

ANNUAL PROCUREMENT PLAN - COMMOM-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2024 FORM

Introduction:

This form contains the common-use supplies and equipment (CSE) being carried by the Procurement Service – Department of Budget and Management (PS-DBM) that shall be purchased by government agencies. Consistent with the DBM Circular Letter Nos. 2011-6 and 2011-6-A dated 25 August 2011 and 28 September 2011, respectively, 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 Modernized Philippine Government Electronic Procurement System (mPhilGEPS) 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).

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 mPhilGEPS and Downloads page of PS-DBM website (www.ps-philgeps.gov.ph).
- 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) under the "What We Sell" tab 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 form, otherwise the form will be deemed invalid.
- 5.0 For items not included on the list of PART II, a separate file, with the file name APP-CSE 2024 Form - Other Items, can be downloaded from the Downloads page of PS-DBM website (www.ps-philgeps.gov.ph) and must be submitted to PS-DBM through this link: <https://shorturl.at/hos58>.
- 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 mPhilGEPS 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 mPhilGEPS 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 0927-8478245 (Globe) or 0918-2954426 (Smart), 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: The APP-CSE for FY 2024 must be submitted on or before **31 July 2023**.

Department/Bureau/Office: DENR PENRO ISABELA
 Region: Region 2 (Cagayan Valley Region)
 Address: Maharlika Highway, Brgy. Osmefia,
City of Ilagan, Isabela

Agency Code/UAACS: 100010500013
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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	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	10	16	61	87	4,433.52	26	36	38	100	5,096.00	27	43	44	114	5,809.44	27	42	38	107	5,452.72	408	50.96	20,791.68	
2	12191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	14	21	44	79	35,657.44	12	9	36	57	25,727.52	23	9	36	68	30,692.48	12	21	23	56	25,276.16	260	451.36	117,353.60	
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
3	60121413-CB-P01	CLEARBOOK, A4 size	box	11	0	10	21	742.56	6	10	0	16	565.76	6	12	0	18	636.48	8	0	10	18	636.48	73	35.36	2,581.28	
4	60121413-CB-P02	CLEARBOOK, Legal size	box	8	11	11	30	1,154.40	3	11	11	25	962.00	3	3	11	17	654.16	5	1	11	17	654.16	89	38.48	3,424.72	
5	60121534-ER-P01	ERASER, plastic/rubber	piece	25	20	39	84	786.24	14	20	26	60	561.60	13	22	26	61	570.96	12	21	21	54	505.44	259	9.36	2,424.24	
6	60121524-SP-G01	SIGN PEN, Extra Fine Tip, Black	piece	32	32	14	78	2,028.00	32	32	38	102	2,652.00	47	32	48	127	3,302.00	35	32	42	109	2,834.00	416	26.00	10,816.00	
7	60121524-SP-G04	SIGN PEN, Fine Tip, Black	piece	27	24	55	106	4,740.32	22	24	49	95	4,248.40	27	24	45	96	4,293.12	22	24	39	85	3,801.20	382	44.72	17,083.04	
8	60121524-SP-G07	SIGN PEN, Medium Tip, Black	piece	21	96	59	176	10,067.20	16	96	44	156	8,923.20	51	96	54	201	11,497.20	31	96	54	181	10,353.20	714	57.20	40,840.80	
9	60121524-SP-G02	SIGN PEN, Extra Fine Tip, Blue	piece	10	24	41	75	1,950.00	10	24	40	74	1,924.00	10	24	35	69	1,794.00	13	27	38	78	2,028.00	296	26.00	7,696.00	
10	60121524-SP-G05	SIGN PEN, Fine Tip, Blue	piece	22	16	26	64	2,862.08	22	16	26	64	2,862.08	22	16	26	64	2,862.08	22	16	26	64	2,862.08	256	44.72	11,448.32	
11	60121524-SP-G08	SIGN PEN, Medium Tip, Blue	piece	21	48	12	81	4,633.20	16	48	12	76	4,347.20	16	48	12	76	4,347.20	16	48	12	76	4,347.20	309	57.20	17,674.80	
12	60121524-SP-G03	SIGN PEN, Extra Fine Tip, Red	piece	12	12	12	36	936.00	12	12	12	36	936.00	12	12	12	36	936.00	12	12	12	36	936.00	144	26.00	3,744.00	
13	60121524-SP-G06	SIGN PEN, Fine Tip, Red	piece	12	16	16	44	2,013.44	12	16	16	44	2,013.44	12	16	16	44	2,013.44	12	18	18	48	2,196.48	180	45.76	8,236.80	
14	60121524-SP-G09	SIGN PEN, Medium Tip, Red	piece	11	22	12	45	2,574.00	16	12	12	40	2,288.00	6	22	17	45	2,574.00	26	17	22	65	3,718.00	195	57.20	11,154.00	
15	60121124-WR-P01	WRAPPING PAPER	pack	3	7	2	12	2,570.88	2	7	7	16	3,427.84	2	7	7	16	3,427.84	2	7	7	16	3,427.84	60	214.24	12,854.40	
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																											
16	45121517-DO-C03	DOCUMENT CAMERA	unit	0	0	0	0	0.00	0	0	1	1	25,536.16	0	1	0	1	25,536.16	0	0	0	0	0.00	2	25,536.16	51,072.32	
17	45111609-MM-P01	MULTIMEDIA PROJECTOR	unit	1	0	1	2	36,940.80	1	0	2	3	55,411.20	0	1	0	1	18,470.40	1	0	0	1	18,470.40	7	18,470.40	129,292.80	
BATTERIES AND CELLS AND ACCESSORIES																											
18	26111702-BT-A02	BATTERY, dry cell, size AA	pack	25	181	62	268	5,853.12	34	183	63	280	6,115.20	28	180	61	269	5,874.96	22	181	59	262	5,722.08	1079	21.84	23,565.36	
19	26111702-BT-A01	BATTERY, dry cell, size AAA	pack	18	75	30	123	2,430.48	28	75	31	134	2,647.84	15	76	31	122	2,410.72	16	74	30	120	2,371.20	499	19.76	9,860.24	
20	26111702-BT-A03	BATTERY, dry cell, size D	pack	1	0	0	1	92.56	0	0	24	24	2,221.44	0	0	0	0	0.00	0	0	0	0	0.00	25	92.56	2,314.00	

