

## ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2020 FORM

## Introduction:

Listed in this template are all the common supplies and equipment (CSE) carried in stock by the Procurement Service (PS) that may be purchased by government agencies. Agencies must accomplish this form and submit in order to purchase CSEs from the PS. Consistent with DBM Circular No. 2016-9 dated October 27, 2016, the APP-CSE shall serve as the agency's APR for all its CSE requirements. Items in the template has been arranged in accordance with UNPSC coding and this is in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

## Instructions:

- Download the worksheet file APP-CSE 2020 template at [www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph)
- Indicate the agency's monthly requirement per item in the APP-CSE 2020 form.
- The agency should indicate zero if an item is not being purchased by the agency or purchased for a particular month.
- Agency must not delete any item in the template; neither should it include line items or revise the template.
- An APP-CSE is considered incorrect or invalid if
  - form used is other than the prescribed format which can be downloaded only at [www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph) and;
  - correct format is used but fields were deleted and/or inserted in PART I of the template
- Fill out the CSE requirements that are available for purchase in the PS under the PART I. For other Items that are not available from the PS but is regularly purchased by the agency from other sources, agency must indicate the items in the PART II and indicate likewise the unit prices based on its last purchase.
- Once accomplished and finalized, the APP-CSE 2019 form should be:
  - Saved using this format: APP2020\_Name of Agency\_Main or Regional Office (e.g. APP2020\_DBM\_Central Office, APP2020\_DBM\_Region IVA).
  - Printed and signed by the agency Property/Supply Officer, Budget Officer and Head of the Procuring Entity. An unsigned APP-CSE or that which lacks any of the three (3) signatures will be considered as an invalid submission.
- The SIGNED COPY of the APP-CSE must be scanned and saved as pdf format. The Excel should be submitted via online using the Virtual Store (VS) facility at PhilGEPS website. (Only buyer coordinators will be allowed to upload APP-CSEs.)
- An agency may revise its APP-CSE during the year if there will be changes in its requirements. However, it should submit an original APP-CSE within the prescribed deadline. Agency may follow the same procedure as indicated in No. 7 when submitting the revised copy. All requirements in excess of the quantities indicated in the original APP-CSE will not be served if not covered by a revised APP-CSE.
- For further assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no(02)689-7750 local 4019.

Note: Consistent with Memorandum Circular No. 2019 - dated August 2019 the APP-CSE for FY 2020 must be submitted on or before October 31, 2019.

Department/Bureau/Office: Department of Agrarian Reform-Provincial Office  
 Region: XIII  
 Address: Brgy. 5, San Francisco, Agusan del Sur

Agency Account Code: C001  
 Organization Type: National Government Agency

Contact Person: Rose Mae O. Simbajon  
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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	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 PROCUREMENT SERVICE STORES																											
Pesticides or Pest Repellents																											
1	10191509-IN-A01	INSECTICIDE, aerosol type, net content: 600ml min	can			3	3	418.08				3	3	418.08			3	3	418.08			3	418.08	12.00	139.36	1,672.32	
Solvents																											
2	12191601-AL-E01	ALCOHOL, ethyl, 68%-70%, scented, 500ml (-5ml)	bottle			34	34	1,495.73			50	50	2,199.60			50	50	2,199.60			34	1,495.73	168.00	43.992	7,390.66		
Color Compounds and Dispersions																											
3	12171703-SI-P01	STAMP PAD INK, purple or violet	bottle			9	9	221.64			10	10	246.27			10	10	246.27			8		8	197.02	37.00	24.6272	911.21
Films																											
4	13111203-AC-P01	ACETATE, thickness: 0.075mm min (gauge #3)	roll				0	0.00			0	0.00			0	0.00				0	0.00	0.00	737.2352		0.00		
5	13111201-CF-P01	CARBON FILM, PE, black, size 210mm x 297mm	box				0	0.00			0	0.00			0	0.00				0	0.00	0.00	208.52		0.00		
6	13111201-CF-P02	CARBON FILM, PE, black, size 216mm x 330mm	box			8	8	1,668.16				0	0.00			0	0.00				0	0.00	8.00	208.52		1,668.16	
Paper Materials and Products																											
7	14111525-CA-A01	CARTOLINA, assorted colors	pack			8	8	582.23			14	14	1,018.91			14	14	1,018.91			6		6	436.68	42.00	72.7792	3,056.73
8	14111506-CF-L11	CONTINUOUS FORM, 1 PLY, 280 x 241mm	box				0	0.00				0	0.00			0	0.00				0	0.00	0.00	682.24		0.00	
9	14111506-CF-L12	CONTINUOUS FORM, 1 PLY, 280 x 378mm	box				0	0.00				0	0.00			0	0.00				0	0.00	0.00	1029.6		0.00	
10	14111506-CF-L22	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	box				0	0.00				0	0.00			0	0.00				0	0.00	0.00	1300		0.00	
11	14111506-CF-L21	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	box				0	0.00				0	0.00			0	0.00				0	0.00	0.00	765.44		0.00	



12	14111506-CF-L31	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	box			0	0.00			0	0.00			0	0.00			0	0.00	0.00	596.804	0.00	
13	14111506-CF-L32	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	box			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1034.8	0.00	
14	14111609-LL-C01	LOOSELEAF COVER, made of chipboard, for legal	bundle			0	0.00			0	0.00			0	0.00			0	0.00	0.00	670.696	0.00	
15	14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad		8	8	257.75			0	0.00			0	0.00			0	0.00	8.00	32.2192	257.75	
16	14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad		2	2	112.11		3	3	168.17	3		3	6	336.34			0	0.00	11.00	56.056	616.62
17	14111514-NP-S03	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad		15	15	622.44		18	18	746.93	19		19	788.42	15		15	622.44	67.00	41.496	2,780.23	
18	14111514-NB-S01	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece			0	0.00			0	0.00			0	0.00			0	0.00	0.00	12.0432	0.00	
19	14111507-PP-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream			0	0.00			0	0.00			0	0.00			0	0.00	0.00	132.3712	0.00	
20	14111507-PP-M02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream			0	0.00			0	0.00			0	0.00			0	0.00	0.00	154.752	0.00	
21	14111507-PP-C01	PAPER, Multi-Purpose (COPY) A4, 70 gsm	ream		100	100	11,451.44		35	153	188	21,528.71		140	140	16,032.02		85	85	9,733.72	513.00	114.5144	58,745.89
22	14111507-PP-C02	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	ream		90	90	11,698.13		35	140	175	22,746.36		140	140	18,197.09		95	95	12,348.02	500.00	129.9792	64,989.60
23	14111531-PP-R01	PAPER, PAD, ruled, size: 216mm x 330mm (± 2mm)	pad		7	7	121.43			0	0.00			0	0.00			0	0.00	7.00	17.3472	121.43	
24	14111503-PA-P01	PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	ream		2	2	192.40		2	2	192.40			0	0.00	1		1	96.20	5.00	96.2	481.00	
25	14111818-TH-P02	PAPER, THERMAL, 55gsm, size: 216mm±1mm x 30m-0.3m	roll	2	2	4	195.10		2	2	97.55		2	2	97.55		2	2	97.55	10.00	48.776	487.76	
26	14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book		95	95	6,718.40			0	0.00			0	0.00			0	0.00	95.00	70.72	6,718.40	
27	14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book		32	32	3,261.44			0	0.00			0	0.00			0	0.00	32.00	101.92	3,261.44	
28	14111704-TT-P01	TOILET TISSUE PAPER 2-ply sheets, 150 pulls	pack		3	3	196.25		3	3	196.25		3	3	196.25		3	3	196.25	12.00	65.416	784.99	
Batteries and Cells and Accessories																							
29	26111702-BT-A01	BATTERY, dry cell, AA, 2 pieces per blister pack	pack		78	78	1,538.85			0	0.00			0	0.00			0	0.00	78.00	19.7288	1,538.85	
30	26111702-BT-A02	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack		75	75	1,462.50			0	0.00			0	0.00			0	0.00	75.00	19.5	1,462.50	
31	26111702-BT-A03	BATTERY, dry cell, D, 1.5 volts, alkaline	pack			0	0.00			0	0.00			0	0.00			0	0.00	0.00	88.4	0.00	
Manufacturing Components and Supplies																							
32	31201610-GL-J01	GLUE, all purpose, gross weight: 200 grams min	jar		14	14	669.47		20	20	956.38		20	20	956.38		15	15	717.29	69.00	47.8192	3,299.52	
33	31151804-SW-H01	STAPLE WIRE, for heavy duty staplers, (23/13)	box			0	0.00			0	0.00			0	0.00			0	0.00	0.00	20.6752	0.00	
34	31151804-SW-S01	STAPLE WIRE, STANDARD, (26/6)	box		10	10	200.51	6	10	10	26	521.33	10	10	15	35	701.79	10	24	10	44	882.25	2,305.89
35	31201502-TA-E01	TAPE, ELECTRICAL, 18mm x 16M min	roll		1	1	18.20			0	0.00			0	0.00			0	0.00	1.00	18.2	18.20	
36	31201503-TA-M01	TAPE, MASKING, width: 24mm (±1mm)	roll		20	20	1,102.40		25	25	1,378.00			0	0.00	6		6	330.72	51.00	55.12	2,811.12	
37	31201503-TA-M02	TAPE, MASKING, width: 48mm (±1mm)	roll		10	10	1,066.00		10	10	1,066.00		9	9	959.40			0	0.00	29.00	106.6	3,091.40	
38	31201517-TA-P01	TAPE, PACKAGING, width: 48mm (±1mm)	roll		10	10	182.00		10	10	182.00		10	10	182.00		6	6	109.20	36.00	18.2	655.20	
39	31201512-TA-T01	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll		20	20	182.00		20	20	182.00		20	20	182.00		27	27	245.70	87.00	9.1	791.70	
40	31201512-TA-T02	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll		20	20	364.00		20	20	364.00		20	20	364.00		25	25	455.00	85.00	18.2	1,547.00	
41	31151507-TW-P01	TWINE, plastic, one (1) kilo per roll	roll		4	4	203.84			0	0.00			0	0.00		2	2	101.92	6.00	50.96	305.76	
Heating and Ventilation and Air Circulation																							
42	40101604-EF-C01	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	974.48	0.00	
43	40101604-EF-C01	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1192.88	0.00	
44	40101604-EF-S01	ELECTRIC FAN, STAND type, plastic blade	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1006.3872	0.00	
45	40101604-EF-W01	ELECTRIC FAN, WALL type, plastic blade	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	669.656	0.00	
Lighting and Fixtures and Accessories																							
46	39101605-FL-T01	FLUORESCENT LAMP, 18 WATTS, linear tubular (T8)	piece			0	0.00			0	0.00			0	0.00			0	0.00	0.00	40.56	0.00	
47	39101628-LB-L01	Ligh Bulb, LED, 7 watts 1 pc in individual box	piece			0	0.00			0	0.00			0	0.00			0	0.00	0.00	72.488	0.00	



