



Republic of the Philippines  
**PUBLIC ATTORNEY'S OFFICE**

**Tanggapan ng Manananggol Pambayan**

DOJ Agencies Building, NIA Road corner East Avenue, Diliman, 1100 Quezon City  
PAO hotlines: (02)8426-20-75; (02)8426-28-01; (02)8426-24-50; (02)8426-29-87;  
(02)8426-26-83 or (02)8929-94-36 local 106 or 107 during office hours  
and local 159 after office hours (even during weekends and holidays)  
e-mail: pao\_executive@yahoo.com



**PAO BIDS AND AWARDS COMMITTEE (PBAC)**

EXCERPTS FROM THE MINUTES OF THE MEETING OF THE PAO BIDS AND AWARDS COMMITTEE (PBAC) DATED 01 FEBRUARY 2024 **RE: CONSIDERATION OF PURCHASE REQUEST FOR THE PROCUREMENT OF 5,000 REAMS COPY PAPER AS SPECIFIED UNDER PURCHASE REQUEST NO. 031-01-2024**, REFERRED TO PBAC ON 31 JANUARY 2024, HELD AT THE PAO CENTRAL OFFICE VIA PBAC ZOOM MEETING

**RESOLUTION**

**RECOMMENDING THE PROCUREMENT OF 5,000 REAMS OF COPY PAPER ( 8.5 x 13", 80gsm), AS SPECIFIED IN PURCHASE REQUEST NO. 031-01-2024 THROUGH SHOPPING UNDER SECTION 52.1b IN RELATION TO ANNEX "H," NO. V, SUBSECTION (C)1-b OF THE REVISED IMPLEMENTING RULES AND REGULATIONS (IRR) OF REPUBLIC ACT NO. (RA) 9184 FOR THE USE OF THE PUBLIC ATTORNEY'S OFFICE – CENTRAL OFFICE SUPPLY SECTION**

**WHEREAS**, the Public Attorney's Office (PAO) is committed to adhere to its mandate to represent, free of charge, indigents, and other persons qualified for legal assistance in all civil, criminal, labor, administrative and other quasi-judicial cases where, after due evaluation, it is determined that the interest of justice will be served thereby<sup>1</sup>;

**WHEREAS**, the PAO Central Office Supply Section is in need of the supply for the aforementioned item to ensure unhampered performance of its duties and to prevent delays in its daily transactions,

**WHEREAS**, there is an approved budget for the contract of the subject procurement with a total amount of Nine Hundred Ninety Two Thousand and Five Hundred Pesos (Php 992,500.00)<sup>2</sup>;

**WHEREAS**, considering that the procurement through the DBM-PS is not feasible in view of the unavailability of their supplies as confirmed and reported by PAO-Supply Section, there is thus a need for the immediate purchase of the aforementioned item;

**WHEREAS**, since the pursuit of a competitive bidding will result in the award of the contract relative to the purchase of the mentioned items, only after the lapse of one hundred twenty (120) days from the start of the procurement process, and which period, may not be responsive to the immediate need of the Office;

**WHEREAS**, considering the aforementioned facts, BAC Member Atty. Ronald Macorol moved for the procurement of subject items through Shopping under Section 52.1b in relation to annex "H" No. V Subsection (C)1-b of the IRR of RA 9184, and the said motion was seconded by BAC Member Atty. Alem Abeya;

**NOW THEREFORE, WE**, the Members of the PAO Bids and Awards Committee (PBAC), by virtue of the powers vested on Us by Law, after duly considering the recommendations of the Technical Working Group (TWG), and all members here present, including The Secretariat, **HEREBY RESOLVE TO RECOMMEND THE PROCUREMENT OF 5,000 REAMS OF COPY PAPER ( 8.5 x 13", 80gsm), AS SPECIFIED IN PURCHASE REQUEST NO. 031-01-2024, THROUGH SHOPPING UNDER SECTION 52.1b IN RELATION TO ANNEX "H," NO. V, SUBSECTION (C)1-**

