



List of Common-Use Supplies and Equipment

As of Monday, May 27, 2019

Total No. of Items: 150

Product Code	Product Description	UOM	Price	Quantity	Status	Earliest Period of Availability	Remarks
13111203-AC-F01	ACETATE	roll	847.82	1334	Available		
47131812-AF-A01	AIR FRESHENER, aerosol, 280ml/150g min	can	86.06	27013	Available		
12191601-AL-E01	ALCOHOL, ethyl	bottle	44.00	0	Out of Stock	4th week of June	
26111702-BT-A02	BATTERY Dry Cell, AA	pack	36.30	58005	Available		
26111702-BT-A01	BATTERY Dry Cell, AAA	pack	19.73	0	Out of Stock	30 Calendar Days	Procurement process on going
26111702-BT-A03	BATTERY Dry Cell, D	pack	96.20	7089	Available		
44101602-PB-M01	BINDING AND PUNCHING MACHINE	unit	9534.72	0	Out of Stock	45 Calendar Days	Procurement process on going
44111912-ER-B01	black/whiteboard eraser	piece	10.40	0	Out of Stock	June 2019	Procurement process ongoing
47131604-BR-S01	BROOM-TAMBO	piece	136.24	27375	Available		
47131604-BR-T01	BROOM-TINGTING	piece	30.58	9070	Available		on-going delivery
44101807-CA-C01	CALCULATOR	unit	135.20	0	Out of Stock	within 30 calendar days	On-going procurement process
13111201-CF-P01	CARBON FILM-A4	box	221.00	0	Out of Stock	60 Calendar Days	Procurement process on going
13111201-CF-P02	CARBON FILM-LEGAL	box	210.06	7077	Available		
14111525-CA-A01	CARTOLINA, assorted	pack	83.72	5065	Available		
47131829-TB-C01	CLEANER- toilet and urinal	bottle	41.60	0	Out of Stock		within 45 calendar days
47131805-CL-P01	Cleanser, scouring powder	can	23.92	0	Out of Stock		within 45 calendar days
60121413-CB-P01	CLEARBOOK, A4 SIZE	piece	39.50	11805	Available		
60121413-CB-P02	CLEARBOOK, LEGAL	piece	42.32	3271	Available		Awaiting delivery of supplier

