



Republic of the Philippines  
Department of Education  
Region XI  
SCHOOLS DIVISION OF PANABO CITY

August 21, 2024

**THE CHAIRMAN**

Government Procurement Policy Board  
Metro Manila

Sir/Madam:

This is to respectfully submit the CY 2025 Annual Procurement Plan (APP), Project Procurement Management Plan (PPMP), and Certification of APP and PPMP Posting of SDO Panabo City Division Website.

May you find the same in order.

Very truly yours,

  
**JINKY B. FIRMAN PhD, CESO VI**  
Assistant Schools Division Superintendent  
Officer In Charge  
Office of the Schools Division Superintendent

Copy furnished: COA  
SDS Office  
CID and SGOD Chiefs  
Budget and Accounting Office  
BAC  
Supply Officer

Enclosed as Stated  
SGOD/ABA/ESD



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24-11686

Republic of the Philippines  
**Department of Education**  
 Region XI  
 SCHOOLS DIVISION OF PANABO CITY

**ANNUAL PROCUREMENT PLAN FOR FY 2025**

Agency: Department of Education, Division of Panabo City  
 Region: XI

Procurement	Program/Project	PMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (in Thousand ) PhP	(brief description of Program/Activity/Project)
					Advertisement/Posting of I/B/REI	Submission/Opening of Bids	Notice of Award	Contract Signing			
<b>SCHOOLS DIVISION OFFICE</b>											
A. MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)		OSDS/CD/DSGOD	No	NP-539 - Small Value Procurement	First week of the month				766	766	
Traveling Expenses - Local		OSDS/CD/DSGOD	No	NP-539 - Small Value Procurement	First week of the month				514	514	
Training Expenses		OSDS/CD/DSGOD	Yes	DBM-PS/NP-539 - Small Value Procurement	First week of the month				705	705	
Office Supplies		OSDS	No	NP-539 - Small Value Procurement	First week of the month				10	10	
Accountable Forms Expenses		SGOD	No	NP-539 - Small Value Procurement	First week of the month				50	50	
Drugs and Medicines Expenses		OSDS	No	NP-539 - Small Value Procurement	First week of the month				370	370	
Fuel, Oil and Lubricants Expenses including change oil		OSDS	No	NP-539 - Small Value Procurement	First week of the month				95	95	
R&M Office Equipment		OSDS	No	NP-539 - Small Value Procurement	First week of the month				764	764	
Other Supplies and Materials Expenses		OSDS	Yes	DBM-PS/NP-539 - Small Value Procurement	First week of the month				80	80	
Water Expenses		OSDS	No	NP-539 - Small Value Procurement	First week of the month				1,700	1,700	
Electricity Expenses		OSDS	No	NP-539 - Small Value Procurement	First week of the month				2	2	
Postage and Courier Services		SGOD	No	NP-539 - Small Value Procurement	First week of the month				400	400	
Mobile		OSDS	No	NP-539 - Small Value Procurement	First week of the month				400	400	
Internet Subscription Expenses		OSDS	No	NP-539 - Small Value Procurement	First week of the month				50	50	
Awards/Rewards Expenses		OSDS	No	DBP-PS/NP-539 - Small Value Procurement	First week of the month				50	50	
Rewards		OSDS	No	NP-539 - Small Value Procurement					-	-	
Auditing Services		OSDS	No	NP-539 - Small Value Procurement	First week of the month				50	50	
Other Professional Services (notarial)		OSDS	No	NP-539 - Small Value Procurement	First week of the month				-	-	
Janitorial Services (Pakyaw Services)		OSDS	No	NP-539 - Small Value Procurement	First week of the month				30	30	

