

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

APP-CSE 2023 FORM as of September 14, 2022

Introduction:

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

Reminders:

- 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.
- All information must be provided accurately.
- Kindly refer to the CSE catalogue on the PS-DBM website ([www.dbm.gov.ph](http://www.dbm.gov.ph)) for the detailed technical specifications and sample photo of the items.
- Do not delete, add, or revise any items or rows on the PART I of this template otherwise the form will be deemed invalid.
- Additional rows for other items may be inserted in PART I if necessary. Note that this is only applicable in the PART I of the form.
- 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.
- 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.
- 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 [apps.helpdesk@ps-philgepa.gov.ph](mailto:apps.helpdesk@ps-philgepa.gov.ph), or visit the PS-DBM website ([www.ps-philgepa.gov.ph](http://www.ps-philgepa.gov.ph)) for the guide on how to fill-out the APP-CSE.

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

Department/Bureau/Office: CDA-REGIO IV  
 Region: V  
 Address: CMC CENTER COMPOUND,  
 DAVANROM-8, NAGA CITY

Agency Code/UACS: NO CODE  
 Organization Type: NATIONAL GOVERNMENT AGENCY

Contact Person: ROLIELYN T. RECTO  
 Position: Administrative Assistant II  
 E-mail: [r.recto@cda.gov.ph](mailto:r.recto@cda.gov.ph)  
 Telephone/Mobile Nos: 0939-501-7469

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																								Total Quantity for the year	Price Catalogue (as of 2014-2022)	Total Amount for the year
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT							
<b>PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)</b>																													
<b>ALCOHOL OR ACETONE BASED ANTISEPTICS</b>																													
1	12191601-AL-ED4	ALCOHOL, Ethyl, 500 ml.	bottle	50	0	0	50	2,392.50	0	0	50	50	2,392.50	0	0	0	0.00	50	0	0	50	2,392.50	150	47.85	7,177.50				
2	12191601-AL-ED3	ALCOHOL, Ethyl, 1 Gallon	gallon	25	0	0	25	8,263.75	0	0	25	25	8,263.75	0	0	0	0.00	25	0	0	25	8,263.75	75	330.55	24,791.25				
<b>ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>																													
3	60121413-CB-P01	CLEARBOOK, 20 transparent pockets, A4	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	32.91	0.00				
4	60121413-CB-P02	CLEARBOOK, 20 transparent pockets, legal	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	36.36	0.00				
5	60121534-ER-P01	ERASER, plastic/ rubber	piece	20	0	0	20	89.40	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	20	4.47	89.40				
6	60121524-SP-G01	SEIN PEN, Black, liquid or gel	piece	50	0	0	50	1,110.00	0	0	0	0	0.00	50	0	0	50	1,110.00	0	0	0	0	0.00	100	22.20	2,220.00			
7	60121524-SP-G02	SEIN PEN, Blue, liquid or gel	piece	50	0	0	50	1,110.00	0	0	0	0	0.00	50	0	0	50	1,110.00	0	0	0	0	0.00	100	22.20	2,220.00			
8	60121524-SP-G03	SEIN PEN, Red, liquid or gel	piece	25	0	0	25	555.00	0	0	0	0	0.00	25	0	0	25	555.00	0	0	0	0	0.00	50	22.20	1,110.00			
9	60121124-WR-P01	WRAPPING PAPER, kraft, 50 sheets per pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	161.20	0.00			
<b>AUDIO AND VISUAL EQUIPMENT AND SUPPLIES</b>																													
10	45121517-DO-C02	DOCUMENT CAMERA, 8 MP	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	23,623.60	0.00				
11	45111609-M4-P01	MULTIMEDIA PROJECTOR, 4000 ANSI Lumens (min.)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	16,588.00	0.00				
<b>BATTERIES AND CELL &amp; AND ACCESSORIES</b>																													
12	26111702-BT-AD1	BATTERY, dry cell, size AA, Two (2) pieces per blister pack	pack	50	0	0	50	1,024.50	0	0	0	0	0.00	50	0	0	50	1,024.50	0	0	0	0	0.00	100	20.49	2,049.00			
13	26111702-BT-AD1	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	pack	30	0	0	30	550.20	0	0	0	0	0.00	30	0	0	30	550.20	0	0	0	0	0.00	60	18.34	1,100.40			
14	26111702-BT-AD1	BATTERY, dry cell, size D, Two (2) pieces per blister pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	96.20	0.00			
<b>CLEANING EQUIPMENT AND SUPPLIES</b>																													
15	47131812-AF-AD1	AIR FRESHENER, Aerosol type, 150g	can	50	0	0	50	4,062.00	0	0	0	0	0.00	50	0	0	50	4,062.00	0	0	0	0	0.00	100	81.64	8,164.00			
16	47131604-BR-S01	BROOM, Soft (Walls/Tambo)	piece	15	0	0	15	2,043.60	0	0	0	0	0.00	15	0	0	15	2,043.60	0	0	0	0	0.00	30	136.24	4,087.20			
17	47131604-BR-T01	BROOM, Stick (Walls/Ting-ting)	piece	10	0	0	10	227.80	0	0	0	0	0.00	10	0	0	10	227.80	0	0	0	0	0.00	20	22.78	455.60			
18	47131829-TB-CD1	CLEANER, Toilet Bowl and Urinal, 900ml. - 1:100ml.	bottle	50	0	0	50	2,080.00	0	0	0	0	0.00	50	0	0	50	2,080.00	0	0	0	0	0.00	100	41.60	4,160.00			
19	47131805-CL-P01	CLEANER, Scouring Powder, 350g	can	30	0	0	30	717.60	0	0	0	0	0.00	30	0	0	30	717.60	0	0	0	0	0.00	60	23.92	1,435.20			
20	47131811-DE-B01	DETERGENT BAR, 140g as packed	piece	20	0	0	20	166.00	0	0	0	0	0.00	20	0	0	20	166.00	0	0	0	0	0.00	40	8.30	332.00			

