

ANNUAL PROCUREMENT PLAN  
 PHILIPPINE CONSULATE GENERAL-CHICAGO  
 CALENDAR YEAR - 2016

| Item & Specifications<br>Office Supplies and Materials | Unit of<br>Measure | Quantity Requirement |     |     |     |     |     |     |     |     |     |     |     | Unit<br>Price | Total<br>Amount |           |
|--|--------------------|----------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|---------------|-----------------|-----------|
|  |                    | Jan                  | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |               |                 | Total     |
| Air Freshner   | can                |                      |     |     | 12  |     |     | 12  |     |     |     |     |     | 36            | \$ 3.99         | \$ 143.64 |
| Alcohol-12bt/carton                                    | carton             |                      |     | 1   |     |     |     | 1   |     |     | 1   |     |     | 3             | \$ 29.99        | \$ 89.97  |
| Bag (Mobile)   | pc                 |                      |     |     |     |     |     |     |     |     |     |     |     | 2             | \$ 134.99       | \$ 269.98 |
| Ballpen-Black-12/bx                                    | bx                 |                      |     | 2   |     |     |     | 2   |     |     | 2   |     |     | 6             | \$ 10.89        | \$ 65.34  |
| Ballpen-Blue-12/bx                                     | bx                 |                      |     | 2   |     |     |     | 2   |     |     | 2   |     |     | 6             | \$ 10.89        | \$ 65.34  |
| Ballpen-Red-12/bx                                      | bx                 |                      |     | 2   |     |     |     | 2   |     |     | 2   |     |     | 6             | \$ 10.89        | \$ 65.34  |
| Battery - Dur/Eng 1021/2032                            | pc                 |                      |     |     | 2   |     |     |     |     |     |     |     |     | 2             | \$ 7.49         | \$ 14.98  |
| Battery , size AA, Duracell, 36/pack                   | pack               |                      |     |     | 2   |     |     |     |     |     |     |     |     | 2             | \$ 22.99        | \$ 45.98  |
| Battery, size AAA, Duracell, 36/pack                   | pack               |                      |     |     | 2   |     |     |     |     |     |     |     |     | 2             | \$ 22.99        | \$ 45.98  |
| Cash Register Paper Roll - 1 3/4 x 128, 10/pk          | pack               |                      |     | 5   |     |     |     | 5   |     |     | 5   |     |     | 15            | \$ 13.99        | \$ 209.85 |
| Cash Register Ribbon -Sharp A460-Purple                | pc                 |                      |     |     |     |     |     |     |     |     |     |     |     | 6             | \$ 9.29         | \$ 55.74  |
| Correction Fluid - 3/pack                              | pack               | 5                    |     |     |     |     |     |     |     |     |     |     |     | 5             | \$ 5.79         | \$ 28.95  |
| Correction Tape 10/pack                                | pack               |                      |     | 5   |     |     |     | 5   |     |     | 5   |     |     | 15            | \$ 19.99        | \$ 299.85 |
| Disposables- Plate,Spoon, Fork, Knife                  | box                |                      |     |     |     |     |     |     |     |     |     |     |     |               |                 | \$ 500.00 |
