

## 2013 LIST OF OTHER OFFICE SUPPLIES

ITEM	DESCRIPTION	OFFICE - DIVISION	QTY	UNIT COST	TOTAL AMOUNT	REMARKS
<b>1. SUPREME COURT OFFICES</b>						
Adding Machine	12 digits	Internal Audit Services (Operations Audit)	3	3,700.00	11,100.00	
Adding Machine	with tape	Office of Administrative Services (Proc. & Disp.-Property)	1	3,700.00	3,700.00	
Adding Machine	with tape	Fiscal Management and Budget Office (Proper)	1	3,700.00	3,700.00	R
Battery Charger	with rechargeable batteries	Program Management Office	1	1,000.00	1,000.00	
Battery Charger	Electronic	Office of Administrative Services (Training)	1	1,000.00	1,000.00	
Bed	Folding Bed	Office of Chief Justice M.L.P.A. Sereno	2	4,500.00	9,000.00	A
Cabinet	Filing, small, for Lawyers Room	Office of Associate Justice B. Reyes	12	4,500.00	54,000.00	
Cabinet	Steel, Rack for filing	Judicial and Bar Council (Office of Atty. Cayosa)	2	8,000.00	16,000.00	A
Calculator	Electric, Casio, two-way power, 12-digit	Medical Services	4	750.00	3,000.00	A
Calculator	Adding Machine	Office of the Bar Confidant-Bar Examination	5	3,700.00	18,500.00	R
Calculator		Fiscal Management and Budget Office (Accounting)	5	3,700.00	18,500.00	N
Calculator	Casio MS 2707	Fiscal Management and Budget Office (Finance)	4	3,700.00	14,800.00	A
Calculator	12-digit, two-way power	Fiscal Management and Budget Office (Proper)	1	3,700.00	3,700.00	N
Calculator	Dual system, 16 digit	Internal Audit Services (Operations Audit)	4	3,700.00	14,800.00	
Calculator		Judicial and Bar Council (Academe)	1	3,700.00	3,700.00	
Calculator	Casio	SC Health and Welfare Plan	4	3,700.00	14,800.00	N
Calculator	12-digit, two-way power	Office of Administrative Services (Proc. & Disp.-Property)	3	3,700.00	11,100.00	
Calculator		Office of Administrative Services (Supplies-Property)	3	3,700.00	11,100.00	
Calculator	12-digit, two-way power	Office of Administrative Services (Motorpool-Property)	1	3,700.00	3,700.00	
Carpet Sweeper		Office of the Chief Attorney	1	8,500.00	8,500.00	R
Casing	IROCK-IR11A	Public Information Office	1	1,500.00	1,500.00	
CCTV Monitors		Office of Administrative Services (Security Manila)	10	3,000.00	30,000.00	
CCTV	for Baguio Session Hall	SC Baguio	1	3,000.00	3,000.00	
Chair	Computer, with arm rest	Medical Services	4	2,000.00	8,000.00	R
Chair	Executive, with arm rest, heavy duty	Medical Services	2	7,000.00	14,000.00	R
Chair	Visitors, without arm chair	Medical Services	4	1,300.00	5,200.00	R
Chair	Junior Executive, with arm rest, heavy duty	Office of the Bar Confidant	29	7,000.00	203,000.00	R
Chair	Visitor's Chair for the Assist. Bar Confidant	Office of the Bar Confidant-Bar Examination	2	1,500.00	3,000.00	R
Chair	Senior Executive, gas lift with arm rest	Fiscal Management and Budget Office (FMID)	1	7,000.00	7,000.00	R
Chair	Junior Executive, gas lift with arm rest	Fiscal Management and Budget Office (FMID)	3	6,500.00	19,500.00	R
Chair	Clerical or Staff	Fiscal Management and Budget Office (Finance)	15	2,500.00	37,500.00	R

