

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

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) 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 Format (PDF) to the agency's Virtual Store account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
- 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 appcse.helpdesk@ps-philgeps.gov.ph, or visit the PS-DBM website (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: NATIONAL FOOD AUTHORITY
 Region: XIV-ARMM
 Address: BARMM COMPOUND
 COTABATO CITY

Agency Code/UACS: _____
 Organization Type: GOCC

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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
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
1	12191601-AL-E04	ALCOHOL, Ethyl, 500 mL	bottle	80	155	80	315	15,072.75	80	155	80	315	15,072.75	80	155	80	315	15,072.75	80	155	80	315	15,072.75	1260	47.85	60,291.00
2	12191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	15	37	15	67	22,146.85	15	37	15	67	22,146.85	15	37	15	67	22,146.85	15	37	15	67	22,146.85	268	330.55	88,587.40
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
3	60121413-CB-P01	CLEARBOOK, 20 transparent pockets, A4	piece	16	8	0	24	789.84	16	10	0	26	855.66	16	10	0	26	855.66	16	10	0	26	855.66	102	32.91	3,356.82
4	60121413-CB-P02	CLEARBOOK, 20 transparent pockets, legal	piece	16	8	0	24	872.64	16	10	0	26	945.36	16	10	0	26	945.36	16	10	0	26	945.36	102	36.36	3,708.72
5	60121534-ER-P01	ERASER, plastic/ rubber	piece	12	10	0	22	98.34	12	10	0	22	98.34	12	10	0	22	98.34	12	10	0	22	98.34	88	4.47	393.36
6	60121524-SP-G01	SIGN PEN, Black, liquid or gel	piece	101	181	101	383	8,502.60	101	181	101	383	8,502.60	101	181	101	383	8,502.60	101	181	101	383	8,502.60	1532	22.20	34,010.40
7	60121524-SP-G02	SIGN PEN, Blue, liquid or gel	piece	52	67	52	171	3,796.20	52	67	52	171	3,796.20	52	67	52	171	3,796.20	52	67	52	171	3,796.20	684	22.20	15,184.80
8	60121524-SP-G03	SIGN PEN, Red, liquid or gel	piece	32	47	32	111	2,464.20	32	47	32	111	2,464.20	32	47	32	111	2,464.20	32	47	32	111	2,464.20	444	22.20	9,856.80
9	60121124-WR-P01	WRAPPING PAPER, kraft, 50 sheets per pack	pack	3	2	0	5	806.00	2	0	0	2	322.40	3	0	0	3	483.60	2	0	0	2	322.40	12	161.20	1,934.40
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																										
10	45121517-DO-C02	DOCUMENT CAMERA, 8 MP	unit	1	0	0	1	23,623.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	23,623.60	23,623.60
11	45111609-MM-P01	MULTIMEDIA PROJECTOR, 4000 ANSI Lumens (min.)	unit	1	0	0	1	16,588.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	16,588.00	16,588.00
BATTERIES AND CELLS AND ACCESSORIES																										
12	26111702-BT-A02	BATTERY, dry cell, size AA, Two (2) pieces per blister pack	pack	51	55	51	157	3,216.93	51	55	51	157	3,216.93	51	55	51	157	3,216.93	51	55	51	157	3,216.93	628	20.49	12,867.72
13	26111702-BT-A01	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	pack	21	29	21	71	1,302.14	21	29	21	71	1,302.14	21	29	21	71	1,302.14	21	29	21	71	1,302.14	284	18.34	5,208.56
14	26111702-BT-A03	BATTERY, dry cell, size D, Two (2) pieces per blister pack	pack	7	11	7	25	2,405.00	7	11	7	25	2,405.00	7	11	7	25	2,405.00	7	11	7	25	2,405.00	100	96.20	9,620.00

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	
CLEANING EQUIPMENT AND SUPPLIES																											
15	47131812-AF-A01	AIR FRESHENER, Aerosol type, 150g	can	75	87	75	237	19,348.68	75	87	75	237	19,348.68	75	87	75	237	19,348.68	75	87	75	237	19,348.68	948	81.64	77,394.72	
16	47131604-BR-S01	BROOM, Soft (Walis Tambo)	piece	23	29	23	75	10,218.00	23	29	23	75	10,218.00	23	29	23	75	10,218.00	23	29	23	75	10,218.00	300	136.24	40,872.00	
17	47131604-BR-T01	BROOM, Stick (Walis Ting-ting)	piece	28	34	28	90	2,050.20	28	34	28	90	2,050.20	28	34	28	90	2,050.20	28	34	28	90	2,050.20	360	22.78	8,200.80	
18	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal, 900mL - 1000mL	bottle	29	34	29	92	3,827.20	29	34	29	92	3,827.20	29	34	29	92	3,827.20	29	34	29	92	3,827.20	368	41.60	15,308.80	
19	47131805-CL-P01	CLEANSER, Scouring Powder, 350g	can	21	24	21	66	1,578.72	21	24	21	66	1,578.72	21	24	21	66	1,578.72	21	24	21	66	1,578.72	264	23.92	6,314.88	
20	47131811-DE-B02	DETERGENT BAR, 140g as packed	piece	7	10	7	24	199.20	7	10	7	24	199.20	7	9	7	23	190.90	7	9	7	23	190.90	94	8.30	780.20	
21	47131811-DE-P03	DETERGENT POWDER, all purpose, 1kg	pouch	33	45	33	111	6,002.88	33	45	33	111	6,002.88	33	45	33	111	6,002.88	33	45	33	111	6,002.88	444	54.08	24,011.52	
22	47131803-DS-A01	DISINFECTANT SPRAY, Aerosol type, 400g	can	77	99	77	253	35,392.17	77	99	77	253	35,392.17	77	99	77	253	35,392.17	77	99	77	253	35,392.17	1012	139.89	141,568.68	
23	47131601-DU-P01	DUST PAN, rigid non-breakable plastic	piece	34	16	10	60	1,658.40	14	16	10	40	1,105.60	34	16	10	60	1,658.40	14	16	10	40	1,105.60	200	27.64	5,528.00	
24	47131802-FW-P02	FLOOR WAX, paste type, red, 2kg	can	1	4	1	6	1,858.56	1	1	1	3	929.28	1	1	1	3	929.28	1	1	1	3	929.28	15	309.76	4,646.40	
25	47131830-FC-A01	FURNITURE CLEANER, Aerosol type, 300mL	can	23	31	23	77	9,249.24	23	23	23	69	8,288.28	23	23	23	69	8,288.28	23	23	23	69	8,288.28	284	120.12	34,114.08	
26	73101612-HS-L01	LIQUID HAND SOAP, 500mL	bottle	35	55	35	125	5,368.75	35	55	35	125	5,368.75	35	55	35	125	5,368.75	35	55	35	125	5,368.75	500	42.95	21,475.00	
27	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic, 30 liters capacity	unit	11	3	0	14	32,032.00	9	0	0	9	20,592.00	9	0	0	9	20,592.00	9	0	0	9	20,592.00	41	2,288.00	93,808.00	
28	47131613-MP-H02	MOPHANDLE, heavy duty	piece	19	24	16	59	7,363.20	19	16	16	51	6,364.80	19	16	16	51	6,364.80	19	24	16	59	7,363.20	220	124.80	27,456.00	
29	47131619-MP-R01	MOPHEAD, made of rayon	piece	25	30	25	80	9,800.80	25	28	25	78	9,555.78	25	28	25	78	9,555.78	25	28	25	78	9,555.78	314	122.51	38,468.14	
30	47131501-RG-C01	RAGS, all cotton, 1 kilo per bundle	bundle	6	9	6	21	1,115.94	6	9	6	21	1,115.94	6	9	6	21	1,115.94	6	9	6	21	1,115.94	84	53.14	4,463.76	
31	47131602-SC-N01	SCOURING PAD, 5 pieces per pack	pack	13	16	13	42	2,433.06	13	16	13	42	2,433.06	13	16	13	42	2,433.06	13	16	13	42	2,433.06	168	57.93	9,732.24	
32	47121701-TB-P04	TRASHBAG, black, 37" x 40", XL, 10 pieces per roll or pack	pack	16	45	15	76	10,947.04	16	45	15	76	10,947.04	16	45	15	76	10,947.04	16	45	15	76	10,947.04	304	144.04	43,788.16	
33	47121702-WB-P01	WASTEBASKET, rigid plastic	piece	17	17	17	51	1,627.41	17	17	17	51	1,627.41	17	17	17	51	1,627.41	17	17	17	51	1,627.41	204	31.91	6,509.64	
COLOR COMPOUNDS AND DISPERSIONS																											
34	12171703-SI-P01	INK, for stamp pad, 50mL	bottle	6	16	6	28	809.48	6	16	6	28	809.48	6	16	6	28	809.48	6	16	6	28	809.48	112	28.91	3,237.92	
CONSUMER ELECTRONICS																											
35	52161535-DV-R01	DIGITAL VOICE RECORDER	unit	1	0	0	1	7,339.16	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	7,339.16	7,339.16	
FACE MASK																											
36	42131713-SM-M06	FACE MASK, 3 ply, fifty (50) pieces per box	box	99	399	99	597	46,267.50	99	99	99	297	23,017.50	99	99	99	297	23,017.50	99	99	99	297	23,017.50	1488	77.50	115,320.00	
FILMS																											
37	13111203-AC-F01	ACETATE, 50 meters	roll	1	0	0	1	969.88	0	0	0	0	0.00	1	0	0	1	969.88	0	0	0	0	0.00	2	969.88	1,939.76	
38	13111201-CF-P01	CARBON FILM, A4, 100 sheets per box	box	3	3	0	6	1,326.00	3	0	0	3	663.00	3	0	0	3	663.00	3	3	0	6	1,326.00	18	221.00	3,978.00	
39	13111201-CF-P02	CARBON FILM, Legal, 100 sheets per box	box	4	3	0	7	1,669.78	4	0	0	4	954.16	4	0	0	4	954.16	4	3	0	7	1,669.78	22	238.54	5,247.88	
FIRE FIGHTING EQUIPMENT																											
40	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	53	10	0	63	72,072.00	5	0	0	5	5,720.00	5	0	0	5	5,720.00	5	0	0	5	5,720.00	78	1,144.00	89,232.00	
41	46191601-FE-H01	FIRE EXTINGUISHER, pure HCFC	unit	4	0	0	4	22,453.00	2	0	0	2	11,226.50	2	0	0	2	11,226.50	2	0	0	2	11,226.50	10	5,613.25	56,132.50	
FLAG OR ACCESSORIES																											
42	55121905-PH-F01	PHILIPPINE NATIONAL FLAG	piece	12	17	1	30	8,545.20	1	16	1	18	5,127.12	7	16	1	24	6,836.16	1	16	1	18	5,127.12	90	284.84	25,635.60	
FURNITURE AND FURNISHINGS																											
43	56101504-CM-B01	MONOBLOC CHAIR, beige	piece	108	0	0	108	37,520.28	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	108	347.41	37,520.28	