| Double Clip - Binder Clip - Various Sizes              | pack               |                      |     |     |     |     |     |     |     |     |     |     |     | 2             | \$ 9.49         | \$ 18.98  |
| Envelopes - 10x13 -100/bx                              | box                |                      |     | 5   |     |     |     |     |     |     |     |     |     | 5             | \$ 21.49        | \$ 107.45 |
| Envelopes - 12x15 -100/bx                              | box                |                      |     |     |     |     |     | 2   |     |     |     |     |     | 2             | \$ 24.99        | \$ 49.98  |
| Envelopes - 6x9 -100/bx                                | box                |                      |     |     |     |     |     |     |     |     | 2   |     |     | 2             | \$ 15.99        | \$ 31.98  |
| Envelopes - 9x12 - 100/bx                              | box                |                      |     | 10  |     |     |     |     |     |     | 5   |     |     | 15            | \$ 26.49        | \$ 397.35 |
| Envelopes - Expanding- 10/pack                         | pack               |                      |     |     | 3   |     |     |     |     |     |     |     | 2   | 5             | \$ 34.99        | \$ 174.95 |
| Envelopes - Mailing, Parchment -Ivory 100/pk           | pack               |                      |     |     |     |     |     |     |     |     |     |     |     | 5             | \$ 29.59        | \$ 147.95 |
| Envelopes - Mailing, White -100/bx                     | box                |                      |     |     | 10  |     |     |     |     |     |     |     | 2   | 12            | \$ 24.99        | \$ 299.88 |
| Envelopes-Bubble-6x9 25/pack                           | pack               |                      |     |     |     |     |     |     |     |     |     |     | 3   | 3             | \$ 16.49        | \$ 49.47  |
| Envelopes-Bubble-8.5x11, 25/pack                       | pack               |                      |     |     |     |     |     |     |     |     |     |     | 3   | 3             | \$ 23.49        | \$ 70.47  |
| Envelopes-Bubble-9.5x13.5, 12/pack                     | pack               |                      |     |     |     |     |     |     |     |     |     |     | 2   | 2             | \$ 16.69        | \$ 33.38  |
| Envelopes-Bubble-xLarge - size no.7, 25/pack           | pack               |                      |     |     |     |     |     |     |     |     |     |     | 2   | 2             | \$ 30.99        | \$ 61.98  |
| Eraser -3/pack   | pack               |                      |     |     |     |     |     |     |     |     |     |     |     | 3             | \$ 1.79         | \$ 5.37   |
| Eyelet   | box                | 20                   |     | 20  |     | 20  |     |     |     | 20  |     |     | 20  | 100           | \$ 4.00         | \$ 400.00 |
| Eyelet Plier   | pc                 |                      |     |     |     |     |     |     |     |     |     |     |     | 2             | \$ 29.99        | \$ 59.98  |
| Fingertip Moistener                                    | pc                 |                      |     |     |     |     |     |     |     |     |     |     |     | 3             | \$ 4.29         | \$ 12.87  |
| Flash Drive - 16G                                      | pc                 |                      |     |     |     |     |     |     |     |     |     |     |     | 3             | \$ 22.99        | \$ 68.97  |

