge | HP C4092A, black | cartridge | Shopping | 1 | | 1 | | 2 | 2,300.00 | 4,600.00 |
| Toner cartridge | HP C7115A, black | cartridge | Shopping | 1 | 1 | 1 | 1 | 4 | 2,680.00 | 10,720.00 |
| Toner cartridge | HP CB435A, black | cartridge | Shopping | 5 | 4 | 5 | 4 | 18 | 2,200.00 | 39,600.00 |
| Toner cartridge | HP CB540A, black | cartridge | Shopping | 1 | 1 | 1 | 1 | 4 | 3,000.00 | 12,000.00 |
| Toner cartridge | HP CB541A, cyan | cartridge | Shopping | 1 | 1 | 1 | 1 | 4 | 2,750.00 | 11,000.00 |
| Toner cartridge | HP CB542A, yellow | cartridge | Shopping | 1 | 1 | 1 | 1 | 4 | 2,750.00 | 11,000.00 |

| ITEM | SPECIFICATION | UNIT | MODE OF PROCUREMENT | QUARTERLY BREAKDOWN (QTY.) | | | | TOTAL QUANTITY | UNIT PRICE | TOTAL AMOUNT |
|---------------------------------------|---|-----------|---------------------|----------------------------|--------|--------|--------|----------------|------------|-------------------|
| | | | | 1/Qtr. | 2/Qtr. | 3/Qtr. | 4/Qtr. | | | |
| Toner cartridge | HP CB543A, magenta | cartridge | Shopping | 1 | 1 | 1 | 1 | 4 | 2,750.00 | 11,000.00 |
| Toner cartridge | HP CE278A, black | cartridge | Shopping | 1 | | 1 | | 2 | 2,550.00 | 5,100.00 |
| Toner cartridge | HP CE285A, black | cartridge | Shopping | 4 | 3 | 3 | 3 | 13 | 2,550.00 | 33,150.00 |
| Toner cartridge | HP CE505A, black | cartridge | Shopping | 2 | | 2 | | 4 | 3,350.00 | 13,400.00 |
| Toner cartridge | HP Q2612A, black | cartridge | Shopping | 10 | 5 | 10 | 5 | 30 | 2,400.00 | 72,000.00 |
| Toner cartridge | HP Q2613A, black | cartridge | Shopping | 2 | 1 | 1 | 1 | 5 | 2,490.00 | 12,450.00 |
| Toner cartridge | HP Q6000A, black | cartridge | Shopping | 2 | 2 | 2 | 2 | 8 | 3,100.00 | 24,800.00 |
| Toner cartridge | HP Q6001A, cyan | cartridge | Shopping | 1 | 1 | 1 | 1 | 4 | 3,550.00 | 14,200.00 |
| Toner cartridge | HP Q6002A, yellow | cartridge | Shopping | 1 | 1 | 1 | 1 | 4 | 3,550.00 | 14,200.00 |
| Toner cartridge | HP Q6003A, magenta | cartridge | Shopping | 1 | 1 | 1 | 1 | 4 | 3,550.00 | 14,200.00 |
| Toner cartridge | HP Q7553A, black | cartridge | Shopping | 1 | 1 | 1 | 1 | 4 | 3,490.00 | 13,960.00 |
| Sub-Total, Computer Supplies | | | | | | | | | | 456,517.10 |
| ELECTRICAL SUPPLIES | | | | | | | | | | |