Item #	Item Description	Unit of Measure	Monthly Quantity Requirement																								Total Quantity (for the year)	Price Catalogue (as of 30 Jan 2012)	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							
21	47:31611-DE-P01 DETERGENT POWDER, all purpose, 1kg	bag	15	0	0	15	811.20	0	0	0	0	0.00	15	0	0	15	811.20	0	0	0	0	0.00	30	54.08	1,622.40				
22	47:31603-D5-A01 DISINFECTANT SPRAY, Aerosol type, 400g	can	50	0	0	50	6,994.50	0	0	0	0	0.00	50	0	0	50	6,994.50	0	0	0	0	0.00	100	139.69	13,969.00				
23	47:31601-DU-P01 DUST PAN, rigid non-breakable plastic	piece	5	0	0	5	138.20	0	0	0	0	0.00	5	0	0	5	138.20	0	0	0	0	0.00	10	27.64	276.40				
24	47:31602-FW-P01 FLOOR WAX, paste type, red, 1kg	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	309.76	0.00				
25	47:31630-FC-A01 FURNITURE CLEANER, Aerosol type, 300mL	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	120.12	0.00				
26	73:01612-HS-L01 LIQUID HAND SOAP, 500mL	bottle	36	0	0	36	1,546.20	0	0	0	0	0.00	36	0	0	36	1,546.20	0	0	0	0	0.00	72	42.95	3,092.40				
27	47:21604-MP-B01 M.P BUCKET, heavy duty, hard plastic, 30 liter capacity	unit	1	0	0	1	2,288.00	0	0	0	0	0.00	1	0	0	1	2,288.00	0	0	0	0	0.00	2	2,288.00	4,576.00				
28	47:31613-MP-H02 M.P HANDLE, heavy duty	piece	10	0	0	10	1,248.00	0	0	0	0	0.00	10	0	0	10	1,248.00	0	0	0	0	0.00	20	124.80	2,496.00				
29	47:31619-MP-R01 M.P HEAD, made of rayon	piece	15	0	0	15	1,837.65	0	0	0	0	0.00	15	0	0	15	1,837.65	0	0	0	0	0.00	30	122.51	3,675.30				
30	47:31501-RG-C01 RAGS, all cotton, 1 kilo per bundle	bundle	5	0	0	5	265.70	0	0	0	0	0.00	5	0	0	5	265.70	0	0	0	0	0.00	10	53.14	531.40				
31	47:31602-SC-H01 SCOURING PAD, 5 pieces per pack	pack	5	0	0	5	289.65	0	0	0	0	0.00	5	0	0	5	289.65	0	0	0	0	0.00	10	57.93	579.30				
32	47:21701-TB-P01 TRASHBAG, black, 37" x 40", 2L, 10 pieces per roll or pack	pack	5	0	0	5	720.20	0	0	0	0	0.00	5	0	0	5	720.20	0	0	0	0	0.00	10	144.04	1,440.40				
33	47:21702-WB-P01 W/STEBASKET, rigid plastic	piece	15	0	0	15	478.65	0	0	0	0	0.00	15	0	0	15	478.65	0	0	0	0	0.00	30	31.91	957.30				
COLOR COMPOUNDS AND DISPERSIONS																													
34	12:71703-ST-P01 INK, for stamp pad, 50mL	bottle	10	0	0	10	289.10	0	0	0	0	0.00	10	0	0	10	289.10	0	0	0	0	0.00	20	28.91	578.20				
CONSUMER ELECTRONICS																													
35	52:01535-DV-R01 DIGITAL VOICE RECORDER	unit	1	0	0	1	7,339.16	0	0	0	0	0.00	1	0	0	1	7,339.16	0	0	0	0	0.00	2	7,339.16	14,678.32				
FACE MASK																													
36	42:17113-SM-H01 FACE MASK, 3 ply, fifty (50) pieces per box	box	45	0	45	90	6,975.00	45	0	45	90	6,975.00	45	0	45	90	6,975.00	45	0	45	90	6,975.00	360	77.50	27,900.00				
FILMS																													
37	13:11203-AC-P01 ACETATE, 50 meters	roll	2	0	0	2	1,939.76	0	0	0	0	0.00	2	0	0	2	1,939.76	0	0	0	0	0.00	4	969.88	3,879.52				
38	13:11201-CF-P01 CARBON FILM, A4, 100 sheets per box	box	2	0	0	2	442.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	221.00	442.00				
39	13:11201-CF-P02 CARBON FILM, Legal, 100 sheets per box	box	1	0	0	1	238.54	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	238.54	238.54				
FIRE FIGHTING EQUIPMENT																													
40	46:91601-FE-H01 FIVE EXTINGUISHER, dry chemical	unit	3	0	0	3	3,432.00	0	0	0	0	0.00	3	0	0	3	3,432.00	0	0	0	0	0.00	6	1,144.00	6,864.00				
41	46:91601-FE-H01 FIVE EXTINGUISHER, pure K.F.C	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	55:21905-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				
FURNITURE AND FURNISHINGS																													
43	56:01504-CH-B01 MCNOBLOC 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	347.41	0.00				
44	56:01504-CH-W01 MCNOBLOC CHAIR, white	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	344.92	0.00				
45	56:01519-TM-S01 MCNOBLOC TABLE, white, 4 seater capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,248.00	0.00				
46	56:01519-TM-S02 MCNOBLOC TABLE, beige, 4 seater capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,248.00	0.00				
HEATING AND VENTILATION AND AIR CIRCULATION																													
47	40:01604-EF-C01 ELECTRIC FAN, ceiling mount, orbit type	unit	2	0	0	2	2,444.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	1,222.00	2,444.00				
48	40:01604-EF-G01 ELECTRIC FAN, industrial, ground type	unit	2	0	0	2	2,219.36	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	1,109.68	2,219.36				
49	40:01604-EF-S01 ELECTRIC FAN, stand type	unit	2	0	0	2	1,713.72	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	856.86	1,713.72				
50	40:01604-EF-W01 ELECTRIC FAN, wall mount	unit	2	0	0	2	1,537.12	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	768.56	1,537.12				
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																													
51	43:11507-DSK001 DESKTOP, for Basic Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	24,793.60	0.00				
52	43:11507-DSK002 DESKTOP, for Mid-Range Users	unit	5	0	0	5	211,952.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	42,390.40	211,952.00				
53	43:01627-HD-X01 EXTERNAL HARD DRIVE, 1TB	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	2,792.40	0.00				
54	43:11503-LAP001 LAPTOP, for Mid-range Users	unit	5	0	0	5	211,900.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	42,380.00	211,900.00				
55	43:11503-LAP002 LAPTOP, Lightweight	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	46,800.00	0.00				