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|--|---------|----------------------|----|----|----|----|----|----|----|----|----|----|----|------|-----------|-------------|
|  |         |                      |    |    |    |    |    |    |    |    |    |    |    |      |           |             |
| Flash Drive - 8G                             | pc      |                      |    |    |    |    |    |    |    |    |    |    |    | 9    | \$ 15.49  | \$ 139.41   |
| Folder-Brown Short-100/bx                    | box     |                      |    |    |    |    |    |    |    |    |    |    |    | 5    | \$ 7.29   | \$ 36.45    |
| Folder-Brown Long-100/bx                     | box     |                      |    | 5  |    |    |    |    | 5  |    |    |    | 5  | 15   | \$ 12.29  | \$ 184.35   |
| Folder-Plastic -1" Ring Binder -2/pack       | pack    |                      |    |    |    |    |    |    |    |    |    |    |    | 6    | \$ 5.99   | \$ 35.94    |
| Folder-Plastic -2" Ring Binder               | pc      |                      |    |    |    |    |    |    |    |    |    |    |    | 6    | \$ 4.99   | \$ 29.94    |
| Glue Stick 30/pack                           | pack    |                      |    |    |    |    |    |    |    |    |    |    |    | 10   | \$ 23.99  | \$ 239.00   |
| Gold Seal (Notarial) 44/pack                 | pack    | 20                   | 15 | 15 | 20 | 15 | 15 | 20 | 15 | 15 | 20 | 15 | 15 | 200  | \$ 6.49   | \$ 1,298.00 |
| Ink Cartridge - HP 61 Blk.Tri-Color          | pack    |                      |    |    |    |    |    |    |    |    |    |    |    | 36   | \$ 59.99  | \$ 2,159.64 |
| Ink Cartridge - Canon 240-241 Blk/Color 2/pk | pack    |                      |    |    |    |    |    |    |    |    |    |    |    | 6    | \$ 54.99  | \$ 329.94   |
| Ink Cartridge - HP35A Black 1/box            | box     |                      |    |    |    |    |    |    |    |    |    |    |    | 4    | \$ 68.99  | \$ 275.96   |
| Ink Cartridge - HP 95-98 Blk - Color Ink     | pack    |                      |    |    |    |    |    |    |    |    |    |    |    | 36   | \$ 63.99  | \$ 2,303.64 |
| Ink Cartridge - HP 125- Black                | cart    |                      |    |    |    |    |    |    |    |    |    |    |    | 6    | \$ 79.99  | \$ 479.94   |
| Ink Cartridge - HP 125 - C / M / Y           | pack    |                      |    |    |    |    |    |    |    |    |    |    |    | 4    | \$ 196.99 | \$ 787.96   |
| Ink Cartridge - HP 74-75 Black/Tri-Color     | pack    |                      |    |    |    |    |    |    |    |    |    |    |    | 2    | \$ 40.99  | \$ 81.98    |
| Ink Cartridge-IS330 is350(ISINK34) Neopost   | pack    |                      |    |    |    |    |    |    |    |    |    |    |    | 1    | \$ 179.99 | \$ 179.99   |
| Special Paper - Custom Certificate 15/pack   | pack    |                      |    |    |    |    |    |    |    |    |    |    |    | 6    | \$ 7.99   | \$ 47.94    |
| Special Paper - Certificate Folder 6/pack    |         |                      |    |    |    |    |    |    |    |    |    |    |    | 10   | \$ 11.33  | \$ 113.30   |
| Ink Refill Cartridge - Fountain Pen          | pc      |                      |    |    |    |    |    |    |    |    |    |    |    | 3    | \$ 9.99   | \$ 29.97    |
| IT Supply (Various)                          |         |                      |    |    |    |    |    |    |    |    |    |    |    |      |           | \$ 1,500.00 |
| Labels-Avery, Sticker                        | box     |                      |    |    |    |    |    |    |    |    |    |    |    | 15   | \$ 43.49  | \$ 652.35   |
| Light Bulb - Daylight - 40 watts             | pc      |                      |    |    |    |    |    |    |    |    |    |    |    | 6    | \$ 6.59   | \$ 39.54    |
| Light Bulb - Daylight - 60 Watts 6/pack      | pack    |                      |    |    |    |    |    |    |    |    |    |    |    | 6    | \$ 17.99  | \$ 107.94   |
| Marker - Fluorescent (Highlighter) 12/pack   | pack    |                      |    |    |    |    |    |    |    |    |    |    |    | 6    | \$ 8.49   | \$ 50.94    |
| Marker Pen - Black, Blue, Red 12/pack        | pack    |                      |    |    |    |    |    |    |    |    |    |    |    | 6    | \$ 9.99   | \$ 59.94    |
| Mesh Document Hold                           | pc      |                      |    |    |    |    |    |    |    |    |    |    |    | 2    | \$ 5.00   | \$ 10.00    |
| Mouse Pad                                    | pc      |                      |    |    |    |    |    |    |    |    |    |    |    | 12   | \$ 4.49   | \$ 53.88    |
| Neopost Postage Sheets 75 - BT1N             | pack    |                      |    |    |    |    |    |    |    |    |    |    |    | 10   | \$ 27.95  | \$ 279.50   |
| Paper - Copy Paper 8.5x11, 75 gsm-10rm/bx    | bx      | 15                   |    |    |    |    |    | 15 |    |    |    | 15 |    | 45   | \$ 45.99  | \$ 2,069.55 |
| Paper - Copy Paper 8.5x14, 75 gsm-10rm/bx    | bx      |                      |    |    |    |    |    | 15 |    |    |    |    | 10 | 25   | \$ 57.99  | \$ 1,449.75 |