<sup>1</sup> Article 1, Chapter II, the 2016 Revised PAO Operations Manual

<sup>2</sup> Approved Budget for the Contract from the Financial Planning and Management Service

**b OF THE REVISED IMPLEMENTING RULES AND REGULATIONS (IRR) OF  
REPUBLIC ACT NO. (RA) 9184 FOR THE USE OF THE PUBLIC ATTORNEY'S  
OFFICE – CENTRAL OFFICE SUPPLY SECTION**

**APPROVED** this 1st day of February 2024 at the Public Attorney's Office (PAO)  
Central Office, 5<sup>th</sup> Floor DOJ Agencies Building, NIA Road corner East Avenue, Diliman,  
(1104) Quezon City, Philippines thru Zoom Video Conference.

**ATTY. JAN STEVEN S. DUNUAN**

Chairperson, PBAC  
Public Attorney V  
Regional Public Attorney  
PAO-Region III

**ATTY. ALEM-EMAN CHISUM L. ABEYA**

Public Attorney III  
Member, PBAC  
Executive Support Staff

**ATTY. RONALD R. MACOROL**

Public Attorney IV  
Member, PBAC  
Officer-In-Charge  
Special Appealed Cases Unit

**ATTY. RIGEL A. SALVADOR**

Public Attorney IV  
Member, PBAC  
Officer-In-Charge  
Field Operations and Statistics Service

**ATTY. RONALD JEROME P. NIEVES**

Vice-Chairperson, PBAC  
Public Attorney IV  
Officer-In-Charge  
Legal Research Service

**Approved:**

**For and by the authority  
Of the Chief Public Attorney**

(On Official Business)

**DIR. MARILYN S. BOONGALING**

Director II  
PAO-Administrative Service

**ANA LISA M. SORIANO**

Deputy Chief Public Attorney

**Acceded By: (The TWG)**

**MS. ALMA E. DUMAGO-LATOSA**

Head, Technical Working Group (TWG)  
Director II  
Financial Planning and Management Service

**MR. THOR ARTHUR B. AVILLA**

Member, Technical Working Group (TWG)  
Administrative Officer V  
Human Resource Management Service  
Administrative Service

**(On Leave)**

**MR. MICHAEL M. MENDOZA**

Member, Technical Working Group (TWG)  
Administrative Assistant III  
Cash Section  
Administrative Service



**Prepared By: (The Secretariat)**

**ATTY. MIGUEL NARCISO A. ILAGAN**  
Head, PBAC Secretariat  
Public Attorney III  
Executive Support Service

(On Leave)  
**ENGR. ANGELA M. MARAMAG-PRADO**  
Member, PBAC Secretariat  
Computer Programmer I  
General Services Division  
Administrative Service

**MS. FILIPINA Y. ESPIRITU**  
Member, PBAC Secretariat  
Librarian III  
Legal Research Service

**MR. JULIUS DONIVAN F. BARSANA**  
Member, PBAC Secretariat  
Planning Officer I  
Field Operations and Statistics Service

**MR. ANDRIAN H. MARASIGAN**  
Member, PBAC Secretariat  
Administrative Officer II  
Supply Section, Administrative Service



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and local 159 after office hours (even during weekends and holidays)  
e-mail: pao\_executive@yahoo.com  
website: www.pao.gov.ph



## REQUEST FOR QUOTATION

The Public Attorney's Office will undertake a procurement transaction for **5,000 Reams of Copy Paper (8.5 x 13", 80gsm)** under **PR# 031-01-2024** through **SHOPPING** under the Revised Implementing Rules and Regulations (IRR) of Republic Act No. (RA) 9184, for the use of **PAO-Central Office Supply Section**. The Approved Budget for the Contract (ABC) is **NINE HUNDRED NINETY TWO THOUSAND AND FIVE HUNDRED PESOS (Php 992,500.00)** inclusive of government taxes and charges.