Item # & Specifications			Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue # of 03/24/2019	Total Amount for the year					
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sep	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT	
56	43:11708-MS-001	MOUSE, OPTICAL, USB connection 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	149.76	0.00	
57	43:12102-PR-001	PRINTER, Impact, Dot Matrix, 24 pins, 136 columns	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	36,100.97	0.00	
58	43:12102-PR-001	PRINTER, Impact, Dot Matrix, 9 pins, 80 columns	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,189.92	0.00	
59	43:12105-PR-001	PRINTER, Laser, Monochrome	unit	1	0	0	1	2,636.89	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	2,636.89	2,636.89	
<b>LIGHTING AND FIXTURES AND ACCESSORIES</b>																											
60	39:01628-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	30	0	0	30	2,268.30	0	0	0	0	0.00	30	0	0	30	2,268.30	0	0	0	0	0.00	60	75.61	4,536.60	
61	39:01628-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	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	205.82	0.00	
<b>MANUFACTURING COMPONENTS AND SUPPLIES</b>																											
62	31:01610-GL-001	GLUE, all-purpose, 200 grams	jar	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	70.72	0.00	
63	31:51804-SW-H01	STAPLE WIRE, heavy duty (blinder type), 23/13	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	22.55	0.00	
64	31:51804-SW-S01	STAPLE WIRE, standard	box	40	0	0	40	950.40	0	0	0	0	0.00	40	0	0	40	950.40	0	0	0	0	0.00	60	23.76	1,900.80	
65	31:01502-TA-E01	TAPE, electrical	roll	5	0	0	5	97.25	0	0	0	0	0.00	5	0	0	5	97.25	0	0	0	0	0.00	10	19.45	194.50	
66	31:01503-TA-M01	TAPE, masking, 3/4mm	roll	15	0	0	15	928.20	0	0	0	0	0.00	15	0	0	15	928.20	0	0	0	0	0.00	30	61.88	1,856.40	
67	31:01503-TA-M02	TAPE, masking, 1/8 mm	roll	15	0	0	15	1,817.40	0	0	0	0	0.00	15	0	0	15	1,817.40	0	0	0	0	0.00	30	121.16	3,634.80	
68	31:01517-TA-P01	TAPE, packaging, 48 mm	roll	15	0	0	15	335.40	0	0	0	0	0.00	15	0	0	15	335.40	0	0	0	0	0.00	30	22.36	670.80	
69	31:01512-TA-T01	TAPE, transparent, 24mm	roll	50	0	0	50	559.00	0	0	0	0	0.00	50	0	0	50	559.00	0	0	0	0	0.00	100	11.18	1,118.00	
70	31:01512-TA-T03	TAPE, transparent, 48 mm	roll	10	0	0	10	225.70	0	0	0	0	0.00	10	0	0	10	225.70	0	0	0	0	0.00	20	22.57	451.40	
71	31:51507-TW-P01	TWINE, plastic	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	66.62	0.00	
<b>MEASURING AND OBSERVING AND TESTING EQUIPMENT</b>																											
72	41:11604-RU-P03	RULER, plastic, 450 mm	piece	10	0	0	10	166.40	0	0	0	0	0.00	10	0	0	10	166.40	0	0	0	0	0.00	20	16.64	332.80	
<b>OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>																											
73	44:21612-BL-H01	BLADE, for general purpose cutter/utility knives, 10 pieces per tube	tube	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	14.82	0.00	
74	44:01602-PB-M01	BINDING AND PUNCHING MACHINE, 50mm binding capacity	unit	1	0	0	1	9,534.72	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	9,534.72	9,534.72	
75	44:01807-CA-C01	CALCULATOR, Compact	unit	15	0	0	15	3,993.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15	266.24	3,993.60	
76	44:21710-CH-W01	CHALK, white enamel, 100 pieces per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	32.97	0.00	
77	44:22105-BF-C01	CLIP, backfold, 13mm	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	8.72	0.00	
78	44:22105-BF-C02	CLIP, backfold, 25mm	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	14.75	0.00	
79	44:22105-BF-C03	CLIP, backfold, 32mm	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	25.56	0.00	
80	44:22105-BF-C04	CLIP, backfold, 51mm	box	0	0	0	0	0.00	0	0	0	0	0.00	50	0	0	50	2,802.00	0	0	0	0	0.00	50	56.04	2,802.00	
81	44:21801-CT-R03	CORRECTION TAPE, 8 meters	piece	50	0	0	50	576.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	50	11.53	576.50	
82	44:21612-CL-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	10	0	0	10	334.30	0	0	0	0	0.00	50	0	0	50	1,671.50	0	0	0	0	0.00	60	33.43	2,005.60	
83	44:11515-DF-B01	DATA FILE BOX	piece	50	0	0	50	3,860.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	50	77.20	3,860.00	
84	44:22011-DF-P01	DATA FOLDER	piece	30	0	0	30	2,059.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	30	68.64	2,059.20	
85	44:03202-DS-M01	DATING AND STAMPING MACHINE	piece	3	0	0	3	1,361.88	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	453.96	1,361.88	
86	44:21506-EN-001	ENVELOPE, Documentary, A4, 500 pieces per box	box	3	0	0	3	2,293.20	0	0	0	0	0.00	3	0	0	3	1,297.56	0	0	0	0	0.00	6	432.52	2,995.12	
87	44:21506-EN-003	ENVELOPE, Documentary, legal, 500 pieces per box	box	3	0	0	3	2,942.16	0	0	0	0	0.00	2	0	0	2	1,961.44	0	0	0	0	0.00	5	980.72	4,903.68	
88	44:21506-EN-001	ENVELOPE, Expanding, Kraft, 100 pieces per box	box	5	0	0	5	3,692.60	0	0	0	0	0.00	5	0	0	5	3,692.00	0	0	0	0	0.00	10	738.40	7,394.00	
89	44:21506-EN-002	ENVELOPE, Expanding, Plastic	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	30.49	0.00	
90	44:21506-EN-M02	ENVELOPE, Mailing, 500 pieces per box	box	3	0	0	3	1,297.56	0	0	0	0	0.00	3	0	0	3	1,297.56	0	0	0	0	0.00	6	432.52	2,995.12	
91	44:21504-EN-W02	ENVELOPE, Mailing, with window, 500 pieces per box	box	3	0	0	3	1,466.40	0	0	0	0	0.00	3	0	0	3	1,466.40	0	0	0	0	0.00	6	488.80	2,938.80	
92	44:11912-ER-801	ERASER, felt, for blackboard/whiteboard	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	11.41	0.00	
93	44:01714-FX-M01	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	5,442.00	0.00	
94	44:22118-FA-P01	FASTENER, metal, non-sharp edges, 50 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	94.64	0.00	
95	44:11515-FO-001	FILE ORGANIZER, expanding, plastic, legal	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	85.20	0.00	

