

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.

Agency Code/UACS: _____

Department/Bureau/Office: Department of Trade and Industry

Region: CAR

Address: 2F Pine Lake View Bldg, Cse St.
Baguio City

Contact Person: _____

Position: _____

E-mail: _____

Telephone/Mobile Nos: _____

Juliet P. Lucas

OIC – Regional Director

09278478245

(+6374) 442-5688

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue (as of 7/9 July 2022)	Total Amount for the year				
			Jan	Feb	Mar	Q1 AMOUNT	April	May	June	Q2 AMOUNT	July	Aug	Sept	Q3 AMOUNT	Oct	Nov	Dec	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	47	10	11	68	3,253.80	42	11	10	63	3,024.55	47	6	0	53	2,536.05	47	6	0	53	2,536.05	237	47.85	11,340.45
2	12191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	12	7	4	23	7,602.65	9	9	4	22	7,272.10	10	9	5	24	7,933.20	9	10	4	23	7,602.65	92	330.55	30,410.60
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																									
3	60121413-CB-P01	CLEARBOOK, 20 transparent pockets, A4	14	40	10	64	2,105.24	5	30	10	45	1,480.95	0	40	10	50	1,645.50	0	30	10	40	1,316.40	199	32.91	6,549.09
4	60121413-CB-P02	CLEARBOOK, 20 transparent pockets, legal	14	30	10	54	1,963.44	5	20	10	35	1,272.60	0	30	10	40	1,454.40	0	20	10	30	1,090.80	159	36.36	5,781.24
5	60121534-ER-P01	ERASER, plastic/ rubber	22	15	15	52	232.44	19	0	15	34	151.98	13	15	15	43	192.21	13	0	15	28	125.16	157	4.47	701.79
6	60121524-SP-Q01	SIGN PEN, Black, liquid or gel	133	20	35	188	4,173.60	115	20	35	170	3,774.00	128	20	20	168	3,729.60	115	20	20	155	3,441.00	681	22.20	15,118.20
7	60121524-SP-Q02	SIGN PEN, Blue, liquid or gel	86	20	20	126	2,797.20	65	30	20	115	2,553.00	71	30	20	121	2,666.20	65	20	20	105	2,331.00	467	22.20	10,367.40
8	60121524-SP-Q03	SIGN PEN, Red, liquid or gel	46	0	5	51	1,132.20	26	5	0	31	688.20	42	0	5	47	1,043.40	36	15	10	61	1,354.20	190	22.20	4,218.00
9	60121124-WR-P01	WRAPPING PAPER, kraft, 50 sheets per pack	0	5	0	5	806.00	5	5	0	10	1,612.00	0	5	0	5	806.00	0	5	0	5	806.00	25	161.20	4,030.00
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																									
10	45111517-DO-Q02	DOCUMENT CAMERA, 8 MP	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	23,623.60	0.00
11	45111609-HM-P01	MULTIMEDIA PROJECTOR, 4000 ANSI Lumens (min.)	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	16,588.00	0.00
BATTERIES AND CELLS AND ACCESSORIES																									
12	26111702-BT-A02	BATTERY, dry cell, size AA, Two (2) pieces per blister pack	70	24	21	115	2,356.35	47	34	11	92	1,885.08	70	24	11	105	2,151.45	42	27	18	87	1,792.63	399	20.49	8,175.51
13	26111702-BT-A01	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	72	15	24	112	2,054.08	45	31	14	90	1,650.60	63	20	19	102	1,870.68	42	23	15	81	1,485.54	385	18.34	7,660.90

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			
14	26111703-BT-A03	BATTERY, dry cell, size D, Two (2) pieces per blister pack	pack	6	0	0	6	577.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	96.20	577.20
CLEANING EQUIPMENT AND SUPPLIES																										
15	47131812-4F-A01	AIR FRESHENER, Aerosol type, 150g	can	15	6	21	42	3,428.88	14	6	21	41	3,347.24	14	6	21	41	3,347.24	14	6	21	41	3,347.24	165	81.64	13,470.60
16	47131604-BR-S01	BROOM, Soft (Walls Tambo)	piece	19	1	3	23	3,133.52	2	1	1	4	544.96	19	1	1	21	2,861.04	2	1	1	4	544.96	52	136.24	7,084.48
17	47131604-BR-T01	BROOM, Stick (Walls Ting-ting)	piece	15	1	1	17	387.26	2	1	1	4	91.12	17	1	1	19	432.82	2	1	1	4	91.12	44	22.78	1,002.32
18	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal, 900mL - 1000mL	bottle	40	23	13	76	3,161.60	40	13	13	66	2,745.60	40	23	13	76	3,161.60	40	13	13	66	2,745.60	284	41.60	11,814.40
19	47131805-CL-P01	CLEANSER, Scouring Powder, 350g	can	21	9	9	39	932.88	17	9	9	35	837.20	21	9	9	39	932.88	21	9	9	39	932.88	152	23.92	3,635.84
20	47131811-CE-B02	DETERGENT BAR, 140g as packed	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	8.30	0.00
21	47131811-CE-P03	DETERGENT POWDER, all purpose, 1kg	pouch	29	8	4	41	2,217.28	4	9	3	16	865.28	29	8	4	41	2,217.28	4	9	3	16	865.28	114	54.08	6,165.12
22	47131803-CS-A01	DISINFECTANT SPRAY, Aerosol type, 400g	can	31	9	15	55	7,693.95	11	9	15	35	4,896.15	31	9	10	50	6,994.50	16	9	10	35	4,896.15	175	139.89	24,480.75
23	47131801-OU-P01	DUST PAN, rigid non-breakable plastic	piece	3	2	0	5	138.20	1	0	0	1	27.64	1	2	0	3	82.92	1	0	0	1	27.64	10	27.64	276.40
24	47131802-FW-P02	FLOOR WAX, paste type, red, 2kg	can	14	0	0	14	4,336.64	12	2	0	14	4,336.64	12	0	2	14	4,336.64	12	0	0	12	3,717.12	54	309.76	16,727.04
25	47131830-FC-A01	FURNITURE CLEANER, Aerosol type, 300mL	can	22	5	0	27	3,243.24	2	0	0	2	240.24	22	5	0	27	3,243.24	2	0	0	2	240.24	58	120.12	6,966.96
26	73101612-HS-L01	LIQUID HAND SOAP, 500mL	bottle	17	24	14	55	2,362.25	15	24	14	53	2,278.35	19	24	14	57	2,448.15	15	24	14	53	2,278.35	218	42.95	9,363.10
27	47121804-WP-S01	MOP BUCKET, heavy duty, hard plastic, 30 liters capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,288.00	0.00
28	47131613-WP-P02	MOPHANDLE, heavy duty	piece	1	0	0	1	124.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	124.60	124.60
29	47131619-WP-R01	MOPHEAD, made of rayon	piece	1	0	0	1	122.51	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	122.51	122.51
30	47131501-RS-C01	RAGS, all cotton, 1 kilo per bundle	bundle	20	1	1	22	1,169.08	7	1	1	9	478.26	19	1	1	21	1,115.94	7	1	1	9	478.26	61	53.14	3,241.54
31	47131602-SC-N01	SCOURING PAD, 5 pieces per pack	pack	22	10	10	42	2,433.06	0	5	5	10	579.30	12	5	5	22	1,274.46	0	5	5	10	579.30	84	57.93	4,866.12
32	47121701-TB-P04	TRASHBAG, black, 37" x 40", XL, 10 pieces per roll or pack	pack	53	13	10	76	10,947.04	13	13	10	36	5,185.44	53	12	10	75	10,803.00	13	12	10	35	5,041.40	222	144.04	31,976.88
33	47121702-WB-P01	WASTEBASKET, rigid plastic	piece	6	5	0	11	351.01	2	0	0	2	63.82	2	5	0	7	223.37	2	0	0	2	63.82	22	31.91	702.02
COLOR COMPOUNDS AND DISPERSIONS																										
34	12171703-SI-P01	INK, for stamp pad, 50mL	bottle	13	5	0	18	520.38	2	5	0	7	202.37	8	5	0	13	375.83	2	5	0	7	202.37	45	28.91	1,300.95
CONSUMER ELECTRONICS																										
35	52151535-OV-A01	DIGITAL VOICE RECORDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,339.16	0.00
FACE MASK																										
36	42131713-SM-M06	FACE MASK, 3 ply, fifty (50) pieces per box	box	75	20	23	118	9,145.00	66	24	23	113	8,757.50	56	24	23	103	7,982.50	75	20	23	118	9,145.00	452	77.50	35,030.00
FILMS																										
37	13111203-AC-P01	ACETATE, 50 meters	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	969.88	0.00
38	13111201-CF-P01	CARBON FILM, A4, 100 sheets per box	box	3	0	1	4	884.00	0	0	1	1	221.00	1	1	0	2	442.00	0	0	0	0	0.00	7	221.00	1,547.00
39	13111201-CF-P02	CARBON FILM, Legal, 100 sheets per box	box	3	0	0	3	715.62	1	0	0	1	238.54	2	0	0	2	477.08	1	0	0	1	238.54	7	238.54	1,669.78
FIRE FIGHTING EQUIPMENT																										
40	46131601-FE-N01	FIRE EXTINGUISHER, dry chemical	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	1,144.00	0.00
41	46131601-FE-H01	FIRE EXTINGUISHER, pure HPC	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,613.25	0.00
FLAG OR ACCESSORIES																										
42	55121905-PH-P01	PHILIPPINE NATIONAL FLAG	piece	2	0	0	2	569.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	284.84	569.68

