

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. 2018-10 dated November 8, 2018, 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 UNSPSC 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
- 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 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 - Main
Region: National Capital Region
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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	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4					
PART I. AVAILABLE AT PROCUREMENT SERVICE STORES																						
Pesticides or Pest Repellents																						
1	10191509-IN-A01	INSECTICIDE, aerosol type, net content: 600ml min	can	99	83	48	230	80	56	30	166	102	77	32	211	71	49	30	150	757.00	139.36	105,495.52
Solvents																						
2	12191601-AL-E01	ALCOHOL, ethyl, 68%-70%, scented, 500ml (-5ml)	bottle	194	113	67	374	182	123	57	362	205	101	55	361	185	116	48	349	1,446.00	43.99	63,612.43
Color Compounds and Dispersions																						
3	12171703-SI-P01	STAMP PAD INK, purple or violet	bottle	32	17	6	55	10	7	4	21	15	17	4	36	5	7	4	16	128.00	24.63	3,152.28
Films																						
4	13111203-AC-F01	ACETATE, thickness: 0.075mm min (gauge #3)	roll	0	2	2	4	0	3	2	5	0	2	2	4	0	2	2	4	17.00	737.24	12,533.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			
5	13111201-CF-P01	CARBON FILM, PE, black, size 210mm x 297mm	box	0	2	2	4	0	2	3	5	0	2	2	4	0	2	2	4	17.00	208.52	3,544.84
6	13111201-CF-P02	CARBON FILM, PE, black, size 216mm x 330mm	box	0	0	2	2	0	0	3	3	0	0	2	2	0	0	2	2	9.00	208.52	1,876.68
Paper Materials and Products																						
7	14111525-CA-A01	CARTOLINA, assorted colors	pack	20	20	52	92	18	46	17	81	29	48	21	98	22	22	6	50	321.00	72.78	23,362.12
8	14111506-CF-L11	CONTINUOUS FORM, 1 PLY, 280 x 241mm	box	15	0	0	15	10	0	0	10	10	0	0	10	10	0	0	10	45.00	682.24	30,700.80
9	14111506-CF-L12	CONTINUOUS FORM, 1 PLY, 280 x 378mm	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	1,029.60	0.00
10	14111506-CF-L22	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	box	10	0	0	10	5	0	0	5	5	0	0	5	5	0	0	5	25.00	1,300.00	32,500.00
11	14111506-CF-L21	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	box	10	0	0	10	10	0	0	10	10	0	0	10	10	0	0	10	40.00	765.44	30,617.60
12	14111506-CF-L31	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	596.80	0.00
13	14111506-CF-L32	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	1,034.80	0.00
14	14111609-LI-C01	LOOSELEAF COVER, made of chipboard, for legal	bundle	16	0	5	21	1	0	2	3	1	0	2	3	0	0	2	2	29.00	670.70	19,450.18
15	14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	206	105	52	363	166	91	54	311	159	121	44	324	139	91	44	274	1,272.00	32.22	40,982.82
16	14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	230	117	58	405	182	92	45	319	162	152	35	349	164	82	35	281	1,354.00	56.06	75,899.82
17	14111514-NP-S03	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad	194	121	60	375	184	116	47	347	163	146	39	348	166	106	39	311	1,381.00	41.50	57,305.98
18	14111514-NB-S01	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece	368	187	300	855	238	382	229	849	281	410	205	896	238	367	42	647	3,247.00	12.04	39,104.27
19	14111507-PP-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	427	260	275	962	477	340	296	1113	507	300	207	1014	370	260	185	815	3,904.00	132.37	516,777.16
20	14111507-PP-M02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	249	310	220	779	309	300	192	801	304	310	173	787	227	246	165	638	3,005.00	154.75	465,029.76
21	14111507-PP-C01	PAPER, Multi-Purpose (COPY) A4, 70 gsm	ream	508	263	421	1192	383	238	454	1075	408	253	404	1065	338	233	299	870	4,202.00	114.51	481,189.51
22	14111507-PP-C02	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	ream	85	11	39	135	114	19	38	171	114	63	12	189	59	41	0	100	595.00	129.98	77,337.62
23	14111531-PP-R01	PAPER, PAD, ruled, size: 216mm x 330mm (± 2mm)	pad	57	50	8	115	55	23	6	84	35	40	6	81	30	30	6	66	346.00	17.35	6,002.13
24	14111503-PA-P01	PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	ream	35	11	39	85	14	19	38	71	14	63	12	89	9	41	0	50	295.00	96.20	28,379.00
25	14111818-TH-P02	PAPER, THERMAL, 55gsm, size: 216mm±1mm x 30m-0.3m	roll	28	15	0	43	16	5	0	21	26	5	0	31	11	5	0	16	111.00	48.78	5,414.14
26	14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	51	36	29	116	32	30	20	82	34	40	30	104	22	30	15	67	369.00	70.72	26,095.68
27	14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	85	61	46	192	38	55	35	128	52	69	40	161	22	30	25	77	558.00	101.92	56,871.36
28	14111704-TT-P01	TOILET TISSUE PAPER 2-plys sheets, 150 pulls	pack	176	167	124	467	178	147	109	434	177	152	119	448	175	147	114	436	1,785.00	65.42	116,767.56
Batteries and Cells and Accessories																						
29	26111702-BT-A01	BATTERY, dry cell, AA, 2 pieces per blister pack	pack	134	83	47	264	78	49	32	159	126	59	22	207	64	47	16	127	757.00	19.73	14,934.70
30	26111702-BT-A02	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack	136	87	47	270	61	51	32	144	124	76	24	224	62	47	16	125	763.00	19.50	14,878.50
31	26111702-BT-A03	BATTERY, dry cell, D, 1.5 volts, alkaline	pack	0	4	5	9	3	3	3	9	3	3	3	9	3	1	3	7	34.00	88.40	3,005.60

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				Jan	Feb	Mar	Q1		April	May	June	Q2		July	Aug	Sept	Q3		Oct			
Manufacturing Components and Supplies																						
32	31201610-GL-J01	GLUE, all purpose, gross weight: 200 grams min	jar	59	39	33	131	22	27	27	76	47	33	19	99	16	27	19	62	368.00	47.82	17,597.47
33	31151804-SW-H01	STAPLE WIRE, for heavy duty staplers, (23/13)	box	51	20	21	92	12	26	3	41	23	41	3	67	12	33	3	48	248.00	20.68	5,127.45