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price	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																										
21	47131812-AF-A01	AIR FRESHENER	can	24	24	47	95	8,299.20	25	25	60	110	9,609.60	27	25	59	111	9,696.96	21	21	37	79	6,901.44	395	87.36	34,507.20
22	47131604-BR-S01	BROOM (Walis Tambo)	piece	12	9	13	34	4,349.28	7	9	7	23	2,942.16	12	12	5	29	3,709.68	6	8	14	28	3,581.76	114	127.92	14,582.88
23	47131604-BR-T01	BROOM (Walis Ting-ting)	piece	19	13	46	78	1,865.76	16	1	47	64	1,530.88	15	11	7	33	789.36	12	1	47	60	1,435.20	235	23.92	5,621.20
24	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal	bottle	9	10	22	41	1,833.52	9	5	22	36	1,609.92	7	3	25	35	1,565.20	7	3	20	30	1,341.60	142	44.72	6,350.24
25	47131805-CL-P01	CLEANSER, Scouring Powder	can	8	5	27	40	1,440.00	8	5	27	40	1,440.00	6	3	25	34	1,224.00	6	3	25	34	1,224.00	148	36.00	5,328.00
26	47131811-DE-B02	DETERGENT BAR	bar	0	10	32	42	393.12	0	10	22	32	299.52	0	10	32	42	393.12	0	10	22	32	299.52	148	9.36	1,385.28
27	47131811-DE-P02	DETERGENT POWDER, all purpose	pouch	13	5	52	70	6,188.00	13	10	17	40	3,536.00	11	8	25	44	3,889.60	13	8	35	56	4,950.40	210	88.40	18,564.00
28	47131803-DS-A01	DISINFECTANT SPRAY	can	12	5	37	54	8,143.20	11	6	28	45	6,786.00	12	5	37	54	8,143.20	11	4	26	41	6,182.80	194	150.80	29,255.20
29	47131601-DU-P01	DUST PAN	piece	11	0	14	25	1,170.00	6	5	7	18	842.40	12	5	5	22	1,029.60	5	5	5	15	702.00	80	46.80	3,744.00
30	47131802-FW-P03	FLOOR WAX, paste type, red	can	1	0	1	2	270.40	1	0	1	2	270.40	1	0	1	2	270.40	1	0	1	2	270.40	8	135.20	1,081.60
31	47131830-FC-A01	FURNITURE CLEANER	can	7	5	53	65	14,736.80	6	5	38	49	11,109.28	5	3	47	55	12,469.60	4	3	36	43	9,748.96	212	226.72	48,064.64
32	73101612-HS-L01	HAND SOAP, liquid	bottle	11	6	43	60	2,577.00	12	7	44	63	2,705.85	13	4	41	58	2,491.10	13	4	41	58	2,491.10	239	42.95	10,265.05
33	47121804-MP-B01	MOP BUCKET	unit	1	0	4	5	11,440.00	1	0	9	10	22,880.00	1	0	3	4	9,152.00	1	0	3	4	9,152.00	23	2,288.00	52,624.00
34	47131613-MP-H02	MOPHANDLE, heavy duty	piece	1	0	3	4	536.64	1	0	7	8	1,073.28	1	0	3	4	536.64	1	0	3	4	536.64	20	134.16	2,683.20
35	47131619-MP-R01	MOPHEAD, made of rayon	piece	0	0	3	3	342.12	0	0	4	4	456.16	0	0	3	3	342.12	0	0	0	0	0.00	10	114.04	1,140.40
36	47131501-RG-C01	RAGS	kilo	11	5	44	60	3,432.00	6	5	44	55	3,146.00	10	3	42	55	3,146.00	7	3	32	42	2,402.40	212	57.20	12,126.40
37	47131602-SC-N01	SCOURING PAD	pack	1	0	32	33	2,951.52	1	0	32	33	2,951.52	1	0	22	23	2,057.12	1	0	32	33	2,951.52	122	89.44	10,911.68
38	47121701-TB-P04	TRASHBAG, XXL size	pack/roll	7	4	19	30	3,900.00	7	4	14	25	3,250.00	6	7	17	30	3,900.00	6	7	12	25	3,250.00	110	130.00	14,300.00
39	47121701-TB-P05	TRASHBAG, Large size	pack/roll	5	0	15	20	1,185.60	3	0	15	18	1,067.04	7	0	15	22	1,304.16	4	5	15	24	1,422.72	84	59.28	4,979.52
40	47121701-TB-P06	TRASHBAG, XL size	pack/roll	3	0	10	13	1,203.28	3	0	10	13	1,203.28	3	0	10	13	1,203.28	3	5	10	18	1,666.08	57	92.56	5,275.92
41	47121702-WB-P01	WASTEBASKET	piece	5	0	15	20	873.60	7	0	15	22	960.96	7	0	15	22	960.96	5	5	15	25	1,092.00	89	43.68	3,887.52
COLOR COMPOUNDS AND DISPERSIONS																										
42	12171703-SI-P01	INK, for stamp pad	bottle	15	0	17	32	998.40	2	0	19	21	655.20	5	0	10	15	468.00	2	0	5	7	218.40	75	31.20	2,340.00
CONSUMER ELECTRONICS																										
43	52161535-DV-R01	DIGITAL VOICE RECORDER	unit	8	0	1	9	43,233.84	0	0	1	1	4,803.76	1	0	2	3	14,411.28	0	0	0	0	0.00	13	4,803.76	62,448.88
FACE MASK																										
44	42131713-SM-M06	FACE MASK	box	32	48	74	154	8,008.00	19	48	73	140	7,280.00	18	48	23	89	4,628.00	19	48	22	89	4,628.00	472	52.00	24,544.00
FILMS																										
45	13111203-AC-F01	ACETATE	roll	14	0	3	17	17,821.44	0	0	2	2	2,096.64	2	0	2	4	4,193.28	0	0	3	3	3,144.96	26	1,048.32	27,256.32
46	13111201-CF-P02	CARBON FILM, Legal size	box	0	0	13	13	3,339.44	1	0	4	5	1,284.40	2	0	2	4	1,027.52	1	0	1	2	513.76	24	256.88	6,165.12
FIRE FIGHTING EQUIPMENT																										
47	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	0	0	5	5	6,994.00	2	2	6	10	13,988.00	0	0	0	0	0.00	0	0	2	2	2,797.60	17	1,398.80	23,779.60
48	46191601-FE-H01	FIRE EXTINGUISHER, pure HCFC	unit	25	0	5	30	168,397.50	2	1	6	9	50,519.25	0	0	0	0	0.00	0	0	1	1	5,613.25	40	5,613.25	224,530.00
FLAG OR ACCESSORIES																										
49	55121905-PH-F01	PHILIPPINE NATIONAL FLAG	piece	0	0	16	16	4,557.44	0	5	9	14	3,987.76	0	0	3	3	854.52	0	0	3	3	854.52	36	284.84	10,254.24
FURNITURE AND FURNISHINGS																										
50	56101504-CM-B01	MONOBLOC CHAIR, beige	piece	0	0	35	35	13,140.40	0	24	15	39	14,642.16	0	0	20	20	7,508.80	0	0	0	0	0.00	94	375.44	35,291.36
51	56101504-CM-W01	MONOBLOC CHAIR, white	piece	0	0	0	0	0.00	0	0	15	15	5,584.80	0	15	25	40	14,892.80	0	0	0	0	0.00	55	372.32	20,477.60
52	56101519-TM-S01	MONOBLOC TABLE, white	unit	0	0	5	5	6,744.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	1,348.88	6,744.40
53	56101519-TM-S02	MONOBLOC TABLE, beige	unit	0	0	0	0	0.00	0	0	5	5	6,744.40	0	0	0	0	0.00	0	0	0	0	0.00	5	1,348.88	6,744.40
HEATING AND VENTILATION AND AIR CIRCULATION																										
54	40101604-EF-C01	ELECTRIC FAN, ceiling mount, orbit type	unit	13	1	6	20	27,601.60	4	0	10	14	19,321.12	4	0	10	14	19,321.12	4	0	5	9	12,420.72	57	1,380.08	78,664.56
55	40101604-EF-G01	ELECTRIC FAN, industrial, ground type	unit	4	0	0	4	4,438.72	4	0	0	4	4,438.72	4	0	0	4	4,438.72	4	0	0	4	4,438.72	16	1,109.68	17,754.88