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue as of 29 July 2020	Total Amount for the year			
			Monthly Quantity Requirement																					
			Jan	Feb	Mar	Q1 AMOUNT	April	May	June	Q2 AMOUNT	July	Aug	Sept	Q3 AMOUNT	Oct	Nov	Dec	Q4 AMOUNT						
FURNITURE AND FURNISHINGS																								
43	56101504-CH-801	MONOBLOC CHAIR, beige	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	347.41	0.00		
44	56101504-CH-W01	MONOBLOC CHAIR, white	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	344.92	0.00		
45	56101519-TM-S01	MONOBLOC TABLE, white, 4 seater capacity	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,248.00	0.00		
46	56101519-TM-S02	MONOBLOC TABLE, beige, 4 seater capacity	0	0	0	0	0.00	0	0	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	46101604-EF-Q01	ELECTRIC FAN, ceiling mount, orbit type	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,222.00	0.00		
48	46101604-EF-G01	ELECTRIC FAN, industrial, ground type	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,109.68	0.00		
49	46101604-EF-S01	ELECTRIC FAN, stand type	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	856.86	0.00		
50	46101604-EF-W01	ELECTRIC FAN, wall mount	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	768.56	0.00		
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																								
51	43211507-S9001	DESKTOP, for Basic Users	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	24,793.60	0.00		
52	43211507-S9002	DESKTOP, for Mid-Range Users	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	42,390.40	0.00		
53	43201827-HD-W02	EXTERNAL HARD DRIVE, 1TB	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	2,792.40	0.00		
54	43211503-LAP001	LAPTOP, for Mid-range Users	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	42,380.00	0.00		
55	43211503-LAP002	LAPTOP, Lightweight	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	46,800.00	0.00		
56	43211708-MO-001	MOUSE, OPTICAL, USB connection type	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	149.76	0.00		
57	43212102-PR-002	PRINTER, Impact, Dot Matrix, 24 pins, 136 columns	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	38,100.97	0.00		
58	43212102-PR-001	PRINTER, Impact, Dot Matrix, 9 pins, 80 columns	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	10,189.92	0.00		
59	43212105-PR-L01	PRINTER, Laser, Monochrome	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	2,636.89	0.00		
LIGHTING AND FIXTURES AND ACCESSORIES																								
60	39101628-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	22	7	0	29	2,192.69	16	7	0	23	1,739.03	21	7	0	28	2,117.08	16	6	22	1,663.42	102	7,712.22	
61	39101628-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	8	5	0	13	2,675.66	0	5	0	5	1,029.10	2	5	0	7	1,440.74	0	5	0	1,029.10	30	6,174.66	
MANUFACTURING COMPONENTS AND SUPPLIES																								
62	31201610-GU-001	GLUE, all-purpose, 200 grams	43	0	0	43	3,040.96	28	0	0	28	1,980.16	32	0	0	32	2,263.04	25	0	25	1,758.00	128	9,052.16	
63	31151804-SW-W01	STAPLE WIRE, heavy duty (binder type), 23/13	25	0	0	25	563.75	5	0	0	5	112.75	23	0	0	23	518.65	5	0	5	112.75	58	1,307.90	
64	31151804-SW-S01	STAPLE WIRE, standard	82	2	2	86	2,043.36	42	2	2	46	1,092.96	59	2	2	63	1,496.88	29	2	33	784.08	228	5,417.28	
65	31201502-7A-W01	TAPE, electrical	27	5	0	32	622.40	9	5	0	14	272.30	22	5	0	27	525.15	12	5	0	17	330.65	90	1,750.50
66	31201503-7A-W01	TAPE, masking, 24mm	33	0	0	33	2,042.04	12	0	0	12	742.56	27	0	0	27	1,670.76	12	0	12	742.56	84	5,197.92	
67	31201503-7A-W02	TAPE, masking, 48 mm	23	0	0	23	2,786.68	7	0	0	7	848.12	13	0	0	13	1,575.08	7	0	7	848.12	50	6,058.00	
68	31201517-7A-W01	TAPE, packaging, 48 mm	20	0	0	20	447.20	4	0	0	4	89.44	15	0	0	15	335.40	4	0	4	89.44	43	961.48	
69	31201512-7A-T01	TAPE, transparent, 24mm	31	2	2	35	391.30	18	2	2	22	245.56	28	2	2	32	357.76	15	2	19	212.42	108	1,207.44	
70	31201512-7A-T02	TAPE, transparent, 48 mm	27	0	0	27	609.39	15	0	0	15	338.55	22	0	0	22	465.54	13	0	13	293.41	77	1,737.89	
71	31151507-TW-W01	TWINE, plastic	3	0	0	3	199.66	1	0	0	1	66.62	4	0	0	4	266.48	1	0	1	66.62	9	599.58	
MEASURING AND OBSERVING AND TESTING EQUIPMENT																								
72	41111604-RU-P02	RULER, plastic, 450 mm	8	0	0	8	133.12	0	0	0	0	0.00	0	5	0	5	83.20	0	0	0	0	13	216.32	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (as of 31 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
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
73	44121612-BL-H01	BLADE, for general purpose cutter/utility knife, 10 pieces per tube	tube	5	0	0	5	74.10	1	0	0	1	14.82	1	0	0	1	14.82	1	0	0	1	14.82	8	14.82	118.56
74	44101602-PH-H01	BINDING AND PUNCHING MACHINE, 50mm binding capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,534.72	0.00
75	44101807-CA-C01	CALCULATOR, Compact	unit	3	0	0	3	798.72	0	0	0	0	0.00	0	0	0	3	798.72	0	0	0	0	0.00	6	266.24	1,597.44
76	44121710-CH-H01	CHALK, white enamel, 100 pieces per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	32.97	0.00
77	44121205-BF-C01	CLIP, backfold, 19mm	box	125	0	0	125	1,090.00	109	0	0	109	950.48	115	0	0	115	1,002.80	111	0	0	111	967.92	460	8.72	4,011.20
78	44121205-BF-C02	CLIP, backfold, 25mm	box	174	0	4	178	2,625.50	65	0	4	69	1,017.75	171	0	4	175	2,581.25	69	0	0	69	1,017.75	491	14.75	7,242.25
79	44121205-BF-C03	CLIP, backfold, 32mm	box	106	0	4	110	2,811.60	47	0	4	51	1,303.56	103	0	4	107	2,714.92	51	0	0	51	1,303.56	319	25.56	8,153.64
80	44121205-BF-C04	CLIP, backfold, 50mm	box	87	0	0	87	4,875.48	28	0	0	28	1,569.12	84	0	0	84	4,707.36	28	0	0	28	1,569.12	227	56.04	12,721.08
81	44121801-CT-B02	CORRECTION TAPE, 8 meters	piece	134	6	8	148	1,706.44	53	2	4	59	680.27	134	2	4	140	1,614.20	53	2	4	59	680.27	406	11.53	4,681.18
82	44121612-CL-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	9	0	0	9	300.87	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	9	33.43	300.87
83	44111515-OF-B01	DATA FILE BOX	piece	106	0	0	106	8,183.20	45	0	0	45	3,474.00	45	0	0	45	3,474.00	40	0	0	40	3,088.00	236	77.20	18,219.20
84	44122011-OF-H01	DATA FOLDER	piece	500	0	0	500	34,320.00	0	0	0	0	0.00	500	0	0	500	34,320.00	0	0	0	0	0.00	1000	68.64	68,640.00
85	44103202-OS-H01	DATING AND STAMPING MACHINE	piece	2	0	0	2	907.92	0	0	0	0	0.00	2	0	0	2	907.92	0	0	0	0	0.00	4	453.96	1,815.84
86	44121506-BN-H01	ENVELOPE, Documentary, A4, 500 pieces per box	box	5	0	0	5	3,822.00	3	0	0	3	2,293.20	2	0	0	2	1,528.80	1	0	0	1	764.40	11	764.40	8,408.40
87	44121506-BN-H02	ENVELOPE, Documentary, legal, 500 pieces per box	box	3	0	0	3	2,942.16	1	0	0	1	980.72	2	0	0	2	1,961.44	1	0	0	1	980.72	7	980.72	6,865.04
88	44121506-BN-H01	ENVELOPE, Expanding, Kraft, 100 pieces per box	box	11	0	0	11	8,122.40	0	0	0	0	0.00	8	0	0	8	5,907.20	0	0	0	0	0.00	19	738.40	14,029.60
89	44121506-BN-H02	ENVELOPE, Expanding, Plastic	piece	503	0	0	503	15,336.47	0	0	0	0	0.00	503	0	0	503	15,336.47	0	0	0	0	0.00	1006	30.49	30,672.94
90	44121506-BN-H02	ENVELOPE, Mailing, 500 pieces per box	box	2	0	0	2	866.04	0	0	0	0	0.00	2	0	0	2	866.04	0	0	0	0	0.00	4	432.52	1,730.08
91	44121504-BN-H02	ENVELOPE, Mailing, with window, 500 pieces per box	box	2	0	0	2	977.60	0	0	0	0	0.00	2	0	0	2	977.60	0	0	0	0	0.00	4	488.80	1,955.20
92	44111912-ER-B01	ERASER, felt, for blackboard/whiteboard	piece	15	0	2	17	193.97	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	17	11.41	193.97
93	44101714-FX-H01	FACSIMILE MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,642.00	0.00
94	44121118-FA-H01	FASTENER, metal, non-sharp edges, 50 sets per box	box	54	0	0	54	5,110.56	20	0	0	20	1,892.80	45	0	0	45	4,268.80	20	0	0	20	1,892.80	139	94.64	13,154.96
95	44111515-FO-H01	FILE ORGANIZER, expanding, plastic, legal	piece	21	0	0	21	1,789.20	5	0	0	5	426.00	5	0	0	5	426.00	5	0	0	5	426.00	36	85.20	3,067.20
96	44122018-FT-C01	FILE TAB/INDEX DIVIDER, Bristol board, A4	set	5	0	0	5	55.65	5	0	0	5	55.65	5	0	0	5	55.65	5	0	0	5	55.65	20	11.13	222.60
97	44122018-FT-C02	FILE TAB/INDEX DIVIDER, Bristol board, legal	set	5	0	0	5	71.15	5	0	0	5	71.15	5	0	0	5	71.15	5	0	0	5	71.15	20	14.23	284.60
98	44122011-FO-H01	FOLDER, Fancy with slide, A4, 50 pieces per bundle	bundle	3	0	0	3	811.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	270.40	811.20
99	44122011-FO-H02	FOLDER, Fancy with slide, legal, 50 pieces per bundle	bundle	4	0	0	4	1,146.08	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	286.52	1,146.08
100	44122011-FO-L01	FOLDER, L-type, A4, 50 pieces per pack	pack	11	0	0	11	2,063.94	4	0	0	4	750.16	4	0	0	4	750.16	4	0	0	4	750.16	23	187.54	4,313.42
101	44122011-FO-L02	FOLDER, L-type, legal, 50 pieces per pack	pack	10	2	0	12	2,862.84	3	0	0	3	715.71	3	1	0	4	954.28	3	0	0	3	715.71	22	238.57	5,248.54
102	44122027-FO-H01	FOLDER, pressboard, 100 pieces per box	box	12	0	0	12	11,431.68	1	0	0	1	952.64	4	0	0	4	3,810.56	1	0	0	1	952.64	18	952.64	17,147.52
103	44122011-FO-T03	FOLDER with tabs, A4, 100 pieces per pack	pack	6	0	0	6	1,734.72	0	0	0	0	0.00	1	0	0	1	289.12	0	0	0	0	0.00	7	289.12	2,023.84
104	44122011-FO-T04	FOLDER with tabs, legal, 100 pieces per pack	pack	9	0	0	9	2,999.34	1	0	0	1	333.26	2	0	0	2	666.52	1	0	0	1	333.26	13	333.26	4,332.38
105	44122008-IT-T01	INDEX TAB, self-adhesive, transparent, 5 sets per box	box	3	0	0	3	149.33	1	0	0	1	63.11	3	0	0	3	149.33	1	0	0	1	63.11	8	63.11	504.88
106	44111515-MF-B02	MAGAZINE FILE BOX, Large	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	41.60	0.00
107	44121716-MA-H01	MARKER, Fluorescent, 3 colors per set	set	19	0	0	19	696.54	3	0	0	3	109.98	4	0	0	4	146.64	3	0	0	3	109.98	29	36.66	1,063.14

