

METRO MANILA CENTER FOR HEALTH DEVELOPMENT(DOH-NCRO)
ANNUAL PROCUREMENT PLAN-COMMON USE SUPPLIES AND EQUIPMENT (CSE) FOR FY 2021

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
GOODS AND SERVICES												
5	Office Supplies											
130010300013 'OS01	Blue Gel Pen (80 boxes x P275)	LSHD PROPER	Agency to Agency	Mar	Mar	Mar	Mar	GAA	22,000.00	22,000.00		
130010300013 'OS02	Black Gel Pen (80 boxes x P275)	LSHD PROPER	Agency to Agency	Mar	Mar	Mar	Mar	GAA	22,000.00	22,000.00		
130010300013 'OS03	Ethyl Alcohol 70% with moisturizer 1000 ml Pump bottle (610 pcs x 250.00)	LSHD PROPER	Agency to Agency	Mar	Mar	Mar	Mar	GAA	152,500.00	152,500.00		
130010300013 'OS04	Tissue roll 3 plys, 12 pcs/pack (200 packs x P250.00)	LSHD PROPER	Agency to Agency	Mar	Mar	Mar	Mar	GAA	50,000.00	50,000.00		
130010300013 'OS05	Wireless Numeric Keypad (1pc x P1,200)	LSHD PROPER	Agency to Agency	Mar	Mar	Mar	Mar	GAA	1,200.00	1,200.00		
130010300013 'OS06	Paper Towel Interfolded 175 pulls 303 pcs x P 40	LSHD PROPER	Agency to Agency	Mar	Mar	Mar	Mar	GAA	12,120.00	12,120.00		
130010300013 'OS07	Sticky Note 3 x 5 (406 packs x P50) 4 Pastel Colors	LSHD PROPER	Agency to Agency	Mar	Mar	Mar	Mar	GAA	20,300.00	20,300.00		
130010300013 'OS08	Post it Tab (300pcs x P80)	LSHD PROPER	Agency to Agency	Mar	Mar	Mar	Mar	GAA	24,000.00	24,000.00		
130010300013 'OS09	HP Laser Ink 202 A Black 15 pcs x P6000	LSHD PROPER	Agency to Agency	Mar	Mar	Mar	Mar	GAA	90,000.00	90,000.00		
130010300013 'OS10	HP Laser Ink 202 A Magenta 15 pcs x P6000	LSHD PROPER	Agency to Agency	Mar	Mar	Mar	Mar	GAA	90,000.00	90,000.00		
130010300013 'OS11	HP Laser Ink 202 A Cyan 15 pcs x P6000	LSHD PROPER	Agency to Agency	Mar	Mar	Mar	Mar	GAA	90,000.00	90,000.00		
130010300013 'OS12	HP Laser Ink 202 A Yellow 15 pcs x P6000	LSHD PROPER	Agency to Agency	Mar	Mar	Mar	Mar	GAA	90,000.00	90,000.00		
130010300013 'OS13	HP Laserjet P1102, 85 A (20 cart x P4,000)	LSHD PROPER	Agency to Agency	Mar	Mar	Mar	Mar	GAA	80,000.00	80,000.00		
130010300013 'OS14	Brother Inkjet M2070 W, Toner Cartridge MFC P1170 to P1375	LSHD PROPER	Agency to Agency	Mar	Mar	Mar	Mar	GAA	30,000.00	30,000.00		
130010300013 'OS15	HP laserjet Pro M102W cartridge CF17A 10 cart x P5000	LSHD PROPER	Agency to Agency	Mar	Mar	Mar	Mar	GAA	50,000.00	50,000.00		
130010300013 'OS16	HP Laserjet Pro M12 (79A) Toner Cartridge 10 cart x P3600	LSHD PROPER	Agency to Agency	Mar	Mar	Mar	Mar	GAA	36,000.00	36,000.00		
130010300013 'OS17	Brother Ink (LC633, ink cartridge)-black x 20 bot x P300.00	LSHD PROPER	Agency to Agency	Mar	Mar	Mar	Mar	GAA	10,000.00	10,000.00		
130010300013 'OS18	Brother Ink (LC633, ink cartridge)-cyan x 20 bot x P300.00	LSHD PROPER	Agency to Agency	Mar	Mar	Mar	Mar	GAA	10,000.00	10,000.00		
130010300013 'OS19	Brother Ink (LC633, ink cartridge)-yellow x 20 bot x P300.00	LSHD PROPER	Agency to Agency	Mar	Mar	Mar	Mar	GAA	10,000.00	10,000.00		
130010300013 'OS20	Brother Ink (LC633, ink cartridge)-magenta x 20 bot x P300.00	LSHD PROPER	Agency to Agency	Mar	Mar	Mar	Mar	GAA	10,000.00	10,000.00		
130010300013 'OS21	Ink Cartridge, HP F6V27AA (HP680) Black x 15 x x P500.00	LSHD PROPER	Agency to Agency	Mar	Mar	Mar	Mar	GAA	7,500.00	7,500.00		