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price	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	
56	40101604-EF-S01	ELECTRIC FAN, stand type	unit	14	0	4	18	18,120.96	8	8	1	17	17,114.24	6	0	0	6	6,040.32	4	6	0	10	10,067.20	51	1,006.72	51,342.72	
57	40101604-EF-W01	ELECTRIC FAN, wall mount	unit	4	0	0	4	3,656.64	4	0	0	4	3,656.64	4	0	0	4	3,656.64	4	0	0	4	3,656.64	16	914.16	14,626.56	
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																											
58	43211507-DSK003	DESKTOP, for Basic Users	unit	5	0	1	6	148,761.60	3	0	2	5	123,968.00	3	0	2	5	123,968.00	3	0	0	3	74,380.80	19	24,793.60	471,078.40	
59	43211507-DSK004	DESKTOP, for Mid-Range Users	unit	3	0	1	4	169,561.60	3	1	2	6	254,342.40	1	2	4	7	296,732.80	2	0	0	2	84,780.80	19	42,390.40	805,417.60	
60	43201827-HD-X02	EXTERNAL HARD DRIVE	unit	15	1	14	30	90,542.40	4	5	8	17	51,307.36	3	6	10	19	57,343.52	3	0	7	10	30,180.80	76	3,018.08	229,374.08	
61	43202010-FD-U04	FLASH DRIVE	piece	16	0	24	40	8,985.60	15	25	24	64	14,376.96	10	12	18	40	8,985.60	3	12	3	18	4,043.52	162	224.64	36,391.68	
62	43211503-LAP004	LAPTOP, for Mid-range Users	unit	4	0	1	5	211,900.00	5	0	2	7	296,660.00	2	1	2	5	211,900.00	2	0	0	2	84,760.00	19	42,380.00	805,220.00	
63	43211503-LAP003	LAPTOP, Lightweight	unit	4	0	1	5	234,000.00	2	2	5	9	421,200.00	2	2	4	8	374,400.00	2	0	0	2	93,600.00	24	46,800.00	1,123,200.00	
64	43211708-MO-O02	COMPUTER MOUSE, Wireless	unit	15	1	12	28	4,746.56	5	2	29	36	6,102.72	9	12	13	34	5,763.68	7	0	0	7	1,186.64	105	169.52	17,799.60	
65	43212102-PR-D02	PRINTER, Impact, Dot Matrix, 24 pins	unit	4	0	0	4	132,063.36	0	0	1	1	33,015.84	0	0	1	1	33,015.84	0	0	0	0	0.00	6	33,015.84	198,095.04	
66	43212102-PR-D01	PRINTER, Impact, Dot Matrix, 9 pins	unit	0	0	0	0	0.00	0	0	1	1	11,014.64	0	0	1	1	11,014.64	0	0	0	0	0.00	2	11,014.64	22,029.28	
67	43212105-PR-L01	PRINTER, Laser, Monochrome	unit	1	0	0	1	23,063.04	0	1	0	1	23,063.04	0	0	1	1	23,063.04	0	0	0	0	0.00	3	23,063.04	69,189.12	
LIGHTING AND FIXTURES AND ACCESSORIES																											
68	39101628-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	0	0	20	20	1,622.40	0	0	25	25	2,028.00	0	0	25	25	2,028.00	0	0	10	10	811.20	80	81.12	6,489.60	
69	39101628-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	37	0	30	67	13,789.94	20	0	42	62	12,760.84	5	0	30	35	7,203.70	5	24	0	29	5,968.78	193	205.82	39,723.26	
MANUFACTURING COMPONENTS AND SUPPLIES																											
70	31201610-GL-J01	GLUE, all-purpose	jar	17	2	37	56	3,960.32	10	9	13	32	2,263.04	8	9	9	26	1,838.72	25	7	7	39	2,758.08	153	70.72	10,820.16	
71	31151804-SW-H01	STAPLE WIRE, heavy duty (binder type), 23/13	box	6	25	18	49	1,104.95	7	25	23	55	1,240.25	7	45	23	75	1,691.25	7	28	13	48	1,082.40	227	22.55	5,118.85	
72	31151804-SW-S01	STAPLE WIRE, standard	box	30	5	63	98	2,328.48	36	40	39	115	2,732.40	27	34	74	135	3,207.60	26	42	16	84	1,995.84	432	23.76	10,264.32	
73	31201502-TA-E01	TAPE, electrical	roll	10	1	23	34	661.30	3	13	17	33	641.85	3	13	11	27	525.15	3	1	11	15	291.75	109	19.45	2,120.05	
74	31201503-TA-M01	TAPE, masking, 24mm	roll	22	8	63	93	5,754.84	23	33	38	94	5,816.72	19	28	38	85	5,259.80	15	28	36	79	4,888.52	351	61.88	21,719.88	
75	31201503-TA-M02	TAPE, masking, 48 mm	roll	17	1	59	77	9,329.32	20	30	35	85	10,298.60	13	25	40	78	9,450.48	12	25	35	72	8,723.52	312	121.16	37,801.92	
76	31201517-TA-P01	TAPE, packaging, 48 mm	roll	6	6	62	74	2,231.84	3	30	35	68	2,050.88	5	25	40	70	2,111.20	3	25	139	167	5,036.72	379	30.16	11,430.64	
77	31201512-TA-T01	TAPE, transparent, 24mm	roll	31	11	78	120	1,372.80	33	47	42	122	1,395.68	29	33	45	107	1,224.08	19	43	45	107	1,224.08	456	11.44	5,216.64	
78	31201512-TA-T02	TAPE, transparent, 48 mm	roll	26	3	64	93	2,224.56	23	27	35	85	2,033.20	20	28	33	81	1,937.52	15	28	33	76	1,817.92	335	23.92	8,013.20	
79	31151507-TW-P01	TWINE, plastic	roll	7	2	24	33	2,333.76	3	11	11	25	1,768.00	3	11	9	23	1,626.56	4	10	8	22	1,555.84	103	70.72	7,284.16	
MEASURING AND OBSERVING AND TESTING EQUIPMENT																											
80	41111604-RU-P02	RULER, flexible, plastic, 450mm	piece	15	2	12	29	603.20	8	1	16	25	520.00	7	5	10	22	457.60	3	16	0	19	395.20	95	20.80	1,976.00	
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