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			
108	44121708-MP-B01	MARKER, Permanent, Black	piece	45	0	0	45	336.15	25	0	0	25	185.75	39	0	0	39	291.33	19	0	0	19	141.93	128	7.47	956.16			
109	44121708-MP-B02	MARKER, Permanent, Blue	piece	19	0	0	19	141.93	5	0	0	5	37.35	19	0	0	19	141.93	5	0	0	5	37.35	48	7.47	358.56			
110	44121708-MP-B03	MARKER, Permanent, Red	piece	13	0	0	13	97.11	1	0	0	1	7.47	13	0	0	13	97.11	1	0	0	1	7.47	28	7.47	209.16			
111	44121708-MW-B01	MARKER, Whiteboard, Black	piece	27	0	0	27	260.55	8	0	0	8	77.20	15	0	0	15	144.75	8	0	0	8	77.20	58	9.65	559.70			
112	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	8	0	0	8	77.20	4	0	0	4	38.60	6	3	0	9	86.85	4	0	0	4	38.60	25	9.65	241.25			
113	44121708-MW-B03	MARKER, Whiteboard, Red	piece	4	0	0	4	38.60	1	0	0	1	9.65	4	0	0	4	38.60	1	0	0	1	9.65	10	9.65	96.50			
114	4412104-PC-G01	PAPER CLIP, vinyl/plastic coated, 33mm	box	72	5	5	82	723.24	8	5	5	18	158.76	71	5	5	81	714.42	8	5	5	18	158.76	199	8.82	1,755.18			
115	4412104-PC-X02	PAPER CLIP, vinyl/plastic coated, Jumbo, 50mm	box	69	5	5	79	1,088.62	8	5	5	18	248.04	71	5	5	81	1,116.18	8	5	5	18	248.04	196	13.78	2,700.88			
116	44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, table top	unit	1	0	0	1	9,297.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	9,297.60	9,297.60			
117	44121706-PE-L01	PENCIL, lead/graphite, with eraser, one (1) dozen per box	box	13	3	3	19	395.01	3	3	3	9	187.11	10	3	3	16	332.64	3	3	3	9	187.11	53	20.79	1,101.87			
118	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	6	0	0	6	1,277.22	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	212.87	1,277.22			
119	44101602-PU-P01	PUNCHER, paper, heavy duty	piece	7	0	0	7	1,055.60	3	0	0	3	452.40	0	0	0	0	0.00	0	0	0	0	0.00	10	150.80	1,508.00			
120	44122037-RB-P10	RING BINDER, plastic, 32 mm, 10 pieces per bundle	bundle	3	0	0	3	822.69	2	0	0	2	548.46	1	2	0	3	822.69	2	0	0	2	548.46	10	274.23	2,742.30			
121	44122101-RU-B01	RUBBER BAND No. 18, 350g	box	1	0	0	1	135.20	1	0	0	1	135.20	1	0	0	1	135.20	1	0	0	1	135.20	4	135.20	540.80			
122	44121905-SP-P01	STAMP PAD, felt	piece	5	0	0	5	199.60	1	0	0	1	39.92	2	0	0	2	79.84	1	0	0	1	39.92	9	39.92	359.28			
123	44121618-S5-S01	SCISSORS, symmetrical or asymmetrical	pair	13	0	0	13	433.81	10	0	0	10	333.70	0	0	0	0	0.00	0	0	0	0	0.00	23	33.37	767.51			
124	44121615-ST-S01	STAPLER, standard type	piece	15	0	0	15	2,184.00	1	0	0	1	145.60	1	0	0	1	145.60	1	0	0	1	145.60	18	145.60	2,620.80			
125	44121615-ST-B01	STAPLER, heavy duty (binder type), desktop	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	888.16	0.00			
126	44121613-SR-P01	STAPLE REMOVER, plier type	piece	11	0	0	11	306.57	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	11	27.87	306.57			
127	44121605-TD-T01	TAPE DISPENSER, table top	piece	8	0	0	8	582.40	1	0	0	1	72.80	1	0	0	1	72.80	1	0	0	1	72.80	11	72.80	800.80			
PAPER MATERIALS AND PRODUCTS																													
128	14111535-CA-A01	CARTOLINA, assorted colors, 20 pieces of assorted colors per pack	pack	11	0	0	11	920.92	1	0	0	1	83.72	1	0	0	1	83.72	0	0	0	0	0.00	13	83.72	1,088.36			
129	14111506-CF-111	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm, 2,000 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	882.55	0.00			
130	14111506-CF-112	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm, 2,000 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,166.88	0.00			
131	14111506-CF-122	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm, 1,000 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,528.60	0.00			
132	14111506-CF-121	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm, 1,000 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,026.48	0.00			
133	14111506-CF-131	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm, 500 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	790.40	0.00			
134	14111506-CF-132	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm, 500 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,508.00	0.00			
135	14111609-LI-C01	LOOSELEAF COVER, 50 sets per bundle	bundle	4	0	0	4	3,179.84	1	0	0	1	794.96	2	0	0	2	1,589.92	1	0	0	1	794.96	8	794.96	6,395.68			
136	14111514-NP-S02	NOTE PAD, stick on, 2" x 3", 100 sheets per pad	pad	55	5	5	65	2,408.90	18	5	5	28	1,037.68	53	5	5	63	2,334.78	17	5	5	27	1,000.62	183	37.06	6,781.98			
137	14111514-NP-S04	NOTE PAD, stick on, 3" x 4", 100 sheets per pad	pad	55	5	5	65	3,853.20	17	5	5	27	1,600.56	55	5	5	65	3,853.20	17	5	5	27	1,600.56	184	59.28	10,907.52			
138	14111514-NP-S03	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	pad	58	5	5	68	3,536.00	21	5	5	31	1,612.00	58	5	5	68	3,536.00	21	5	5	31	1,612.00	198	52.00	10,296.00			
139	14111514-NB-S01	NOTEBOOK, stenographer	piece	8	0	0	8	96.32	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8	12.04	96.32			
140	14111507-PP-M01	PAPER, MULTICOPY A4, 500 sheets per ream	ream	162	30	30	222	36,774.30	160	29	30	219	36,277.35	160	28	29	217	35,946.05	160	29	31	220	36,443.00	878	165.65	145,440.70			
141	14111507-PP-M02	PAPER, MULTICOPY LEGAL, 500 sheets per ream	ream	128	16	11	155	29,322.90	128	16	11	155	29,322.90	128	16	11	155	29,322.90	128	16	11	155	29,322.90	620	189.18	117,291.60			
142	14111507-PP-C01	PAPER, MULTIPURPOSE A4, 500 sheets per ream	ream	129	23	22	174	23,966.76	128	22	22	172	23,691.28	129	22	23	174	23,966.76	125	20	20	165	22,727.10	665	137.74	94,351.90			