The Office hereby invites all interested suppliers or distributors to quote their lowest price on the item listed on the Price Quotation Form (Annex "A") subject to the General Conditions stated herein. **Please submit your quotation duly signed by you or your authorized representative on or before 13 FEBRUARY 2024 TUESDAY 4:00P.M. to the address below:**

**SUPPLY SECTION, ADMINISTRATIVE SERVICE**  
**PAO-CENTRAL OFFICE**

4<sup>TH</sup> Floor, DOJ Agencies Building  
NIA road cor. East Avenue  
Quezon City, Metro Manila

For further inquiries, please look for:

**MR. ANDRIAN H. MARASIGAN**  
Member, PBAC Secretariat  
Administrative Officer II  
Supply Section, Administrative Service

**General Conditions:**

1. ALL ENTRIES MUST BE SIGNED BY THE BIDDER OR AUTHORIZED REPRESENTATIVE;
2. DELIVERY LOCATION: SUPPLY SECTION, ADMINISTRATIVE SERVICE, PUBLIC ATTORNEY'S OFFICE, 4<sup>TH</sup> FLOOR, DOJ AGENCIES BUILDING, NIA ROAD CORNER EAST AVENUE, DILIMAN, QUEZON CITY;
3. DELIVERY PERIOD: 15 CALENDAR DAYS UPON RECEIPT
4. PRICE VALIDITY SHALL BE FOR A PERIOD OF THIRTY (30) CALENDAR DAYS;
5. SUPPLIERS MUST SUBMIT COPY OF THEIR A) VALID PHILGEPS REGISTRATION; B) MAYOR'S PERMIT

PRICE QUOTATION FORM

Date: \_\_\_\_\_

Supply Section  
Public Attorney's Office  
4<sup>th</sup> Floor, DOJ Agencies Building  
NIA Road corner East Avenue  
Diliman, Quezon City

Sir/Ma'am:

After having carefully read and accepted the terms and conditions on the Request for Quotation, hereunder is our quotation for the item as follows:

Item No.	Description	Quantity	ABC Total Price	Unit Price	Total Price
1	COPY PAPER <ul style="list-style-type: none"><li>8.5 x 13"</li><li>80 gsm</li></ul> *Refer to the Attached Terms of Reference	5,000 Reams			
TOTAL			P992,500.00		

(Total Amount in Words)

The above-quoted prices are inclusive of all costs and applicable taxes.

Delivery Period \_\_\_\_\_  
Warranty \_\_\_\_\_  
Price Validity \_\_\_\_\_

Very truly yours,

\_\_\_\_\_  
Name and Signature of Authorized Representative

_____ Name of Company	_____ Company Address
_____ Contact Number/s	_____ Email Address



Republic of the Philippines  
**PUBLIC ATTORNEY'S OFFICE**  
**Tanggapan ng Manananggol Pambayan**  
**Kagawaran ng Katarungan**  
DOJ Agencies Bldg, NIA Road corner East Avenue, 1104 Quezon City  
Telephone Nos. 929-90-10 / 929-94-36 ; Fax Nos. 927-68-10 / 926-28-78

**Trans. No. 2024-01-002**

January 26, 2023

**ATTY. MARLON E. BUAN**  
Chairperson – PAO-Bids and Awards Committee  
Regional Public Attorney  
PAO-NCR

Sir:

Attached herewith are the approved Purchase Requests needed by **PAO-Central Office (Supply Section, for distribution)**:

No.	PR No.	Item Description	Quantity	Unit	Unit Price	Total Amount
1	031-01-2024	Copy paper, long  *** Please refer to the attached TOR for the specifications	5000	reams		992,500.00

**TOTAL: 992,500.00**

Prepared by:

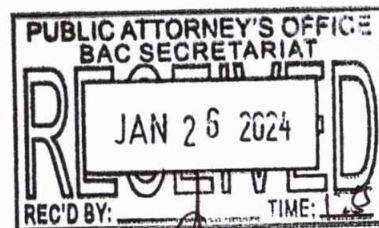
**ANDRIAN H. MARASIGAN**  
Administrative Officer II

