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

PAO BIDS AND AWARDS COMMITTEE (PBAC)

EXCERPTS FROM THE MINUTES OF THE MEETING OF THE PAO BIDS AND AWARDS COMMITTEE (PBAC) DATED 12 SEPTEMBER 2023 **RE: CONSIDERATION OF PURCHASE REQUEST FOR THE PROCUREMENT OF SUPPLY AND INSTALLATION OF ROLLER SHADES FOR PAO-MANILA DISTRICT OFFICE, AS SPECIFIED UNDER PURCHASE REQUEST NO. 744-09-2023,** REFERRED TO PBAC ON 07 SEPTEMBER 2023, HELD AT THE PAO CENTRAL OFFICE VIA ZOOM VIDEOCALL

RESOLUTION

RECOMMENDING THE DELEGATION OF THE CONDUCT OF SMALL VALUE PROCUREMENT TO PAO-SUPPLY SECTION FOR THE PROCUREMENT OF SUPPLY AND INSTALLATION OF ROLLER SHADES, AS SPECIFIED UNDER PURCHASE REQUEST NO. 744-09-2023, FOR PAO-MANILA DISTRICT OFFICE, IN ACCORDANCE WITH SECTION 53.9 RULE XVI IN CONNECTION WITH ANNEX "H," NO. IV, SUBSECTION (J) OF THE REVISED IMPLEMENTING RULES AND REGULATIONS (IRR) OF REPUBLIC ACT NO. (RA) 9184

WHEREAS, the Public Attorney's Office (PAO) is committed to adhere to the State's Policy of securing and maintaining the trust and confidence of every Filipino, by upholding transparency, good governance and anti-corruption measures;

WHEREAS, the aforementioned Office is in urgent need of the supply for the subject items as described in detail in above stated purchase request to ensure unhampered performance of its duties and to prevent delays in its daily transactions;

WHEREAS, the aforementioned end-user unit forwarded a letter request for small value procurement to the PBAC for the subject item;

WHEREAS, the PAO-Supply Section submitted a Certificate of Non-Availability of Stocks showing unavailability of said item from the Procurement Service (PS-DBM);

WHEREAS, there is an approved budget for the contract of the subject procurement with a total amount of Forty Five Thousand Pesos (Php 45,000.00)[1];

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

WHEREAS, considering that the PBAC previously issued a resolution dated 16 November 2018, delegating to the PAO-Supply Section the authority to undertake immediate procurement of goods and services in amounts less than one million pesos, in accordance with Annex "H" No. IV, Subsection (J) in relation to Section 53.9 Rule XVI of the IRR of RA 9184, BAC Member Atty. Alem Abeya moved to delegate to PAO-Supply Section the conduct of small value procurement of the subject item, duly seconded by BAC Member Dir. Marilyn Boongaling.

[1] Approved Budget for the Contract from the Financial Planning and Management Service

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), **HEREBY RESOLVE TO RECOMMEND TO THE HEAD OF THE PROCURING ENTITY, THE DELEGATION OF THE CONDUCT OF SMALL VALUE PROCUREMENT TO PAO-SUPPLY SECTION FOR THE PROCUREMENT OF SUPPLY AND INSTALLATION OF ROLLER SHADES, AS SPECIFIED UNDER PURCHASE REQUEST NO. 744-09-2023, FOR PAO-MANILA DISTRICT OFFICE, IN ACCORDANCE WITH SECTION 53.9 RULE XVI IN CONNECTION WITH ANNEX "H," NO. IV, SUBSECTION (J) OF THE REVISED IMPLEMENTING RULES AND REGULATIONS (IRR) OF REPUBLIC ACT NO. (RA) 9184**

APPROVED this 12th day of September 2023 at the Public Attorney's Office (PAO) Central Office, 5th Floor DOJ Agencies Building, NIA Road corner East Avenue, Diliman, (1104) Quezon City, Philippines, thru Zoom Video Call Meeting.

ATTY. RONALD R. MACOROL
Public Attorney IV
Member, PBAC
Officer-In-Charge
Special Appealed Cases Unit

ATTY. JAN STEVEN S. DUNUAN
Chairperson, PBAC
Public Attorney V
Regional Public Attorney
PAO-NCR

DIR. MARILYN S. BOONGALING
Director II
PAO-Administrative Service

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

ATTY. ALEM-EMAN CHISUM L. ABEYA
Public Attorney III
Member, PBAC
Executive Support Staff

(On Official Business)
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

ANA LISA M. SORIANO
Deputy Chief Public Attorney

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

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

Republic of the Philippines
PUBLIC ATTORNEY'S OFFICE
Tanggapan ng Mananangol 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. 2023-09-116 September 7, 2023

ATTY. JAN STEVEN S. DUNUAN
Chairperson – PAO-Bids and Awards Committee
Regional Public Attorney
PAO-NCR