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44122105-BF-C01	CLIP BACKFOLD, 19mm	box	9.05	0	Out of Stock		
44122105-BF-C02	CLIP BACKFOLD, 25mm	box	15.27	0	Out of Stock	45 Calendar Days	Procurement process on going
44122105-BF-C03	CLIP BACKFOLD, 32mm	box	20.80	0	Out of Stock	30 Calendar Days	Awaiting delivery of supplier
44122105-BF-C04	CLIP BACKFOLD, 50mm	box	47.84	3569	Available		
14111506-CF-L11	CONTINUOUS FORM, 1 ply, 280mm x 241mm	box	746.30	1446	Available		
14111506-CF-L12	CONTINUOUS FORM, 1ply, 280mm X 378mm	box	1029.60	243	Available		
14111506-CF-L21	CONTINUOUS FORM, 2ply, 280mm x 241mm, carbonless	box	906.36	225	Available		
14111506-CF-L22	CONTINUOUS FORM, 2ply, 280mm X 378mm, carbonless	box	1528.80	330	Available		
14111506-CF-L31	CONTINUOUS FORM, 3ply, 280 x 241mm, carbonless	box	884.00	0	Out of Stock	4th week of May	Awaiting delivery by supplier
14111506-CF-L32	CONTINUOUS FORM, 3ply, 280mm X 378mm, carbonless	box	1508.00	436	Available		
44121801-CT-R01	CORRECTION TAPE	piece	14.02	0	Out of Stock	70 calendar days	On-going procurement process
44121612-BL-H01	CUTTER BLADE	piece	11.77	0	Out of Stock	Available on 4th week of June	Awaiting delivery from the supplier
44121612-CU-H01	CUTTER KNIFE	piece	33.43	3354	Available		
44111515-DF-B01	DATA FILE BOX	piece	77.20	14491	Available		
44122011-DF-F01	DATA FOLDER	piece	68.64	0	Out of Stock	4th week of June	Procurement Process ongoing
44103202-DS-M01	Dating & Stamping Machine	piece	453.96	0	Out of Stock	45 Calendar Days	Procurement process on going
47131811-DE-B02	DETERGENT BAR, 140g	piece	9.03	0	Out of Stock		
47131811-DE-P02	DETERGENT POWDER, 1kg	pack	37.43	0	Out of Stock		within 45 calendar days
52161535-DV-R01	DIGITAL VOICE RECORDER	unit	6270.42	0	Out of Stock	within 61 calendar days	On-going procurement process
47131803-DS-A01	DISINFECTANT SPRAY	can	122.98	0	Out of Stock		within 45 calendar days
45121517-DO-C01	DOCUMENT CAMERA	unit	28860.00	0	Out of Stock	within 29 calendar days	On-going procurement process
47131601-DU-P01	DUST PAN	piece	24.83	0	Out of Stock		within 45 calendar days
43202003-DV-W01	DVD REWRITABLE	piece	21.79	0	Out of Stock		FOR DELISTING
40101604-EF-G01	ELECTRIC FAN, INDUSTRIAL	unit	1109.68	682	Available	1st Week of June 2019	Awaiting delivery of supplier
40101604-EF-C01	ELECTRIC FAN, ORBIT	unit	1369.68	680	Available	1st Week of June 2019	Awaiting delivery of supplier

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40101604-EF-S01	ELECTRIC FAN, STAND	unit	856.86	676	Available	1st Week of June 2019	Awaiting delivery of supplier
40101604-EF-W01	ELECTRIC FAN, WALL	unit	770.11	417	Available	1st Week of June 2019	Awaiting delivery of supplier
44121710-CH-W01	ENAMEL-white chalk	box	29.64	1829	Available		
44121506-EN-D01	ENVELOPE, A4 size	box	673.09	1109	Available	1st Week of June 2019	Awaiting delivery of supplier
44121506-EN-X01	ENVELOPE, Expanding, legal	box	738.40	390	Available	3rd Week of May 2019	Awaiting delivery of supplier
44121506-EN-X02	Envelope, Expanding, plastic	piece	30.49	684	Available	1st Week of June 2019	Awaiting delivery of supplier
44121506-EN-D02	ENVELOPE, legal size	box	927.16	1498	Available	1st Week of June 2019	Awaiting delivery of supplier
44121506-EN-M02	Envelope, MAILING, white, 70gsm	box	362.44	0	Out of Stock	1st week of July	
44121504-EN-W02	Envelope-mailing, window	box	414.13	208	Available		
60121534-ER-P01	ERASER, PLASTIC OR RUBBER	piece	4.42	0	Out of Stock	June 2019	Procurement process ongoing
43201827-HD-X02	EXTERNAL HD, 1TB	piece	2714.40	900	Available	3rd Week of June 2019	Awaiting delivery of supplier
44101714-FX-M01	FACSIMILE MACHINE	unit	4711.20	0	Out of Stock	within 37 calendar days	On-going procurement process
44122118-FA-P01	FASTENER, METAL, 70mm	box	83.67	0	Out of Stock	1st week of June	Awaiting delivery from the supplier
44111515-FO-X01	FILE ORGANIZER, LEGAL	piece	86.04	1560	Available		
44122018-FT-D01	FILE TAB DIVIDER, A4	set	11.13	3733	Available		
44122018-FT-D02	FILE TAB DIVIDER, LEGAL	set	14.23	0	Out of Stock	30 Calendar Days	Awaiting delivery from the supplier
46191601-FE-M01	Fire Extinguisher - Dry	unit	1144.00	398	Available		
46191601-FE-H01	Fire Extinguisher - Pure HCFC	unit	4154.48	0	Out of Stock	First week of June	For contract preparation
43202010-FD-U01	FLASH DRIVE, 16 GB	piece	212.16	0	Out of Stock	within 39 calendar days	On-going procurement process
47131802-FW-P02	FLOOR WAX, PASTE, RED	can	309.76	9005	Available		
44122011-FO-F01	FOLDER, FANCY, A4	bundle	291.19	0	Out of Stock	Available on 4th week of June	Awaiting delivery from the supplier
44122011-FO-F02	FOLDER, FANCY, legal	bundle	311.88	1306	Available		
44122011-FO-L01	FOLDER, L-TYPE, A4	pack	187.08	352	Available		
44122011-FO-L02	FOLDER, L-TYPE, LEGAL	pack	243.24	1397	Available		
44122027-FO-P01	FOLDER, PRESSBOARD	box	954.72	0	Out of Stock	Available on 1st week of June	Awaiting delivery from the supplier