	Item # & Specifications	Unit of Measure	Monthly Quantity/Requirement																		Total Quantity for the year	Price Catalogue (as of 31/3/2019)	Total Amount for the year				
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sep	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT		
96	44122018-FT-001	FILE TAB/INDEX DIVIDER, Bristol board, A4	set	15	0	0	15	166.95	0	0	0	0	0.00	15	0	0	15	166.95	0	0	0	0	0.00	30	11.13	333.90	
97	44122018-FT-002	FILE TAB/INDEX DIVIDER, Bristol board, legal	set	15	0	0	15	213.45	0	0	0	0	0.00	15	0	0	15	213.45	0	0	0	0	0.00	30	14.23	426.90	
98	44122011-FO-F01	FOLDER, Fancy with slide, A4, 50 pieces per bundle	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	270.40	0.00	
99	44122011-FO-F02	FOLDER, Fancy with slide, legal, 50 pieces per bundle	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	286.52	0.00	
100	44122011-FO-L01	FOLDER, L-type, A4, 50 pieces per pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	187.54	0.00	
101	44122011-FO-L02	FOLDER, L-type, legal, 50 pieces per pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	238.57	0.00	
102	44122027-FO-P01	FOLDER, press-board, 100 pieces per box	box	5	0	0	5	4,763.20	0	0	0	0	0.00	5	0	0	5	4,763.20	0	0	0	0	0.00	10	952.64	9,526.40	
103	44122011-FO-T01	FOLDER with tab, A4, 100 pieces per pack	pack	5	0	0	5	1,445.60	0	0	0	0	0.00	5	0	0	5	1,445.60	0	0	0	0	0.00	10	289.12	2,891.20	
104	44122011-FO-T04	FOLDER with tab, legal, 100 pieces per pack	pack	5	0	0	5	1,666.30	0	0	0	0	0.00	5	0	0	5	1,666.30	0	0	0	0	0.00	10	333.26	3,332.60	
105	44122008-TT-T01	INDEX TAB, self-adhesive, transparent, 5 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	63.11	0.00	
106	44111515-MF-B01	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-F01	MARKER, Fluorescent, 3 colors per set	set	15	0	0	15	549.90	0	0	0	0	0.00	15	0	0	15	549.90	0	0	0	0	0.00	30	36.66	1,099.80	
108	44121708-MP-B01	MARKER, Permanent, Black	piece	30	0	0	30	224.10	0	0	0	0	0.00	30	0	0	30	224.10	0	0	0	0	0.00	60	7.47	448.20	
109	44121708-MP-B02	MARKER, Permanent, Blue	piece	30	0	0	30	224.10	0	0	0	0	0.00	30	0	0	30	224.10	0	0	0	0	0.00	60	7.47	448.20	
110	44121708-MP-B03	MARKER, Permanent, 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	7.47	0.00	
111	44121708-MW-B01	MARKER, Whiteboard, Black	piece	20	0	0	20	193.00	0	0	0	0	0.00	20	0	0	20	193.00	0	0	0	0	0.00	40	9.65	386.00	
112	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	20	0	0	20	193.00	0	0	0	0	0.00	20	0	0	20	193.00	0	0	0	0	0.00	40	9.65	386.00	
113	44121708-MW-B03	MARKER, Whiteboard, Red	piece	20	0	0	20	193.00	0	0	0	0	0.00	20	0	0	20	193.00	0	0	0	0	0.00	40	9.65	386.00	
114	44122104-PC-G01	PAPER CLIP, vinyl/plastic coated, 33mm	box	50	0	0	50	441.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	50	8.62	441.00	
115	44122104-PC-G02	PAPER CLIP, vinyl/plastic coated, Jumbo, 50mm	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	13.78	0.00	
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-L03	PENCIL, lead/graphite, with eraser, one (1) dozen 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	20.79	0.00	
118	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	12	0	0	12	2,554.44	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	212.87	2,554.44	
119	44101602-PU-P01	PUNCHER, paper, heavy duty	piece	25	0	0	25	3,770.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	25	150.80	3,770.00	
120	44122027-RB-P10	RING BINDER, plastic, 32 mm, 10 pieces per bundle	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	274.23	0.00	
121	44122101-RU-B01	RUBBER BAND No. 18, 350g	box	10	0	0	10	1,352.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	135.20	1,352.00	
122	44121905-SP-F01	STAMP PAD, felt	piece	20	0	0	20	798.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	39.92	798.40	
123	44121610-SS-S01	SCISSORS, symmetrical or asymmetrical	pair	30	0	0	30	1,001.10	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	30	33.37	1,001.10	
124	44121615-ST-S01	STAPLER, standard type	piece	30	0	0	30	4,368.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	30	145.60	4,368.00	
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	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	27.87	0.00	
127	44121605-TD-T01	TAPE DISPENSER, table top	piece	15	0	0	15	1,092.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15	72.80	1,092.00	
<b>PAPER MATERIALS AND PRODUCTS</b>																											
128	14111525-CA-A01	CARTOLINA, assorted colors, 20 pieces of assorted colors per pack	pack	10	0	0	10	837.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	83.72	837.20	
129	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm, 2,000 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	882.55	0.00	
130	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm, 2,000 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,166.88	0.00	
131	14111506-CF-L22	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm, 1,000 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,528.80	0.00	
132	14111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm, 1,000 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,026.48	0.00	
133	14111506-CF-L31	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm, 500 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	790.40	0.00	
134	14111506-CF-L32	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm, 500 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,508.00	0.00	
135	14111609-L1-C01	LOOSELEAF COVER, 50 sets per bundle	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	794.96	0.00	
136	14111514-NP-S02	NOTE PAD, stick on, 2" x 3", 100 sheets per pad	pad	20	0	0	20	741.20	0	0	0	0	0.00	20	0	0	20	741.20	0	0	0	0	0.00	40	37.06	1,482.40	
137	14111514-NP-S04	NOTE PAD, stick on, 3" x 4", 100 sheets per pad	pad	20	0	0	20	1,185.60	0	0	0	0	0.00	20	0	0	20	1,185.60	0	0	0	0	0.00	40	59.28	2,371.20	
138	14111514-NP-S03	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	pad	20	0	0	20	1,040.00	0	0	0	0	0.00	20	0	0	20	1,040.00	0	0	0	0	0.00	40	52.00	2,080.00	