| Ballast | 20W,220V | piece | Shopping | 3 | 3 | 3 | 3 | 12 | 77.90 | 934.80 |
| Ballast | 40W,220V | piece | Shopping | 5 | 5 | 5 | 5 | 20 | 62.55 | 1,251.00 |
| Ballast | rapid start, 265V | piece | Shopping | 3 | 3 | 3 | 3 | 12 | 449.00 | 5,388.00 |
| Ballast | rapid start, 40w, rapid start | piece | Shopping | 4 | 4 | 4 | 4 | 16 | 395.00 | 6,320.00 |
| Battery | 3 volts, Maxell CR2032 | pack | Shopping | 5 | 5 | 5 | 5 | 20 | 80.00 | 1,600.00 |
| Battery | 9 volts, alkaline | piece | Shopping | 5 | 5 | 5 | 5 | 20 | 135.00 | 2,700.00 |
| Battery | size AA, alkaline, 2 pcs/ pack | pack | Shopping | 15 | 15 | 15 | 15 | 60 | 54.00 | 3,240.00 |
| Battery | size AAA, alkaline, 2 pcs./ pack | pack | Shopping | 15 | 15 | 15 | 15 | 60 | 68.00 | 4,080.00 |
| Battery | size D, alkaline, 2 pcs./pack | pack | Shopping | 3 | 3 | 3 | 3 | 12 | 181.00 | 2,172.00 |
| Electric bulb | ESL 18w | piece | Shopping | 6 | 6 | 6 | 6 | 24 | 60.00 | 1,440.00 |
| Flat Cord | #16 | roll | Shopping | 1 | 1 | 1 | 1 | 4 | 1,500.00 | 6,000.00 |
| Fluorescent light | CFL, 15watts | piece | Shopping | 6 | 6 | 6 | 6 | 24 | 67.31 | 1,615.44 |
| Fluorescent light | CFL, 18watts | piece | Shopping | 6 | 6 | 6 | 6 | 24 | 125.00 | 3,000.00 |
| Fluorescent light | CFL, 19watts | piece | Shopping | 6 | 6 | 6 | 6 | 24 | 140.00 | 3,360.00 |
| Fluorescent tube | 20W, 220V | piece | Shopping | 10 | 5 | 10 | 5 | 30 | 41.55 | 1,246.50 |
| Fluorescent tube | 36W, T8 | piece | Shopping | 3 | 3 | 3 | 3 | 12 | 62.50 | 750.00 |
| Fluorescent tube | 40W, comp. w/ rapid start ballast | piece | Shopping | 40 | 40 | 40 | 40 | 160 | 70.45 | 11,272.00 |
| Starter | 4-40W, for fluorescent tube | piece | Shopping | 3 | 3 | 3 | 3 | 12 | 7.00 | 84.00 |
| Tape | electrical, 19mm x 16M, assorted colors | roll | Shopping | 4 | 4 | 4 | 4 | 16 | 30.00 | 480.00 |
| Sub-Total, Electrical Supplies | | | | | | | | | | 56,933.74 |
| JANITORIAL SUPPLIES | | | | | | | | | | |
| Disinfectant spray | assorted scents, 425 grams | can | Shopping | 10 | 10 | 10 | 10 | 40 | 260.00 | 10,400.00 |
| Insecticide | aerosol type, 500 ml | can | Shopping | 10 | 10 | 10 | 10 | 40 | 120.13 | 4,805.20 |
| Sub-total, Janitorial Supplies | | | | | | | | | | 15,205.20 |