Procurement	Program/Project	PMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Schedule for Each Procurement Activity			Source of Funds	Estimated Budget (in Thousand ) PHP	Remarks (brief description of Program/Activity/Object)
				Mode of Procurement	Advertising/ Publishing of BIREL	Submission/Opening of Bids	Notice of Award	Contract Signing	
Security Services	OSDS	Yes	NP-539 - Small Value Procurement	First week of the month				700	700
Other General Services	OSDS	No	NP-539 - Small Value Procurement	First week of the month				300	300
Fidelity Bond Premiums	OSDS	No	NP-539 - Small Value Procurement	First week of the month				70	70
R & M: Office Building	OSDS	No	NP-539 - Small Value Procurement	First week of the month				70	70
R & M: Motor Vehicles	OSDS	No	NP-539 - Small Value Procurement	First week of the month				114	114
Transportation & Delivery Expense	OSDS	No	NP-539 - Small Value Procurement	First week of the month				10	10
Sub-total								7,350	7,350
<b>HUMAN RESOURCE TRAINING AND DEVELOPMENT</b>									
Sub Total - Schools Division Office	OSDS/CDIS/GOD		NP-539 - Small Value Procurement	First week of the month				1,716	1,716
SCHOOL MODE ( Senior High Schools -SHS)	8 Schools		NP-539 - Small Value Procurement	First week of the month				8,022	8,022
SCHOOL MODE - Junior High School (Non-IJS)	12 Schools		NP-539 - Small Value Procurement	First week of the month				9,813	9,813
SCHOOL MODE ( Elementary Schools))	45 Schools		NP-539 - Small Value Procurement	First week of the month				44,775	44,775
<b>GRAND TOTAL</b>								<b>71,676</b>	<b>71,676</b>

Note: based on the 2025 National Expenditure Program (NEP)

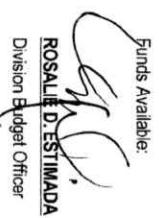
Prepared by:

  
**ERICK S. DALUNDINES**  
SEPS for Planning and Research

Recommending Approval:

  
**BASIL P. MANAY JR. CESO VI**  
Assistant Schools Division Superintendent  
BAC Chairman

Funds Available:

  
**ROSLIE D. ESTIMADA**  
Division Budget Officer

Approved by:

  
**JINKY B. FIRMAN CESO VI**  
OIC Schools Division Superintendent

24-11486



Republic of the Philippines

**Department of Education**

Region XI

SCHOOLS DIVISION OF PANABO CITY

**PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) FOR FY 2025**

Agency: Department of Education, Division of Panabo City

Region: XI

CODE	GENERAL DESCRIPTION	QUANTITY/ SIZE	ESTIMATED BUDGET ( Thousand Pesos)	Mode of Procurement	SCHEDULE/MILESTONE OF ACTIVITIES										
					Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov
<b>SCHOOLS DIVISION OFFICE</b>															
	<b>A. MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)</b>		7,350												
	Traveling Expenses - Local	12 Times	766	SVP	X	X	X	X	X	X	X	X	X	X	X
	Training Expenses	12 Times	514	SVP	X	X	X	X	X	X	X	X	X	X	X
	Office Supplies	4 times	705	SVP	X	X	X	X	X	X	X	X	X	X	X
	Paper Trimmer/Cutting Machine	4 times	10	SVP	X										X
	FOLDER WITH TAB, LEGAL	4 times	1	SVP	X										X
	FOLDER WITH TAB, A4	4 times	1	SVP	X										X
	TAPE, ELECTRICAL, 18mm x 16M min	4 times	0	SVP	X										X
	GLUE, All Purpose	4 times	1	SVP	X										X
	STENO NOTEBOOK, 60 leaves	4 times	0	SVP	X										X
	STAPLE REMOVER, plier-type, metal	4 times	1	SVP	X										X
	FLASH DRIVE, 64 GB capacity	4 times	2	SVP	X										X
	FUEL FILTERS	4 times	12	SVP	X										X
	LAMINATING MACHINE	4 times	8	SVP	X										X
	KEYBOARD	4 times	8	SVP	X										X
	GLUE GUN	4 times	2	SVP	X										X
	PLASTIC ENVEL OPE	4 times	1	SVP	X										X