Procurement Planning Committee

ITEM	DESCRIPTION	OFFICE - DIVISION	QTY	UNIT COST	TOTAL AMOUNT	REMARKS
Chair	Clerical with arm rest	Fiscal Management and Budget Office (Cash)	24	2,500.00	60,000.00	N
Chair	Senior Executive	Library Services	1	7,000.00	7,000.00	
Chair	Computer, with arm rest	Internal Audit Services (Operations Audit)	2	2,000.00	4,000.00	
Chair	Clerical, with arm rest	Mandatory Continuing Legal Education	3	2,500.00	7,500.00	R
Chair	Clerical withput arm rest	Mandatory Continuing Legal Education	4	2,000.00	8,000.00	
Chair	Executive, with arm rest, heavy duty, beige	Mandatory Continuing Legal Education	8	7,000.00	56,000.00	R
Chair	Visitors, without arm chair	Mandatory Continuing Legal Education	4	1,500.00	6,000.00	
Chair	Computer with arm rest	Judicial Records Office (Judgment)	20	2,000.00	40,000.00	
Chair	Senior Executive	First Division	20	7,000.00	140,000.00	R
Chair	Executive, for lawyers	Office of Chief Justice M.L.P.A. Sereno	2	7,000.00	14,000.00	A
Chair	Computer with arm rest	Office of Chief Justice M.L.P.A. Sereno	15	2,000.00	30,000.00	R&A
Chair	Junior Executive	Office of Associate Justice J.C. Mendoza	4	6,500.00	26,000.00	R
Chair	Senior Executive, cloth and durable	Office of Associate Justice A.T. Carpio	14	7,000.00	98,000.00	R
Chair	Junioe Executive, Cloth and durable	Office of Associate Justice A.T. Carpio	9	6,500.00	58,500.00	R
Chair	Clerical	Office of Associate Justice A.T. Carpio	12	2,500.00	30,000.00	R
Chair	Executive, for Justice's chamber	Office of Associate Justice T. J. L. De Castro	1	7,000.00	7,000.00	
Chair	Conference, for Justice's Chamber	Office of Associate Justice T. J. L. De Castro	12	6,000.00	72,000.00	
Chair	Executive, for lawyers	Office of Associate Justice T. J. L. De Castro	6	7,000.00	42,000.00	
Chair	Junior Executive	Judicial and Bar Council (Justice Lagman)	2	6,500.00	13,000.00	
Chair	Conference, non-swivel	Judicial and Bar Council (ORSN)	6	6,000.00	36,000.00	
Chair	Junior Executive, Heavy Duty	Office of Associate Justice J. P. Perez	8	6,500.00	52,000.00	R
Chair	Mid-back, leatherette	Office of Associate Justice M. S. Villarama	25	4,500.00	112,500.00	R
Chair	Visitor's for Justice's Chamber	Office of Associate Justice B. Reyes	1	1,500.00	1,500.00	
Chair	for Staff Room	Office of Associate Justice B. Reyes	1	2,500.00	2,500.00	
Chair	for the Staff, Staff Room	Office of Associate Justice B. Reyes	12	2,500.00	30,000.00	
Chair	lawyer's, for Lawyers Room	Office of Associate Justice B. Reyes	12	7,000.00	84,000.00	
Chair		Office of Associate Justice A. D. Brion	29	4,500.00	130,500.00	R
Chair	Office Chair	Office of the Chief Attorney	10	2,500.00	25,000.00	R
Chair	Junior Executive	Judicial Records Office (Docket)	18	6,500.00	117,000.00	
Chair	Senior Executive	Judicial Records Office (Docket)	2	7,000.00	14,000.00	
Chair	Junior Executive	Office of Administrative Services (Supplies-Property)	6	6,500.00	39,000.00	
Chair	Junior Executive	Office of Administrative Services (Motorpool-Property)	6	6,500.00	39,000.00	
Chair	Junior Executive	Office of Administrative Services (Security Baguio)	1	6,500.00	6,500.00	
Chair	Monoblock, Plastic	Office of Administrative Services (Security Baguio)	5	400.00	2,000.00	
Chair	Junior Executive	Office of Administrative Services (Security Manila)	3	6,500.00	19,500.00	

Procurement Planning Committee

ITEM	DESCRIPTION	OFFICE - DIVISION	QTY	UNIT COST	TOTAL AMOUNT	REMARKS
Chair	Visitor's	Judicial and Bar Council (Office of Atty. Cayosa)	2	1,500.00	3,000.00	R
Chair	Computer chair with arm rest	Judicial and Bar Council (Office of EO, PDR & AFS)	5	2,000.00	10,000.00	R
Chair	Junior Executive	Judicial and Bar Council (Office of EO, PDR & AFS)	2	6,500.00	13,000.00	R
Chair	Clerical	Second Division	15	2,500.00	37,500.00	R
Chair	Executive	Second Division	6	7,000.00	42,000.00	R
Clock	Wall Clock	Office of Chief Justice M.L.P.A. Sereno	8	350.00	2,800.00	N
Clock	Wall Clock	Office of Associate Justice M. S. Villarama	2	350.00	700.00	
Clock	Wall	Office of Associate Justice E. M. P. Bernabe	2	350.00	700.00	
Clock		Office of Administrative Services (Security Manila)	6	350.00	2,100.00	
Clock	Wall	Office of Administrative Services (Security Baguio)	1	350.00	350.00	
Copier Machine		Office of the Reporter	1		0.00	Rental
Crimping Tool	Heavy Duty	Management Information Systems Office (SPPED)	2	3,000.00	6,000.00	R
Cutter	A4 Paper Cutter, wooden based	Office of Associate Justice P. Velasco, Jr.	1	1,000.00	1,000.00	N
Cyclone Wire Perimeter Fence	Admin Compound and Rear Portion at cottage compound with CHB Wall	SC Baguio	3	4,200.00	12,600.00	R
Di-Cut	6 holes, as per sample	Library Services	1	1,600.00	1,600.00	R
Digital Tester	Heavy Duty	Management Information Systems Office (SPPED)	1	4,000.00	4,000.00	R
DVD Writer		Office of Associate Justice L. Bersamin	1	1,000.00	1,000.00	A
DVD Writer		Public Information Office	1	1,000.00	1,000.00	
Earphone	Earbuds-Type (Neither Hammer type not flat circle)	Office of the Clerk of Court, En Banc	8	600.00	4,800.00	N
Earphone	for handheld radio transceiver	Office of Administrative Services (Security Manila)	129	1,500.00	193,500.00	
Easel Stand	fabrication	Office of Administrative Services (Day Care)	1	6,000.00	6,000.00	
Electric Fan	Wall fan	Fiscal Management and Budget Office (Proper)	1	1,300.00	1,300.00	A
Electric Fan		Office of Associate Justice A. D. Brion	4	1,300.00	5,200.00	A
Electric Fan	Ceiling fan	Office of Administrative Services (Security Manila)	3	1,300.00	3,900.00	
Electric Fan	Wall Fan	Office of Administrative Services (Security Manila)	8	1,300.00	10,400.00	
Electric Fan	Stand fan	Judicial and Bar Council (Office of Atty. Cayosa)	1	1,300.00	1,300.00	R
Electric Fan	Stand fan	Internal Audit Services (Operations Audit)	2	1,300.00	2,600.00	
Electric Fan	Industrial, 18	Judicial Records Office (Judgment)	3	1,300.00	3,900.00	
Electric Fan	Industrial	Office of Chief Justice M.L.P.A. Sereno	2	1,300.00	2,600.00	A
Electric Fan	Stand fan	Office of Associate Justice M. S. Villarama	1	1,300.00	1,300.00	A
Emergency Lights		Office of the Bar Confidant	5	2,500.00	12,500.00	R
Emergency Lights	for Baguio Cottage	Office of Associate Justice J.P. Perez	8	2,500.00	20,000.00	A/R
Exhaust Fan	16"	Medical Services	1	2,000.00	2,000.00	R
Exhaust Fan		Office of the Bar Confidant	3	2,000.00	6,000.00	R