| ITEM | SPECIFICATION | UNIT | MODE OF PROCUREMENT | QUARTERLY BREAKDOWN (QTY.) | | | | TOTAL QUANTITY | UNIT PRICE | TOTAL AMOUNT |
|--|---|-----------|---------------------|----------------------------|--------|--------|--------|----------------|------------|---------------------|
| | | | | 1/Qtr. | 2/Qtr. | 3/Qtr. | 4/Qtr. | | | |
| PHOTO COPIER CONSUMABLES AND PARTS | | | | | | | | | | |
| PPC developer | for UBIX Konica PPc 1015 | piece | Direct Contracting | | 1 | | | 1 | 2,900.00 | 2,900.00 |
| PPC OPC drum | for UBIX Konica PPC 1015 | piece | Direct Contracting | | 1 | | | 1 | 14,000.00 | 14,000.00 |
| PPC part kit | for UBIX Konica PPC Part Kit, PPC 1015 | piece | Direct Contracting | | 1 | | | 1 | 6,555.00 | 6,555.00 |
| Drum kit | for Toshiba DP80F Fax Machine | piece | Direct Contracting | 1 | | | 1 | 2 | 4,066.00 | 8,132.00 |
| Toner cartridge | toner kit (for Toshiba DP80F Fax Machine) | cartridge | Direct Contracting | 1 | 1 | 1 | 1 | 4 | 5,298.00 | 21,192.00 |
| Toner cartridge | toner kit for UBIX Konica PPC 1015 | piece | Direct Contracting | 1 | 1 | 1 | 1 | 4 | 3,178.00 | 12,712.00 |
| Sub-Total, Photo Copier Consumables and Parts | | | | | | | | | | 65,491.00 |
| OFFICE EQUIPMENT (CAPITAL OUTLAY) | | | | | | | | | | |
| Books | | copy | Shopping | | | | | | 20,000.00 | 20,000.00 |
| Desktop Computer | | unit | Shopping | 1 | | | | 1 | 26,550.00 | 26,550.00 |
| Easel Board/Flip Chart | 2 feet x 3 feet w/ holder, magnetic whiteboard and aluminum stand | unit | Shopping | 2 | | | | 2 | 2,805.00 | 5,610.00 |
| Electric Dnll | Makita brand | piece | Shopping | 1 | | | | 1 | 4,399.75 | 4,399.75 |
| Electric Fan | stand fan | unit | Shopping | 2 | | | | 2 | 1,613.00 | 3,226.00 |
| External Hard Drive | 500GB | unit | Shopping | 2 | | | | 2 | 3,900.00 | 7,800.00 |
| Microphone | wireless | unit | Shopping | 2 | | | | 2 | 11,850.00 | 23,700.00 |
| PA System | | unit | Shopping | 1 | | | | 1 | 27,000.00 | 27,000.00 |
| Printer | HP Laserjet Pro P1102w Printer w/ Wireless LAN | unit | Shopping | 3 | | | | 3 | 7,000.00 | 21,000.00 |
| Printer | inkjet, color | unit | Shopping | 1 | | | | 1 | 11,700.00 | 11,700.00 |
| Scanner | HP Scanjet 5590 digital flatbed scanner | unit | Shopping | 1 | | | | 1 | 20,000.00 | 20,000.00 |
| InDesign Software | | copy | Shopping | 1 | | | | 1 | 25,000.00 | 25,000.00 |
| Tone Tester | Wire Tracker WT-26 | unit | Shopping | 1 | | | | 1 | 2,514.25 | 2,514.25 |
| Wall Clock | | unit | Shopping | 5 | | | | 5 | 300.00 | 1,500.00 |
| Sedan | brand new | unit | Bidding | 1 | | | | 1 | 810,000.00 | 810,000.00 |
| Sub-Total, Office Equipment | | | | | | | | | | 1,010,000.00 |
| TRAINING & SEMINAR EXPENSES | | | | | | | | | | |
| Biscuit | 10s/pack | pack | Shopping | 200 | 200 | 200 | 200 | 800 | 50.00 | 40,000.00 |
| Coffee | in sachet, 2 grams | sachet | Shopping | 5000 | 5000 | 3000 | 3000 | 16000 | 2.25 | 36,000.00 |
| Coffee | ground, for brewing | pack | Shopping | 3 | 3 | 3 | 3 | 12 | 180.00 | 2,160.00 |
| Cream | in sachet, 5 grams | sachet | Shopping | 6000 | 6000 | 2500 | 2500 | 17000 | 0.85 | 14,450.00 |
| Disposable cups | plastic cups, 8 oz. | piece | Shopping | 2500 | 2500 | 2500 | 2500 | 10000 | 0.55 | 5,500.00 |
| Disposable cups | paper cups, 8 oz. | piece | Shopping | 4000 | 4000 | 4000 | 4000 | 16000 | 1.00 | 16,000.00 |
| ID holder | pvc | piece | Shopping | 300 | 200 | 300 | 200 | 1000 | 3.00 | 3,000.00 |
| Juice | powder, assorted flavors | pack | Shopping | 20 | 20 | 20 | 20 | 80 | 60.00 | 4,800.00 |
| Stirrer | plastic, 100pcs /pack | pack | Shopping | 30 | 30 | 30 | 30 | 120 | 16.00 | 1,920.00 |
| Sugar | in sachet, 7 grams | sachet | Shopping | 6000 | 5000 | 3000 | 3000 | 17000 | 0.62 | 10,540.00 |
| Table napkin | folded, 350 pcs / pack | pack | Shopping | 12 | 10 | 12 | 9 | 43 | 150.00 | 6,450.00 |
| Tea | in tea bags | box | Shopping | 10 | 7 | 9 | 7 | 33 | 120.00 | 3,960.00 |

