

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2023 FORM

APP-CSE 2023 FORM as of September 14, 2022

Introduction:

This form contains the common-use supplies and equipment (CSE) carried in stock by the Procurement Service – Department of Budget and Management (PS-DBM) that may be purchased by government agencies. Consistent with the DBM Circular No. 2018-10 dated 08 November 2018, the APP-CSE shall serve as the agency's annual procurement request for all its CSE requirements. Only agencies with uploaded APP-CSE in the Virtual Store will be able to purchase CSE from the PS-DBM. Note that the items listed on this form have been arranged in accordance with the United Nations Standard Products and Services Code (UNSPSC) in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

Reminders:

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store.
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website ([www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph)) for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on the PART I of this template otherwise the form will be deemed invalid.
- 5.0 Additional rows for other items may be inserted in PART II, if necessary. Note that this is only applicable in the PART II of the form.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 09182954426 or 09278478245, or email [appce.helpdesk@ps-philgeps.gov.ph](mailto:appce.helpdesk@ps-philgeps.gov.ph), or visit the PS-DBM website ([www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph)) for the guide on how to fill-out the APP-CSE.

Note: Consistent with the Memorandum Circular 2022-1 issued by the AO 25 dated 24 March 2022, the APP-CSE for FY 2023 must be submitted on or before 30 September 2022.

Department/Bureau/Office: Department of Education  
 Region: Cordillera Administrative Region  
 Address: Marikina, La Trinidad, Benguet

Agency Code/UA/CS: F001  
 Organization Type: National Government Agency

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Item # Specifications	Unit of Measure	Monthly Quantity Requirement																								Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT							
<b>PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)</b>																												
<b>ALCOHOL OR ACETONE BASED ANTISEPTICS</b>																												
1	12191601-AL-E04	ALCOHOL, Ethyl, 500 mL	bottle	50	50	50	150	7,177.50	50	50	50	150	7,177.50	50	50	50	150	7,177.50	50	50	50	150	7,177.50	600	47.85	28,710.00		
2	12191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	45	45	45	135	44,624.25	45	45	45	135	44,624.25	45	45	45	135	44,624.25	45	45	45	135	44,624.25	540	330.55	178,497.00		
<b>ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>																												
3	60121413-CB-P01	CLEARBOOK, 20 transparent pockets, A4	piece	40	0	0	40	1,316.40	10	0	0	10	329.10	10	0	0	10	329.10	10	0	0	10	329.10	70	32.91	2,303.70		
4	60121413-CB-P02	CLEARBOOK, 20 transparent pockets, legal	piece	50	20	20	90	3,272.40	20	0	0	20	727.20	20	0	0	20	727.20	20	0	0	20	727.20	150	36.36	5,454.00		
5	60121524-ER-P01	ERASER, plastic/ rubber	piece	20	20	0	40	178.80	0	20	0	20	89.40	0	20	0	20	89.40	0	20	0	20	89.40	100	4.47	447.00		
6	60121524-SP-G01	SIGN PEN, Black, liquid or gel	piece	40	40	40	120	2,664.00	40	40	40	120	2,664.00	40	40	40	120	2,664.00	40	40	40	120	2,664.00	480	22.20	10,656.00		
7	60121524-SP-G02	SIGN PEN, Blue, liquid or gel	piece	30	30	30	90	1,998.00	30	30	30	90	1,998.00	30	30	30	90	1,998.00	30	30	30	90	1,998.00	360	22.20	7,992.00		
8	60121524-SP-G03	SIGN PEN, Red, liquid or gel	piece	20	20	20	60	1,332.00	20	20	20	60	1,332.00	20	20	20	60	1,332.00	20	20	20	60	1,332.00	240	22.20	5,288.00		
9	60121124-WR-P01	WRAPPING PAPER, kraft, 50 sheets per pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	161.20	0.00		
<b>AUDIO AND VISUAL EQUIPMENT AND SUPPLIES</b>																												
10	45121517-OO-C02	DOCUMENT CAMERA, 8 MP	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	23,623.60	0.00		
11	45111609-MM-P01	MULTIMEDIA PROJECTOR, 4000 ANSI Lumens (min.)	unit	2	0	0	2	33,176.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	16,588.00	33,176.00		
<b>BATTERIES AND CELLS AND ACCESSORIES</b>																												
12	26111702-BT-A02	BATTERY, dry cell, size AA, Two (2) pieces per blister pack	pack	50	18	20	88	1,803.12	50	18	20	88	1,803.12	50	18	20	88	1,803.12	50	18	20	88	1,803.12	352	20.49	7,212.48		
13	26111702-BT-A01	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	pack	20	16	16	52	953.68	20	16	16	52	953.68	20	16	16	52	953.68	20	16	16	52	953.68	208	18.34	3,814.72		
14	26111702-BT-A03	BATTERY, dry cell, size D, Two (2) pieces per blister pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	96.20	0.00		
<b>CLEANING EQUIPMENT AND SUPPLIES</b>																												
15	47131812-AF-A01	AIR FRESHENER, Aerosol type, 150g	can	34	20	20	74	6,041.36	34	20	20	74	6,041.36	34	20	20	74	6,041.36	34	20	20	74	6,041.36	296	81.64	24,165.44		
16	47131604-BR-S01	BROOM, Soft (Walls Tambo)	piece	10	0	0	10	1,362.40	10	0	0	10	1,362.40	10	0	0	10	1,362.40	10	0	0	10	1,362.40	40	136.24	5,449.60		
17	47131604-BR-T01	BROOM, Stick (Walls Ting-ting)	piece	5	0	0	5	113.90	5	0	0	5	113.90	5	0	0	5	113.90	5	0	0	5	113.90	20	22.78	453.60		
18	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal, 900mL - 1000mL	bottle	10	0	0	10	416.00	10	0	0	10	416.00	10	0	0	10	416.00	10	0	0	10	416.00	40	41.60	1,664.00		
19	47131805-CL-P01	CLEANSER, Scouring Powder, 350g	can	10	0	0	10	239.20	10	0	0	10	239.20	10	0	0	10	239.20	10	0	0	10	239.20	40	23.92	956.80		
20	47131811-DE-B02	DETERGENT BAR, 140g as packed	piece	10	0	0	10	83.00	10	0	0	10	83.00	10	0	0	10	83.00	10	0	0	10	83.00	40	8.30	332.00		
21	47131811-DE-P03	DETERGENT POWDER, all purpose, 1kg	pouch	15	10	10	35	1,892.80	15	10	10	35	1,892.80	15	10	10	35	1,892.80	15	10	10	35	1,892.80	140	54.08	7,571.20		
22	47131803-DS-A01	DISINFECTANT SPRAY, Aerosol type, 400g	can	15	15	15	45	6,295.05	15	15	15	45	6,295.05	15	15	15	45	6,295.05	15	15	15	45	6,295.05	180	139.89	25,180.20		
23	47131601-DU-P01	DUST PAN, rigid non-breakable plastic	piece	1	0	0	1	27.64	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	27.64	27.64		

