# 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 Virtual Store (VS) 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 Virtual Store (VS) 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 Virtual Store (VS) 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 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: Department of Trade and Industry
Region: Cordillera Administrative Region
Address: 2F Pine Lake View Building, Otek St., Baguio City

Agency Code/UACS: 270012200051
Organization Type: National Government Agency

Contact Person: JULIET P. LUCAS
Position: Regional Director
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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 | 8 | 2 | 1 | 11 | 560.56 | 9 | 1 | 1 | 11 | 560.56 | 9 | 1 | 1 | 11 | 560.56 | 8 | 0 | 0 | 8 | 407.68 | 41 | 50.96 | 2,089.36 |
| 2 | 12191601-AL-E03 | ALCOHOL, Ethyl, 1 Gallon | gallon | 10 | 2 | 5 | 17 | 7,673.12 | 8 | 2 | 3 | 13 | 5,867.68 | 12 | 2 | 3 | 17 | 7,673.12 | 12 | 2 | 3 | 17 | 7,673.12 | 64 | 451.36 | 28,887.04 |
| **ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 | 60121413-CB-P01 | CLEARBOOK, A4 size | box | 0 | 10 | 4 | 14 | 495.04 | 2 | 0 | 0 | 2 | 70.72 | 0 | 10 | 0 | 10 | 353.60 | 0 | 0 | 0 | 0 | 0.00 | 26 | 35.36 | 919.36 |
| 4 | 60121413-CB-P02 | CLEARBOOK, Legal size | box | 2 | 10 | 0 | 12 | 461.76 | 2 | 0 | 0 | 2 | 76.96 | 2 | 10 | 0 | 12 | 461.76 | 2 | 0 | 0 | 2 | 76.96 | 28 | 38.48 | 1,077.44 |
| 5 | 60121534-ER-P01 | ERASER, plastic/rubber | piece | 31 | 0 | 0 | 31 | 290.16 | 21 | 0 | 0 | 21 | 196.56 | 27 | 0 | 0 | 27 | 252.72 | 21 | 0 | 0 | 21 | 196.56 | 100 | 9.36 | 936.00 |
| 6 | 60121524-SP-G01 | SIGN PEN, Extra Fine Tip, Black | piece | 36 | 0 | 0 | 36 | 936.00 | 36 | 0 | 0 | 36 | 936.00 | 36 | 0 | 0 | 36 | 936.00 | 22 | 0 | 0 | 22 | 572.00 | 130 | 26.00 | 3,380.00 |
| 7 | 60121524-SP-G04 | SIGN PEN, Fine Tip, Black | piece | 28 | 5 | 5 | 38 | 1,699.36 | 28 | 5 | 5 | 38 | 1,699.36 | 28 | 5 | 5 | 38 | 1,699.36 | 28 | 5 | 5 | 38 | 1,699.36 | 152 | 44.72 | 6,797.44 |
| 8 | 60121524-SP-G07 | SIGN PEN, Medium Tip, Black | piece | 83 | 17 | 23 | 123 | 7,035.60 | 59 | 12 | 10 | 81 | 4,633.20 | 70 | 17 | 21 | 108 | 6,177.60 | 50 | 12 | 12 | 74 | 4,232.80 | 386 | 57.20 | 22,079.20 |
| 9 | 60121524-SP-G02 | SIGN PEN, Extra Fine Tip, Blue | piece | 1 | 0 | 0 | 1 | 26.00 | 1 | 0 | 0 | 1 | 26.00 | 1 | 0 | 0 | 1 | 26.00 | 1 | 0 | 0 | 1 | 26.00 | 4 | 26.00 | 104.00 |
| 10 | 60121524-SP-G05 | SIGN PEN, Fine Tip, Blue | piece | 23 | 10 | 10 | 43 | 1,922.96 | 18 | 5 | 5 | 28 | 1,252.16 | 23 | 10 | 10 | 43 | 1,922.96 | 8 | 5 | 5 | 18 | 804.96 | 132 | 44.72 | 5,903.04 |
| 11 | 60121524-SP-G08 | SIGN PEN, Medium Tip, Blue | piece | 38 | 10 | 10 | 58 | 3,317.60 | 30 | 10 | 10 | 50 | 2,860.00 | 30 | 10 | 10 | 50 | 2,860.00 | 30 | 10 | 10 | 50 | 2,860.00 | 208 | 57.20 | 11,897.60 |
| 12 | 60121524-SP-G03 | SIGN PEN, Extra Fine Tip, Red | 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 | 26.00 | 0.00 |
| 13 | 60121524-SP-G06 | SIGN PEN, Fine Tip, Red | piece | 12 | 0 | 0 | 12 | 549.12 | 7 | 0 | 0 | 7 | 320.32 | 12 | 0 | 0 | 12 | 549.12 | 2 | 0 | 0 | 2 | 91.52 | 33 | 45.76 | 1,510.08 |
| 14 | 60121524-SP-G09 | SIGN PEN, Medium Tip, Red | piece | 14 | 10 | 10 | 34 | 1,944.80 | 10 | 12 | 10 | 32 | 1,830.40 | 12 | 10 | 12 | 34 | 1,944.80 | 10 | 10 | 12 | 32 | 1,830.40 | 132 | 57.20 | 7,550.40 |
| 15 | 60121124-WR-P01 | WRAPPING PAPER | 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 | 214.24 | 0.00 |
| **AUDIO AND VISUAL EQUIPMENT AND SUPPLIES** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 16 | 45121517-DO-C03 | DOCUMENT CAMERA | 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 | 25,536.16 | 0.00 |
| 17 | 45111609-MM-P01 | MULTIMEDIA PROJECTOR | 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 | 18,470.40 | 0.00 |
| **BATTERIES AND CELLS AND ACCESSORIES** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 18 | 26111702-BT-A02 | BATTERY, dry cell, size AA | pack | 74 | 33 | 25 | 132 | 2,882.88 | 43 | 28 | 28 | 99 | 2,162.16 | 59 | 28 | 25 | 112 | 2,446.08 | 41 | 25 | 28 | 94 | 2,052.96 | 437 | 21.84 | 9,544.08 |
| 19 | 26111702-BT-A01 | BATTERY, dry cell, size AAA | pack | 64 | 32 | 25 | 121 | 2,390.96 | 61 | 17 | 15 | 93 | 1,837.68 | 66 | 28 | 25 | 119 | 2,351.44 | 41 | 25 | 27 | 93 | 1,837.68 | 426 | 19.76 | 8,417.76 |