| ITEM | SPECIFICATION | UNIT | MODE OF PROCUREMENT | QUARTERLY BREAKDOWN (QTY.) | | | | TOTAL QUANTITY | UNIT PRICE | TOTAL AMOUNT |
|---|--|-------|---------------------|----------------------------|--------|--------|--------|----------------|--------------|---------------------|
| | | | | 1/Qtr. | 2/Qtr. | 3/Qtr. | 4/Qtr. | | | |
| Catering | Closing Ceremonies-Language Programs | lot | Direct Contracting | 1 | | | | 1 | 30,000.00 | 30,000.00 |
| Catering | Closing Ceremonies-FSO Cadetship Course | lot | Direct Contracting | 1 | | | | 1 | 30,000.00 | 30,000.00 |
| Catering | Closing Ceremonies-Course on Philippine Culture and Values | lot | Direct Contracting | 1 | | | | 1 | 30,000.00 | 30,000.00 |
| Transpo., Food & Accommodation | Team Building Activity of FSOCC | lot | Shopping | 1 | | | | 1 | 200,000.00 | 200,000.00 |
| Transpo., Food & Accommodation | Team Building Activity FSI Employees | lot | Shopping | 1 | | | | 1 | 300,000.00 | 300,000.00 |
| Transpo., Food & Accommodation | CIRSS Planning Session | lot | Shopping | 1 | | | | 1 | 100,000.00 | 100,000.00 |
| Transpo., Food & Accommodation | AFSD Planning Session | lot | Shopping | 1 | | | | 1 | 100,000.00 | 100,000.00 |
| Transpo., Food & Accommodation | CPRSD Planning Session | lot | Shopping | 1 | | | | 1 | 100,000.00 | 100,000.00 |
| Food & Venue | Roundtable Discussions | lot | Shopping | | | 1 | | 1 | 64,000.00 | 128,000.00 |
| Sub-Total, Training Seminar Expenses | | | | | | | | | | 1,162,780.00 |
| RENTALS | | | | | | | | | | |
| Rental of photocopy machine | for January to December 2012 | year | Bidding | 1 | | | | 1 | 300,000.00 | 300,000.00 |
| Computer rental | for FSI personnel (P1,500/month x 46 x 12) | unit | Bidding | 46 | | | | 46 | 18,000.00 | 828,000.00 |
| Computer rental | for FSI personnel (P2,500/month x 4 x 12) | unit | Bidding | 4 | | | | 4 | 30,000.00 | 120,000.00 |
| Sub-Total, Rentals | | | | | | | | | | 1,248,000.00 |
| SERVICES | | | | | | | | | | |
| Janitorial Services | for January to December 2012 | year | Bidding | 1 | | | | 1 | 1,530,947.50 | 1,530,947.50 |
| Subscription | Licensed anti-virus software | node | Shopping | 120 | | | | 120 | 670.00 | 80,400.00 |
| Notarial Fee | Notarial seal and Affidavit for official documents and contracts | year | Direct Contracting | 1 | | | | 1 | 15,000.00 | 15,000.00 |
| Sub-Total, Services | | | | | | | | | | 1,626,347.50 |
| TRAVELLING EXPENSES/ EDUCATIONAL TOURS | | | | | | | | | | |
| Educational Tour - CPCV | Transpo, Food & Accommodations | | Shopping | | | | | 1 | 300,000.00 | 300,000.00 |
| Educational Tour - FSOCC | Transpo, Food & Accommodations | | Shopping | | | | | 1 | 500,000.00 | 500,000.00 |
| Sub-Total, Travelling Expenses/Education Tours | | | | | | | | | | 800,000.00 |
| MISCELLANEOUS EXPENSES | | | | | | | | | | |
| Catering | FSI Anniversary (150 persons) | lot | Direct Contracting | | | | 150 | 150 | 500.00 | 75,000.00 |
| Catering | Christmas Party (120 persons) | lot | Direct Contracting | | | | 120 | 120 | 500.00 | 60,000.00 |
| Memorabilia | Medals (Loyalty memorabilia awards) | piece | Shopping | | | | | 2 | 11,000.00 | 22,000.00 |
| Memorabilia | Rings (Loyalty memorabilia awards) | piece | Shopping | | | | | 5 | 2,500.00 | 12,500.00 |
| Memorabilia | Pins (Loyalty memorabilia awards) | piece | Shopping | | | | | 5 | 250.00 | 1,250.00 |
| Wall clock | | piece | Shopping | 5 | | | | 5 | 350.00 | 1,750.00 |
| Plastic storage box | | piece | Shopping | 1 | | | | 1 | 350.00 | 350.00 |
| Plastic spoon | | dozen | Shopping | 3 | | | | 3 | 25.00 | 75.00 |
| Plastic fork | | dozen | Shopping | 3 | | | | 3 | 25.00 | 75.00 |