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												Q1 AMOUNT										
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
143	14111507-PP-C02	PAPER, MULTIPURPOSE LEGAL, 500 sheets per ream	ream	105	5	0	110	17,480.10	105	5	0	110	17,480.10	105	5	0	110	17,480.10	105	5	0	110	17,480.10	440	158.91	69,920.40
144	14111531-PP-B01	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	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	98.05	0.00
146	14111531-RE-B01	RECORD BOOK, 300 PAGES	book	21	1	1	23	1,435.20	3	1	1	5	312.00	15	1	1	17	1,060.80	3	1	1	5	312.00	50	62.40	3,120.00
147	14111531-RE-B02	RECORD BOOK, 500 PAGES	book	28	1	1	30	3,120.00	3	1	1	5	520.00	4	1	1	6	624.00	3	1	1	5	520.00	46	104.00	4,784.00
148	14111818-TH-P02	THERMAL PAPER, 215mm	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	18	0	0	18	608.40	8	0	0	8	270.40	18	0	0	18	608.40	8	0	0	8	270.40	52	33.80	1,757.60
150	14111704-TT-P02	TOILET TISSUE PAPER, 2 ply, 12 rolls in a pack	pack	71	17	17	105	9,063.60	18	17	17	52	4,468.64	71	17	17	105	9,063.60	19	17	17	53	4,574.96	315	66.32	27,190.80
PERFUMES OR COLOGNES OR FRAGRANCES																										
151	53111624-HS-S01	LIQUID HAND SANITIZER, 500ml	bottle	11	8	9	28	2,263.80	10	8	9	27	2,182.95	9	8	9	26	2,102.10	10	8	9	27	2,182.95	108	80.85	8,731.80
PESTICIDES OR PEST REPELLENTS																										
152	10191509-IN-A01	INSECTICIDE, 600ml	can	6	5	6	17	2,369.12	5	5	6	16	2,229.76	5	5	6	16	2,229.76	5	5	6	16	2,229.76	65	139.36	9,058.40
PRINTED PUBLICATIONS																										
153	55101524-RA-H01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	1	0	0	1	37.21	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	37.21	37.21
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																										
1	44103105-BR-C05	DRUM CARTRIDGE, BROTHER DR-3455, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,947.20	0.00
2	44103105-BR-B04	INK CARTRIDGE, BROTHER LC678, Black	cart	24	0	0	24	21,840.00	0	0	0	0	0.00	24	0	0	24	21,840.00	0	0	0	0	0.00	48	910.00	43,680.00
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	5	0	0	5	5,631.60	0	0	0	0	0.00	5	0	0	5	5,631.60	0	0	0	0	0.00	10	1,126.32	11,263.20
5	44103105-CA-C02	INK CARTRIDGE, CANON CL-811, Colored	cart	3	0	0	3	3,534.96	0	0	0	0	0.00	3	0	0	3	3,534.96	0	0	0	0	0.00	6	1,178.32	7,069.92
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	661.12	0.00
7	44103105-CA-B02	INK CARTRIDGE, CANON PG-810, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	892.32	0.00
8	44103105-EP-B17	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	29	5	4	38	9,484.80	15	9	0	24	5,990.40	29	5	2	36	8,985.60	15	5	4	24	5,990.40	122	249.60	30,461.20
9	44103105-EP-C17	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	20	0	2	22	5,491.20	8	2	0	10	2,496.00	18	0	2	20	4,992.00	8	0	2	10	2,496.00	62	249.60	15,475.20
10	44103105-EP-M17	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	20	0	2	22	5,491.20	8	2	0	10	2,496.00	18	0	2	20	4,992.00	8	0	2	10	2,496.00	62	249.60	15,475.20
11	44103105-EP-Y17	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	20	0	2	22	5,491.20	8	2	0	10	2,496.00	18	0	2	20	4,992.00	8	0	2	10	2,496.00	62	249.60	15,475.20
12	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
13	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	1,948.32	0.00
14	44103105-HP-B09	INK CARTRIDGE, HP C3351AA (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 C3352AA (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	1,951.52	0.00
16	44103105-HP-P48	INK CARTRIDGE, HP C3937A (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 C3938A (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 C3939A (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, Grey	cart	0	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