Certified Correct by:

**CARMELA L. FLORENDO**  
OIC-Supply Section

Noted by:

**ATTY. DEMITEER U. HUERTA**  
Public Attorney IV/OIC  
Administrative Service







**Bids and Awards Committee**

**TERMS OF REFERENCE (TOR)**

**PROCUREMENT OF  
FIVE THOUSAND (5000) REAMS OF COPY PAPER, LONG (8.5" X13", 80 gsm)  
FOR THE USE OF PAO CENTRAL OFFICE and DISTRICT OFFICES**

**(PURCHASE REQUEST NO. 031-01-2024)**

**1. Approved Budget for the Contract**

The bidder shall bid for the items described in this Terms of Reference, which shall not exceed the Approved Budget for the Contract in the amount of **NINE HUNDRED NINETY-TWO THOUSAND AND FIVE HUNDRED PESOS (Php 992,500.00)**, inclusive of all taxes applicable and bank and government charges payable.

**2. Specifications:**

FIVE THOUSAND (5000) REAMS OF COPY PAPER, LONG (8.5"X13", 80 GSM)		
APPROVED BUDGET FOR THE CONTRACT (Php 992,500.00)		
Delivery Schedule: Within Fifteen (15) calendar days from the issuance of Notice to Proceed		
Payment terms: Immediately after the issuance of inspection and acceptance report for the complete delivery of goods.		
QUANTITY	PRODUCT	DELIVERY SCHEDULE (After issuance of Notice to Proceed)
5000 reams	COPY PAPER, LEGAL SIZE <ul style="list-style-type: none"><li>8.5 X 13"</li><li>80 GSM</li></ul>	Fifteen (15) calendar days  *For strict compliance.  Subject to the rules on Liquidated damages

January 23, 2024

**TECHNICAL 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



## PURCHASE REQUEST

Entity Name: PUBLIC ATTORNEY'S OFFICE**Fund Cluster: 01**[illegible]

Purpose: for distribution to PAO Central and District Offices

Requested by:

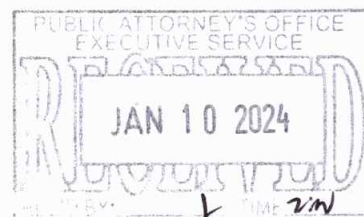
Approve

Signature :