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44	56101504-CM-W01	MONOBLOC CHAIR, white	piece	60	0	0	60	20,695.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	60	344.92	20,695.20
45	56101519-TM-S01	MONOBLOC TABLE, white, 4 seater capacity	unit	15	0	0	15	18,720.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15	1,248.00	18,720.00
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
HEATING AND VENTILATION AND AIR CIRCULATION																										
47	40101604-EF-C01	ELECTRIC FAN, ceiling mount, orbit type	unit	3	0	0	3	3,666.00	0	0	0	0	0.00	3	0	0	3	3,666.00	0	0	0	0	0.00	6	1,222.00	7,332.00
48	40101604-EF-G01	ELECTRIC FAN, industrial, ground type	unit	11	0	0	11	12,206.48	1	0	0	1	1,109.68	1	0	0	1	1,109.68	1	0	0	1	1,109.68	14	1,109.68	15,535.52
49	40101604-EF-S01	ELECTRIC FAN, stand type	unit	16	4	0	20	17,137.20	5	0	0	5	4,284.30	6	0	0	6	5,141.16	5	0	0	5	4,284.30	36	856.86	30,846.96
50	40101604-EF-W01	ELECTRIC FAN, wall mount	unit	0	12	0	12	9,222.72	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	768.56	9,222.72
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																										
51	43211507-DSK001	DESKTOP, for Basic Users	unit	0	2	0	2	49,587.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	24,793.60	49,587.20
52	43211507-DSK002	DESKTOP, for Mid-Range Users	unit	3	1	0	4	169,561.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	42,390.40	169,561.60
53	43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB	unit	16	10	0	26	72,602.40	4	0	0	4	11,169.60	4	0	0	4	11,169.60	4	0	0	4	11,169.60	38	2,792.40	106,111.20
54	43211503-LAP001	LAPTOP, for Mid-range Users	unit	0	3	0	3	127,140.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	42,380.00	127,140.00
55	43211503-LAP002	LAPTOP, Lightweight	unit	10	0	0	10	468,000.00	2	0	0	2	93,600.00	0	0	0	0	0.00	0	0	0	0	0.00	12	46,800.00	561,600.00
56	43211708-MO-C01	MOUSE, OPTICAL, USB connection type	unit	5	10	0	15	2,246.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15	149.76	2,246.40
57	43212102-PR-D02	PRINTER, Impact, Dot Matrix, 24 pins, 136 columns	unit	0	1	0	1	38,100.97	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	38,100.97	38,100.97
58	43212102-PR-D01	PRINTER, Impact, Dot Matrix, 9 pins, 80 columns	unit	0	1	0	1	10,189.92	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	10,189.92	10,189.92
59	43212105-PR-L01	PRINTER, Laser, Monochrome	unit	0	3	0	3	7,910.67	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	2,636.89	7,910.67
LIGHTING AND FIXTURES AND ACCESSORIES																										
60	39101628-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	37	0	0	37	2,797.57	37	0	0	37	2,797.57	37	0	0	37	2,797.57	37	0	0	37	2,797.57	148	75.61	11,190.28
61	39101628-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	64	0	0	64	13,172.48	64	0	0	64	13,172.48	64	0	0	64	13,172.48	64	0	0	64	13,172.48	256	205.82	52,689.92
MANUFACTURING COMPONENTS AND SUPPLIES																										
62	31201610-GL-J01	GLUE, all-purpose, 200 grams	jar	11	10	0	21	1,485.12	11	0	0	11	777.92	11	0	0	11	777.92	11	0	0	11	777.92	54	70.72	3,818.88
63	31151804-SW-H01	STAPLE WIRE, heavy duty (binder type), 23/13	box	6	2	0	8	180.40	6	0	0	6	135.30	6	0	0	6	135.30	6	0	0	6	135.30	26	22.55	586.30
64	31151804-SW-S01	STAPLE WIRE, standard	box	56	67	31	154	3,659.04	56	31	31	118	2,803.68	56	31	31	118	2,803.68	56	67	31	154	3,659.04	544	23.76	12,925.44
65	31201502-TA-E01	TAPE, electrical	roll	24	18	12	54	1,050.30	24	18	12	54	1,050.30	24	18	12	54	1,050.30	24	18	12	54	1,050.30	216	19.45	4,201.20
66	31201503-TA-M01	TAPE, masking, 24mm	roll	32	30	20	82	5,074.16	32	30	20	82	5,074.16	32	30	20	82	5,074.16	32	30	20	82	5,074.16	328	61.88	20,296.64
67	31201503-TA-M02	TAPE, masking, 48 mm	roll	32	110	10	152	18,416.32	32	110	10	152	18,416.32	32	110	10	152	18,416.32	32	20	10	62	7,511.92	518	121.16	62,760.88
68	31201517-TA-P01	TAPE, packaging, 48 mm	roll	92	90	80	262	5,858.32	92	90	80	262	5,858.32	92	90	80	262	5,858.32	92	90	80	262	5,858.32	1048	22.36	23,433.28
69	31201512-TA-T01	TAPE, transparent, 24mm	roll	32	40	10	82	916.76	32	40	10	82	916.76	32	40	10	82	916.76	32	40	10	82	916.76	328	11.18	3,667.04
70	31201512-TA-T02	TAPE, transparent, 48 mm	roll	32	30	20	82	1,850.74	32	30	20	82	1,850.74	32	30	20	82	1,850.74	32	30	20	82	1,850.74	328	22.57	7,402.96
71	31151507-TW-P01	TWINE, plastic	roll	12	10	0	22	1,465.64	12	2	0	14	932.68	12	2	0	14	932.68	12	2	0	14	932.68	64	66.62	4,263.68
MEASURING AND OBSERVING AND TESTING EQUIPMENT																										
72	41111604-RU-P02	RULER, plastic, 450 mm	piece	16	15	5	36	599.04	16	5	5	26	432.64	16	5	5	26	432.64	16	5	5	26	432.64	114	16.64	1,896.96
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
73	44121612-BL-H01	BLADE, for general purpose cutter/utility knife, 10 pieces per tube	tube	11	5	0	16	237.12	1	0	0	1	14.82	11	0	0	11	163.02	11	0	0	11	163.02	39	14.82	577.98
74	44101602-PB-M01	BINDING AND PUNCHING MACHINE, 50mm binding capacity	unit	1	0	0	1	9,534.72	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	9,534.72	9,534.72