Item # & Specifications		Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (if applicable)	Total Amount for the year		
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT					
139	14111514-ND-S01	NOTEBOOK, stenographer	plex	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	12.04	0.00	
140	14111507-PP-M01	PAPER, MULTICOPY A4, 500 sheets per ream	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	165.65	0.00	
141	14111507-PP-M01	PAPER, MULTICOPY LEGAL, 500 sheets per ream	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	189.18	0.00	
142	14111507-PP-C01	PAPER, MULTIPURPOSE A4, 500 sheets per ream	ream	75	0	0	75	10,330.50	0	0	0	0	0.00	75	0	0	75	10,330.50	0	0	0	0	0.00	150	137.74	20,561.00	
143	14111507-PP-C02	PAPER, MULTIPURPOSE LEGAL, 500 sheets per ream	ream	50	0	0	50	7,945.50	0	0	0	0	0.00	50	0	0	50	7,945.50	0	0	0	0	0.00	100	158.91	15,891.00	
144	14111531-PP-R01	PAD PAPER, ruled	pad	10	0	0	10	215.30	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	21.53	215.30	
145	14111503-PA-P01	PAPER, parchment, 100 sheets per box	box	2	0	0	2	196.10	0	0	0	0	0.00	2	0	0	2	196.10	0	0	0	0	0.00	4	98.05	392.20	
146	14111531-RE-B01	RECORD BOOK, 300 PAGES	book	30	0	0	30	1,872.00	0	0	0	0	0.00	30	0	0	30	1,872.00	0	0	0	0	0.00	60	62.40	3,744.00	
147	14111531-RE-B02	RECORD BOOK, 300 PAGES	book	30	0	0	30	3,120.00	0	0	0	0	0.00	30	0	0	30	3,120.00	0	0	0	0	0.00	60	104.00	6,240.00	
148	14111818-TH-P02	THERMAL PAPER, 216mm	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	55.64	0.00	
149	14111704-TT-P01	TISSUE, INTERFOLDED PAPER TOWEL, 150 pulls per pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	33.80	0.00	
150	14111704-TT-P02	TOILET TISSUE PAPER, 2 ply, 12 rolls in a pack	pack	25	0	0	25	2,158.00	0	0	0	0	0.00	20	0	0	20	1,728.40	0	0	0	0	0.00	45	86.32	3,884.40	
PERFUMES OR COLOGNES OR FRAGRANCES																											
151	5311626-HS-S01	LIQUID HAND SANITIZER, 500ml	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	80.85	0.00	
PESTICIDES OR PEST REPELLENTS																											
152	1011509-IN-A01	INSECTICIDE, 600ml	can	30	0	0	30	4,180.00	0	0	0	0	0.00	30	0	0	30	4,180.00	0	0	0	0	0.00	60	139.36	8,361.60	
PRINTED PUBLICATIONS																											
153	5511524-RA-H01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (R4 918)	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-B01	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-B01	INK CARTRIDGE, BROTHER LC67B, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	910.00	0.00	
3	44103105-BR-B01	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-C01	INK CARTRIDGE, CANON CL-871, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,126.32	0.00	
5	44103105-CA-C02	INK CARTRIDGE, CANON CL-811, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,170.32	0.00	
6	44103105-CA-B01	INK CARTRIDGE, CANON PG-740, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	861.12	0.00	
7	44103105-CA-B02	INK CARTRIDGE, CANON PG-810, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	892.32	0.00	
8	44103105-EP-B11	INK CARTRIDGE, EPSON C13T1664100 (T664-1), 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	249.60	0.00	
9	44103105-EP-C11	INK CARTRIDGE, EPSON C13T1664200 (T664-2), 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	249.60	0.00	
10	44103105-EP-M11	INK CARTRIDGE, EPSON C13T1664300 (T664-3), 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	249.60	0.00	
11	44103105-EP-Y11	INK CARTRIDGE, EPSON C13T1664400 (T664-4), 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	249.60	0.00	
12	44103105-HP-B41	INK CARTRIDGE, HP C2P0AA (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-T41	INK CARTRIDGE, HP C2P0AA (HP62), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,048.32	0.00	
14	44103105-HP-B01	INK CARTRIDGE, HP C9351AA (HP21), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	910.00	0.00	
15	44103105-HP-T11	INK CARTRIDGE, HP C9352AA (HP22), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,053.52	0.00	
16	44103105-HP-M61	INK CARTRIDGE, HP C9397A (HP72), 69ml, Photo Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.60	0.00	
17	44103105-HP-C61	INK CARTRIDGE, HP C9398A (HP72), 69ml, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.60	0.00	
18	44103105-HP-M61	INK CARTRIDGE, HP C9399A (HP72), 69ml, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.60	0.00	
19	44103105-HP-Y61	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	1,996.60	0.00	
20	44103105-HP-G41	INK CARTRIDGE, HP C9401A (HP72), 69ml, Gray	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.60	0.00	
21	44103105-HP-B41	INK CARTRIDGE, HP C9403A (HP72), 130ml, Matte Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,016.00	0.00	
22	44103105-HP-B11	INK CARTRIDGE, HP C6540WA (HP60), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	880.88	0.00	
23	44103105-HP-T11	INK CARTRIDGE, HP C6543WA (HP60), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,047.28	0.00	
24	44103105-HP-B21	INK CARTRIDGE, HP C6887AA (HP703), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00	
25	44103105-HP-T31	INK CARTRIDGE, HP C6888AA (HP703), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00	