Printed Name : Atty. Demiteer U. Huerta

Designation : PA IV/OIC-Administrative Service

Atty. Silvestre A. Moring  
Deputy Chief Public Attorney





## Certificate of Non-Availability of Stocks (CNAS)

As of Friday, January 26, 2024

Total No. of Items: 173

Product Code	Product Description	UOM	Price
12191601-AL-E04	ALCOHOL, Ethyl, 500ml	bottle	50.43
26111702-BT-A01	BATTERY, dry cell, AAA	Pack	18.34
26111702-BT-A02	BATTERY, dry Cell, size AA	Pack	20.49
47131604-BR-S01	BROOM (walis tambo)	Piece	127.92
47131604-BR-T01	BROOM (walis ting-ting)	Piece	22.78
13111201-CF-P02	CARBON FILM, legal	Box	238.54
44121710-CH-W01	CHALK, white enamel	Box	32.97
47131829-TB-C01	CLEANER, toilet and urinal	Bottle	41.60
47131805-CL-P01	CLEANSER, scouring powder	Can	23.92
60121413-CB-P01	CLEARBOOK, A4 size	Piece	32.91
60121413-CB-P02	CLEARBOOK, legal size	Piece	36.36
44122105-BF-C03	CLIP, backfold, 32mm	Box	25.56
14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm	Box	945.36
14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm	Box	1,973.92
44121801-CT-R02	CORRECTION TAPE	Piece	14.80
44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	Piece	31.72
44111515-DF-B01	DATA FILE BOX	Piece	77.20
44122011-DF-F01	DATA FOLDER	Piece	83.01
44103202-DS-M01	DATER STAMP	Piece	434.95
43211507-DSK001	DESKTOP FOR BASIC USERS	Unit	24,793.60
43211507-DSK002	DESKTOP FOR MID-RANGE USERS	Unit	42,390.40
47131811-DE-P03	DETERGENT POWDER, all-purpose	POUCH	54.08
52161535-DV-R01	DIGITAL VOICE RECORDER	Unit	7,339.16
47131803-DS-A01	DISINFECTANT SPRAY, aerosol, 400g (min)	Can	139.89
45121517-DO-C02	DOCUMENT CAMERA, 8 MP	Unit	23,623.60
44103109-BR-D05	DRUM CART, BROTHER DR-3455, Black	Cart	6,947.20
40101604-EF-C01	ELECTRIC FAN, ceiling mount, orbit type	Unit	1,222.00
40101604-EF-G01	ELECTRIC FAN, industrial, ground type	Unit	1,109.68
40101604-EF-S01	ELECTRIC FAN, stand type	Unit	856.86
40101604-EF-W01	ELECTRIC FAN, Wall Mount	Unit	901.68
44121506-EN-D01	ENVELOPE, Documentary, A4	Box	829.92
44121506-EN-D02	ENVELOPE, Documentary, Legal	BOX	1,057.58
44121506-EN-X01	ENVELOPE, Expanding, Kraft	Box	939.95
44121506-EN-X02	ENVELOPE, expanding, plastic	Piece	30.49
44121506-EN-M02	ENVELOPE, Mailing	Box	432.52