34	31151804-SW-S01	STAPLE WIRE, STANDARD, (26/6)	box	127	53	40	220	94	36	23	153	109	57	35	201	97	26	17	140	714.00	20.05	14,316.56
35	31201502-TA-E01	TAPE, ELECTRICAL, 18mm x 16M min	roll	14	0	20	34	7	0	20	27	2	0	22	24	2	0	20	22	107.00	18.20	1,947.40
36	31201503-TA-M01	TAPE, MASKING, width: 24mm (±1mm)	roll	106	104	34	244	97	41	22	160	92	81	27	200	82	28	7	117	721.00	55.12	39,741.52
37	31201503-TA-M02	TAPE, MASKING, width: 48mm (±1mm)	roll	77	108	40	225	61	67	29	157	63	107	32	202	61	52	8	121	705.00	106.60	75,153.00
38	31201517-TA-P01	TAPE, PACKAGING, width: 48mm (±1mm)	roll	102	89	40	231	67	37	30	134	84	79	33	196	47	31	7	85	646.00	18.20	11,757.20
39	31201512-TA-T01	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll	146	154	77	377	135	76	63	274	123	94	51	268	94	54	12	160	1,079.00	9.10	9,818.90
40	31201512-TA-T02	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll	100	124	60	284	98	58	54	210	65	82	33	180	60	36	7	103	777.00	18.20	14,141.40
41	31151507-TW-P01	TWINE, plastic, one (1) kilo per roll	roll	34	35	24	93	17	32	9	58	21	52	9	82	9	16	0	25	258.00	50.96	13,147.68
Heating and Ventilation and Air Circulation																						
42	40101604-EF-G01	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit	2	0	10	12	4	0	10	14	0	0	10	10	0	0	10	10	46.00	974.48	44,826.08
43	40101604-EF-C01	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	2.00	1,192.88	2,385.76
44	40101604-EF-S01	ELECTRIC FAN, STAND type, plastic blade	unit	17	0	14	31	2	0	10	12	0	0	10	10	0	0	10	10	63.00	1,006.39	63,402.39
45	40101604-EF-W01	ELECTRIC FAN, WALL type, plastic blade	unit	0	0	10	10	0	0	0	0	0	0	10	10	0	0	0	0	20.00	669.66	13,393.12
Lighting and Fixtures and Accessories																						
46	39101605-FL-T01	FLUORESCENT LAMP, 18 WATTS, linear tubular (T8)	piece	24	1	31	56	4	1	21	26	4	1	31	36	31	21	1	53	171.00	40.56	6,935.76
47	39101628-LB-L01	Ligh Bulb, LED, 7 watts 1 pc in individual box	piece	0	0	30	30	0	0	25	25	0	0	30	30	0	20	5	25	110.00	72.49	7,973.68
Measuring and Observing and Testing Equipment																						
48	41111604-RU-P02	RULER, plastic, 450mm (18"), width: 38mm min	piece	61	14	10	85	20	3	10	33	13	1	0	14	10	0	0	10	142.00	15.48	2,197.48
Cleaning Equipment and Supplies																						
49	47131812-AF-A01	AIR FRESHENER, aerosol, 280ml/150g min	can	133	64	65	262	116	52	64	232	129	53	64	246	108	66	49	223	963.00	86.06	82,875.78
50	47131604-BR-S01	BROOM, soft (tambo)	piece	6	6	100	112	0	0	0	0	2	4	100	106	0	2	0	2	220.00	130.00	28,600.00
51	47131604-BR-T01	BROOM, STICK (TING-TING), usable length: 760mm min	piece	4	3	100	107	0	0	0	0	0	3	100	103	0	0	0	0	210.00	30.58	6,420.96
52	47131829-TB-C01	CLEANER,TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle	26	8	25	59	6	4	0	10	18	8	25	51	6	4	0	10	130.00	41.60	5,408.00
53	47131805-CL-P01	CLEANSER, SCOURING POWDER, 350g min./can	can	23	4	25	52	15	4	0	19	15	4	25	44	15	4	0	19	134.00	23.92	3,205.28
54	47131811-DE-B02	DETERGENT BAR, 140 grams as packed	bar	38	0	0	38	25	10	0	35	25	0	0	25	25	0	0	25	123.00	8.01	984.98
55	47131811-DE-P02	DETERGENT POWDER, all purpose, 1kg	pack	27	1	113	141	15	1	3	19	15	1	103	119	15	3	1	19	298.00	37.43	11,154.02
56	47131803-DS-A01	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	113	51	43	207	77	47	34	158	104	42	32	178	80	47	30	157	700.00	122.98	86,086.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			
57	47131601-DU-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece	2	1	0	3	0	0	50	50	0	2	0	2	0	0	0	0	55.00	24.84	1,365.94
58	47131802-FW-P02	FLOOR WAX, PASTE, RED	can	0	1	0	1	0	1	0	1	0	1	0	1	0	1	0	1	4.00	269.36	1,077.44
59	47131830-FC-A01	FURNITURE CLEANER, aerosol type, 300ml min per can	can	58	28	22	108	51	32	9	92	62	27	9	98	46	24	9	79	377.00	87.36	32,934.72
60	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit	0	1	0	1	0	0	25	25	0	0	0	0	0	0	0	0	26.00	1,911.00	49,686.00
61	47131613-MP-H02	MOPHANDLE, heavy duty, aluminum, screw type	piece	5	0	0	5	10	0	0	10	1	0	10	11	0	0	0	0	26.00	145.60	3,785.60
62	47131619-MP-R01	MOPHEAD, made of rayon, weight: 400 grams min	piece	5	1	50	56	1	0	1	2	1	0	51	52	1	0	1	2	112.00	110.24	12,346.88
63	47131501-RG-C01	RAGS, all cotton, 32 pieces per kilogram min	bundle	12	7	51	70	6	4	1	11	6	7	51	64	4	4	1	9	154.00	49.69	7,652.44
64	47131602-SC-N01	SCOURING PAD, made of synthetic nylon, 140 x 220mm	pack	7	2	25	34	3	0	25	28	3	2	25	30	3	0	0	3	95.00	102.96	9,781.20
65	47121701-TB-P02	TRASHBAG, plastic, transparent	roll	27	20	1009	1056	14	20	1002	1036	15	20	1002	1037	4	20	1002	1026	4,155.00	139.88	581,201.40
66	47121702-WB-P01	WASTEBASKET, non-rigid plastic	piece	43	3	17	63	3	5	6	14	14	0	0	14	3	9	0	12	103.00	23.59	2,429.48
Information and Communication Technology (ICT) Equipment and Devices and Accessories																						
67	43211507-DCT-03	Desktop Computer, branded	unit	15	5	18	38	5	1	8	14	1	4	0	5	0	0	0	0	57.00	39,208.00	2,234,856.00
69	43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	piece	31	9	9	49	16	2	18	36	14	1	3	18	4	0	0	4	107.00	2,724.80	291,553.60
70	43202010-FD-U01	FLASH DRIVE, 16 GB capacity	piece	122	22	35	179	41	6	48	95	34	3	1	38	21	0	0	21	333.00	276.64	92,121.12
71	43211503-LCT-02	Laptop Computer, branded	unit	14	13	8	35	5	0	8	13	2	0	0	2	0	0	0	0	50.00	35,916.40	1,795,820.00
72	43211708-MO-O01	MOUSE, optical, USB connection type	unit	43	14	7	64	13	3	18	34	8	0	3	11	10	2	0	12	121.00	134.99	16,334.03
73	43212102-PR-D02	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column	unit	0	0	2	2	0	2	0	2	0	0	2	2	0	0	0	0	6.00	33,131.28	198,787.68
74	43212102-PR-D01	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit	0	0	0	0	0	0	2	2	0	0	0	0	0	0	0	0	2.00	7,995.52	15,991.04
75	43212105-PR-L01	PRINTER, LASER, monochrome, network-ready	unit	2	0	1	3	0	0	6	6	0	0	2	2	0	0	2	2	13.00	724.88	9,423.44