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue (as of 28.10.2022)	Total Amount for the year						
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT		
24	47131802-FW-P02 FLOOR WAX, paste type, red, 2kg	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	309.76	0.00		
25	47131830-FC-A01 FURNITURE CLEANER, Aerosol type, 300ml	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	120.12	0.00		
26	73101612HS-L01 LIQUID HAND SOAP, 500ml	bottle	40	40	40	120	5,154.00	40	40	40	120	5,154.00	40	40	40	120	5,154.00	40	40	40	120	5,154.00	480	42.95	20,616.00		
27	47121804-MP-R01 MOP BUCKET, heavy duty, hard plastic, 30 liters capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,288.00	0.00		
28	47131613-MP-H02 MOPHANDLE, heavy duty	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	124.80	0.00		
29	47131619-MP-R01 MOPHEAD, made of rayon	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	122.51	0.00		
30	47131501-RG-C01 RAGS, all cotton, 1 kilo per bundle	bundle	5	0	0	5	265.70	0	0	0	0	0.00	5	0	0	5	265.70	0	0	0	0	0.00	10	33.14	531.40		
31	47131602-SC-R01 SCOURING PAD, 5 pieces per pack	pack	10	0	0	10	579.30	10	0	0	10	579.30	10	0	0	10	579.30	10	0	0	10	579.30	40	57.93	2,317.20		
32	47121701-TB-P04 TRASHBAG, black, 37" x 40", XL, 10 pieces per roll or pack	pack	10	10	10	30	4,321.20	10	10	10	30	4,321.20	10	10	10	30	4,321.20	10	10	10	30	4,321.20	120	144.04	17,284.80		
33	47121702-WB-P01 WASTEBASKET, rigid plastic	piece	10	0	0	10	319.10	10	0	0	10	319.10	10	0	0	10	319.10	10	0	0	10	319.10	40	31.91	1,276.40		
<b>COLOR COMPOUNDS AND DISPERSIONS</b>																											
34	12171703-SI-P01 INK, for stamp pad, 50ml	bottle	5	0	0	5	144.55	0	0	0	0	0.00	5	0	0	5	144.55	0	0	0	0	0.00	10	28.91	289.10		
<b>CONSUMER ELECTRONICS</b>																											
35	52161535-DV-R01 DIGITAL VOICE RECORDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,339.16	0.00		
<b>FACE MASK</b>																											
36	42131713-SM-H06 FACE MASK, 3 ply, fifty (50) pieces per box	box	130	130	0	260	20,150.00	130	130	0	260	20,150.00	130	130	0	260	20,150.00	130	130	0	260	20,150.00	1040	77.50	80,600.00		
<b>FILMS</b>																											
37	13111203-AC-F01 ACETATE, 50 meters	roll	2	0	0	2	1,939.76	2	0	0	2	1,939.76	2	0	0	2	1,939.76	2	0	0	2	1,939.76	8	969.88	7,759.04		
38	13111201-CF-P01 CARBON FILM, A4, 100 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	221.00	0.00		
39	13111201-CF-P02 CARBON FILM, Legal, 100 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	238.54	0.00		
<b>FIRE FIGHTING EQUIPMENT</b>																											
40	46191601-FE-M01 FIRE EXTINGUISHER, dry chemical	unit	5	0	0	5	5,720.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	1,144.00	5,720.00		
41	46191601-FE-H01 FIRE EXTINGUISHER, pure HCFC	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,613.25	0.00		
<b>FLAG OR ACCESSORIES</b>																											
42	55121905-PH-F01 PHILIPPINE NATIONAL FLAG	piece	8	0	0	8	2,278.72	1	0	0	1	284.84	1	0	0	1	284.84	1	0	0	1	284.84	11	284.84	3,133.24		
<b>FURNITURE AND FURNISHINGS</b>																											
43	56101504-CH-B01 MONOBLOC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	342.41	0.00		
44	56101504-CH-W01 MONOBLOC CHAIR, white	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	344.92	0.00		
45	56101519-TM-S01 MONOBLOC TABLE, white, 4 seater capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,248.00	0.00		
46	56101519-TM-S02 MONOBLOC TABLE, beige, 4 seater capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,248.00	0.00		
<b>HEATING AND VENTILATION AND AIR CIRCULATION</b>																											
47	40101604-EF-C01 ELECTRIC FAN, ceiling mount, orbit type	unit	8	0	0	8	9,776.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8	1,222.00	9,776.00		
48	40101604-EF-G01 ELECTRIC FAN, industrial, ground type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,109.68	0.00		
49	40101604-EF-S01 ELECTRIC FAN, stand type	unit	4	0	0	4	3,427.44	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	856.86	3,427.44		
50	40101604-EF-W01 ELECTRIC FAN, wall mount	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	768.56	0.00		
<b>INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES</b>																											
51	43211507-DSK001 DESKTOP, for Basic Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	24,793.60	0.00		
52	43211507-DSK002 DESKTOP, for Mid-Range Users	unit	7	0	0	7	296,732.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7	42,390.40	296,732.80		
53	43201827-HD-X02 EXTERNAL HARD DRIVE, 1TB	unit	10	0	0	10	27,924.00	10	0	0	10	27,924.00	10	0	0	10	27,924.00	10	0	0	10	27,924.00	40	2,792.40	111,696.00		
54	43211503-LAP001 LAPTOP, for Mid-range Users	unit	7	0	0	7	296,660.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7	42,380.00	296,660.00		
55	43211503-LAP002 LAPTOP, Lightweight	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	46,800.00	0.00		
56	43211708-MO-C01 MOUSE, OPTICAL, USB connection type	unit	10	0	0	10	1,497.60	10	0	0	10	1,497.60	10	0	0	10	1,497.60	10	0	0	10	1,497.60	40	149.76	5,990.40		
57	43212102-PR-D02 PRINTER, Impact, Dot Matrix, 24 pins, 136 columns	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	38,100.97	0.00		
58	43212102-PR-D01 PRINTER, Impact, Dot Matrix, 9 pins, 80 columns	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,189.92	0.00		
59	43212105-PR-L01 PRINTER, Laser, Monochrome	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,636.89	0.00		
<b>LIGHTING AND FIXTURES AND ACCESSORIES</b>																											
60	39101628-LB-L01 LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	5	0	0	5	378.05	5	0	0	5	378.05	5	0	0	5	378.05	5	0	0	5	378.05	20	75.61	1,512.20		