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|---|---------|----------------------|--|----|---|----|--|---|----|--|----|------|----------|-------------|
|   |         |                      |  |    |   |    |  |   |    |  |    |      |          |             |
| Paper Clip - Small -100/pack                | pack    |                      |  |    |   |    |  |   |    |  |    | 3    | \$ 2.29  | \$ 6.87     |
| Paper - Parchment, Ivory 8.5x11 24lb 500/bx | box     | 4                    |  |    | 4 |    |  | 4 |    |  |    | 4    | \$ 35.49 | \$ 567.84   |
| Paper Clip - Jumbo - 50/pack                | pack    |                      |  |    |   |    |  |   |    |  |    | 3    | \$ 2.59  | \$ 7.77     |
| Paper Cutter - Handy w/ blade               | pc      |                      |  |    |   |    |  |   |    |  |    | 3    | \$ 4.99  | \$ 14.97    |
| Paper Fastener- 50/bx                       | box     |                      |  |    |   |    |  |   |    |  |    | 6    | \$ 8.79  | \$ 52.74    |
| Paper-Ruled - 400 sheet/pack                | pack    |                      |  |    |   |    |  |   |    |  |    | 6    | \$ 6.29  | \$ 37.74    |
| Pencil #2 , 12/pack                         | pack    |                      |  |    |   |    |  |   |    |  |    | 2    | \$ 2.49  | \$ 4.98     |
| Pencil Sharpener - Electric                 | pc      |                      |  |    |   |    |  |   |    |  |    | 2    | \$ 19.99 | \$ 39.98    |
| Post-it-1.5x2 (sticky note)                 | pack    |                      |  |    |   |    |  |   |    |  |    | 6    | \$ 6.79  | \$ 40.74    |
| Post-it 3x3 (sticky note)                   | pack    |                      |  |    |   |    |  |   |    |  |    | 6    | \$ 10.00 | \$ 60.00    |
| Puncher - 2 hole                            | pc      |                      |  |    |   |    |  |   |    |  |    | 2    | \$ 10.99 | \$ 21.98    |
| Record Book - Notebook                      | pc      |                      |  |    |   |    |  |   |    |  |    | 6    | \$ 9.49  | \$ 56.94    |
| Record Book -200 pages                      | pc      |                      |  |    |   |    |  |   |    |  |    | 6    | \$ 27.49 | \$ 164.94   |
| Red Ribbon (Documentation)                  | roll    |                      |  | 10 |   | 20 |  |   | 10 |  | 10 | 10   | \$ 65.00 | \$ 3,900.00 |
| Rubber Band #33-1 lb.                       | pack    |                      |  |    |   |    |  |   | 2  |  |    | 2    | \$ 7.29  | \$ 14.58    |
| Scotch Tape-3M/4PK                          | pack    |                      |  |    |   |    |  |   |    |  |    | 6    | \$ 10.00 | \$ 60.00    |
| Scotch Tape-Double Sided                    | pc      |                      |  |    |   |    |  |   |    |  |    | 12   | \$ 5.00  | \$ 60.00    |
| Scotch Tape-Magic Tape                      | pc      |                      |  |    |   |    |  |   |    |  |    | 8    | \$ 11.00 | \$ 88.00    |
| Sign Pen - Black 12/bx                      | box     |                      |  |    |   |    |  |   |    |  |    | 3    | \$ 14.00 | \$ 42.00    |
| Sign Pen - Blue 12/bx                       | box     |                      |  |    |   |    |  |   |    |  |    | 6    | \$ 14.00 | \$ 84.00    |
| Sign Pen - Red 12/bx                        | box     |                      |  |    |   |    |  |   |    |  |    | 3    | \$ 14.00 | \$ 42.00    |
| Stamp - Name/Label Stamp                    | pc      |                      |  |    |   |    |  |   |    |  |    | 15   | \$ 22.99 | \$ 344.85   |
| Stamp Ink - Brother                         | pc      |                      |  |    |   |    |  |   |    |  |    | 12   | \$ 6.49  | \$ 77.88    |
| Stamp Pad                                   | pc      |                      |  |    |   |    |  |   |    |  |    | 6    | \$ 4.49  | \$ 26.94    |
| Staple Wire -1/4in 5bx/pack                 | pack    |                      |  |    |   |    |  |   |    |  |    | 12   | \$ 6.49  | \$ 77.88    |
| Stapler-Standard                            | pc      |                      |  |    |   |    |  |   |    |  |    | 4    | \$ 16.99 | \$ 67.96    |
| Steno Notebook -12/pack                     | pack    |                      |  |    |   |    |  |   |    |  |    | 2    | \$ 13.99 | \$ 27.98    |
| Table Paper Napkins - white                 | pack    |                      |  |    |   |    |  |   |    |  |    | 6    | \$ 3.39  | \$ 20.34    |
| Tape Dispenser                              | pc      |                      |  |    |   |    |  |   |    |  |    | 6    | \$ 6.49  | \$ 38.94    |
| Tape, Transparent - 3/4" -6/pack            | pack    |                      |  |    |   |    |  |   |    |  |    | 2    | \$ 17.99 | \$ 35.98    |