Office Equipment and Accessories and Supplies																						
76	44121710-CH-W01	CHALK, molded, white, dustless, length: 78mm min	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	25.68	0.00
77	44122105-BF-C01	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box	123	68	61	252	72	64	45	181	95	76	40	211	74	66	35	175	819.00	7.57	6,200.81
78	44122105-BF-C02	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box	134	63	71	268	92	63	46	201	117	81	41	239	94	66	36	196	904.00	13.40	12,109.26
79	44122105-BF-C03	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box	98	63	60	221	52	68	31	151	62	86	26	174	49	71	21	141	687.00	20.55	14,118.12
80	44122105-BF-C04	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box	87	63	55	205	52	62	32	146	57	78	27	162	46	69	22	137	650.00	39.52	25,688.00
81	44121801-CT-R01	CORRECTION TAPE, film base type, UL 6m min	piece	215	42	180	437	157	57	145	359	171	97	100	368	143	139	34	316	1,480.00	17.56	25,981.70
82	44111515-DF-B01	DATA FILE BOX, made of chipboard, with closed ends	piece	156	94	42	292	128	72	10	210	115	122	10	247	63	80	0	143	892.00	69.78	62,247.33
83	44122011-DF-F01	DATA FOLDER, made of chipboard, taglia lock	piece	215	75	42	332	120	72	10	202	100	127	10	237	40	80	0	120	891.00	68.64	61,158.24
84	44121506-EN-D01	ENVELOPE, DOCUMENTARY, for A4 size document	box	26	9	14	49	10	25	13	48	9	16	4	29	8	7	0	15	141.00	408.14	57,547.40
85	44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box	36	13	27	76	18	32	19	69	21	28	9	58	17	22	4	43	246.00	518.08	127,446.70
86	44121506-EN-X01	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc	box	49	12	21	82	18	31	11	60	35	13	11	59	18	12	7	37	238.00	738.40	175,739.20

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				Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			
87	44121506-EN-X02	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece	65	186	136	387	54	65	70	189	104	275	70	449	30	15	0	45	1,070.00	30.49	32,627.30
88	44121506-EN-M01	ENVELOPE, MAILING, white, 80gsm (-5%)	box	55	12	23	90	22	26	18	66	23	17	16	56	18	16	5	39	251.00	328.64	82,488.64
89	44121504-EN-W01	ENVELOPE, mailing, white, with window	box	6	5	1	12	0	5	0	5	0	5	0	5	0	5	0	5	27.00	410.80	11,091.60
90	44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece	14	2	2	18	2	0	0	2	2	0	0	2	1	0	0	1	23.00	11.11	255.47
91	44122118-FA-P01	FASTENER, METAL, 70mm between prongs	box	60	13	32	105	32	39	11	82	40	20	18	78	33	10	11	54	319.00	78.92	25,173.95
92	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, 12 pockets	piece	55	0	37	92	5	27	0	32	13	5	12	30	10	0	0	10	164.00	70.61	11,579.32
93	44122018-FT-D01	FILE TAB DIVIDER, bristol board, for A4	set	60	41	40	141	45	74	40	159	95	50	50	195	45	20	30	95	590.00	12.48	7,363.20
94	44122018-FT-D02	FILE TAB DIVIDER, bristol board, for legal	set	45	41	40	126	45	62	40	147	85	59	50	194	45	20	30	95	562.00	16.64	9,351.68
95	44122011-FO-F01	FOLDER, FANCY, for A4 size documents	bundle	16	1	8	25	11	0	11	22	19	0	5	24	11	5	0	16	87.00	253.29	22,036.40
96	44122011-FO-F02	FOLDER, FANCY, for legal size documents	bundle	33	1	23	57	11	4	26	41	21	4	20	45	11	20	0	31	174.00	291.20	50,668.80
97	44122011-FO-L01	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack	27	10	7	44	10	13	100	123	17	19	0	36	8	7	0	15	218.00	171.08	37,295.44
98	44122011-FO-L02	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack	20	13	11	44	9	15	101	125	20	12	1	33	14	25	0	39	241.00	213.72	51,506.52
99	44122027-FO-P01	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box	13	5	4	22	3	5	3	11	8	3	2	13	2	3	2	7	53.00	746.72	39,576.16
100	44122011-FO-T03	FOLDER, TAGBOARD, for A4 size documents	pack	23	11	2	36	64	8	1	73	16	4	1	21	8	6	1	15	145.00	217.36	31,517.20
101	44122011-FO-T04	FOLDER, TAGBOARD, for legal size documents	pack	26	13	14	53	67	20	1	88	19	25	2	46	11	18	1	30	217.00	279.64	60,680.84
102	44122008-IT-T01	INDEX TAB, self-adhesive, transparent	box	50	8	10	68	30	5	11	46	30	6	5	41	28	5	5	38	193.00	51.88	10,011.91
103	44111515-MF-B02	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece	64	30	25	119	35	35	20	90	38	35	20	93	15	35	0	50	352.00	41.60	14,643.20
104	44121716-MA-F01	MARKER, FLUORESCENT, 3 assorted colors per set	set	81	34	46	161	53	36	37	126	82	66	13	161	30	27	0	57	505.00	37.23	18,802.16
105	44121708-MW-B01	MARKER, whiteboard, black, felt tip, bullet type	piece	149	111	49	309	82	101	30	213	85	84	29	198	59	75	27	161	881.00	10.31	9,079.94
106	44121708-MW-B02	MARKER, whiteboard, blue, felt tip, bullet type	piece	119	90	41	250	60	80	27	167	65	84	29	178	59	77	27	163	758.00	10.31	7,812.25
107	44121708-MW-B03	MARKER, whiteboard, red, felt tip, bullet type	piece	57	38	38	133	21	35	17	73	36	35	19	90	30	26	17	73	369.00	10.31	3,803.06
108	44121708-MP-B01	MARKER, PERMANENT, bullet type, black	piece	232	139	87	458	141	151	28	320	165	146	34	345	165	125	23	313	1,436.00	9.65	13,859.12
109	44121708-MP-B02	MARKER, PERMANENT, bullet type, blue	piece	223	69	82	374	141	78	28	247	155	78	34	267	155	55	23	233	1,121.00	9.65	10,819.00
110	44121708-MP-B03	MARKER, PERMANENT, bullet type, red	piece	169	33	57	259	117	45	23	185	123	43	30	196	116	45	19	180	820.00	9.65	7,913.98
111	44122104-PC-G01	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	154	25	34	213	112	16	39	167	117	10	41	168	82	18	31	131	679.00	5.98	4,060.42
112	44122104-PC-J02	PAPER CLIP, vinyl/plastic coat, length: 48mm min	box	148	23	39	210	100	14	43	157	110	8	45	163	77	18	35	130	660.00	12.74	8,408.40
113	44121706-PE-L01	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	107	36	144	287	49	21	36	106	67	36	29	132	39	28	18	85	610.00	20.79	12,681.66