Measuring and Observing and Testing Equipment																										
48	41111604-RU-P02	RULER, plastic, 450mm (18"), width: 38mm min	piece				0	0.00		12		12	185.70			0	0.00			0	0.00	12.00	15.4752		185.70	
Cleaning Equipment and Supplies																										
49	47131812-AF-A01	AIR FRESHENER, aerosol, 280ml/150g min	can				0	0.00		46	46	3,958.76			0	0.00		40		40	3,442.40	86.00	86.06		7,401.16	
50	47131604-BR-S01	BROOM, soft (lambo)	piece			4	4	520.00		3	3	390.00			0	0.00		3		3	390.00	10.00	130		1,300.00	
51	47131604-BR-T01	BROOM, STICK (TING-TING), usable length: 760mm min	piece			3	3	91.73		2	2	61.15			0	0.00				0	0.00	5.00	30.576		152.88	
52	47131829-TB-C01	CLEANER,TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle			10	10	416.00		11	11	457.60		10	10	416.00				0	0.00	31.00	41.6		1,289.60	
53	47131805-CL-P01	CLEANSER, SCOURING POWDER, 350g min./can	can			10	10	239.20			0	0.00			0	0.00				0	0.00	10.00	23.92		239.20	
54	47131811-DE-B02	DETERGENT BAR, 140 grams as packed	bar			10	10	80.08			0	0.00			0	0.00				0	0.00	10.00	8.008		80.08	
55	47131811-DE-P02	DETERGENT POWDER, all purpose, 1kg	pack			7	7	262.01		5	5	187.15		5	5	187.15				0	0.00	17.00	37.4296		636.30	
56	47131803-DS-A01	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can			10	10	1,229.80		10	10	1,229.80			0	0.00				0	0.00	20.00	122.98		2,459.60	
57	47131601-DU-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece				0	0.00			0	0.00			0	0.00				0	0.00	0.00	24.8352		0.00	
58	47131802-FW-P02	FLOOR WAX, PASTE, RED	can				0	0.00			0	0.00			0	0.00				0	0.00	0.00	269.36		0.00	
59	47131830-FC-A01	FURNITURE CLEANER, aerosol type, 300ml min per can	can				0	0.00		12	12	1,048.32			0	0.00				0	0.00	12.00	87.36		1,048.32	
60	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit			2	2	3,822.00			0	0.00			0	0.00				0	0.00	2.00	1911		3,822.00	
61	47131613-MP-H02	MOPHANDLE, heavy duty, aluminum, screw type	piece			1	1	145.60			0	0.00			0	0.00				0	0.00	1.00	145.6		145.60	
62	47131619-MP-B01	MOPHEAD, made of rayon, weight: 400 grams min	piece			1	1	110.24			0	0.00			0	0.00				0	0.00	1.00	110.24		110.24	
63	47131501-RG-C01	RAGS, all cotton, 32 pieces per kilogram min	bundle			10	10	496.91		10	10	496.91			0	0.00				0	0.00	20.00	49.6912		993.82	
64	47131602-SC-N01	SCOURING PAD, made of synthetic nylon, 140 x 220mm	pack				0	0.00			0	0.00			0	0.00				0	0.00	0.00	102.96		0.00	
65	47121701-TB-P02	TRASHBAG, plastic, transparent	roll				0	0.00			0	0.00			0	0.00				0	0.00	0.00	139.88		0.00	
66	47121702-WB-P01	WASTEBASKET, non-rigid plastic	piece				0	0.00			0	0.00			0	0.00				0	0.00	0.00	23.5872		0.00	
Information and Communication Technology (ICT) Equipment and Devices and Accessories																										
67	43211507-DCT-03	Desktop Computer, branded	unit				0	0.00			0	0.00			0	0.00				0	0.00	0.00	39208		0.00	
69	43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	piece				0	0.00			0	0.00			0	0.00				0	0.00	0.00	2724.8		0.00	
70	43202010-FD-U01	FLASH DRIVE, 16 GB capacity	piece				0	0.00			0	0.00			0	0.00				0	0.00	0.00	276.64		0.00	
71	43211503-LCT-02	Laptop Computer, branded	unit				0	0.00			0	0.00			0	0.00				0	0.00	0.00	35916.4		0.00	
72	43211708-MO-C01	MOUSE, optical, USB connection type	unit			6	6	809.95			0	0.00			0	0.00				0	0.00	6.00	134.992		809.95	
73	43212102-PR-D02	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column	unit				0	0.00			0	0.00			0	0.00				0	0.00	0.00	33131.28		0.00	
74	43212102-PR-D01	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit				0	0.00			0	0.00			0	0.00				0	0.00	0.00	7995.52		0.00	
75	43212105-PR-L01	PRINTER, LASER, monochrome, network-ready	unit				0	0.00			0	0.00			0	0.00				0	0.00	0.00	724.88		0.00	
Office Equipment and Accessories and Supplies																										
76	44121710-CH-W01	CHALK, molded, white, dustless, length: 78mm min	box				0	0.00			0	0.00			0	0.00				0	0.00	0.00	25.6776		0.00	
77	44122105-BF-C01	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box			6	6	45.43		5	7	12	90.85		4	4	30.28				0	0.00	22.00	7.5712		166.57
78	44122105-BF-C02	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box			8	8	107.16			8	8	107.16			0	0.00				0	0.00	16.00	13.3952		214.32
79	44122105-BF-C03	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box			5	5	102.75			8	8	164.40		8	8	164.40		5		5	102.75	26.00	20.5504		534.31
80	44122105-BF-C04	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box			3	3	118.56		12	12	474.24		3	3	118.56				0	0.00	18.00	39.52		711.36	
81	44121801-CT-R01	CORRECTION TAPE, film base type, UL 6m min	piece	20	20	20	60	1,053.31	40	40		80	1,404.42	40	40	40	120	2,106.62	20	20	19	59	1,035.76	319.00	17.5552	5,600.11
82	44131515-DF-B01	DATA FILE BOX, made of chipboard, with closed ends	piece				0	0.00		277	277	19,330.17			0	0.00				0	0.00	277.00	69.784		19,330.17	
83	44122011-DF-F01	DATA FOLDER, made of chipboard, tagline lock	piece				0	0.00			0	0.00			0	0.00				0	0.00	0.00	68.64		0.00	
84	44121506-EN-D01	ENVELOPE, DOCUMENTARY, for A4 size document	box				0	0.00			0	0.00			0	0.00				0	0.00	0.00	408.1376		0.00	



85	44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box		15	15	7,771.14		20	20	10,361.52		10	10	5,180.76		0	0.00	45.00	518.076	23,313.42				
86	44121506-EN-X01	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc	box		20	20	14,768.00		31	31	22,890.40		20	20	14,768.00		0	0.00	71.00	738.4	52,426.40				
87	44121506-EN-X02	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece			0	0.00		124	124	3,781.11			0	0.00		0	0.00	124.00	30.4928	3,781.11				
88	44121506-EN-M01	ENVELOPE, MAILING, white, 80gsm (-5%)	box		3	3	985.92		6	6	1,971.84	4	4	1,314.56		3	3	985.92	16.00	328.64	5,258.24				
89	44121504-EN-W01	ENVELOPE, mailing, white, with window	box		1	1	410.80			0	0.00			0	0.00		0	0.00	1.00	410.8	410.80				
90	44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece			0	0.00			0	0.00			0	0.00		0	0.00	0.00	11.1072	0.00				
91	44122118-FA-P01	FASTENER, METAL, 70mm between prongs	box			0	0.00			0	0.00			0	0.00		0	0.00	0.00	78.9152	0.00				
92	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, 12 pockets	piece			0	0.00			0	0.00			0	0.00		0	0.00	0.00	70.6056	0.00				
93	44122018-FT-D01	FILE TAB DIVIDER, bristol board, for A4	set			0	0.00			0	0.00			0	0.00		0	0.00	0.00	12.48	0.00				
94	44122018-FT-D02	FILE TAB DIVIDER, bristol board, for legal	set	54	54	898.56				0	0.00			0	0.00		0	0.00	54.00	16.64	898.56				
95	44122011-FO-F01	FOLDER, FANCY, for A4 size documents	bundle			0	0.00			0	0.00			0	0.00		0	0.00	0.00	253.292	0.00				
96	44122011-FO-F02	FOLDER, FANCY, for legal size documents	bundle	6	6	1,747.20				0	0.00			0	0.00		0	0.00	6.00	291.2	1,747.20				
97	44122011-FO-L01	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack			0	0.00			0	0.00			0	0.00		0	0.00	0.00	171.08	0.00				
98	44122011-FO-L02	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack			0	0.00			0	0.00			0	0.00		0	0.00	0.00	213.72	0.00				
99	44122027-FO-P01	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box	2	2	1,493.44				0	0.00			0	0.00		0	0.00	2.00	746.72	1,493.44				
100	44122011-FO-T03	FOLDER, TAGBOARD, for A4 size documents	pack			0	0.00			0	0.00			0	0.00		0	0.00	0.00	217.36	0.00				
101	44122011-FO-T04	FOLDER, TAGBOARD, for legal size documents	pack		8	8	2,237.08		10	10	2,796.35		10	10	2,796.35	6	6	1,677.81	34.00	279.6352	9,507.60				
102	44122008-JT-T01	INDEX TAB, self-adhesive, transparent	box			0	0.00			0	0.00			0	0.00		0	0.00	0.00	51.8752	0.00				
103	44111515-MF-B02	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece	123	123	5,116.80				0	0.00			0	0.00		0	0.00	123.00	41.6	5,116.80				
104	44121716-MA-P01	MARKER, FLUORESCENT, 3 assorted colors per set	set		9	9	335.09		20	20	744.64		16	16	595.71	9	9	335.09	54.00	37.232	2,010.53				
105	44121708-MW-B01	MARKER, whiteboard, black, felt tip, bullet type	piece	10	20	30	309.19	20	20	206.13	24		20	44	453.48	10	10	103.06	104.00	10.3064	1,071.87				
106	44121708-MW-B02	MARKER, whiteboard, blue, felt tip, bullet type	piece	7	7	14	144.29	10	10	103.06	10		10	20	206.13	10	10	103.06	54.00	10.3064	556.55				
107	44121708-MW-B03	MARKER, whiteboard, red, felt tip, bullet type	piece		2	2	20.61			0	0.00			0	0.00		0	0.00	2.00	10.3064	20.61				
108	44121708-MP-B01	MARKER, PERMANENT, bullet type, black	piece		14	14	135.12	10	10	20	40	386.05	10	12	15	37	357.09	10	18	10	38	366.75	129.00	9.6512	1,245.00
109	44121708-MP-B02	MARKER, PERMANENT, bullet type, blue	piece		6	6	57.91	10	10	20	193.02	10		10	96.51	10	10	96.51	46.00	9.6512	443.96				
110	44121708-MP-B03	MARKER, PERMANENT, bullet type, red	piece		2	2	19.30			0	0.00			0	0.00		0	0.00	2.00	9.6512	19.30				
111	44122104-PC-G01	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box		16	16	95.68	20		20	119.60	17		15	32	191.36		16	16	95.68	84.00	5.98		502.32	
112	44122104-PC-J02	PAPER CLIP, vinyl/plastic coat, length: 48mm min	box	10	10	20	254.80	13	16	15	44	560.56	10	10	10	30	382.20	10	10	10	30	382.20	124.00	12.74	1,579.76
113	44121706-PE-L01	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box		10	10	207.90		10	10	207.90		10	10	207.90		7	7	145.53	37.00	20.7896	769.22			
114	44122037-RB-P10	RING BINDER, 80 rings, plastic, 32mm x 1.12m	bundle			0	0.00			0	0.00			0	0.00		0	0.00	0.00	201.6352	0.00				
115	44122101-RU-B01	RUBBER BAND, 70mm min lay flat length (#18)	box			0	0.00		2	2	193.44			0	0.00		0	0.00	2.00	96.72	193.44				
116	44121905-SP-F01	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece		10	10	276.64		9	9	248.98			0	0.00		0	0.00	19.00	27.664	525.62				
117	44121612-BL-H01	CUTTER BLADE, for heavy duty cutter	piece			0	0.00		11	11	129.50			0	0.00		0	0.00	11.00	11.7728	129.50				
118	44121612-CU-H01	CUTTER KNIFE, for general purpose	piece			0	0.00		7	7	191.83			0	0.00		0	0.00	7.00	27.404	191.83				
119	44103302-DS-M01	DATING AND STAMPING MACHINE, heavy duty	piece			0	0.00			0	0.00			0	0.00		0	0.00	0.00	478.3792	0.00				
120	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece			0	0.00			0	0.00			0	0.00		0	0.00	0.00	187.2	0.00				
121	44101602-PU-P01	PUNCHER, paper, heavy duty, with two hole guide	piece		7	7	923.69			0	0.00			0	0.00		0	0.00	7.00	131.9552	923.69				
122	44121618-SS-S01	SCISSORS, symmetrical, blade length: 65mm min	pair			0	0.00			0	0.00			0	0.00		0	0.00	0.00	15.6	0.00				
123	44121615-ST-S01	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece			0	0.00			0	0.00			0	0.00		0	0.00	0.00	82.16	0.00				
124	44121615-ST-B01	STAPLER, BINDER TYPE, heavy duty, desktop	unit			0	0.00		1	1	878.80			0	0.00		0	0.00	1.00	878.8	878.80				
125	44121613-SR-P01	STAPLE REMOVER, PLIER-TYPE	piece			0	0.00			0	0.00			0	0.00		0	0.00	0.00	18.1792	0.00				