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
75	44101807-CA-C01	CALCULATOR, Compact	unit	21	13	10	44	11,714.56	15	13	10	38	10,117.12	15	13	10	38	10,117.12	15	13	10	38	10,117.12	158	266.24	42,065.92
76	44121710-CH-W01	CHALK, white enamel, 100 pieces per box	box	1	1	1	3	98.91	1	1	1	3	98.91	1	1	1	3	98.91	1	1	1	3	98.91	12	32.97	395.64
77	44122105-BF-C01	CLIP, backfold, 19mm	box	22	15	10	47	409.84	10	10	10	30	261.60	22	10	10	42	366.24	10	10	10	30	261.60	149	8.72	1,299.28
78	44122105-BF-C02	CLIP, backfold, 25mm	box	22	14	10	46	678.50	10	14	10	34	501.50	22	14	10	46	678.50	10	14	10	34	501.50	160	14.75	2,360.00
79	44122105-BF-C03	CLIP, backfold, 32mm	box	22	14	10	46	1,175.76	10	14	10	34	869.04	22	14	10	46	1,175.76	10	14	10	34	869.04	160	25.56	4,089.60
80	44122105-BF-C04	CLIP, backfold, 50mm	box	22	14	10	46	2,577.84	10	14	10	34	1,905.36	22	14	10	46	2,577.84	10	14	10	34	1,905.36	160	56.04	8,966.40
81	44121801-CT-R02	CORRECTION TAPE, 8 meters	piece	89	110	65	264	3,043.92	89	110	65	264	3,043.92	89	110	65	264	3,043.92	89	110	65	264	3,043.92	1056	11.53	12,175.68
82	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	16	14	5	35	1,170.05	10	14	5	29	969.47	16	14	5	35	1,170.05	10	14	5	29	969.47	128	33.43	4,279.04
83	44111515-DF-B01	DATA FILE BOX	piece	35	14	10	59	4,554.80	35	14	10	59	4,554.80	35	14	10	59	4,554.80	35	14	10	59	4,554.80	236	77.20	18,219.20
84	44122011-DF-F01	DATA FOLDER	piece	25	6	0	31	2,127.84	0	6	0	6	411.84	25	6	0	31	2,127.84	0	6	0	6	411.84	74	68.64	5,079.36
85	44103202-DS-M01	DATING AND STAMPING MACHINE	piece	8	8	0	16	7,263.36	2	0	0	2	907.92	2	0	0	2	907.92	2	0	0	2	907.92	22	453.96	9,987.12
86	44121506-EN-D01	ENVELOPE, Documentary, A4, 500 pieces per box	box	4	2	0	6	4,586.40	1	0	0	1	764.40	4	0	0	4	3,057.60	1	0	0	1	764.40	12	764.40	9,172.80
87	44121506-EN-D02	ENVELOPE, Documentary, legal, 500 pieces per box	box	6	4	3	13	12,749.36	3	2	3	8	7,845.76	6	2	3	11	10,787.92	3	3	3	9	8,826.48	41	980.72	40,209.52
88	44121506-EN-X01	ENVELOPE, Expanding, Kraft, 100 pieces per box	box	6	4	3	13	9,599.20	3	3	3	9	6,645.60	6	3	3	12	8,860.80	3	4	3	10	7,384.00	44	738.40	32,489.60
89	44121506-EN-X02	ENVELOPE, Expanding, Plastic	piece	3	30	0	33	1,006.17	0	0	0	0	0.00	3	0	0	3	91.47	0	0	0	0	0.00	36	30.49	1,097.64
90	44121506-EN-M02	ENVELOPE, Mailing, 500 pieces per box	box	7	6	6	19	8,217.88	6	5	5	16	6,920.32	7	5	6	18	7,785.36	6	5	6	17	7,352.84	70	432.52	30,276.40
91	44121504-EN-W02	ENVELOPE, Mailing, with window, 500 pieces per box	box	0	1	0	1	488.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	488.80	488.80
92	44111912-ER-B01	ERASER, felt, for blackboard/whiteboard	piece	4	7	2	13	148.33	2	2	2	6	68.46	2	2	2	6	68.46	2	2	2	6	68.46	31	11.41	353.71
93	44101714-FX-M01	FACSIMILE MACHINE	unit	1	0	0	1	5,642.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	5,642.00	5,642.00
94	44122118-FA-P01	FASTENER, metal, non-sharp edges, 50 sets per box	box	32	37	20	89	8,422.96	32	20	20	72	6,814.08	32	35	20	87	8,233.68	32	20	20	72	6,814.08	320	94.64	30,284.80
95	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	17	35	10	62	5,282.40	17	5	10	32	2,726.40	17	5	10	32	2,726.40	17	5	10	32	2,726.40	158	85.20	13,461.60
96	44122018-FT-D01	FILE TAB/INDEX DIVIDER, bristol board, A4	set	12	0	0	12	133.56	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	11.13	133.56
97	44122018-FT-D02	FILE TAB/INDEX DIVIDER, bristol board, legal	set	12	0	0	12	170.76	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	14.23	170.76
98	44122011-FO-F01	FOLDER, Fancy with slide, A4, 50 pieces per bundle	bundle	15	2	0	17	4,596.80	15	0	0	15	4,056.00	15	0	0	15	4,056.00	15	2	0	17	4,596.80	64	270.40	17,305.60
99	44122011-FO-F02	FOLDER, Fancy with slide, legal, 50 pieces per bundle	bundle	30	3	0	33	9,455.16	30	0	0	30	8,595.60	30	0	0	30	8,595.60	30	3	0	33	9,455.16	126	286.52	36,101.52
100	44122011-FO-L01	FOLDER, L-type, A4, 50 pieces per pack	pack	1	1	1	3	562.62	1	1	1	3	562.62	1	1	1	3	562.62	1	1	1	3	562.62	12	187.54	2,250.48
101	44122011-FO-L02	FOLDER, L-type, legal, 50 pieces per pack	pack	8	13	8	29	6,918.53	8	13	8	29	6,918.53	8	13	8	29	6,918.53	8	13	8	29	6,918.53	116	238.57	27,674.12
102	44122027-FO-P01	FOLDER, pressboard, 100 pieces per box	box	6	6	2	14	13,336.96	4	2	2	8	7,621.12	4	2	2	8	7,621.12	4	6	2	12	11,431.68	42	952.64	40,010.88
103	44122011-FO-T03	FOLDER with tab, A4, 100 pieces per pack	pack	3	4	2	9	2,602.08	3	2	2	7	2,023.84	3	2	2	7	2,023.84	3	4	2	9	2,602.08	32	289.12	9,251.84
104	44122011-FO-T04	FOLDER with tab, legal, 100 pieces per pack	pack	10	2	2	14	4,665.64	4	2	2	8	2,666.08	4	2	2	8	2,666.08	4	2	2	8	2,666.08	38	333.26	12,663.88
105	44122008-IT-T01	INDEX TAB, self-adhesive, transparent, 5 sets per box	box	20	20	20	60	3,786.60	20	20	20	60	3,786.60	20	20	20	60	3,786.60	20	20	20	60	3,786.60	240	63.11	15,146.40
106	44111515-MF-B02	MAGAZINE FILE BOX, Large	piece	16	15	10	41	1,705.60	16	15	10	41	1,705.60	16	15	10	41	1,705.60	16	15	10	41	1,705.60	164	41.60	6,822.40
107	44121716-MA-F01	MARKER, Flourescent, 3 colors per set	set	22	27	22	71	2,602.86	22	22	22	66	2,419.56	22	22	22	66	2,419.56	22	32	22	76	2,786.16	279	36.66	10,228.14
108	44121708-MP-B01	MARKER, Permanent, Black	piece	52	62	52	166	1,240.02	52	62	32	146	1,090.62	52	62	52	166	1,240.02	52	62	52	166	1,240.02	644	7.47	4,810.68
109	44121708-MP-B02	MARKER, Permanent, Blue	piece	46	51	46	143	1,068.21	46	51	26	123	918.81	46	51	46	143	1,068.21	46	51	46	143	1,068.21	552	7.47	4,123.44
110	44121708-MP-B03	MARKER, Permanent, Red	piece	46	51	46	143	1,068.21	46	51	26	123	918.81	46	51	46	143	1,068.21	46	51	46	143	1,068.21	552	7.47	4,123.44
111	44121708-MW-B01	MARKER, Whiteboard, Black	piece	52	57	52	161	1,553.65	52	57	32	141	1,360.65	52	57	52	161	1,553.65	52	57	52	161	1,553.65	624	9.65	6,021.60