| | 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 | | | |
| 20 | 26111702-BT-A03 | BATTERY, dry cell, size D | | 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 | 92.56 | 0.00 |
| **CLEANING EQUIPMENT AND SUPPLIES** | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 21 | 47131812-AF-A01 | AIR FRESHENER | | can | 12 | 10 | 11 | 33 | 2,882.88 | 10 | 10 | 11 | 31 | 2,708.16 | 12 | 10 | 11 | 33 | 2,882.88 | 10 | 10 | 11 | 31 | 2,708.16 | 128 | 87.36 | 11,182.08 |
| 22 | 47131604-BR-S01 | BROOM (Walis Tambo) | | piece | 10 | 3 | 3 | 16 | 2,046.72 | 3 | 3 | 3 | 9 | 1,151.28 | 9 | 3 | 2 | 14 | 1,790.88 | 4 | 3 | 3 | 10 | 1,279.20 | 49 | 127.92 | 6,268.08 |
| 23 | 47131604-BR-T01 | BROOM (Walis Ting-ting) | | piece | 8 | 1 | 1 | 10 | 239.20 | 1 | 1 | 1 | 3 | 71.76 | 6 | 1 | 1 | 8 | 191.36 | 2 | 1 | 1 | 4 | 95.68 | 25 | 23.92 | 598.00 |
| 24 | 47131829-TB-C01 | CLEANER, Toilet Bowl and Urinal | | bottle | 25 | 11 | 11 | 47 | 2,101.84 | 13 | 11 | 7 | 31 | 1,386.32 | 13 | 11 | 7 | 31 | 1,386.32 | 13 | 11 | 7 | 31 | 1,386.32 | 140 | 44.72 | 6,260.80 |
| 25 | 47131805-CL-P01 | CLEANSER, Scouring Powder | | can | 18 | 6 | 6 | 30 | 1,080.00 | 6 | 6 | 6 | 18 | 648.00 | 6 | 6 | 6 | 18 | 648.00 | 6 | 6 | 6 | 18 | 648.00 | 84 | 36.00 | 3,024.00 |
| 26 | 47131811-DE-B02 | DETERGENT BAR | | bar | 12 | 0 | 0 | 12 | 112.32 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 12 | 9.36 | 112.32 |
| 27 | 47131811-DE-P02 | DETERGENT POWDER, all purpose | | pouch | 23 | 8 | 9 | 40 | 3,536.00 | 10 | 9 | 8 | 27 | 2,386.80 | 11 | 8 | 9 | 28 | 2,475.20 | 10 | 9 | 8 | 27 | 2,386.80 | 122 | 88.40 | 10,784.80 |
| 28 | 47131803-DS-A01 | DISINFECTANT SPRAY | | can | 22 | 8 | 9 | 39 | 5,881.20 | 10 | 8 | 9 | 27 | 4,071.60 | 10 | 8 | 9 | 27 | 4,071.60 | 10 | 8 | 9 | 27 | 4,071.60 | 120 | 150.80 | 18,096.00 |
| 29 | 47131601-DU-P01 | DUST PAN | | piece | 4 | 0 | 0 | 4 | 187.20 | 3 | 0 | 0 | 3 | 140.40 | 3 | 0 | 0 | 3 | 140.40 | 4 | 0 | 0 | 4 | 187.20 | 14 | 46.80 | 655.20 |
| 30 | 47131802-FW-P03 | FLOOR WAX, paste type, red | | can | 25 | 0 | 0 | 25 | 3,380.00 | 0 | 0 | 0 | 0 | 0.00 | 1 | 0 | 0 | 1 | 135.20 | 0 | 0 | 0 | 0 | 0.00 | 26 | 135.20 | 3,515.20 |
| 31 | 47131830-FC-A01 | FURNITURE CLEANER | | can | 13 | 0 | 0 | 13 | 2,947.36 | 1 | 0 | 0 | 1 | 226.72 | 1 | 0 | 0 | 1 | 226.72 | 1 | 0 | 0 | 1 | 226.72 | 16 | 226.72 | 3,627.52 |
| 32 | 73101612-HS-L01 | HAND SOAP, liquid | | bottle | 15 | 5 | 5 | 25 | 1,073.75 | 9 | 5 | 5 | 19 | 816.05 | 9 | 5 | 5 | 19 | 816.05 | 9 | 5 | 5 | 19 | 816.05 | 82 | 42.95 | 3,521.90 |
| 33 | 47121804-MP-B01 | MOP BUCKET | | unit | 1 | 0 | 0 | 1 | 2,288.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 1 | 2,288.00 | 2,288.00 |
| 34 | 47131613-MP-H02 | MOPHANDLE, heavy duty | | piece | 1 | 0 | 0 | 1 | 134.16 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 1 | 134.16 | 134.16 |
| 35 | 47131619-MP-R01 | MOPHEAD, made of rayon | | piece | 3 | 0 | 0 | 3 | 342.12 | 2 | 0 | 0 | 2 | 228.08 | 2 | 0 | 0 | 2 | 228.08 | 2 | 0 | 0 | 2 | 228.08 | 9 | 114.04 | 1,026.36 |
| 36 | 47131501-RG-C01 | RAGS | | kilo | 4 | 1 | 1 | 6 | 343.20 | 1 | 1 | 1 | 3 | 171.60 | 1 | 1 | 1 | 3 | 171.60 | 1 | 1 | 1 | 3 | 171.60 | 15 | 57.20 | 858.00 |
| 37 | 47131602-SC-N01 | SCOURING PAD | | pack | 11 | 10 | 10 | 31 | 2,772.64 | 10 | 10 | 10 | 30 | 2,683.20 | 10 | 10 | 10 | 30 | 2,683.20 | 10 | 10 | 10 | 30 | 2,683.20 | 121 | 89.44 | 10,822.24 |
| 38 | 47121701-TB-P04 | TRASHBAG, XXL size | | pack/roll | 18 | 9 | 6 | 33 | 4,290.00 | 6 | 9 | 6 | 21 | 2,730.00 | 6 | 9 | 6 | 21 | 2,730.00 | 6 | 8 | 6 | 20 | 2,600.00 | 95 | 130.00 | 12,350.00 |
| 39 | 47121701-TB-P05 | TRASHBAG, Large size | | pack/roll | 12 | 2 | 0 | 14 | 829.92 | 0 | 0 | 0 | 0 | 0.00 | 0 | 2 | 0 | 2 | 118.56 | 1 | 0 | 0 | 1 | 59.28 | 17 | 59.28 | 1,007.76 |
| 40 | 47121701-TB-P06 | TRASHBAG, XL size | | pack/roll | 2 | 4 | 2 | 8 | 740.48 | 3 | 2 | 2 | 7 | 647.92 | 3 | 4 | 2 | 9 | 833.04 | 4 | 2 | 2 | 8 | 740.48 | 32 | 92.56 | 2,961.92 |
| 41 | 47121702-WB-P01 | WASTEBASKET | | piece | 4 | 0 | 0 | 4 | 174.72 | 1 | 0 | 0 | 1 | 43.68 | 4 | 0 | 0 | 4 | 174.72 | 1 | 0 | 0 | 1 | 43.68 | 10 | 43.68 | 436.80 |
| **COLOR COMPOUNDS AND DISPERSIONS** | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 42 | 12171703-SI-P01 | INK, for stamp pad | | bottle | 10 | 0 | 2 | 12 | 374.40 | 4 | 1 | 3 | 8 | 249.60 | 6 | 0 | 2 | 8 | 249.60 | 5 | 0 | 3 | 8 | 249.60 | 36 | 31.20 | 1,123.20 |
| **CONSUMER ELECTRONICS** | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 43 | 52161535-DV-R01 | DIGITAL VOICE RECORDER | | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 4,803.76 | 0.00 |
| **FACE MASK** | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 44 | 42131713-SM-M06 | FACE MASK | | box | 1 | 0 | 0 | 1 | 52.00 | 1 | 0 | 0 | 1 | 52.00 | 1 | 0 | 0 | 1 | 52.00 | 2 | 0 | 0 | 2 | 104.00 | 5 | 52.00 | 260.00 |
| **FILMS** | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 45 | 13111203-AC-F01 | ACETATE | | 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 | 1,048.32 | 0.00 |
| 46 | 13111201-CF-P02 | CARBON FILM, Legal size | | box | 1 | 0 | 1 | 2 | 513.76 | 0 | 0 | 1 | 1 | 256.88 | 0 | 1 | 0 | 1 | 256.88 | 0 | 0 | 0 | 0 | 0.00 | 4 | 256.88 | 1,027.52 |
| **FIRE FIGHTING EQUIPMENT** | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 47 | 46191601-FE-M01 | 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 | 1,398.80 | 0.00 |
| 48 | 46191601-FE-H01 | FIRE EXTINGUISHER, pure HCFC | | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 5,613.25 | 0.00 |
| **FLAG OR ACCESSORIES** | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 49 | 55121905-PH-F01 | PHILIPPINE NATIONAL FLAG | | 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 | 284.84 | 0.00 |
| **FURNITURE AND FURNISHINGS** | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 50 | 56101504-CM-B01 | MONOBLOC CHAIR, beige | | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 375.44 | 0.00 |
| 51 | 56101504-CM-W01 | MONOBLOC CHAIR, white | | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 372.32 | 0.00 |
| 52 | 56101519-TM-S01 | MONOBLOC TABLE, white | | 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 | 1,348.88 | 0.00 |
| 53 | 56101519-TM-S02 | MONOBLOC TABLE, beige | | 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 | 1,348.88 | 0.00 |
| **HEATING AND VENTILATION AND AIR CIRCULATION** | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| | 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 | | | |
| 54 | 40101604-EF-C01 | ELECTRIC FAN, ceiling mount, orbit type | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 1,380.08 | 0.00 |