126	44121605-TD-T01	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece		1	1	55.83			0	0.00			0	0.00			0	0.00	1.00	55.8272	55.83		
127	44101602-PB-M01	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	10400	0.00		
128	44101807-CA-C01	CALCULATOR, compact, 12 digits	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	135.2	0.00		
129	44101714-FX-M01	FACSIMILE MACHINE, uses thermal paper	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	4711.2	0.00		
130	44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	8088.08	0.00		
131	44101603-PS-M01	PAPER SHREDDER, cutting width: 3mm-4mm (Entry Level)	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	5699.2	0.00		
132	44101603-PS-M02	PAPER SHREDDER, cutting width: 3mm-4mm (Mid-Level)	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	0	0.00		
Printer or Facsimile or Photocopier Supplies																								
133	44103109-BR-D05	DRUM CART, BROTHER DR-3455	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	6864	0.00	
134	44103105-CA-C04	INK CART, CANON CL-741, Col.	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	1001.52	0.00	
135	44103105-CA-C02	INK CART, CANON CL-811, Colored	cart		3	3	3,088.80		5	5	5,148.00		6	6	6,177.60		5	5	5,148.00	19.00	1029.6		19,562.40	
136	44103105-CA-B04	INK CART, CANON PG-740, Black	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	754	0.00	
137	44103105-CA-B02	INK CART, CANON PG-810, Black	cart		5	5	3,900.00		9	9	7,020.00		10	10	7,800.00		5	5	3,900.00	29.00	780		22,620.00	
138	44103105-EP-B17	INK CART, EPSON C13T664100 (T6641), Black	cart		30	30	7,644.00		60	50	110	28,028.00		50	50	12,740.00		30	30	7,644.00	220.00	254.8		56,056.00
139	44103105-EP-C17	INK CART, EPSON C13T664200 (T6642), Cyan	cart		20	20	5,096.00		10	40	50	12,740.00		40	40	10,192.00		20	20	5,096.00	130.00	254.8		33,124.00
140	44103105-EP-M17	INK CART, EPSON C13T664300 (T6643), Magenta	cart		20	20	5,096.00		10	40	50	12,740.00		40	40	10,192.00		20	20	5,096.00	130.00	254.8		33,124.00
141	44103105-EP-Y17	INK CART, EPSON C13T664400 (T6644), Yellow	cart		20	20	5,096.00		45	45	11,466.00		45	45	11,466.00		20	20	5,096.00	130.00	254.8		33,124.00	
142	44103105-HP-B40	INK CART, HP C2P04AA (HP62) Black	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	0	0.00	
143	44103105-HP-T40	INK CART, HP C2P06AA (HP62) Tri-color	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	0	0.00	
144	44103105-HP-B09	INK CART, HP C9351AA, (HP21), Black	cart		10	10	6,583.20		20	20	13,166.40		20	20	13,166.40		10	10	6,583.20	60.00	658.32		39,499.20	
145	44103105-HP-T10	INK CART, HP C9352AA, (HP22), Tri-color	cart		5	5	3,728.40		7	7	5,219.75		8	8	5,965.44		5	5	3,728.40	25.00	745.68		18,642.00	
146	44103105-HP-T30	INK CART, HP C9363WA, (HP97), Tri-color	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	1492.4	0.00	
147	44103105-HP-P48	INK CART, HP C9397A (HP72) 69ml Photo Black	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	1996.8	0.00	
148	44103105-HP-C48	INK CART, HP C9398A (HP72) 69ml Cyan	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	1996.8	0.00	
149	44103105-HP-M48	INK CART, HP C9399A (HP72) 69ml Magenta	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	1996.8	0.00	
150	44103105-HP-Y48	INK CART, HP C9400A (HP72) 69ml Yellow	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	1996.8	0.00	
151	44103105-HP-G48	INK CART, HP C9401A (HP72) 69ml Gray	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	1996.8	0.00	
152	44103105-HP-B48	INK CART, HP C9403A (HP72) 130ml Matte Black	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	3016	0.00	
153	44103105-HP-B17	INK CART, HP CC640WA, (HP60), Black	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	650	0.00	
154	44103105-HP-T17	INK CART, HP CC643WA, (HP60), Tri-color	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	766.48	0.00	
155	44103105-HP-B35	INK CART, HP CD887AA, (HP703), Black	cart		2	2	678.08		2	2	678.08		2	2	678.08			0	0.00	6.00	339.04		2,034.24	
156	44103105-HP-T35	INK CART, HP CD888AA, (HP703), Tri-color	cart		2	2	678.08			0	0.00		2	2	678.08			0	0.00	4.00	339.04		1,356.16	
157	44103105-HX-C40	INK CART, HP CD972AA, (HP 920XL), Cyan	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	629.2	0.00	
158	44103105-HX-M40	INK CART, HP CD973AA, (HP 920XL), Magenta	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	629.2	0.00	
159	44103105-HX-Y40	INK CART, HP CD974AA, (HP 920XL), Yellow	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	629.2	0.00	
160	44103105-HX-B40	INK CART, HP CD975AA, (HP 920XL), Black	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	1242.8	0.00	
161	44103105-HP-B20	INK CART, HP CH561WA, (HP61), Black	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	644.8	0.00	
162	44103105-HP-T20	INK CART, HP CH562WA, (HP61), Tricolor	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	826.8	0.00	
163	44103105-HP-B49	INK CART, HP CH565A (HP82) Black	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	1872	0.00	
164	44103105-HP-C49	INK CART, HP CH566A (HP82) Cyan	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	1300	0.00	
165	44103105-HP-M49	INK CART, HP CH567A (HP82) Magenta	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	1300	0.00	