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																								Total Quantity for the year	Price Catalogue ^(as of 29 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							
58	44103105-HP-C51	INK CARTRIDGE, HP TEL99AA (HP905), Cyan Original	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
59	44103105-HP-M51	INK CARTRIDGE, HP TEL93AA (HP905), Magenta Original	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
60	44103105-HP-Y51	INK CARTRIDGE, HP TEL97AA (HP905), Yellow Original	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
61	44103105-HP-B51	INK CARTRIDGE, HP TEL90AA (HP905), Black Original	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
62	44103112-EP-R05	RIBBON CARTRIDGE, EPSON C135015516 (#8750), Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
63	44103112-EP-R13	RIBBON CARTRIDGE, EPSON C135015632, Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
64	44103112-EP-R07	RIBBON CARTRIDGE, EPSON C135015531 (S015086)	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
65	44103109-BR-C06	TONER CARTRIDGE, BROTHER DR-451CL, High Yield 3000	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
66	44103103-BR-R03	TONER CARTRIDGE, BROTHER TN-2025, Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
67	44103103-BR-R04	TONER CARTRIDGE, BROTHER TN-2130, Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
68	44103103-BR-R05	TONER CARTRIDGE, BROTHER TN-2150, Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
69	44103103-BR-R09	TONER CARTRIDGE, BROTHER TN-3320, Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
70	44103103-BR-R11	TONER CARTRIDGE, BROTHER TN-3350, Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
71	44103103-BR-R15	TONER CARTRIDGE, BROTHER TN-3478, Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
72	44103103-BR-R16	TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
73	44103103-BR-C03	TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
74	44103103-BR-M03	TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
75	44103103-BR-Y03	TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
76	44103103-CA-R00	TONER CARTRIDGE, CANON CRG-324 II	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
77	44103103-HP-R12	TONER CARTRIDGE, HP CB435A, Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
78	44103103-HP-R14	TONER CARTRIDGE, HP CB540A, Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
79	44103103-HP-R18	TONER CARTRIDGE, HP CE255A, Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
80	44103103-HP-R21	TONER CARTRIDGE, HP CE278A, Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
81	44103103-HP-R22	TONER CARTRIDGE, HP CE285A (HP85A), Black	0	0	0	0	0.00	0	1	0	1	3,242.72	1	0	0	1	3,242.72	1	0	0	1	3,242.72							
82	44103103-HP-R23	TONER CARTRIDGE, HP CE310A, Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
83	44103103-HP-C23	TONER CARTRIDGE, HP CE311A, Cyan	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
84	44103103-HP-Y23	TONER CARTRIDGE, HP CE312A, Yellow	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
85	44103103-HP-M23	TONER CARTRIDGE, HP CE313A, Magenta	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
86	44103103-HP-R24	TONER CARTRIDGE, HP CE320A, Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
87	44103103-HP-C24	TONER CARTRIDGE, HP CE321A, Cyan	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
88	44103103-HP-Y24	TONER CARTRIDGE, HP CE322A, Yellow	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
89	44103103-HP-M24	TONER CARTRIDGE, HP CE323A, Magenta	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
90	44103103-HP-R25	TONER CARTRIDGE, HP CE390A, Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
91	44103103-HP-R26	TONER CARTRIDGE, HP CE400A, Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
92	44103103-HP-C26	TONER CARTRIDGE, HP CE401A, Cyan	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							
93	44103103-HP-Y26	TONER CARTRIDGE, HP CE402A, Yellow	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00							