81	44121612-BL-H01	BLADE, for general purpose cutter/utility knife	tube	8	0	5	13	208.00	4	5	0	9	144.00	4	5	0	9	144.00	4	0	0	4	64.00	35	16.00	560.00	
82	44101602-PB-M01	BINDING AND PUNCHING MACHINE	unit	1	0	3	4	40,418.56	0	3	0	3	30,313.92	0	3	0	3	30,313.92	0	0	0	0	0.00	10	10,104.64	101,046.40	
83	44101807-CA-C01	CALCULATOR, Compact	unit	7	1	7	15	4,305.60	4	2	11	17	4,879.68	2	2	5	9	2,583.36	2	0	0	2	574.08	43	287.04	12,342.72	
84	44121710-CH-W01	CHALK, white enamel	box	1	0	0	1	32.97	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	32.97	32.97	
85	44122105-BF-C01	CLIP, backfold, 19mm	box	21	2	135	158	1,478.88	2	98	54	154	1,441.44	3	102	42	147	1,375.92	101	5	41	147	1,375.92	606	9.36	5,672.16	
86	44122105-BF-C02	CLIP, backfold, 25mm	box	23	2	62	87	1,357.20	6	26	53	85	1,326.00	6	30	42	78	1,216.80	29	4	40	73	1,138.80	323	15.60	5,038.80	
87	44122105-BF-C03	CLIP, backfold, 32mm	box	19	2	96	117	3,163.68	2	50	53	105	2,839.20	2	54	51	107	2,893.28	49	9	44	102	2,758.08	431	27.04	11,654.24	
88	44122105-BF-C04	CLIP, backfold, 50mm	box	23	2	62	87	5,247.84	16	26	43	85	5,127.20	16	30	42	88	5,308.16	39	4	40	83	5,006.56	343	60.32	20,689.76	
89	44121801-CT-R02	CORRECTION TAPE	piece	65	22	161	248	2,859.44	37	62	86	185	2,133.05	34	63	80	177	2,040.81	71	25	90	186	2,144.58	796	11.53	9,177.88	
90	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	10	1	21	32	1,015.04	3	1	1	5	158.60	11	2	2	15	475.80	7	5	5	17	539.24	69	31.72	2,188.68	
91	44111515-DF-B01	DATA FILE BOX	piece	127	40	160	327	25,244.40	83	140	160	383	29,567.60	81	138	155	374	28,872.80	75	55	125	255	19,686.00	1339	77.20	103,370.80	
92	44122011-DF-F01	DATA FOLDER	piece	252	35	167	454	31,162.56	101	38	66	205	14,071.20	101	148	66	315	21,621.60	211	68	38	317	21,758.88	1291	68.64	88,614.24	
93	44103202-DS-M01	DATER STAMP	piece	9	0	16	25	11,744.50	2	0	10	12	5,637.36	4	12	0	16	7,516.48	3	0	0	3	1,409.34	56	469.78	26,307.68	
94	44121506-EN-D01	ENVELOPE, Documentary, A4	box	37	1	1	39	32,772.48	34	1	2	37	31,091.84	32	2	2	36	30,251.52	31	1	2	34	28,570.88	146	840.32	122,686.72	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price	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	
95	44121506-EN-D02	ENVELOPE, Documentary, legal,	box	40	1	9	50	53,924.00	36	1	8	45	48,531.60	38	3	3	44	47,453.12	34	1	3	38	40,982.24	177	1,078.48	190,890.96	
96	44121506-EN-X01	ENVELOPE, Expanding, Kraft	box	47	1	13	61	83,867.68	43	2	4	49	67,369.12	43	2	9	54	74,243.52	42	1	4	47	64,619.36	211	1,374.88	290,099.68	
97	44121506-EN-X02	ENVELOPE, Expanding, Plastic	box	61	9	9	79	2,408.71	105	5	10	120	3,658.80	53	3	3	59	1,798.91	53	3	8	64	1,951.36	322	30.49	9,817.78	
98	44121506-EN-M02	ENVELOPE, Mailing	box	11	0	10	21	9,806.16	8	1	5	14	6,537.44	10	0	10	20	9,339.20	8	0	5	13	6,070.48	68	466.96	31,753.28	
99	44121504-EN-W02	ENVELOPE, Mailing, with window	box	3	0	6	9	4,754.88	0	1	3	4	2,113.28	2	0	0	2	1,056.64	0	0	0	0	0.00	15	528.32	7,924.80	
100	44111912-ER-B01	ERASER, felt, for blackboard/whiteboard	piece	1	0	10	11	135.63	5	5	0	10	123.30	0	4	10	14	172.62	0	0	0	0	0.00	35	12.33	431.55	
101	44122118-FA-P01	FASTENER	box	26	8	32	66	6,246.24	19	3	47	69	6,530.16	20	7	32	59	5,583.76	19	7	35	61	5,773.04	255	94.64	24,133.20	
102	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	122	3	21	146	12,439.20	105	1	11	117	9,968.40	104	2	61	167	14,228.40	105	1	11	117	9,968.40	547	85.20	46,604.40	
103	44122018-FT-D01	FILE TAB DIVIDER, A4	pack	24	1	11	36	823.68	12	1	11	24	549.12	12	1	11	24	549.12	12	1	11	24	549.12	108	22.88	2,471.04	
104	44122018-FT-D02	FILE TAB DIVIDER, Legal	pack	14	1	11	26	676.00	12	1	11	24	624.00	12	1	11	24	624.00	12	1	11	24	624.00	98	26.00	2,548.00	
105	44122011-FO-F01	FOLDER, Fancy with slide, A4	bundle	9	0	0	9	2,620.80	7	0	0	7	2,038.40	5	0	0	5	1,456.00	5	0	0	5	1,456.00	26	291.20	7,571.20	
106	44122011-FO-F02	FOLDER, Fancy with slide, legal	bundle	11	0	10	21	6,486.48	9	0	10	19	5,868.72	7	0	10	17	5,250.96	7	0	0	7	2,162.16	64	308.88	19,768.32	
107	44122011-FO-L01	FOLDER, L-type, A4	pack	11	0	13	24	4,500.96	8	2	2	12	2,250.48	9	0	0	9	1,687.86	8	0	0	8	1,500.32	53	187.54	9,939.62	
108	44122011-FO-L02	FOLDER, L-type, Legal	pack	12	0	20	32	7,634.24	9	0	20	29	6,918.53	10	0	20	30	7,157.10	9	0	20	29	6,918.53	120	238.57	28,628.40	