Procurement Planning Committee

ITEM	DESCRIPTION	OFFICE - DIVISION	QTY	UNIT COST	TOTAL AMOUNT	REMARKS
Exhaust Fan	for the Bodega	Judicial Records Office (Judgment)	1	2,000.00	2,000.00	
Exhaust Fan		Office of Associate Justice M. S. Villarama	1	2,000.00	2,000.00	A
Fax Machine	year2004	Judicial Records Office (Judgment)	1	8,000.00	8,000.00	R
Fax Machine		First Division	1	8,000.00	8,000.00	R
Fax Machine		Office of Associate Justice E. M. P. Bernabe	1	8,000.00	8,000.00	
Fax Machine		Office of Associate Justice A. D. Brion	1	8,000.00	8,000.00	R
Fax Machine		Judicial and Bar Council (Office of EO, PDR & AFS)	1	8,000.00	8,000.00	R
Fax Machine		Office of Justice B.L. Reyes	1	8,000.00	8,000.00	
Hard Drive	External	Management Information Systems Office (SDAAD&SDJAD)	1	3,000.00	3,000.00	A
Hard Drive	External for Landbank	Fiscal Management and Budget Office (Checks Disb.)	2	3,000.00	6,000.00	N
Hard Drive	External, 1 Terabyte, files back up	Library Services	1	3,000.00	3,000.00	A
Hard Drive	SATA 1 TR	Public Information Office	1	3,000.00	3,000.00	
Hard Drive	External, 500GB	Judicial and Bar Council (Office of EO, PDR & AFS)	1	3,000.00	3,000.00	A
HDMI Connecting Cable	2-3 meters	Public Information Office	1	1,000.00	1,000.00	
Index Box	Steel-Made	Office of Associate Justice P. Velasco, Jr.	1	8,000.00	8,000.00	N
Keyboard Tray		Office of Administrative Services (Records Control)	15	1,500.00	22,500.00	R
Landline	for Justice's Chamber	Office of Associate Justice B. Reyes	2	4,000.00	8,000.00	wireless
Memory	SD Card 16 GB	Public Information Office	2	2,000.00	4,000.00	
Memory	SD Card 8 GB	Office of Administrative Services (Training)	1	1,500.00	1,500.00	
Memory	DDR3, 4GB, Kingston	Public Information Office	1	1,500.00	1,500.00	
Mobile Pedestal	Steel, gray	Office of Administrative Services (Records Control)	15	2,400.00	36,000.00	R
Motherboard	Asus	Public Information Office	1	4,000.00	4,000.00	
Mouse Ivory	Logitech Delux Combo	Public Information Office	1	600.00	600.00	
Numbering Machine	Large, Heavy Duty	Judicial Records Office (Docket)	2	2,100.00	4,200.00	
Organizer	fabrication for bond paper	Office of Administrative Services (Day Care)	1	300.00	300.00	
Processor	Intel i5-2310	Public Information Office	1	8,000.00	8,000.00	
PSU	Tommade 850 W high-end	Public Information Office	1	2,000.00	2,000.00	
Push Cart	additional	Third Division	2	7,000.00	14,000.00	A
Push Cart	Medium, 24 x 36, 450 kgs. Capacity, heavy duty	Office of the Chief Attorney	1	7,000.00	7,000.00	N
Push Cart		Office of Administrative Services (Training)	1	7,000.00	7,000.00	
RCA Cables	35 meters	Public Information Office	2	6,000.00	12,000.00	
Recorder	Cassette, TCM-400 DV	Office of the Bar Confidant	1	2,500.00	2,500.00	R
Recorder	MP3, Portable	Office of the Clerk of Court, En Banc	6	2,500.00	15,000.00	A
Recorder	Cassette, clear voice 2x record time	Program Management Office	2	2,500.00	5,000.00	
Recorder	DVD Recorder, Pioneer, DVR-645H	Public Information Office	1	2,500.00	2,500.00	