	Item # & Specifications		Unit of Measure	Monthly Quantity Requirement																								Total Quantity for the year	Price Catalogue (as of 28 Mar 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								
70	44103103-BR-B11	TONER CARTRIDGE, BROTHER TN-3350, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,002.40	0.00
71	44103103-BR-B15	TONER CARTRIDGE, BROTHER TN-3476, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,575.44	0.00
72	44103103-BR-B16	TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,564.56	0.00
73	44103103-BR-C03	TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
74	44103103-BR-M03	TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
75	44103103-BR-Y03	TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
76	44103103-CA-B01	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	0	0	0	0.00	0	13,399.36	0.00
77	44103103-HP-B12	TONER CARTRIDGE, HP CB431A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,099.20	0.00
78	44103103-HP-B14	TONER CARTRIDGE, HP CB541A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,603.60	0.00
79	44103103-HP-B11	TONER CARTRIDGE, HP CE251A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,942.00	0.00
80	44103103-HP-B21	TONER CARTRIDGE, HP CE271A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,741.92	0.00
81	44103103-HP-B23	TONER CARTRIDGE, HP CE281A (HP85A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,242.72	0.00
82	44103103-HP-B23	TONER CARTRIDGE, HP CE311A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,350.40	0.00
83	44103103-HP-C21	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	0	0	0	0.00	0	2,610.40	0.00
84	44103103-HP-Y25	TONER CARTRIDGE, HP CE311A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
85	44103103-HP-M23	TONER CARTRIDGE, HP CE311A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
86	44103103-HP-B21	TONER CARTRIDGE, HP CE321A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,192.80	0.00
87	44103103-HP-C21	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	0	0	0	0.00	0	3,083.60	0.00
88	44103103-HP-Y21	TONER CARTRIDGE, HP CE321A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
89	44103103-HP-M21	TONER CARTRIDGE, HP CE321A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
90	44103103-HP-B25	TONER CARTRIDGE, HP CE391A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,872.80	0.00
91	44103103-HP-B26	TONER CARTRIDGE, HP CE401A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,786.00	0.00
92	44103103-HP-C26	TONER CARTRIDGE, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60	0.00
93	44103103-HP-Y26	TONER CARTRIDGE, HP CE401A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,193.04	0.00
94	44103103-HP-M26	TONER CARTRIDGE, HP CE401A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60	0.00
95	44103103-HP-B27	TONER CARTRIDGE, HP CE411A (HP905), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,837.60	0.00
96	44103103-HP-C27	TONER CARTRIDGE, HP CE411A (HP905), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,011.20	0.00
97	44103103-HP-Y27	TONER CARTRIDGE, HP CE411A (HP905), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,460.00	0.00
98	44103103-HP-M27	TONER CARTRIDGE, HP CE411A (HP905), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,011.20	0.00
99	44103103-HP-B23	TONER CARTRIDGE, HP CE501A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,050.80	0.00
100	44103103-HX-B23	TONER CARTRIDGE, HP CE501X, Black, high cap	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,332.00	0.00
101	44103103-HP-B51	TONER CARTRIDGE, HP CF211A (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	0	0	0	0.00	0	2,878.72	0.00
102	44103103-HP-B53	TONER CARTRIDGE, HP CF221A (HP26A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,246.80	0.00
103	44103103-HP-B55	TONER CARTRIDGE, HP CF281A, LaserJet Pro M401/M425	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,690.40	0.00
104	44103103-HP-B51	TONER CARTRIDGE, HP CF281XC	cart	0	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	0	0	0.00	0	8,359.52	0.00
105	44103103-HP-B55	TONER CARTRIDGE, HP CF281A (HP81A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,800.00	0.00
106	44103103-HP-B57	TONER CARTRIDGE, HP CF281A (HP83A), LaserJet Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,034.72	0.00
107	44103103-HX-B51	TONER CARTRIDGE, HP CF281XC (HP83X), Black Compact L	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,796.00	0.00
108	44103103-HP-B51	TONER CARTRIDGE, HP CF281A (HP87), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,828.00	0.00
109	44103103-HX-B52	TONER CARTRIDGE, HP CF321XC (HP25X), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13,728.00	0.00
110	44103103-HP-B61	TONER CARTRIDGE, HP CF391A, Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,574.00	0.00
111	44103103-HP-C61	TONER CARTRIDGE, HP CF351A, Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	0.00
112	44103103-HP-Y61	TONER CARTRIDGE, HP CF351A, Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	0.00
113	44103103-HP-M61	TONER CARTRIDGE, HP CF351A, Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	0.00