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| Item & Specifications<br>Office Supplies and Materials | Unit of<br>Measure | Quantity Requirement |     |     |     |     |     |     |     |     |     |     |     | Unit<br>Price | Total<br>Amount |             |
|--|--------------------|----------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|---------------|-----------------|-------------|
|  |                    | Jan                  | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |               |                 | Total       |
| Cork Board - 24x36                                     | pc                 |                      |     |     |     |     |     |     |     |     |     |     |     | 2             | \$ 31.99        | \$ 63.98    |
| Dater Stamp 5MM  | pc                 |                      |     |     |     |     |     |     |     |     |     |     |     | 4             | \$ 4.25         | \$ 17.00    |
| Laminating Pouch - 100/box                             | box                |                      |     |     |     |     |     |     |     |     |     |     |     | 1             | \$ 39.99        | \$ 39.99    |
| Photo Paper -lette size - 50/box                       | box                |                      |     |     |     |     |     |     |     |     |     |     |     | 3             | \$ 22.49        | \$ 67.47    |
| Name Badge Hanging                                     | box                |                      |     |     |     |     |     |     |     |     |     |     |     | 2             | \$ 64.99        | \$ 129.98   |
| Post-It 3x5 (Sticky Note)                              | pack               |                      |     |     |     |     |     |     |     |     |     |     |     | 6             | \$ 17.99        | \$ 107.94   |
| Push Pin   | pack               |                      |     |     |     |     |     |     |     |     |     |     |     | 2             | \$ 7.49         | \$ 14.98    |
| Report Cover-Frosted Front-5/pack                      | pack               |                      |     |     |     |     |     |     |     |     |     |     |     | 10            | \$ 7.79         | \$ 77.90    |
| Ruler-12"  | pc                 |                      |     |     |     |     |     |     |     |     |     |     |     | 12            | \$ 1.99         | \$ 23.88    |
| Scissors- 2/pack                                       | pack               |                      |     |     |     |     |     |     |     |     |     |     |     | 3             | \$ 9.99         | \$ 29.97    |
| Staple Remover -3/pack                                 | pack               |                      |     |     |     |     |     |     |     |     |     |     |     | 3             | \$ 2.99         | \$ 8.97     |
| String - Nylon Twine                                   | roll               |                      |     |     |     |     |     |     |     |     |     |     |     | 2             | \$ 89.39        | \$ 178.78   |
| Color Paper 8.5 x 14 Assorted 500/rm                   | ream               |                      |     |     |     |     |     |     |     |     |     |     |     | 30            | \$ 14.99        | \$ 449.70   |
| Tape, Packaging - 1.89" - 6/pack                       | pack               |                      |     |     |     |     |     |     |     |     |     |     |     | 2             | \$ 16.99        | \$ 33.98    |
| Tape, Transparent - 1.89" -6/pack                      | pack               |                      |     |     |     |     |     |     |     |     |     |     |     | 2             | \$ 16.99        | \$ 33.98    |
| Toner-Brother TN 580 Black                             | cart               |                      |     |     |     | 1   |     |     |     |     |     |     | 1   | \$ 120.99     | \$ 241.98       |             |
| Various Cleaning Materials                             |                    |                      |     |     |     |     |     |     |     |     |     |     |     |               |                 | \$ 500.00   |
| Various Electronic Materials                           |                    |                      |     |     |     |     |     |     |     |     |     |     |     |               |                 | \$ 500.00   |
| Vehicle Supply (Various)                               |                    |                      |     |     |     |     |     |     |     |     |     |     |     |               |                 | \$ 1,000.00 |
| Water-Bottled -24/pack                                 | pack               | 2                    | 2   | 2   | 2   | 2   | 2   | 2   | 2   | 2   | 2   | 2   | 2   | 24            | \$ 7.19         | \$ 172.56   |
| <b>OTHERS</b>  |                    |                      |     |     |     |     |     |     |     |     |     |     |     |               |                 | \$ 1,000.00 |