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																				Price Catalogue /m of 29 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		
94	44103103-HP-M26	TONER CARTRIDGE, HP CE403A, Magenta	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
95	44103103-HP-B27	TONER CARTRIDGE, HP CE410A, (HP205), Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
96	44103103-HP-C27	TONER CARTRIDGE, HP CE411A, (HP205), Cyan	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
97	44103103-HP-Y27	TONER CARTRIDGE, HP CE412A, (HP205), Yellow	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
98	44103103-HP-M27	TONER CARTRIDGE, HP CE413A, (HP205), Magenta	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
99	44103103-HP-B28	TONER CARTRIDGE, HP CE505A, Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
100	44103103-HP-B28	TONER CARTRIDGE, HP CE505X, Black, High cap	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
101	44103103-HP-B52	TONER CARTRIDGE, HP CF217A, (HP17A), Black LaserJet	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
102	44103103-HP-B53	TONER CARTRIDGE, HP CF226A, (HP26A), Black LaserJet	5	0	0	5	25,234.00	0	0	0	0	0.00	5	0	0	5	25,234.00	0	0	0	0	0.00	52,468.00	
103	44103103-HP-B55	TONER CARTRIDGE, HP CF280A, LaserJet Pro M401/M425	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
104	44103103-HP-B51	TONER CARTRIDGE, HP CF280XC	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
105	44103103-HP-B56	TONER CARTRIDGE, HP CF281A, (HP81A), Black LaserJet	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
106	44103103-HP-B57	TONER CARTRIDGE, HP CF283A, (HP83A), LaserJet Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
107	44103103-HP-B51	TONER CARTRIDGE, HP CF283XC, (HP83X), Black Contract L	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
108	44103103-HP-B58	TONER CARTRIDGE, HP CF287A, (HP87), Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
109	44103103-HP-B52	TONER CARTRIDGE, HP CF320XC, (HP25X), Black LaserJet	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
110	44103103-HP-B60	TONER CARTRIDGE, HP CF350A, Black LaserJet	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
111	44103103-HP-C60	TONER CARTRIDGE, HP CF351A, Cyan LaserJet	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
112	44103103-HP-Y60	TONER CARTRIDGE, HP CF352A, Yellow LaserJet	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
113	44103103-HP-M60	TONER CARTRIDGE, HP CF353A, Magenta LaserJet	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
114	44103103-HP-B61	TONER CARTRIDGE, HP CF360A, (HP50A), Black LaserJet	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
115	44103103-HP-C61	TONER CARTRIDGE, HP CF361A, (HP50A), Cyan LaserJet	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
116	44103103-HP-Y61	TONER CARTRIDGE, HP CF362A, (HP50A), Yellow LaserJet	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
117	44103103-HP-M61	TONER CARTRIDGE, HP CF363A, (HP50A), Magenta LaserJet	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
118	44103103-HP-B62	TONER CARTRIDGE, HP CF400A, (HP201A), Black LaserJet	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
119	44103103-HP-C62	TONER CARTRIDGE, HP CF401A, (HP201A), Cyan LaserJet	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
120	44103103-HP-Y62	TONER CARTRIDGE, HP CF402A, (HP201A), Yellow LaserJet	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
121	44103103-HP-M62	TONER CARTRIDGE, HP CF403A, (HP201A), Magenta LaserJet	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
122	44103103-HP-B63	TONER CARTRIDGE, HP CF410A, (HP410A), Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
123	44103103-HP-C64	TONER CARTRIDGE, HP CF410XC, (HP410XC), Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
124	44103103-HP-C63	TONER CARTRIDGE, HP CF411A, (HP410A), Cyan	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
125	44103103-HP-C64	TONER CARTRIDGE, HP CF411XC, (HP410XC), Cyan	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
126	44103103-HP-Y63	TONER CARTRIDGE, HP CF412A, (HP410A), Yellow	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
127	44103103-HP-Y64	TONER CARTRIDGE, HP CF412XC, (HP410XC), Yellow	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
128	44103103-HP-M63	TONER CARTRIDGE, HP CF413A, (HP410A), Magenta	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	
129	44103103-HP-M64	TONER CARTRIDGE, HP CF413XC, (HP410XC), Magenta	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price Catalogue as of 28 July 2020	Total Amount for the year
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
130	44103103-HP-B34	TONER CARTRIDGE, HP Q2612A, Black	0	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	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,660.00	0.00	
132	44103103-SA-803	TONER CARTRIDGE, SAMSUNG ML-D2850B, Black	0	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-806	TONER CARTRIDGE, SAMSUNG MLT-D101S, Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,464.00	0.00	
134	44103103-SA-807	TONER CARTRIDGE, SAMSUNG MLT-D103S, Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,669.44	0.00	
135	44103103-SA-808	TONER CARTRIDGE, SAMSUNG MLT-D104S, Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,454.40	0.00	
136	44103103-SA-809	TONER CARTRIDGE, SAMSUNG MLT-D105L, Black	0	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	0	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	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,304.40	0.00	
139	44103103-SA-B18	TONER CARTRIDGE, SAMSUNG MLT-D203L, Black	0	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	0	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	0	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	0	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 SCK-D6555A, Black	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,666.40	0.00	
SOFTWARE																										