166	44103105-HP-Y49	INK CART, HP CH568A (HP82) Yellow	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1300	0.00		
167	44103105-HX-B43	INK CART, HP CN045AA, (HP950XL), Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1554.8	0.00		
168	44103105-HX-C43	INK CART, HP CN046AA, (HP951XL), Cyan	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1175.2	0.00		
169	44103105-HX-M43	INK CART, HP CN047AA, (HP951XL), Magenta	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1180.4	0.00		
170	44103105-HX-Y43	INK CART, HP CN048AA, (HP951XL), Yellow	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1180.4	0.00		
171	44103105-HP-B36	INK CART, HP CN692AA, (HP704), Black	cart		10	10	3,390.40		22	22	7,458.88			22	22	7,458.88		10	10	3,390.40	64.00	339.04	21,698.56	
172	44103105-HP-T36	INK CART, HP CN693AA, (HP704), Tri-color	cart		10	10	3,390.40		20	20	6,780.80			20	20	6,780.80		9	9	3,051.36	59.00	339.04	20,003.36	
173	44103105-HP-B33	INK CART, HP CZ107AA, (HP678), Black	cart		5	5	1,695.20		6	6	2,034.24			6	6	2,034.24		4	4	1,356.16	21.00	339.04	7,119.84	
174	44103105-HP-T33	INK CART, HP CZ108AA, (HP678), Tricolor	cart		2	2	678.08		2	2	678.08			2	2	678.08				0	0.00	6.00	339.04	2,034.24
175	44103105-HP-B42	INK CART, HP CZ121A (HP685A), Black	cart			0	0.00			0	0.00				0	0.00			0	0.00	0.00	366.08	0.00	
176	44103105-HP-C33	INK CART, HP CZ122A (HP685A), Cyan	cart			0	0.00			0	0.00				0	0.00			0	0.00	0.00	249.6	0.00	
177	44103105-HP-M33	INK CART, HP CZ123A (HP685A), Magenta	cart			0	0.00			0	0.00				0	0.00			0	0.00	0.00	249.6	0.00	
178	44103105-HP-Y33	INK CART, HP CZ124A (HP685A), Yellow	cart			0	0.00			0	0.00				0	0.00			0	0.00	0.00	249.6	0.00	
179	44103105-HP-T43	INK CART, HP F6V26AA (HP680) Tri-color	cart		5	5	2,019.16		20	20	8,076.64			15	15	6,057.48		9	9	3,634.49	49.00	403.832	19,787.77	
180	44103105-HP-B43	INK CART, HP F6V27AA (HP680) Black	cart		9	9	3,634.49		36	20	56	22,614.59			15	15	6,057.48		10	10	4,038.32	90.00	403.832	36,344.88
181	44103105-HP-C50	INK CART, HP L0551AA (HP955) Cyan Original	cart			0	0.00				0	0.00			0	0.00			0	0.00	0.00	0	0.00	
182	44103105-HP-M50	INK CART, HP L0554AA (HP955) Magenta Original	cart			0	0.00				0	0.00			0	0.00			0	0.00	0.00	0	0.00	
183	44103105-HP-Y50	INK CART, HP L0557AA (HP955) Yellow Original	cart			0	0.00				0	0.00			0	0.00			0	0.00	0.00	0	0.00	
184	44103105-HP-B50	INK CART, HP L0560AA (HP955) Black Original	cart			0	0.00				0	0.00			0	0.00			0	0.00	0.00	0	0.00	
185	44103105-HX-C48	INK CART, HP L0563AA (HP955XL) Cyan Original	cart			0	0.00				0	0.00			0	0.00			0	0.00	0.00	1277.7648	0.00	
186	44103105-HX-M48	INK CART, HP L0566AA (HP955XL) Magenta Original	cart			0	0.00				0	0.00			0	0.00			0	0.00	0.00	1277.7648	0.00	
187	44103105-HX-Y48	INK CART, HP L0569AA (HP955XL) Yellow Original	cart			0	0.00				0	0.00			0	0.00			0	0.00	0.00	1277.7648	0.00	
188	44103105-HX-B48	INK CART, HP L0572AA (HP955XL) Black Original	cart			0	0.00				0	0.00			0	0.00			0	0.00	0.00	1737.0184	0.00	
189	44103105-HP-C51	INK CART, HP T6L89AA (HP905) Cyan Original	cart			0	0.00				0	0.00			0	0.00			0	0.00	0.00	453.6168	0.00	
190	44103105-HP-M51	INK CART, HP T6L93AA (HP905) Magenta Original	cart			0	0.00				0	0.00			0	0.00			0	0.00	0.00	453.6168	0.00	
191	44103105-HP-Y51	INK CART, HP T6L97AA (HP905) Yellow Original	cart			0	0.00				0	0.00			0	0.00			0	0.00	0.00	453.6168	0.00	
192	44103105-HP-B51	INK CART, HP T6M01AA (HP905) Black Original	cart			0	0.00				0	0.00			0	0.00			0	0.00	0.00	741.2808	0.00	
193	44103105-HX-C49	INK CART, HP T6M05AA (HP905XL) Cyan Original	cart			0	0.00				0	0.00			0	0.00			0	0.00	0.00	0	0.00	
194	44103105-HX-M49	INK CART, HP T6M09AA (HP905XL) Magenta Original	cart			0	0.00				0	0.00			0	0.00			0	0.00	0.00	0	0.00	
195	44103105-HX-Y49	INK CART, HP T6M13AA (HP905XL) Yellow Original	cart			0	0.00				0	0.00			0	0.00			0	0.00	0.00	0	0.00	
196	44103105-HX-B49	INK CART, HP T6M17AA (HP905XL) Black Original	cart			0	0.00				0	0.00			0	0.00			0	0.00	0.00	0	0.00	
197	44103112-EP-R05	RIBBON CART, EPSON C13S015516 (#8750), Black	cart			0	0.00				0	0.00			0	0.00			0	0.00	0.00	76.752	0.00	
198	44103112-EP-R07	RIBBON CART, EPSON C13S015531 (S015086), Black	cart			0	0.00				0	0.00			0	0.00			0	0.00	0.00	724.88	0.00	
199	44103112-EP-R13	RIBBON CART, EPSON C13S015632, Black, for LX-310	cart			0	0.00				0	0.00			0	0.00			0	0.00	0.00	75.92	0.00	
200	44103103-BR-B03	TONER CART, BROTHER TN-2025, Black	cart			0	0.00				0	0.00			0	0.00			0	0.00	0.00	2556.32	0.00	
201	44103103-BR-B04	TONER CART, BROTHER TN-2130, Black	cart			0	0.00				0	0.00			0	0.00			0	0.00	0.00	1820	0.00	
202	44103103-BR-B05	TONER CART, BROTHER TN-2150, Black	cart			0	0.00				0	0.00			0	0.00			0	0.00	0.00	2615.6	0.00	
203	44103103-BR-B09	TONER CART, BROTHER TN-3320, Black	cart			0	0.00				0	0.00			0	0.00			0	0.00	0.00	2941.952	0.00	
204	44103103-BR-B11	TONER CART, BROTHER TN-3350, Black, for HL5450DN (CU Printer)	cart			0	0.00				0	0.00			0	0.00			0	0.00	0.00	4288.544	0.00	
205	44103103-HP-B12	TONER CART, HP CB435A, Black	cart			0	0.00				0	0.00			0	0.00			0	0.00	0.00	2857.92	0.00	
206	44103103-HP-B14	TONER CART, HP CB540A, Black	cart			0	0.00				0	0.00			0	0.00			0	0.00	0.00	3312.4	0.00	



207	44103103-HP-B18	TONER CART, HP CE255A, Black	cart				0	0.00				0	0.00				0	0.00	0.00	6791.2	0.00			
208	44103103-HP-B21	TONER CART, HP CE278A, Black	cart				0	0.00				0	0.00				0	0.00	0.00	3179.28	0.00			
209	44103103-HP-B22	TONER CART, HP CE285A (HP85A), Black	cart			10	10	29,536.00			20	20	59,072.00			20	20	59,072.00	15	15	44,304.00	65.00	2953.6	191,984.00
210	44103103-HP-B23	TONER CART, HP CE310A, Black	cart				0	0.00				0	0.00				0	0.00	0.00	2386.8	0.00			
211	44103103-HP-C23	TONER CART, HP CE311A, Cyan	cart				0	0.00				0	0.00				0	0.00	0.00	2490.8	0.00			
212	44103103-HP-Y23	TONER CART, HP CE312A, Yellow	cart				0	0.00				0	0.00				0	0.00	0.00	2490.8	0.00			
213	44103103-HP-M23	TONER CART, HP CE313A, Magenta	cart				0	0.00				0	0.00				0	0.00	0.00	2490.8	0.00			
214	44103103-HP-B24	TONER CART, HP CE320A, Black	cart				0	0.00				0	0.00				0	0.00	0.00	2854.8	0.00			
215	44103103-HP-C24	TONER CART, HP CE321A, Cyan	cart				0	0.00				0	0.00				0	0.00	0.00	3010.8	0.00			
216	44103103-HP-Y24	TONER CART, HP CE322A, Yellow	cart				0	0.00				0	0.00				0	0.00	0.00	3010.8	0.00			
217	44103103-HP-M24	TONER CART, HP CE323A, Magenta	cart				0	0.00				0	0.00				0	0.00	0.00	3010.8	0.00			
218	44103103-HP-B25	TONER CART, HP CE390A, Black	cart				0	0.00				0	0.00				0	0.00	0.00	7690.8	0.00			
219	44103103-HP-B26	TONER CART, HP CE400A, Black	cart				0	0.00				0	0.00				0	0.00	0.00	6754.8	0.00			
220	44103103-HP-C26	TONER CART, HP CE401A, Cyan	cart				0	0.00				0	0.00				0	0.00	0.00	9978.8	0.00			
221	44103103-HP-Y26	TONER CART, HP CE402A, Yellow	cart				0	0.00				0	0.00				0	0.00	0.00	9978.8	0.00			
222	44103103-HP-M26	TONER CART, HP CE403A, Magenta	cart				0	0.00				0	0.00				0	0.00	0.00	9978.8	0.00			
223	44103103-HP-B27	TONER CART, HP CE410A, (HP305), Black	cart				0	0.00				0	0.00				0	0.00	0.00	3868.8	0.00			
224	44103103-HP-C27	TONER CART, HP CE411A, (HP305), Cyan	cart				0	0.00				0	0.00				0	0.00	0.00	5512	0.00			
225	44103103-HP-Y27	TONER CART, HP CE412A, (HP305), Yellow	cart				0	0.00				0	0.00				0	0.00	0.00	5512	0.00			
226	44103103-HP-M27	TONER CART, HP CE413A, (HP305), Magenta	cart				0	0.00				0	0.00				0	0.00	0.00	5512	0.00			
227	44103103-HP-B28	TONER CART, HP CE505A, Black	cart				0	0.00				0	0.00				0	0.00	0.00	4079.92	0.00			
228	44103103-HX-B28	TONER CART, HP CE505X, Black, high cap	cart				0	0.00				0	0.00				0	0.00	0.00	7213.44	0.00			
229	44103103-HP-B52	TONER CART, HP CF217A (HP17A) Black LaserJet	cart				0	0.00				0	0.00				0	0.00	0.00	2932.8	0.00			
230	44103103-HP-B53	TONER CART, HP CF226A (HP26A) Black LaserJet	cart				0	0.00				0	0.00				0	0.00	0.00	0	0.00			
231	44103103-HX-B50	TONER CART, HP CF226XC (HP26XC) Black LaserJet	cart				0	0.00				0	0.00				0	0.00	0.00	0	0.00			
232	44103103-HP-B55	TONER CART, HP CF280A, LaserJet Pro M401/M425 2.7K Black	cart				0	0.00				0	0.00				0	0.00	0.00	0	0.00			
233	44103103-HP-B51	TONER CART, HP CF280XC	cart				0	0.00				0	0.00				0	0.00	0.00	6962.8	0.00			
234	44103103-HP-B56	TONER CART, HP CF281A (HP81A) Black LaserJet	cart				0	0.00				0	0.00				0	0.00	0.00	8640.8504	0.00			
235	44103103-HP-B57	TONER CART, HP CF283A (HP83A) LaserJet Black	cart				0	0.00				0	0.00				0	0.00	0.00	3241.7008	0.00			
236	44103103-HX-B51	TONER CART, HP CF283XC (HP83X) Blk Contract LJ	cart				0	0.00				0	0.00				0	0.00	0.00	3946.8	0.00			
237	44103103-HP-B58	TONER CART, HP CF287A (HP87) black	cart				0	0.00				0	0.00				0	0.00	0.00	10051.6	0.00			
238	44103103-HP-B59	TONER CART, HP CF310AC (HP826) black	cart				0	0.00				0	0.00				0	0.00	0.00	0	0.00			
239	44103103-HP-C59	TONER CART, HP CF311AC (HP826) cyan	cart				0	0.00				0	0.00				0	0.00	0.00	0	0.00			
240	44103103-HP-Y59	TONER CART, HP CF312AC (HP826) yellow	cart				0	0.00				0	0.00				0	0.00	0.00	0	0.00			
241	44103103-HP-M59	TONER CART, HP CF313AC (HP826) magenta	cart				0	0.00				0	0.00				0	0.00	0.00	0	0.00			
242	44103103-HX-B52	TONER CART, HP CF325XC (HP25X) Black LaserJet	cart				0	0.00				0	0.00				0	0.00	0.00	13156	0.00			
243	44103103-HP-B60	TONER CART, HP CF350A Black LJ	cart				0	0.00				0	0.00				0	0.00	0.00	2901.6	0.00			
244	44103103-HP-C60	TONER CART, HP CF351A Cyan LJ	cart				0	0.00				0	0.00				0	0.00	0.00	2943.2	0.00			
245	44103103-HP-Y60	TONER CART, HP CF352A Yellow LJ	cart				0	0.00				0	0.00				0	0.00	0.00	2943.2	0.00			
246	44103103-HP-M60	TONER CART, HP CF353A Magenta LJ	cart				0	0.00				0	0.00				0	0.00	0.00	2943.2	0.00			
247	44103103-HP-B61	TONER CART, HP CF360A (HP508A) Black LaserJet	cart				0	0.00				0	0.00				0	0.00	0.00	7389.2	0.00			