Sir:

Attached herewith is the approved Purchase Request of **PAO-Manila District Office, to wit:**

No.	PR No.	Item Description	Quantity	Unit	Unit Price	Total Amount
1	**744-09-2023**	Supply and Installation of Roller Shades (please refer to the attached TOR)	1	set		45,000.00

TOTAL **45,000.00**

Prepared by:

DENVER CHRISTIAN P. LACANILAO
Administrative Aide IV

Certified Correct by:

CARMELA L. FLORENDO
OIC-Supply Section

Noted by:

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

PUBLIC ATTORNEY'S OFFICE
BAC SECRETARIAT
RECEIVED
SEP 07 2023
REC'D BY: _____ TIME: _____

PURCHASE REQUEST

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

Office/Section : Manila District Office		PR No.: 744-09-2023 Responsibility Center Code :		Date: August 30, 2023	
Stock/ Property No.	**Unit**	**Item Description**	**Quantity**	**Unit Cost**	**Total Cost**
		53" x 61" Window 1			45,000.00
		53" x 43 1/2 Window 2a			
		53" x 45" Window 2b			
		53" x 44" Window 3a			
		53" x 45 1/2" Window 3b			
		53" x 44" Window 4b			
		53" x 60" Window 5			
		53" x 43 1/2" Window 6a			
		53" x 45" Window 6b			
		53" x 44" Window 7a			
		53" x 44 1/2" Window 7b			
		53" x 43 1/2" Window 8a			
		53" x 45" Winodw 8b			
		53" x 61 1/2" Window 9			
		53" x 44"Window 10a			
		53" x 45" Window 10b			
		53" x 44" Window 11a			
		53" x 44 1/2" Window 11b			
Total		Supply & Installation of Roller Shades			45,000.00

Purpose: For official use of PAO Manila D.O.

	Requested by:	Approved by:
Signature :		
Printed Name	**Atty. Mario T. Dionisio, Jr.**	ANALISA M. SORIANO
Designation :	OIC / PA III	Deputy Chief Public Attorney

PUBLIC ATTORNEY'S OFFICE FPMS RECEIVED SEP 04 2023 REC'D BY: TIME: 3:35

PUBLIC ATTORNEY'S OFFICE SUPPLY SECTION RECEIVED SEP 04 2023 REC'D BY: TIME: 10:26

PUBLIC ATTORNEY'S OFFICE EXECUTIVE SERVICE RECEIVED SEP 04 2023 REC'D BY: TIME: 4:30

Republic of the Philippines
PUBLIC ATTORNEY'S OFFICE
Tanggapan ng MananangglPambayan
Kagawaran ng Katarungan
DOJ Agencies Building, NIA Road corner East Avenue, 1104 Quezon City
Telephone No. (02) 8929-94-36 ; Fax Nos. (02) 89277-68-10 / (02) 8926-28-78

BAGONG PILIPINAS

Bids and Awards Committee

TERMS OF REFERENCE (TOR)

SUPPLY AND INSTALLATION OF ROLLER SHADES FOR THE USE OF THE PAO - MANILA FOR FY 2023 (PURCHASE REQUEST NO. 744-09-2023)

(Through Small Value Procurement Pursuant to 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184)

1. **Approved Budget for the Contract**

The bidder shall bid for the item described in this Terms of Reference, which shall not exceed the Approved Budget for the Contract in the amount of **FORTY-FIVE THOUSAND PESOS (Php 45,000.00)**, inclusive of all taxes applicable and bank and government charges payable.

2. **Specifications:**

	ITEM	Unit	QTY	Mode of Delivery	Delivery Date/s (After issuance of notice to proceed)
	Roller Shades - **53"x 61" Window 1** - **53"x 43 1/2" Window 2a** - **53"x 45" Window 2b** - **53"x 44" Window 3a** - **53"x 45 1/2" Window 3b** - **53"x 44" Window 4b** - **53"x 60" Window 5** - **53"x 43 1/2" Window 6a** - **53"x 45" Window 6b** - **53"x 44" Window 7a** - **53"x 44 1/2" Window 7b** - **53"x 43 1/2" Window 8a** - **53"x 45" Window 8b** - **53"x 61 1/2" Window 9** - **53"x 44" Window 10a** - **53"x 45" Window 10b** - **53"x 44" Window 11a** - **53"x 44 1/2" Window 11b** Design: Cooltex fabric Mechanism: Choice Korean Mechanism-Metal Chain Color: cream Installation	lot	1	One Time	7 calendar days

September 6, 2023

TECHNICAL WORKING GROUP:

Head:

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

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

Kagawaran ng Katarungan
Tanggapan ng Manananggol Pambayan
(PUBLIC ATTORNEY'S OFFICE)
Manila District Office
4th Flr. Godino Bldg., 350 Villegas St., Ermita, Manila
Tel No. 400-9755 /523-2030