109	44122027-FO-P01	FOLDER, pressboard	box	19	0	13	32	30,484.48	7	0	12	19	18,100.16	9	0	10	19	18,100.16	7	0	0	7	6,668.48	77	952.64	73,353.28	
110	44122011-FO-T03	FOLDER with tab, A4	pack	8	0	0	8	3,111.68	17	10	10	37	14,391.52	7	0	0	7	2,722.72	6	0	0	6	2,333.76	58	388.96	22,559.68	
111	44122011-FO-T04	FOLDER with tab, Legal	pack	9	2	25	36	15,387.84	7	2	23	32	13,678.08	9	14	11	34	14,532.96	18	2	1	21	8,976.24	123	427.44	52,575.12	
112	44122008-IT-T01	INDEX TAB	box	8	0	5	13	820.43	6	0	10	16	1,009.76	6	0	5	11	694.21	6	0	5	11	694.21	51	63.11	3,218.61	
113	44111515-MF-B01	MAGAZINE FILE BOX, Large	piece	11	1	4	16	2,030.08	11	1	1	13	1,649.44	11	5	4	20	2,537.60	15	1	1	17	2,156.96	66	126.88	8,374.08	
114	44121716-MA-F01	MARKER, Fluorescent	set	12	0	40	52	2,217.28	22	14	2	38	1,620.32	9	38	2	49	2,089.36	12	16	0	28	1,193.92	167	42.64	7,120.88	
115	44121708-MP-B01	MARKER, Permanent, Black	piece	46	15	113	174	2,714.40	25	77	25	127	1,981.20	28	75	24	127	1,981.20	20	71	19	110	1,716.00	538	15.60	8,392.80	
116	44121708-MP-B02	MARKER, Permanent, Blue	piece	32	4	38	74	1,154.40	10	29	3	42	655.20	19	33	6	58	904.80	11	29	3	43	670.80	217	15.60	3,385.20	
117	44121708-MP-B03	MARKER, Permanent, Red	piece	25	7	24	56	873.60	3	15	1	19	296.40	10	16	2	28	436.80	3	15	1	19	296.40	122	15.60	1,903.20	
118	44121708-MW-B01	MARKER, Whiteboard, Black	piece	20	7	33	60	624.00	14	19	28	61	634.40	13	23	17	53	551.20	13	23	17	53	551.20	227	10.40	2,360.80	
119	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	19	1	23	43	447.20	6	12	12	30	312.00	9	16	13	38	395.20	8	15	2	25	260.00	136	10.40	1,414.40	
120	44121708-MW-B03	MARKER, Whiteboard, Red	piece	22	1	13	36	374.40	6	12	0	18	187.20	11	17	5	33	343.20	10	16	4	30	312.00	117	10.40	1,216.80	
121	44122104-PC-G01	PAPER CLIP, vinyl/plastic coated, 33mm	box	45	3	15	63	589.68	42	49	5	96	898.56	36	17	8	61	570.96	34	17	8	59	552.24	279	9.36	2,611.44	
122	44122104-PC-J02	PAPER CLIP, vinyl/plastic coated, jumbo, 50mm	box	46	13	52	111	2,655.12	43	19	5	67	1,602.64	38	61	8	107	2,559.44	35	23	8	66	1,578.72	351	23.92	8,395.92	
123	44101603-PS-M02	PAPER SHREDDER	unit	2	0	0	2	11,398.40	1	0	0	1	5,699.20	1	1	0	2	11,398.40	1	0	0	1	5,699.20	6	5,699.20	34,195.20	
124	44101603-PT-M01	PAPER TRIMMER/CUTTING MACHINE	unit	4	0	0	4	37,190.40	1	0	0	1	9,297.60	1	0	0	1	9,297.60	1	0	0	1	9,297.60	7	9,297.60	65,083.20	
125	44121706-PE-L01	PENCIL, lead/graphite, with eraser	box	25	1	29	55	2,288.00	20	2	24	46	1,913.60	17	8	23	48	1,996.80	20	14	1	35	1,456.00	184	41.60	7,654.40	
126	44121619-PS-M01	PENCIL SHARPENER	piece	18	0	13	31	6,609.20	5	4	10	19	4,050.80	5	2	10	17	3,624.40	3	0	10	13	2,771.60	80	213.20	17,056.00	
127	44101602-PU-P01	PUNCHER, paper, heavy duty	piece	17	1	20	38	6,165.12	5	6	10	21	3,407.04	8	9	10	27	4,380.48	2	0	0	2	324.48	88	162.24	14,277.12	
128	44122037-RB-P10	BINDING RING/COMB, plastic, 32 mm	piece	12	0	0	12	3,290.76	2	0	0	2	548.46	12	2	0	14	3,839.22	2	0	0	2	548.46	30	274.23	8,226.90	
129	44122101-RU-B01	RUBBER BAND No. 18	box	29	0	3	32	5,291.52	16	0	3	19	3,141.84	10	4	0	14	2,315.04	11	0	0	11	1,818.96	76	165.36	12,567.36	
130	44121905-SP-F01	STAMP PAD, felt	piece	16	0	6	22	938.08	12	0	11	23	980.72	9	2	3	14	596.96	6	1	3	10	426.40	69	42.64	2,942.16	
131	44121618-SS-S01	SCISSORS, symmetrical/asymmetrical	pair	18	3	9	30	1,248.00	18	2	19	39	1,622.40	4	1	8	13	540.80	2	5	2	9	374.40	91	41.60	3,785.60	
132	44121615-ST-S01	STAPLER, standard type	piece	29	4	42	75	10,920.00	17	37	13	67	9,755.20	13	4	39	56	8,153.60	5	36	3	44	6,406.40	242	145.60	35,235.20	
133	44121615-ST-B01	STAPLER, heavy duty (binder)	unit	17	0	8	25	23,868.00	9	2	4	15	14,320.80	7	3	2	12	11,456.64	6	0	2	8	7,637.76	60	954.72	57,283.20	
134	44121613-SR-P02	STAPLE REMOVER, plier-type	piece	26	0	5	31	1,483.04	5	0	0	5	239.20	13	0	0	13	621.92	5	0	0	5	239.20	54	47.84	2,583.36	
135	44121605-TD-T01	TAPE DISPENSER, table top	piece	24	1	10	35	2,730.00	5	0	11	16	1,248.00	6	0	0	6	468.00	5	0	1	6	468.00	63	78.00	4,914.00	
PAPER MATERIALS AND PRODUCTS																											
136	14111525-CA-A01	CARTOLINA, assorted colors	pack	9	4	28	41	3,709.68	16	4	26	46	4,162.08	11	7	14	32	2,895.36	12	4	14	30	2,714.40	149	90.48	13,481.52	
137	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm	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	953.68	0.00	