248	44103103-HX-B53	TONER CART, HP CF360XC (HP508X) Black Contract LJ	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	0		0.00
249	44103103-HP-C61	TONER CART, HP CF361A (HP508A) Cyan LaserJet	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	9474.4		0.00
250	44103103-HX-C53	TONER CART, HP CF361XC (HP508X) Cyan Contract LJ	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	0		0.00
251	44103103-HP-Y61	TONER CART, HP CF362A (HP508A) Yellow LaserJet	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	9474.4		0.00
252	44103103-HX-Y53	TONER CART, HP CF362XC (HP508X) Yellow Contract LJ	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	0		0.00
253	44103103-HP-M61	TONER CART, HP CF363A (HP508A) Magenta LaserJet	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	9474.4		0.00
254	44103103-HX-M53	TONER CART, HP CF363XC (HP508X) Magenta Contract LJ	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	0		0.00
255	44103103-HP-B62	TONER CART, HP CF400A (HP201A) Black LaserJet	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	0		0.00
256	44103103-HP-C62	TONER CART, HP CF401A (HP201A) Cyan LaserJet	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	0		0.00
257	44103103-HP-Y62	TONER CART, HP CF402A (HP201A) Yellow LaserJet	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	0		0.00
258	44103103-HP-M62	TONER CART, HP CF403A (HP201A) Magenta LaserJet	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	0		0.00
259	44103103-HP-B63	TONER CART, HP CF410A (HP410A) black	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	4440.8		0.00
260	44103103-HX-B54	TONER CART, HP CF410XC (HP410XC) black	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	7441.2		0.00
261	44103103-HP-C63	TONER CART, HP CF411A (HP410A) cyan	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	5049.2		0.00
262	44103103-HX-C54	TONER CART, HP CF411XC (HP410XC) cyan	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	7472.4		0.00
263	44103103-HP-Y63	TONER CART, HP CF412A (HP410A) yellow	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	5049.2		0.00
264	44103103-HX-Y54	TONER CART, HP CF412XC (HP410XC) yellow	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	7472.4		0.00
265	44103103-HP-M63	TONER CART, HP CF413A (HP410A) magenta	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	5049.2		0.00
266	44103103-HX-M54	TONER CART, HP CF413XC (HP410XC) magenta	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	7472.4		0.00
267	44103103-HP-B34	TONER CART, HP Q2612A, Black	cart			5	5	15,823.60		10	10	31,647.20			5	5	15,823.60		5	5	15,823.60	25.00	3164.72	79,118.00
268	44103103-HP-B39	TONER CART, HP Q5942A, Black	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	7482.8		0.00
269	44103103-HP-B48	TONER CART, HP Q7553A, Black	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	3972.8		0.00
270	44103103-LX-B03	TONER CART, LEXMARK E360H11P, Black	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	8874.32		0.00
271	44103103-LX-B05	TONER CART, LEXMARK T650A11P, Black	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	9630.4		0.00
272	44103103-SA-B06	TONER CART, SAMSUNG MLT-D101S, Black	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	2641.6		0.00
273	44103103-SA-B07	TONER CART, SAMSUNG MLT-D103S, Black	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	2912		0.00
274	44103103-SA-B08	TONER CART, SAMSUNG MLT-D104S, Black	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	2444		0.00
275	44103103-SA-B09	TONER CART, SAMSUNG MLT-D105L, Black	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	2787.2		0.00
276	44103103-SA-B14	TONER CART, SAMSUNG MLT-D108S, Black	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	2745.6		0.00
277	44103103-SA-B21	TONER CART, SAMSUNG MLT-D203E, Black	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	7124		0.00
278	44103103-SA-B18	TONER CART, SAMSUNG MLT-D203L, Black	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	4617.6		0.00
279	44103103-SA-B20	TONER CART, SAMSUNG MLT-D203U, black	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	9464		0.00
280	44103103-SA-B12	TONER CART, SAMSUNG MLT-D205E, Black	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	9204		0.00
281	44103103-SA-B05	TONER CART, SAMSUNG MLT-D205L, Black	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	5064.8		0.00
282	44103103-SA-B10	TONER CART, SAMSUNG SCX-D6555A, Black	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	4357.6		0.00
283	44103103-BR-B15	TONER CARTRIDGE, BROTHER TN-3478, Black, for printer HL-6400DW	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	6069.44		0.00
284	44103103-CA-B00	TONER CARTRIDGE, CANON 324 II, for printer LBP6780x	cart				0	0.00			0	0.00			0	0.00			0	0.00	0.00	13399.36		0.00
Audio and Visual Equipment and Supplies																								
285	45121517-DC-C01	DOCUMENT CAMERA, 3.2M pixels	unit				0	0.00			0	0.00			0	0.00			0	0.00	0.00	28860		0.00
286	45111609-MM-P01	MULTIMEDIA PROJECTOR, 4000 min ANSI Lumens	unit				0	0.00			0	0.00			0	0.00			0	0.00	0.00	18616		0.00



Flag or Accessories																							
287	55121905-PH-F01	PHILIPPINE NATIONAL FLAG, 100% polyester	piece	1		1	319.28			0	0.00			0	0.00			0	0.00	1.00	319.28		319.28
Printed Publications																							
288	55101524-RA-H01	HANDBOOK (RA 9184), 7th Edition	book		13	13	601.64			0	0.00			0	0.00			0	0.00	13.00	46.28		601.64
Fire Fighting Equipment																							
289	46191601-FE-H01	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1144		0.00
290	46191601-FE-H01	FIRE EXTINGUISHER, PURE HCFC 123, 4.5kgs	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	4992		0.00
Consumer Electronics																							
291	52161535-DV-R01	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	6828.1408		0.00
Furniture and Furnishings																							
292	56101504-CH-B01	CHAIR, monobloc, beige, with backrest, w/o armrest	piece			0	0.00			0	0.00			0	0.00			0	0.00	0.00	262.6		0.00
293	56101504-CH-W01	CHAIR, monobloc, white, with backrest, w/o armrest	piece			0	0.00			0	0.00			0	0.00			0	0.00	0.00	262.6		0.00
294	56101519-TM-S01	TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")min	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1326		0.00
295	56101519-TM-S02	TABLE, MONOBLOC, BEIGE, 889 x 889mm (35" x 35")min	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1326		0.00
Arts and Crafts Equipment and Accessories and Supplies																							
296	60121413-CB-P01	CLEARBOOK, 20 transparent pockets, for A4 size	piece			0	0.00		14	14	556.92			0	0.00			0	0.00	14.00	39.78		556.92
297	60121413-CB-P02	CLEARBOOK, 20 transparent pockets, for LEGAL size	piece			0	0.00		19	19	805.22			0	0.00			0	0.00	19.00	42.38		805.22
298	60121534-ER-P01	ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece			0	0.00		35	35	156.89			0	0.00			0	0.00	35.00	4.4826		156.89
299	60121524-SP-G01	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece		40	40	1,384.45		45	45	1,557.50		40	40	1,384.45			0	0.00	125.00	34.6112		4,326.40
300	60121524-SP-G02	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece		50	50	1,730.56		50	50	1,730.56			0	0.00			0	0.00	100.00	34.6112		3,461.12
301	60121524-SP-G03	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece		4	4	138.44		5	5	173.06		5	5	173.06			0	0.00	14.00	34.6112		484.56
302	60121124-WR-P01	WRAPPING PAPER, kraft, 65gsm (-5%)	pack			0	0.00			0	0.00			0	0.00			0	0.00	0.00	129.6672		0.00
SOFTWARE																							
1	43230000-SFT-001	Business function specific software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00			0.00
2	43230000-SFT-002	Finance accounting and enterprise resource planning ERP software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00			0.00
3	43230000-SFT-003	Computer game or entertainment software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00			0.00
4	43230000-SFT-004	Content authoring and editing software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00			0.00
5	43230000-SFT-005	Content management software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00			0.00
6	43230000-SFT-006	Data management and query software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00			0.00
7	43230000-SFT-007	Development software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00			0.00
8	43230000-SFT-008	Educational or reference software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00			0.00
9	43230000-SFT-009	Industry specific software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00			0.00
10	43230000-SFT-010	Network applications software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00			0.00
11	43230000-SFT-011	Network management software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00			0.00
12	43230000-SFT-012	Networking software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00			0.00
13	43230000-SFT-013	Operating environment software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00			0.00
14	43230000-SFT-014	Security and protection software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00			0.00
15	43230000-SFT-015	Utility and device driver software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00			0.00
16	43230000-SFT-016	Information exchange software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00			0.00
OTHER SOFTWARE																							
1						0	0.00			0	0.00			0	0.00			0	0.00	0.00			0.00