114	44122037-RB-P10	RING BINDER, 80 rings, plastic, 32mm x 1.12m	bundle	14	5	13	32	9	5	3	17	13	15	3	31	9	5	3	17	97.00	201.64	19,558.61
115	44122101-RU-B01	RUBBER BAND, 70mm min lay flat length (#18)	box	42	20	10	72	24	19	9	52	24	19	6	49	16	18	5	39	212.00	96.72	20,504.64
116	44121905-SP-F01	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece	21	1	1	23	5	1	6	12	8	1	1	10	5	1	0	6	51.00	27.66	1,410.86
117	44121612-BL-H01	CUTTER BLADE, for heavy duty cutter	piece	14	13	7	34	2	0	4	6	4	0	6	10	5	0	0	5	55.00	11.77	647.50

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			
118	44121612-CU-H01	CUTTER KNIFE, for general purpose	piece	20	12	3	35	4	2	4	10	4	2	3	9	7	0	1	8	62.00	27.40	1,699.05
119	44103202-DS-M01	DATING AND STAMPING MACHINE, heavy duty	piece	9	1	5	15	2	0	3	5	0	0	2	2	0	0	1	1	23.00	478.38	11,002.72
120	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	23	2	5	30	7	1	9	17	6	0	2	8	5	0	1	6	61.00	187.20	11,419.20
121	44101602-PU-P01	PUNCHER, paper, heavy duty, with two hole guide	piece	18	0	5	23	6	0	10	16	4	0	1	5	3	1	1	5	49.00	131.96	6,465.80
122	44121618-SS-S01	SCISSORS, symmetrical, blade length: 65mm min	pair	72	8	8	88	14	0	13	27	3	1	1	5	3	0	1	4	124.00	15.60	1,934.40
123	44121615-ST-S01	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece	8	0	5	13	6	0	2	8	5	0	1	6	5	0	0	5	32.00	82.16	2,629.12
124	44121615-ST-B01	STAPLER, BINDER TYPE, heavy duty, desktop	unit	13	5	8	26	4	2	1	7	0	5	2	7	0	0	2	2	42.00	878.80	36,909.60
125	44121613-SR-P01	STAPLE REMOVER, PLIER-TYPE	piece	91	7	7	105	12	1	13	26	10	0	0	10	3	0	0	3	144.00	18.18	2,617.80
126	44121605-TD-T01	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece	11	3	6	20	2	0	0	2	0	5	0	5	0	0	0	0	27.00	55.83	1,507.33
127	44101602-PB-M01	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit	2	0	2	4	0	0	0	0	0	0	0	0	0	0	0	0	4.00	10,400.00	41,600.00
128	44101807-CA-C01	CALCULATOR, compact, 12 digits	unit	19	2	5	26	4	2	6	12	1	1	3	5	0	0	0	0	43.00	135.20	5,813.60
129	44101714-FX-M01	FACSIMILE MACHINE, uses thermal paper	unit	1	0	0	1	0	1	3	4	0	3	0	3	0	0	0	0	8.00	4,711.20	37,689.60
130	44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit	4	0	0	4	0	2	0	2	0	0	0	0	0	0	0	0	6.00	8,088.08	48,528.48
131	44101603-PS-M01	PAPER SHREDDER, cutting width: 3mm-4mm (Entry Level)	unit	2	0	0	2	0	1	0	1	0	0	0	0	0	0	0	0	3.00	5,699.20	17,097.60
132	44101603-PS-M02	PAPER SHREDDER, cutting width: 3mm-4mm (Mid-Level)	unit	1	0	0	1	0	1	0	1	0	0	0	0	0	0	0	0	2.00	-	0.00
Printer or Facsimile or Photocopier Supplies																						
133	44103109-BR-D05	DRUM CART, BROTHER DR-3455	cart	4	0	0	4	2	0	0	2	4	0	0	4	2	0	0	2	12.00	6,864.00	82,368.00
134	44103105-CA-C04	INK CART, CANON CL-741, Col.	cart	10	0	0	10	0	0	0	0	0	0	0	0	0	0	0	0	10.00	1,001.52	10,015.20
135	44103105-CA-C02	INK CART, CANON CL-811, Colored	cart	91	88	32	211	69	50	39	158	63	95	36	194	65	35	36	136	699.00	1,029.60	719,690.40
136	44103105-CA-B04	INK CART, CANON PG-740, Black	cart	10	0	3	13	0	0	0	0	0	0	0	0	0	0	0	0	13.00	754.00	9,802.00
137	44103105-CA-B02	INK CART, CANON PG-810, Black	cart	102	101	36	239	87	57	40	184	83	100	37	220	85	37	37	159	802.00	780.00	625,560.00
138	44103105-EP-B17	INK CART, EPSON C13T664100 (T6641), Black	cart	54	3	30	87	37	8	25	70	38	8	25	71	38	30	3	71	299.00	254.80	76,185.20
139	44103105-EP-C17	INK CART, EPSON C13T664200 (T6642), Cyan	cart	47	3	26	76	34	8	21	63	33	7	21	61	33	23	3	59	259.00	254.80	65,993.20
140	44103105-EP-M17	INK CART, EPSON C13T664300 (T6643), Magenta	cart	47	3	26	76	34	8	21	63	33	7	21	61	33	23	3	59	259.00	254.80	65,993.20
141	44103105-EP-Y17	INK CART, EPSON C13T664400 (T6644), Yellow	cart	47	3	26	76	34	8	21	63	33	7	21	61	33	23	3	59	259.00	254.80	65,993.20
142	44103105-HP-B40	INK CART, HP C2P04AA (HP62) Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	0.00
143	44103105-HP-T40	INK CART, HP C2P06AA (HP62) Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	0.00
144	44103105-HP-B09	INK CART, HP C9351AA, (HP21), Black	cart	3	0	0	3	3	0	0	3	3	0	0	3	3	0	0	3	12.00	658.32	7,899.84
145	44103105-HP-T10	INK CART, HP C9352AA, (HP22), Tri-color	cart	2	0	0	2	2	0	0	2	2	0	0	2	2	0	0	2	8.00	745.68	5,965.44
146	44103105-HP-T30	INK CART, HP C9363WA, (HP97), Tri-color	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	1,492.40	0.00
147	44103105-HP-P48	INK CART, HP C9397A (HP72) 69ml Photo Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	1,996.80	0.00

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				Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			
148	44103105-HP-C48	INK CART, HP C9398A (HP72) 69ml Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	1,996.80	0.00
149	44103105-HP-M48	INK CART, HP C9399A (HP72) 69ml Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	1,996.80	0.00
150	44103105-HP-Y48	INK CART, HP C9400A (HP72) 69ml Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	1,996.80	0.00
151	44103105-HP-G48	INK CART, HP C9401A (HP72) 69ml Gray	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	1,996.80	0.00
152	44103105-HP-B48	INK CART, HP C9403A (HP72) 130ml Matte Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	3,016.00	0.00
153	44103105-HP-B17	INK CART, HP CC640WA, (HP60), Black	cart	3	14	13	30	3	9	3	15	3	14	13	30	3	9	13	25	100.00	650.00	65,000.00
154	44103105-HP-T17	INK CART, HP CC643WA, (HP60), Tri-color	cart	3	14	13	30	3	9	3	15	3	14	13	30	3	9	13	25	100.00	766.48	76,648.00
155	44103105-HP-B35	INK CART, HP CD887AA, (HP703), Black	cart	3	10	0	13	3	0	0	3	3	10	0	13	3	0	0	3	32.00	339.04	10,849.28
156	44103105-HP-T35	INK CART, HP CD888AA, (HP703), Tri-color	cart	2	10	0	12	2	0	0	2	2	10	0	12	2	0	0	2	28.00	339.04	9,493.12
157	44103105-HX-C40	INK CART, HP CD972AA, (HP 920XL), Cyan	cart	2	2	2	6	0	0	0	0	2	2	2	6	2	2	2	6	18.00	629.20	11,325.60
