

2015 LIST OF OFFICE EQUIPMENT

OCA OFFICES

| NO. | ITEM | DESCRIPTION | OFFICE | QUANTITY | UNIT COST | TOTAL AMOUNT | REMARKS |
|-----------|------------------------------------|--|---|----------|-----------|-------------------|-----------------------------|
| A. | Items less than ₱ 15,000.00 | | | | | | |
| 1 | Adding Machine | with thermal paper | Office on Halls of Justice-Fiscal and Admin. Division | 1 | 3,700.00 | 3,700.00 | <i>new</i> |
| 2 | Adding Machine | with tape | FMO-Budget Division | 2 | 3,700.00 | 7,400.00 | |
| 3 | Blinds | For 5 windows | FMO-Finance Division | 5 | 3,000.00 | 15,000.00 | |
| 4 | Cabinet | Filing, Metal, 4 drawers | FMO-Finance Division | 1 | 14,000.00 | 14,000.00 | |
| 5 | Cabinet | Index, Metal, 7 drawers | FMO-Finance Division | 25 | 10,000.00 | 250,000.00 | |
| 6 | Cabinet | Metal Lateral File Cabinet (3 drawers) | Office on Halls of Justice-Fiscal and Admin. Division | 3 | 11,200.00 | 33,600.00 | <i>new</i> |
| 7 | Cabinet | Metal Lateral File Cabinet (3 drawers) | Office on Halls of Justice-Technical Division | 3 | 11,200.00 | 33,600.00 | <i>new</i> |
| 8 | Cabinet | Steel filing, 3-drawers with vault, gray | Office of Court Administrator Marquez | 2 | 4,500.00 | 9,000.00 | |
| 9 | Cabinet | Steel filing, 4-layer | Office of DCA R. B. Villanueva | 4 | 14,000.00 | 56,000.00 | |
| 10 | Cabinet | Steel Filing, Index Card, 5x8, 5-drawers | OAS, OCA-Leave Division | 76 | 6,000.00 | 456,000.00 | |
| 11 | Cabinet | Steel Index card cabinet 4x3 trays with stand and lock | OAS, OCA-Records Division | 5 | 8,000.00 | 40,000.00 | |
| 12 | Cabinet | Steel Index card cabinet 4x6 trays with stand and lock | OAS, OCA-Records Division | 3 | 8,000.00 | 24,000.00 | |
| 13 | Calcuator | | OAS,OCA-EWBD | 2 | 462.00 | 924.00 | |
| 14 | Calculator | Electronic, 12 Digits | FMO-Cash Division | 2 | 462.00 | 924.00 | |
| 15 | Calculator | | OAS, OCA-MTC Personnel | 5 | 462.00 | 2,310.00 | |
| 16 | Calculator | | OAS, OCA-RTC Personnel | 10 | 462.00 | 4,620.00 | |
| 17 | Chair | Clerical | CMO-Planning Division | 13 | 5,800.00 | 75,400.00 | <i>7 New; 6 Replacement</i> |
| 18 | Chair | Clerical | OAS, OCA-MTC Personnel | 10 | 5,800.00 | 58,000.00 | <i>Replacement</i> |
| 19 | Chair | Clerical | OAS, OCA-Records Division | 4 | 5,800.00 | 23,200.00 | |
| 20 | Chair | Clerical | OAS,OCA-EWBD | 4 | 5,800.00 | 23,200.00 | |
| 21 | Chair | Computer | OAS, OCA-Leave Division | 20 | 5,800.00 | 116,000.00 | |
| 22 | Chair | Computer | OAS, OCA-MTC Personnel | 10 | 5,800.00 | 58,000.00 | <i>Replacement</i> |
| 23 | Chair | Computer | OAS, OCA-RTC Personnel | 6 | 5,800.00 | 34,800.00 | |
| 24 | Chair | Executive | CMO-JSMD | 16 | 12,800.00 | 204,800.00 | |
| 25 | Chair | Executive | OAS, OCA-Leave Division | 2 | 12,800.00 | 25,600.00 | |
| 26 | Chair | Executive | OAS, OCA-MTC Personnel | 2 | 12,800.00 | 25,600.00 | |
| 27 | Chair | Executive | OAS, OCA-Records Division | 1 | 12,800.00 | 12,800.00 | |
| 28 | Chair | Executive | Office of DCA R. B. Villanueva | 1 | 12,800.00 | 12,800.00 | |
| 29 | Chair | Executive (for the Chief of Division) | CMO-Statistics Division | 1 | 12,800.00 | 12,800.00 | <i>Replacement</i> |