2						0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00
3						0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00
PASSENGER AIR TRANSPORTATION																								
1	78111501-GFA-061	* Airline Ticket	ticket			0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00
<b>Motor Vehicles</b>																								
A. For the Exercise of the Executive Functions																								
B. For the Transport of Personnel, Equipment, Supplies, Product and Materials																								
C. For the Transport of Sick and/or Injured Persons																								
D. For Patrol Operations																								
F. For Disaster Response and Rescue/Relief Operations																								
H. For Fire Fighting Operations																								
<b>PART II. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)</b>																								
Common Electrical Supplies																								
1	40101701-AC-W01	Air Conditioning Unit, Window Inverter Type				0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00
2	40101701-AC-S01	Air Conditioning Unit, Split Type				0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00
3		Extension Wire, 12mm with 5 socket			1	1	500.00				0	0.00				0	0.00			0	0.00	1.00	500	500.00
4		Aircon, 1 HP				0	0.00			1	1	14,999.00				0	0.00			0	0.00	1.00	14,999	14,999.00
Common Office Equipment																								
1	44111905-WB-N01	White Board				0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00
2	44111911-WB-D01	White Board, Digital				0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00
3		Table Top Glass			2	2	1,000.00				0	0.00				0	0.00			0	0.00	2.00	500	1,000.00
4		Cabinet/Divider				0	0.00			1	1	10,000.00				0	0.00			0	0.00	1.00	10,000.00	10,000.00
5		Office Table				0	0.00			1	1	10,000.00				0	0.00			0	0.00	1.00	10,000.00	10,000.00
6		Rolling Tray				0	0.00			1	1	5,000.00				0	0.00			0	0.00	1.00	5,000.00	5,000.00
Common Office Supplies																								
1		Acetate, A4 size			8	8	3,000.00				0	0.00				0	0.00			0	0.00	8.00	375.00	3,000.00
2		Acetate, legal size			1	1	525.00				0	0.00				0	0.00			0	0.00	1.00	525.00	525.00
3		Ballpen, black			1000	1000	8,750.00			1000	1000	8,750.00			1000	1000	8,750.00		976	976	8,540.00	3,976.00	8.75	34,790.00
4		Ballpen, blue			130	130	1,137.50			200	200	1,750.00			200	200	1,750.00		130	130	1,137.50	660.00	8.75	5,775.00
5		Ballpen, red			20	20	175.00			20	20	175.00			29	29	253.75			0	0.00	69.00	8.75	603.75
6		Battery AA, chargeable			9	9	3,330.00				0	0.00				0	0.00			0	0.00	9.00	370.00	3,330.00
7		Battery AAA, chargeable			19	19	6,080.00				0	0.00				0	0.00			0	0.00	19.00	320.00	6,080.00
8		Bond paper, assorted color, legal size			2	2	510.00			3	3	765.00			2	2	510.00			0	0.00	7.00	255.00	1,785.00
9		Folder plastic, legal size			5	5	1,320.00			7	7	1,848.00				0	0.00			0	0.00	12.00	264.00	3,168.00
10		Folder plastic, A4 size			5	5	1,162.50			6	6	1,395.00				0	0.00			0	0.00	11.00	232.50	2,557.50
11		Folder sliding, plastic legal size			14	14	210.00			25	25	375.00			25	25	375.00		12	12	180.00	76.00	15.00	1,140.00
12		Folder sliding, plastic A4 size			10	10	150.00			15	15	225.00			15	15	225.00		12	12	180.00	52.00	15.00	780.00
13		Cartolina, white color			4	4	312.00			10	10	780.00			10	10	780.00		4	4	312.00	28.00	78.00	2,184.00
14		Certificate holder, hardbound 9"X12"			15	15	5,625.00			15	15	5,625.00			10	10	3,750.00			0	0.00	40.00	375.00	15,000.00
15		Certificate/photo frame			15	15	3,588.75			15	15	3,588.75			9	9	2,153.25			0	0.00	39.00	239.25	9,330.75
16		Clip bulldog, 73mm (3")			14	14	1,365.00			15	15	1,462.50				0	0.00			0	0.00	29.00	97.50	2,827.50



17	Columnar notebook, 12 columns			10	10	312.00			14	14	436.80				0	0.00			0	0.00	24.00	31.20	748.80
18	Correction pen, metal tip			10	10	1,875.00			12	12	2,250.00			10	10	1,875.00		10	10	1,875.00	42.00	187.50	7,875.00
19	Data folder with ring finger (3"x9"x15")			125	125	14,437.50			150	150	17,325.00			150	150	17,325.00		75	75	8,662.50	500.00	115.50	57,750.00
20	Folder, pressboard legal size 100's/box			20	20	28,174.40			50	50	70,436.00			50	50	70,436.00		35	35	49,305.20	155.00	1,408.72	218,351.60
21	Folder colored			4	4	140.00			4	4	140.00			4	4	140.00			0	0.00	12.00	35.00	420.00
22	Guntacker, staple wire				0	0.00			4	4	990.00				0	0.00			0	0.00	4.00	247.50	990.00
23	Manila paper			76	76	2,831.00				0	0.00				0	0.00			0	0.00	76.00	37.25	2,831.00
24	Map pin, round head 100s/case			10	10	622.50			10	10	622.50			10	10	622.50			0	0.00	30.00	62.25	1,867.50
25	Marker Permanent, refill, black				0	0.00			3	3	366.75				0	0.00			0	0.00	3.00	122.25	613.80
26	Marker Whiteboard, refill, black				0	0.00			3	3	613.80				0	0.00			0	0.00	3.00	204.60	225.00
27	Marker Whiteboard, refill, blue				0	0.00			2	2	225.00				0	0.00			0	0.00	2.00	112.50	5,775.00
28	Marker, permanent, chisel type, black			20	20	1,500.00			20	20	1,500.00			20	20	1,500.00		17	17	1,275.00	77.00	75.00	2,025.00
29	Marker, permanent, chisel type, blue			7	7	525.00			10	10	750.00			10	10	750.00			0	0.00	27.00	75.00	525.00
30	Marker, permanent, chisel type, red				0	0.00			7	7	525.00				0	0.00			0	0.00	7.00	75.00	47,076.00
31	Notebook, without spring (40 leaves)			1000	1000	12,000.00			1000	1000	12,000.00			1000	1000	12,000.00		923	923	11,076.00	3,923.00	12.00	900.00
32	Paper Canon, A4				0	0.00			1	1	900.00				0	0.00			0	0.00	1.00	900.00	27,300.00
33	Paper Canon, Legal size			5	5	5,250.00			10	10	10,500.00			6	6	6,300.00		5	5	5,250.00	26.00	1,050.00	2,592.00
34	Paper clamp			10	10	540.00			15	15	810.00			15	15	810.00		8	8	432.00	48.00	54.00	689.00
35	Paper clip, 48mm plastic			6	6	318.00			7	7	371.00				0	0.00			0	0.00	13.00	53.00	2,751.00
36	Paper Fastener, metal			14	14	1,375.50			14	14	1,375.50				0	0.00			0	0.00	28.00	98.25	6,825.00
37	Paper Fastener, plastic			25	25	1,312.50			40	40	2,100.00			40	40	2,100.00		25	25	1,312.50	130.00	52.50	105.00
38	Paper Sticker, long size (for labelling)				0	0.00			1	1	105.00				0	0.00			0	0.00	1.00	105.00	10,800.00
39	Paper, canon asstd. Legal size			3	3	2,700.00			5	5	4,500.00			4	4	3,600.00			0	0.00	12.00	900.00	137,965.00
40	Paper multicopy, A4 size			133	133	27,265.00			200	200	41,000.00			200	200	41,000.00		140	140	28,700.00	673.00	205.00	181,000.00
41	Paper multicopy, legal size			150	150	37,500.00			220	220	55,000.00			206	206	51,500.00		148	148	37,000.00	724.00	250.00	6,375.00
42	Paper, tabloid A3			4	4	1,500.00			5	5	1,875.00			5	5	1,875.00		3	3	1,125.00	17.00	375.00	3,950.10
43	Pencil Individual			85	85	841.50			119	119	1,178.10			110	110	1,089.00		85	85	841.50	399.00	9.90	411.84
44	Pencil, mechanical lead, 0.5mm			4	4	137.28			4	4	137.28			4	4	137.28			0	0.00	12.00	34.32	10,665.00
45	Photopaper			15	15	2,025.00			25	25	3,375.00			24	24	3,240.00		15	15	2,025.00	79.00	135.00	7,650.00
46	Planner with black cover	17			17	7,650.00				0	0.00				0	0.00			0	0.00	17.00	450.00	1,000.00
47	Postage Stamp			50	50	250.00			150	150	750.00				0	0.00			0	0.00	200.00	5.00	6,010.00
48	Postage Stamp			100	100	1,000.00			200	200	2,000.00			200	200	2,000.00		101	101	1,010.00	601.00	16.00	120,000.00
49	Postage Stamp			1000	1000	20,000.00			2000	2000	40,000.00			2000	2000	40,000.00		1000	1000	20,000.00	6,000.00	20.00	5,000.00
50	Postage Stamp			100	100	2,500.00			100	100	2,500.00				0	0.00			0	0.00	200.00	25.00	720.00
51	Push Pin, flat head type 100'./case			12	12	360.00			12	12	360.00				0	0.00			0	0.00	24.00	30.00	4,657.50
52	Record book, 150 pages			10	10	675.00			25	25	1,687.50			24	24	1,620.00		10	10	675.00	69.00	67.50	378.00
53	Ribbon, typewriter			7	7	189.00			7	7	189.00				0	0.00			0	0.00	14.00	27.00	303.00
54	Ring binder, 19mm X 1.12m , plastic 10 pcs/bundle				0	0.00			2	2	303.00				0	0.00			0	0.00	2.00	151.50	690.00
55	Ring binder, 25mm X 1.12m , plastic 10 pcs/bundle				0	0.00			4	4	690.00				0	0.00			0	0.00	4.00	172.50	4,151.04
56	Ring binder, 28mm X 1.12m , plastic 10 pcs/bundle				0	0.00			12	12	4,151.04				0	0.00			0	0.00	12.00	345.92	2,625.00
57	Rubber stamp			4	4	1,500.00			3	3	1,125.00				0	0.00			0	0.00	7.00	375.00	150.00
58	Dater Stamp			1	1	150.00				0	0.00				0	0.00			0	0.00	1.00	150.00	450.00
59	Received Stamp			3	3	450.00				0	0.00				0	0.00			0	0.00	3.00	150.00	