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			Jan	Feb	Mar	Q1	Q1 AVERAGE	April	May	June	Q2	Q2 AVERAGE	July	Aug	Sept	Q3	Q3 AVERAGE	Oct				Nov	Dec	Q4	Q4 AVERAGE		
61	39101628-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	5	0	0	5	1,029.10	5	0	0	5	1,029.10	5	0	0	5	1,029.10	5	0	0	5	1,029.10	20	205.82	4,116.40	
<b>MANUFACTURING COMPONENTS AND SUPPLIES</b>																											
62	31201610-GL-R01	GLUE, all-purpose, 200 grams	jar	10	0	0	10	707.20	10	0	0	10	707.20	10	0	0	10	707.20	10	0	0	10	707.20	40	70.72	2,828.80	
63	31151804-SW-H01	STAPLE WIRE, heavy duty (brinder type), 23/13	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	22.55	0.00	
64	31151804-SW-S01	STAPLE WIRE, standard	box	30	30	30	90	2,138.40	30	30	30	90	2,138.40	30	30	30	90	2,138.40	30	30	30	90	2,138.40	360	23.76	8,553.60	
65	31201502-TA-E01	TAPE, electrical	roll	10	0	0	10	194.50	10	0	0	10	194.50	10	0	0	10	194.50	10	0	0	10	194.50	40	19.45	778.00	
66	31201503-TA-M01	TAPE, masking, 24mm	roll	10	5	5	20	1,237.60	10	5	5	20	1,237.60	10	5	5	20	1,237.60	10	5	5	20	1,237.60	80	61.88	4,950.40	
67	31201503-TA-M02	TAPE, masking, 48 mm	roll	10	10	10	30	3,634.80	10	10	10	30	3,634.80	10	10	10	30	3,634.80	10	10	10	30	3,634.80	120	121.16	14,539.20	
68	31201517-TA-P01	TAPE, packaging, 48 mm	roll	5	5	5	15	335.40	5	5	5	15	335.40	5	5	5	15	335.40	5	5	5	15	335.40	60	22.36	1,341.60	
69	31201512-TA-T01	TAPE, transparent, 24mm	roll	10	10	10	30	335.40	10	10	10	30	335.40	10	10	10	30	335.40	10	10	10	30	335.40	120	11.18	1,341.60	
70	31201512-TA-T02	TAPE, transparent, 48 mm	roll	5	5	5	15	338.55	5	5	5	15	338.55	5	5	5	15	338.55	5	5	5	15	338.55	60	22.57	1,354.20	
71	31151507-TW-P01	TWINE, plastic	roll	10	0	0	10	666.20	5	0	0	5	333.10	10	0	0	10	666.20	5	0	0	5	333.10	30	66.62	1,998.60	
<b>MEASURING AND OBSERVING AND TESTING EQUIPMENT</b>																											
72	4111604-RL-P02	RULER, plastic, 450 mm	piece	10	10	0	20	332.80	10	10	0	20	332.80	10	10	0	20	332.80	10	10	0	20	332.80	80	16.64	1,331.20	
<b>OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>																											
73	44121612-BL-H01	BLADE, for general purpose cutter/utility knife, 10 pieces per tube	tube	5	0	0	5	74.10	5	0	0	5	74.10	5	0	0	5	74.10	5	0	0	5	74.10	20	14.82	296.40	
74	44101602-PR-H01	BINDING AND PUNCHING MACHINE, 50mm binding capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,534.72	0.00	
75	44101807-CA-C01	CALCULATOR, Compact	unit	5	5	5	15	3,993.60	5	5	5	15	3,993.60	5	5	5	15	3,993.60	5	5	5	15	3,993.60	60	266.24	15,974.40	
76	44121710-CH-W01	CHALK, white enamel, 100 pieces per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	32.97	0.00	
77	44122105-BF-C01	CLIP, backfold, 19mm	box	10	10	5	25	218.00	10	10	5	25	218.00	10	10	5	25	218.00	10	10	5	25	218.00	100	8.72	872.00	
78	44122105-BF-C02	CLIP, backfold, 25mm	box	10	10	5	25	368.75	10	10	5	25	368.75	10	10	5	25	368.75	10	10	5	25	368.75	100	14.75	1,475.00	
79	44122105-BF-C03	CLIP, backfold, 32mm	box	10	10	5	25	639.00	10	10	5	25	639.00	10	10	5	25	639.00	10	10	5	25	639.00	100	25.96	2,596.00	
80	44122105-BF-C04	CLIP, backfold, 50mm	box	10	10	5	25	1,401.00	10	10	5	25	1,401.00	10	10	5	25	1,401.00	10	10	5	25	1,401.00	100	56.04	5,604.00	
81	44121801-CT-R02	CORRECTION TAPE, 8 meters	piece	20	10	5	35	403.55	20	10	5	35	403.55	20	10	5	35	403.55	20	10	5	35	403.55	140	11.53	1,614.20	
82	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	10	5	5	20	668.60	10	5	5	20	668.60	10	5	5	20	668.60	10	5	5	20	668.60	80	33.43	2,674.40	
83	44111515-DF-B01	DATA FILE BOX	piece	20	20	10	50	3,860.00	20	20	10	50	3,860.00	20	20	10	50	3,860.00	20	20	10	50	3,860.00	200	77.20	15,440.00	
84	44122011-DF-F01	DATA FOLDER	piece	50	50	25	125	8,580.00	50	50	25	125	8,580.00	50	50	25	125	8,580.00	50	50	25	125	8,580.00	500	68.64	34,320.00	
85	44101202-DS-M01	DATING AND STAMPING MACHINE	piece	5	0	0	5	2,269.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	453.96	2,269.80	
86	44121506-EN-D01	ENVELOPE, Documentary, A4, 500 pieces per box	box	6	0	0	6	4,586.40	6	0	0	6	4,586.40	6	0	0	6	4,586.40	6	0	0	6	4,586.40	24	764.40	18,345.60	
87	44121506-EN-D02	ENVELOPE, Documentary, legal, 500 pieces per box	box	6	0	0	6	5,884.32	6	0	0	6	5,884.32	6	0	0	6	5,884.32	6	0	0	6	5,884.32	24	980.72	23,537.28	
88	44121506-EN-X01	ENVELOPE, Expanding, Kraft, 100 pieces per box	box	15	0	0	15	11,076.00	15	0	0	15	11,076.00	15	0	0	15	11,076.00	15	0	0	15	11,076.00	60	738.40	44,304.00	
89	44121506-EN-X02	ENVELOPE, Expanding, Plastic	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	30.49	0.00	
90	44121506-EN-H02	ENVELOPE, Mailing, 500 pieces per box	box	1	0	0	1	432.52	1	0	0	1	432.52	1	0	0	1	432.52	1	0	0	1	432.52	4	432.52	1,730.08	
91	44121504-EN-W02	ENVELOPE, Mailing, with window, 500 pieces per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	488.80	0.00	
92	44111912-ER-B01	ERASER, felt, for blackboard/whiteboard	piece	5	0	0	5	57.05	5	0	0	5	57.05	5	0	0	5	57.05	5	0	0	5	57.05	20	11.41	228.20	
93	44101714-FX-H01	FACSIMILE MACHINE	unit	10	0	0	10	56,420.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	5,642.00	56,420.00	
94	44122118-FA-P01	FASTENER, metal, non-sharp edges, 50 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	94.64	0.00	
95	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	85.20	0.00	
96	44122018-FT-D01	FILE TAB/INDEX DIVIDER, bristol board, A4	set	10	0	0	10	111.30	5	0	0	5	55.65	5	0	0	5	55.65	5	0	0	5	55.65	25	11.13	278.25	
97	44122018-FT-D02	FILE TAB/INDEX DIVIDER, bristol board, legal	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	14.23	0.00	
98	44122011-FO-F01	FOLDER, Fancy with slide, A4, 50 pieces per bundle	bundle	2	0	0	2	540.80	1	0	0	1	270.40	1	0	0	1	270.40	1	0	0	1	270.40	5	270.40	1,352.00	
99	44122011-FO-F02	FOLDER, Fancy with slide, 50 pieces per bundle	bundle	2	0	0	2	573.04	1	0	0	1	286.52	1	0	0	1	286.52	1	0	0	1	286.52	5	286.52	1,432.60	
100	44122011-FO-L01	FOLDER, L-type, A4, 50 pieces per pack	pack	12	0	0	12	2,250.48	12	0	0	12	2,250.48	12	0	0	12	2,250.48	12	0	0	12	2,250.48	48	187.54	9,001.92	
101	44122011-FO-L02	FOLDER, L-type, legal, 50 pieces per pack	pack	12	0	0	12	2,862.84	12	0	0	12	2,862.84	12	0	0	12	2,862.84	12	0	0	12	2,862.84	48	238.57	11,551.36	
102	44122027-FO-P01	FOLDER, pressboard, 100 pieces per box	box	8	0	0	8	7,621.12	5	0	0	5	4,763.20	8	0	0	8	7,621.12	5	0	0	5	4,763.20	26	952.64	24,768.64	
103	44122011-FO-T03	FOLDER with tab, A4, 100 pieces per pack	pack	20	0	0	20	5,782.40	15	0	0	15	4,336.80	15	0	0	15	4,336.80	15	0	0	15	4,336.80	65	289.12	18,792.80	
104	44122011-FO-T04	FOLDER with tab, legal, 100 pieces per pack	pack	25	0	0	25	8,331.50	20	0	0	20	6,665.20	15	0	0	15	4,998.90	15	0	0	15	4,998.90	75	333.26	24,994.50	