| 55 | 40101604-EF-G01 | ELECTRIC FAN, industrial, ground type | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 1,109.68 | 0.00 |
| 56 | 40101604-EF-S01 | ELECTRIC FAN, stand type | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 1,006.72 | 0.00 |
| 57 | 40101604-EF-W01 | ELECTRIC FAN, wall mount | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 914.16 | 0.00 |
| **INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 58 | 43211507-DSK003 | DESKTOP, for Basic Users | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 24,793.60 | 0.00 |
| 59 | 43211507-DSK004 | DESKTOP, for Mid-Range Users | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 42,390.40 | 0.00 |
| 60 | 43201827-HD-K02 | EXTERNAL HARD DRIVE | 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 | 3,018.08 | 0.00 |
| 61 | 43202010-FD-U04 | FLASH DRIVE | piece | 17 | 3 | 10 | 30 | 6,739.20 | 5 | 3 | 0 | 8 | 1,797.12 | 7 | 3 | 0 | 10 | 2,246.40 | 3 | 3 | 0 | 6 | 1,347.84 | 54 | 224.64 | 12,130.56 |
| 62 | 43211503-LAP004 | LAPTOP, for Mid-range Users | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 42,380.00 | 0.00 |
| 63 | 43211503-LAP003 | LAPTOP, Lightweight | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 46,800.00 | 0.00 |
| 64 | 43211708-MO-O02 | COMPUTER MOUSE, Wireless | 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 | 169.52 | 0.00 |
| 65 | 43212102-PR-D02 | PRINTER, Impact, Dot Matrix, 24 pins | 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 | 33,015.84 | 0.00 |
| 66 | 43212102-PR-D01 | PRINTER, Impact, Dot Matrix, 9 pins | 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 | 11,014.64 | 0.00 |
| 67 | 43212105-PR-L01 | PRINTER, Laser, Monochrome | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 23,063.04 | 0.00 |
| **LIGHTING AND FIXTURES AND ACCESSORIES** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 68 | 39101628-LB-L01 | LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts | piece | 6 | 12 | 0 | 18 | 1,460.16 | 6 | 2 | 0 | 8 | 648.96 | 6 | 2 | 0 | 8 | 648.96 | 6 | 1 | 0 | 7 | 567.84 | 41 | 81.12 | 3,325.92 |
| 69 | 39101628-LT-L01 | LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts | piece | 7 | 0 | 0 | 7 | 1,440.74 | 0 | 0 | 0 | 0 | 0.00 | 2 | 0 | 0 | 2 | 411.64 | 0 | 0 | 0 | 0 | 0.00 | 9 | 205.82 | 1,852.38 |
| **MANUFACTURING COMPONENTS AND SUPPLIES** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 70 | 31201610-GL-J01 | GLUE, all purpose | jar | 16 | 1 | 14 | 31 | 2,192.32 | 8 | 0 | 2 | 10 | 707.20 | 14 | 0 | 2 | 16 | 1,131.52 | 5 | 0 | 2 | 7 | 495.04 | 64 | 70.72 | 4,526.08 |
| 71 | 31151804-SW-H01 | STAPLE WIRE, heavy duty (binder type), 23/13 | box | 9 | 0 | 0 | 9 | 202.95 | 8 | 0 | 0 | 8 | 180.40 | 8 | 0 | 0 | 8 | 180.40 | 11 | 0 | 0 | 11 | 248.05 | 36 | 22.55 | 811.80 |
| 72 | 31151804-SW-S01 | STAPLE WIRE, standard | box | 63 | 6 | 18 | 87 | 2,067.12 | 31 | 6 | 6 | 43 | 1,021.68 | 41 | 6 | 6 | 53 | 1,259.28 | 31 | 6 | 6 | 43 | 1,021.68 | 226 | 23.76 | 5,369.76 |
| 73 | 31201502-TA-E01 | TAPE, electrical | roll | 13 | 1 | 1 | 15 | 291.75 | 7 | 1 | 1 | 9 | 175.05 | 7 | 1 | 1 | 9 | 175.05 | 21 | 2 | 1 | 24 | 466.80 | 57 | 19.45 | 1,108.65 |
| 74 | 31201503-TA-M01 | TAPE, masking, 24mm | roll | 38 | 5 | 14 | 57 | 3,527.16 | 28 | 5 | 2 | 35 | 2,165.80 | 27 | 4 | 2 | 33 | 2,042.04 | 35 | 2 | 2 | 39 | 2,413.32 | 164 | 61.88 | 10,148.32 |
| 75 | 31201503-TA-M02 | TAPE, masking, 48 mm | roll | 30 | 7 | 16 | 53 | 6,421.48 | 17 | 7 | 4 | 28 | 3,392.48 | 18 | 6 | 4 | 28 | 3,392.48 | 22 | 4 | 4 | 30 | 3,634.80 | 139 | 121.16 | 16,841.24 |
| 76 | 31201517-TA-P01 | TAPE, packaging, 48 mm | roll | 27 | 7 | 17 | 51 | 1,538.16 | 16 | 7 | 5 | 28 | 844.48 | 17 | 7 | 5 | 29 | 874.64 | 26 | 5 | 5 | 36 | 1,085.76 | 144 | 30.16 | 4,343.04 |
| 77 | 31201512-TA-T01 | TAPE, transparent, 24mm | roll | 53 | 15 | 17 | 85 | 972.40 | 38 | 15 | 5 | 58 | 663.52 | 39 | 17 | 5 | 61 | 697.84 | 37 | 5 | 5 | 47 | 537.68 | 251 | 11.44 | 2,871.44 |
| 78 | 31201512-TA-T02 | TAPE, transparent, 48 mm | roll | 32 | 10 | 17 | 59 | 1,411.28 | 20 | 10 | 5 | 35 | 837.20 | 20 | 7 | 5 | 32 | 765.44 | 27 | 5 | 5 | 37 | 885.04 | 163 | 23.92 | 3,898.96 |
| 79 | 31151507-TW-P01 | TWINE, plastic | roll | 6 | 3 | 3 | 12 | 848.64 | 5 | 3 | 3 | 11 | 777.92 | 5 | 4 | 3 | 12 | 848.64 | 8 | 3 | 3 | 14 | 990.08 | 49 | 70.72 | 3,465.28 |
| **MEASURING AND OBSERVING AND TESTING EQUIPMENT** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 80 | 41111604-RU-P02 | RULER, flexible, plastic, 450mm | piece | 16 | 0 | 0 | 16 | 332.80 | 5 | 0 | 0 | 5 | 104.00 | 7 | 0 | 0 | 7 | 145.60 | 5 | 0 | 0 | 5 | 104.00 | 33 | 20.80 | 686.40 |
| **OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 81 | 44121612-BL-H01 | BLADE, for general purpose cutter/utility knife | tube | 4 | 0 | 0 | 4 | 64.00 | 6 | 0 | 0 | 6 | 96.00 | 2 | 0 | 0 | 2 | 32.00 | 1 | 0 | 0 | 1 | 16.00 | 13 | 16.00 | 208.00 |
| 82 | 44101602-PB-M01 | BINDING AND PUNCHING 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 | 10,104.64 | 0.00 |
| 83 | 44101807-CA-C01 | CALCULATOR, Compact | 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 | 287.04 | 0.00 |
| 84 | 44121710-CH-W01 | CHALK, white enamel | 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 |
| 85 | 44122105-BF-C01 | CLIP, backfold, 19mm | box | 82 | 9 | 4 | 95 | 889.20 | 70 | 6 | 4 | 80 | 748.80 | 71 | 6 | 4 | 81 | 758.16 | 65 | 6 | 4 | 75 | 702.00 | 331 | 9.36 | 3,098.16 |
| 86 | 44122105-BF-C02 | CLIP, backfold, 25mm | box | 99 | 13 | 8 | 120 | 1,872.00 | 74 | 10 | 8 | 92 | 1,435.20 | 90 | 10 | 8 | 108 | 1,684.80 | 69 | 10 | 8 | 87 | 1,357.20 | 407 | 15.60 | 6,349.20 |
| 87 | 44122105-BF-C03 | CLIP, backfold, 32mm | box | 66 | 13 | 8 | 87 | 2,352.48 | 51 | 10 | 8 | 69 | 1,865.76 | 64 | 10 | 8 | 82 | 2,217.28 | 56 | 10 | 8 | 74 | 2,000.96 | 312 | 27.04 | 8,436.48 |
| 88 | 44122105-BF-C04 | CLIP, backfold, 50mm | box | 51 | 11 | 6 | 68 | 4,101.76 | 39 | 8 | 6 | 53 | 3,196.96 | 47 | 8 | 6 | 61 | 3,679.52 | 42 | 8 | 6 | 56 | 3,377.92 | 238 | 60.32 | 14,356.16 |
| 89 | 44121801-CT-R02 | CORRECTION TAPE | piece | 127 | 4 | 15 | 146 | 1,683.38 | 77 | 7 | 10 | 94 | 1,083.82 | 97 | 7 | 10 | 114 | 1,314.42 | 67 | 22 | 10 | 99 | 1,141.47 | 453 | 11.53 | 5,223.09 |
| 90 | 44121612-CU-H01 | CUTTER/UTILITY KNIFE, for general purpose | piece | 4 | 0 | 0 | 4 | 126.88 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 1 | 0 | 0 | 1 | 31.72 | 5 | 31.72 | 158.60 |
| 91 | 44111515-DF-B01 | DATA FILE BOX | piece | 57 | 25 | 0 | 82 | 6,330.40 | 65 | 10 | 0 | 75 | 5,790.00 | 60 | 10 | 0 | 70 | 5,404.00 | 59 | 10 | 0 | 69 | 5,326.80 | 296 | 77.20 | 22,851.20 |