Procurement Planning Committee

ITEM	DESCRIPTION	OFFICE - DIVISION	QTY	UNIT COST	TOTAL AMOUNT	REMARKS
Router	Wireless	Judicial and Bar Council (Office of EO, PDR & AFS)	1	3,500.00	3,500.00	A
Scanner	Flatbed	Office of Associate Justice L. Bersamin	1	4,000.00	4,000.00	
Scanner	Flatbed	Public Information Office	1	4,000.00	4,000.00	A
Scanner	Scanjet 5000	Judicial and Bar Council (Office of EO, PDR & AFS)	2	4,000.00	8,000.00	A
Stroller	2-wheel stroller	Fiscal Management and Budget Office (FMID)	1	2,500.00	2,500.00	A
Stroller	Heavy duty	Internal Audit Services (Operations Audit)	1	2,500.00	2,500.00	
Stroller	Heavy Duty for pleadings/rollo	Judicial Records Office (Judgment)	1	2,500.00	2,500.00	
Stroller	Mini, Heavy duty	First Division	2	2,500.00	5,000.00	
Stroller	for rollos	Office of Associate Justice A.T. Carpio	2	2,500.00	5,000.00	N
Stroller	Mini, Heavy duty	Judicial Records Office (Docket)	2	2,500.00	5,000.00	
Stroller		Office of Administrative Services (Records Control)	1	2,500.00	2,500.00	N
Surveillance Camera		Office of Administrative Services (Security Manila)	60	3,500.00	210,000.00	
S-Video Cable	35 meters	Public Information Office	1	6,000.00	6,000.00	
Table	Senior Executive	Library Services	1	6,000.00	6,000.00	
Table	Computer	Internal Audit Services (Operations Audit)	2	2,500.00	5,000.00	
Table	Computer	Mandatory Continuing Legal Education	2	2,500.00	5,000.00	R
Table	Clerical, with drawers	Mandatory Continuing Legal Education	4	4,500.00	18,000.00	R
Table	Executive, with drawers	Mandatory Continuing Legal Education	2	6,000.00	12,000.00	
Table	Executive, for Justice's chamber	Office of Associate Justice T. J. L. De Castro	1	6,000.00	6,000.00	
Table	for Staff Room	Office of Associate Justice B. Reyes	1	4,500.00	4,500.00	
Table	Computer	Office of Administrative Services (Security Baguio)	1	2,500.00	2,500.00	
Table	Executive	Office of the Bar Confidant	1	6,000.00	6,000.00	
Thermos		Office of the Bar Confidant-Bar Examination	3	1,400.00	4,200.00	R
Top Glass		Fiscal Management and Budget Office (Checks Disb.)	4	1,300.00	5,200.00	N
Tripod	VCT-80AV	Public Information Office	1	8,000.00	8,000.00	
Trolley	Small	Judicial Excellence	1	5,000.00	5,000.00	
Uninterrupted Power Supply		Fiscal Management and Budget Office (Proper)	1	5,000.00	5,000.00	R
Uninterrupted Power Supply		Library Services	5	5,000.00	25,000.00	R
Uninterrupted Power Supply	APC 650VA	Public Information Office	1	5,000.00	5,000.00	
USB	4gig	Office of Associate Justice E. M. P. Bernabe	15	450.00	6,750.00	
Vacuum Cleaner		Library Services	1	7,000.00	7,000.00	N
Varifold	3 feet	Medical Services (Satellite)	2	2,500.00	5,000.00	A
Video Editing Software	Sony Vegas Pro II	Public Information Office	1	8,500.00	8,500.00	
Video Light Battery	Sony HVL-20DW2	Public Information Office	1	8,000.00	8,000.00	
Whiteboard	24 x 36	First Division	1	700.00	700.00	

ITEM	DESCRIPTION	OFFICE - DIVISION	QTY	UNIT COST	TOTAL AMOUNT	REMARKS
Whiteboard	Big	Office of Associate Justice E. M. P. Bernabe	2	3,300.00	6,600.00	
Whiteboard	24 x 36	Judicial Records Office (Docket)	2	700.00	1,400.00	
Whiteboard	with roller stand	Office of Administrative Services (Security Manila)	1	5,500.00	5,500.00	
Windows Professional 7	full product	Public Information Office	1	9,000.00	9,000.00	
X-Ray Machines	Hand Carry	Office of Administrative Services (Security Manila)	2	2,800.00	5,600.00	

**GRAND TOTAL:****3,087,600.00****TOTAL WITH 10% ADDITIONAL PROVISION FOR INFLATION:****308,760.00****APPROVED BUDGET FOR SC OFFICES:****3,396,360.00****2. OFFICE OF THE COURT ADMINISTRATOR OFFICES**

Adding Machine	Desktop, 12 digit, Black and red print	Financial Management Office (Finance)	4	3,700.00	14,800.00	A
Cabinet	Index file Cabine, 6 x 4	Office of Administrative Services (EWBD)	1	2,688.00	2,688.00	
Cabinet	Index card steel, 4 x 3 trays with locks	Office of Administrative Services (Records)	6	2,688.00	16,128.00	A & R
Cabinet	Index card steel, 4 x 6 trays with locks	Office of Administrative Services (Records)	2	2,688.00	5,376.00	A
Cabinet	Filing, 2-drawers	Financial Management Office (Finance)	1	6,000.00	6,000.00	A
Calculator	10 digits calculator	Office of Administrative Services (Admin. Support)	2	3,700.00	7,400.00	A
Calculator	Electric, 12 digits	Office of Administrative Services (MTC Personnel)	2	3,700.00	7,400.00	
Calculator	10 digits calculator	Office of Administrative Services (Leave)	1	3,700.00	3,700.00	R
Calculator	Casio MS-270T	Office of the Halls of Justice	2	3,700.00	7,400.00	
Calculator	Scientific	Office of the Halls of Justice	2	3,700.00	7,400.00	
Calculator	with tape, EL-2607P	Financial Management Office (Accounting)	3	3,700.00	11,100.00	
Calculator	Desk, 12 digits, 2-way power	Financial Management Office (Accounting)	8	3,700.00	29,600.00	
Calculator	12 digit, Manual	Financial Management Office (Budget)	5	3,700.00	18,500.00	N
Calculator	12 Digits	Financial Management Office (Finance)	6	3,700.00	22,200.00	5A & 1R
Calculator	12 digits, Electric	Financial Management Office (Cash)	4	3,700.00	14,800.00	R
Chair	Executive Junior	Office of Administrative Services (EWBD)	2	7,000.00	14,000.00	
Chair	Clerical with arm rest	Office of Administrative Services (Records)	8	2,500.00	20,000.00	R
Chair	Junior Executive with are rest	Office of Administrative Services (Records)	4	6,500.00	26,000.00	R
Chair	Executive	Office of Administrative Services (Admin. Support)	3	7,000.00	21,000.00	R
Chair	Junior Executive	Office of Administrative Services (Admin. Support)	1	6,500.00	6,500.00	R
Chair	Clerical with arm rest	Office of Administrative Services (Admin. Support)	3	2,500.00	7,500.00	R
Chair	Executive	Office of Administrative Services (RTC Personnel)	2	7,000.00	14,000.00	R
Chair	Junior Executive with are rest	Office of Administrative Services (RTC Personnel)	10	6,500.00	65,000.00	R & A
Chair	Computer Chair with Arm rest	Office of Administrative Services (RTC Personnel)	5	2,000.00	10,000.00	R