| ITEM | SPECIFICATION | UNIT | MODE OF PROCUREMENT | QUARTERLY BREAKDOWN (QTY.) | | | | TOTAL QUANTITY | UNIT PRICE | TOTAL AMOUNT |
|--|---|-------|---------------------|----------------------------|--------|--------|--------|----------------|--------------|---------------------|
| | | | | 1/Qtr. | 2/Qtr. | 3/Qtr. | 4/Qtr. | | | |
| Drinking glass | for the resource persons | piece | Shopping | 6 | | | | 6 | 50.00 | 300.00 |
| Coaster | | piece | Shopping | 12 | | | | 12 | 30.00 | 360.00 |
| Curtain rod | | piece | Shopping | 1 | | | | 1 | 1,500.00 | 1,500.00 |
| Curtain | | piece | Shopping | 1 | | | | 1 | 1,000.00 | 1,000.00 |
| Sub-Total, Miscellaneous Expenses | | | | | | | | | | 176,160.00 |
| COMMUNICATIONS | | | | | | | | | | |
| Internet Service Connection | Broadband internet access | year | Bidding | 1 | | | | 1 | 360,000.00 | 360,000.00 |
| Telephone Calls | Smart Call/Text Card worth 300.00 (P300.00 x 4 = P 1,200.00) | piece | Shopping | 1 | 1 | 1 | 1 | 4 | 300.00 | 1,200.00 |
| | To notify applicants who are being scheduled for pre-employment exam and interview. | | | | | | | | | |
| Registered Mail/Postage | Means of informing applicants of their official documents and contracts | lot | Direct Contracting | | | | | 1 | 20,000.00 | 20,000.00 |
| Subscription | Globe Plan January-December 2012 | unit | Direct Contracting | | | | | 5 | 9,600.00 | 48,000.00 |
| Sub-Total, Communications | | | | | | | | | | 429,200.00 |
| ADVERTISING EXPENSES | | | | | | | | | | |
| Advertising and Publications | Job Market or Jobstreet.com (on-line) | lot | Direct Contracting | | | | | 1 | 24,000.00 | 24,000.00 |
| Sub-total, Advertising Expenses | | | | | | | | | | 24,000.00 |
| REPAIR & MAINTENANCE | | | | | | | | | | |
| Cleaning of air-conditioners | | lot | Direct Contracting | | | | | 1 | 10,000.00 | 10,000.00 |
| Maintenance & repair | FSI service vehicles (Toyota FX SEC 470 & Toyota Innova SJC 850) | lot | Shopping | | | | | 1 | 70,000.00 | 70,000.00 |
| Upholstery of old couch | upholstery of old couch | lot | Shopping | | | | | 1 | 100,000.00 | 100,000.00 |
| Hardware materials | various, for repair of rooms and training facilities | lot | Shopping | | | | | 1 | 65,000.00 | 65,000.00 |
| Sub-total, Repair & Maintenance | | | | | | | | | | 245,000.00 |
| HONORARIA | | | | | | | | | | |
| Resource Person/Lecturer/ | payment of Honoraria | lot | Direct Contracting | | | | | 1 | 3,041,000.00 | 3,041,000.00 |
| Panel Discussant | | | | | | | | | | |
| Sub-Total, Honoraria | | | | | | | | | | 3,041,000.00 |
| SUBSCRIPTION | | | | | | | | | | |
| Subscription | Malaya, Monday-Saturday (1) | lot | Shopping | | | | | 1 | 5,200.00 | 5,200.00 |
| Subscription | Manila Bulletin, Monday-Saturday (3), Sunday (2) | lot | Shopping | | | | | 1 | 10,088.00 | 10,088.00 |
| Subscription | Manila Standard, Monday-Friday (3), Saturday (2) | lot | Shopping | | | | | 1 | 9,920.00 | 9,920.00 |
| Subscription | Manila Times, Monday-Friday (2), Saturday-Sunday (1) | lot | Shopping | | | | | 1 | 5,824.00 | 5,824.00 |
| Subscription | Philippine Star, Monday-Saturday (6), Sunday (2) | lot | Shopping | | | | | 1 | 16,796.00 | 16,796.00 |
| Subscription | Philippine Daily Inquirer, Monday-Saturday (7), Sunday (2) | lot | Shopping | | | | | 1 | 24,336.00 | 24,336.00 |
| Subscription | Business World | lot | Shopping | | | | | 1 | 5,200.00 | 5,200.00 |