| | 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 | | | |
| 92 | 44122011-DF-F01 | DATA FOLDER | piece | 20 | 15 | 0 | 35 | 2,402.40 | 25 | 0 | 0 | 25 | 1,716.00 | 25 | 0 | 0 | 25 | 1,716.00 | 25 | 0 | 0 | 25 | 1,716.00 | 110 | 68.64 | 7,550.40 |
| 93 | 44103202-DS-M01 | DATER STAMP | piece | 2 | 0 | 0 | 2 | 939.56 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 2 | 469.78 | 939.56 |
| 94 | 44121506-EN-D01 | ENVELOPE, Documentary, A4 | box | 11 | 0 | 0 | 11 | 9,243.52 | 1 | 0 | 0 | 1 | 840.32 | 3 | 0 | 0 | 3 | 2,520.96 | 1 | 0 | 0 | 1 | 840.32 | 16 | 840.32 | 13,445.12 |
| 95 | 44121506-EN-D02 | ENVELOPE, Documentary, legal, | box | 10 | 0 | 0 | 10 | 10,784.80 | 2 | 0 | 0 | 2 | 2,156.96 | 2 | 0 | 0 | 2 | 2,156.96 | 2 | 0 | 0 | 2 | 2,156.96 | 16 | 1,078.48 | 17,255.68 |
| 96 | 44121506-EN-X01 | ENVELOPE, Expanding, Kraft | box | 11 | 2 | 0 | 13 | 17,873.44 | 4 | 0 | 0 | 4 | 5,499.52 | 4 | 0 | 0 | 4 | 5,499.52 | 2 | 1 | 0 | 3 | 4,124.64 | 24 | 1,374.88 | 32,997.12 |
| 97 | 44121506-EN-X02 | ENVELOPE, Expanding, Plastic | 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 | 30.49 | 0.00 |
| 98 | 44121506-EN-M02 | ENVELOPE, Mailing | box | 3 | 0 | 0 | 3 | 1,400.88 | 1 | 0 | 0 | 1 | 466.96 | 1 | 0 | 0 | 1 | 466.96 | 1 | 0 | 0 | 1 | 466.96 | 6 | 466.96 | 2,801.76 |
| 99 | 44121504-EN-W02 | ENVELOPE, Mailing, with window | box | 5 | 0 | 0 | 5 | 2,641.60 | 0 | 0 | 0 | 0 | 0.00 | 0 | 1 | 0 | 1 | 528.32 | 1 | 0 | 0 | 1 | 528.32 | 7 | 528.32 | 3,698.24 |
| 100 | 44111912-ER-B01 | ERASER, felt, for blackboard/whiteboard | piece | 3 | 0 | 0 | 3 | 36.99 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 3 | 12.33 | 36.99 |
| 101 | 44122118-FA-P01 | FASTENER | box | 63 | 2 | 2 | 67 | 6,340.88 | 42 | 2 | 2 | 46 | 4,353.44 | 47 | 2 | 2 | 51 | 4,826.64 | 45 | 2 | 2 | 49 | 4,637.36 | 213 | 94.64 | 20,158.32 |
| 102 | 44111515-FO-X01 | FILE ORGANIZER, expanding, plastic, legal | piece | 2 | 0 | 0 | 2 | 170.40 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 2 | 85.20 | 170.40 |
| 103 | 44122018-FT-D01 | FILE TAB DIVIDER, A4 | pack | 2 | 0 | 0 | 2 | 45.76 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 2 | 22.88 | 45.76 |
| 104 | 44122018-FT-D02 | FILE TAB DIVIDER, Legal | pack | 2 | 0 | 0 | 2 | 52.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 2 | 26.00 | 52.00 |
| 105 | 44122011-FO-F01 | FOLDER, Fancy with slide, A4 | bundle | 4 | 0 | 0 | 4 | 1,164.80 | 1 | 0 | 0 | 1 | 291.20 | 1 | 0 | 0 | 1 | 291.20 | 2 | 0 | 0 | 2 | 582.40 | 8 | 291.20 | 2,329.60 |
| 106 | 44122011-FO-F02 | FOLDER, Fancy with slide, legal | bundle | 4 | 0 | 0 | 4 | 1,235.52 | 1 | 0 | 0 | 1 | 308.88 | 1 | 0 | 0 | 1 | 308.88 | 2 | 0 | 0 | 2 | 617.76 | 8 | 308.88 | 2,471.04 |
| 107 | 44122011-FO-L01 | FOLDER, L type, A4 | pack | 10 | 5 | 5 | 20 | 3,750.80 | 7 | 5 | 5 | 17 | 3,188.18 | 9 | 5 | 5 | 19 | 3,563.26 | 7 | 5 | 5 | 17 | 3,188.18 | 73 | 187.54 | 13,690.42 |
| 108 | 44122011-FO-L02 | FOLDER, L type, Legal | pack | 9 | 5 | 5 | 19 | 4,532.83 | 7 | 5 | 5 | 17 | 4,055.69 | 9 | 5 | 5 | 19 | 4,532.83 | 6 | 5 | 5 | 16 | 3,817.12 | 71 | 238.57 | 16,938.47 |
| 109 | 44122027-FO-P01 | FOLDER, pressboard | box | 6 | 1 | 0 | 7 | 6,668.48 | 78 | 0 | 0 | 78 | 74,305.92 | 2 | 0 | 0 | 2 | 1,905.28 | 2 | 0 | 0 | 2 | 1,905.28 | 89 | 952.64 | 84,784.96 |
| 110 | 44122011-FO-T03 | FOLDER with tab, A4 | pack | 6 | 1 | 0 | 7 | 2,722.72 | 0 | 0 | 0 | 0 | 0.00 | 1 | 0 | 0 | 1 | 388.96 | 1 | 0 | 0 | 1 | 388.96 | 9 | 388.96 | 3,500.64 |
| 111 | 44122011-FO-T04 | FOLDER with tab, Legal | pack | 15 | 1 | 12 | 28 | 11,968.32 | 3 | 0 | 0 | 3 | 1,282.32 | 7 | 0 | 0 | 7 | 2,992.08 | 6 | 0 | 0 | 6 | 2,564.64 | 44 | 427.44 | 18,807.36 |
| 112 | 44122008-IT-T01 | INDEX TAB | box | 16 | 0 | 0 | 16 | 1,009.76 | 7 | 0 | 0 | 7 | 441.77 | 7 | 0 | 0 | 7 | 441.77 | 5 | 0 | 0 | 5 | 315.55 | 35 | 63.11 | 2,208.85 |