CODE	GENERAL DESCRIPTION	QUANTITY/ SIZE	ESTIMATED BUDGET ( Thousand Pesos)	Mode of Procurement	SCHEDULE/MILESTONE OF ACTIVITIES										
					Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov
STORAGE BOX		4 times	5	SVP	X		X		X		X		X		
PADLOCK		4 times	2	SVP	X		X		X		X		X		
AUTOMOTIVE BATTERIES		4 times	57	SVP	X		X		X		X		X		
MANILA PAPER		4 times	1	SVP	X		X		X		X		X		
OFFICE CHAIR		4 times	57	SVP	X		X		X		X		X		
GLUE STICK (FOR GLUE GUN)		4 times	1	SVP	X		X		X		X		X		
DOOR MAT		4 times	7	SVP	X		X		X		X		X		
PUSH PIN		4 times	4	SVP	X		X		X		X		X		
BOND PAPER		4 times	5	SVP	X		X		X		X		X		
EXTENSION CORD		4 times	2	SVP	X		X		X		X		X		
VELLUM BOARD PAPER		4 times	13	SVP	X		X		X		X		X		
STEEL FILING CABINET		4 times	21	SVP	X		X		X		X		X		
PLASTIC FASTENER		4 times	6	SVP	X		X		X		X		X		
UNINTERRUPTIBLE POWER SUPPLY		4 times	12	SVP	X		X		X		X		X		
CERTIFICATE HOLDER		4 times	29	SVP	X		X		X		X		X		
CERTIFICATE FRAME		4 times	16	SVP	X		X		X		X		X		
BLEACHING SOLUTION		4 times	8	SVP	X		X		X		X		X		
PHOTO PAPER		4 times	16	SVP	X		X		X		X		X		
DOUBLE SIDED TAPE		4 times	5	SVP	X		X		X		X		X		
STICKER PAPER		4 times	27	SVP	X		X		X		X		X		
LAMINATING FILM		4 times	5	SVP	X		X		X		X		X		
MULTIFUNCTION PRINTER		4 times	17	SVP	X		X		X		X		X		
BALLPEN		4 times	2	SVP	X		X		X		X		X		
TRASHBAG, XL size		4 times	12	SVP	X		X		X		X		X		
TRASHBAG, Large size		4 times	8	SVP	X		X		X		X		X		
SIGN PEN, Medium Tip, Blue		4 times	26	SVP	X		X		X		X		X		
SIGN PEN, Medium Tip, Black		4 times	22	SVP	X		X		X		X		X		
SIGN PEN, Fine Tip, Black		4 times	19	SVP	X		X		X		X		X		
DETERGENT POWDER 1KG		4 times	3	SVP	X		X		X		X		X		
TOILET TISSUE PAPER, INTERFOLDED PAPER TOWEL		4 times	2	SVP	X		X		X		X		X		
ALCOHOL, ethyl, 60%-72%, 500ml		4 times	59	SVP	X		X		X		X		X		