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	
112	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	46	51	46	143	1,379.95	46	51	46	143	1,379.95	46	51	46	143	1,379.95	46	51	46	143	1,379.95	572	9.65	5,519.80	
113	44121708-MW-B03	MARKER, Whiteboard, Red	piece	26	31	26	83	800.95	26	31	26	83	800.95	26	31	26	83	800.95	26	31	26	83	800.95	332	9.65	3,203.80	
114	44122104-PC-G01	PAPER CLIP, viny/plastic coated, 33mm	box	50	30	20	100	882.00	50	30	20	100	882.00	50	30	20	100	882.00	50	30	20	100	882.00	400	8.82	3,528.00	
115	44122104-PC-J02	PAPER CLIP, viny/plastic coated, jumbo, 50mm	box	45	40	20	105	1,446.90	45	40	20	105	1,446.90	45	40	20	105	1,446.90	45	40	20	105	1,446.90	420	13.78	5,787.60	
116	44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, table top	unit	3	1	0	4	37,190.40	0	0	0	0	0.00	1	0	0	1	9,297.60	0	0	0	0	0.00	5	9,297.60	46,488.00	
117	44121706-PE-L01	PENCIL, lead/graphite, with eraser, one (1) dozen per box	box	8	12	7	27	561.33	8	12	7	27	561.33	8	12	7	27	561.33	8	6	1	15	311.85	96	20.79	1,995.84	
118	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	8	3	2	13	2,767.31	3	2	2	7	1,490.09	3	2	2	7	1,490.09	8	3	2	13	2,767.31	40	212.87	8,514.80	
119	44101602-PU-P01	PUNCHER, paper, heavy duty	piece	13	5	2	20	3,016.00	7	5	2	14	2,111.20	7	5	2	14	2,111.20	7	5	2	14	2,111.20	62	150.80	9,349.60	
120	44122037-RB-P10	RING BINDER, plastic, 32 mm, 10 pieces per bundle	bundle	6	8	6	20	5,484.60	6	6	6	18	4,936.14	6	6	6	18	4,936.14	6	6	6	18	4,936.14	74	274.23	20,293.02	
121	44122101-RU-B01	RUBBER BAND No. 18, 350g	box	3	3	3	9	1,216.80	3	3	3	9	1,216.80	3	3	3	9	1,216.80	3	3	3	9	1,216.80	36	135.20	4,867.20	
122	44121905-SP-F01	STAMP PAD, felt	piece	11	15	5	31	1,237.52	11	5	5	21	838.32	11	5	5	21	838.32	11	5	5	21	838.32	94	39.92	3,752.48	
123	44121618-SS-S01	SCISSORS, symmetrical or asymmetrical	pair	21	17	15	53	1,768.61	15	17	15	47	1,568.39	15	17	15	47	1,568.39	15	17	15	47	1,568.39	194	33.37	6,473.78	
124	44121615-ST-S01	STAPLER, standard type	piece	26	12	10	48	6,988.80	20	10	10	40	5,824.00	20	10	10	40	5,824.00	20	12	10	42	6,115.20	170	145.60	24,752.00	
125	44121615-ST-B01	STAPLER, heavy duty (binder type), desktop	unit	9	4	0	13	11,546.08	2	0	0	2	1,776.32	3	0	0	3	2,664.48	2	4	0	6	5,328.96	24	888.16	21,315.84	
126	44121613-SR-P01	STAPLE REMOVER, plier type	piece	16	8	5	29	808.23	10	8	5	23	641.01	16	8	5	29	808.23	10	8	5	23	641.01	104	27.87	2,898.48	
127	44121605-TD-T01	TAPE DISPENSER, table top	piece	14	5	0	19	1,383.20	11	0	0	11	800.80	11	0	0	11	800.80	11	0	0	11	800.80	52	72.80	3,785.60	
PAPER MATERIALS AND PRODUCTS																											
128	14111525-CA-A01	CARTOLINA, assorted colors, 20 pieces of assorted colors per	pack	3	2	2	7	586.04	2	2	2	6	502.32	3	2	2	7	586.04	2	2	2	6	502.32	26	83.72	2,176.72	
129	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm, 2,000 sheets per box	box	2	5	2	9	7,942.95	2	5	2	9	7,942.95	2	5	2	9	7,942.95	2	5	2	9	7,942.95	36	882.55	31,771.80	
130	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm, 2,000 sheets per box	box	2	5	2	9	10,501.92	2	5	2	9	10,501.92	2	5	2	9	10,501.92	2	5	2	9	10,501.92	36	1,166.88	42,007.68	
131	14111506-CF-L22	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm, 1,000 sets per box	box	2	5	2	9	13,759.20	2	5	2	9	13,759.20	2	5	2	9	13,759.20	2	5	2	9	13,759.20	36	1,528.80	55,036.80	
132	14111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm, 1,000 sets per box	box	2	5	2	9	9,238.32	2	5	2	9	9,238.32	2	5	2	9	9,238.32	2	5	2	9	9,238.32	36	1,026.48	36,953.28	
133	14111506-CF-L31	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm, 500 sets per box	box	3	5	2	10	7,904.00	3	5	2	10	7,904.00	3	5	2	10	7,904.00	3	5	2	10	7,904.00	40	790.40	31,616.00	
134	14111506-CF-L32	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm, 500 sets per box	box	3	5	2	10	15,080.00	3	5	2	10	15,080.00	3	5	2	10	15,080.00	3	5	2	10	15,080.00	40	1,508.00	60,320.00	
135	14111609-LL-C01	LOOSELEAF COVER, 50 sets per bundle	bundle	5	5	5	15	11,924.40	5	5	5	15	11,924.40	5	5	5	15	11,924.40	5	5	5	15	11,924.40	60	794.96	47,697.60	
136	14111514-NP-S02	NOTE PAD, stick on, 2" x 3", 100 sheets per pad	pad	26	20	15	61	2,260.66	26	20	15	61	2,260.66	26	20	15	61	2,260.66	26	20	15	61	2,260.66	244	37.06	9,042.64	
137	14111514-NP-S04	NOTE PAD, stick on, 3" x 4", 100 sheets per pad	pad	21	15	15	51	3,023.28	21	15	15	51	3,023.28	21	15	15	51	3,023.28	21	15	15	51	3,023.28	204	59.28	12,093.12	
138	14111514-NP-S03	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	pad	21	15	15	51	2,652.00	21	15	15	51	2,652.00	21	15	15	51	2,652.00	21	15	15	51	2,652.00	204	52.00	10,608.00	
139	14111514-NB-S01	NOTEBOOK, stenographer	piece	30	23	0	53	638.12	30	0	0	30	361.20	30	0	0	30	361.20	30	0	0	30	361.20	143	12.04	1,721.72	
140	14111507-PP-M01	PAPER, MULTICOPY A4, 500 sheets per ream	ream	170	20	20	210	34,786.50	170	20	20	210	34,786.50	170	20	20	210	34,786.50	170	20	20	210	34,786.50	840	165.65	139,146.00	
141	14111507-PP-M02	PAPER, MULTICOPY LEGAL, 500 sheets per ream	ream	120	20	20	160	30,268.80	120	20	20	160	30,268.80	120	20	20	160	30,268.80	120	20	20	160	30,268.80	640	189.18	121,075.20	
142	14111507-PP-C01	PAPER, MULTIPURPOSE A4, 500 sheets per ream	ream	215	105	65	385	53,029.90	215	105	65	385	53,029.90	215	105	65	385	53,029.90	215	105	65	385	53,029.90	1540	137.74	212,119.60	
143	14111507-PP-C02	PAPER, MULTIPURPOSE LEGAL, 500 sheets per ream	ream	165	95	65	325	51,645.75	165	95	65	325	51,645.75	165	95	65	325	51,645.75	165	100	65	330	52,440.30	1305	158.91	207,377.55	
144	14111531-PP-R01	PAD PAPER, ruled	pad	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	21.53	0.00	
145	14111503-PA-P01	PAPER, parchment, 100 sheets per box	box	7	1	1	9	882.45	7	1	1	9	882.45	7	1	1	9	882.45	7	1	1	9	882.45	36	98.05	3,529.80	
146	14111531-RE-B01	RECORD BOOK, 300 PAGES	book	35	25	10	70	4,368.00	35	25	10	70	4,368.00	35	25	10	70	4,368.00	35	25	10	70	4,368.00	280	62.40	17,472.00	
147	14111531-RE-B02	RECORD BOOK, 500 PAGES	book	35	25	10	70	7,280.00	35	25	10	70	7,280.00	35	25	10	70	7,280.00	35	25	10	70	7,280.00	280	104.00	29,120.00	