1	43231513-SPT-001	Business function specific software	0	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-SPT-002	Finance accounting and enterprise resource planning ERP software	0	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-SPT-003	Computer game or entertainment software	0	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-SPT-004	Content authoring and editing software	0	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-SPT-005	Content management software	0	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-SPT-006	Data management and query software	0	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-SPT-007	Development software	0	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-SPT-008	Educational or reference software	0	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	43232602-SPT-009	Industry specific software	0	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	43232701-SPT-010	Information exchange software	0	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-SPT-010	Network applications software	0	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-SPT-011	Network management software	0	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-SPT-012	Networking software	0	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-SPT-013	Operating environment software	0	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-SPT-014	Security and protection software	0	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-SPT-015	Utility and device driver software	0	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		Adhesive Plastic Cover Transparent	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	80.00	0.00	
2		Appointment Paper (C2S)	0	0	0	0	0.00	0	0	0	0	0.00	10	0	0	10	100.00	0	0	0	0	0.00	10	10.00	100.00	
3		Ball pen, Black	35	35	35	105	1,260.00	35	35	35	105	1,260.00	35	35	35	105	1,260.00	35	35	35	105	1,260.00	420	12.00	5,040.00	
4		Ballpen, Blue	15	15	15	45	540.00	15	15	15	45	540.00	15	15	15	45	540.00	15	15	15	45	540.00	180	12.00	2,160.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue as of 29 July 2022	Total Amount for the year
				Jan	Feb	Mar	Q1 AMOUNT	April	May	June	Q2 AMOUNT	July	Aug	Sept	Q3 AMOUNT	Oct	Nov	Dec	Q4 AMOUNT			
5	Belgen, Green		piece	3	3	3	9	108.00	3	3	3	9	108.00	3	3	3	9	108.00	36	12.00	432.00	
6	Belgen, Red		piece	3	3	3	9	108.00	3	3	3	9	108.00	3	3	3	9	108.00	36	12.00	432.00	
7	BATTERY, ALKALINE size 9V		piece	4	0	0	4	240.00	4	0	0	4	240.00	4	0	0	4	240.00	16	60.00	960.00	
8	Board Paper		pack	15	0	0	15	1,800.00	0	0	0	0	0.00	0	0	0	0	1,800.00	30	120.00	3,600.00	
9	CR2032 Battery Coin Cell Button 3V Lithium		piece	6	0	0	6	360.00	0	0	0	0	0.00	0	0	0	0	6	60.00	360.00		
10	Double adhesive tape		Roll	2	0	0	2	400.00	2	0	0	2	400.00	2	0	0	2	400.00	7	200.00	1,400.00	
11	DRUM CART. for Fuji Xerox DocuCentre S2220		drum	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	4,500.00	1	4,500.00	4,500.00	
12	DRUM CART., Brother, DR 2225		drum	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	6,000.00	1	6,000.00	6,000.00	
13	FOLDER, PLASTIC, A4 size		piece	2	0	0	2	20.00	0	0	0	0	0.00	1	0	0	1	10.00	3	10.00	30.00	
14	FOLDER, PLASTIC, Long		piece	2	0	0	2	20.00	0	0	0	0	0.00	1	0	0	1	10.00	3	10.00	30.00	
15	Glue, (Clear / Washable)		piece	3	0	0	3	215.00	0	0	0	0	0.00	3	0	0	3	215.00	6	75.00	450.00	
16	Ink Epson, 004 black		bottle	3	0	0	3	900.00	3	0	0	3	900.00	3	0	0	3	900.00	12	300.00	3,600.00	
17	Ink Epson, 004 cyan		bottle	2	0	0	2	600.00	2	0	0	2	600.00	2	0	0	2	600.00	8	300.00	2,400.00	
18	Ink Epson, 004 magenta		bottle	2	0	0	2	600.00	2	0	0	2	600.00	2	0	0	2	600.00	8	300.00	2,400.00	
19	Ink Epson, 004 yellow		bottle	2	0	0	2	600.00	2	0	0	2	600.00	2	0	0	2	600.00	8	300.00	2,400.00	
20	Ink Refill, BROTHER, BT5000 C		bottle	13	3	3	19	6,650.00	6	3	3	12	4,200.00	13	3	3	19	6,650.00	62	350.00	21,700.00	
21	Ink Refill, BROTHER, BT5000 M		bottle	13	3	3	19	6,650.00	6	3	3	12	4,200.00	13	3	3	19	6,650.00	0	0.00	17,500.00	
22	Ink Refill, BROTHER, BT5000 Y		bottle	13	3	3	19	6,650.00	6	3	3	12	4,200.00	13	3	3	19	6,650.00	62	350.00	21,700.00	
23	Ink Refill, BROTHER, BT6000 BK		bottle	15	5	5	25	10,000.00	5	5	5	15	6,000.00	15	5	5	25	10,000.00	80	400.00	32,000.00	
24	Ink Refill, Canon GI-790, BK		bottle	11	6	6	23	9,200.00	6	6	6	18	7,200.00	11	6	6	23	9,200.00	82	400.00	32,800.00	
25	Ink Refill, Canon GI-790, C		bottle	8	3	3	14	4,900.00	5	3	3	11	3,850.00	8	3	3	14	4,900.00	50	350.00	17,500.00	
26	Ink Refill, Canon GI-790, M		bottle	8	3	3	14	4,900.00	5	3	3	11	3,850.00	8	3	3	14	4,900.00	50	350.00	17,500.00	
27	Ink Refill, Canon GI-790, Y		bottle	8	3	3	14	4,900.00	5	3	3	11	3,850.00	8	3	3	14	4,900.00	50	350.00	17,500.00	
28	Ink Refill, EPSON (T6641), Black		bottle	8	0	0	8	2,000.00	0	0	0	0	0.00	8	0	0	8	2,000.00	16	250.00	4,000.00	
29	Ink Refill, EPSON (T6642), Cyan		bottle	4	0	0	4	1,000.00	0	0	0	0	0.00	4	0	0	4	1,000.00	8	250.00	2,000.00	
30	Ink Refill, EPSON (T6643), Magenta		bottle	4	0	0	4	1,000.00	0	0	0	0	0.00	4	0	0	4	1,000.00	8	250.00	2,000.00	
31	Ink Refill, EPSON (T6644), Yellow		bottle	4	0	0	4	1,000.00	0	0	0	0	0.00	4	0	0	4	1,000.00	8	250.00	2,000.00	
32	Ink Refill, EPSON, 001 BK		bottle	12	2	2	16	5,600.00	10	2	2	14	4,900.00	10	2	2	14	4,900.00	58	350.00	20,300.00	
33	Ink Refill, EPSON, 001 C		bottle	12	0	0	12	3,600.00	8	0	0	8	2,400.00	11	0	0	11	3,300.00	39	300.00	11,700.00	
34	Ink Refill, EPSON, 001 M		bottle	12	0	0	12	3,600.00	8	0	0	8	2,400.00	11	0	0	11	3,300.00	39	300.00	11,700.00	
35	Ink Refill, EPSON, 001 Y		bottle	12	0	0	12	3,600.00	8	0	0	8	2,400.00	11	0	0	11	3,300.00	39	300.00	11,700.00	
36	Ink Refill, HP DeskJet GT S820,, Black		bottle	2	0	0	2	700.00	0	0	0	0	0.00	2	0	0	2	700.00	4	350.00	1,400.00	
37	Ink Refill, HP DeskJet GT S820, Cyan		bottle	1	0	0	1	300.00	0	0	0	0	0.00	1	0	0	1	300.00	2	300.00	600.00	
38	Ink Refill, HP DeskJet GT S820, Magenta		bottle	1	0	0	1	300.00	0	0	0	0	0.00	1	0	0	1	300.00	2	300.00	600.00	
39	Ink Refill, HP DeskJet GT S820, Yellow		bottle	1	0	0	1	300.00	0	0	0	0	0.00	1	0	0	1	300.00	2	300.00	600.00	
40	Ink, Epson 003 - Black		bottle	20	5	5	30	10,500.00	20	5	5	30	10,500.00	20	10	10	40	14,000.00	130	350.00	45,500.00	