158	44103105-HX-M40	INK CART, HP CD973AA, (HP 920XL), Magenta	cart	2	2	2	6	0	0	0	0	2	2	2	6	2	2	2	6	18.00	629.20	11,325.60
159	44103105-HX-Y40	INK CART, HP CD974AA, (HP 920XL), Yellow	cart	2	2	2	6	0	0	0	0	2	2	2	6	2	2	2	6	18.00	629.20	11,325.60
160	44103105-HX-B40	INK CART, HP CD975AA, (HP 920XL), Black	cart	10	2	2	14	8	0	0	8	10	2	2	14	10	2	2	14	50.00	1,242.80	62,140.00
161	44103105-HP-B20	INK CART, HP CH561WA, (HP61), Black	cart	7	8	3	18	4	0	0	4	7	3	3	13	7	3	3	13	48.00	644.80	30,950.40
162	44103105-HP-T20	INK CART, HP CH562WA, (HP61), Tricolor	cart	7	8	3	18	4	0	0	4	7	3	3	13	7	3	3	13	48.00	826.80	39,686.40
163	44103105-HP-B49	INK CART, HP CH565A (HP82) Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	1,872.00	0.00
164	44103105-HP-C49	INK CART, HP CH566A (HP82) Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	1,300.00	0.00
165	44103105-HP-M49	INK CART, HP CH567A (HP82) Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	1,300.00	0.00
166	44103105-HP-Y49	INK CART, HP CH568A (HP82) Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	1,300.00	0.00
167	44103105-HX-B43	INK CART, HP CN045AA, (HP950XL), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	1,554.80	0.00
168	44103105-HX-C43	INK CART, HP CN046AA, (HP951XL), Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	1,175.20	0.00
169	44103105-HX-M43	INK CART, HP CN047AA, (HP951XL), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	1,180.40	0.00
170	44103105-HX-Y43	INK CART, HP CN048AA, (HP951XL), Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	1,180.40	0.00
171	44103105-HP-B36	INK CART, HP CN692AA, (HP704), Black	cart	98	15	67	180	60	21	76	157	100	23	69	192	70	63	17	150	679.00	339.04	230,208.16
172	44103105-HP-T36	INK CART, HP CN693AA, (HP704), Tri-color	cart	91	15	66	172	53	21	65	139	93	22	59	174	63	62	17	142	627.00	339.04	212,578.08
173	44103105-HP-B33	INK CART, HP CZ107AA, (HP678), Black	cart	91	29	60	180	76	25	55	156	112	38	59	209	66	49	9	124	669.00	339.04	226,817.76
174	44103105-HP-T33	INK CART, HP CZ108AA, (HP678), Tricolor	cart	74	29	55	158	64	20	45	129	100	38	39	177	49	44	9	102	566.00	339.04	191,896.64
175	44103105-HP-B42	INK CART, HP CZ121A (HP685A), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	366.08	0.00
176	44103105-HP-C33	INK CART, HP CZ122A (HP685A), Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	249.60	0.00
177	44103105-HP-M33	INK CART, HP CZ123A (HP685A), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	249.60	0.00
178	44103105-HP-Y33	INK CART, HP CZ124A (HP685A), Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	249.60	0.00

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179	44103105-HP-T43	INK CART, HP F6V26AA (HP680) Tri-color	cart	84	24	68	176	139	37	74	250	109	37	65	211	93	53	33	179	816.00	403.83	329,526.91
180	44103105-HP-B43	INK CART, HP F6V27AA (HP680) Black	cart	84	23	103	210	147	42	90	279	122	43	75	240	111	49	28	188	917.00	403.83	370,313.94
181	44103105-HP-C50	INK CART, HP L0S51AA (HP955) Cyan Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	0.00
182	44103105-HP-M50	INK CART, HP L0S54AA (HP955) Magenta Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	0.00
183	44103105-HP-Y50	INK CART, HP L0S57AA (HP955) Yellow Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	0.00
184	44103105-HP-B50	INK CART, HP L0S60AA (HP955) Black Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	0.00
185	44103105-HX-C48	INK CART, HP L0S63AA (HP955XL) Cyan Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	1,277.76	0.00
186	44103105-HX-M48	INK CART, HP L0S66AA (HP955XL) Magenta Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	1,277.76	0.00
187	44103105-HX-Y48	INK CART, HP L0S69AA (HP955XL) Yellow Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	1,277.76	0.00
188	44103105-HX-B48	INK CART, HP L0S72AA (HP955XL) Black Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	1,737.02	0.00
189	44103105-HP-C51	INK CART, HP T6L89AA (HP905) Cyan Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	453.62	0.00
190	44103105-HP-M51	INK CART, HP T6L93AA (HP905) Magenta Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	453.62	0.00
191	44103105-HP-Y51	INK CART, HP T6L97AA (HP905) Yellow Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	453.62	0.00
192	44103105-HP-B51	INK CART, HP T6M01AA (HP905) Black Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	741.28	0.00
193	44103105-HX-C49	INK CART, HP T6M05AA (HP905XL) Cyan Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	0.00
194	44103105-HX-M49	INK CART, HP T6M09AA (HP905XL) Magenta Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	0.00
195	44103105-HX-Y49	INK CART, HP T6M13AA (HP905XL) Yellow Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	0.00
196	44103105-HX-B49	INK CART, HP T6M17AA (HP905XL) Black Original	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	0.00
197	44103112-EP-R05	RIBBON CART, EPSON C13S015516 (#8750), Black	cart	3	3	3	9	3	3	3	9	3	3	3	9	3	3	3	9	36.00	76.75	2,763.07
198	44103112-EP-R07	RIBBON CART, EPSON C13S015531 (S015086), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	724.88	0.00
199	44103112-EP-R13	RIBBON CART, EPSON C13S015632, Black, for LX-310	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	75.92	0.00
200	44103103-BR-B03	TONER CART, BROTHER TN-2025, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	2,556.32	0.00
201	44103103-BR-B04	TONER CART, BROTHER TN-2130, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	1,820.00	0.00
202	44103103-BR-B05	TONER CART, BROTHER TN-2150, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	2,615.60	0.00
203	44103103-BR-B09	TONER CART, BROTHER TN-3320, Black	cart	6	8	9	23	6	8	8	22	6	11	4	21	6	11	4	21	87.00	2,941.95	255,949.82
