

REPUBLIKA NG PILIPINAS
PUBLIC ATTORNEY'S OFFICE
TANGGAPAN NG MANANANGGOL NG BAYAN
KAGAWARAN NG KATARUNGAN

DOJ-Agencies Bldg., NIA Rd., cor. East Ave. 1104 Diliman, Quezon City
 Telephone Nos. 929-90-10/929-94-36 Fax No. 927-68-10/926-28-78

DELIVERY SCHEDULE OF VARIOUS OFFICE SUPPLIES FOR 2021

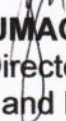
	ITEM	Unit	QTY	Mode of Delivery	Proposed Date/s
1	Ballpen Black 0.7mm ballpoint pen	pcs.	10000	Staggered	March 25-26, 2021 : (3000pcs) March 29 - April 2, 2021 : (3000pcs) April 5-9, 2021 : (4000pcs)
2	Battery AAA	pcs.	300	One Time	March 25-26, 2021
3	Correction Tape (8m)	rls.	8000	Staggered	March 25-26, 2021 : (2000pcs) March 29 - April 2, 2021 : (3000pcs) April 5-9, 2021 : (3000pcs)
4	Highlighter (Fluorescent Marker)	pcs.	8000	Staggered	March 25-26, 2021 : (2000pcs) March 29 - April 2, 2021 : (3000pcs) April 5-9, 2021 : (3000pcs)
5	Marking Pen - Permanent (bullet type, black)	pcs.	5000	Staggered	March 25-26, 2021 : (1500pcs) March 29-April 2, 2021 : (1500pcs) April 5-9, 2021, : (2000pcs)
6	Paper Ruled Pad	pds.	1500	Staggered	March 25-26, 2021 : (500pds) March 29 - April 2, 2021 : (500pds) April 5-9, 2021 : (500pds)
7	Paper Clip Big (50mm)	bxs.	5000	Staggered	March 25-26, 2021 : (1500pcs) March 29-April 2, 2021 : (1500pcs) April 5-9, 2021, : (2000pcs)
8	Paper Clip Small (33mm)	bxs.	3000	Staggered	March 25-26, 2021 : (1000bxs) March 29 - April 2, 2021 : (1000bxs) April 5-9, 2021 : (1000bxs)

9	Pencil lead with eraser	pcs.	5000	Staggered	March 25-26, 2021 : (1500pcs) March 29-April 2, 2021 : (1500pcs) April 5-9, 2021, : (2000pcs)
10	Puncher	pcs.	300	Staggered	March 25-26, 2021 : (150pcs) March 29 - April 2, 2021 : (150pcs)
11	Official Record Book (300pages)	pcs.	1500	Staggered	March 25-26, 2021 : (500pcs) March 29 - April 2, 2021 : (500pcs) April 5-9, 2021 : (500pcs)
12	Sign pen, Black, 0.7mm Hi- techpoint V7 Grip	pcs.	7000	Staggered	March 25-26, 2021 : (2000pcs) March 29 - April 2, 2021 : (2500pcs) April 5-9, 2021 : (2500pcs)
13	Staple Wire (Standard)	bxs.	5000	Staggered	March 25-26, 2021 : (1000bxs) March 29 - April 2, 2021 : (2000bxs) April 5-9, 2021 : (2000bxs)
14	Stapler standard	pcs.	300	Staggered	March 25-26, 2021 : (150pcs) March 29 - April 2, 2021 : (150pcs)
15	Scissors symmetrical	pairs	300	Staggered	March 25-26, 2021 : (150pcs) March 29 - April 2, 2021 : (150pcs)
16	Tape Transparent (24mm)	rls.	6000	Staggered	March 25-26, 2021 : (2000rls) March 29 - April 2, 2021 : (2000rls) April 5-9, 2021 : (2000rls)
17	Sticky Note Pad (3x4in.)	pds.	5000	Staggered	March 25-26, 2021 : (1000pds) March 29 - April 2, 2021 : (2000pds) April 5-9, 2021 : (2000pds)
18	Sign pen, Blue, 0.7mm Hi- techpoint V7 Grip	pcs.	3000	Staggered	March 25-26, 2021 : (1000pcs) March 29 - April 2, 2021 : (1000pcs) April 5-9, 2021 : (1000pcs)

19	Looseleaf Cover, Legal	packs	500	Staggered	March 25-26, 2021 : (150packs) March 29-April 2, 2021 : (150packs) April 5-9, 2021 : (200packs)
20	Envelope, Documentary for legal documents	bxes.	250	Staggered	March 25-26, 2021 : (50boxes) March 29-April 2, 2021 : (100boxes) April 5-9, 2021 : (100boxes)
21	Envelope, Documentary, A4	bxes.	80	Staggered	March 25-26, 2021 : (25boxes) March 29-April 2, 2021 : (25boxes) April 5-9, 2021 : (30boxes)
22	Envelope, Mailing	bxes.	300	Staggered	March 25-26, 2021 : (100boxes) March 29-April 2, 2021 : (100boxes) April 5-9, 2021 : (100boxes)

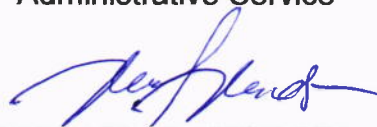
TECHINICAL WORKING GROUP:

Head:


ALMA E. DUMAGO – LATOSA
 Director II
 Financial Planning and Management Service

Members:


THOR ARTHUR B. AVILA
 Administrative Officer V
 Human Resource Management and Development Division
 Administrative Service


MICHAEL M. MENDOZA
 Administrative Assistant III
 Cash Section
 Administrative Service