CODE	GENERAL DESCRIPTION	QUANTITY/ SIZE	ESTIMATED BUDGET ( Thousand Pesos)	Mode of Procurement	SCHEDULE/MILESTONE OF ACTIVITIES											
					Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	ALCOHOL, ETHYL, 68%-72%, 1 GALLON	4 times	69	SVP	X		X		X		X		X			
	CORRECTION TAPE, 8M	4 times	4	SVP	X		X		X		X		X			
	HAND SANITIZER, 500 ml	4 times	4	SVP	X		X		X		X		X			
	HAND SOAP, Liquid, 500ml	4 times	3	SVP	X		X		X		X		X			
	LED LINEAR TUBE, 18 WATTS	4 times	5	SVP	X		X		X		X		X			
	ENVELOPE, MAILING, white, 80gsm (-3%)	4 times	3	SVP	X		X		X		X		X			
	BATTERY, dry cell, AA, 2 pieces per blister pack	4 times	10	SVP	X		X		X		X		X			
	BATTERY, dry cell, AAA, 2 pieces per blister pack	4 times	9	SVP	X		X		X		X		X			
	Light Bulb, LED, 7 watts 1 pc in individual box	4 times	3	SVP	X		X		X		X		X			
	ACETATE, thickness: 0.075mm/min (gauge #3)	4 times	4	SVP	X		X		X		X		X			
	AIR FRESHENER, aerosol, 280ml/150g min	4 times	18	SVP	X		X		X		X		X			
	CARTOLINA, assorted colors	4 times	1	SVP	X		X		X		X		X			
	CLEARBOOK, 20 transparent packets, for A4 size	4 times	5	SVP	X		X		X		X		X			
	CLEARBOOK, 20 transparent packets, for LEGAL size	4 times	5	SVP	X		X		X		X		X			
	CLIP, BACKFOLD, all metal clamping, 19mm (-1mm)	4 times	1	SVP	X		X		X		X		X			
	CLIP, BACKFOLD, all metal clamping, 25mm (-1mm)	4 times	2	SVP	X		X		X		X		X			
	CLIP, BACKFOLD, all metal clamping, 32mm (-1mm)	4 times	4	SVP	X		X		X		X		X			
	CLIP, BACKFOLD, all metal clamping, 50mm (-1mm)	4 times	3	SVP	X		X		X		X		X			
	DATA FILE BOX, made of clipboard with closed ends	4 times	4	SVP	X		X		X		X		X			
	DATA FOLDER, made of clipboard, tagfile lock	4 times	2	SVP	X		X		X		X		X			
	ENVELOPE, DOCUMENTARY, for legal size document	4 times	7	SVP	X		X		X		X		X			
	ENVELOPE, EXPANDING, KRAFTBOARD for legal size doc	4 times	1	SVP	X		X		X		X		X			
	ENVELOPE, EXPANDING, PLASTIC, 0.5mm thickness min	4 times	1	SVP	X		X		X		X		X			
	ENVELOPE, mailing, white, with window	4 times	3	SVP	X		X		X		X		X			
	ERASER, FELT, for blackboard/whiteboard	4 times	0	SVP	X		X		X		X		X			
	FASTERNER, METAL, 70mm between prongs	4 times	4	SVP	X		X		X		X		X			
	FILE ORGANIZER, expanding, plastic, 12 pockets	4 times	4	SVP	X		X		X		X		X			
	FILE TAB DIVIDER, bristol board, for A4	4 times	0	SVP	X		X		X		X		X			
	FILE TAB DIVIDER, bristol board, for legal	4 times	1	SVP	X		X		X		X		X			
	FOLDER, FANCY, for A4 size documents	4 times	2	SVP	X		X		X		X		X			

CODE	GENERAL DESCRIPTION	QUANTITY/ SIZE	ESTIMATED BUDGET ( Thousand Pesos)	Mode of Procurement	SCHEDULE/MILESTONE OF ACTIVITIES										
					Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov
	Accountable Forms Expenses	4 times	10	SVP		X		X		X		X		X	
	Drugs and Medicines Expenses	4 times	50	SVP		X		X		X		X		X	
	Fuel, Oil and Lubricants Expenses including change oil	4 times	370	SVP	X	X	X	X	X	X	X	X	X	X	
	R&M Office Equipment	4 times	95	SVP		X		X		X		X		X	
	Other Supplies and Materials Expenses	4 times	764	SVP		X		X		X		X		X	
	FOLDER, FANCY, for legal size documents	4 times	2	SVP	X		X		X		X		X		
	FOLDER, L-TYPE, PLASTIC, for legal size documents	4 times	2	SVP	X		X		X		X		X		
	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	4 times	3	SVP	X		X		X		X		X		
	INDEX TAB, self-adhesive, transparent	4 times	1	SVP	X		X		X		X		X		
	MARKER, FLUORESCENT, 3 assorted colors per set	4 times	5	SVP	X		X		X		X		X		
	MARKER, whiteboard, black, felt tip, bullet type	4 times	1	SVP	X		X		X		X		X		
	MARKER, whiteboard, blue, felt tip, bullet type	4 times	1	SVP	X		X		X		X		X		
	MARKER, whiteboard, red, felt tip, bullet type	4 times	1	SVP	X		X		X		X		X		
	MARKER, PERMANENT, bullet type, black	4 times	1	SVP	X		X		X		X		X		
	MARKER, PERMANENT, bullet type, blue	4 times	1	SVP	X		X		X		X		X		
	MARKER, PERMANENT, bullet type, red	4 times	1	SVP	X		X		X		X		X		
	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	4 times	27	SVP	X		X		X		X		X		
	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	4 times	26	SVP	X		X		X		X		X		
	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	4 times	22	SVP	X		X		X		X		X		
	PAPER, PAD, ruled size: 216mm x 330mm (A4± 2mm)	4 times	1	SVP	X		X		X		X		X		
	PAPER CLIP, vinyl/plastic coat, length: 32mm min	4 times	1	SVP	X		X		X		X		X		
	PAPER CLIP, vinyl/plastic coat, length: 48mm min	4 times	1	SVP	X		X		X		X		X		
	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	4 times	124	SVP	X		X		X		X		X		
	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	4 times	51	SVP	X		X		X		X		X		
	PAPER, Multi-Purpose (COPY) A4, 70 gsm	4 times	87	SVP	X		X		X		X		X		
	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	4 times	68	SVP	X		X		X		X		X		
	PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	4 times	2	SVP	X		X		X		X		X		
	PENCIL, lead, w/eraser, wood cased, hardness: HB	4 times	1	SVP	X		X		X		X		X		
	PHILIPPINE NATIONAL FLAG, 100% polyester	4 times	4	SVP	X		X		X		X		X		
	RECORD BOOK, 300 PAGES	4 times	4	SVP	X		X		X		X		X		