Procurement Planning Committee

| NO. | ITEM | DESCRIPTION | OFFICE | QUANTITY | UNIT COST | TOTAL AMOUNT | REMARKS |
|-----|------------------------------|------------------------------------|---|----------|-----------|-------------------|--------------------|
| 30 | Chair | Executive with arm rest | FMO-Proper | 1 | 12,800.00 | 12,800.00 | |
| 31 | Chair | Gamma Office Chair | Office on Halls of Justice-Fiscal and Admin. Division | 4 | 3,400.00 | 13,600.00 | <i>replacement</i> |
| 32 | Chair | Gamma Office Chair | Office on Halls of Justice-Technical Division | 6 | 3,400.00 | 20,400.00 | <i>replacement</i> |
| 33 | Chair | Gang (5 seater) | FMO-Finance Division | 1 | 8,200.00 | 8,200.00 | |
| 34 | Chair | Gang, 3 seated | FMO-Budget Division | 1 | 5,800.00 | 5,800.00 | |
| 35 | Chair | Jr. Executive Chair with armrest | FMO-Budget Division | 17 | 12,800.00 | 217,600.00 | |
| 36 | Chair | Jr. Executive Chairs (for Lawyers) | Legal Office-OCA | 4 | 12,800.00 | 51,200.00 | <i>Replacement</i> |
| 37 | Chair | Junior Execctive without arm rest | CMO-Statistics Division | 13 | 12,800.00 | 166,400.00 | <i>Replacement</i> |
| 38 | Chair | Junior Executive | OAS, OCA-Leave Division | 4 | 12,800.00 | 51,200.00 | |
| 39 | Chair | Junior Executive | OAS, OCA-MTC Personnel | 3 | 12,800.00 | 38,400.00 | <i>Replacement</i> |
| 40 | Chair | Junior Executive | OAS, OCA-Records Division | 2 | 12,800.00 | 25,600.00 | |
| 41 | Chair | Junior Executive | OAS,OCA-EWBD | 1 | 12,800.00 | 12,800.00 | |
| 42 | Chair | Junior Executive | Office of DCA J. L. A. Delorino | 5 | 12,800.00 | 64,000.00 | <i>Replacement</i> |
| 43 | Chair | Junior Executive with arm rest | FMO-Cash Division | 24 | 12,800.00 | 307,200.00 | |
| 44 | Chair | Junior Executive with arm rest | FMO-Proper | 9 | 12,800.00 | 115,200.00 | |
| 45 | Chair | Visitor | FMO-Finance Division | 4 | 5,800.00 | 23,200.00 | |
| 46 | Chair | Visitors | FMO- Checks Disbursement Division | 1 | 5,800.00 | 5,800.00 | |
| 47 | Chair | Visitor's | FMO-Proper | 4 | 5,800.00 | 23,200.00 | |
| 48 | Chair | Visitor's Chairs | FMO-Checks Disbursement Division | 1 | 5,800.00 | 5,800.00 | |
| 49 | Digital Clamp-Ammeter | | Office on Halls of Justice-Technical Division | 1 | 9,500.00 | 9,500.00 | <i>new</i> |
| 50 | Digital Measuring Instrument | with laser pointer | Office on Halls of Justice-Technical Division | 1 | 2,500.00 | 2,500.00 | <i>new</i> |
| 51 | Electric Fan | Stand Fan-16" Diameter | Office on Halls of Justice-Fiscal and Admin. Division | 1 | 1,400.00 | 1,400.00 | <i>new</i> |
| 52 | Electric Fan | Stand Fan-16" Diameter | Office on Halls of Justice-Technical Division | 1 | 1,400.00 | 1,400.00 | <i>new</i> |
| 53 | Electric Fan | Wall fan | OAS, OCA-Admin. Support Staff | 2 | 1,400.00 | 2,800.00 | |
| 54 | Electric Fan | Wall Fan | OAS,OCA-EWBD | 1 | 1,400.00 | 1,400.00 | |
| 55 | Emergency Light | | FMO-Budget Division | 2 | 2,000.00 | 4,000.00 | |
| 56 | Emergency Light | | FMO-Cash Division | 4 | 2,000.00 | 8,000.00 | |
| 57 | Emergency Light | | OAS,OCA-EWBD | 2 | 2,000.00 | 4,000.00 | |
| 58 | Exhaust Fan | | OAS, OCA-Admin. Support Staff | 2 | 1,500.00 | 3,000.00 | |
| 59 | External Drive | 1 terra byte | Legal Office-OCA | 1 | 4,450.00 | 4,450.00 | <i>Additional</i> |
| 60 | External Hard Drive | 2TB | OAS, OCA-RTC Personnel | 2 | 6,999.00 | 13,998.00 | |
| 61 | External Hard Drive | | OAS, OCA-Admin. Support Staff | 2 | 6,999.00 | 13,998.00 | |
| 62 | External Hard Drive | | OAS, OCA-MTC Personnel | 1 | 6,999.00 | 6,999.00 | |
| 63 | Flash Light | Heavy Duty (Re-chargeable) | Office on Halls of Justice-Technical Division | 1 | 1,100.00 | 1,100.00 | <i>new</i> |
| 64 | Measuring tape | 50 meters fiberglass open reel | Office on Halls of Justice-Technical Division | 1 | 1,800.00 | 1,800.00 | <i>new</i> |