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue (as of 31 July 2020)	Total Amount for the year						
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT		
105	4412008-IT-T01	INDEX TAB, self-adhesive, transparent, 5 sets per box	box	15	0	0	15	946.65	15	0	0	15	946.65	15	0	0	15	946.65	15	0	0	15	946.65	60	63.11	3,786.60	
106	4411515-MF-B02	MAGAZINE FILE BOX, Large	piece	0	10	0	10	416.00	0	10	0	10	416.00	0	10	0	10	416.00	0	10	0	10	416.00	40	41.60	1,664.00	
107	44121716-MA-F01	MARKER, Fluorescent, 3 colors per set	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	36.66	0.00	
108	44121708-MP-B01	MARKER, Permanent, Black	piece	60	0	0	60	448.20	60	0	0	60	448.20	60	0	0	60	448.20	60	0	0	60	448.20	240	7.47	1,792.80	
109	44121708-MP-B02	MARKER, Permanent, Blue	piece	30	0	0	30	224.10	30	0	0	30	224.10	30	0	0	30	224.10	30	0	0	30	224.10	120	7.47	896.40	
110	44121708-MP-B03	MARKER, Permanent, Red	piece	30	0	0	30	224.10	30	0	0	30	224.10	30	0	0	30	224.10	30	0	0	30	224.10	120	7.47	896.40	
111	44121708-MW-B01	MARKER, Whiteboard, Black	piece	35	0	0	35	337.75	35	0	0	35	337.75	35	0	0	35	337.75	35	0	0	35	337.75	140	9.65	1,351.00	
112	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	15	0	0	15	144.75	15	0	0	15	144.75	15	0	0	15	144.75	15	0	0	15	144.75	60	9.65	579.00	
113	44121708-MW-B03	MARKER, Whiteboard, Red	piece	26	0	0	26	250.90	26	0	0	26	250.90	26	0	0	26	250.90	26	0	0	26	250.90	104	9.65	1,003.60	
114	44122104-PC-G01	PAPER CLIP, viny/plastic coated, 33mm	box	60	0	0	60	529.20	30	0	0	30	264.60	30	0	0	30	264.60	30	0	0	30	264.60	150	8.82	1,323.00	
115	44122104-PC-B02	PAPER CLIP, viny/plastic coated, Jumbo, 50mm	box	60	0	0	60	826.80	30	0	0	30	413.40	30	0	0	30	413.40	30	0	0	30	413.40	150	13.78	2,067.00	
116	44101601-PT-F01	PAPER TRIMMER/CUTTING MACHINE, table top	unit	3	0	0	3	27,892.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	9,297.60	27,892.80	
117	44121706-PE-L01	PENCIL, lead/graphite, with eraser, one (1) dozen per box	box	24	0	0	24	498.96	24	0	0	24	498.96	24	0	0	24	498.96	24	0	0	24	498.96	96	20.79	1,995.84	
118	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	10	0	0	10	2,128.70	5	0	0	5	1,064.35	10	0	0	10	2,128.70	5	0	0	5	1,064.35	30	212.87	6,386.10	
119	44101602-PJ-P01	PUNCHER, paper, heavy duty	piece	15	0	0	15	2,262.00	0	0	0	0	0.00	15	0	0	15	2,262.00	0	0	0	0	0.00	30	150.80	4,524.00	
120	44120037-RB-P10	RING BINDER, plastic, 32 mm, 10 pieces per bundle	bundle	10	0	5	15	4,113.45	10	0	5	15	4,113.45	10	0	0	10	2,742.30	10	0	0	10	2,742.30	50	274.23	13,711.50	
121	44122101-RU-B01	RUBBER BAND No. 18, 350g	box	10	10	0	20	2,704.00	10	10	0	20	2,704.00	10	10	0	20	2,704.00	10	10	0	20	2,704.00	80	135.20	10,816.00	
122	44121903-SP-F01	STAMP PAD, felt	piece	10	0	0	10	399.20	10	0	0	10	399.20	10	0	0	10	399.20	10	0	0	10	399.20	40	39.92	1,596.80	
123	44121619-SS-S01	SCISSORS, symmetrical or asymmetrical	pair	20	0	0	20	667.40	15	0	0	15	500.55	15	0	0	15	500.55	15	0	0	15	500.55	60	33.37	2,169.05	
124	44121615-ST-S01	STAPLER, standard type	piece	20	0	0	20	2,912.00	15	0	0	15	2,184.00	15	0	0	15	2,184.00	15	0	0	15	2,184.00	65	145.60	9,464.00	
125	44121615-ST-B01	STAPLER, heavy duty (binder type), desktop	unit	2	0	0	2	1,776.32	0	0	0	0	0.00	2	0	0	2	1,776.32	0	0	0	0	0.00	4	888.16	3,552.64	
126	44121613-SR-P01	STAPLE REMOVER, plier type	piece	20	0	0	20	557.40	10	0	0	10	278.70	10	0	0	10	278.70	10	0	0	10	278.70	50	27.87	1,393.50	
127	44121605-TD-T01	TAPE DISPENSER, table top	piece	10	0	0	10	728.00	10	0	0	10	728.00	10	0	0	10	728.00	10	0	0	10	728.00	40	72.80	2,912.00	
<b>PAPER MATERIALS AND PRODUCTS</b>																											
128	14111525-CA-A01	CARTOLINA, assorted colors, 20 pieces of assorted colors per pack	pack	15	5	5	25	2,093.00	15	5	5	25	2,093.00	15	5	5	25	2,093.00	15	5	5	25	2,093.00	100	83.72	8,372.00	
129	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm, 2,000 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	882.53	0.00	
130	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm, 2,000 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,166.88	0.00	
131	14111506-CF-L22	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm, 1,000 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,528.80	0.00	
132	14111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm, 1,000 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,026.48	0.00	
133	14111506-CF-L31	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm, 500 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	790.40	0.00	
134	14111506-CF-L32	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm, 500 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,508.00	0.00	
135	14111609-LI-C01	LOOSELEAF COVER, 50 sets per bundle	bundle	12	0	2	14	11,129.44	0	2	0	2	1,589.92	0	2	0	2	1,589.92	0	2	0	2	1,589.92	20	794.96	15,899.20	
136	14111514-NP-S02	NOTE PAD, stick on, 2" x 3", 100 sheets per pad	pad	50	30	30	110	4,076.60	40	30	30	100	3,706.00	40	30	30	100	3,706.00	40	30	30	100	3,706.00	410	37.06	15,194.60	
137	14111514-NP-S04	NOTE PAD, stick on, 3" x 4", 100 sheets per pad	pad	25	12	15	52	3,082.56	20	16	6	42	2,489.76	25	12	15	52	3,082.56	20	16	6	42	2,489.76	188	99.28	11,144.64	
138	14111514-NP-S03	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	pad	25	15	15	55	2,860.00	20	16	6	42	2,184.00	25	15	15	55	2,860.00	20	16	6	42	2,184.00	194	52.00	10,088.00	
139	14111514-NB-S01	NOTEBOOK, stenographer	piece	15	45	0	60	722.40	15	45	0	60	722.40	15	45	0	60	722.40	15	45	0	60	722.40	240	12.04	2,889.60	
140	14111507-PP-M01	PAPER, MULTICOPY A4, 500 sheets per ream	ream	200	150	150	500	82,825.00	200	150	150	500	82,825.00	200	150	150	500	82,825.00	200	150	150	500	82,825.00	2000	165.63	331,300.00	
141	14111507-PP-M02	PAPER, MULTICOPY LEGAL, 500 sheets per ream	ream	160	130	120	410	77,563.80	120	120	100	340	64,321.20	160	130	120	410	77,563.80	120	120	100	340	64,321.20	1500	189.18	283,770.00	
142	14111507-PP-C01	PAPER, MULTIPURPOSE A4, 500 sheets per ream	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	137.74	0.00	
143	14111507-PP-C02	PAPER, MULTIPURPOSE LEGAL, 500 sheets per ream	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	158.91	0.00	
144	14111531-PP-R01	PAD PAPER, ruled	pad	10	10	10	30	645.90	5	5	5	15	322.95	10	10	10	30	645.90	5	5	5	15	322.95	90	21.53	1,937.70	
145	14111503-PA-P01	PAPER, parchment, 100 sheets per box	box	5	5	0	10	980.50	0	5	0	5	490.25	5	5	0	10	980.50	0	5	0	5	490.25	30	98.05	2,941.50	