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44122011-FO-T03	FOLDER, with TAB, A4	pack	247.52	1011	Available		
44122011-FO-T04	FOLDER, with TAB, LEGAL	pack	321.36	2670	Available		
47131830-FC-A01	FURNITURE CLEANER	can	115.53	39374	Available		
31201610-GL-J01	GLUE, 200 grams	jar	62.10	0	Out of Stock	45 calendar days	waiting for the test result from ITDI
55101524-RA-H01	HANDBOOK (RA 9184), 8th Edition	book	29.12	0	Out of Stock	30 Calendar Days (tentative)	Awaiting for delivery
44122008-IT-T01	INDEX TAB, 5 sets per box	box	53.14	128	Available		
10191509-IN-A01	INSECTICIDE, aerosol type, net content: 600ml min	can	139.36	28519	Available		
39101628-LT-L01	LED LINEAR TUBE, 18 WATTS FRO SERIES	piece	205.82	4569	Available		
39101628-LB-L01	LIGHT BULB, Light Emitting Diode (LED), 6W	piece	82.16	0	Out of Stock	30 Calendar Days	Awaiting delivery of supplier
14111609-LL-C01	LOOSELEAF COVER, 50 sets per bundle	bundle	794.52	478	Available		
44111515-MF-B02	MAGAZINE FILE BOX, LARGE	piece	66.50	0	Out of Stock	1st week of June	Awaiting delivery by supplier
44121716-MA-F01	MARKER, FLUORESCENT, 3 colors per set	set	44.41	25345	Available		
44121708-MP-B01	MARKER, PERMANENT, bullet type, black	piece	8.98	0	Out of Stock	4th week of May	Awaiting delivery by supplier
44121708-MP-B02	MARKER, PERMANENT, bullet type, blue	piece	8.98	0	Out of Stock	4th week of May	Awaiting delivery by supplier
44121708-MP-B03	MARKER, PERMANENT, bullet type, red	piece	8.98	105	Available		
44121708-MW-B01	MARKER, WHITEBOARD, black	piece	11.86	0	Out of Stock	45 calendar days	procurement process going on
44121708-MW-B02	MARKER, WHITEBOARD, blue	piece	11.86	4938	Available		
44121708-MW-B03	MARKER, WHITEBOARD, red	piece	11.86	0	Out of Stock	45 calendar days	procurement process going on
43211503-LTE-01	MITHI 3 Laptop Computer For Executive	unit	68640.00	82	Available	Available	Per Order Basis
43211503-LCT-03	MITHI 3 Laptop Computer Mid-Range	unit	45747.52	62	Available	Available	Per Order Basis
43211507-DCT-03	MITHI DESKTOP COMPUTER, ACER VERITON M2640G	unit	39208.00	0	Out of Stock	45 Calendar Days	under pre-bidding
56101504-CM-B01	MONOBLOC CHAIR-beige	piece	303.68	987	Available		
56101504-CM-W01	MONOBLOC CHAIR-white	piece	301.60	733	Available		
56101519-TM-S02	MONOBLOC, TABLE, BEIGE	unit	1315.60	170	Available		
56101519-TM-S01	MONOBLOC, TABLE, WHITE	unit	1336.40	237	Available		