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| Item & Specifications<br><b>OFFICIAL TRAVEL</b> | Quantity<br>Size | Schedule / Milestone of Activities |     |     |     |     |     |     |     |     |     |     |     |       | Unit<br>Price | Total<br>Amount |             |              |
|---|------------------|------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|---------------|-----------------|-------------|--------------|
|   |                  | Jan                                | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Total |               |                 |             |              |
| Consular Outreach - Louisiana USA               | 7 pax            |                                    |     |     | xxx |     |     |     |     |     |     |     |     |       |               |                 | \$ 9,742.00 |              |
| Consular Outreach - Missouri USA                | 7 pax            |                                    |     |     |     | xxx |     |     |     |     |     |     |     |       |               |                 | \$ 4,343.50 |              |
| Consular Outreach - Indiana USA                 | 7 pax            |                                    |     |     |     | xxx |     |     |     |     |     |     |     |       |               |                 | \$ 2,397.50 |              |
| Consular Outreach - Parma, Ohio USA             | 7 pax            |                                    |     |     |     |     |     | xxx |     |     |     |     |     |       |               |                 | \$ 4,343.50 |              |
| Consular Outreach - Dayton, Ohio USA            | 7 pax            |                                    |     |     |     |     |     |     | xxx |     |     |     |     |       |               |                 | \$ 4,343.50 |              |
| Consular Outreach - Minnesota USA               | 7 pax            |                                    |     |     |     |     |     |     |     | xxx |     |     |     |       |               |                 | \$ 4,343.50 |              |
| Consular Outreach - Omaha, Nebraska USA         | 7 pax            |                                    |     |     |     |     |     |     |     |     | xxx |     |     |       |               |                 | \$ 4,343.50 |              |
| Consular Outreach - Michigan USA                | 7 pax            |                                    |     |     |     |     |     |     |     |     |     | xxx |     |       |               |                 | \$ 4,343.50 |              |
| Consular Outreach - Iowa USA                    | 7 pax            |                                    |     |     |     |     |     |     |     |     |     |     | xxx |       |               |                 | \$ 4,343.50 |              |
| Consular Outreach - Wisconsin USA               | 7 pax            |                                    |     |     |     |     |     |     |     |     |     |     |     | xxx   |               |                 | \$ 4,343.50 |              |
| Consular Outreach - South Dakota USA            | 7 pax            |                                    |     |     |     |     |     |     |     |     |     |     |     |       | xxx           |                 | \$ 4,343.50 |              |
| Consular Outreach - Tulsa, Oklahoma USA         | 7 pax            |                                    |     |     |     |     |     |     |     |     |     |     |     |       |               | xxx             | \$ 4,343.50 |              |
| Consular Outreach - Oklahoma City, OK, USA      | 7 pax            |                                    |     |     |     |     |     |     |     |     |     |     |     |       |               |                 | \$ 9,742.00 |              |
| Consular Outreach - North Dakota USA            | 7 pax            |                                    |     |     |     | xxx |     |     |     |     |     |     |     |       |               |                 | \$ 4,343.50 |              |
| Consular Outreach - Arkansas USA                | 7 pax            |                                    |     |     |     |     |     |     |     | xxx |     |     |     |       |               |                 | \$ 4,343.50 |              |
| Consular Outreach - Kansas USA                  | 7 pax            |                                    |     |     |     |     |     |     |     |     | xxx |     |     |       |               |                 | \$ 4,343.50 |              |
| Consular Outreach - Mississippi USA             | 7 pax            |                                    |     |     |     | xxx |     |     |     |     |     |     |     |       |               |                 | \$ 4,343.50 |              |
| Manila Home Office Consultation                 | 1 pax            |                                    |     |     |     |     |     |     |     |     |     | xxx |     |       |               |                 | \$ 3,640.00 |              |
| Arkansas Trade and Investment                   | 2 pax            |                                    |     |     |     |     |     |     |     |     | xxx |     |     |       |               |                 | \$ 1,476.00 |              |
| Economic Diplomacy/Tourism - Ohio               | 2 pax            |                                    |     |     |     |     |     |     |     |     |     |     | xxx |       |               |                 | \$ 2,076.00 |              |
| Economic Diplomacy/Tourism - Missouri           | 2 pax            |                                    |     |     |     |     |     |     |     |     |     | xxx |     |       |               |                 | \$ 2,176.00 |              |
| Economic Diplomacy/Tourism - Louisiana          | 2 pax            |                                    |     |     |     |     | xxx |     |     |     |     |     |     |       |               |                 | \$ 3,214.00 |              |
| Economic Diplomacy/Tourism - Minnesota          | 2 pax            |                                    |     |     |     | xxx |     |     |     |     |     |     |     |       |               |                 | \$ 2,076.00 |              |
| Tourism Promotion - Oklahoma USA                | 2 pax            |                                    |     |     |     |     |     |     |     |     |     |     |     | xxx   |               |                 | \$ 3,000.00 |              |
| <b>VEHICLE EXPENSES</b>                         |                  |                                    |     |     |     |     |     |     |     |     |     |     |     |       |               |                 |             |              |
| Fuel, Oil Lubrication                           | 2 units          | xxx                                | xxx | xxx | xxx | xxx | xxx | xxx | xxx | xxx | xxx | xxx | xxx | xxx   | xxx           | 12              | \$ 1,050.00 | \$ 12,600.00 |
| <b>UTILITIES</b>                                |                  |                                    |     |     |     |     |     |     |     |     |     |     |     |       |               |                 |             |              |
| Electricity Expenses                            |                  | xxx                                | xxx | xxx | xxx | xxx | xxx | xxx | xxx | xxx | xxx | xxx | xxx | xxx   | xxx           | 12              | \$ 500.00   | \$ 6,000.00  |