BAGONG PILIPINAS

August 31, 2023

ATTY. JAN STEVEN S. DUNUAN
Regional Public Attorney – NCR
Chairperson, PBAC

RE: Request for Small Value Procurement for Repair
Of PAO Manila Office

Atty. Buan,

In compliance with the Implementing Rules and Regulations of RA No. 9184, the Public Attorney's Office through the undersigned respectfully requests for small value procurement of the following item detailed as follows:

Item No.	Description	Qty.	Unit Price	Total Price
1	53" x 61" Window 1			**45,000.00**
2	53" x 43 1/2 Window 2a			
3	53" x 45" Window 2b			
4	53" x 44" Window 3a			
5	53" x 45 1/2" Window 3b			
6	53" x 44" Window 4b			
7	53" x 60" Window 5			
8	53" x 43 1/2" Window 6a			
9	53" x 45" Window 6b			

	53" x 44" Window 7a			
	53" x 44 1/2" Window 7b			
	53" x 43 1/2" Window 8a			
	53" x 45" Winodw 8b			
	53" x 61 1/2" Window 9			
	53" x 44"Window 10a			
	53" x 45" Window 10b			
	53" x 44" Window 11a			
	53" x 44 1/2" Window 11b			
Grand Total			**45,000.00**	

Thank you.

Very truly yours,

ATTY. MARIO T. DIONISIO, JR.
OIC/ Public Attorney III

Republic of the Philippines
Department of Budget and Management
PROCUREMENT SERVICE
PHILIPPINE GOVERNMENT ELECTRONIC PROCUREMENT SYSTEM

Certificate of Non-Availability of Stocks

(CNAS)

As of Tuesday, September 12, 2023

Total No. of Items: 191

Product Code	Product Description	UOM	Price
12191601-AL-E03	ALCOHOL, ethyl, 68%-72%, 1 Gallon	Gallon	330.55
26111702-BT-A01	BATTERY, dry cell, AAA	Pack	18.34
26111702-BT-A02	BATTERY, dry Cell, size AA	Pack	20.49
26111702-BT-A03	BATTERY, dry Cell, size D	Pack	96.20
44122037-RB-P10	BINDING RING/COMB, plastic, 32mm	Bundle	259.89
47131604-BR-S01	BROOM (walis tambo)	Piece	127.92
47131604-BR-T01	BROOM (walis ting-ting)	Piece	22.78
44101807-CA-C01	CALCULATOR, compact	Unit	266.24
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
44122105-BF-C04	CLIP, backfold, 50mm	Box	60.32
14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm	Box	1,166.88
44121801-CT-R02	CORRECTION TAPE	Piece	11.53
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	68.64
44103202-DS-M01	DATER STAMP	Piece	469.78
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
44103109-BR-D05	DRUM CART, BROTHER DR-3455, Black	Cart	6,947.20
47131601-DU-P01	DUST PAN	Piece	27.64
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 type	Unit	768.56
44121506-EN-D01	ENVELOPE, Documentary, A4	Box	829.92
44121506-EN-D02	ENVELOPE, Documentary, Legal	BOX	1,057.58

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44121506-EN-X01	ENVELOPE, expanding, kraft	Box	738.40
44121506-EN-X02	ENVELOPE, expanding, plastic	Piece	30.49
44121506-EN-M02	ENVELOPE, Mailing	Box	432.52
44121504-EN-W02	ENVELOPE, Mailing, With Window	Box	512.72
44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard	PIECE	11.41
60121534-ER-P01	ERASER, plastic/rubber	Piece	4.47
43201827-HD-X02	EXTERNAL HARD DRIVE, 1 TB	Unit	2,792.40
44122118-FA-P01	FASTENER, metal	Box	94.64
44111515-FO-X01	FILE ORGANIZER, Expanding, Plastic, 12 pockets	Piece	90.20
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
46191601-FE-H01	FIRE EXTINGUISHER, pure HCFC	Unit	5,613.25
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	289.12
44122011-FO-T04	FOLDER with Tab, Legal	Pack	333.26
44122011-FO-F01	FOLDER, Fancy, with Slide, A4	Bundle	270.40
44122011-FO-F02	FOLDER, Fancy, with Slide, Legal	Bundle	291.20
44122011-FO-L01	FOLDER, L-type, A4	Pack	200.28
44122011-FO-L02	FOLDER, L-type,Legal	Pack	249.08
44122027-FO-P01	FOLDER, pressboard	Box	952.64
47131830-FC-A01	FURNITURE CLEANER	Can	120.12
31201610-GL-J01	GLUE, all purpose	Jar	70.72
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-B02	Ink Cartridge, Canon PG-810, Black	Cart	892.32
44103105-HP-B40	INK CARTRIDGE, HP C2P04AA (HP62), BLACK	Cart	852.80
44103105-HX-Y43	INK CARTRIDGE, HP CN048AA (HP951XL) YELLOW	Cart	1,517.36
44103105-HP-B36	INK CARTRIDGE, HP CN692AA (HP704) BLACK	Cart	419.12
44103105-HP-T36	INK CARTRIDGE, HP CN693AA (HP704) TRI-COLOR	Cart	419.12
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-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
10191509-IN-A01	INSECTICIDE, aerosol type	Can	139.36