130010300013 'OS22	Ink Cartridge, HP F6V26AA (HP680) Tri-color x 15 x P500.00	LSHD PROPER	Agency to Agency	Mar	Mar	Mar	Mar	GAA	7,500.00	7,500.00		
130010300013 'OS23	Paper Shredder, cutting width 3mm to 4mm mid level x 2pcs x PhP 14,990/pc	LSHD PROPER	Agency to Agency	Mar	Mar	Mar	Mar	GAA	29,980.00	29,980.00		
130010300013 'OS24	Printer w/ Scanner (Continuous ink) 14,890 x 2 units	HFPEMU	Shopping	Feb	Feb	Feb	Feb	GAA	29,780.00	29,780.00		
130010300013 'OS25	BALLPEN, black(50 pcs x P25.00)	RLED	Agency to Agency	Apr	Apr	Apr	Apr	GAA	1,250.00	1,250.00		
130010300013 'OS26	BALLPEN, blue(60 pcs x P25.00)	RLED	Agency to Agency	Apr	Apr	Apr	Apr	GAA	1,500.00	1,500.00		
130010300013 'OS27	PAPER CLIP, 32MM, 100 pieces per box or 52 grams (min.) (net of box)(30 boxes x 11.75)	RLED	Agency to Agency	Apr	Apr	Apr	Apr	GAA	345.30	345.30		
130010300013 'OS28	PAPER, A4 (230 reams x P200.00)	RLED	Agency to Agency	Apr	Apr	Apr	Apr	GAA	46,000.00	46,000.00		
130010300013 'OS29	PAPER, PARCHMENT, 100 sheets per box (50 boxes x P 250.00)	RLED	Agency to Agency	Apr	Apr	Apr	Apr	GAA	12,500.00	12,500.00		
130010300013 'OS30	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip (30 pcs x P50.00)	RLED	Agency to Agency	Apr	Apr	Apr	Apr	GAA	1,500.00	1,500.00		
130010300013 'OS31	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip (30 pcs x P50.00)	RLED	Agency to Agency	Apr	Apr	Apr	Apr	GAA	1,500.00	1,500.00		
130010300013 'OS32	ENVELOPE EXPANDING Kraftboard, legal, Brown (4boxes x P1000)	RLED	Agency to Agency	Apr	Apr	Apr	Apr	GAA	4,000.00	4,000.00		
130010300013 'OS33	ENVELOPE EXPANDING Kraftboard, legal, yellow (100 pcs x P25)	RLED	Agency to Agency	Apr	Apr	Apr	Apr	GAA	2,500.00	2,500.00		
130010300013 'OS34	ENVELOPE EXPANDING Kraftboard, legal, blue (120 pcs x P25)	RLED	Agency to Agency	Apr	Apr	Apr	Apr	GAA	3,000.00	3,000.00		

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130010300013 'OS35	ENVELOPE EXPANDING Kraftboard, legal, green (100 pcs x P750)	RLED	Agency to Agency	Apr	Apr	Apr	Apr	GAA	2,500.00	2,500.00		
130010300013 'OS36	ENVELOPE EXPANDING Kraftboard, legal, red (50 pcs x P25)	RLED	Agency to Agency	Apr	Apr	Apr	Apr	GAA	1,250.00	1,250.00		
130010300013 'OS37	ENVELOPE DOCUMENTARY for A4 size document (5 boxes x P750)	RLED	Agency to Agency	Apr	Apr	Apr	Apr	GAA	3,750.00	3,750.00		
130010300013 'OS38	GLUE, all purpose, gross weight: 200 grams min (6 jars x P70.05)	RLED	Agency to Agency	Apr	Apr	Apr	Apr	GAA	420.30	420.30		
130010300013 'OS39	TAPE, TRANSPARENT, width: 24mm (±1mm) (5 pcs x P50.00)	RLED	Agency to Agency	Apr	Apr	Apr	Apr	GAA	250.00	250.00		
130010300013 'OS40	TAPE, TRANSPARENT, width: 48mm (±1mm) (10 pcs x P60.00)	RLED	Agency to Agency	Apr	Apr	Apr	Apr	GAA	600.00	600.00		
130010300013 'OS41	Staple Wire, Standard (10 boxes x P30.00)	RLED	Agency to Agency	Apr	Apr	Apr	Apr	GAA	300.00	300.00		
130010300013 'OS42	STAPLER, STANDARD TYPE, load cap: 200 staples min, 1 piece in individual box (5 pcs x P200.00)	RLED	Agency to Agency	Apr	Apr	Apr	Apr	GAA	1,000.00	1,000.00		
130010300013 'OS43	ALCOHOL, ethyl, 70%, scented, 500ml (100 pcs x P100.00)	RLED	Agency to Agency	Apr	Apr	Apr	Apr	GAA	10,000.00	10,000.00		