44122118-FA-P01	FASTENER, metal	Box	94.64
44122018-FT-D01	FILE TAB DIVIDER, A4	SET	11.13
44122018-FT-D02	FILE TAB DIVIDER, legal	Set	14.23
46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	Unit	1,144.00
43202010-FD-U01	FLASH DRIVE, 16 GB Capacity	Piece	166.40
47131802-FW-P02	FLOOR WAX, paste type, red	Can	309.76
44122011-FO-T03	FOLDER with Tab, A4	Pack	379.60
44122011-FO-T04	FOLDER with TAB, Legal	Pack	413.92
44122011-FO-L01	FOLDER, L-type, A4	Pack	200.28
44122027-FO-P01	FOLDER, pressboard	Box	952.64
31201610-GL-J01	GLUE, All Purpose	Jar	62.14
73101612-HS-L01	HAND SOAP, LIQUID, 500ml	Bottle	42.95
55101524-RA-H01	HANDBOOK (RA 9184), 8th edition	Book	37.21
44103105-CA-C02	Ink Cartridge, Canon CL-811, Colored	Cart	1,178.32
44103105-CA-B04	Ink Cartridge, Canon PG-740, Black	Cart	861.12
44103105-CA-B02	Ink Cartridge, Canon PG-810, Black	Cart	892.32
44103105-EP-B17	INK CARTRIDGE, EPSON C13T664100 (T6641), BLACK	Cart	231.90
44103105-EP-C17	INK CARTRIDGE, EPSON C13T664200 (T6642), CYAN	Cart	242.20
44103105-EP-M17	INK CARTRIDGE, EPSON C13T664300 (T6643), MAGENTA	Cart	242.20
44103105-EP-Y17	INK CARTRIDGE, EPSON C13T664400 (T6644), YELLOW	Cart	242.20
44103105-HP-B40	INK CARTRIDGE, HP C2P04AA (HP62), BLACK	Cart	852.80
44103105-HP-T40	INK CARTRIDGE, HP C2P06AA (HP62), TRI-COLOR	Cart	1,048.32
44103105-HP-T10	INK CARTRIDGE, HP C9352AA, (HP22), TRI-COLOR	Cart	1,053.52
44103105-HP-T17	INK CARTRIDGE, HP CC643WA (HP60), TRI-COLOR	Cart	1,047.28
44103105-HP-T35	INK CARTRIDGE, HP CD888AA (HP703), TRI-COLOR	Cart	419.12
44103105-HX-B40	INK CARTRIDGE, HP CD975AA (HP920XL), BLACK	Cart	1,541.28
44103105-HX-B43	INK CARTRIDGE, HP CN045AA (HP950XL), BLACK	Cart	1,970.80
44103105-HX-Y43	INK CARTRIDGE, HP CN048AA (HP951XL) YELLOW	Cart	1,517.36
44103105-HP-B33	INK CARTRIDGE, HP CZ107AA (HP678) BLACK	Cart	404.56
44103105-HP-T33	INK CARTRIDGE, HP CZ108AA (HP678) TRI-COLOR	Cart	404.56
44103105-HP-T43	INK CARTRIDGE, HP F6V26AA (HP680) TRI-COLOR	Cart	424.32
44103105-HP-B43	INK CARTRIDGE, HP F6V27AA (HP680) BLACK	Cart	424.32
44103105-HP-C50	INK CARTRIDGE, HP L0S51AA (HP955) CYAN ORIGINAL	Cart	982.80
44103105-HP-M50	INK CARTRIDGE, HP L0S54AA (HP955) MAGENTA ORIGINAL	Cart	982.80
44103105-HP-Y50	INK CARTRIDGE, HP L0S57AA (HP955) YELLOW ORIGINAL	Cart	982.80
44103105-HP-B50	INK CARTRIDGE, HP L0S60AA (HP955) BLACK ORIGINAL	Cart	1,294.80
44103105-HX-C48	INK CARTRIDGE, HP L0S63AA (HP955XL) CYAN ORIGINAL	Cart	1,339.52
44103105-HX-M48	INK CARTRIDGE, HP L0S66AA (HP955XL) MAGENTA	Cart	1,339.52
44103105-HX-Y48	INK CARTRIDGE, HP L0S69AA (HP955XL) YELLOW	Cart	1,339.52
44103105-HX-B48	INK CARTRIDGE, HP L0S72AA (HP955XL) BLACK ORIGINAL	Cart	1,817.92
44103105-HP-M51	INK CARTRIDGE, HP T6L93AA (HP905) MAGENTA ORIGINAL	Cart	468.00
44103105-HP-Y51	INK CARTRIDGE, HP T6L97AA (HP905) YELLOW ORIGINAL	Cart	468.00
44103105-HP-B51	INK CARTRIDGE, HP T6M01AA (HP905) BLACK ORIGINAL	Cart	774.80
10191509-IN-A01	INSECTICIDE, aerosol type	Can	139.36