60	Stamp Pad Ink, violet, 500ml				1	1	198.50			0	0.00				0	0.00			0	0.00	1.00	198.50	198.50
61	Sharpener, single cutterhead				1	1	178.00			0	0.00				0	0.00			0	0.00	1.00	178.00	178.00
62	Sign pen (0.5 mm), blue				50	50	3,375.00		80	80	5,400.00			80	80	5,400.00		50	50	3,375.00	260.00	67.50	17,550.00
63	Sign pen (0.7 mm), black/Blue				5	5	375.00			0	0.00				0	0.00			0	0.00	5.00	75.00	375.00
64	Sign pen refill (0.5mm), black				15	15	1,012.50		24	24	1,620.00			25	25	1,687.50		15	15	1,012.50	79.00	67.50	5,332.50
65	Sign pen refill (0.5mm), Blue				10	10	675.00		19	19	1,282.50			15	15	1,012.50		10	10	675.00	54.00	67.50	3,645.00
66	Sign pen, 0.5mm, black				50	50	6,000.00		75	75	9,000.00			75	75	9,000.00		53	53	6,360.00	253.00	120.00	30,360.00
67	Scissors (Big)				4	4	450.00		10	10	1,125.00			5	5	562.50			0	0.00	19.00	112.50	2,137.50
68	Staple wire # 10				5	5	112.50		6	6	135.00				0	0.00			0	0.00	11.00	22.50	247.50
69	Staple wire remover					0	0.00		3	3	300.00				0	0.00			0	0.00	3.00	100.00	300.00
70	Stapler with remover (big)					0	0.00		5	5	2,525.00				0	0.00			0	0.00	5.00	505.00	2,525.00
71	Styrofoam cutter					0	0.00		5	5	9,000.00				0	0.00			0	0.00	5.00	1,800.00	9,000.00
72	Tape, double adhesive				7	7	525.00		15	15	1,125.00			15	15	1,125.00		8	8	600.00	45.00	75.00	3,375.00
73	Data Folder, hardbound					0	0.00		3	3	369.00				0	0.00			0	0.00	3.00	123.00	369.00
74	Mat Film		1			1	7,000.00			0	0.00				0	0.00			0	0.00	1.00	7,000.00	7,000.00
75	Coated Paper		1			1	5,000.00			0	0.00				0	0.00			0	0.00	1.00	5,000.00	5,000.00
76	Paper Fastener - plastic		5			5	155.00			0	0.00				0	0.00			0	0.00	5.00	31.00	155.00
77	Envelope Plastic (Long)		100			100	690.00			0	0.00				0	0.00			0	0.00	100.00	6.90	690.00
Common Janitorial Supplies																							
1	Bathroom soap				4	4	104.00		4	4	104.00			3	3	78.00			0	0.00	11.00	26.00	286.00
2	Chlorine				1	1	110.00		2	2	220.00				0	0.00			0	0.00	3.00	110.00	330.00
3	Diswashing liquid				11	11	550.00		16	16	800.00			16	16	800.00		12	12	600.00	55.00	50.00	2,750.00
4	Doormat					0	0.00		9	9	630.00				0	0.00			0	0.00	9.00	79.00	630.00
5	Feather Duster				2	2	300.00			0	0.00				0	0.00			0	0.00	2.00	150.00	300.00
Office Equipment and Accessories																							
1	USB flash disc, 32gb					0	0.00		9	9	7,200.00				0	0.00			0	0.00	9.00	800	7,200.00
2						0	0.00			0	0.00				0	0.00			0	0.00	0.00		0.00
3						0	0.00			0	0.00				0	0.00			0	0.00	0.00		0.00
4						0	0.00			0	0.00				0	0.00			0	0.00	0.00		0.00
5						0	0.00			0	0.00				0	0.00			0	0.00	0.00		0.00
Office Supplies																							
1	Documentary stamp				100	100	1,500.00		150	150	2,250.00			150	150	2,250.00		24	24	360.00	424.00	15.00	6,360.00
2	Folder expanded, green color-legal size				125	125	1,250.00		200	200	2,000.00			200	200	2,000.00		129	129	1,290.00	654.00	10.00	6,540.00
3	Folder ordinary, white - legal size				20	20	160.00		30	30	240.00			30	30	240.00		20	20	160.00	100.00	8.00	800.00
Audio and visual presentation and composing equipment																							
1	52161505-TV-S01 SMART Television					0	0.00			0	0.00				0	0.00			0	0.00	0.00		0.00
2	52161520-MC-M01 Microphone					0	0.00			0	0.00				0	0.00			0	0.00	0.00		0.00
3	52161512-SP-K01 Speakers					0	0.00			0	0.00				0	0.00			0	0.00	0.00		0.00
4	32101514-AM-P01 Amplifier					0	0.00			0	0.00				0	0.00			0	0.00	0.00		0.00
5	52161517-EQ-E01 Equalizer					0	0.00			0	0.00				0	0.00			0	0.00	0.00		0.00
6	LCD Projector with screen (outdoor)					0	0.00		2	2	29,800.00				0	0.00			0	0.00	2.00	14,900	29,800.00
Photographic or filming or video equipment																							
1	45121500-HD-C01 HD Camera					0	0.00			0	0.00				0	0.00			0	0.00	0.00		0.00



2	45121504-DS-C01	DSLR Camera					0	0.00				0	0.00				0	0.00	0.00			0.00				
3	45121516-VH-C01	HD Video Camera					0	0.00				0	0.00				0	0.00	0.00			0.00				
4		Battery charger, canon powershoot A3300 ISO					0	0.00			10	10	22,500.00				0	0.00	10.00	2,250.00		22,500.00				
5		Digital Camera					0	0.00			1	1	10,951.00				0	0.00	1.00	10,951		10,951.00				
Cleaning Equipment and Supplies																										
1		Floorwax liquid, 3.75-5.0L/plastic container				3	3	1,800.00			7	7	4,200.00			7	7	4,200.00		3	3	1,800.00	20.00	600.00		12,000.00
2		Glass cleaner with sprayer				3	3	15,735.00			5	5	26,225.00			5	5	26,225.00		3	3	15,735.00	16.00	5,245.00		83,920.00
3		Insecticide, mosquito spray, 600ml/can				5	5	900.00			10	10	1,800.00			10	10	1,800.00		10	10	1,800.00	35.00	180.00		6,300.00
4		Muriatic acid				1	1	225.00			1	1	225.00			1	1	225.00		1	1	225.00	4.00	225.00		900.00
5		Toilet bowl, brush				5	5	562.50				0	0.00				0	0.00		0	0.00	5.00	112.50		562.50	
6		Toilet deodorant cake, 3pcs/pack				5	5	187.50			5	5	187.50			5	5	187.50		7	7	262.50	22.00	37.50		825.00
7		Waste basket, plastic				5	5	225.00				0	0.00				0	0.00		0	0.00	5.00	45.00		225.00	
Paper Materials and Products																										
1		Check booklets-101 MDS				15	15	6,750.00			15	15	6,750.00				0	0.00		0	0.00	30.00	450.00		13,500.00	
2		Index card for TEV & Creditors				350	350	3,500.00			350	350	3,500.00				0	0.00		0	0.00	700.00	10.00		7,000.00	
3		Inventory sticker					0	0.00				0	0.00			2000	2000	12,000.00			0	0.00	2,000.00	6.00		12,000.00
4		Subsidiary Ledger (GSIS Prem./Loan)				300	300	4,500.00				0	0.00				0	0.00		0	0.00	300.00	15.00		4,500.00	
5		Subsidiary Ledger (Pag-ibig Prem./Loan)				300	300	4,500.00				0	0.00				0	0.00		0	0.00	300.00	15.00		4,500.00	
Lighting and fixtures and accessories																										
1	39100000-LB-B01	LED bulb, 23 watts				0	0.00			24	24	9,600.00				0	0.00		0	0.00	24.00	400.00			9,600.00	
2						0	0.00				0	0.00				0	0.00		0	0.00	0.00				0.00	
3						0	0.00				0	0.00				0	0.00		0	0.00	0.00				0.00	
4						0	0.00				0	0.00				0	0.00		0	0.00	0.00				0.00	
5						0	0.00				0	0.00				0	0.00		0	0.00	0.00				0.00	
Electrical equipment and components and supplies																										
1		Laser Pointer Pen				0	0.00				0	0.00			6	6	5,400.00			0	0.00	6.00	900		5,400.00	
2						0	0.00				0	0.00				0	0.00		0	0.00	0.00				0.00	
3						0	0.00				0	0.00				0	0.00		0	0.00	0.00				0.00	
4						0	0.00				0	0.00				0	0.00		0	0.00	0.00				0.00	
5						0	0.00				0	0.00				0	0.00		0	0.00	0.00				0.00	
Computer Supplies																										
1		Computer Mini keyboard (usb connection type)				0	0.00			3	3	2,250.00				0	0.00		0	0.00	3.00	750.00			2,250.00	
2		Computer mouse, wireless				0	0.00			8	8	9,000.00				0	0.00		0	0.00	8.00	1,125.00			9,000.00	
3		HDMI				0	0.00			2	2	4,500.00				0	0.00		0	0.00	2.00	2,250.00			4,500.00	
4		Keyboard, built in				0	0.00				0	0.00			5	5	15,000.00			0	0.00	5.00	3,000.00			15,000.00
5		Computer keyboard (usb connection type)				0	0.00			1	1	600.00				0	0.00		0	0.00	1.00	600			600.00	
Common ICT Equipment																										
1	43212105-LC-P01	PRINTER, LASER, Color				0	0.00				0	0.00				0	0.00		0	0.00	0.00				0.00	
2	43212104-PI-M01	PRINTER, Inkjet, Monochrome				0	0.00				0	0.00				0	0.00		0	0.00	0.00				0.00	
3	43212104-PI-C01	PRINTER, Inkjet, Color				0	0.00				0	0.00				0	0.00		0	0.00	0.00				0.00	
4	43212105-PP-001	Portable Printer				0	0.00				0	0.00				0	0.00		0	0.00	0.00				0.00	
5	43211509-AT-001	Android Tablet				0	0.00				0	0.00				0	0.00		0	0.00	0.00				0.00	
6	43222610-HS-001	Hub/Switches				0	0.00				0	0.00				0	0.00		0	0.00	0.00				0.00	



7	43222609-NR-001	Network Routers				0	0.00				0	0.00				0	0.00			0	0.00	0.00			0.00
8	43222640-WA-P01	Wireless Access Point				0	0.00				0	0.00				0	0.00			0	0.00	0.00			0.00
9	43211711-SF-001	Scanner, Flatbed				0	0.00				0	0.00				0	0.00			0	0.00	0.00			0.00
10	45111601-WP-P01	Wireless Pointing Device / Laser Pointer				0	0.00				0	0.00				0	0.00			0	0.00	0.00			0.00
11	81112306-MF-P01	Multi Function PRINTER				0	0.00				0	0.00				0	0.00			0	0.00	0.00			0.00
12	39121011-UP-S01	UNINTERRUPTIBLE POWER SUPPLY (UPS)				0	0.00				0	0.00				0	0.00			0	0.00	0.00			0.00
13	43191501-MP-001	Mobile Phone				0	0.00				0	0.00				0	0.00			0	0.00	0.00			0.00
14	43211711-SC-001	Scanner, Colored, Double sided, feeder type				0	0.00				0	0.00				0	0.00			0	0.00	0.00			0.00
15		Printer Epson L120 series				0	0.00			3	3	24,750.00				0	0.00			0	0.00	3.00	8,250		24,750.00
16		Computer printer				0	0.00			1	1	7,000.00				0	0.00			0	0.00	1.00	7,000		7,000.00
17		Computer monitor LCD				0	0.00			3	3	12,000.00				0	0.00			0	0.00	3.00	4,000		12,000.00
18		UPS			3	3	10,500.00				0	0.00				0	0.00			0	0.00	3.00	3,500.00		10,500.00
19		External Hard Disk				0	0.00			2	2	3,800.00				0	0.00			0	0.00	2.00	1,900.00		3,800.00
20		Fax Machine				0	0.00			1	1	5,350.00				0	0.00			0	0.00	1.00	5,350.00		5,350.00
21		Cellphone			6	6	60,000.00				0	0.00				0	0.00			0	0.00	6.00	10,000.00		60,000.00