Procurement Planning Committee

ITEM	DESCRIPTION	OFFICE - DIVISION	QTY	UNIT COST	TOTAL AMOUNT	REMARKS
Chair	Visitors Chair	Office of Administrative Services (RTC Personnel)	4	1,500.00	6,000.00	A
Chair	Clerical with arm rest	Financial Management Office (Accounting)	48	2,500.00	120,000.00	41R & 7A
Chair	Visiotor's Chair	Financial Management Office (Accounting)	12	1,500.00	18,000.00	
Chair	Mid-Back Junior Executive with armrest	Financial Management Office (Finance)	1	4,500.00	4,500.00	R
Chair	Computer Chair with Arm rest	Financial Management Office (Finance)	10	2,000.00	20,000.00	2A & 8R
Chair	Junior Executive	Financial Management Office (Cash)	4	6,500.00	26,000.00	R
Chair	Executive	Financial Management Office (Checks)	5	7,000.00	35,000.00	R
Chair	Junior Executive 1990	Financial Management Office (Checks)	18	6,500.00	117,000.00	R
Chair	Visitors Chair	Financial Management Office (Checks)	1	1,500.00	1,500.00	N
Chair	junior Executive	Office CA J.M.P. Marquez	21	6,500.00	136,500.00	N
Chair	Executive	Court Management Office (Planning)	2	7,000.00	14,000.00	N
Chair	Junior Executive	Court Management Office (Planning)	3	6,500.00	19,500.00	N
Chair	Clerical	Court Management Office (Planning)	7	2,500.00	17,500.00	N
Chair	Clerical	Court Management Office (Planning)	6	2,500.00	15,000.00	R
Chair	Junior Executive	Court Management Office (Proper & JSMD)	22	6,500.00	143,000.00	R
Chair	Junior Executive	Court Management Office (Statistics)	13	6,500.00	84,500.00	R
Chair	Executive for the Chief of Division	Court Management Office (Statistics)	1	7,000.00	7,000.00	R
Electric Fan	Electric, Wall Fan	Office of Administrative Services (Admin. Support)	1	1,300.00	1,300.00	A
Electric Fan	Electric, Wall Fan	Office of Administrative Services (MTC Personnel)	2	1,300.00	2,600.00	
Electric Fan	Stand Fan, 16 inches	Financial Management Office (Accounting)	1	1,300.00	1,300.00	
Emergency Light		Office of Administrative Services (Admin. Support)	2	2,500.00	5,000.00	A
Emergency Light		Office of Administrative Services (Property)	4	2,500.00	10,000.00	R
Exhaust Fan		Office of Administrative Services (Admin. Support)	2	2,000.00	4,000.00	A
Fax Machine		Office of Administrative Services (EWBD)	1	8,000.00	8,000.00	
Fax Machine		Office of the Halls of Justice	1	8,000.00	8,000.00	
Fax Machine		Financial Management Office (Proper)	1	8,000.00	8,000.00	R
Fax Machine		Court Management Office (Proper & JSMD)	1	8,000.00	8,000.00	R
Floppy Drive	3.5, External USB	Financial Management Office (Finance)	3	6,000.00	18,000.00	N
Hard Drive	External	Financial Management Office (Accounting)	2	3,000.00	6,000.00	
Money Counter	Heavy Duty	Financial Management Office (Cash)	1	5,600.00	5,600.00	A
Money Detector	Heavy Duty	Financial Management Office (Cash)	2	1,500.00	3,000.00	1R & 1A
Power Supply	650 KVA Ccapacity, 4IEC 320 Outlets, 60Hz	Court Management Office (Statistics)	5	6,000.00	30,000.00	N
Power Supply	650 KVA Ccapacity, 4IEC 320 Outlets, 60Hz	Court Management Office (Statistics)	6	6,000.00	36,000.00	R
Push Cart	Big	Office of Administrative Services (Records)	2	7,000.00	14,000.00	
Push Cart		Office of Administrative Services (RTC Personnel)	1	7,000.00	7,000.00	A