43211503-LAP002	LAPTOP, LIGHTWEIGHT	unit	46,800.00
43211503-LAP001	LAPTOP, MID-RANGE	unit	42,380.00
39101628-LB-L01	LIGHT EMITTING DIODE (LED), Light Bulb	Piece	75.61
39101628-LT-L01	LINEAR TUBE, Light Emitting Diode (LED), 18 watts	Piece	205.82
44121716-MA-F01	MARKER, fluorescent	Set	31.11
44121708-MP-B01	MARKER, permanent, black	Piece	8.27
44121708-MP-B02	MARKER, permanent, blue	Piece	8.27
44121708-MP-B03	MARKER, permanent, red	Piece	8.27
44121708-MW-B01	MARKER, whiteboard, black	Piece	9.65
44121708-MW-B02	MARKER, whiteboard, blue	Piece	9.65
44121708-MW-B03	MARKER, whiteboard, red	Piece	9.65
56101504-CM-B01	MONOBLOC CHAIR, beige	Piece	341.12
56101504-CM-W01	MONOBLOC CHAIR, white	Piece	341.12
43211708-MO-O01	MOUSE, OPTICAL	Unit	149.76
45111609-MM-P01	MULTIMEDIA PROJECTOR, 4000 min	Unit	16,588.00
14111514-NP-S03	NOTE PAD, stick on, 3" x 3"	PAD	52.00
14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	PAD	37.06
14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	PAD	59.28
44122104-PC-G01	PAPER CLIP, vinyl/plastic coated, 33mm	Box	8.82
44101603-PS-M01	PAPER SHREDDER	Unit	5,699.20
44101601-PT-M01	PAPER TRIMMER / CUTTING MACHINE, table top	Unit	9,297.60
14111507-PP-C02	PAPER, Multi-Purpose, 70gsm (min.), Legal	Ream	158.91
14111507-PP-C01	PAPER, Multi-Purpose, A4	REAM	137.74
14111507-PP-M01	PAPER, MULTICOPY, A4	REAM	213.80
14111507-PP-M02	PAPER, MULTICOPY, legal	REAM	232.96
14111503-PA-P01	PAPER, parchment	Box	98.05
44121706-PE-L01	PENCIL, Lead/Graphite, With Eraser	Box	44.71
55121905-PH-F01	PHILIPPINE NATIONAL FLAG	Piece	284.84
43212105-PR-L01	PRINTER, Laser, Monochrome	Unit	2,636.89
44101602-PU-P01	PUNCHER, paper, heavy duty	Piece	150.80
47131501-RG-C01	RAGS	Bundle	69.47
14111531-RE-B01	RECORD BOOK, 300 pages	BOOK	91.70
14111531-RE-B02	RECORD BOOK, 500 pages	BOOK	124.56
44103112-EP-R05	RIBBON CART, EPSON C13S015516 (#8750), Black	Cart	77.43
44103112-EP-R13	RIBBON CART, EPSON C13S015632, Black	Cart	77.94
44103112-EP-R07	RIBBON CARTRIDGE, EPSON C13S015531 (S015086)	Cart	818.48
44122101-RU-B01	RUBBER BAND, No. 18	Box	135.20
60121524-SP-G01	SIGN PEN, Extra fine tip, black	Piece	22.20
60121524-SP-G02	SIGN PEN, Extra fine tip, blue	Piece	22.20
60121524-SP-G03	SIGN PEN, Extra fine tip, red	Piece	22.20
44121905-SP-F01	STAMP PAD, felt	Piece	39.92
12171703-SI-P01	STAMP PAD, Ink	Bottle	28.79
44121613-SR-P01	STAPLE REMOVER, plier type	Piece	46.51
31151804-SW-H01	STAPLE WIRE, heavy duty (binder type)	Box	36.40