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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	75	59	55	189	6,388.20	75	55	55	185	6,253.00	75	55	55	185	6,253.00	75	55	55	185	6,253.00	744	33.80	25,147.20
150	14111704-TT-P02	TOILET TISSUE PAPER, 2 ply, 12 rolls in a pack	pack	57	57	51	165	14,242.80	57	57	51	165	14,242.80	57	57	51	165	14,242.80	57	57	51	165	14,242.80	660	86.32	56,971.20
PERFUMES OR COLOGNES OR FRAGRANCES																										
151	53131626-HS-S01	LIQUID HAND SANITIZER, 500mL	bottle	91	101	91	283	22,880.55	91	101	91	283	22,880.55	91	101	91	283	22,880.55	91	101	91	283	22,880.55	1132	80.85	91,522.20
PESTICIDES OR PEST REPELLENTS																										
152	10191509-IN-A01	INSECTICIDE, 600mL	can	68	75	68	211	29,404.96	68	75	68	211	29,404.96	68	75	68	211	29,404.96	68	75	68	211	29,404.96	844	139.36	117,619.84
PRINTED PUBLICATIONS																										
153	55101524-RA-H01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	16	2	0	18	669.78	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	18	37.21	669.78
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																										
1	44103109-BR-D05	DRUM CARTRIDGE, BROTHER DR-345S, 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	2	0	2	2,356.64	0	0	0	0	0.00	0	2	0	2	2,356.64	0	0	0	0	0.00	4	1,178.32	4,713.28
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	4	0	4	3,569.28	0	0	0	0	0.00	0	2	0	2	1,784.64	0	0	0	0	0.00	6	892.32	5,353.92
8	44103105-EP-B17	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	20	34	20	74	18,470.40	20	34	20	74	18,470.40	20	34	20	74	18,470.40	20	34	20	74	18,470.40	296	249.60	73,881.60
9	44103105-EP-C17	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	20	29	20	69	17,222.40	20	29	20	69	17,222.40	20	29	20	69	17,222.40	20	29	20	69	17,222.40	276	249.60	68,889.60
10	44103105-EP-M17	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	20	29	20	69	17,222.40	20	29	20	69	17,222.40	20	29	20	69	17,222.40	20	29	20	69	17,222.40	276	249.60	68,889.60
11	44103105-EP-Y17	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	20	29	20	69	17,222.40	20	29	20	69	17,222.40	20	29	20	69	17,222.40	20	29	20	69	17,222.40	276	249.60	68,889.60
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-P48	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-C48	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-M48	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-Y48	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-G48	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-B48	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	880.88	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

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			
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	935.00	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
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	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	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	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	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	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	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	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	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	0.00	0	424.32	0.00
50	44103105-HP-C50	INK CARTRIDGE, HP L0S51AA (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	0.00	0	982.80	0.00
51	44103105-HP-M50	INK CARTRIDGE, HP L0S54AA (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	0.00	0	982.80	0.00
52	44103105-HP-Y50	INK CARTRIDGE, HP L0S57AA (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	0.00	0	982.80	0.00
53	44103105-HP-B50	INK CARTRIDGE, HP L0S60AA (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	0.00	0	1,294.80	0.00
54	44103105-HX-C48	INK CARTRIDGE, HP L0S63AA (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	0.00	0	1,339.52	0.00
55	44103105-HX-M48	INK CARTRIDGE, HP L0S66AA (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	0.00	0	1,339.52	0.00
56	44103105-HX-Y48	INK CARTRIDGE, HP L0S69AA (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	0.00	0	1,339.52	0.00
57	44103105-HX-B48	INK CARTRIDGE, HP L0S72AA (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	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	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	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	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	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	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	0.00	0	77.94	0.00
64	44103112-EP-R07	RIBBON CARTRIDGE, EPSON C135015531 (S015086)	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	818.48	0.00