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47121804-MP-B01	MOPBUCKET	unit	2288.00	1430	Available		
47131613-MP-H02	MOPHANDLE	piece	145.60	0	Out of Stock	45 calendar days	procurement process going on
47131619-MP-R01	MOPHEAD, made of rayon, weight: 400 grams min	piece	122.41	6788	Available		
43211708-MO-O01	MOUSE, OPTICAL, USB CONNECTION TYPE, 1 unit in ind	unit	111.30	0	Out of Stock	45 calendar days	procurement process going on
45111609-MM-P01	MULTIMEDIA PROJECTOR, 4000 min ANSI Lumens	unit	17472.00	99	Available		
14111514-NB-S01	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece	12.73	58	Available		
14111514-NP-S02	NOTEPAD, STICK-ON, 2X3, 100 sheets per pad	pad	32.22	0	Out of Stock	2nd Week of June 2019	Procurement process ongoing
14111514-NP-S03	NOTEPAD, STICK-ON, 3X3, 100 sheets per pad	pad	41.50	0	Out of Stock	2nd Week of June 2019	Procurement process on-going
14111514-NP-S04	NOTEPAD, STICK-ON, 3X4, 100 sheets per pad	pad	56.06	0	Out of Stock	2nd Week of June 2019	Procurement process on-going
14111531-PP-R01	PAD PAPER, RULED	pad	29.12	18688	Available		
44122104-PC-G01	PAPER CLIP, 33MM, 100 pieces per box or 52 grams (box	6.29	11894	Available		procurement process going on
44122104-PC-J02	PAPER CLIP, 50MM, 100 pieces per box or 120 grams	box	14.04	0	Out of Stock	45 calendar days	procurement process going on
44101603-PS-M01	PAPER SHREDDER	unit	5699.20	0	Out of Stock	Fisrt week of June	Procurement process on-going
44101601-PT-M01	PAPER TRIMMER CUTTING MACHINE	unit	9297.60	23	Available		
14111507-PP-C01	PAPER, MULTI-PURPOSE, 70 gsm., size: 210mm x 297mm	reams	128.44	4795	Available		
14111507-PP-C02	PAPER, MULTI-PURPOSE, 70 gsm., size: 216mm x 330mm	reams	175.56	0	Out of Stock	4th week of June	
14111507-PP-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm (A4)	reams	172.31	0	Out of Stock	3rd week of July	Procurement Process Ongoing
14111507-PP-M02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm (Lega	reams	193.84	11928	Available		
14111503-PA-P01	PAPER, PARCHMENT, 100 sheets per box	box	101.92	9646	Available		
14111818-TH-P02	PAPER, THERMAL, 216MM X 30M	roll	48.78	0	Out of Stock	45 calendar days	procurement process going on
44121619-PS-M01	PENCIL SHARPENER, 1 piece in individual plastic ca	piece	193.32	0	Out of Stock	First week of June	Procurement process on-going
44121706-PE-L01	PENCIL, LEAD WITH ERASER, 12 pieces per box	box	20.79	0	Out of Stock	First week of June	New sample for approval
55121905-PH-F01	PHILIPPINE NATIONAL FLAG	piece	319.28	1654	Available		
43212102-PR-D02	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column	unit	33131.28	15	Available		
43212102-PR-D01	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit	7995.52	3	Available		