| 113 | 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 | 126.88 | 0.00 |
| 114 | 44121716-MA-F01 | MARKER, Flourescent | set | 13 | 2 | 2 | 17 | 724.88 | 8 | 2 | 2 | 12 | 511.68 | 9 | 2 | 2 | 13 | 554.32 | 8 | 2 | 2 | 12 | 511.68 | 54 | 42.64 | 2,302.56 |
| 115 | 44121708-MP-B01 | MARKER, Permanent, Black | piece | 65 | 11 | 2 | 78 | 1,216.80 | 46 | 1 | 1 | 48 | 748.80 | 39 | 1 | 1 | 41 | 639.60 | 44 | 1 | 1 | 46 | 717.60 | 213 | 15.60 | 3,322.80 |
| 116 | 44121708-MP-B02 | MARKER, Permanent, Blue | piece | 46 | 6 | 6 | 58 | 904.80 | 25 | 6 | 6 | 37 | 577.20 | 21 | 1 | 1 | 23 | 358.80 | 25 | 1 | 1 | 27 | 421.20 | 145 | 15.60 | 2,262.00 |
| 117 | 44121708-MP-B03 | MARKER, Permanent, Red | piece | 23 | 3 | 3 | 29 | 452.40 | 14 | 3 | 5 | 22 | 343.20 | 9 | 0 | 0 | 9 | 140.40 | 14 | 0 | 0 | 14 | 218.40 | 74 | 15.60 | 1,154.40 |
| 118 | 44121708-MW-B01 | MARKER, Whiteboard, Black | piece | 45 | 1 | 1 | 47 | 488.80 | 17 | 3 | 1 | 21 | 218.40 | 23 | 1 | 1 | 25 | 260.00 | 18 | 1 | 1 | 20 | 208.00 | 113 | 10.40 | 1,175.20 |
| 119 | 44121708-MW-B02 | MARKER, Whiteboard, Blue | piece | 27 | 11 | 1 | 39 | 405.60 | 10 | 11 | 1 | 22 | 228.80 | 15 | 1 | 1 | 17 | 176.80 | 20 | 1 | 1 | 22 | 228.80 | 100 | 10.40 | 1,040.00 |
| 120 | 44121708-MW-B03 | MARKER, Whiteboard, Red | piece | 2 | 4 | 0 | 6 | 62.40 | 6 | 4 | 0 | 10 | 104.00 | 7 | 0 | 0 | 7 | 72.80 | 11 | 0 | 0 | 11 | 114.40 | 34 | 10.40 | 353.60 |
| 121 | 44122104-PC-G01 | PAPER CLIP, vinly/plastic coated, 33mm | box | 65 | 8 | 8 | 81 | 758.16 | 35 | 8 | 8 | 51 | 477.36 | 38 | 8 | 8 | 54 | 505.44 | 31 | 8 | 8 | 47 | 439.92 | 233 | 9.36 | 2,180.88 |
| 122 | 44122104-PC-J02 | PAPER CLIP, vinly/plastic coated, jumbo, 50mm | box | 66 | 9 | 8 | 83 | 1,985.36 | 36 | 5 | 5 | 46 | 1,100.32 | 39 | 5 | 5 | 49 | 1,172.08 | 32 | 5 | 5 | 42 | 1,004.64 | 220 | 23.92 | 5,262.40 |
| 123 | 44101603-PS-M02 | PAPER SHREDDER | 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 | 5,699.20 | 0.00 |
| 124 | 44101601-PT-M01 | PAPER TRIMMER/CUTTING 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 | 9,297.60 | 0.00 |
| 125 | 44121706-PE-L01 | PENCIL, lead/graphite, with eraser | box | 8 | 8 | 3 | 19 | 790.40 | 6 | 8 | 3 | 17 | 707.20 | 6 | 8 | 3 | 17 | 707.20 | 6 | 3 | 8 | 17 | 707.20 | 70 | 41.60 | 2,912.00 |
| 126 | 44121619-PS-M01 | PENCIL SHARPENER | piece | 3 | 0 | 0 | 3 | 639.60 | 2 | 0 | 0 | 2 | 426.40 | 0 | 0 | 0 | 0 | 0.00 | 2 | 0 | 0 | 2 | 426.40 | 7 | 213.20 | 1,492.40 |
| 127 | 44101602-PU-P01 | PUNCHER, paper, heavy duty | piece | 10 | 0 | 0 | 10 | 1,622.40 | 0 | 0 | 0 | 0 | 0.00 | 1 | 0 | 0 | 1 | 162.24 | 0 | 0 | 0 | 0 | 0.00 | 11 | 162.24 | 1,784.64 |
| 128 | 44122037-RB-P10 | BINDING RING/COMB, plastic, 32 mm | 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 | 274.23 | 0.00 |
| 129 | 44122101-RU-B01 | RUBBER BAND No. 18 | box | 5 | 0 | 0 | 5 | 826.80 | 1 | 0 | 0 | 1 | 165.36 | 2 | 0 | 0 | 2 | 330.72 | 1 | 0 | 0 | 1 | 165.36 | 9 | 165.36 | 1,488.24 |
| 130 | 44121905-SP-F01 | STAMP PAD, felt | piece | 6 | 4 | 0 | 10 | 426.40 | 1 | 4 | 0 | 5 | 213.20 | 3 | 4 | 0 | 7 | 298.48 | 1 | 4 | 0 | 5 | 213.20 | 27 | 42.64 | 1,151.28 |
| 131 | 44121618-SS-S01 | SCISSORS, symmetrical/asymmetrical | pair | 17 | 5 | 0 | 22 | 915.20 | 0 | 0 | 0 | 0 | 0.00 | 5 | 0 | 0 | 5 | 208.00 | 0 | 0 | 0 | 0 | 0.00 | 27 | 41.60 | 1,123.20 |
| 132 | 44121615-ST-S01 | STAPLER, standard type | piece | 20 | 5 | 0 | 25 | 3,640.00 | 1 | 0 | 0 | 1 | 145.60 | 2 | 0 | 0 | 2 | 291.20 | 2 | 0 | 0 | 2 | 291.20 | 30 | 145.60 | 4,368.00 |
| 133 | 44121615-ST-B01 | STAPLER, heavy duty (binder) | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 2 | 0 | 0 | 2 | 1,909.44 | 0 | 0 | 0 | 0 | 0.00 | 2 | 954.72 | 1,909.44 |
| 134 | 44121613-SR-P02 | STAPLE REMOVER, plier type | piece | 14 | 0 | 0 | 14 | 669.76 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 14 | 47.84 | 669.76 |