146	14111531-RE-B01	RECORD BOOK, 300 PAGES	book	20	20	10	50	3,120.00	20	20	10	50	3,120.00	20	20	10	50	3,120.00	20	20	10	50	3,120.00	200	62.40	12,480.00	
147	14111531-RE-B02	RECORD BOOK, 500 PAGES	book	20	20	10	50	5,200.00	20	20	10	50	5,200.00	20	20	10	50	5,200.00	20	20	10	50	5,200.00	200	104.00	20,800.00	
148	14111818-TH-P02	THERMAL PAPER, 216mm	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	55.64	0.00	
149	14111704-TT-P04	TISSUE, INTERFOLDED PAPER TOWEL, 150 pulls per pack	pack	20	10	10	40	1,352.00	20	10	10	40	1,352.00	20	10	10	40	1,352.00	10	10	10	30	1,014.00	150	33.80	5,070.00	
150	14111704-TT-P02	TOWEL TISSUE PAPER, 2 ply, 12 rolls in a pack																									

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 20 July 2022)	Total Amount for the year			
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT						
<b>PERFUMES OR COLOGNES OR FRAGRANCES</b>																											
151	53131626-HS-501	LIQUID HAND SANITIZER, 500ml	bottle	10	10	10	30	2,425.50	10	10	10	30	2,425.50	10	10	10	30	2,425.50	10	10	10	30	2,425.50	120	80.85	9,702.00	
<b>PESTICIDES OR PEST REPELLENTS</b>																											
152	10191509-IN-A01	INSECTICIDE, 600ML	can	20	10	10	40	5,574.40	10	10	10	30	4,180.80	20	10	10	40	5,574.40	10	10	10	30	4,180.80	140	139.36	19,510.40	
<b>PRINTED PUBLICATIONS</b>																											
153	55101524-RA-H01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	37.21	0.00	
<b>PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)</b>																											
1	44103109-BR-C05	DRUM CARTRIDGE, BROTHER DR-3455, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,947.20	0.00	
2	44103105-BR-B04	INK CARTRIDGE, BROTHER LC67B, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	910.00	0.00	
3	44103105-BR-B05	INK CARTRIDGE, BROTHER LC67HYBK, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,601.60	0.00	
4	44103105-CA-C04	INK CARTRIDGE, CANON CL-741, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,126.32	0.00	
5	44103105-CA-C02	INK CARTRIDGE, CANON CL-811, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,178.32	0.00	
6	44103105-CA-B04	INK CARTRIDGE, CANON PG-740, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	861.12	0.00	
7	44103105-CA-B02	INK CARTRIDGE, CANON PG-810, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	892.32	0.00	
8	44103105-EP-B17	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	50	25	25	100	24,960.00	30	30	20	80	19,968.00	50	25	25	100	24,960.00	30	20	20	70	17,472.00	350	249.60	87,960.00	
9	44103105-EP-C17	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	40	20	20	80	19,968.00	25	25	15	65	16,224.00	40	20	20	80	19,968.00	25	15	15	55	13,728.00	280	249.60	69,888.00	
10	44103105-EP-M17	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	40	20	20	80	19,968.00	25	25	15	65	16,224.00	40	20	20	80	19,968.00	25	15	15	55	13,728.00	280	249.60	69,888.00	
11	44103105-EP-Y17	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	40	20	20	80	19,968.00	25	25	15	65	16,224.00	40	20	20	80	19,968.00	25	15	15	55	13,728.00	280	249.60	69,888.00	
12	44103105-HP-B40	INK CARTRIDGE, HP C2P04AA (HP62), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	852.80	0.00	
13	44103105-HP-T40	INK CARTRIDGE, HP C2P06AA (HP62), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,048.32	0.00	
14	44103105-HP-B09	INK CARTRIDGE, HP C9351AA (HP21), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	910.00	0.00	
15	44103105-HP-T10	INK CARTRIDGE, HP C9352AA (HP22), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,053.52	0.00	
16	44103105-HP-B18	INK CARTRIDGE, HP C9397A (HP72), 69ml, Photo Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00	
17	44103105-HP-C18	INK CARTRIDGE, HP C9398A (HP72), 69ml, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00	
18	44103105-HP-M18	INK CARTRIDGE, HP C9399A (HP72), 69ml, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00	
19	44103105-HP-Y18	INK CARTRIDGE, HP C9400A (HP72), 69ml, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00	
20	44103105-HP-G18	INK CARTRIDGE, HP C9401A (HP72), 69ml, Gray	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00	
21	44103105-HP-B18	INK CARTRIDGE, HP C9403A (HP72), 130ml, Matte Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,016.00	0.00	
22	44103105-HP-B17	INK CARTRIDGE, HP CC640WA (HP60), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	880.80	0.00	
23	44103105-HP-T17	INK CARTRIDGE, HP CC643WA (HP60), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,047.28	0.00	
24	44103105-HP-B35	INK CARTRIDGE, HP CD887AA (HP703), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00	
25	44103105-HP-T35	INK CARTRIDGE, HP CD888AA (HP703), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00	
26	44103105-HX-C40	INK CARTRIDGE, HP CD972AA (HP920XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00	
27	44103105-HX-M40	INK CARTRIDGE, HP CD973AA (HP920XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00	
28	44103105-HX-Y40	INK CARTRIDGE, HP CD974AA (HP920XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00	
29	44103105-HX-B40	INK CARTRIDGE, HP CD975AA (HP920XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,541.28	0.00	
30	44103105-HP-B20	INK CARTRIDGE, HP CH561WA (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	865.28	0.00	
31	44103105-HP-T20	INK CARTRIDGE, HP CH562WA (HP61), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,066.00	0.00	
32	44103105-HP-B49	INK CARTRIDGE, HP CH565A (HP82), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	925.00	0.00	
33	44103105-HP-C49	INK CARTRIDGE, HP CH566A (HP82), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	740.00	0.00	
34	44103105-HP-M49	INK CARTRIDGE, HP CH567A (HP82), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	740.00	0.00	
35	44103105-HP-Y49	INK CARTRIDGE, HP CH568A (HP82), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	740.00	0.00	
36	44103105-HX-B43	INK CARTRIDGE, HP CN045AA (HP950XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,970.80	0.00	
37	44103105-HX-C43	INK CARTRIDGE, HP CN046AA (HP951XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00	
38	44103105-HX-M43	INK CARTRIDGE, HP CN047AA (HP951XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00	
39	44103105-HX-Y43	INK CARTRIDGE, HP CN048AA (HP951XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00	
40	44103105-HP-B36	INK CARTRIDGE, HP CN692AA (HP704), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00	