| ITEM | SPECIFICATION | UNIT | MODE OF PROCUREMENT | QUARTERLY BREAKDOWN (QTY.) | | | | TOTAL | UNIT | TOTAL |
|--------------------------------|--|------|---------------------|----------------------------|--------|--------|--------|--------------------|-----------|------------------------|
| | | | | 1/Qtr. | 2/Qtr. | 3/Qtr. | 4/Qtr. | QUANTITY | PRICE | AMOUNT |
| Subscription | Asian Wall Street Journal | lot | Shopping | | | | | 1 | 9,300.00 | 9,300.00 |
| Subscription | Financial Times | lot | Shopping | | | | | 1 | 19,000.00 | 19,000.00 |
| Subscription | International Herald Tribune | lot | Shopping | | | | | 1 | 11,500.00 | 11,500.00 |
| Subscription | Fortune | lot | Shopping | | | | | 2 | 1,900.00 | 3,800.00 |
| Subscription | Newsweek | lot | Shopping | | | | | 2 | 3,557.00 | 7,114.00 |
| Subscription | Time Magazine | lot | Shopping | | | | | 4 | 2,620.00 | 10,480.00 |
| Subscription | The Economist | lot | Shopping | | | | | 2 | 8,740.00 | 17,480.00 |
| Subscription | Adelphi Papers | lot | Shopping | | | | | 1 | 32,000.00 | 32,000.00 |
| Subscription | Asian Affairs | lot | Shopping | | | | | 1 | 7,000.00 | 7,000.00 |
| Subscription | Asian Survey | lot | Shopping | | | | | 1 | 10,200.00 | 10,200.00 |
| Subscription | Current History | lot | Shopping | | | | | 1 | 4,800.00 | 4,800.00 |
| Subscription | Fletcher Forum of World Affairs | lot | Shopping | | | | | 1 | 3,000.00 | 3,000.00 |
| Subscription | Foreign Affairs | lot | Shopping | | | | | 1 | 3,400.00 | 3,400.00 |
| Subscription | Foreign Policy | lot | Shopping | | | | | 1 | 3,600.00 | 3,600.00 |
| Subscription | International Organization | lot | Shopping | | | | | 1 | 6,300.00 | 6,300.00 |
| Subscription | Political Science Quarterly | lot | Shopping | | | | | 1 | 4,800.00 | 4,800.00 |
| Subscription | Strategic Comments | lot | Shopping | | | | | 1 | 28,000.00 | 28,000.00 |
| Subscription | Strategic Survey | lot | Shopping | | | | | 1 | 9,500.00 | 9,500.00 |
| Subscription | Survival | lot | Shopping | | | | | 1 | 17,000.00 | 17,000.00 |
| Subscription | The Whitehead Journal of Diplomacy and International Relations | lot | Shopping | | | | | 1 | 3,000.00 | 3,000.00 |
| Sub-Total, Subscription | | | | | | | | | | 288,638.00 |
| | | | | | | | | GRAND TOTAL | | P 11,393,928.75 |

Submitted by:

Carmelita S. Marasigan
CARMELITA S. MARASIGAN

OIC, Administrative and Financial Services Division

Approved by:

Laura Q. Del Rosario
LAURA Q. DEL ROSARIO

Director

31 January 2012