| | 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 | | | |
| 135 | 44121605-TD-T01 | TAPE DISPENSER, table top | piece | 19 | 1 | 0 | 20 | 1,560.00 | 1 | 0 | 0 | 1 | 78.00 | 2 | 0 | 0 | 2 | 156.00 | 1 | 0 | 0 | 1 | 78.00 | 24 | 78.00 | 1,872.00 |
| **PAPER MATERIALS AND PRODUCTS** | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 136 | 14111525-CA-A01 | CARTOLINA, assorted colors | pack | 1 | 0 | 0 | 1 | 90.48 | 0 | 0 | 0 | 0 | 0.00 | 1 | 0 | 0 | 1 | 90.48 | 0 | 0 | 0 | 0 | 0.00 | 2 | 90.48 | 180.96 |
| 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 |
| 138 | 14111506-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 | 0 | 0.00 | 0 | 1,260.48 | 0.00 |
| 139 | 14111506-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 | 14111506-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 | 14111506-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 | 14111506-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 | 14111609-LL-C01 | LOOSELEAF COVER | bundle | 8 | 0 | 0 | 8 | 6,359.68 | 5 | 1 | 0 | 6 | 4,769.76 | 4 | 1 | 0 | 5 | 3,974.80 | 5 | 1 | 0 | 6 | 4,769.76 | 25 | 794.96 | 19,874.00 |
| 144 | 14111514-NP-S02 | NOTEPAD, stick-on, 50mm x 76mm | pad | 65 | 20 | 20 | 105 | 4,149.60 | 30 | 15 | 15 | 60 | 2,371.20 | 36 | 15 | 15 | 66 | 2,608.32 | 29 | 16 | 15 | 60 | 2,371.20 | 291 | 39.52 | 11,500.32 |
| 145 | 14111514-NP-S04 | NOTEPAD, stick-on, 76mm x 100mm | pad | 57 | 10 | 10 | 77 | 4,884.88 | 35 | 10 | 10 | 55 | 3,489.20 | 40 | 10 | 10 | 60 | 3,806.40 | 35 | 10 | 10 | 55 | 3,489.20 | 247 | 63.44 | 15,669.68 |
| 146 | 14111514-NP-S03 | NOTEPAD, stick-on, 76mm x 76mm | pad | 45 | 10 | 10 | 65 | 3,920.80 | 23 | 10 | 10 | 43 | 2,593.76 | 28 | 10 | 10 | 48 | 2,895.36 | 23 | 10 | 10 | 43 | 2,593.76 | 199 | 60.32 | 12,003.68 |
| 147 | 14111514-NB-S02 | STENO NOTEBOOK | piece | 3 | 40 | 0 | 43 | 1,028.56 | 10 | 40 | 0 | 50 | 1,196.00 | 3 | 30 | 0 | 33 | 789.36 | 0 | 30 | 0 | 30 | 717.60 | 156 | 23.92 | 3,731.52 |
| 148 | 14111507-PP-M01 | PAPER, MULTICOPY A4 | ream | 88 | 61 | 41 | 190 | 34,184.80 | 159 | 46 | 41 | 246 | 44,260.32 | 87 | 46 | 42 | 175 | 31,486.00 | 93 | 46 | 36 | 175 | 31,486.00 | 786 | 179.92 | 141,417.12 |
| 149 | 14111507-PP-M02 | PAPER, MULTICOPY LEGAL | ream | 57 | 25 | 24 | 106 | 22,378.72 | 64 | 25 | 24 | 113 | 23,856.56 | 62 | 25 | 25 | 112 | 23,645.44 | 52 | 25 | 23 | 100 | 21,112.00 | 431 | 211.12 | 90,992.72 |
| 150 | 14111507-PP-C01 | PAPER, MULTIPURPOSE A4 | ream | 120 | 44 | 43 | 207 | 33,798.96 | 171 | 34 | 43 | 248 | 40,493.44 | 130 | 34 | 48 | 212 | 34,615.36 | 89 | 44 | 33 | 166 | 27,104.48 | 833 | 163.28 | 136,012.24 |
| 151 | 14111507-PP-C02 | PAPER, MULTIPURPOSE LEGAL | ream | 27 | 8 | 18 | 53 | 9,811.36 | 18 | 8 | 13 | 39 | 7,219.68 | 27 | 8 | 18 | 53 | 9,811.36 | 13 | 13 | 13 | 39 | 7,219.68 | 184 | 185.12 | 34,062.08 |
| 152 | 14111531-PP-R01 | PAD PAPER, ruled | pad | 3 | 0 | 0 | 3 | 106.08 | 7 | 0 | 0 | 7 | 247.52 | 2 | 0 | 0 | 2 | 70.72 | 2 | 0 | 0 | 2 | 70.72 | 14 | 35.36 | 495.04 |
| 153 | 14111503-PA-P01 | PAPER, parchment | box | 1 | 0 | 0 | 1 | 189.28 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 1 | 189.28 | 189.28 |
| 154 | 14111531-RE-B01 | RECORD BOOK, 300 PAGES | book | 18 | 9 | 6 | 33 | 2,402.40 | 3 | 6 | 1 | 10 | 728.00 | 7 | 9 | 1 | 17 | 1,237.60 | 1 | 1 | 1 | 3 | 218.40 | 63 | 72.80 | 4,586.40 |
| 155 | 14111531-RE-B02 | RECORD BOOK, 500 PAGES | book | 23 | 9 | 1 | 33 | 3,466.32 | 2 | 6 | 1 | 9 | 945.36 | 1 | 9 | 1 | 11 | 1,155.44 | 1 | 6 | 1 | 8 | 840.32 | 61 | 105.04 | 6,407.44 |
| 156 | 14111704-TT-P04 | TISSUE, INTERFOLDED PAPER TOWEL | pack | 45 | 45 | 45 | 135 | 3,931.20 | 45 | 45 | 45 | 135 | 3,931.20 | 45 | 45 | 45 | 135 | 3,931.20 | 45 | 45 | 45 | 135 | 3,931.20 | 540 | 29.12 | 15,724.80 |
| 157 | 14111704-TT-P02 | TOILET TISSUE PAPER, 2 ply | pack | 50 | 24 | 25 | 99 | 9,987.12 | 33 | 17 | 13 | 63 | 6,355.44 | 45 | 29 | 25 | 99 | 9,987.12 | 45 | 30 | 24 | 99 | 9,987.12 | 360 | 100.88 | 36,316.80 |
| **PERFUMES OR COLOGNES OR FRAGRANCES** | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 158 | 53131626-HS-S01 | HAND SANITIZER | bottle | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 87.36 | 0.00 |
| **PESTICIDES OR PEST REPELLENTS** | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 159 | 10191509-IN-A01 | INSECTICIDE | can | 4 | 2 | 2 | 8 | 2,063.36 | 2 | 2 | 2 | 6 | 1,547.52 | 4 | 2 | 2 | 8 | 2,063.36 | 4 | 2 | 2 | 8 | 2,063.36 | 30 | 257.92 | 7,737.60 |
| **PRINTED PUBLICATIONS** | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 160 | 55101524-RA-H01 | HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184) | book | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 37.21 | 0.00 |
| **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 | 13 | 2 | 4 | 19 | 4,406.10 | 10 | 0 | 4 | 14 | 3,246.60 | 13 | 0 | 4 | 17 | 3,942.30 | 10 | 0 | 4 | 14 | 3,246.60 | 64 | 231.90 | 14,841.60 |
| 7 | 44103105-EP-C17 | INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan | cart | 7 | 2 | 2 | 11 | 2,664.20 | 5 | 0 | 2 | 7 | 1,695.40 | 7 | 0 | 2 | 9 | 2,179.80 | 5 | 0 | 2 | 7 | 1,695.40 | 34 | 242.20 | 8,234.80 |
| 8 | 44103105-EP-M17 | INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta | cart | 7 | 2 | 2 | 11 | 2,664.20 | 5 | 0 | 2 | 7 | 1,695.40 | 7 | 0 | 2 | 9 | 2,179.80 | 5 | 0 | 2 | 7 | 1,695.40 | 34 | 242.20 | 8,234.80 |
| 9 | 44103105-EP-Y17 | INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow | cart | 7 | 2 | 2 | 11 | 2,664.20 | 5 | 0 | 2 | 7 | 1,695.40 | 7 | 0 | 2 | 9 | 2,179.80 | 5 | 0 | 2 | 7 | 1,695.40 | 34 | 242.20 | 8,234.80 |
| 10 | 44103105-HP-B40 | INK CARTRIDGE, HP C2P04AA (HP62), Black | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 852.80 | 0.00 |
| 11 | 44103105-HP-T40 | INK CARTRIDGE, HP C2P06AA (HP62), Tri-color | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 1,048.32 | 0.00 |
| 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 |