204	44103103-BR-B11	TONER CART, BROTHER TN-3350, Black, for HL5450DN (CU Printer)	cart	2	0	2	4	2	0	3	5	2	1	1	4	2	1	1	4	17.00	4,288.54	72,905.25
205	44103103-HP-B12	TONER CART, HP CB435A, Black	cart	7	0	5	12	6	0	5	11	6	0	5	11	6	0	0	6	40.00	2,857.92	114,316.80
206	44103103-HP-B14	TONER CART, HP CB540A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	3,312.40	0.00
207	44103103-HP-B18	TONER CART, HP CE255A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	6,791.20	0.00
208	44103103-HP-B21	TONER CART, HP CE278A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	3,179.28	0.00
209	44103103-HP-B22	TONER CART, HP CE285A (HP85A), Black	cart	69	42	34	145	71	28	33	132	62	43	33	138	58	41	28	127	542.00	2,953.60	1,600,851.20

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			
210	44103103-HP-B23	TONER CART, HP CE310A, Black	cart	5	3	0	8	5	3	1	9	5	2	0	7	5	1	0	6	30.00	2,386.80	71,604.00
211	44103103-HP-C23	TONER CART, HP CE311A, Cyan	cart	4	3	0	7	4	3	1	8	4	2	0	6	4	1	0	5	26.00	2,490.80	64,760.80
212	44103103-HP-Y23	TONER CART, HP CE312A, Yellow	cart	4	3	0	7	4	3	1	8	4	2	0	6	4	1	0	5	26.00	2,490.80	64,760.80
213	44103103-HP-M23	TONER CART, HP CE313A, Magenta	cart	4	3	0	7	4	3	1	8	4	2	0	6	4	1	0	5	26.00	2,490.80	64,760.80
214	44103103-HP-B24	TONER CART, HP CE320A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	2,854.80	0.00
215	44103103-HP-C24	TONER CART, HP CE321A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	3,010.80	0.00
216	44103103-HP-Y24	TONER CART, HP CE322A, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	3,010.80	0.00
217	44103103-HP-M24	TONER CART, HP CE323A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	3,010.80	0.00
218	44103103-HP-B25	TONER CART, HP CE390A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	7,690.80	0.00
219	44103103-HP-B26	TONER CART, HP CE400A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	6,754.80	0.00
220	44103103-HP-C26	TONER CART, HP CE401A, Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	9,978.80	0.00
221	44103103-HP-Y26	TONER CART, HP CE402A, Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	9,978.80	0.00
222	44103103-HP-M26	TONER CART, HP CE403A, Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	9,978.80	0.00
223	44103103-HP-B27	TONER CART, HP CE410A, (HP305), Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	3,868.80	0.00
224	44103103-HP-C27	TONER CART, HP CE411A, (HP305), Cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	5,512.00	0.00
225	44103103-HP-Y27	TONER CART, HP CE412A, (HP305), Yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	5,512.00	0.00
226	44103103-HP-M27	TONER CART, HP CE413A, (HP305), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	5,512.00	0.00
227	44103103-HP-B28	TONER CART, HP CE505A, Black	cart	2	0	0	2	2	0	0	2	2	0	0	2	2	0	0	2	8.00	4,079.92	32,639.36
228	44103103-HX-B28	TONER CART, HP CE505X, Black, high cap	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	7,213.44	0.00
229	44103103-HP-B52	TONER CART, HP CF217A (HP17A) Black LaserJet	cart	30	3	3	36	25	3	3	31	24	3	9	36	24	3	3	30	133.00	2,932.80	390,062.40
230	44103103-HP-B53	TONER CART, HP CF226A (HP26A) Black LaserJet	cart	0	0	0	0	2	0	0	2	0	0	0	0	0	0	0	0	2.00	8,365.00	16,730.00
231	44103103-HX-B50	TONER CART, HP CF226XC (HP26XC) Black LaserJet	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	0.00
232	44103103-HP-B55	TONER CART, HP CF280A, LaserJet Pro M401/M425 2.7K Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	0.00
233	44103103-HP-B51	TONER CART, HP CF280XC	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	6,962.80	0.00
234	44103103-HP-B56	TONER CART, HP CF281A (HP81A) Black LaserJet	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	8,640.85	0.00
235	44103103-HP-B57	TONER CART, HP CF283A (HP83A) LaserJet Black	cart	0	0	0	0	10	0	0	10	10	0	0	10	0	0	0	0	20.00	3,241.70	64,834.02
236	44103103-HX-B51	TONER CART, HP CF283XC (HP83X) Blk Contract LJ	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	3,946.80	0.00
237	44103103-HP-B58	TONER CART, HP CF287A (HP87) black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	10,051.60	0.00
238	44103103-HP-B59	TONER CART, HP CF310AC (HP826) black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	0.00
239	44103103-HP-C59	TONER CART, HP CF311AC (HP826) cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	0.00
240	44103103-HP-Y59	TONER CART, HP CF312AC (HP826) yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			
241	44103103-HP-M59	TONER CART, HP CF313AC (HP826) magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	0.00
242	44103103-HX-B52	TONER CART, HP CF325XC (HP25X) Black LaserJet	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	13,156.00	0.00
243	44103103-HP-B60	TONER CART, HP CF350A Black LJ	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	2,901.60	0.00
244	44103103-HP-C60	TONER CART, HP CF351A Cyan LJ	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	2,943.20	0.00
245	44103103-HP-Y60	TONER CART, HP CF352A Yellow LJ	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	2,943.20	0.00
246	44103103-HP-M60	TONER CART, HP CF353A Magenta LJ	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	2,943.20	0.00
247	44103103-HP-B61	TONER CART, HP CF360A (HP508A) Black LaserJet	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	7,389.20	0.00
248	44103103-HX-B53	TONER CART, HP CF360XC (HP508X) Black Contract LJ	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	0.00
249	44103103-HP-C61	TONER CART, HP CF361A (HP508A) Cyan LaserJet	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	9,474.40	0.00
250	44103103-HX-C53	TONER CART, HP CF361XC (HP508X) Cyan Contract LJ	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	0.00