ITEM	DESCRIPTION	OFFICE - DIVISION	QTY	UNIT COST	TOTAL AMOUNT	REMARKS
Push Cart	Prestar, Small	Office of Administrative Services (MTC Personnel)	1	7,000.00	7,000.00	
Push Cart	Small, Metal Heavy Duty	Office CA J.M.P. Marquez	2	7,000.00	14,000.00	N
Push Cart	Standard Size	Court Management Office (Planning)	1	7,000.00	7,000.00	N
Recorder	Micro cassette recorder	SPB for Lower Courts	1	2,500.00	2,500.00	R
Recorder	Cassette Tape	Office CA J.M.P. Marquez	1	2,500.00	2,500.00	
Recorder	Tape Recorder	Court Management Office (FMD)	1	2,500.00	2,500.00	
Reflectorized Flourescent Fix.	Surface type 2 x 40W	Office of Administrative Services (Proper)	8	3,200.00	25,600.00	
Scanner		Office CA J.M.P. Marquez	1	7,300.00	7,300.00	N
Scanner	Flatbed	Court Management Office (Planning)	1	4,000.00	4,000.00	N
Scanner	HP with Auto Document Feeder	Legal Office (Proper)	1	3,700.00	3,700.00	N
Scanner		Selection and Promotion Board for LC	1	4,000.00	4,000.00	
Stroller	for delivery of Disb. Voucher to Internal Audit	Financial Management Office (Accounting)	1	2,500.00	2,500.00	
Table	Modular	Office of Administrative Services (EWBD)	12	7,300.00	87,600.00	
Table	Clerical	Court Management Office (Planning)	5	4,500.00	22,500.00	N
Table	Computer	Court Management Office (Planning)	6	2,500.00	15,000.00	N
Table	for computer with pull-out keyboard tray	Court Management Office (Statistics)	3	2,500.00	7,500.00	R
Tape Measure	Steel, 5M	Office of the Halls of Justice	4	250.00	1,000.00	
Trolley	Heavy Duty, foldable	Financial Management Office (Cash)	1	5,000.00	5,000.00	A
Trolley	2 wheeled, heavy duty	Legal Office (Docket Clearnace)	2	5,000.00	10,000.00	A
Whiteboard	3 x 4	Office of Administrative Services (Property)	1	1,300.00	1,300.00	A

**GRAND TOTAL:** **1,551,792.00**  
**TOTAL WITH 10% ADDITIONAL PROVISION FOR INFLATION:** **155,179.20**  
**APPROVED BUDGET FOR FOR OCA OFFICES:** **1,706,971.20**

**3. MEDICAL AND DENTAL SERVICES**

<b>1. Medical Division</b>						
Medical Kits	Heavy duty		7	1,500.00	10,500.00	R
Dressing Cart	with complete accessories		2	9,000.00	18,000.00	R
<b>2. Laboratory Section</b>						
Westtergreen (ESR)	Tube rack, 8-placer		1	5,000.00	5,000.00	R
<b>3. PT Section</b>						
Hot Moist Pack	Standard size		1	2,400.00	2,400.00	A



ITEM	DESCRIPTION	OFFICE - DIVISION	QTY	UNIT COST	TOTAL AMOUNT	REMARKS
Hot Moist Pack	Cervical Size		1	2,600.00	2,600.00	A
Hot Moist Pack	Lumbar Size		1	2,200.00	2,200.00	A
Rubber Electrodes	For Tensmed 931		2	1,000.00	2,000.00	A
Thera-Band	Wide Latex Sheet		1	2,000.00	2,000.00	A
Pillow	Size 20" x 14"		4	500.00	2,000.00	R
Mattress	4" thick 36" x 72", Uratex		1	6,000.00	6,000.00	R
<b>4. Psycholog Section</b>						
Stop Watch			2	500.00	1,000.00	A
<b>5. Rehabilitation and Fitness Room</b>						
Dumbbells	2,4,6,8,10,12,16 lbs.		32		8,000.00	A
<b>6. Baguio Medical Staff House</b>						
Rice Cooker	10 cups		1	2,000.00	2,000.00	A
Electric airpot	1.5 L		1	3,000.00	3,000.00	A
Kitchen Utensil	Pots, Caserole, etc.				5,000.00	A

**GRAND TOTAL:** **71,700.00**  
**TOTAL WITH 10% ADDITIONAL PROVISION FOR INFLATION:** **7,170.00**  
**APPROVED BUDGET FOR MEDICAL AND DENTAL SERVICES:** **78,870.00**

**4. LOWER COURTS (REGIONS NCJR, 1 TO 12)**

ITEM	DESCRIPTION	OFFICE - DIVISION	QTY	UNIT COST	TOTAL	REMARKS
Airconditioning Unit	2 HP, Split Type		1	2,995.00	2,995.00	
Cabinet	Filing, 4 drawers		1,500	8,500.00	12,750,000.00	
Cabinet	Filing, 2 drawers		250	5,700.00	1,425,000.00	
Cabinet	Index Card, 3 x 5, 4 drawers		25	3,000.00	75,000.00	
Cabinet	Index Card, 4 x 6, 4 drawers		25	3,500.00	87,500.00	
Cabinet	Index Card, 5 x 8, 4 drawers		25	4,000.00	100,000.00	
Cabinet	Storage		800	9,000.00	7,200,000.00	
Cabinet	Filing, 4-drawers		4	6,330.00	25,320.00	
Calculator	electronic		51	2,438.00	124,338.00	
Cash Verifier			50	900.00	45,000.00	
Chair	Clerical, w/o arm rest		408	1,200.00	489,600.00	