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	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					
			138	I4111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0				0	0
139	I4111506-CF-L22	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm	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	1,652.56	0.00	
140	I4111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm	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	1,108.64	0.00	
141	I4111506-CF-L31	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm	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	853.84	0.00	
142	I4111506-CF-L32	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm	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	1,629.68	0.00	
143	I4111609-LL-C01	LOOSELEAF COVER	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	794.96	0.00	
144	I4111514-NP-S02	NOTEPAD, stick-on, 50mm x 76mm	pad	31	6	74	111	4,386.72	18	5	28	51	2,015.52	51	21	28	100	3,952.00	22	27	4	53	2,094.56	315	39.52	12,448.80	
145	I4111514-NP-S04	NOTEPAD, stick-on, 76mm x 100mm	pad	28	5	48	81	5,138.64	16	4	26	46	2,918.24	24	10	26	60	3,806.40	10	31	2	43	2,727.92	230	63.44	14,591.20	
146	I4111514-NP-S03	NOTEPAD, stick-on, 76mm x 76mm	pad	27	5	54	86	5,187.52	16	5	30	51	3,076.32	25	6	27	58	3,498.56	13	27	3	43	2,593.76	238	60.32	14,356.16	
147	I4111514-NB-S02	STENO NOTEBOOK	piece	57	7	51	115	2,750.80	43	7	41	91	2,176.72	12	7	35	54	1,291.68	10	32	7	49	1,172.08	309	23.92	7,391.28	
148	I4111507-PP-M01	PAPER, MULTICOPY A4	ream	162	78	403	643	115,688.56	135	77	352	564	101,474.88	126	191	271	588	105,792.96	245	71	256	572	102,914.24	2367	179.92	425,870.64	
149	I4111507-PP-M02	PAPER, MULTICOPY LEGAL	ream	166	78	403	647	136,594.64	139	77	352	568	119,916.16	131	171	251	553	116,749.36	229	71	266	566	119,493.92	2334	211.12	492,754.08	
150	I4111507-PP-C01	PAPER, MULTIPURPOSE A4	ream	91	14	219	324	52,902.72	76	24	179	279	45,555.12	66	14	169	249	40,656.72	66	14	219	299	48,820.72	1151	163.28	187,935.28	
151	I4111507-PP-C02	PAPER, MULTIPURPOSE LEGAL	ream	86	9	209	304	56,276.48	76	19	169	264	48,871.68	66	9	168	243	44,984.16	66	9	209	284	52,574.08	1095	185.12	202,706.40	
152	I4111531-PP-R01	PAD PAPER, ruled	pad	8	1	10	19	671.84	10	1	3	14	495.04	5	3	1	9	318.24	4	3	1	8	282.88	50	35.36	1,768.00	
153	I4111503-PA-P01	PAPER, parchment	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	189.28	0.00	
154	I4111531-RE-B01	RECORD BOOK, 300 PAGES	book	88	8	51	147	10,701.60	72	10	24	106	7,716.80	66	9	26	101	7,352.80	65	9	24	98	7,134.40	452	72.80	32,905.60	
155	I4111531-RE-B02	RECORD BOOK, 500 PAGES	book	83	8	46	137	14,390.48	71	10	25	106	11,134.24	71	9	28	108	11,344.32	65	5	23	93	9,768.72	444	105.04	46,637.76	
156	I4111704-TT-P04	TISSUE, INTERFOLDED PAPER TOWEL	pack	68	3	103	174	5,066.88	53	3	103	159	4,630.08	53	3	103	159	4,630.08	53	3	103	159	4,630.08	651	29.12	18,957.12	
157	I4111704-TT-P02	TOILET TISSUE PAPER, 2 ply	pack	96	10	133	239	24,110.32	82	10	133	225	22,698.00	81	21	121	223	22,496.24	91	9	121	221	22,294.48	908	100.88	91,599.04	
PERFUMES OR COLOGNES OR FRAGRANCES																											
158	S3131626-HS-S01	HAND SANITIZER	bottle	37	5	31	73	6,377.28	26	5	31	62	5,416.32	35	10	29	74	6,464.64	31	13	19	63	5,503.68	272	87.36	23,761.92	
PESTICIDES OR PEST REPELLENTS																											
159	I0191509-IN-A01	INSECTICIDE	can	11	10	43	64	16,506.88	11	15	24	50	12,896.00	10	27	9	46	11,864.32	24	13	9	46	11,864.32	206	257.92	53,131.52	
PRINTED PUBLICATIONS																											
160	55101524-RA-H01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	3	0	1	4	148.84	0	0	0	0	0.00	2	0	0	2	74.42	0	0	0	0	0.00	6	37.21	223.26	
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																											
1	44103109-BR-D05	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-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	
3	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	
4	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	
5	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	
6	44103105-EP-B17	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	72	10	99	181	41,973.90	72	10	99	181	41,973.90	72	77	39	188	43,597.20	78	100	9	187	43,365.30	737	231.90	170,910.30	
7	44103105-EP-C17	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	47	8	69	124	30,032.80	47	8	69	124	30,032.80	47	45	39	131	31,728.20	53	68	9	130	31,486.00	509	242.20	123,279.80	
8	44103105-EP-M17	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	47	8	69	124	30,032.80	47	8	69	124	30,032.80	47	45	39	131	31,728.20	53	68	9	130	31,486.00	509	242.20	123,279.80	
9	44103105-EP-Y17	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	47	8	69	124	30,032.80	47	8	69	124	30,032.80	47	45	39	131	31,728.20	53	68	9	130	31,486.00	509	242.20	123,279.80	
10	44103105-HP-B40	INK CARTRIDGE, HP CZP04AA (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	
11	44103105-HP-T40	INK CARTRIDGE, HP CZP06AA (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	
12	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	
13	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	
14	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	
15	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	
16	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	
17	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 #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																								Total Quantity for the year	Price	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							
			18	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			
19	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			
20	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			
21	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			
22	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			
23	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			
24	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			
25	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			
26	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			
27	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			
28	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			
29	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			
30	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			
31	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			
32	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			
33	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			
34	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			
35	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			
36	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			
37	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			
38	44103105-HP-C50	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	0.00	0	982.80	0.00			
39	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	0.00	0	982.80	0.00			
40	44103105-HP-Y50	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	0.00	0	982.80	0.00			
41	44103105-HP-B50	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	0.00	0	1,294.80	0.00			
42	44103105-HX-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	0.00	0	1,339.52	0.00			
43	44103105-HX-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	0.00	0	1,339.52	0.00			
44	44103105-HX-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	0.00	0	1,339.52	0.00			
45	44103105-HX-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	0.00	0	1,817.92	0.00			
46	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			
47	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			
48	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			
49	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			
50	44103112-EP-R05	RIBBON CARTRIDGE, EPSON C13S015516 (#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			
51	44103112-EP-R13	RIBBON CARTRIDGE, EPSON C13S015632, 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			
52	44103112-EP-R07	RIBBON CARTRIDGE, EPSON C13S015531 (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			
53	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			
54	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			
55	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			
56	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			
57	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			
58	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			
59	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			
60	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			
61	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			