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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
44111515-MF-B02	MAGAZINE FILE BOX, large	Piece	41.60
44121716-MA-F01	MARKER, fluorescent	Set	31.11
44121708-MP-B01	MARKER, permanent, black	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
47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic	Unit	2,288.00
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
14111514-NB-S01	NOTEBOOK, stenographer	Piece	12.04
14111531-PP-R01	PAD PAPER, ruled	PAD	21.53
44122104-PC-G01	PAPER CLIP, vinyl/plastic coated, 33mm	Box	8.82
44122104-PC-J02	PAPER CLIP, vinyl/plastic coated, jumbo, 50mm	Box	19.46
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	165.65
14111507-PP-M02	PAPER, MULTICOPY, legal	REAM	189.18
14111503-PA-P01	PAPER, parchment	Box	98.05
44121619-PS-M01	PENCIL SHARPENER, manual	piece	212.87
44121706-PE-L01	PENCIL, lead, with eraser	Box	20.79
55121905-PH-F01	PHILIPPINE NATIONAL FLAG	Piece	284.84
43212102-PR-D01	PRINTER, impact, dot matrix, 9 pins	Unit	10,189.92
43212105-PR-L01	PRINTER, Laser, Monochrome	Unit	2,636.89
44101602-PU-P01	PUNCHER, paper, heavy duty	Piece	150.80
47131501-RG-C01	RAGS, absorbent fabric	Bundle	53.14
14111531-RE-B01	RECORD BOOK, 300 pages	BOOK	62.40
14111531-RE-B02	RECORD BOOK, 500 pages	BOOK	104.00
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
44121618-SS-S01	SCISSORS, symmetrical / assymetrical	Pair	33.37
47131602-SC-N01	SCOURING PAD	Pack	57.93

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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
12171703-SI-P01	STAMP PAD INK, purple or violet	Bottle	28.91
44121905-SP-F01	STAMP PAD, felt	Piece	39.92
44121613-SR-P01	STAPLE REMOVER, plier-type	Piece	27.87
31151804-SW-H01	STAPLE WIRE, heavy duty (binder type), 23/13	Box	22.55
31151804-SW-S01	STAPLE WIRE, standard	Box	23.76
44121615-ST-B01	STAPLER, Heavy Duty (Binder)	Unit	693.15
44121605-TD-T01	TAPE DISPENSER, Table Top	Unit	72.80
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-T01	TAPE, transparent, 24mm	Roll	11.18
31201512-TA-T02	TAPE, transparent, 48mm	Roll	22.57
14111704-TT-P04	TISSUE, Interfolded Paper Towel	Pack	33.80
14111704-TT-P02	TOILET TISSUE PAPER, 2 ply	Pack	99.84
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-M24	TONER CART, HP CE323A, Magenta	Cart	3,083.60
44103103-HP-B28	TONER CART, HP CE505A, Black	Cart	4,050.80
44103103-HX-B28	TONER CART, HP CE505X, Black, high cap	Cart	7,332.00
44103103-HP-B34	TONER CART, HP Q2612A, Black	Cart	3,744.00
44103103-SA-B06	TONER CART, SAMSUNG MLT-D101S, Black	Cart	3,484.00
44103103-SA-B09	TONER CART, SAMSUNG MLT-D105L, Black	Cart	3,866.72
44103103-SA-B05	TONER CART, SAMSUNG MLT-D205L, Black	Cart	4,533.36
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

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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-HX-C54	Toner Cartridge, HP CF411XC (HP410XC) cyan	Cart	8,522.00
44103103-HP-Y63	Toner Cartridge, HP CF412A (HP410A) yellow	Cart	5,038.00
44103103-HX-Y54	Toner Cartridge, HP CF412XC (HP410XC) yellow	Cart	8,522.80
44103103-HP-M63	Toner Cartridge, HP CF413A (HP410A) magenta	Cart	5,038.80
44103103-HX-M54	Toner Cartridge, HP CF413XC (HP410XC) magenta	Cart	8,522.80
47121701-TB-P04	TRASHBAG, XXL size	Pack	144.04
31151507-TW-P01	TWINE, plastic	Roll	66.62
47121702-WB-P01	WASTEBASKET	Piece	31.91
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.*

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