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28.12.2022)	Total Amount for the year	
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
41	44103105-HP-T36	INK CARTRIDGE, HP CN693AA (HP704), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	419.12	0.00	
42	44103105-HP-B33	INK CARTRIDGE, HP CZ107AA (HP678), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	404.56	0.00	
43	44103105-HP-T33	INK CARTRIDGE, HP CZ108AA (HP678), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	404.56	0.00	
44	44103105-HP-B42	INK CARTRIDGE, HP CZ121A (HP685A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	312.00	0.00	
45	44103105-HP-C33	INK CARTRIDGE, HP CZ122A (HP685A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	256.88	0.00	
46	44103105-HP-M33	INK CARTRIDGE, HP CZ123A (HP685A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	256.88	0.00	
47	44103105-HP-Y33	INK CARTRIDGE, HP CZ124A (HP685A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	256.88	0.00	
48	44103105-HP-T43	INK CARTRIDGE, HP F6V26AA (HP680), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	424.32	0.00	
49	44103105-HP-B43	INK CARTRIDGE, HP F6V27AA (HP680), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	424.32	0.00	
50	44103105-HP-C30	INK CARTRIDGE, HP L0551AA (HP955), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	982.80	0.00	
51	44103105-HP-M50	INK CARTRIDGE, HP L0554AA (HP955), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	982.80	0.00	
52	44103105-HP-Y30	INK CARTRIDGE, HP L0557AA (HP955), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	982.80	0.00	
53	44103105-HP-B30	INK CARTRIDGE, HP L0560AA (HP955), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	1,294.80	0.00	
54	44103105-HP-C48	INK CARTRIDGE, HP L0563AA (HP955XL), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	1,339.52	0.00	
55	44103105-HP-M48	INK CARTRIDGE, HP L0566AA (HP955XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	1,339.52	0.00	
56	44103105-HP-Y48	INK CARTRIDGE, HP L0569AA (HP955XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	1,339.52	0.00	
57	44103105-HP-B48	INK CARTRIDGE, HP L0572AA (HP955XL), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	1,817.92	0.00	
58	44103105-HP-C51	INK CARTRIDGE, HP T6L89AA (HP905), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	468.00	0.00	
59	44103105-HP-M51	INK CARTRIDGE, HP T6L93AA (HP905), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	468.00	0.00	
60	44103105-HP-Y51	INK CARTRIDGE, HP T6L97AA (HP905), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	468.00	0.00	
61	44103105-HP-B51	INK CARTRIDGE, HP T6M01AA (HP905), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	774.80	0.00	
62	44103112-EP-R05	RIBBON CARTRIDGE, EPSON C135015516 (#8750), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	77.43	0.00	
63	44103112-EP-R13	RIBBON CARTRIDGE, EPSON C135015632, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	77.94	0.00	
64	44103112-EP-R07	RIBBON CARTRIDGE, EPSON C135015531 (5015086)	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	819.48	0.00	
65	44103109-BR-C06	TONER CARTRIDGE, BROTHER DR-451CL, High Yield 3000	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	6,760.00	0.00	
66	44103103-BR-803	TONER CARTRIDGE, BROTHER TN-2025, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	2,685.28	0.00	
67	44103103-BR-804	TONER CARTRIDGE, BROTHER TN-2130, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	1,892.80	0.00	
68	44103103-BR-805	TONER CARTRIDGE, BROTHER TN-2150, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	2,685.28	0.00	
69	44103103-BR-809	TONER CARTRIDGE, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,567.20	0.00	
70	44103103-BR-811	TONER CARTRIDGE, BROTHER TN-3350, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	5,002.40	0.00	
71	44103103-BR-815	TONER CARTRIDGE, BROTHER TN-3478, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	5,575.44	0.00	
72	44103103-BR-816	TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	4,364.36	0.00	
73	44103103-BR-C03	TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	7,716.80	0.00	
74	44103103-BR-M03	TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	7,716.80	0.00	
75	44103103-BR-Y03	TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	7,716.80	0.00	
76	44103103-CA-800	TONER CARTRIDGE, CANON CRG-324 II	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	13,399.36	0.00	
77	44103103-HP-B12	TONER CARTRIDGE, HP C8435A, Black	cart	10	10	10	30	92,976.00	10	10	10	30	92,976.00	10	10	10	30	92,976.00	10	10	10	30	92,976.00	120	3,099.20	371,904.00
78	44103103-HP-B14	TONER CARTRIDGE, HP CB540A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,603.60	0.00	
79	44103103-HP-B18	TONER CARTRIDGE, HP CE255A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	6,942.00	0.00	
80	44103103-HP-B21	TONER CARTRIDGE, HP CE278A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,741.92	0.00	
81	44103103-HP-B22	TONER CARTRIDGE, HP CE285A (HP85A), Black	cart	20	20	20	60	194,563.20	20	20	20	60	194,563.20	20	20	20	60	194,563.20	20	20	20	60	194,563.20	240	3,242.72	779,252.80
82	44103103-HP-B23	TONER CARTRIDGE, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	2,350.40	0.00	
83	44103103-HP-C23	TONER CARTRIDGE, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	2,610.40	0.00	
84	44103103-HP-Y23	TONER CARTRIDGE, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	2,610.40	0.00	
85	44103103-HP-M23	TONER CARTRIDGE, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	2,610.40	0.00	
86	44103103-HP-B24	TONER CARTRIDGE, HP CE320A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,192.80	0.00	
87	44103103-HP-C24	TONER CARTRIDGE, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,083.60	0.00	