Procurement Planning Committee

| NO. | ITEM | DESCRIPTION | OFFICE | QUANTITY | UNIT COST | TOTAL AMOUNT | REMARKS |
|--|------------------------------------|--|---|----------|-----------|---------------------|----------------------|
| 65 | Power Supply | 650 KVA Capacity 4 IEC 320 outlets, 60 Hz | CMO-Statistics Division | 6 | 6,000.00 | 36,000.00 | 3 New; 3 Replacement |
| 66 | Printer | Dot Matrix LQ 300 | FMO-Checks Disbursement Division | 1 | 8,900.00 | 8,900.00 | Replacement |
| 67 | Printer | LQ 300 | FMO- Checks Disbursement Division | 1 | 8,900.00 | 8,900.00 | Replacement |
| 68 | Printer | LQ 310 | OAS, OCA-Property Division | 3 | 9,500.00 | 28,500.00 | Replacement |
| 69 | Push Cart | Truck Platform, 24" x 36", 300 kgs. Folding handle | OAS, OCA-Property Division | 2 | 4,200.00 | 8,400.00 | |
| 70 | Push Cart | | CMO-Planning Division | 1 | 4,200.00 | 4,200.00 | New |
| 71 | Push Cart | | OAS, OCA-MTC Personnel | 1 | 4,200.00 | 4,200.00 | |
| 72 | Recorder | Tape recorder, Mini microcassette | Legal Office-OCA | 6 | 5,000.00 | 30,000.00 | |
| 73 | Scanner | Flat bed | CMO-Planning Division | 1 | 10,900.00 | 10,900.00 | New |
| 74 | Scanner | | Legal Office-OCA | 1 | 10,900.00 | 10,900.00 | Additional |
| 75 | Scanner | | OAS, OCA-MTC Personnel | 1 | 10,900.00 | 10,900.00 | |
| 76 | Scanner | | OAS, OCA-RTC Personnel | 4 | 10,900.00 | 43,600.00 | |
| 77 | Scanner | | Office of Court Administrator Marquez | 1 | 10,900.00 | 10,900.00 | |
| 78 | Scientific Calculator | | Office on Halls of Justice-Technical Division | 2 | 1,400.00 | 2,800.00 | new |
| 79 | Shredding Machine | | OAS, OCA-Admin. Support Staff | 1 | 10,000.00 | 10,000.00 | New |
| 80 | Table | Clerical | CMO-Planning Division | 5 | 2,500.00 | 12,500.00 | New |
| 81 | Table | Computer, with pull-over keyboard case | CMO-Statistics Division | 3 | 2,500.00 | 7,500.00 | Replacement |
| 82 | Table | Computer | CMO-Planning Division | 6 | 2,500.00 | 15,000.00 | New |
| 83 | Table | Computer | OAS, OCA-Records Division | 2 | 2,500.00 | 5,000.00 | |
| 84 | Trolley | Small goods Handling | FMO-Budget Division | 1 | 5,000.00 | 5,000.00 | |
| 85 | Trolley-Hand Trucks | | Office on Halls of Justice-Fiscal and Admin. Division | 1 | 10,000.00 | 10,000.00 | new |
| 86 | Uninterruptable Power Supply | | Docket & Clearance Division-OCA | 1 | 10,000.00 | 10,000.00 | Additional |
| 87 | USB | 32 GB | OAS, OCA-MTC Personnel | 5 | 620.00 | 3,100.00 | |
| 88 | USB | 32GB | OAS, OCA-RTC Personnel | 8 | 620.00 | 4,960.00 | |
| 89 | USB | | OAS, OCA-Admin. Support Staff | 5 | 259.00 | 1,295.00 | |
| 90 | USB | | CMO-Planning Division | 1 | 259.00 | 259.00 | New |
| 91 | Vernier Caliper | (Electronic) | Office on Halls of Justice-Technical Division | 1 | 2,000.00 | 2,000.00 | new |
| 92 | White board | 22.5 x28.5 | FMO-Budget Division | 1 | 6,600.00 | 6,600.00 | |
| TOTAL: | | | | | | 3,195,137.00 | |
| ADD: 3% INFLATION | | | | | | 95,854.11 | |
| GRAND TOTAL OF OCA EQUIPMENT LESS THAN ₱15,000.00 | | | | | | 3,290,991.11 | |
| B. | Items ₱15,000.00 and above* | | | | | | |