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					Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	INSECTICIDE, aerosol type, net content: 600ml/ min	4 times	11	SVP	X		X		X		X		X		X	
	MOP BUCKET, heavy duty, hard plastic	4 times	3	SVP	X		X		X		X		X		X	
	RASS, all cotton, 31 pieces per kilogram min	4 times	2	SVP	X		X		X		X		X		X	
	SCOURING PAD, made of synthetic nylon, 140 x 220mm	4 times	1	SVP	X		X		X		X		X		X	
	TRASHBAG, XXL size	4 times	15	SVP	X		X		X		X		X		X	
	DETERGENT BAR, 140 grams as packed	4 times	1	SVP	X		X		X		X		X		X	
	BINDING AND PUNCHING MACHINE, binding cap: 50mm	4 times	10	SVP	X		X		X		X		X		X	
	CALCULATOR, compact, 12 digits	5 times	3	SVP	X		X		X		X		X		X	
	CHAIR, monofloc, beige, with backrest, w/o armrest	6 times	14	SVP	X		X		X		X		X		X	
	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	7 times	1	SVP	X		X		X		X		X		X	
	PRINTER, LASER, MONOCHROME	8 times	15	SVP	X		X		X		X		X		X	
	CONTINUOUS FORM, 1 PLY, 280 x 241mm	9 times	14	SVP	X		X		X		X		X		X	
	CONTINUOUS FORM, 1 PLY, 280 x 378mm	10 times	13	SVP	X		X		X		X		X		X	
	EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0	11 times	18	SVP	X		X		X		X		X		X	
	HANDBOOK (RA 984), 8th Edition	12 times	1	SVP	X		X		X		X		X		X	
	INK CART, EPSON C13T664100 (T6641), Black	13 times	18	SVP	X		X		X		X		X		X	
	INK CART, EPSON C13T664200 (T6642), Cyan	14 times	13	SVP	X		X		X		X		X		X	
	INK CART, EPSON C13T664300 (T6643), Magenta	15 times	13	SVP	X		X		X		X		X		X	
	INK CART, EPSON C13T664400 (T6644), Yellow	16 times	13	SVP	X		X		X		X		X		X	
	INK CART, HP CN62AA, (HP704), Black	17 times	10	SVP	X		X		X		X		X		X	
	INK CART, HP CN63AA, (HP704), Tri-color	18 times	6	SVP	X		X		X		X		X		X	
	Water Expenses	4 times	80	SVP	X		X		X		X		X		X	
	Electricity Expenses	4 times	1,700	SVP	X		X		X		X		X		X	
	Postage and Courier Services	4 times	2	SVP	X		X		X		X		X		X	
	Mobile	4 times	400	SVP	X	X	X	X	X	X	X	X	X	X	X	
	Internet Subscription Expenses	4 times	400	SVP	X	X	X	X	X	X	X	X	X	X	X	
	Awards/Rewards Expenses	4 times	100	SVP												
	Rewards	5 times	50	SVP												
	Auditing Services	4 times	50	SVP	X	X	X	X	X	X	X	X	X	X	X	
	Janitorial Services (Pakyaw Services)	4 times	30	SVP	X	X	X	X	X	X	X	X	X	X	X	
	Security Services	4 times	700	SVP	X	X	X	X	X	X	X	X	X	X	X	