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																								Total Quantity for the year	Price Catalogue (or of 28 Jan 2022)	Total Amount for the year
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT							
88	44103103-HP-Y24	TONER CARTRIDGE, HP CE322A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	3,083.60	0.00		
89	44103103-HP-M24	TONER CARTRIDGE, HP CE322A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	3,083.60	0.00		
90	44103103-HP-B25	TONER CARTRIDGE, HP CE390A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	7,872.00	0.00		
91	44103103-HP-B26	TONER CARTRIDGE, HP CE400A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	6,786.00	0.00		
92	44103103-HP-C26	TONER CARTRIDGE, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	10,103.60	0.00		
93	44103103-HP-Y26	TONER CARTRIDGE, HP CE402A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	10,193.04	0.00		
94	44103103-HP-M26	TONER CARTRIDGE, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	10,103.60	0.00		
95	44103103-HP-B27	TONER CARTRIDGE, HP CE410A, (HP305), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	3,837.60	0.00		
96	44103103-HP-C27	TONER CARTRIDGE, HP CE411A, (HP305), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	6,011.20	0.00		
97	44103103-HP-Y27	TONER CARTRIDGE, HP CE412A, (HP305), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	5,460.00	0.00		
98	44103103-HP-M27	TONER CARTRIDGE, HP CE413A, (HP305), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	6,011.20	0.00		
99	44103103-HP-B28	TONER CARTRIDGE, HP CE505A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	4,050.80	0.00		
100	44103103-HP-B28	TONER CARTRIDGE, HP CE505X, Black, high cap	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	7,332.00	0.00		
101	44103103-HP-B52	TONER CARTRIDGE, HP CF217A (HP17A), Black LaserJet	cart	30	15	15	60	172,223.20	30	15	15	60	172,223.20	30	15	15	60	172,223.20	30	15	15	60	172,223.20	240	2,878.72	690,892.80	0.00		
102	44103103-HP-B53	TONER CARTRIDGE, HP CF226A (HP26A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	5,246.80	0.00		
103	44103103-HP-B55	TONER CARTRIDGE, HP CF280A, LaserJet Pro M401/M425	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	4,690.40	0.00		
104	44103103-HP-B51	TONER CARTRIDGE, HP CF280XC	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	8,359.52	0.00		
105	44103103-HP-B56	TONER CARTRIDGE, HP CF281A (HP81A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	7,800.00	0.00		
106	44103103-HP-B57	TONER CARTRIDGE, HP CF283A (HP83A), LaserJet Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	3,034.72	0.00		
107	44103103-HP-B51	TONER CARTRIDGE, HP CF283XC (HP83X), Black Contract L	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	3,796.00	0.00		
108	44103103-HP-B58	TONER CARTRIDGE, HP CF287A (HP87), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	9,828.00	0.00		
109	44103103-HP-B52	TONER CARTRIDGE, HP CF325XC (HP25X), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	13,728.00	0.00		
110	44103103-HP-B60	TONER CARTRIDGE, HP CF350A, Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	2,574.00	0.00		
111	44103103-HP-C60	TONER CARTRIDGE, HP CF351A, Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	2,652.00	0.00		
112	44103103-HP-Y60	TONER CARTRIDGE, HP CF352A, Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	2,652.00	0.00		
113	44103103-HP-M60	TONER CARTRIDGE, HP CF353A, Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	2,652.00	0.00		
114	44103103-HP-B61	TONER CARTRIDGE, HP CF360A (HP508A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	7,030.40	0.00		
115	44103103-HP-C61	TONER CARTRIDGE, HP CF361A (HP508A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	8,814.00	0.00		
116	44103103-HP-Y61	TONER CARTRIDGE, HP CF362A (HP508A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	8,814.00	0.00		
117	44103103-HP-M61	TONER CARTRIDGE, HP CF363A (HP508A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	8,814.00	0.00		
118	44103103-HP-B62	TONER CARTRIDGE, HP CF400A (HP201A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	3,099.20	0.00		
119	44103103-HP-C62	TONER CARTRIDGE, HP CF401A (HP201A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	3,660.80	0.00		
120	44103103-HP-Y62	TONER CARTRIDGE, HP CF402A (HP201A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	3,660.80	0.00		
121	44103103-HP-M62	TONER CARTRIDGE, HP CF403A (HP201A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	3,660.80	0.00		
122	44103103-HP-B63	TONER CARTRIDGE, HP CF410A (HP410A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	3,900.00	0.00		
123	44103103-HP-B54	TONER CARTRIDGE, HP CF410XC (HP410XC), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	6,848.40	0.00		
124	44103103-HP-C63	TONER CARTRIDGE, HP CF411A (HP410A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	5,038.80	0.00		
125	44103103-HP-C54	TONER CARTRIDGE, HP CF411XC (HP410XC), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	8,522.00	0.00		
126	44103103-HP-Y63	TONER CARTRIDGE, HP CF412A (HP410A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	5,038.80	0.00		
127	44103103-HP-Y54	TONER CARTRIDGE, HP CF412XC (HP410XC), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	8,522.80	0.00		
128	44103103-HP-M63	TONER CARTRIDGE, HP CF413A (HP410A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	5,038.80	0.00		
129	44103103-HP-M54	TONER CARTRIDGE, HP CF413XC (HP410XC), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	8,522.80	0.00		
130	44103103-HP-B34	TONER CARTRIDGE, HP Q2612A, Black	cart	20	20	20	60	224,640.00	20	20	20	60	224,640.00	20	20	20	60	224,640.00	20	20	20	60	224,640.00	240	3,744.00	896,560.00	0.00		
131	44103103-HP-B48	TONER CARTRIDGE, HP Q7553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	4,680.00	0.00		
132	44103103-SA-B03	TONER CARTRIDGE, SAMSUNG ML-D2850B, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	5,116.80	0.00		
133	44103103-SA-B06	TONER CARTRIDGE, SAMSUNG MLT-D1015, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	3,484.00	0.00		
134	44103103-SA-B07	TONER CARTRIDGE, SAMSUNG MLT-D1035, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	2,689.44	0.00		

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue (as of 28.10.2022)	Total Amount for the year						
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT		
135	44103103-SA-808 TONER CARTRIDGE, SAMSUNG MLT-D104S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,454.40	0.00		
136	44103103-SA-809 TONER CARTRIDGE, SAMSUNG MLT-D105L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,880.00	0.00		
137	44103103-SA-814 TONER CARTRIDGE, SAMSUNG MLT-D108S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,289.52	0.00		
138	44103103-SA-821 TONER CARTRIDGE, SAMSUNG MLT-D203E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,304.40	0.00		
139	44103103-SA-818 TONER CARTRIDGE, SAMSUNG MLT-D203L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,956.16	0.00		
140	44103103-SA-820 TONER CARTRIDGE, SAMSUNG MLT-D203U, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,442.80	0.00		
141	44103103-SA-812 TONER CARTRIDGE, SAMSUNG MLT-D205E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,321.14	0.00		
142	44103103-SA-805 TONER CARTRIDGE, SAMSUNG MLT-D205L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,533.36	0.00		
143	44103103-SA-810 TONER CARTRIDGE, SAMSUNG SCX-D655SA, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,066.40	0.00		
<b>SOFTWARE</b>																											
1	43231513-SFT-001 Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
2	43231602-SFT-002 Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
3	43232004-SFT-003 Computer game or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
4	43232107-SFT-004 Content authoring and editing software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
5	43232202-SFT-005 Content management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
6	43232304-SFT-006 Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
7	43232402-SFT-007 Development software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
8	43232505-SFT-008 Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
9	43232603-SFT-009 Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
10	43233501-SFT-016 Information exchange software	license	5	0	0	5	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	5.00		
11	43232701-SFT-010 Network applications software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
12	43232802-SFT-011 Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
13	43232905-SFT-012 Networking software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
14	43233004-SFT-013 Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
15	43233205-SFT-014 Security and protection software	license	5	0	0	5	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	0.00	0.00		
16	43233405-SFT-015 Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
<b>PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)</b>																											
	44111905-WB-H01 White Board		5	0	0	5	15,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	3,000.00	15,000.00		
	39121011-UP-601 UNINTERRUPTIBLE POWER SUPPLY (UPS)		10	0	0	10	40,000.00	10	0	0	10	40,000.00	10	0	0	10	40,000.00	10	0	0	10	40,000.00	40	4,000.00	160,000.00		
	SIGN PEN, Gel Ink, type, 0.3 - 0.5, black	piece	80	40	30	150	4,200.00	60	30	30	120	3,600.00	80	40	30	150	4,200.00	60	30	30	120	3,600.00	540	28.00	15,120.00		
	SIGN PEN, Gel Ink, type, 0.3 - 0.5, blue	piece	60	20	20	100	2,800.00	60	20	20	100	2,800.00	60	20	20	100	2,800.00	60	20	20	100	2,800.00	400	28.00	11,200.00		
	SIGN PEN, Gel Ink, type, 0.3 - 0.5, red	piece	36	12	12	60	1,680.00	36	12	12	60	1,680.00	36	12	12	60	1,680.00	36	12	12	60	1,680.00	240	28.00	6,720.00		
	SIGN PEN, Gel Ink, type 0.3 - 0.5, green	piece	36	12	12	60	1,680.00	36	12	12	60	1,680.00	36	12	12	60	1,680.00	36	12	12	60	1,680.00	240	28.00	6,720.00		
	GLUE, all purpose, 40 grams, with cap	bottle	36	6	6	48	1,536.00	24	0	0	24	768.00	12	0	0	12	384.00	12	0	0	12	384.00	96	32.00	3,072.00		
	ACETATE, long, 100s/pack	pack	4	4	2	10	6,400.00	4	4	2	10	6,400.00	4	4	2	10	6,400.00	4	4	2	10	6,400.00	40	640.00	25,600.00		
	ACETATE, A4, 100s/pack	pack	4	4	2	10	7,200.00	4	4	2	10	7,200.00	4	4	2	10	7,200.00	4	4	2	10	7,200.00	40	720.00	28,800.00		
	ACCOUNTABLE FORM, No. 51-C	pad	10	10	10	30	75,000.00	10	10	10	30	75,000.00	10	10	10	30	75,000.00	10	10	10	30	75,000.00	120	2,500.00	300,000.00		
	CERTIFICATE HOLDER, A4	pcs	300	0	0	300	13,500.00	200	0	0	200	9,000.00	300	0	0	300	13,500.00	200	0	0	200	9,000.00	1000	45.00	45,000.00		
	CONTINUOUS FORM, A+, 3-Ply, Long 11x14-7/8 Carbonless	box	25	25	25	75	135,000.00	25	25	25	75	135,000.00	25	25	25	75	135,000.00	25	25	25	75	135,000.00	300	1800.00	540,000.00		
	CONTINUOUS FORM, A+, 1-Ply, Long 11x14-7/8 (Bond 48)	box	25	25	25	75	97,500.00	252	25	25	302	392,600.00	25	25	25	75	97,500.00	25	25	25	75	97,500.00	527	1,300.00	685,100.00		
	CONTINUOUS FORM, A+, 3-Ply, Short 11x9-1/2 Carbonless	box	25	25	25	75	112,500.00	25	25	25	75	112,500.00	25	25	25	75	112,500.00	25	25	25	75	112,500.00	300	1,500.00	450,000.00		
	CONTINUOUS FORM, A+, 1-Ply, Short, 11x9-1/2 (Bond 48)	box	25	25	25	75	90,000.00	25	25	25	75	90,000.00	25	25	25	75	90,000.00	25	25	25	75	90,000.00	300	1,200.00	360,000.00		
	FOLDER, Pressboard (Long)	pcs	600	0	0	600	300,000.00	400	0	0	400	200,000.00	600	0	0	600	300,000.00	400	0	0	400	200,000.00	2000	500.00	1,000,000.00		
	FILE FOLDER, Short (9.5"x15.5"x3")	piece	100	0	0	100	22,000.00	100	0	0	100	22,000.00	100	0	0	100	22,000.00	100	0	0	100	22,000.00	400	220.00	88,000.00		
	FILE FOLDER, Long (16"x15"x3")	piece	100	0	0	100	25,000.00	100	0	0	100	25,000.00	100	0	0	100	25,000.00	100	0	0	100	25,000.00	400	250.00	100,000.00		
	ILLUSTRATION BOARD, Whole	pc	5	5	0	10	750.00	5	5	0	10	750.00	5	5	0	10	750.00	5	5	0	10	750.00	40	75.00	3,000.00		
	LAMINATING FILM, 9" x 50m, 250 microns	roll	1	1	0	2	2,000.00	0	0	0	0	0.00	1	1	0	2	2,000.00	0	0	0	0	0.00	4	1,300.00	5,200.00		