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 23 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			
41	Ink, Epson 003 - Cyan	bottle	20	5	5	30	9,000.00	20	5	5	30	9,000.00	25	5	5	35	10,500.00	20	5	5	30	9,000.00	125	300.00	37,500.00
42	Ink, Epson 003 - Magenta	bottle	20	5	5	30	9,000.00	20	5	5	30	9,000.00	25	5	5	35	10,500.00	20	5	5	30	9,000.00	125	300.00	37,500.00
43	Ink, Epson 003 - Yellow	bottle	20	6	6	32	9,600.00	20	5	5	30	9,000.00	25	5	5	35	10,500.00	20	5	5	30	9,000.00	127	300.00	38,100.00
44	Ribbon, bundy cook, crm 0006	piece	1	0	0	1	350.00	0	0	0	0	0.00	1	0	0	1	350.00	0	0	0	0	0.00	2	350.00	700.00
45	Ribbon, bundy cook, conix	piece	0	5	0	5	1,750.00	0	5	0	5	1,750.00	0	5	0	5	1,750.00	0	5	0	5	1,750.00	20	350.00	7,000.00
46	Sign Here - Stick-on Paper	pad	40	10	10	60	3,600.00	35	10	10	55	3,300.00	35	10	10	55	3,300.00	10	10	10	30	1,800.00	200	60.00	12,000.00
47	Sticky note pad strips, neon color	Pad	10	0	0	10	600.00	10	0	0	10	600.00	9	0	0	9	540.00	8	0	0	8	480.00	37	60.00	2,220.00
48	TONER CART., Brother, TN-2280	cart	1	0	0	1	1,800.00	0	0	0	0	0.00	1	0	0	1	1,800.00	0	0	0	0	0.00	2	1,800.00	3,600.00
49	Toner Cartridge, Bundy Cook, Amaro BX 1600	cart	2	0	0	2	1,200.00	0	0	0	0	0.00	2	0	0	2	1,200.00	0	0	0	0	0.00	4	600.00	2,400.00
50	Toner Cartridge, Full Xerox, DocuCenter S2220	cart	1	0	0	1	4,500.00	0	0	0	0	0.00	1	0	0	1	4,500.00	0	0	0	0	0.00	2	4,500.00	9,000.00
						0	0.00				0	0.00				0	0.00				0	0.00	0		0.00
A. TOTAL																							P		1,403,653.30
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																							P		180,365.33
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																							P		-
D. GRAND TOTAL (A + B + C)																							P		1,584,018.63
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:

Certified Funds Available / Certified Appropriate Funds Available:

Approved by:


JERALD P. CAMILO
Property/Supply Officer


ROSE ANNE B. QNERY / SHEXA ROSE ANNE S. CAYANAN
Accountant / Budget Officer


JULIET P. LOLAS
Head of Office / Agency

Date Prepared: September 27, 2022