ANNUAL PROCUREMENT PLAN  
 PHILIPPINE CONSULATE GENERAL-CHICAGO  
 CALENDAR YEAR - 2016

| Item & Specifications                            | Quantity<br>Size | Schedule / Milestone of Activities |     |     |     |     |        |     |     |     |        |     |     |       | Unit<br>Price | Total<br>Amount |
|--|------------------|------------------------------------|-----|-----|-----|-----|--------|-----|-----|-----|--------|-----|-----|-------|---------------|-----------------|
|  |                  | Jan                                | Feb | Mar | Apr | May | Jun    | Jul | Aug | Sep | Oct    | Nov | Dec | Total |               |                 |
| <b>REPAIRS AND MAINTENANCE</b>                   |                  |                                    |     |     |     |     |        |     |     |     |        |     |     |       |               |                 |
| Leased Building & Structures - 7466 sq. ft.      | 1 lot            |                                    |     | xxx |     |     | xxx    |     | xxx |     |        | xxx |     | 4     | \$ 5,000.00   | \$ 20,000.00    |
| Mercedes Benz                                    | 1 unit           |                                    | xxx |     | xxx |     | xxx(2) |     | xxx |     | xxx(2) |     | xxx | 8     | \$ 300.00     | \$ 2,400.00     |
| Honda Odyssey                                    | 1 unit           |                                    | xxx |     | xxx |     | xxx(2) |     | xxx |     | xxx(2) |     | xxx | 8     | \$ 150.00     | \$ 1,200.00     |
| <b>RENTALS</b>                                   |                  |                                    |     |     |     |     |        |     |     |     |        |     |     |       |               |                 |
| PCG - Office Space - 7466 sq. ft.                | 1 lot            | xxx                                | xxx | xxx | xxx | xxx | xxx    | xxx | xxx | xxx | xxx    | xxx |     | 10    | \$ 16,176.33  |                 |
|  |                  |                                    |     |     |     |     |        |     |     |     |        | xxx | xxx | 2     | \$ 16,487.42  | \$ 194,738.14   |
| Office Equipment (Photocopying/Scanning Machine) | 6 units          | xxx                                | xxx | xxx | xxx | xxx | xxx    | xxx | xxx | xxx | xxx    | xxx | xxx | 12    | \$ 600.00     | \$ 7,200.00     |
| Office Equipment (Computers)                     | 4 units          | xxx                                | xxx | xxx | xxx | xxx | xxx    | xxx | xxx | xxx | xxx    | xxx | xxx | 12    | \$ 416.67     | \$ 5,000.00     |
| Office Equipment (Neopost Metered Machine)       | 1 unit           | xxx                                | xxx | xxx | xxx | xxx | xxx    | xxx | xxx | xxx | xxx    | xxx | xxx | 12    | \$ 90.00      | \$ 1,080.00     |
| Motor Vehicle 1                                  | 1 unit           | xxx                                | xxx | xxx | xxx | xxx | xxx    | xxx | xxx | xxx | xxx    | xxx | xxx | 12    | \$ 537.00     | \$ 6,444.00     |
| Motor Vehicle 2                                  | 1 unit           |                                    |     |     | xxx | xxx | xxx    | xxx | xxx | xxx | xxx    |     |     | 7     | \$ 500.00     | \$ 3,500.00     |
| Parting Space                                    | 1 unit           | xxx                                | xxx | xxx | xxx | xxx | xxx    | xxx | xxx | xxx | xxx    | xxx | xxx | 12    | \$ 300.00     | \$ 3,600.00     |
| <b>COMMUNICATION SERVICES</b>                    |                  |                                    |     |     |     |     |        |     |     |     |        |     |     |       |               |                 |
| Subscription - Cable Direct TV                   |                  | xxx                                | xxx | xxx | xxx | xxx | xxx    | xxx | xxx | xxx | xxx    | xxx | xxx | 12    | \$ 135.00     | \$ 1,620.00     |
| Subscription - Newspapaers                       |                  | xxx                                | xxx | xxx | xxx | xxx | xxx    | xxx | xxx | xxx | xxx    | xxx | xxx | 12    | \$ 70.00      | \$ 840.00       |
| Subscription - Internet                          |                  | xxx                                | xxx | xxx | xxx | xxx | xxx    | xxx | xxx | xxx | xxx    | xxx | xxx | 12    | \$ 100.00     | \$ 1,200.00     |
| Postage / Stamps                                 |                  | xxx                                | xxx | xxx | xxx | xxx | xxx    | xxx | xxx | xxx | xxx    | xxx | xxx | 12    | \$ 582.00     | \$ 6,984.00     |
| Pouch Charges                                    |                  | xxx                                | xxx | xxx | xxx | xxx | xxx    | xxx | xxx | xxx | xxx    | xxx | xxx | 12    | \$ 503.00     | \$ 6,036.00     |
| Couier Charges                                   |                  | xxx                                | xxx | xxx | xxx | xxx | xxx    | xxx | xxx | xxx | xxx    | xxx | xxx | 12    | \$ 90.00      | \$ 1,080.00     |
| Telephone - Landline                             |                  | xxx                                | xxx | xxx | xxx | xxx | xxx    | xxx | xxx | xxx | xxx    | xxx | xxx | 12    | \$ 1,590.00   | \$ 19,080.00    |
| Telephone - Mobile Phones                        |                  | xxx                                | xxx | xxx | xxx | xxx | xxx    | xxx | xxx | xxx | xxx    | xxx | xxx | 12    | \$ 250.00     | \$ 3,000.00     |