Procurement Planning Committee

| NO. | ITEM | DESCRIPTION | OFFICE | QUANTITY | UNIT COST | TOTAL AMOUNT | REMARKS |
|-----|-----------------------|-------------------------------------|---|----------|-----------|--------------|-------------------------|
| 1 | Air-conditioning Unit | 2HP, Window Type | Docket & Clearance Division-OCA | 1 | 27,000.00 | 27,000.00 | Replacement |
| 2 | Air-conditioning Unit | 2HP, Window Type | Legal Office-OCA | 2 | 27,000.00 | 54,000.00 | Replacement |
| 3 | Air-conditioning Unit | HP2 Window Type | FMO-Finance Division | 5 | 27,000.00 | 135,000.00 | |
| 4 | Air-conditioning Unit | Split type | CMO-Statistics Division | 3 | 50,000.00 | 150,000.00 | Replacement |
| 5 | Air-conditioning Unit | Split Type, 2HP | CMO-JSMD | 3 | 50,000.00 | 150,000.00 | |
| 6 | Air-conditioning Unit | Wall type | OAS, OCA-Admin. Support Staff | 3 | 50,000.00 | 150,000.00 | |
| 7 | Air-conditioning Unit | Wall type | OAS, OCA-MTC Personnel | 2 | 50,000.00 | 100,000.00 | Replacement |
| 8 | Air-conditioning Unit | Window type | FMO-Proper | 3 | 27,000.00 | 81,000.00 | |
| 9 | Air-conditioning Unit | window type (2hp) | FMO-Budget Division | 2 | 27,000.00 | 54,000.00 | |
| 10 | Air-conditioning Unit | | OAS, OCA-Records Division | 2 | 27,000.00 | 54,000.00 | |
| 11 | Air-conditioning Unit | | OAS, OCA-RTC Personnel | 4 | 27,000.00 | 108,000.00 | |
| 12 | Bar Code | For receiving | Office of Court Administrator Marquez | 1 | 25,000.00 | 25,000.00 | |
| 13 | Cabinet | Filing with Vault, Metal, 3 drawers | FMO-Finance Division | 1 | 15,000.00 | 15,000.00 | |
| 14 | Desktop Computer | Replacment for Old and 2010 issued) | FMO-Budget Division | 12 | 35,000.00 | 420,000.00 | |
| 15 | Desktop Computer | Windows 7 | FMO-Proper | 1 | 35,000.00 | 35,000.00 | |
| 16 | Desktop Computer | | CMO-Statistics Division | 3 | 35,000.00 | 105,000.00 | Replacement |
| 17 | Desktop Computer | | Docket & Clearance Division-OCA | 2 | 35,000.00 | 70,000.00 | Additional |
| 18 | Desktop Computer | | FMO- Checks Disbursement Division | 1 | 35,000.00 | 35,000.00 | Replacement yr 2006 for |
| 19 | Desktop Computer | | FMO-Accounting Division | 7 | 35,000.00 | 245,000.00 | Replacement |
| 20 | Desktop Computer | | FMO-Accounting Division | 7 | 35,000.00 | 245,000.00 | Replacement 2005-2006 |
| 21 | Desktop Computer | | FMO-Cash Division | 2 | 35,000.00 | 70,000.00 | |
| 22 | Desktop Computer | | FMO-Checks Disbursement Division | 1 | 35,000.00 | 35,000.00 | Replacement yr 2006 for |
| 23 | Desktop Computer | | FMO-Finance Division | 4 | 35,000.00 | 140,000.00 | Replacement |
| 24 | Desktop Computer | | Legal Office-OCA | 10 | 35,000.00 | 350,000.00 | Additional |
| 25 | Desktop Computer | | OAS, OCA-Admin. Support Staff | 5 | 35,000.00 | 175,000.00 | |
| 26 | Desktop Computer | | OAS, OCA-Admin. Support Staff | 8 | 35,000.00 | 280,000.00 | Additional |
| 27 | Desktop Computer | | OAS, OCA-Leave Division | 5 | 35,000.00 | 175,000.00 | |
| 28 | Desktop Computer | | OAS, OCA-MTC Personnel | 3 | 35,000.00 | 105,000.00 | Replacement |
| 29 | Desktop Computer | | OAS, OCA-Property Division | 2 | 35,000.00 | 70,000.00 | Replacement |
| 30 | Desktop Computer | | OAS, OCA-RTC Personnel | 3 | 35,000.00 | 105,000.00 | |
| 31 | Desktop Computer | | Office of Court Administrator Marquez | 6 | 35,000.00 | 210,000.00 | |
| 32 | Fax Machine | | Legal Office-OCA | 1 | 22,995.00 | 22,995.00 | Additional |
| 33 | Fax Machine | | OAS, OCA-Admin. Support Staff | 1 | 22,995.00 | 22,995.00 | Replacement |
| 34 | Fax Machine | | OAS, OCA-MTC Personnel | 1 | 22,995.00 | 22,995.00 | |
| 35 | Fax Machine | | OAS, OCA-Records Division | 1 | 22,995.00 | 22,995.00 | |
| 36 | Fax Machine | | OAS, OCA-RTC Personnel | 1 | 22,995.00 | 22,995.00 | |
| 37 | Fax Machine | | Office on Halls of Justice-Fiscal and Admin. Division | 1 | 22,995.00 | 22,995.00 | replacement |