251	44103103-HP-Y61	TONER CART, HP CF362A (HP508A) Yellow LaserJet	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	9,474.40	0.00
252	44103103-HX-Y53	TONER CART, HP CF362XC (HP508X) Yellow Contract LJ	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	0.00
253	44103103-HP-M61	TONER CART, HP CF363A (HP508A) Magenta LaserJet	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	9,474.40	0.00
254	44103103-HX-M53	TONER CART, HP CF363XC (HP508X) Magenta Contract LJ	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	0.00
255	44103103-HP-B62	TONER CART, HP CF400A (HP201A) Black LaserJet	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	0.00
256	44103103-HP-C62	TONER CART, HP CF401A (HP201A) Cyan LaserJet	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	0.00
257	44103103-HP-Y62	TONER CART, HP CF402A (HP201A) Yellow LaserJet	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	0.00
258	44103103-HP-M62	TONER CART, HP CF403A (HP201A) Magenta LaserJet	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	-	0.00
259	44103103-HP-B63	TONER CART, HP CF410A (HP410A) black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	4,440.80	0.00
260	44103103-HX-B54	TONER CART, HP CF410XC (HP410XC) black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	7,441.20	0.00
261	44103103-HP-C63	TONER CART, HP CF411A (HP410A) cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	5,049.20	0.00
262	44103103-HX-C54	TONER CART, HP CF411XC (HP410XC) cyan	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	7,472.40	0.00
263	44103103-HP-Y63	TONER CART, HP CF412A (HP410A) yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	5,049.20	0.00
264	44103103-HX-Y54	TONER CART, HP CF412XC (HP410XC) yellow	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	7,472.40	0.00
265	44103103-HP-M63	TONER CART, HP CF413A (HP410A) magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	5,049.20	0.00
266	44103103-HX-M54	TONER CART, HP CF413XC (HP410XC) magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	7,472.40	0.00
267	44103103-HP-B34	TONER CART, HP Q2612A, Black	cart	9	0	3	12	3	4	0	7	5	0	0	5	5	0	3	8	32.00	3,164.72	101,271.04
268	44103103-HP-B39	TONER CART, HP Q5942A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	7,482.80	0.00
269	44103103-HP-B48	TONER CART, HP Q7553A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	3,972.80	0.00
270	44103103-LX-B03	TONER CART, LEXMARK E360H11P, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	8,874.32	0.00
271	44103103-LX-B05	TONER CART, LEXMARK T650A11P, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	9,630.40	0.00

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				Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			
272	44103103-SA-B06	TONER CART, SAMSUNG MLT-D101S, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	2,641.60	0.00
273	44103103-SA-B07	TONER CART, SAMSUNG MLT-D103S, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	2,912.00	0.00
274	44103103-SA-B08	TONER CART, SAMSUNG MLT-D104S, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	2,444.00	0.00
275	44103103-SA-B09	TONER CART, SAMSUNG MLT-D105L, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	2,787.20	0.00
276	44103103-SA-B14	TONER CART, SAMSUNG MLT-D108S, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	2,745.60	0.00
277	44103103-SA-B21	TONER CART, SAMSUNG MLT-D203E, Black	cart	0	0	0	0	0	2	0	2	0	0	0	0	0	0	0	0	2.00	7,124.00	14,248.00
278	44103103-SA-B18	TONER CART, SAMSUNG MLT-D203L, Black	cart	10	2	0	12	9	3	0	12	8	2	2	12	6	2	0	8	44.00	4,617.60	203,174.40
279	44103103-SA-B20	TONER CART, SAMSUNG MLT-D203U, black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	9,464.00	0.00
280	44103103-SA-B12	TONER CART, SAMSUNG MLT-D205E, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	9,204.00	0.00
281	44103103-SA-B05	TONER CART, SAMSUNG MLT-D205L, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	5,064.80	0.00
282	44103103-SA-B10	TONER CART, SAMSUNG SCX-D6555A, Black	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	4,357.60	0.00
283	44103103-BR-B15	TONER CARTRIDGE, BROTHER TN-3478, Blackf, for printer HL-6400DW (12,000 pages)	cart	0	2	0	2	0	2	0	2	0	0	0	0	0	0	0	0	4.00	6,069.44	24,277.76
284	44103103-CA-B00	TONER CARTRIDGE, CANON 324 II, for printer LBP6780x	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	13,399.36	0.00
Audio and Visual Equipment and Supplies																						
285	45121517-DO-C01	DOCUMENT CAMERA, 3.2M pixels	unit	0	0	2	2	0	0	0	0	0	0	0	0	0	0	0	0	2.00	28,860.00	57,720.00
286	45111609-MM-P01	MULTIMEDIA PROJECTOR, 4000 min ANSI Lumens	unit	7	0	1	8	1	0	0	1	0	0	0	0	0	0	0	0	9.00	18,616.00	167,544.00
Flag or Accessories																						
287	55121905-PH-F01	PHILIPPINE NATIONAL FLAG, 100% polyester	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	319.28	0.00
Printed Publications																						
288	55101524-RA-H01	HANDBOOK (RA 9184), 7th Edition	book	4	0	7	11	0	0	0	0	0	0	0	0	0	0	0	0	11.00	46.28	509.08
Fire Fighting Equipment																						
289	46191601-FE-M01	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	unit	7	0	11	18	0	0	0	0	0	0	11	11	0	0	0	0	29.00	1,144.00	33,176.00
290	46191601-FE-H01	FIRE EXTINGUISHER, PURE HCFC 123, 4.5kgs	unit	1	0	10	11	0	0	0	0	0	0	10	10	0	0	0	0	21.00	4,992.00	104,832.00
Consumer Electronics																						
291	52161535-DV-R01	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit	10	2	5	17	6	0	1	7	10	0	0	10	0	0	0	0	34.00	6,828.14	232,156.79
Furniture and Furnishings																						
292	56101504-CM-B01	CHAIR, monobloc, beige, with backrest, w/o armrest	piece	4	0	210	214	0	0	200	200	0	0	200	200	0	0	200	200	814.00	262.60	213,756.40