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	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			
62	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
63	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
64	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
65	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
66	44103103-HP-B22	TONER CARTRIDGE, HP CE285A (HP85A), Black	cart	0	0	3	3	9,728.16	0	0	3	3	9,728.16	0	0	0	0	0.00	0	3	0	3	9,728.16	9	3,242.72	29,184.48
67	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
68	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
69	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
70	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
71	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
72	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
73	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
74	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
75	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
76	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
77	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
78	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
79	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
80	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
81	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	5,460.00	0.00
82	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
83	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
84	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
85	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
86	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
87	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
88	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
89	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
90	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
91	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
92	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
93	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
94	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
95	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
96	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
97	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
98	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
99	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
100	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
101	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
102	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
103	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
104	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
105	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

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	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			
106	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
107	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
108	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
109	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
110	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
111	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	5,038.00	0.00
112	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
113	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
114	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
115	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
116	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
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	0	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	0	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	0	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
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)																										
1	80141505-TS-001	BALLPEN	piece	182	152	135	469	2,814.00	152	22	165	339	2,034.00	0	22	165	187	1,122.00	157	11	41	209	1,254.00	1204	6.00	7,224.00
2	80141505-TS-002	MULTIFUNCTION PRINTER	unit	8	0	15	23	276,000.00	3	0	5	8	96,000.00	3	0	5	8	96,000.00	4	0	0	4	48,000.00	43	12,000.00	516,000.00
3	80141505-TS-003	LAMINATING FILM	pack	7	6	17	30	16,800.00	7	5	7	19	10,640.00	7	5	7	19	10,640.00	8	0	0	8	4,480.00	76	560.00	42,560.00
4	80141505-TS-004	STICKER PAPER	pack	18	6	111	135	8,775.00	12	2	111	125	8,125.00	12	2	111	125	8,125.00	12	51	1	64	4,160.00	449	65.00	29,185.00
5	80141505-TS-005	DOUBLE SIDED TAPE	roll	30	5	44	79	4,345.00	17	29	15	61	3,355.00	17	29	15	61	3,355.00	12	17	5	34	1,870.00	235	55.00	12,925.00
6	80141505-TS-006	PHOTO PAPER	pack	40	12	65	117	14,040.00	29	61	15	105	12,600.00	29	61	15	105	12,600.00	19	11	5	35	4,200.00	362	120.00	43,440.00
7	80141505-TS-007	BLEACHING SOLUTION	bottle	0	0	5	5	195.00	1	0	5	6	234.00	1	0	5	6	234.00	1	0	0	1	39.00	18	39.00	702.00
8	80141505-TS-008	CERTIFICATE FRAME	piece	55	0	60	115	13,800.00	0	0	50	50	6,000.00	0	0	50	50	6,000.00	0	0	0	0	0.00	215	120.00	25,800.00
9	80141505-TS-009	CERTIFICATE HOLDER	piece	80	10	20	110	4,400.00	40	10	60	110	4,400.00	40	10	60	110	4,400.00	10	10	10	30	1,200.00	360	40.00	14,400.00
10	80141505-TS-010	UNINTERRUPTIBLE POWER SUPPLY	unit	10	4	1	15	67,500.00	4	4	1	9	40,500.00	4	4	1	9	40,500.00	1	3	1	5	22,500.00	38	4,500.00	171,000.00
11	80141505-TS-011	AIR CONDITIONING UNIT	unit	0	0	1	1	30,000.00	0	6	1	7	210,000.00	0	6	1	7	210,000.00	0	0	1	1	30,000.00	16	30,000.00	480,000.00
12	80141505-TS-012	SMART TELEVISION	unit	0	0	1	1	30,000.00	1	1	1	3	90,000.00	1	1	1	3	90,000.00	0	1	0	1	30,000.00	8	30,000.00	240,000.00
13	80141505-TS-013	WHITE BOARD	piece	2	1	1	4	6,000.00	0	2	0	2	3,000.00	0	2	0	2	3,000.00	0	0	0	0	0.00	8	1,500.00	12,000.00
14	80141505-TS-014	MICROPHONE	unit	0	0	2	2	2,000.00	4	1	7	12	12,000.00	4	1	7	12	12,000.00	0	0	0	0	0.00	26	1,000.00	26,000.00
15	80141505-TS-015	MEDAL	piece	5	0	0	5	200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	40.00	200.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price	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
16	80141505-TS-016	DISHWASHING LIQUID	bottle	60	2	8	70	4,550.00	66	7	7	80	5,200.00	66	7	7	80	5,200.00	68	4	5	77	5,005.00	307	65.00	19,955.00
17	80141505-TS-017	PLASTIC FASTENER	box	18	1	52	71	10,650.00	18	37	6	61	9,150.00	18	37	6	61	9,150.00	17	47	6	70	10,500.00	263	150.00	39,450.00
18	80141505-TS-018	STEEL FILING CABINET	piece	10	0	3	13	71,500.00	3	1	6	10	55,000.00	3	1	6	10	55,000.00	3	0	0	3	16,500.00	36	5,500.00	198,000.00