#### Consumables

1		Toner cartridge, NPG32			5	5	33,000.00				0	0.00	5		5	10	66,000.00			0	0.00	15.00	6,600.00		99,000.00
2		Toner refill Canon 303			10	10	30,000.00			17	17	51,000.00			10	10	30,000.00			0	0.00	37.00	3,000.00		111,000.00
3		Drum, Brother photocopier TN2255				0	0.00			1	1	3,850.00				0	0.00			0	0.00	1.00	3,850.00		3,850.00
4		Drum, canon IR104			1	1	12,000.00			2	2	24,000.00			2	2	24,000.00			0	0.00	5.00	12,000.00		60,000.00
5		Duplo ink			5	5	6,847.50			5	5	6,847.50			5	5	6,847.50		6	6	8,217.00	21.00	1,369.50		28,759.50
6		Ink cartridge HP#46, black			1	1	727.50			5	5	3,637.50				0	0.00			0	0.00	6.00	727.50		4,365.00
7		Ink cartridge HP#46, tricolor			3	3	2,182.50			3	3	2,182.50				0	0.00			0	0.00	6.00	727.50		4,365.00
8		INK CART, BROTHER LC67B, Black			3	3	4,504.50			3	3	4,504.50				0	0.00			0	0.00	6.00	1,501.50		9,009.00
9		INK CART, BROTHER LC67C, Cyan			3	3	2,702.70			3	3	2,702.70				0	0.00			0	0.00	6.00	900.90		5,405.40
10		INK CART, BROTHER LC67M, Magenta			3	3	2,722.50			3	3	2,722.50				0	0.00			0	0.00	6.00	907.50		5,445.00
11		INK CART, BROTHER LC67Y, Yellow			3	3	2,722.50			3	3	2,722.50				0	0.00			0	0.00	6.00	907.50		5,445.00
12		Ink cartridge, brother LC40, black			7	7	16,800.00			7	7	16,800.00				0	0.00	7		7	16,800.00	21.00	2,400.00		50,400.00
13		Ink cartridge, brother LC40, cyan			7	7	9,082.50			7	7	9,082.50				0	0.00	7		7	9,082.50	21.00	1,297.50		27,247.50
14		Ink cartridge, brother LC40, magenta			7	7	9,082.50			7	7	9,082.50				0	0.00	7		7	9,082.50	21.00	1,297.50		27,247.50
15		Ink cartridge, brother LC40, yellow			7	7	9,082.50			7	7	9,082.50				0	0.00	7		7	9,082.50	21.00	1,297.50		27,247.50
16		Ink cartridge, Epson Bk-T6731, black			1	1	1,050.00			1	1	1,050.00				0	0.00			0	0.00	2.00	1,050.00		2,100.00
17		Ink cartridge, Epson Bk-T6731, black			1	1	1,050.00			1	1	1,050.00				0	0.00			0	0.00	2.00	1,050.00		2,100.00
18		Ink cartridge, Epson LC-T6735, Light Cyan			1	1	1,050.00			1	1	1,050.00				0	0.00			0	0.00	2.00	1,050.00		2,100.00
19		Ink cartridge, Epson LM-T6736, Light Magenta			1	1	1,050.00			1	1	1,050.00				0	0.00			0	0.00	2.00	1,050.00		2,100.00
20		Ink cartridge, Epson M-T6733, Magenta			1	1	1,050.00			1	1	1,050.00				0	0.00			0	0.00	2.00	1,050.00		2,100.00
21		Ink cartridge, Epson Y-T6734, Yellow			1	1	1,050.00			1	1	1,050.00				0	0.00			0	0.00	2.00	1,050.00		2,100.00
22		Ink cartridge, Epson C13T00S14A (Black)			10	10	7,000.00			15	15	10,500.00			15	15	10,500.00		8	8	5,600.00	48.00	700.00		33,600.00
23		Ink cartridge, Epson C13T00S24A (Cyan)			4	4	2,800.00			4	4	2,800.00			4	4	2,800.00		4	4	2,800.00	16.00	700.00		11,200.00
24		Ink cartridge, Epson C13T00S34A (Magenta)			3	3	2,100.00			3	3	2,100.00			3	3	2,100.00		3	3	2,100.00	12.00	700.00		8,400.00
25		Ink cartridge, Epson C13T00S44A (Yellow)			3	3	2,100.00			3	3	2,100.00			3	3	2,100.00		3	3	2,100.00	12.00	700.00		8,400.00



26		Universal Ink, Black			4	4	2,000.00			4	4	2,000.00			4	4	2,000.00		3		3	1,500.00	15.00	500.00	7,500.00
27		Universal Ink, Cyan			3	3	1,500.00			4	4	2,000.00			3	3	1,500.00				0	0.00	10.00	500.00	5,000.00
28		Universal Ink, Magenta			3	3	1,500.00			4	4	2,000.00			3	3	1,500.00				0	0.00	10.00	500.00	5,000.00
29		Universal Ink, Yellow			3	3	1,500.00			4	4	2,000.00			3	3	1,500.00				0	0.00	10.00	500.00	5,000.00
30		Toner Cartridge for Canon LBP 2900 (703)			3	3	7,500.00			5	5	12,500.00			5	5	12,500.00		4		4	10,000.00	17.00	2,500.00	42,500.00
31		Ink cartridge,Brother LC73HYBK, black			4	4	9,000.00			4	4	9,000.00			4	4	9,000.00				0	0.00	12.00	2,250.00	27,000.00
32		Ink cartridge,Brother LC73HYC, Cyan			1	1	1,350.00			2	2	2,700.00			1	1	1,350.00				0	0.00	4.00	1,350.00	5,400.00
33		Ink cartridge,Brother LC73HYM, magenta			1	1	1,350.00			2	2	2,700.00			1	1	1,350.00				0	0.00	4.00	1,350.00	5,400.00
34		Ink Epson L385, black			1	1	525.00			2	2	1,050.00			1	1	525.00				0	0.00	4.00	525.00	2,100.00
35		Ink Epson L385, Cyan			1	1	525.00			2	2	1,050.00			1	1	525.00				0	0.00	4.00	525.00	2,100.00
36		Ink Epson L385, magenta			1	1	525.00			1	1	525.00			1	1	525.00				0	0.00	3.00	525.00	1,575.00
37		Ink Epson L385, yellow			1	1	525.00			1	1	525.00			1	1	525.00				0	0.00	3.00	525.00	1,575.00
38		Ink, Canon # 35, black			15	15	12,937.50			20	20	17,250.00			20	20	17,250.00		10		10	8,625.00	65.00	862.50	56,062.50
39		Ink, Canon # 36, colored			10	10	14,025.00			15	15	21,037.50			15	15	21,037.50		9		9	12,622.50	49.00	1,402.50	68,722.50
40		Toner cartridge Brother TN2280			4	4	22,800.00			4	4	22,800.00			4	4	22,800.00				0	0.00	12.00	5,700.00	68,400.00
41		Ink cartridge,Brother LC73HYF, yellow			1	1	1,350.00			2	2	2,700.00			1	1	1,350.00				0	0.00	4.00	1,350.00	5,400.00
42		Toner cartridge, Canon 325 LBP 6000 series			1	1	5,250.00				0	0.00				0	0.00				0	0.00	1.00	5,250.00	5,250.00
43		HP 11 PRINT HEAD Black			2	2	6,000.00				0	0.00				0	0.00				0	0.00	2.00	3,000.00	6,000.00
44		HP 11 PRINT HEAD magenta			2	2	6,000.00				0	0.00				0	0.00				0	0.00	2.00	3,000.00	6,000.00
45		HP 11 PRINT HEAD yellow			2	2	6,000.00				0	0.00				0	0.00				0	0.00	2.00	3,000.00	6,000.00
46		HP 11 PRINT HEAD blue			4	4	12,000.00				0	0.00				0	0.00				0	0.00	4.00	3,000.00	12,000.00
47		HP 82, black (69ml)				0	0.00				0	0.00			2	2	5,166.00				0	0.00	2.00	2,583.00	5,166.00
48		HP 82, Cyan (28ml)				0	0.00				0	0.00			2	2	5,166.00				0	0.00	2.00	2,583.00	5,166.00
49		HP 82, Magenta (28ml)				0	0.00				0	0.00			2	2	5,166.00				0	0.00	2.00	2,583.00	5,166.00
50		HP 82, Yellow (28ml)				0	0.00				0	0.00			2	2	5,166.00				0	0.00	2.00	2,583.00	5,166.00
51		Hp 933 xl magenta ink		1		1	1,400.00				0	0.00				0	0.00				0	0.00	1.00	1,400.00	1,400.00
52		Hp 933 xl yellow ink		1		1	1,400.00				0	0.00				0	0.00				0	0.00	1.00	1,400.00	1,400.00
53		Hp 933 xl cyan ink		1		1	1,400.00				0	0.00				0	0.00				0	0.00	1.00	1,400.00	1,400.00
54		Hp 933 xl black ink		2		2	5,000.00				0	0.00				0	0.00				0	0.00	2.00	2,500.00	5,000.00

#### Other Categories

1	42192418-GB-001	GO BAG, for disaster relief, rescue operations				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
2	60104701-SP-001	Solar Panel				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
3	46161604-LV-L01	Life Vest / Life Jacket (for emergency purposes / emergency preparedness / for disaster relief / rescue operations)				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
4	26111607-CC-S01	Charge Controller and DC Inverter for Solar Panel				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
5	46181502-BF-V01	Bullet proof vest				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
6	31162702-VW-001	Wheels, _____ (type of vehicle)				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
7	15100000-FF-001	Fuel				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
8	48101710-DW-F01	Drinking Water/ Fountain				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
9	26111729-AB-001	Auto Battery				0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00



10	Bag, pack			1		1	3,000.00			0	0.00			0	0.00			0	0.00	1.00	3,000.00	3,000.00
11	Raincoat, extra large			1		1	1,500.00			0	0.00			0	0.00			0	0.00	1.00	1,500.00	1,500.00
12	Trash Bag Large					0	0.00		9	9	2,700.00			0	0.00			0	0.00	9.00	300.00	2,700.00
13	Cup & Saucer					0	0.00	5		5	1,250.00			0	0.00			0	0.00	5.00	250.00	1,250.00
14	Plates					0	0.00	5		5	1,750.00			0	0.00			0	0.00	5.00	350.00	1,750.00
15	spoon & Fork					0	0.00	5		5	325.00			0	0.00			0	0.00	5.00	65.00	325.00
16	Soup Bowl					0	0.00	5		5	1,250.00			0	0.00			0	0.00	5.00	250.00	1,250.00
17	Serving Spoon					0	0.00	5		5	1,000.00			0	0.00			0	0.00	5.00	200.00	1,000.00
18	Serving Dish					0	0.00	5		5	2,500.00			0	0.00			0	0.00	5.00	500.00	2,500.00
19	Books (SCRA)				3	3	15,000.00			0	0.00			0	0.00			0	0.00	3.00	5,000.00	15,000.00

A. TOTAL												P	3,422,651.00
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)												P	342,265.10
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If applicable for motor vehicle and other items)													
D. GRAND TOTAL (A + B+ C)												P	3,764,916.09
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:												P	-
F. MONTHLY CASH REQUIREMENTS												P	-
G.1 Available at Procurement Service Stores			200,048.48		369,309.12		257,024.84		155,636.22	P	982,018.67		
G.2 Other Items not available at PS but regularly purchased from other sources			643,872.13		856,070.22		627,908.78		312,781.20	P	2,440,632.33		
TOTAL MONTHLY CASH REQUIREMENTS			843,920.61		1,225,379.34		884,933.62		468,417.42	P	3,422,651.00		

\*Agency must put the monthly requirement for air tickets both local and international.

We hereby warrant that the total amount reflected in this Annual Supplies/ Equipment 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:

SUEME FE S. MONTEROLA  
Property/Supplier Officer

Date Prepared: September 13, 2019

Certified Funds Available / Certified Appropriate Funds Available: Approved by:

JESSICA A. FULACHE  
Accountant / Local Budget Officer

JAMIL P. AMATONDING, JR.  
Head of Office/Agency