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					Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov
	RECORD BOOK, 500 PAGES	4 times	5	SVP	X		X		X		X		X		
	RING BINDER, 80 pages, plastic, 32mm x 1.12m	4 times	2	SVP	X		X		X		X		X		
	RUBBER BAND, 70mm min lay flat length (#18)	4 times	2	SVP	X		X		X		X		X		
	RULER, plastic, 450mm (#18), width: 38mm min	4 times	1	SVP	X		X		X		X		X		
	SIGN PEN, BLACK liquid/gel ink, 0.5mm needle tip	4 times	7	SVP	X		X		X		X		X		
	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	4 times	7	SVP	X		X		X		X		X		
	STAMP PAD INK, purple or violet	4 times	1	SVP	X		X		X		X		X		
	STAMP PAD, FELT bed dimension: 60mm x 100mm min	4 times	1	SVP	X		X		X		X		X		
	STAPLE WIRE, for heavy duty staplers, (23/13)	4 times	1	SVP	X		X		X		X		X		
	STAPLE WIRE, STANDARD, (26/6)	4 times	2	SVP	X		X		X		X		X		
	TAPE, MASKING, width: 24mm ( $\Delta A \pm 1mm$ )	4 times	3	SVP	X		X		X		X		X		
	TAPE, MASKING, width: 48mm ( $\Delta A \pm 1mm$ )	4 times	6	SVP	X		X		X		X		X		
	TAPE, PACKAGING, width: 80mm ( $\Delta A \pm 1mm$ )	4 times	1	SVP	X		X		X		X		X		
	TAPE, TRANSPARENT, width: 24mm ( $\Delta A \pm 1mm$ )	4 times	1	SVP	X		X		X		X		X		
	TAPE, TRANSPARENT, width: 48mm ( $\Delta A \pm 1mm$ )	4 times	1	SVP	X		X		X		X		X		
	TOILET TISSUE PAPER 2-ply/sheets, 150 pulls	4 times	43	SVP	X		X		X		X		X		
	TWINE, plastic, one(1) kilo per roll	4 times	1	SVP	X		X		X		X		X		
	WRAPPING PAPER, kraft, 65gsm (-5%)	4 times	1	SVP	X		X		X		X		X		
	CUTTER BLADE, for heavy duty cutter	4 times	1	SVP	X		X		X		X		X		
	DATING AND STAMPING MACHINE, heavy duty	4 times	6	SVP	X		X		X		X		X		
	PENCIL SHARPENER, manual, single cutter head	4 times	2	SVP	X		X		X		X		X		
	PUNCHER, paper, heavy duty, with two hole guide	4 times	2	SVP	X		X		X		X		X		
	SCISSORS, symmetrical blade length: 65mm min	4 times	3	SVP	X		X		X		X		X		
	TAPE DISPENSER TABLE TOP, for 24mm width tape	4 times	1	SVP	X		X		X		X		X		
	WASTEBASKET, non-rigid plastic	4 times	1	SVP	X		X		X		X		X		
	BROOM, soft (arbo)	4 times	2	SVP	X		X		X		X		X		
	BROOM, STICK (TING-TING), usable length: 760mm min	4 times	1	SVP	X		X		X		X		X		
	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	4 times	6	SVP	X		X		X		X		X		
	DISINFECTANT SPRAY, aerosol type, 400-500 grams	4 times	22	SVP	X		X		X		X		X		
	DUST PAN, non-rigid plastic, w/ detachable handle	4 times	1	SVP	X		X		X		X		X		
	FURNITURE CLEANER, aerosol type, 300ml min per can	4 times	9	SVP	X		X		X		X		X		