Procurement Planning Committee

ITEM	DESCRIPTION	OFFICE - DIVISION	QTY	UNIT COST	TOTAL AMOUNT	REMARKS
Chair	Computer w/o arm rest		602	1,080.00	650,160.00	
Chair	Executive, Jr.		200	3,100.00	620,000.00	
Chair	Executive, Sr.		203	3,500.00	710,500.00	
Chair	gang		100	5,800.00	580,000.00	
Chair	Monoblocks		200	300.00	60,000.00	
Chair	Visitor		200	1,300.00	260,000.00	
Cutter	Paper, 15"		50	650.00	32,500.00	
Dry Seal	#2 with engraving		500	6,755.00	3,377,500.00	
Electric Fan	Orbit		2,001	1,150.00	2,301,150.00	
Electric Fan	Desk		600	1,000.00	600,000.00	
Electric Fan	Stand		2,500	1,090.00	2,725,000.00	
Electric Fan	Wall		2,000	1,000.00	2,000,000.00	
Emergency Light	automatic rechargeable		50	800.00	40,000.00	
Exhaust Fan			10	900.00	9,000.00	
Fax Machine			100	6,200.00	620,000.00	
Hard Drive	40GB		10	5,000.00	50,000.00	
Monitor			2	6,000.00	12,000.00	
Monitor	Computer		21	6,000.00	126,000.00	
Mouse	with center scroll		1	142.10	142.10	
Numbering Machine			250	3,278.00	819,500.00	
Power Supply	300 watts		10	500.00	5,000.00	
Printer	Dot Matrix		49	7,520.00	368,480.00	
Printer	Epson, LX 300		11	7,520.00	82,720.00	
Printer	LJ P3005		4	7,085.00	28,340.00	
Receiving Machine	5460 with engraving		250	1,650.00	412,500.00	
Sofa Set	3-seater		50	7,200.00	360,000.00	
Table	Clerical w/o top glass		502	5,000.00	2,510,000.00	
Table	Computer		401	2,600.00	1,042,600.00	
Table	Executive, Jr. w/o top glass		250	4,900.00	1,225,000.00	
Table	Executive, Sr. w/o top glass		200	5,800.00	1,160,000.00	
Table	Typing		100	1,700.00	170,000.00	
UPS			1	1,777.00	1,777.00	

GRAND TOTAL:

45,284,622.10

PROVISION FOR INFLATION:

4,528,462.21

**APPROVED BUDGET FOR LOWER COURTS:**

**49,813,084.31**

ITEM	DESCRIPTION	OFFICE - DIVISION	QTY	UNIT COST	TOTAL AMOUNT	REMARKS
------	-------------	-------------------	-----	-----------	--------------	---------

**5. PHILIPPINE JUDICIAL ACADEMY**

ITEM	DESCRIPTION		QUANTI	UNIT COST	TOTAL	REMARKS
<b>1. PMCO</b>						
<b>Vehicle/ Parts/ Tools (new or</b>						
Automotive Oil and Lubricants	For 1 vehicle	PMCO	1	2,000.00	2,000.00	
Vehicle Registration	For 1 vehicle	PMCO	1	1,000.00	1,000.00	
Vehicle Repairs and Maintenance	For 1 vehicle	PMCO	1	5,000.00	5,000.00	
<b>2. PHILJA MAIN OFFICE</b>						
<b>New Items</b>						
Book Stand	Desktype	PHILJA MAIN OFFICE	5	3,000.00	15,000.00	N
Book Stand	Podium Type	PHILJA MAIN OFFICE	1	3,000.00	3,000.00	N
Case (Projector)	Mounted (Ceiling type)	PHILJA MAIN OFFICE	1	2,000.00	2,000.00	N
CD Rack	Desktype, Plastic	PHILJA MAIN OFFICE	4	800.00	3,200.00	N
Chair	Clerical Chair	PHILJA MAIN OFFICE	6	2,500.00	15,000.00	A; 10 existing
Clock	Wall type	PHILJA MAIN OFFICE	2	350.00	700.00	N
Crimping tool	RJ45	PHILJA MAIN OFFICE	1	500.00	500.00	N
Cutting Board		PHILJA MAIN OFFICE	1	4,000.00	4,000.00	N
Multitester	Digital	PHILJA MAIN OFFICE	1	3,000.00	3,000.00	N
Extension Cord	3 meters	PHILJA MAIN OFFICE	8	2,000.00	16,000.00	N
Extension Cord	10 meters	PHILJA MAIN OFFICE	13	5,000.00	65,000.00	N
Fax Machine		PHILJA MAIN OFFICE	2	8,000.00	16,000.00	A; 3 existing
Internet Cable		PHILJA MAIN OFFICE	2	150.00	300.00	A
LAN Tester		PHILJA MAIN OFFICE	1	80.00	80.00	N
Philips Screw		PHILJA MAIN OFFICE	1	1,000.00	1,000.00	N
Printer Cable	for USB	PHILJA MAIN OFFICE	2	60.00	120.00	N
Pushcart	Heavy Duty	PHILJA MAIN OFFICE	1	7,000.00	7,000.00	A; 2 existing
Recorder	Cassette Tape Player/Recorder (Branded)	PHILJA MAIN OFFICE	3	2,500.00	7,500.00	A; 5 existing
Recorder	Digital Voice Recorder	PHILJA MAIN OFFICE	6	2,500.00	15,000.00	A; 5 existing
Scanner	Hi-speed	PHILJA MAIN OFFICE	8	4,000.00	32,000.00	A; 2 existing
Screw Driver		PHILJA MAIN OFFICE	1	1,000.00	1,000.00	N
Stand Fan	Ordinary	PHILJA MAIN OFFICE	3	1,300.00	3,900.00	N; Existing: 1 industrial fan;
Telephone	with line and unit	PHILJA MAIN OFFICE	1	3,500.00	3,500.00	N