19	80141505-TS-019	VELLUM BOARD PAPER	pack	65	0	0	65	11,700.00	0	5	0	5	900.00	0	5	0	5	900.00	0	0	0	0	0.00	75	180.00	13,500.00
20	80141505-TS-020	EXTENSION CORD	piece	28	1	10	39	17,550.00	0	1	7	8	3,600.00	0	1	7	8	3,600.00	0	0	9	9	4,050.00	64	450.00	28,800.00
21	80141505-TS-021	PAINT	gallon	0	0	20	20	14,000.00	0	0	5	5	3,500.00	0	0	5	5	3,500.00	0	0	0	0	0.00	30	700.00	21,000.00
22	80141505-TS-022	COLORLED PAPER	pack	1	0	5	6	420.00	1	0	10	11	770.00	1	0	10	11	770.00	1	0	5	6	420.00	34	70.00	2,380.00
23	80141505-TS-023	BOND PAPER	ream	15	0	0	15	3,150.00	15	0	0	15	3,150.00	15	0	0	15	3,150.00	15	0	0	15	3,150.00	60	210.00	12,600.00
24	80141505-TS-024	PUSH PIN	pack	7	1	6	14	2,100.00	4	1	6	11	1,650.00	4	1	6	11	1,650.00	1	3	6	10	1,500.00	46	150.00	6,900.00
25	80141505-TS-025	DOOR MAT	piece	12	0	10	22	2,640.00	12	0	13	25	3,000.00	12	0	13	25	3,000.00	6	0	10	16	1,920.00	88	120.00	10,560.00
26	80141505-TS-026	GLUE STICK (PASTE)	piece	15	5	10	30	1,500.00	12	0	15	27	1,350.00	12	0	15	27	1,350.00	6	5	10	21	1,050.00	105	50.00	5,250.00
27	80141505-TS-027	GLUE STICK (FOR GLUE GUN)	pack	22	5	12	39	390.00	1	0	15	16	160.00	1	0	15	16	160.00	0	5	10	15	150.00	86	10.00	860.00
28	80141505-TS-028	DEODORANT CAKE	piece	101	1	16	118	5,900.00	101	1	16	118	5,900.00	101	1	16	118	5,900.00	107	1	16	124	6,200.00	478	50.00	23,900.00
29	80141505-TS-029	DISPOSABLE GLOVES	box	6	0	0	6	1,500.00	5	0	0	5	1,250.00	5	0	0	5	1,250.00	5	0	0	5	1,250.00	21	250.00	5,250.00
30	80141505-TS-030	OFFICE CHAIR	piece	8	0	10	18	63,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	18	3,500.00	63,000.00
31	80141505-TS-031	MANILA PAPER	pack	4	0	50	54	3,510.00	3	0	50	53	3,445.00	3	0	50	53	3,445.00	3	0	50	53	3,445.00	213	65.00	13,845.00
32	80141505-TS-032	AUTOMOTIVE BATTERIES	piece	4	0	0	4	38,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	9,500.00	38,000.00
33	80141505-TS-033	PADLOCK	piece	15	3	0	18	4,500.00	0	3	0	3	750.00	0	3	0	3	750.00	0	3	0	3	750.00	27	250.00	6,750.00
34	80141505-TS-034	MOBILE PHONE	unit	4	0	2	6	90,000.00	0	0	2	2	30,000.00	0	0	2	2	30,000.00	0	0	2	2	30,000.00	12	15,000.00	180,000.00
35	80141505-TS-035	COMPACT DISC	piece	120	5	37	162	6,318.00	20	5	7	32	1,248.00	20	5	7	32	1,248.00	20	5	5	30	1,170.00	256	39.00	9,984.00
36	80141505-TS-036	AMPLIFIER	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	24,000.00	0.00
37	80141505-TS-037	STORAGE BOX	piece	6	0	0	6	4,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	750.00	4,500.00
38	80141505-TS-038	PLASTIC ENVELOPE	piece	505	0	0	505	4,040.00	555	0	0	555	4,440.00	555	0	0	555	4,440.00	305	0	0	305	2,440.00	1920	8.00	15,360.00
39	80141505-TS-039	DOCUMENT SCANNER	unit	5	0	0	5	120,000.00	2	0	1	3	72,000.00	2	0	1	3	72,000.00	2	0	0	2	48,000.00	13	24,000.00	312,000.00
40	80141505-TS-040	WATER DISPENSER	unit	4	0	0	4	60,000.00	0	0	0	0	0.00	0	0	0	0	0.00	2	0	0	2	30,000.00	6	15,000.00	90,000.00
41	80141505-TS-041	PARACETAMOL	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	50.00	0.00
42	80141505-TS-042	GLUE GUN	unit	6	0	0	6	2,400.00	0	1	1	2	800.00	0	1	1	2	800.00	0	1	0	1	400.00	11	400.00	4,400.00
43	80141505-TS-043	INKJET PRINTER	unit	0	0	0	0	0.00	0	2	0	2	24,000.00	0	2	0	2	24,000.00	0	0	1	1	12,000.00	5	12,000.00	60,000.00
44	80141505-TS-044	SPEAKERS	unit	3	0	0	3	31,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	10,500.00	31,500.00
45	80141505-TS-045	POVIDONE IODINE	bottle	0	0	0	0	0.00	0	2	0	2	400.00	0	2	0	2	400.00	0	0	0	0	0.00	4	200.00	800.00
46	80141505-TS-046	KEYBOARD	unit	8	0	2	10	8,000.00	0	2	7	9	7,200.00	0	2	7	9	7,200.00	0	0	0	0	0.00	28	800.00	22,400.00
47	80141505-TS-047	DSLR CAMERA	unit	2	0	0	2	99,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1	0	1	49,500.00	3	49,500.00	148,500.00
48	80141505-TS-048	STEEL RACK	set	1	15	0	16	88,000.00	0	0	2	2	11,000.00	0	0	2	2	11,000.00	0	0	0	0	0.00	20	5,500.00	110,000.00
49	80141505-TS-049	LAMINATING MACHINE	unit	0	1	0	1	4,000.00	0	1	0	1	4,000.00	0	1	0	1	4,000.00	0	0	0	0	0.00	3	4,000.00	12,000.00
50	80141505-TS-050	FUEL FILTERS	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	0.00	0.00
51	80141505-TS-051	AIRLINE TICKETS (DOMESTIC)	ticket	0	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
52	80141505-TS-052	AIRLINE TICKETS (INTERNATIONAL)	ticket	0	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
53	80141505-TS-053	CAR (Sedan or Hatchback)	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	0.00	0.00
46	80141505-TS-054	MULTI-PURPOSE VEHICLE (MPV)	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	0.00	0.00
47	80141505-TS-055	SPORTS UTILITY VEHICLE (SUV)	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	0.00	0.00
48	80141505-TS-056	PASSENGER VAN	unit	0	0	1	1	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	0.00	0.00
49	80141505-TS-057	VAN	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	0.00	0.00
50	80141505-TS-058	TRI-WHEEL VEHICLE	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	0.00	0.00
51	80141505-TS-059	PICK-UP TRUCK	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	0.00	0.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	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			
52 80141505-TS-060 ALL-TERRAIN VEHICLE (ATV)	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	0.00	0.00
53 80141505-TS-061 ASSEMBLED OWNER-TYPE JEEP	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	0.00	0.00
50 80141505-TS-062 ASSEMBLED PASSENGER JEEPNEY-TYPE VEHICLE	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	0.00	0.00
51 80141505-TS-063 MOTORCYCLE	unit	1	0	0	1	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	2	2	0.00	3	0.00	0.00
52 80141505-TS-064 BUS	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	0.00	0.00
53 80141505-TS-065 MINI BUS	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	0.00	0.00


A. TOTAL		P	12,337,629.40
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		P	1,233,762.94
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		P	60,000.00
D. GRAND TOTAL (A + B+ C)		P	13,631,392.34
E. APPROVED BUDGET BY THE AGENCY HEAD 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.

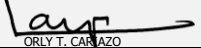
Prepared by:


MIGUEL VASQUEZ
Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:


RICK LAURENCE R. LEJANO
Accountant / Budget Officer

Approved by:


ORLY T. CARAZO
Head of Office/Agency

Date Prepared: 26-Jul-23