Item & Specifications		Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28.10.2022)	Total Amount for the year
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
	LINEN PAPER, CREAM, A4	ream	10	3	3	16	12,000.00	6	4	4	14	10,500.00	10	3	3	16	12,000.00	6	4	4	14	10,500.00	60	750.00	45,000.00
	MEMORY CARD, SDXS SDS, 64 GB	pcs	3	3	0	6	7,200.00	3	3	0	6	7,200.00	3	3	0	6	7,200.00	3	3	0	6	7,200.00	24	1,200.00	28,800.00
	MEMORY CARD, SDXS SDS, 16 GB	pcs	3	3	0	6	4,800.00	3	3	0	6	4,800.00	3	3	0	6	4,800.00	3	3	0	6	4,800.00	24	800.00	19,200.00
	PAPER FASTENER, coated, plastic, 50pcs/box	box	10	3	2	15	975.00	10	3	2	15	975.00	10	3	2	15	975.00	10	3	2	15	975.00	60	65.00	3,900.00
	PHOTOPAPER, A4, 10pcs/pack	pack	10	3	3	16	1,600.00	5	3	3	11	1,100.00	5	3	3	11	1,100.00	5	33	3	41	4,100.00	79	100.00	7,900.00
	RIBBON, Red, 1"	roll	0	0	3	3	240.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	80.00	240.00
	RIBBON, Red, 2"	roll	0	0	3	3	300.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	100.00	300.00
	RIBBON, Cloth, Red, 1"	roll	0	12	0	12	1,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	100.00	1,200.00
	RIBBON, Cloth, Red, 2"	roll	0	7	0	7	840.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7	120.00	840.00
	RULER, Steel / Hard Plastic, 12"	pcs	10	10	0	20	1,300.00	10	10	0	20	1,300.00	10	10	20	40	2,600.00	10	10	0	20	1,300.00	100	65.00	6,500.00
	SELF-INKING STAMP	pcs	10	0	0	10	18,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	1800.00	18,000.00
	SELF-INKING NUMBERING STAMP	pcs	5	5	0	10	28,000.00	5	5	0	10	28,000.00	5	5	10	20	36,000.00	5	5	0	10	28,000.00	50	2800.00	140,000.00
	SPIRAL BINDING RING, Spiral Plastic Binder 46 Holes A4 16mm 100pcs/box White	box	1	0	0	1	5,000.00	0	0	0	0	0.00	1	0	1	2	10,000.00	0	0	0	0	0.00	3	3000.00	15,000.00
	STAMP PAD INK REFILL, Red, 30 ml	bottle	5	0	0	5	325.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	65.00	325.00
	STICKER PAPER, A4, Vinyl, 10pcs/pack	pack	20	0	0	20	4,800.00	10	0	0	10	2,400.00	10	0	10	20	4,800.00	10	0	0	10	2,400.00	60	220.00	13,200.00
	NOTE PAD, (5 in 1)	pad	10	5	0	15	2,700.00	10	5	0	15	2,700.00	10	5	15	30	5,400.00	10	5	0	15	2,700.00	75	180.00	13,500.00
	TAPE, Binding Tape, Assorted Color, 1"	roll	2	15	0	17	765.00	0	0	0	0	0.00	2	0	2	4	180.00	2	0	0	2	90.00	23	45.00	1,035.00
	TAPE, Binding Tape, Assorted Color, 2"	roll	10	10	0	20	1,300.00	10	10	0	20	1,300.00	10	10	20	40	2,600.00	10	10	0	20	1,300.00	100	65.00	6,500.00
	TAPE, Double Sided Tape, Adhesive, 1"	roll	10	10	10	30	1,350.00	10	10	10	30	1,350.00	10	10	30	50	2,250.00	10	10	10	30	1,350.00	140	45.00	6,300.00
	INK REFILL, Genuine Brother Product, BT6000K	bottle	60	15	10	85	15,700.00	35	10	5	50	21,000.00	60	15	85	160	67,200.00	35	10	5	50	21,000.00	345	420.00	144,900.00
	INK REFILL, Genuine Brother Product, BT500C	bottle	30	10	10	50	21,000.00	30	10	10	50	21,000.00	30	10	50	90	37,800.00	30	10	10	50	21,000.00	240	420.00	100,800.00
	INK REFILL, Genuine Brother Product, BT500Y	bottle	30	10	10	50	21,000.00	30	10	10	50	21,000.00	30	10	50	90	37,800.00	30	10	10	50	21,000.00	240	420.00	100,800.00
	INK REFILL, Genuine Brother Product, BT500M	bottle	30	10	10	50	21,000.00	30	10	10	50	21,000.00	30	10	50	90	37,800.00	30	10	10	50	21,000.00	240	420.00	100,800.00
	INK REFILL, Genuine Epson Product, 003BK	bottle	75	20	20	115	40,250.00	52	22	21	95	33,250.00	75	20	115	210	73,500.00	52	22	21	95	33,250.00	515	350.00	180,250.00
	INK REFILL, Genuine Brother Product, 003C	bottle	71	20	19	110	38,500.00	41	20	19	80	28,000.00	71	20	110	201	70,350.00	41	20	19	80	28,000.00	471	350.00	164,850.00
	INK REFILL, Genuine Brother Product, 003M	bottle	71	20	19	110	38,500.00	41	20	19	80	28,000.00	71	20	110	201	70,350.00	41	20	19	80	28,000.00	471	350.00	164,850.00
	INK REFILL, Genuine Brother Product, 003Y	bottle	71	20	19	110	38,500.00	41	20	19	80	28,000.00	71	20	110	201	70,350.00	41	20	19	80	28,000.00	471	350.00	164,850.00
	RIBBON, Tally Genicom 6800/6600 Extended Life Cartridge Ribbon REORDER P/N: 238064-40C	piece	2	2	2	6	21,000.00	2	2	2	6	21,000.00	2	2	2	6	21,000.00	2	2	2	6	21,000.00	24	350.00	84,000.00
	RIBBON, Printonix P8000/P7000 Standard Cartridge Ribbon REORDER P/N: 225049-103	piece	4	4	4	12	42,000.00	4	4	4	12	42,000.00	4	4	4	12	42,000.00	4	4	4	12	42,000.00	48	390.00	168,000.00
	TONER, Photocopier Toner, Develop INFO 263, TN 217	bottle	1	1	0	2	3,000.00	1	1	0	2	3,000.00	1	1	0	2	3,000.00	1	1	0	2	3,000.00	8	1500.00	12,000.00
	TONER, Photocopier Toner, Develop INFO 226, TN 118	bottle	3	3	3	9	16,200.00	3	3	3	9	16,200.00	3	3	3	9	16,200.00	3	3	3	9	16,200.00	36	1800.00	64,800.00
	TONER, Photocopier Toner, Gestetner MP2000e	bottle	1	1	1	3	9,000.00	2	1	1	4	12,000.00	1	1	1	3	9,000.00	2	1	1	4	12,000.00	14	3000.00	42,000.00
	CAR FRESHENER	can	10	10	10	30	4,200.00	10	10	10	30	4,200.00	10	10	10	30	4,200.00	10	10	10	30	4,200.00	120	140.00	16,800.00
	DISHWASHING LIQUID, 350ML	bot	10	10	10	30	5,400.00	10	10	10	30	5,400.00	10	10	10	30	5,400.00	10	10	10	30	5,400.00	120	180.00	21,600.00
	DISHWASHING PASTE	can	10	10	10	30	1,350.00	10	10	10	30	1,350.00	10	10	10	30	1,350.00	10	10	10	30	1,350.00	120	45.00	5,400.00
	DISHWASHING SPONGE	pc	15	15	15	45	2,025.00	15	15	15	45	2,025.00	15	15	15	45	2,025.00	15	15	15	45	2,025.00	180	45.00	8,100.00
	FACE MASK, Surgical	box	162	162	162	486	72,900.00	462	12	12	486	72,900.00	462	12	12	486	72,900.00	462	12	12	486	72,900.00	1944	150.00	291,600.00
	TOILET CLEANER, ( 500ml/bottle)	bottle	30	30	30	90	16,200.00	30	30	30	90	16,200.00	30	30	30	90	16,200.00	30	30	30	90	16,200.00	360	180.00	64,800.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue (or of 28 Jul 2022)	Total Amount for the year				
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT
GARBAGE/TRASH BAG, ( 22" x 24" ) 100 pcs per pack	pack	10	10	0	20	5,000.00	10	10	0	20	5,000.00	10	10	0	20	5,000.00	10	10	0	20	5,000.00	80	250.00	20,000.00
GARBAGE/TRASH BAG, ( 26" x 32" ) 100 pcs per pack	pack	10	10	0	20	6,000.00	10	10	0	20	6,000.00	10	10	0	20	6,000.00	10	10	0	20	6,000.00	80	300.00	24,000.00
GARBAGE/TRASH BAG, ( 37" x 47" ) 100 pcs per pack	pack	10	10	0	20	7,600.00	10	10	0	20	7,600.00	10	10	0	20	7,600.00	10	10	0	20	7,600.00	80	380.00	30,400.00
HAND SOAP, 4L	gal	10	10	10	30	19,500.00	10	10	10	30	19,500.00	10	10	10	30	19,500.00	10	10	10	30	19,500.00	120	650.00	78,000.00
RUBBER GLOVES, (Laundry gloves/household gloves)	pair	40	0	0	40	3,000.00	40	0	0	40	3,000.00	40	0	0	40	3,000.00	40	0	0	40	3,000.00	160	75.00	12,000.00
RJ-45, Cat6	pcs	200	0	0	200	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	200	25.00	5,000.00
CABLE, Belden, Cat6, Ethernet Cable	meter	305	0	0	305	15,250.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	305	50.00	15,250.00
THERMAL COMPOUND SYRINGE, Deep Cool	pcs	1	0	0	1	180.00	0	0	0	0	0.00	1	0	0	1	180.00	0	0	0	0	0.00	2	180.00	360.00
CABLE MANAGER, (Official Use) Hose type, 9ft/pc	pc	220	0	0	220	26,400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	220	120.00	26,400.00
CABLE TIE, White, (8 inches , 200mm)	pcs	10	0	0	10	1,200.00	5	0	0	5	600.00	5	0	0	5	600.00	5	0	0	5	600.00	25	120.00	3,000.00
CABLE TIE, White, (16 inches , 400mm)	pcs	10	0	0	10	2,200.00	5	0	0	5	1,100.00	5	0	0	5	1,100.00	5	0	0	5	1,100.00	25	220.00	5,500.00
CORK BOARD,	pc	5	0	0	5	14,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	2800.00	14,000.00
CORK BOARD, (70 cm x 50 cm), with aluminum frame	pc	5	0	0	5	15,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	3000.00	15,000.00
DOOR KNOB	pc	10	0	0	10	3,800.00	5	0	0	5	1,900.00	10	0	0	10	3,800.00	5	0	0	5	1,900.00	30	380.00	11,400.00
FILING CABINET, Steel, 4 Layers	pc	5	0	0	5	74,995.00	5	0	0	5	74,995.00	5	0	0	5	74,995.00	5	0	0	5	74,995.00	20	14999.00	299,980.00
SWIVEL CHAIR, Black	pc	8	0	0	8	68,000.00	5	0	0	5	42,500.00	8	0	0	8	68,000.00	5	0	0	5	42,500.00	26	8300.00	221,000.00
TOILET PAPER, 3-ply, 12rolls/pack	pack	200	100	100	400	140,000.00	200	100	100	400	140,000.00	200	100	100	400	140,000.00	100	100	100	300	105,000.00	1500	350.00	525,000.00
Garden Gloves (non slip)	piece	20	15	15	50	2,000.00	20	15	15	50	2,000.00	20	15	15	50	2,000.00	20	15	15	50	2,000.00	200	40.00	8,000.00
UTILITY BOX, Plastic, with wheels & cover, Transparent (120L)	piece	10	0	0	10	9,500.00	5	0	0	5	4,750.00	10	0	0	10	9,500.00	5	0	0	5	4,750.00	30	950.00	28,500.00
Mobile Pedestal (3-drawer)	piece	8	0	0	8	36,000.00	8	0	0	8	36,000.00	8	0	0	8	36,000.00	8	0	0	8	36,000.00	32	4,500.00	144,000.00
TOILET BOWL BRUSH	pc	30	0	0	30	2,250.00	0	0	0	0	0.00	30	0	0	30	2,250.00	0	0	0	0	0.00	60	75.00	4,500.00
GLASS CLEANER, Spray bottle, 900ml/bottle,	bottle	45	0	0	45	8,100.00	45	0	0	45	8,100.00	45	0	0	45	8,100.00	45	0	0	45	8,100.00	180	180.00	32,400.00
Printer, Colored, 3-in-1 up to A3 paper size	piece	4	0	0	4	200,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	50,000.00	200,000.00
File Saver - 4 drawers	piece	10	10	0	20	14,000.00	10	10	0	20	14,000.00	10	10	0	20	14,000.00	10	10	0	20	14,000.00	80	700.00	56,000.00
Sofa set, 3 seater, and two single chairs, leatherette	set	4	0	0	4	80,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	20,000.00	80,000.00
						0.00					0.00					0.00					0.00	0	0.00	0.00
						0.00					0.00					0.00					0.00	0	0.00	0.00
						0.00					0.00					0.00					0.00	0	0.00	0.00
						0.00					0.00					0.00					0.00	0	0.00	0.00
						0.00					0.00					0.00					0.00	0	0.00	0.00
						0.00					0.00					0.00					0.00	0	0.00	0.00
						0.00					0.00					0.00					0.00	0	0.00	0.00
						0.00					0.00					0.00					0.00	0	0.00	0.00
						0.00					0.00					0.00					0.00	0	0.00	0.00

<b>A. TOTAL</b>		P	13,419,789.30
<b>B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)</b>		P	1,341,979.93
<b>C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)</b>		P	-
<b>D. GRAND TOTAL (A + B + C)</b>		P	14,761,769.23
<b>E. APPROVED BUDGET BY THE AGENCY HEAD</b> In Figures and Words:			

We hereby warrant that the total amount reflected in this Annual Procurement Plan to procure the listed common-use supplies, materials, and equipment has been included in or is within our approved budget for the year.

Prepared by:   
**DAISY P. BSWAT**  
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:  
  
**CORAZON S. WALCIEN**  
 Accountant / Budget Officer

Approved by:   
**ESTELA P. LEON-CARINO EdD, CESO III**  
 Head of Office/Agency

Date Prepared: \_\_\_\_\_