| 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 | | | |
| 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 |
| 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 | 0 | 823.68 | 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 L0S51AA (HP955), Cyan Original | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 982.80 | 0.00 |
| 39 | 44103105-HP-M50 | INK CARTRIDGE, HP L0S54AA (HP955), Magenta Original | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 982.80 | 0.00 |
| 40 | 44103105-HP-Y50 | INK CARTRIDGE, HP L0S57AA (HP955), Yellow Original | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 982.80 | 0.00 |
| 41 | 44103105-HP-B50 | INK CARTRIDGE, HP L0S60AA (HP955), Black Original | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 1,294.80 | 0.00 |
| 42 | 44103105-HX-C48 | INK CARTRIDGE, HP L0S63AA (HP955XL), Cyan Original | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 1,339.52 | 0.00 |
| 43 | 44103105-HX-M48 | INK CARTRIDGE, HP L0S66AA (HP955XL), Magenta | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 1,339.52 | 0.00 |
| 44 | 44103105-HX-Y48 | INK CARTRIDGE, HP L0S69AA (HP955XL), Yellow | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 1,339.52 | 0.00 |
| 45 | 44103105-HX-B48 | INK CARTRIDGE, HP L0S72AA (HP955XL), Black Original | cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 1,817.92 | 0.00 |
| 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 |