Procurement Planning Committee

ITEM	DESCRIPTION	OFFICE - DIVISION	QTY	UNIT COST	TOTAL AMOUNT	REMARKS
Toner and Drumkit		PHILJA MAIN OFFICE	264	2,500.00	660,000.00	N
White Board	with Stand, 36" x 48"	PHILJA MAIN OFFICE	1	2,500.00	2,500.00	N
White Board	with Stand, 3 ft. x 6 ft.	PHILJA MAIN OFFICE	2	3,120.00	6,240.00	N
<b>For Replacement in Case of Breakdown</b>						
AVR		PHILJA MAIN OFFICE	10	800.00	8,000.00	R
Chair	Clerical	PHILJA MAIN OFFICE	5	2,500.00	12,500.00	R
Chair	Executive Chair	PHILJA MAIN OFFICE	5	7,000.00	35,000.00	R
Chair	Junior Executive Chair	PHILJA MAIN OFFICE	2	6,500.00	13,000.00	R
Fax Machine		PHILJA MAIN OFFICE	1	8,000.00	8,000.00	R
Scanner	Hi-Speed	PHILJA MAIN OFFICE	1	4,000.00	4,000.00	R
<b>Vehicle/ Parts/ Tools (new or</b>						
Battery		PHILJA MAIN OFFICE	10	4,500.00	45,000.00	N
Tires		PHILJA MAIN OFFICE	40	3,300.00	132,000.00	N
All parts of vehicle which need						
Tool Box		PHILJA MAIN OFFICE	5	1,450.00	7,250.00	N
<b>Tools</b>						
Adjustable wrench		PHILJA MAIN OFFICE	1	520.00	520.00	N
Emergency flashlights and battery		PHILJA MAIN OFFICE	1	3,500.00	3,500.00	N
Emergency signalization (triangle)		PHILJA MAIN OFFICE	1	325.00	325.00	N
Floor Jack		PHILJA MAIN OFFICE	1	1,000.00	1,000.00	N
Jumpstart Cable		PHILJA MAIN OFFICE	1	1,500.00	1,500.00	N
Philips screw driver		PHILJA MAIN OFFICE	1	1,000.00	1,000.00	N
Pliers		PHILJA MAIN OFFICE	1	1,000.00	1,000.00	N
Screw Driver		PHILJA MAIN OFFICE	1	1,000.00	1,000.00	N
<b>Others</b>						
Box	Storage, Plastic	PHILJA MAIN OFFICE	6	800.00	4,800.00	
Calculator	Manual, 12 Digits Two Way Power	PHILJA MAIN OFFICE	9	3,700.00	33,300.00	
Calculator	Electric	PHILJA MAIN OFFICE	3	3,700.00	11,100.00	
Chair	Clerical	PHILJA MAIN OFFICE	14	2,500.00	35,000.00	
Chair	Junior Executive	PHILJA MAIN OFFICE	1	6,500.00	6,500.00	
Chair	Conference	PHILJA MAIN OFFICE	6	2,500.00	15,000.00	for PHILJA Conference Room
Cutting Board		PHILJA MAIN OFFICE	1	500.00	500.00	
DVD Writer	External	PHILJA MAIN OFFICE	1	1,000.00	1,000.00	
DVD Writer	With Player	PHILJA MAIN OFFICE	1	1,000.00	1,000.00	

ITEM	DESCRIPTION	OFFICE - DIVISION	QTY	UNIT COST	TOTAL AMOUNT	REMARKS
Fax Machine		PHILJA MAIN OFFICE	4	8,000.00	32,000.00	
<b>3. PMC UNITS</b>						
Shelf	Book Shelf	PMC UNITS	2	3,500.00	7,000.00	N
Table	Computer Table	PMC UNITS	29	2,500.00	72,500.00	N
Electric Fan	Stand Fan, Ordinary	PMC UNITS	16	1,300.00	20,800.00	N
Electric Fan	Wall Fan	PMC UNITS	3	1,300.00	3,900.00	N
Electric Fan	Ceiling Fan	PMC UNITS	11	1,300.00	14,300.00	N
Chair	Monoblock Chair	PMC UNITS	444	500.00	222,000.00	N
Chair	Office Chair	PMC UNITS	129	2,500.00	322,500.00	N
Table	Office Table/Desk	PMC UNITS	103	2,500.00	257,500.00	N
Partition		PMC UNITS	15	3,500.00	52,500.00	N
Bench	Plastic Long Benches	PMC UNITS	10	800.00	8,000.00	N
Table	Round Table (For Mediation)	PMC UNITS	14	800.00	11,200.00	N
Automatic Voltage Regulator		PMC UNITS	20	800.00	16,000.00	N
Telephone	Telephone Line with Unit	PMC UNITS	12	3,500.00	42,000.00	N
Wall Clock	Wall Clock with PMC Logo	PMC UNITS	111	350.00	38,850.00	N
<b>4. PTC, TAGAYTAY</b>						
Battery Charger for AAA Battery		PTC, TAGAYTAY	2	1,000.00	2,000.00	N
Calculator	Manual, 12 digits, two-way power, Casio AX 120	PTC, TAGAYTAY	5	3,700.00	18,500.00	
Clock	Wallclock	PTC, TAGAYTAY	5	350.00	1,750.00	
Stand Fan	ordinary	PTC, TAGAYTAY	1	1,300.00	1,300.00	

GRAND TOTAL:

2,418,935.00

TOTAL WITH 10% ADDITIONAL PROVISION FOR INFLATION:

241,893.50

APPROVED BUDGET FOR PHILJA:

2,660,828.50

**2013 TOTAL BUDGET FOR OTHER OFFICE SUPPLIES****57,656,114.01**