Procurement Planning Committee

| NO. | ITEM | DESCRIPTION | OFFICE | QUANTITY | UNIT COST | TOTAL AMOUNT | REMARKS |
|-----|----------------------|--|---|----------|-----------|--------------|-----------------------------|
| 38 | Internet Connection | | Legal Office-OCA | 33 | | 0.00 | Additional |
| 39 | Laptop Computer | | CMO-Planning Division | 1 | 60,000.00 | 60,000.00 | New |
| 40 | Laptop Computer | | OAS, OCA-Admin. Support Staff | 2 | 60,000.00 | 120,000.00 | |
| 41 | Laptop Computer | | Office on Halls of Justice-Technical Division | 3 | 60,000.00 | 180,000.00 | new-for 3 Engineers |
| 42 | Photocopying Machine | | CMO-Planning Division | 1 | rental | rental | New |
| 43 | Photocopying Machine | | OAS, OCA-Records Division | 1 | rental | rental | |
| 44 | Printer | Dot Matrix | FMO-Finance Division | 4 | 39,465.00 | 157,860.00 | Replacement |
| 45 | Printer | Dot Matrix FX 2175 | FMO-Checks Disbursement Division | 1 | 19,900.00 | 19,900.00 | Replacement |
| 46 | Printer | Dot Matrix FX 2180 | FMO-Checks Disbursement Division | 1 | 39,465.00 | 39,465.00 | Replacement |
| 47 | Printer | Epson fx-2175 (replacement for 2010 issued | FMO-Budget Division | 5 | 19,900.00 | 99,500.00 | |
| 48 | Printer | FX 2175 | FMO- Checks Disbursement Division | 1 | 19,900.00 | 19,900.00 | Replacement |
| 49 | Printer | FX 2175 | OAS, OCA-Property Division | 3 | 19,900.00 | 59,700.00 | Replacement |
| 50 | Printer | FX 2180 | FMO- Checks Disbursement Division | 1 | 39,465.00 | 39,465.00 | Replacement |
| 51 | Printer | Laser | CMO-Statistics Division | 5 | 28,000.00 | 140,000.00 | 2 New; 3 Replacement |
| 52 | Printer | Laser | FMO- Checks Disbursement Division | 1 | 28,000.00 | 28,000.00 | J. De guzman |
| 53 | Printer | Laser | FMO-Accounting Division | 8 | 28,000.00 | 224,000.00 | 2 replacement; 6 additional |
| 54 | Printer | Laser | FMO-Accounting Division | 8 | 28,000.00 | 224,000.00 | 2-Replacement 6-additional |
| 55 | Printer | Laser | FMO-Budget Division | 5 | 28,000.00 | 140,000.00 | |
| 56 | Printer | Laser | FMO-Cash Division | 2 | 28,000.00 | 56,000.00 | |