130010300013 'OS44	CONTINUOUS FORM 3 Ply 280 x 241 mm, plain, white GSP bond or equivalent, 55GSM, with carbon interleave and side perforation, 500 sets per box (3boxes x P1500)	RLED	Agency to Agency	Apr	Apr	Apr	Apr	GAA	4,500.00	4,500.00		
130010300013 'OS45	Ink for Printer, HP 704 Tri-color Inkjet Print Cartridge, Ultra Low Cost Ink Cartridge (5 sets x P500)	RLED	Agency to Agency	Mar	Mar	Mar	Mar	GAA	2,500.00	2,500.00		
130010300013 'OS46	Ink for Printer, HP 704 Black Inkjet Print Cartridge, Ultra Low Cost Ink Cartridge (5 sets x P500.00)	RLED	Agency to Agency	Mar	Mar	Mar	Mar	GAA	2,500.00	2,500.00		
130010300013 'OS47	Toner Cartridge (Black), CT202329, Fuji Xerox DP 225/265 (5 sets x P 3500.00)	RLED	Agency to Agency	Mar	Mar	Mar	Mar	GAA	17,500.00	17,500.00		
130010300013 'OS48	Ink refill for Brother Printer MFC-T800W; Black, Yellow, Magenta, Cyan 5 pcs per color (20 pcs x P500.00)	RLED	Agency to Agency	Mar	Mar	Mar	Mar	GAA	10,000.00	10,000.00		
130010300013 'OS49	Ink -Brother Printer MFC-J200 ; Black, Yellow, Magenta, Cyan 5 pcs per color (20 pcs x P500.00)	RLED	Agency to Agency	Mar	Mar	Mar	Mar	GAA	10,000.00	10,000.00		
130010300013 'OS50	Toner Brother TN-2480 Toner Cartridge (3pcs x P4500)	RLED	Agency to Agency	Mar	Mar	Mar	Mar	GAA	13,500.00	13,500.00		
130010300013 'OS51	Air Freshener, aerosol type (P300 x 10 cans)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	3,000.00	3,000.00		
130010300013 'OS52	Barcode Paper (P6000 x 3 rolls)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	18,000.00	18,000.00		
130010300013 'OS53	Ballpen, Black (P15 x 500 pcs)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	7,500.00	7,500.00		
130010300013 'OS54	Ballpen, Blue (P15 x 500 pcs)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	7,500.00	7,500.00		
130010300013 'OS55	Clip Backfold 19mm, 3/4 inch (P25 x 15 boxes)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	375.00	375.00		
130010300013 'OS56	Clip Backfold 32mm, 1 1/4 inch (P35 x 15 boxes)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	525.00	525.00		
130010300013 'OS57	Clip Backfold 25mm, 1 inch (P30 x 15 boxes)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	450.00	450.00		
130010300013 'OS58	Cartolina assorted colors (P100 x 5 pack)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	500.00	500.00		
130010300013 'OS59	Calculator (P300 x 10 pcs)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	3,000.00	3,000.00		
130010300013 'OS60	Continuous Form 11" x 14 - 7/8", 3 ply (P 2,200 x 5 box)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	11,000.00	11,000.00		
130010300013 'OS61	Data Folder made of chipboard, taglia lock (P200 x 96 pcs)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	19,200.00	19,200.00		
130010300013 'OS62	Folder with tab, Legal (P400 x 20 pack) pack of 100's	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	8,000.00	8,000.00		
130010300013 'OS63	Glue 200 grams (P100 x 10 jar)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	1,000.00	1,000.00		
130010300013 'OS64	Map Pin round (P80 x 20 boxes)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	1,600.00	1,600.00		
130010300013 'OS65	Marker Whiteboard, Black (P15 x 50 pcs)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	750.00	750.00		