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			
65	44103109-BR-D06	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	0.00	0	6,760.00	0.00
66	44103103-BR-B03	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	0.00	0	2,685.28	0.00
67	44103103-BR-B04	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	0.00	0	1,892.80	0.00
68	44103103-BR-B05	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	0.00	0	2,685.28	0.00
69	44103103-BR-B09	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	0.00	0	3,567.20	0.00
70	44103103-BR-B11	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	0.00	0	5,002.40	0.00
71	44103103-BR-B15	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	0.00	0	5,575.44	0.00
72	44103103-BR-B16	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	0.00	0	4,564.56	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	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	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	0.00	0	7,716.80	0.00
76	44103103-CA-B00	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	0.00	0	13,399.36	0.00
77	44103103-HP-B12	TONER CARTRIDGE, HP CB435A, 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	3,099.20	0.00
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	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	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	0.00	0	3,741.92	0.00
81	44103103-HP-B22	TONER CARTRIDGE, HP CE285A (HP85A), 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	3,242.72	0.00
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	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	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	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	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	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	0.00	0	3,083.60	0.00
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	3,083.60	0.00
89	44103103-HP-M24	TONER CARTRIDGE, HP CE323A, 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	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	7,872.80	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	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	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	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	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	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	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	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	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	4,050.80	0.00
100	44103103-HX-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	7,332.00	0.00
101	44103103-HP-B52	TONER CARTRIDGE, HP CF217A (HP17A), 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	2,878.72	0.00

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			
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	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	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	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	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	3,034.72	0.00
107	44103103-HX-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	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	9,828.00	0.00
109	44103103-HX-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	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	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	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	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	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	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	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	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	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	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	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	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	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	3,900.00	0.00
123	44103103-HX-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	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	5,038.80	0.00
125	44103103-HX-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	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	5,038.80	0.00
127	44103103-HX-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	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	5,038.80	0.00
129	44103103-HX-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	8,522.80	0.00
130	44103103-HP-B34	TONER CARTRIDGE, HP Q2612A, 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	3,744.00	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	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	5,116.80	0.00
133	44103103-SA-B06	TONER CARTRIDGE, SAMSUNG MLT-D101S, 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	3,484.00	0.00
134	44103103-SA-B07	TONER CARTRIDGE, SAMSUNG MLT-D103S, 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	2,689.44	0.00
135	44103103-SA-B08	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-B09	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	3,380.00	0.00
137	44103103-SA-B14	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-B21	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

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			
139	44103103-SA-B18	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-B20	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-B12	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-B05	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-B10	TONER CARTRIDGE, SAMSUNG SCX-D6555A, 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
SOFTWARE																										
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	6	0	0	6	0.00	6	0	0	6	0.00	6	0	0	6	0.00	6	0	0	6	0.00	24	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	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
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	16	3	0	19	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	19	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
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																										
		SIGN PEN, Violet	box	42	0	0	42	1,218.00	42	0	0	42	1,218.00	42	0	0	42	1,218.00	42	0	0	42	1,218.00	168	29.00	4,872.00
		SIGN PEN, Green	box	64	40	40	144	4,176.00	64	40	40	144	4,176.00	64	40	40	144	4,176.00	64	40	40	144	4,176.00	576	29.00	16,704.00
		BALLPEN, Black	box	103	55	55	213	1,704.00	103	55	55	213	1,704.00	103	55	55	213	1,704.00	103	55	55	213	1,704.00	852	8.00	6,816.00
		BALLPEN, Blue	box	37	25	25	87	696.00	37	25	25	87	696.00	37	25	25	87	696.00	37	25	25	87	696.00	348	8.00	2,784.00
		BALLPEN, Red	box	17	5	5	27	216.00	17	5	5	27	216.00	17	5	5	27	216.00	17	5	5	27	216.00	108	8.00	864.00
		STAPLE WIRE, heavy duty (blinder type), 23/10	box	4	0	0	4	304.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	76.00	304.00
		STAPLE WIRE, heavy duty (blinder type), 23/24	box	4	0	0	4	780.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	195.00	780.00
		STAPLE WIRE, heavy duty (blinder type), 23/15	box	4	0	0	4	304.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	76.00	304.00
		STAPLE WIRE, heavy duty (blinder type), 23/8	box	4	0	0	4	280.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	70.00	280.00
		INK REFILL, Brother printer, Black, BTD60BK	bottle	30	0	0	30	14,400.00	30	0	0	30	14,400.00	30	0	0	30	14,400.00	30	0	0	30	14,400.00	120	480.00	57,600.00
		INK REFILL, Brother printer, Magenta, BT5000M	bottle	30	0	0	30	14,400.00	30	0	0	30	14,400.00	30	0	0	30	14,400.00	30	0	0	30	14,400.00	120	480.00	57,600.00
		INK REFILL, Brother printer, Cyan, BT5000C	bottle	30	0	0	30	14,400.00	30	0	0	30	14,400.00	30	0	0	30	14,400.00	30	0	0	30	14,400.00	120	480.00	57,600.00
		INK REFILL, Brother printer, Yellow, BT5000Y	bottle	30	0	0	30	14,400.00	30	0	0	30	14,400.00	30	0	0	30	14,400.00	30	0	0	30	14,400.00	120	480.00	57,600.00
		INK REFILL, Epson Printer, Black # 003	bottle	60	0	0	60	22,800.00	60	0	0	60	22,800.00	60	0	0	60	22,800.00	60	0	0	60	22,800.00	240	380.00	91,200.00