| | 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 | 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 |
| 62 | 44103103-HP-B12 | TONER CARTRIDGE, HP CB435A, Black | cart | 2 | 0 | 0 | 2 | 6,198.40 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 2 | 3,099.20 | 6,198.40 |
| 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 | 2 | 0 | 0 | 2 | 6,485.44 | 0 | 0 | 0 | 0 | 0.00 | 2 | 0 | 0 | 2 | 6,485.44 | 0 | 0 | 0 | 0 | 0.00 | 4 | 3,242.72 | 12,970.88 |
| 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 | 3,837.40 | 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 | 1 | 1 | 0 | 2 | 10,493.60 | 1 | 0 | 0 | 1 | 5,246.80 | 1 | 1 | 0 | 2 | 10,493.60 | 1 | 0 | 0 | 1 | 5,246.80 | 6 | 5,246.80 | 31,480.80 |
| 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 | 1 | 0 | 0 | 1 | 7,800.00 | 1 | 0 | 0 | 1 | 7,800.00 | 1 | 0 | 0 | 1 | 7,800.00 | 1 | 0 | 0 | 1 | 7,800.00 | 4 | 7,800.00 | 31,200.00 |
| 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 |

| | 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 | | | | |
| 99 | 44103103-HP-B61 | TONER CARTRIDGE, HP CF360A (HP508A), Black LaserJet | cart | 2 | 0 | 0 | 2 | 14,060.80 | 0 | 0 | 0 | 0 | 0.00 | 1 | 0 | 0 | 1 | 7,030.40 | 0 | 0 | 0 | 0 | 0.00 | 3 | 7,030.40 | 21,091.20 |
| 100 | 44103103-HP-C61 | TONER CARTRIDGE, HP CF361A (HP508A), Cyan LaserJet | cart | 2 | 0 | 0 | 2 | 17,628.00 | 0 | 0 | 0 | 0 | 0.00 | 1 | 0 | 0 | 1 | 8,814.00 | 0 | 0 | 0 | 0 | 0.00 | 3 | 8,814.00 | 26,442.00 |
| 101 | 44103103-HP-Y61 | TONER CARTRIDGE, HP CF362A (HP508A), Yellow LaserJet | cart | 2 | 0 | 0 | 2 | 17,628.00 | 0 | 0 | 0 | 0 | 0.00 | 1 | 0 | 0 | 1 | 8,814.00 | 0 | 0 | 0 | 0 | 0.00 | 3 | 8,814.00 | 26,442.00 |
| 102 | 44103103-HP-M61 | TONER CARTRIDGE, HP CF363A (HP508A), Magenta LaserJet | cart | 2 | 0 | 0 | 2 | 17,628.00 | 0 | 0 | 0 | 0 | 0.00 | 1 | 0 | 0 | 1 | 8,814.00 | 0 | 0 | 0 | 0 | 0.00 | 3 | 8,814.00 | 26,442.00 |
| 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 |
| 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 | 164 | 20 | 42 | 226 | 1,130.00 | 102 | 22 | 450 | 574 | 2,870.00 | 114 | 20 | 32 | 166 | 830.00 | 212 | 22 | 30 | 264 | 1,320.00 | 1230 | 5.00 | 6,150.00 |
| 2 | 80141505-TS-002 | MULTIFUNCTION PRINTER | unit | 5 | 0 | 0 | 5 | 0.00 | 1 | 0 | 4 | 5 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 10 | 0.00 | 0.00 |
| 3 | 80141505-TS-003 | LAMINATING FILM | 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 | 0.00 | 0.00 |
| 4 | 80141505-TS-004 | STICKER PAPER | pack | 13 | 0 | 0 | 13 | 0.00 | 7 | 0 | 0 | 7 | 0.00 | 3 | 0 | 0 | 3 | 0.00 | 12 | 0 | 0 | 12 | 0.00 | 35 | 0.00 | 0.00 |
| 5 | 80141505-TS-005 | DOUBLE SIDED TAPE | roll | 33 | 5 | 5 | 43 | 1,720.00 | 21 | 5 | 5 | 31 | 1,240.00 | 26 | 5 | 5 | 36 | 1,440.00 | 36 | 5 | 5 | 46 | 1,840.00 | 156 | 40.00 | 6,240.00 |
| 6 | 80141505-TS-006 | PHOTO PAPER | pack | 33 | 1 | 0 | 34 | 0.00 | 7 | 1 | 0 | 8 | 0.00 | 17 | 1 | 0 | 18 | 0.00 | 2 | 1 | 0 | 3 | 0.00 | 63 | 0.00 | 0.00 |
| 7 | 80141505-TS-007 | BLEACHING SOLUTION | bottle | 0 | 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 | | | |
| 8 | 80141505-TS-008 | CERTIFICATE FRAME | piece | 6 | 0 | 0 | 6 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 6 | 0.00 | 0.00 |
| 9 | 80141505-TS-009 | CERTIFICATE HOLDER | piece | 70 | 0 | 0 | 70 | 2,660.00 | 265 | 0 | 120 | 385 | 14,630.00 | 20 | 0 | 0 | 20 | 760.00 | 20 | 0 | 0 | 20 | 760.00 | 495 | 38.00 | 18,810.00 |
| 10 | 80141505-TS-010 | UNINTERRUPTIBLE POWER SUPPLY | 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 |
| 11 | 80141505-TS-011 | AIR CONDITIONING UNIT | 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 |
| 12 | 80141505-TS-012 | SMART TELEVISION | 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 |
| 13 | 80141505-TS-013 | WHITE BOARD | 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 |
| 14 | 80141505-TS-014 | MICROPHONE | 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 | 216.00 | 0.00 |
| 15 | 80141505-TS-015 | MEDAL | 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 |
| 16 | 80141505-TS-016 | DISHWASHING LIQUID | bottle | 10 | 6 | 6 | 22 | 1,430.00 | 9 | 6 | 6 | 21 | 1,365.00 | 9 | 6 | 6 | 21 | 1,365.00 | 9 | 6 | 6 | 21 | 1,365.00 | 85 | 65.00 | 5,525.00 |
| 17 | 80141505-TS-017 | PLASTIC FASTENER | box | 3 | 1 | 1 | 5 | 0.00 | 3 | 1 | 1 | 5 | 0.00 | 3 | 1 | 1 | 5 | 0.00 | 3 | 1 | 1 | 5 | 0.00 | 20 | 0.00 | 0.00 |
| 18 | 80141505-TS-018 | STEEL FILING CABINET | 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 |
| 19 | 80141505-TS-019 | VELLUM BOARD PAPER | pack | 1 | 1 | 1 | 3 | 0.00 | 1 | 1 | 1 | 3 | 0.00 | 1 | 1 | 1 | 3 | 0.00 | 1 | 1 | 1 | 3 | 0.00 | 12 | 0.00 | 0.00 |
| 20 | 80141505-TS-020 | EXTENSION CORD | 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 |
| 21 | 80141505-TS-021 | PAINT | gallon | 0 | 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 |
| 22 | 80141505-TS-022 | COLORED PAPER | pack | 0 | 0 | 0 | 0 | 0.00 | 5 | 0 | 0 | 5 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 5 | 0.00 | 0.00 |
| 23 | 80141505-TS-023 | BOND PAPER | ream | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0.00 | 0.00 |
| 24 | 80141505-TS-024 | PUSH PIN | pack | 7 | 0 | 0 | 7 | 168.00 | 0 | 0 | 0 | 0 | 0.00 | 2 | 0 | 0 | 2 | 48.00 | 0 | 0 | 0 | 0 | 0.00 | 9 | 24.00 | 216.00 |
| 25 | 80141505-TS-025 | DOOR MAT | piece | 0 | 3 | 0 | 3 | 0.00 | 0 | 3 | 0 | 3 | 0.00 | 0 | 3 | 0 | 3 | 0.00 | 0 | 3 | 0 | 3 | 0.00 | 12 | 0.00 | 0.00 |
| 26 | 80141505-TS-026 | GLUE STICK (PASTE) | piece | 2 | 0 | 0 | 2 | 0.00 | 2 | 0 | 0 | 2 | 0.00 | 2 | 0 | 0 | 2 | 0.00 | 2 | 0 | 0 | 2 | 0.00 | 8 | 0.00 | 0.00 |
| 27 | 80141505-TS-027 | GLUE STICK (FOR GLUE GUN) | 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 | 0.00 | 0.00 |
| 28 | 80141505-TS-028 | DEODORANT CAKE | 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 |
| 29 | 80141505-TS-029 | DISPOSABLE GLOVES | box | 1 | 0 | 0 | 1 | 0.00 | 1 | 0 | 0 | 1 | 0.00 | 1 | 0 | 0 | 1 | 0.00 | 1 | 0 | 0 | 1 | 0.00 | 4 | 0.00 | 0.00 |
| 30 | 80141505-TS-030 | OFFICE CHAIR | 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 |
| 31 | 80141505-TS-031 | MANILA PAPER | pack | 10 | 0 | 0 | 10 | 0.00 | 15 | 0 | 0 | 15 | 0.00 | 5 | 0 | 0 | 5 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 30 | 0.00 | 0.00 |
| 32 | 80141505-TS-032 | AUTOMOTIVE BATTERIES | 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 |
| 33 | 80141505-TS-033 | PADLOCK | 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 |
| 34 | 80141505-TS-034 | MOBILE PHONE | 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 |
| 35 | 80141505-TS-035 | COMPACT DISC | 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 |
| 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 | 0.00 | 0.00 |
| 37 | 80141505-TS-037 | STORAGE BOX | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 1 | 0 | 1 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 1 | 0.00 | 0.00 |
| 38 | 80141505-TS-038 | PLASTIC ENVELOPE | piece | 1 | 0 | 0 | 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 |
| 39 | 80141505-TS-039 | DOCUMENT SCANNER | 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 |
| 40 | 80141505-TS-040 | WATER DISPENSER | 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 |
| 41 | 80141505-TS-041 | PARACETAMOL | pack | 10 | 10 | 10 | 30 | 0.00 | 10 | 10 | 10 | 30 | 0.00 | 10 | 10 | 10 | 30 | 0.00 | 10 | 10 | 10 | 30 | 0.00 | 120 | 0.00 | 0.00 |
| 42 | 80141505-TS-042 | GLUE GUN | 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 |
| 43 | 80141505-TS-043 | INKJET PRINTER | 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 |
| 44 | 80141505-TS-044 | SPEAKERS | 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 |
| 45 | 80141505-TS-045 | POVIDONE IODINE | bottle | 0 | 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-046 | KEYBOARD | 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-047 | DSLR CAMERA | 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-048 | STEEL RACK | set | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0.00 | 0.00 |
| 49 | 80141505-TS-049 | LAMINATING 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 | 0.00 | 0.00 |
| 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 |

| | 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 | | | |
| 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 | 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 |
| 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 |
| 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 | 0 | 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-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 | | ₱ 1,422,458.83 |
| B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL) | | ₱ 142,245.88 |
| C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable) | | ₱ - |
| D. GRAND TOTAL (A + B+ C) | | ₱ 1,564,704.71 |
| E. APPROVED BUDGET BY THE AGENCY HEAD<br>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:**

JERALD B. CAMILO
**Property/Supply Officer**

**Certified Funds Available / Certified Appropriate Funds Available:**

ROSE ANNE B. CAÑERO / SHEILA ROSEMARIE M. SONGGADAN
**Accountant / Budget Officer**

**Approved by:**

JULIE P. LUCAS
**Head of Office/Agency**

**Date Prepared:** **July 27, 2023**