Item # & Specifications		Unit of Measure	Month by Quantity / Requirement																	Total Quantity for the year	Price Catalogue (as of 31 July 2017)	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						
114	44103103-HP-B61	TONER CARTRIDGE, HP CF361A (HP508A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	7,030.40	0.00		
115	44103103-HP-C61	TONER CARTRIDGE, HP CF361A (HP508A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	6,814.00	0.00		
116	44103103-HP-Y61	TONER CARTRIDGE, HP CF361A (HP508A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	6,814.00	0.00		
117	44103103-HP-M61	TONER CARTRIDGE, HP CF361A (HP508A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	6,814.00	0.00		
118	44103103-HP-B62	TONER CARTRIDGE, HP CF401A (HP201A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,699.20	0.00		
119	44103103-HP-C62	TONER CARTRIDGE, HP CF401A (HP201A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,660.80	0.00		
120	44103103-HP-Y62	TONER CARTRIDGE, HP CF401A (HP201A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,660.80	0.00		
121	44103103-HP-M62	TONER CARTRIDGE, HP CF401A (HP201A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,660.80	0.00		
122	44103103-HP-B63	TONER CARTRIDGE, HP CF411A (HP110A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,900.00	0.00		
123	44103103-HP-C63	TONER CARTRIDGE, HP CF411A (HP110A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	6,348.40	0.00		
124	44103103-HP-Y63	TONER CARTRIDGE, HP CF411A (HP110A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	5,038.80	0.00		
125	44103103-HP-M63	TONER CARTRIDGE, HP CF411A (HP110A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	6,522.00	0.00		
126	44103103-HP-B64	TONER CARTRIDGE, HP CF411A (HP110A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	5,038.80	0.00		
127	44103103-HP-C64	TONER CARTRIDGE, HP CF411A (HP110A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	6,522.00	0.00		
128	44103103-HP-Y64	TONER CARTRIDGE, HP CF411A (HP110A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	5,038.80	0.00		
129	44103103-HP-M64	TONER CARTRIDGE, HP CF411A (HP110A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	6,522.00	0.00		
130	44103103-HP-B31	TONER CARTRIDGE, HP Q2613A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,744.00	0.00		
131	44103103-HP-B41	TONER CARTRIDGE, HP Q7551A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	4,680.00	0.00		
132	44103103-SA-B01	TONER CARTRIDGE, SAMSUNG ML-D280DB, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	5,116.80	0.00		
133	44103103-SA-B06	TONER CARTRIDGE, SAMSUNG MLT-D101S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,496.00	0.00		
134	44103103-SA-B07	TONER CARTRIDGE, SAMSUNG MLT-D103S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	2,689.44	0.00		
135	44103103-SA-B08	TONER CARTRIDGE, SAMSUNG MLT-D104S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	2,454.40	0.00		
136	44103103-SA-B09	TONER CARTRIDGE, SAMSUNG MLT-D105L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,380.00	0.00		
137	44103103-SA-B11	TONER CARTRIDGE, SAMSUNG MLT-D106S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,289.52	0.00		
138	44103103-SA-B21	TONER CARTRIDGE, SAMSUNG MLT-D203E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	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	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,956.16	0.00		
140	44103103-SA-B20	TONER CARTRIDGE, SAMSUNG MLT-D203U, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	6,442.80	0.00		
141	44103103-SA-B17	TONER CARTRIDGE, SAMSUNG MLT-D205E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	7,321.14	0.00		
142	44103103-SA-B05	TONER CARTRIDGE, SAMSUNG MLT-D205L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	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	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0	4,066.40	0.00		
SOFTWARE																															
1	43:31513-SFT-001	Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00	0.00	
2	43:31602-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	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00	0.00	
3	43:32004-SFT-003	Computer games or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00	0.00	
4	43:32107-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	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00	0.00	
5	43:32202-SFT-005	Content management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00	0.00	
6	43:32304-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	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00	0.00	
7	43:32402-SFT-007	Development software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00	0.00	
8	43:32505-SFT-008	Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00	0.00	
9	43:32603-SFT-009	Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00	0.00	
10	43:33501-SFT-010	Information exchange software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00	0.00	
11	43:32701-SFT-011	Network applications software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00	0.00	
12	43:32802-SFT-012	Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00	0.00	
13	43:32905-SFT-013	Networking software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00	0.00	