| 57 | Printer | Laser | FMO-Checks Disbursement Division | 1 | 28,000.00 | 28,000.00 | J. De guzman |
| 58 | Printer | Laser | Legal Office-OCA | 4 | 28,000.00 | 112,000.00 | Additional |
| 59 | Printer | Laser | OAS, OCA-Property Division | 5 | 28,000.00 | 140,000.00 | |
| 60 | Printer | Laser | OAS, OCA-RTC Personnel | 3 | 28,000.00 | 84,000.00 | |
| 61 | Printer | Laser | Office of Court Administrator Marquez | 3 | 28,000.00 | 84,000.00 | |
| 62 | Printer | Laser | Office of DCA R. B. Villanueva | 2 | 28,000.00 | 56,000.00 | |
| 63 | Printer | Laser type | FMO-Proper | 1 | 28,000.00 | 28,000.00 | |
| 64 | Printer | | Docket & Clearance Division-OCA | 2 | 28,000.00 | 56,000.00 | Replacement |
| 65 | Printer | | OAS, OCA-Admin. Support Staff | 5 | 28,000.00 | 140,000.00 | |
| 66 | Printer | | OAS, OCA-Admin. Support Staff | 8 | 28,000.00 | 224,000.00 | Additional |
| 67 | Printer | (Toner Type) | Office on Halls of Justice-Fiscal and Admin. Division | 2 | 28,000.00 | 56,000.00 | new |
| 68 | Printer | Laser | FMO-Accounting Division | 4 | 28,000.00 | 112,000.00 | New |

Procurement Planning Committee

| NO. | ITEM | DESCRIPTION | OFFICE | QUANTITY | UNIT COST | TOTAL AMOUNT | REMARKS |
|---|----------------------|-------------------|---|----------|------------|---------------------|----------------------------|
| 69 | Printer with Scanner | | FMO-Accounting Division | 4 | 20,000.00 | 80,000.00 | <i>New</i> |
| 70 | REVIT 2013 | Licensed Software | Office on Halls of Justice-Technical Division | 1 | 240,000.00 | 240,000.00 | <i>new-for 1 Architect</i> |
| 71 | Sofa | | FMO- Checks Disbursement Division | 1 | 20,000.00 | 20,000.00 | |
| 72 | Sofa | | FMO-Checks Disbursement Division | 1 | 20,000.00 | 20,000.00 | |
| TOTAL: | | | | | | 7,198,760.00 | |
| ADD: 3% INFLATION | | | | | | 215,962.80 | |
| GRAND TOTAL OF OCA EQUIPMENT ₱15,000.00 AND ABOVE: | | | | | | 7,414,722.80 | |

SUMMARY:

Items Below ₱15,000.00
 Items ₱15,000.00 and above

3,290,991.11
 7,414,722.80

10,705,713.91

**Subject to availability of funds*