130010300013 'OS66	Marker Whiteboard, blue (P15 x 50 pcs)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	750.00	750.00		
130010300013 'OS67	Marker Fluorescent, 3 assorted colors (P50 x 50 sets)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	2,500.00	2,500.00		
130010300013 'OS68	Notepad stick-on 2 x 3 (P50.35 x 40 pad)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	2,014.00	2,014.00		

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130010300013 'OS69	Notepad stick - on, 3 x 3 (P60 x 40 pad)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	2,400.00	2,400.00		
130010300013 'OS70	Notepad stick - on, 3 x 4 (P65 x 40 pad)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	2,600.00	2,600.00		
130010300013 'OS71	Paper , Legal (P250 x 500 reams)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	125,000.00	125,000.00		
130010300013 'OS72	Paper , A4 (P250 x 500 reams)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	125,000.00	125,000.00		
130010300013 'OS73	Rubber Band (P120 x 5 boxes)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	600.00	600.00		
130010300013 'OS74	Ribbon for Bundy Clock (P100 x 3 rolls)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	300.00	300.00		
130010300013 'OS75	Record Book, 300 pages (P85 x 50 pcs)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	4,250.00	4,250.00		
130010300013 'OS76	Record Book, 500 pages (P150 x 50 pcs)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	7,500.00	7,500.00		
130010300013 'OS77	Ribbon For Electric Typewriter (P250.00 x 5 roll)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	1,250.00	1,250.00		
130010300013 'OS78	Staple Wire, standard (P100 x 50 boxes)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	5,000.00	5,000.00		
130010300013 'OS79	Sign Pen Red (P45 x 30 pcs)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	1,350.00	1,350.00		
130010300013 'OS80	Sign Pen, Black , (P70 x 100 pcs)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	7,000.00	7,000.00		
130010300013 'OS81	Sign Pen, Blue, (P70 x 100 pcs)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	7,000.00	7,000.00		
130010300013 'OS82	Thermal Paper 216mm x 30mm (P50 x 22 rolls)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	1,100.00	1,100.00		
130010300013 'OS83	Tape Masking 1" (P70 x 50 rolls)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	3,500.00	3,500.00		
130010300013 'OS84	Tape Masking 2" (P144 x 50 rolls)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	7,200.00	7,200.00		
130010300013 'OS85	Tape Transparent 1" (P20 x 50 rolls)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	1,000.00	1,000.00		
130010300013 'OS86	Tape Transparent 2" (P150 x 50 rolls)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	7,500.00	7,500.00		
130010300013 'OS87	Tape Packaging (P50 x 50 rolls)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	2,500.00	2,500.00		
130010300013 'OS88	Wrapping Paper (P200 x 3 pack)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	600.00	600.00		
130010300013 'OS89	DVD Rewritable Disk (P40.00 x 100 pcs)	CASHIER	Agency to Agency	Feb	Feb	Feb	Feb	GAA	4,000.00	4,000.00		