Item #	Item # & Specifications	Unit of Measure	Month by Quantity / Requirement																				Total Quantity for this year	Price Catalogue (as of 20.11.2022)	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	43:33004-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	43:33205-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	43:33405-SFT-015	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
<b>PART II. OTHER ITEMS NOT AVAILABLE AT PS-FIRM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)</b>																											
	Payler Fastener, Plastic, 50 sets per box	box	50	0	0	50	2,350.00	0	0	0	0	0.00	50	0	0	50	2,350.00	0	0	0	0	0.00	100	47.00	4,700.00		
	Epson L3110 Ink, Black	bottle	35	0	0	35	11,550.00	0	0	0	0	0.00	20	0	0	20	6,600.00	0	0	0	0	0.00	55	330.00	18,150.00		
	Epson L3110 Ink, Cyan	bottle	25	0	0	25	8,250.00	0	0	0	0	0.00	15	0	0	15	4,950.00	0	0	0	0	0.00	40	330.00	13,200.00		
	Epson L3110 Ink, Magenta	bottle	25	0	0	25	8,250.00	0	0	0	0	0.00	15	0	0	15	4,950.00	0	0	0	0	0.00	40	330.00	13,200.00		
	Epson L3110 Ink, Yellow	bottle	25	0	0	25	8,250.00	0	0	0	0	0.00	15	0	0	15	4,950.00	0	0	0	0	0.00	40	330.00	13,200.00		
	Epson L120 Ink, Black	bottle	35	0	0	35	11,550.00	0	0	0	0	0.00	15	0	0	15	4,950.00	0	0	0	0	0.00	50	330.00	16,500.00		
	Epson L120 Ink, Cyan	bottle	25	0	0	25	8,250.00	0	0	0	0	0.00	15	0	0	15	4,950.00	0	0	0	0	0.00	40	330.00	13,200.00		
	Epson L120 Ink, Magenta	bottle	25	0	0	25	8,250.00	0	0	0	0	0.00	15	0	0	15	4,950.00	0	0	0	0	0.00	40	330.00	13,200.00		
	Epson L120 Ink, Yellow	bottle	25	0	0	25	8,250.00	0	0	0	0	0.00	15	0	0	15	4,950.00	0	0	0	0	0.00	40	330.00	13,200.00		
	Epson L365 Ink, Black	bottle	35	0	0	35	11,550.00	0	0	0	0	0.00	15	0	0	15	4,950.00	0	0	0	0	0.00	50	330.00	16,500.00		
	Epson L365 Ink, Cyan	bottle	25	0	0	25	8,250.00	0	0	0	0	0.00	15	0	0	15	4,950.00	0	0	0	0	0.00	40	330.00	13,200.00		
	Epson L365 Ink, Magenta	bottle	25	0	0	25	8,250.00	0	0	0	0	0.00	15	0	0	15	4,950.00	0	0	0	0	0.00	40	330.00	13,200.00		
	Epson L365 Ink, Yellow	bottle	25	0	0	25	8,250.00	0	0	0	0	0.00	15	0	0	15	4,950.00	0	0	0	0	0.00	40	330.00	13,200.00		
	Epson L3210 Ink, Black	bottle	35	0	0	35	11,550.00	0	0	0	0	0.00	15	0	0	15	4,950.00	0	0	0	0	0.00	50	330.00	16,500.00		
	Epson L3210 Ink, Cyan	bottle	25	0	0	25	8,250.00	0	0	0	0	0.00	15	0	0	15	4,950.00	0	0	0	0	0.00	40	330.00	13,200.00		
	Epson L3210 Ink, Magenta	bottle	25	0	0	25	8,250.00	0	0	0	0	0.00	15	0	0	15	4,950.00	0	0	0	0	0.00	40	330.00	13,200.00		
	Epson L3210 Ink, Yellow	bottle	25	0	0	25	8,250.00	0	0	0	0	0.00	15	0	0	15	4,950.00	0	0	0	0	0.00	40	330.00	13,200.00		
	Inkjet Card 1/2 white and colored	pack	10	0	0	10	500.00	0	0	0	0	0.00	10	0	0	10	500.00	0	0	0	0	0.00	20	50.00	1,000.00		
	Sticker Paper, A4 size	pack	25	0	0	25	1,500.00	0	0	0	0	0.00	25	0	0	25	1,500.00	0	0	0	0	0.00	50	60.00	3,000.00		
	Print Aide KR	set	1	0	0	1	5,000.00	0	0	0	0	0.00	1	0	0	1	5,000.00	0	0	0	0	0.00	2	5,000.00	10,000.00		
	PAPER, MULTIPURPOSE, Short size, 500 sheets per ream	ream	15	0	0	15	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15	200.00	3,000.00		
	Poi, big with cover	piece	10	0	0	10	3,380.00	0	0	0	0	0.00	5	0	0	5	1,690.00	0	0	0	0	0.00	15	339.00	5,069.00		
	Poi, small with cover	piece	10	0	0	10	1,542.50	0	0	0	0	0.00	5	0	0	5	771.25	0	0	0	0	0.00	15	154.25	2,313.75		
	Black pen, 0.5, 12 piece	pack	5	0	0	5	350.00	0	0	0	0	0.00	2	0	0	2	140.00	0	0	0	0	0.00	7	70.00	490.00		
	CD- Writable	piece	30	0	0	30	1,335.00	0	0	0	0	0.00	20	0	0	20	890.00	0	0	0	0	0.00	50	44.50	2,225.00		
	Toilet Brush	piece	30	0	0	30	1,432.50	0	0	0	0	0.00	10	0	0	10	477.50	0	0	0	0	0.00	40	47.75	1,910.00		
	HP Smart tank 615 Ink, Black	bottle	25	0	0	25	8,250.00	0	0	0	0	0.00	10	0	0	10	3,300.00	0	0	0	0	0.00	35	330.00	11,550.00		
	HP Smart tank 615 Ink, Cyan	bottle	25	0	0	25	8,250.00	0	0	0	0	0.00	10	0	0	10	3,300.00	0	0	0	0	0.00	35	330.00	11,550.00		
	HP Smart tank 615 Ink, Magenta	bottle	25	0	0	25	8,250.00	0	0	0	0	0.00	10	0	0	10	3,300.00	0	0	0	0	0.00	35	330.00	11,550.00		
	HP Smart tank 615 Ink, Yellow	bottle	25	0	0	25	8,250.00	0	0	0	0	0.00	10	0	0	10	3,300.00	0	0	0	0	0.00	35	330.00	11,550.00		
							0	0.00									0	0.00				0	0.00	0	0.00		
							0	0.00									0	0.00				0	0.00	0	0.00		
							0	0.00									0	0.00				0	0.00	0	0.00		
							0	0.00									0	0.00				0	0.00	0	0.00		
							0	0.00									0	0.00				0	0.00	0	0.00		
							0	0.00									0	0.00				0	0.00	0	0.00		
							0	0.00									0	0.00				0	0.00	0	0.00		
							0	0.00									0	0.00				0	0.00	0	0.00		
							0	0.00									0	0.00				0	0.00	0	0.00		
							0	0.00									0	0.00				0	0.00	0	0.00		
							0	0.00									0	0.00				0	0.00	0	0.00		
							0	0.00									0	0.00				0	0.00	0	0.00		
							0	0.00									0	0.00				0	0.00	0	0.00		







Item & Specifications	Unit of Measure	Monthly Quantit/ 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
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00















Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (or of 30 July 2012)	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				
					0	0.00					0	0.00							0	0.00	0	0.00	0.00	
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00
					0	0.00					0	0.00								0	0.00	0	0.00	0.00












Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 May 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			
					0	0.00				0	0.00				0	0.00				0	0.00	0	1.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
<b>A. TOTAL</b>																						P		1,061,181.91
<b>B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)</b>																						P		106,118.19
<b>C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)</b>																						P		-
<b>D. GRAND TOTAL (A + B + C)</b>																						P		1,167,300.10
<b>E. APPROVED BUDGET BY THE AGENCY HEAD</b> In Figures and Words:																								

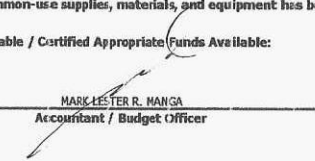
We hereby warrant that the total amount reflected in this Annual Procurement Plan to procure the listed common-use supplies, materials, and equipment has been included in or is within our approved budget for the year.

Prepared by:


  
 RELELYN T. RECTO  
 Property/Supply Officer

Date Prepared: 09-27-2022

Certified Funds Available / Certified Appropriate Funds Available:

  
 MARK LESTER R. MARGA  
 Accountant / Budget Officer

Approved by:

  
 SAI VADON V. VALEROSO  
 Head of Office / Agency