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			
		INK REFILL, Epson Printer, Magenta #003	bottle	60	0	0	60	22,800.00	60	0	0	60	22,800.00	60	0	0	60	22,800.00	60	0	0	60	22,800.00	240	380.00	91,200.00
		INK REFILL, Epson Printer, Cyan #003	bottle	60	0	0	60	22,800.00	60	0	0	60	22,800.00	60	0	0	60	22,800.00	60	0	0	60	22,800.00	240	380.00	91,200.00
		INK REFILL, Epson Printer, Yellow #003	bottle	60	0	0	60	22,800.00	60	0	0	60	22,800.00	60	0	0	60	22,800.00	60	0	0	60	22,800.00	240	380.00	91,200.00
		INK REFILL, Epson Printer, Black #664	bottle	45	0	0	45	17,100.00	45	0	0	45	17,100.00	45	0	0	45	17,100.00	45	0	0	45	17,100.00	180	380.00	68,400.00
		INK REFILL, Epson Printer, Magenta #664	bottle	45	0	0	45	17,100.00	45	0	0	45	17,100.00	45	0	0	45	17,100.00	45	0	0	45	17,100.00	180	380.00	68,400.00
		INK REFILL, Epson Printer, Cyan #664	bottle	45	0	0	45	17,100.00	45	0	0	45	17,100.00	45	0	0	45	17,100.00	45	0	0	45	17,100.00	180	380.00	68,400.00
		INK REFILL, Epson Printer, Yellow #664	bottle	45	0	0	45	17,100.00	45	0	0	45	17,100.00	45	0	0	45	17,100.00	45	0	0	45	17,100.00	180	380.00	68,400.00
		RER (Reimbursement Expense Receipt)	pad	12	0	0	12	420.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	35.00	420.00
		OFFICIAL CASH BOOK	book	12	0	0	12	2,400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	200.00	2,400.00
		EQUIPMENT HISTORICAL CARD	piece	300	0	0	300	16,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	300	55.00	16,500.00
		STOCK CARD	piece	500	0	0	500	27,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	500	55.00	27,500.00
		VEHICLE HISTORY CARD	piece	250	0	0	250	13,750.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	250	55.00	13,750.00
		EMPLOYEE'S LEAVE CARD	piece	200	0	0	200	11,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	200	55.00	11,000.00
		PAPER FASTENER, plastic, short 70mm	box	27	15	15	57	2,337.00	27	15	15	57	2,337.00	27	15	15	57	2,337.00	27	15	15	57	2,337.00	228	41.00	9,348.00
		PAPER FASTENER, plastic, long	box	21	15	15	51	9,435.00	21	15	15	51	9,435.00	21	15	15	51	9,435.00	21	15	15	51	9,435.00	204	185.00	37,740.00
		STICKER PAPER, A4	pack	89	3	3	95	5,605.00	29	3	3	35	2,065.00	29	3	3	35	2,065.00	29	3	3	35	2,065.00	200	59.00	11,800.00
		PHOTO PAPER	pack	23	3	2	28	2,380.00	20	3	2	25	2,125.00	20	3	2	25	2,125.00	20	3	2	25	2,125.00	103	85.00	8,755.00
		MATTE PAPER BOARD/SPECIALTY PAPER	pack	20	0	0	20	4,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	200.00	4,000.00
		PAPER MULTI PURPOSE, SHORT, 70 GSM	ream	25	23	23	71	24,850.00	25	22	22	69	24,150.00	25	22	22	69	24,150.00	20	20	20	60	21,000.00	269	350.00	94,150.00
		DOUBLE SIDED TAPE 1"	roll	22	10	10	42	1,764.00	22	10	10	42	1,764.00	22	10	10	42	1,764.00	22	10	10	42	1,764.00	168	42.00	7,056.00
		NANO DOUBLE SIDED TAPE 1"	roll	5	5	5	15	630.00	5	5	5	15	630.00	5	5	5	15	630.00	5	5	5	15	630.00	60	42.00	2,520.00
		NUMBERING MACHINE INK, Black	bottle	20	0	0	20	5,040.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	252.00	5,040.00
		COLUMNAR NOTEBOOK, 24 COLUMNS	piece	5	5	5	15	2,250.00	5	5	5	15	2,250.00	5	5	5	15	2,250.00	5	5	5	15	2,250.00	60	150.00	9,000.00
		COLUMNAR NOTEBOOK, 10 COLUMNS	piece	5	5	5	15	1,470.00	5	5	5	15	1,470.00	5	5	5	15	1,470.00	5	5	5	15	1,470.00	60	98.00	5,880.00
		RIBBON CARTRIDGE, BLACK , EPSON FX-2190 DOT MATRIX	cart	15	0	0	15	7,500.00	15	0	0	15	7,500.00	15	0	0	15	7,500.00	15	0	0	15	7,500.00	60	500.00	30,000.00
		RIBBON CARTRIDGE, BLACK , EPSON FX-2180	cart	5	0	0	5	2,500.00	5	0	0	5	2,500.00	5	0	0	5	2,500.00	5	0	0	5	2,500.00	20	500.00	10,000.00
		RIBBON CARTRIDGE, BLACK , EPSON LX-300+11	cart	9	0	0	9	4,500.00	5	0	0	5	2,500.00	5	0	0	5	2,500.00	5	0	0	5	2,500.00	24	500.00	12,000.00
		INK CARTRIDGE,BLACK, EPSON FX-2175	cart	5	0	0	5	2,500.00	5	0	0	5	2,500.00	5	0	0	5	2,500.00	5	0	0	5	2,500.00	20	500.00	10,000.00
		INK CARTRIDGE,BLACK, EPSON LX-310	cart	5	0	0	5	2,500.00	5	0	0	5	2,500.00	5	0	0	5	2,500.00	5	0	0	5	2,500.00	20	500.00	10,000.00
		CORRECTION TAPE, REFILL	piece	12	12	12	36	4,320.00	12	12	12	36	4,320.00	12	12	12	36	4,320.00	12	12	12	36	4,320.00	144	120.00	17,280.00
		DESK ORGANIZER PAPER TRAY	piece	3	0	0	3	6,000.00	0	0	0	0	0.00	3	0	0	3	6,000.00	0	0	0	0	0.00	6	2,000.00	12,000.00
		DISHWASHING LIQUID, 500 ML	bottle	30	0	0	30	5,400.00	30	0	0	30	5,400.00	30	0	0	30	5,400.00	30	0	0	30	5,400.00	120	180.00	21,600.00
		DISHWASHING PASTE	bottle	5	0	0	5	250.00	5	0	0	5	250.00	5	0	0	5	250.00	5	0	0	5	250.00	20	50.00	1,000.00
		SPONGE	piece	27	0	0	27	2,160.00	27	0	0	27	2,160.00	27	0	0	27	2,160.00	27	0	0	27	2,160.00	108	80.00	8,640.00
		ZONROX BLEACH	gal	30	0	0	30	10,500.00	30	0	0	30	10,500.00	30	0	0	30	10,500.00	30	0	0	30	10,500.00	120	350.00	42,000.00
		LIQUID SOSA, 1L	bottle	27	0	0	27	8,100.00	27	0	0	27	8,100.00	27	0	0	27	8,100.00	27	0	0	27	8,100.00	108	300.00	32,400.00
		MURIATIC ACID	gallon	43	0	0	43	12,900.00	43	0	0	43	12,900.00	43	0	0	43	12,900.00	43	0	0	43	12,900.00	172	300.00	51,600.00