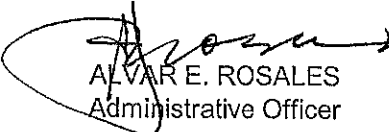
ANNUAL PROCUREMENT PLAN  
 PHILIPPINE CONSULATE GENERAL-CHICAGO  
 CALENDAR YEAR - 2016

| Item & Specifications<br><b>INSURANCE EXPENSES</b>              | Quantity<br>Size | Schedule / Milestone of Activities |     |     |     |     |     |     |     |     |     |     |     | Unit<br>Price | Total<br>Amount |              |
|---|------------------|------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|---------------|-----------------|--------------|
|   |                  | Jan                                | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |               |                 | Total        |
| PCG Office Building Insurance-7466 sq. ft.                      | 1 lot            |                                    |     |     |     |     |     |     |     | xxx |     |     |     | 1             | \$ 1,207.00     | \$ 1,207.00  |
| Official Residence Insurance                                    | 1 lot            |                                    |     |     |     |     |     |     | xxx |     |     |     |     | 1             | \$ 2,949.00     | \$ 2,949.00  |
| Car 1 Insurance   | 1 unit           |                                    |     |     |     | xxx |     |     |     |     |     | xxx |     | 2             | \$ 604.84       | \$ 1,209.98  |
| Car 2 Insurance   | 1 unit           |                                    |     |     |     | xxx |     |     |     |     |     | xxx |     | 2             | \$ 635.60       | \$ 1,271.20  |
| <b>CAPITAL OUTLAY</b>   |                  |                                    |     |     |     |     |     |     |     |     |     |     |     |               |                 |              |
| Office Equipment (Audio / Video)                                | 1 set            |                                    |     | xxx |     |     |     |     |     |     |     |     |     | 1             | \$ 2,000.00     | \$ 2,000.00  |
| Information and Technology Equipment<br>(Computers w/ software) | 12 units         |                                    |     | xxx |     |     |     |     |     |     |     |     |     | 1             | \$ 11,000.00    | \$ 11,000.00 |
| Office Equipment (Physical Fitness Equipment)                   | 1 set            |                                    |     | xxx |     |     |     |     |     |     |     |     |     | 1             | \$ 2,000.00     | \$ 2,000.00  |
| Installation of Shower at the Consulate's<br>Washroom           | 1 unit           |                                    |     |     |     | xxx |     |     |     |     |     |     |     | 1             | \$ 19,500.00    | \$ 19,500.00 |
| <b>POST REPRESENTATION EXPENSES</b>                             |                  |                                    |     |     |     |     |     |     |     |     |     |     |     |               |                 |              |
| Representation Expenses   |                  | xxx                                | xxx | xxx | xxx | xxx | xxx | xxx | xxx | xxx | xxx | xxx | xxx | 12            | \$ 1,983.33     | \$ 28,983.33 |
| <b>FINANCIAL EXPENSES</b>                                       |                  |                                    |     |     |     |     |     |     |     |     |     |     |     |               |                 |              |
| Bank Charges  |                  | xxx                                | xxx | xxx | xxx | xxx | xxx | xxx | xxx | xxx | xxx | xxx | xxx | 12            | \$ 250.00       | \$ 3,000.00  |

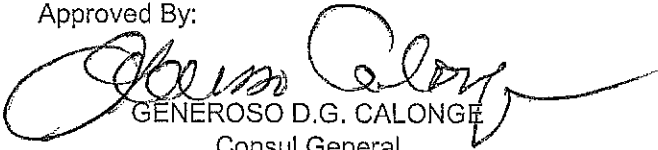
Prepared by:

  
 ARNEIL D. TORRES  
 Property Office

Verified and Found Correct by:

  
 ALVAR E. ROSALES  
 Administrative Officer

Approved By:

  
 GENEROSO D.G. CALONGE  
 Consul General