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43212105-PR-L01	PRINTER, LASER, MONOCHROME	unit	724.88	1539	Available		
44101602-PU-P01	PUNCHER, paper, heavy duty, with two hole guide, 1	piece	131.96	2470	Available		
47131501-RG-C01	RAGS, ALL COTTON, 32 pieces per kilo per bundle	bundle	53.82	2147	Available		
14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	70.72	0	Out of Stock	June 2019	Awaiting delivery of supplier
14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	101.92	0	Out of Stock	June 2019	Awaiting delivery of supplier
44122037-RB-P10	RING BINDER, PLASTIC, 32MM, 84 rings	bundle	201.64	0	Out of Stock	45 calendar days	procurement process going on
44122101-RU-B01	RUBBER BAND, 70mm min lay flat length (#18)	box	109.50	0	Out of Stock	45 calendar days	waiting for delivery
41111604-RU-P02	RULER, PLASTIC, 450MM, 1 piece in individual plast	piece	17.68	0	Out of Stock	within 70 calendar days	On-going procurement process
44121618-SS-S01	SCISSORS, symmetrical, blade length: 65mm, 1 piece	pair	15.60	0	Out of Stock	June 2019	Procurement process on-going
47131602-SC-N01	SCOURING PAD, 5 pieces per pack	pack	107.12	0	Out of Stock		
60121524-SP-G01	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	34.61	0	Out of Stock	First week of June	Procurement process on-going
60121524-SP-G02	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	34.61	0	Out of Stock	First week of June	Procurement process on-going
60121524-SP-G03	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	34.61	0	Out of Stock	Fisrt week of June	Procurement process on-going
12171703-SI-P01	STAMP PAD INK, purple or violet, 50ml (min.)	bottle	30.80	3561	Available		
44121905-SP-F01	STAMP PAD, FELT, bed dimension: 60mm x 100mm	piece	34.13	1787	Available		
44121613-SR-P01	STAPLE REMOVER, PLIER TYPE	piece	24.90	0	Out of Stock	15 Calendar Days	Awaiting delivery of supplier
31151804-SW-H01	STAPLE WIRE, HEAVY DUTY, 23/13	box	19.76	3	Available		
31151804-SW-S01	STAPLE WIRE, STANDARD	box	22.55	10272	Available		
44121615-ST-B01	STAPLER, BINDER TYPE	unit	914.16	0	Out of Stock	Fourth week of May	For inspection
44121615-ST-S01	STAPLER, STANDARD TYPE, load cap: 200 staples min,	piece	155.48	0	Out of Stock		
44121605-TD-T01	TAPE DISPENSER, TABLE TOP	piece	55.83	0	Out of Stock	June 2019	Procurement process ongoing
31201502-TA-E01	TAPE, ELECTRICAL	roll	18.20	0	Out of Stock	June 2019	Procurement process ongoing
31201503-TA-M01	TAPE, MASKING, width: 24mm (Â±1mm)	roll	55.12	14	Available	July 2019	Procurement process ongoing
31201503-TA-M02	TAPE, MASKING, width: 48mm (Â±1mm)	roll	106.60	36546	Available		
31201517-TA-P01	TAPE, PACKAGING, width: 48mm (Â±1mm)	roll	18.20	14765	Available		

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31201512-TA-T01	TAPE, TRANSPARENT, width: 24mm (Â±1mm)	roll	10.09	1052	Available		
31201512-TA-T02	TAPE, TRANSPARENT, width: 48mm (Â±1mm)	roll	19.97	5814	Available		
14111704-TT-P02	TOILET TISSUE PAPER, 2-ply (100% recycled)	pack	85.80	21428	Available		
47121701-TB-PO3	Trashbag, black, 940mmx1016mm, 10pcs per roll/pack	roll	134.68	0	Out of Stock		within 45 calendar days
31151507-TW-P01	TWINE, PLASTIC	roll	58.24	0	Out of Stock	1st Week of June 2019	Awaiting delivery of supplier
47121702-WB-P01	WASTEBASKET, NON RIGID PLASTIC	piece	23.59	1008	Available		
60121124-WR-P01	WRAPPING PAPER, 50 sheets per pack	pack	154.84	1137	Available		

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