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
		TOILET DEODORANT	piece	70	0	0	70	5,250.00	70	0	0	70	5,250.00	70	0	0	70	5,250.00	70	0	0	70	5,250.00	280	75.00	21,000.00
		RUBBER FOOT RUG, LARGE	piece	12	0	0	12	6,600.00	6	0	0	6	3,300.00	12	0	0	12	6,600.00	6	0	0	6	3,300.00	36	550.00	19,800.00
		SCRUB BRUSH	piece	15	0	0	15	2,250.00	15	0	0	15	2,250.00	15	0	0	15	2,250.00	15	0	0	15	2,250.00	60	150.00	9,000.00
		CLEANING RUBBER GLOVES (PAIR)	pack	10	0	0	10	1,500.00	10	0	0	10	1,500.00	10	0	0	10	1,500.00	10	0	0	10	1,500.00	40	150.00	6,000.00
		FLOOR SCRUB BRUSH WITH HANDLE	piece	10	0	0	10	5,500.00	10	0	0	10	5,500.00	10	0	0	10	5,500.00	10	0	0	10	5,500.00	40	550.00	22,000.00
		TOILET BRUSH WITH HANDLE	piece	16	0	0	16	8,800.00	10	0	0	10	5,500.00	16	0	0	16	8,800.00	10	0	0	10	5,500.00	52	550.00	28,600.00
		RUBBER TOILET PUMP	piece	16	0	0	16	7,200.00	10	0	0	10	4,500.00	16	0	0	16	7,200.00	10	0	0	10	4,500.00	52	450.00	23,400.00
		TRASH BAG , MEDIUM	pack	15	0	0	15	2,250.00	15	0	0	15	2,250.00	15	0	0	15	2,250.00	15	0	0	15	2,250.00	60	150.00	9,000.00
		TRASH BAG , SMALL	pack	15	0	0	15	1,500.00	15	0	0	15	1,500.00	15	0	0	15	1,500.00	15	0	0	15	1,500.00	60	100.00	6,000.00
		AIR FRESHENER , GEL TYPE, 180G	piece	15	0	0	15	1,125.00	15	0	0	15	1,125.00	15	0	0	15	1,125.00	15	0	0	15	1,125.00	60	75.00	4,500.00
		FABRIC CONDITIONER	pack	25	0	0	25	5,625.00	25	0	0	25	5,625.00	25	0	0	25	5,625.00	25	0	0	25	5,625.00	100	225.00	22,500.00
		PLASTIC RING BINDER, BLACK, 1/2"	piece	20	0	0	20	300.00	20	0	0	20	300.00	20	0	0	20	300.00	20	0	0	20	300.00	80	15.00	1,200.00
		PLASTIC RING BINDER, BLACK, 1"	piece	15	0	0	15	375.00	15	0	0	15	375.00	15	0	0	15	375.00	15	0	0	15	375.00	60	25.00	1,500.00
		PUSH PIN	box	11	5	5	21	1,260.00	5	5	5	15	900.00	5	5	5	15	900.00	5	5	5	15	900.00	66	60.00	3,960.00
		THUMB TACKS	box	6	0	0	6	120.00	0	0	0	0	0.00	6	0	0	6	120.00	0	0	0	0	0.00	12	20.00	240.00
		FEATHER DUSTER	piece	6	0	0	6	1,140.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	190.00	1,140.00
		TYPEWRITTER RIBBON (BLACK)	piece	11	5	5	21	1,260.00	5	5	5	15	900.00	5	5	5	15	900.00	5	5	5	15	900.00	66	60.00	3,960.00
		CORK BOARD, LARGE	piece	6	0	0	6	3,300.00	6	0	0	6	3,300.00	6	0	0	6	3,300.00	6	0	0	6	3,300.00	24	550.00	13,200.00
		TEFLON TAPE	piece	12	0	0	12	1,440.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	120.00	1,440.00
		FAUCET	piece	18	0	0	18	4,680.00	0	0	0	0	0.00	12	0	0	12	3,120.00	0	0	0	0	0.00	30	260.00	7,800.00
		BIDET SPRAY	piece	3	0	0	3	3,600.00	0	0	0	0	0.00	3	0	0	3	3,600.00	0	0	0	0	0.00	6	1,200.00	7,200.00
		ALUMINUM TELESCOPIC LADDER, HEAVY DUTY, 4 FOLDS (20 FT)	piece	3	0	0	3	60,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	20,000.00	60,000.00
		WHEEL BARROW (HEAVY DUTY)	piece	3	0	0	3	15,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	5,000.00	15,000.00
		GARDEN RAKE WITH METAL HANDLE ,14 TEETH	piece	3	0	0	3	2,400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	800.00	2,400.00
		SHOVEL	piece	1	0	0	1	500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	500.00	500.00
		ELECTRICIAN GLOVES	pair	2	0	0	2	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	2,500.00	5,000.00
		HOSE NOZZLE WITH COUPLING & HOSE CLAMP	set	1	0	0	1	1,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,800.00	1,800.00
		DIPPER	piece	16	0	0	16	1,600.00	10	0	0	10	1,000.00	16	0	0	16	1,600.00	10	0	0	10	1,000.00	52	100.00	5,200.00
		BASIN	piece	16	0	0	16	7,200.00	10	0	0	10	4,500.00	16	0	0	16	7,200.00	10	0	0	10	4,500.00	52	450.00	23,400.00
		PAIL	piece	16	0	0	16	4,000.00	10	0	0	10	2,500.00	16	0	0	16	2,500.00	10	0	0	10	2,500.00	46	250.00	11,500.00
		DOOR MAT	piece	20	0	0	20	2,900.00	20	0	0	20	2,900.00	20	0	0	20	2,900.00	20	0	0	20	2,900.00	80	145.00	11,600.00
		EXHAUST FAN	piece	5	0	0	5	12,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	2,500.00	12,500.00
		LED LIGHT BULB SOCKET, 7 watts	piece	25	0	0	25	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	25	200.00	5,000.00
		LED LINEAR TUBE HOUSING , 18 watts	piece	40	0	0	40	40,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	40	1,000.00	40,000.00
		EXTENSION WIRE	piece	3	0	0	3	4,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	1,500.00	4,500.00
		SAFETY BREAKER , 30AMP W/ CASE 2P	piece	9	0	0	9	5,400.00	0	3	0	3	1,800.00	0	3	0	3	1,800.00	0	3	0	3	1,800.00	18	600.00	10,800.00
		BATTERY, 9V	piece	53	0	0	53	10,600.00	3	0	0	3	600.00	9	0	0	9	1,800.00	2	0	0	2	400.00	67	200.00	13,400.00

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			
		MICROPHONE	piece	9	0	0	9	54,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	9	6,000.00	54,000.00
		WHITEBOARD	piece	1	0	0	1	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	3,000.00	3,000.00
		NETWORK/WIFI ROUTER	piece	8	0	0	8	20,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8	2,500.00	20,000.00
		UPS	piece	67	0	0	67	134,000.00	5	0	0	5	10,000.00	11	0	0	11	22,000.00	5	0	0	5	10,000.00	88	2,000.00	176,000.00
		PADLOCK	piece	6	0	0	6	9,000.00	6	0	0	6	9,000.00	6	0	0	6	9,000.00	0	0	0	0	0.00	18	1,500.00	27,000.00
		STEEL FILING CABINET	piece	11	0	0	11	165,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	11	15,000.00	165,000.00
		FIRE EXTINGUISHER REFILL	piece	35	0	0	35	175,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	35	5,000.00	175,000.00
		DUCT TAPE 2"	piece	21	0	0	21	3,150.00	0	0	0	0	0.00	6	0	0	6	900.00	0	0	0	0	0.00	27	150.00	4,050.00
		SPEAKER FOR DESKTOP	piece	7	0	0	7	10,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7	1,500.00	10,500.00
		WEBCAM	piece	3	0	0	3	7,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	2,500.00	7,500.00
		MECHANICAL HUMAN WEIGHING SCALE	piece	1	0	0	1	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,500.00	1,500.00
		BLOOD PRESSURE MONITOR	piece	1	0	0	1	6,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	6,000.00	6,000.00
		USB FLASK DRIVE	piece	7	0	0	7	2,555.00	5	0	0	5	1,825.00	5	0	0	5	1,825.00	5	0	0	5	1,825.00	22	365.00	8,030.00
		FLUORESCENT LAMP, TUBE, 20 WATTS	piece	12	0	0	12	1,440.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	120.00	1,440.00
		FLUORESCENT LAMP, TUBE, 40 WATTS	piece	15	0	0	15	2,250.00	0	0	0	0	0.00	15	0	0	15	2,250.00	0	0	0	0	0.00	30	150.00	4,500.00
		ESSENTIAL LAMP ,CFL,23 WATTS	piece	15	0	0	15	3,750.00	0	0	0	0	0.00	15	0	0	15	3,750.00	0	0	0	0	0.00	30	250.00	7,500.00
		EXECUTIVE CHAIR	unit	12	0	0	12	204,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	17,000.00	204,000.00
		LASER POINTER	piece	1	0	0	1	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,000.00	1,000.00
		NETWORK SWITCH	piece	6	0	0	6	9,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	1,500.00	9,000.00
		DISBURSEMENT VOUCHER FILE BINDER WITHOUT METAL	piece	60	0	0	60	15,000.00	60	0	0	60	15,000.00	60	0	0	60	15,000.00	60	0	0	60	15,000.00	240	250.00	60,000.00
		ARROW MARKER SIGNATURE STICK NOTE PLASTIC	piece	15	0	0	15	3,000.00	15	0	0	15	3,000.00	15	0	0	15	3,000.00	15	0	0	15	3,000.00	60	200.00	12,000.00
		CERT. HOLDER	piece	10	10	10	30	4,500.00	10	10	10	30	4,500.00	10	10	10	30	4,500.00	10	10	10	30	4,500.00	120	150.00	18,000.00
		SPECIALTY/CERT. PAPER	pack	12	12	12	36	7,200.00	12	12	12	36	7,200.00	12	12	12	36	7,200.00	12	12	12	36	7,200.00	144	200.00	28,800.00

A. TOTAL	P	7,792,241.24
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)	P	779,224.12
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)	P	-
D. GRAND TOTAL (A + B + C)	P	8,571,465.36
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:	EIGHT MILLION FIVE HUNDRED SEVENTY-ONE THOUSAND FOUR HUNDRED SIXTY-FIVE & 36/100	

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:

Certified Funds Available / Certified Appropriate Funds Available:

Approved by:

ANNA LIZA G. ESMUNDO / PMO IV
Property/Supply Officer

SAMERAH V. DADAL / ACCOUNTANT IV
Accountant / Budget Officer

ROSITA M. MACHUTES / REGIONAL MANAGER II
Head of Office/Agency

Date Prepared: SEPTEMBER 29, 2022