31151804-SW-S01	STAPLE WIRE, standard	Box	23.76
44121615-ST-S01	STAPLER, standard type	Piece	197.60
44121605-TD-T01	TAPE DISPENSER, Table Top	Unit	77.58
31201502-TA-E01	TAPE, electrical	Roll	19.45
31201503-TA-M01	TAPE, masking, 24mm	Roll	55.68
31201503-TA-M02	TAPE, MASKING, 48mm	Roll	121.16
31201517-TA-P01	TAPE, packaging, 48mm	Roll	22.36
31201512-TA-T02	TAPE, transparent, 48mm	Roll	22.57
14111704-TT-P04	TISSUE, Interfolded Paper Towel	Pack	33.80
44103103-BR-B09	TONER CART, BROTHER TN-3320, Black	Cart	3,567.20
44103103-BR-B11	TONER CART, BROTHER TN-3350, Black	Cart	5,002.40
44103103-BR-B15	TONER CART, BROTHER TN-3478, Black	Cart	5,575.44
44103103-HP-B12	TONER CART, HP CB435A, Black	Cart	3,099.20
44103103-HP-B18	TONER CART, HP CE255A, Black	Cart	6,942.00
44103103-HP-B21	TONER CART, HP CE278A, Black	Cart	3,741.92
44103103-HP-B22	TONER CART, HP CE285A (HP85A), Black	Cart	3,242.72
44103103-HP-B23	TONER CART, HP CE310A, Black	Cart	2,350.40
44103103-HP-C23	TONER CART, HP CE311A, Cyan	Cart	2,610.40
44103103-HP-Y23	TONER CART, HP CE312A, Yellow	Cart	2,610.40
44103103-HP-M23	TONER CART, HP CE313A, Magenta	Cart	2,610.40
44103103-HP-B28	TONER CART, HP CE505A, Black	Cart	4,050.80
44103103-HP-B34	TONER CART, HP Q2612A, Black	Cart	3,744.00
44103103-BR-B16	Toner Cartridge, Brother TN-456 Black, High Yield	Cart	4,564.56
44103103-BR-C03	Toner Cartridge, Brother TN-456 Cyan, High Yield	Cart	7,716.80
44103103-BR-M03	Toner Cartridge, Brother TN-456 Magenta, High	Cart	7,716.80
44103103-BR-Y03	Toner Cartridge, Brother TN-456 Yellow, High Yield	Cart	7,716.80
44103103-HP-B52	Toner Cartridge, HP CF217A (HP17A) Black LaserJet	Cart	2,878.72
44103103-HP-B53	Toner Cartridge, HP CF226A (HP26A) Black LaserJet	Cart	5,246.80
44103103-HP-B56	Toner Cartridge, HP CF281A (HP81A) Black LaserJet	Cart	7,800.00
44103103-HP-B57	Toner Cartridge, HP CF283A (HP83A) LaserJet Black	Cart	3,034.72
44103103-HP-B58	Toner Cartridge, HP CF287A (HP87) Black	Cart	9,828.00
44103103-HP-B60	Toner Cartridge, HP CF350A Black LJ	Cart	2,574.00
44103103-HP-C60	Toner Cartridge, HP CF351A Cyan LJ	Cart	2,652.00
44103103-HP-Y60	Toner Cartridge, HP CF352A Yellow LJ	Cart	2,652.00
44103103-HP-M60	Toner Cartridge, HP CF353A Magenta LJ	Cart	2,652.00
44103103-HP-B61	Toner Cartridge, HP CF360A (HP508A) Black LaserJet	Cart	7,030.40
44103103-HP-C61	Toner Cartridge, HP CF361A (HP508A) Cyan LaserJet	Cart	8,814.00
44103103-HP-Y61	Toner Cartridge, HP CF362A (HP508A) Yellow	Cart	8,814.00
44103103-HP-M61	Toner Cartridge, HP CF363A (HP508A) Magenta	Cart	8,814.00
44103103-HP-B62	Toner Cartridge, HP CF400A (HP201A) Black LaserJet	Cart	3,099.20
44103103-HP-C62	Toner Cartridge, HP CF401A (HP201A) Cyan LaserJet	Cart	3,660.80
44103103-HP-Y62	Toner Cartridge, HP CF402A (HP201A) Yellow	Cart	3,660.80
44103103-HP-M62	Toner Cartridge, HP CF403A (HP201A) Magenta	Cart	3,660.80
44103103-HP-B63	Toner Cartridge, HP CF410A (HP410A) black	Cart	3,900.00

44103103-HP-C63	Toner Cartridge, HP CF411A (HP410A) cyan	Cart	5,038.80
44103103-HP-Y63	Toner Cartridge, HP CF412A (HP410A) yellow	Cart	5,038.00
44103103-HP-M63	Toner Cartridge, HP CF413A (HP410A) magenta	Cart	5,038.80
47121701-TB-P04	TRASHBAG, XXL size	Pack	130.00
31151507-TW-P01	TWINE, plastic	Roll	66.62
60121124-WR-P01	WRAPPING PAPER, kraft	Pack	161.20

*\*This certificate is valid within fifteen (15) days upon the date of issuance; Items indicated above are currently not available from the Procurement Service and agency may procure thru other sources in accordance with 2016 Revised IRR of RA 9184.*