130010300013 'OS90	DVD Rewritable Disk sleeves (P120.00 x 3 pack)	CASHIER	Agency to Agency	Feb	Feb	Feb	Feb	GAA	360.00	360.00		
130010300013 'OS91	Tape Transparent 1 inch (P43.50 x 20 pcs)	CASHIER	Agency to Agency	Feb	Feb	Feb	Feb	GAA	870.00	870.00		
130010300013 'OS92	Pay Envelope (P250 x 50 boxes)	CASHIER	Agency to Agency	Feb	Feb	Feb	Feb	GAA	12,500.00	12,500.00		
130010300013 'OS93	Plastic Envelope with handle (P100.00 x 18 pcs)	CASHIER	Agency to Agency	Feb	Feb	Feb	Feb	GAA	1,800.00	1,800.00		
130010300013 'OS94	Ballpen, Black (P15 x 100 pcs)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	1,500.00	1,500.00		
130010300013 'OS95	Ballpen, Blue (P15 x 100 pcs)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	1,500.00	1,500.00		
130010300013 'OS96	Clip Backfold 19mm, 3/4 inch (P25 x 5 boxes)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	125.00	125.00		
130010300013 'OS97	Clip Backfold 32mm, 1 1/4 inch (P35 x 5 boxes)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	175.00	175.00		
130010300013 'OS98	Clip Backfold 25mm, 1 inch (P30 x 5 boxes)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	150.00	150.00		
130010300013 'OS99	Clip Backfold 50mm, 2 inches (P90 x 5 boxes)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	450.00	450.00		
130010300013 'OS100	Data Folder made of chipboard, taglia lock (P200 x 2000 pcs)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	400,000.00	400,000.00		
130010300013 'OS101	Glue 200 grams (P100 x 10 jar)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	1,000.00	1,000.00		
130010300013 'OS102	Notepad stick-on 2 x 3 (P50 x 10 pads)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	500.00	500.00		
130010300013 'OS103	Notepad stick-on 3 x 3 (P60 x 10 pads)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	600.00	600.00		
130010300013 'OS104	Notepad stick-on 3 x 4 (P65 x 10 pads)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	650.00	650.00		
130010300013 'OS105	Paper, Legal (P250 x 400 reams)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	100,000.00	100,000.00		
130010300013 'OS106	Paper, A4 (P250 x 1400 reams)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	350,000.00	350,000.00		
130010300013 'OS107	Stapler standard type (P200 x 20 pcs)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	4,000.00	4,000.00		
130010300013 'OS108	Staple Wire, standard (P 100 x 10 boxes)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	1,000.00	1,000.00		
130010300013 'OS109	Sign Pen Red (P45 x 10 pcs)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	450.00	450.00		
130010300013 'OS110	Sign Pen Black (P70 x 200 pcs)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	14,000.00	14,000.00		
130010300013 'OS111	Sign Pen Black (P70 x 200 pcs)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	14,000.00	14,000.00		
130010300013 'OS112	Tape Masking 1" (P70 x 20 rolls)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	1,400.00	1,400.00		
130010300013 'OS113	Tape Transparent 1" (P20 x 20 rolls)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	400.00	400.00		
130010300013 'OS114	Tape Transparent 2" (P150 x 20 rolls)	SUPPLY	Agency to Agency	Feb	Feb	Feb	Feb	GAA	3,000.00	3,000.00		