293	56101504-CM-W01	CHAIR, monobloc, white, with backrest, w/o armrest	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	262.60	0.00
294	56101519-TM-S01	TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")min	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	1,326.00	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			
295	56101519-TM-S02	TABLE, MONOBLOC, BEIGE, 889 x 889mm (35" x 35")min	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	1,326.00	0.00
Arts and Crafts Equipment and Accessories and Supplies																						
296	60121413-CB-P01	CLEARBOOK, 20 transparent pockets, for A4 size	piece	112	5	37	154	85	20	25	130	65	20	45	130	15	25	5	45	459.00	39.78	18,259.02
297	60121413-CB-P02	CLEARBOOK, 20 transparent pockets, for LEGAL size	piece	111	0	49	160	51	50	25	126	63	25	45	133	12	25	5	42	461.00	42.38	19,537.18
298	60121534-ER-P01	ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece	22	0	60	82	7	0	5	12	11	50	9	70	5	5	5	15	179.00	4.42	791.18
299	60121524-SP-G01	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	443	95	140	678	299	136	75	510	358	156	95	609	277	131	33	441	2,238.00	34.61	77,459.87
300	60121524-SP-G02	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	383	59	131	573	292	89	76	457	321	120	86	527	275	99	35	409	1,966.00	34.61	68,045.62
301	60121524-SP-G03	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	210	19	73	302	113	31	41	185	132	31	41	204	107	51	20	178	869.00	34.61	30,077.13
302	60121124-WR-P01	WRAPPING PAPER, kraft, 65gsm (-5%)	pack	11	5	19	35	2	10	7	19	4	10	6	20	4	2	0	6	80.00	129.67	10,373.38
SOFTWARE																						
1	43230000-SFT-001	Business function specific software	license	0	0	0	0	0	0	3	3	0	0	3	3	0	0	0	0	6.00		0.00
2	43230000-SFT-002	Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00		0.00
3	43230000-SFT-003	Computer game or entertainment software	license	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00		0.00
4	43230000-SFT-004	Content authoring and editing software	license	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00		0.00
5	43230000-SFT-005	Content management software	license	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00		0.00
6	43230000-SFT-006	Data management and query software	license	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00		0.00
7	43230000-SFT-007	Development software	license	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00		0.00
8	43230000-SFT-008	Educational or reference software	license	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00		0.00
9	43230000-SFT-009	Industry specific software	license	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00		0.00
10	43230000-SFT-010	Network applications software	license	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00		0.00
11	43230000-SFT-011	Network management software	license	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00		0.00
12	43230000-SFT-012	Networking software	license	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00		0.00
13	43230000-SFT-013	Operating environment software	license	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00		0.00
14	43230000-SFT-014	Security and protection software	license	0	0	3	3	0	0	0	0	0	0	2	2	0	0	0	0	5.00		0.00
15	43230000-SFT-015	Utility and device driver software	license	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00		0.00
16	43230000-SFT-016	Information exchange software	license	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00		0.00
OTHER SOFTWARE																						
1				0	0	0	0	1	0	0	1	1	0	0	1	0	0	0	0	2.00		0.00
2				0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	1.00		0.00
3				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00		0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			
PASSENGER AIR TRANSPORTATION																						
1	78111501-GFA-001	* Airline Ticket	ticket				0				0				0				0	0.00		0.00
PART II. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																						
Common Electrical Supplies																						
1	40101701-AC-S01	Air Conditioning Unit, Split Type	unit	2	1	1	4	1		3	4	0	0	0	0	0	0	0	0	8.00	60,000.00	480,000.00
2		Air Conditioning Unit, Floor Mounted 5.0 OTR	unit		1	1	2	0	0	0	0	0	0	0	0	0	0	0	0	2.00	150,000.00	300,000.00
3		Air Conditioning Unit, Floor-Mounted 3.0 TR	unit	2			2				0	0	0	0	0	0	0	0	0	2.00	120,000.00	240,000.00
4	40101701-AC-W01	Air Conditioning Unit, Window Inverter Type	unit	4	2	4	10	2			2	0	0	0	0	0	0	0	0	12.00	49,500.00	594,000.00
5		Centralized Aircon	unit				0	1			1	0	0	0	0	0	0	0	0	1.00	100,000.00	100,000.00
6		Copier/Printer Machine	unit	1			1				0	0	0	0	0	0	0	0	0	1.00	500,000.00	500,000.00
7		Electrical power supply and circuit breaker	lot	1			1				0	0	0	0	0	0	0	0	0	1.00	11,000.00	11,000.00
							0				0				0				0	0.00		0.00
Common Office Equipment																						
1		Accordion for the breastfeeding area	piece			2	2				0				0				0	2.00	1,000.00	2,000.00
2		Bulletin Board	piece	1		1	2			1	1	1			1				0	4.00	2,000.00	8,000.00
3		Cabinet, Filing, Steel	piece			6	6				0				0				0	6.00	14,000.00	84,000.00
4		Cabinet, Lateral 4 drawer, Gauge 22	piece	2			2				0				0				0	2.00	9,500.00	19,000.00
5		Cabinet, Mobile 3 drawers	piece			4	4				0				0				0	4.00	4,500.00	18,000.00
6		Chair, Clerical	piece			5	5				0				0				0	5.00	5,800.00	29,000.00
7		Chair, conference	piece			14	14				0				0				0	14.00	5,600.00	78,400.00
8		Chair, Gang 4-seater	piece				0			2	2				0				0	2.00	11,600.00	23,200.00
9		Chair, Junior Executive	piece	2			2				0	4			4	2			2	8.00	6,970.00	55,760.00
10		Chair, Senior Executive	piece	2			2			10	10				0				0	12.00	7,650.00	91,800.00
11		Document Scanner	unit	1		1	2				0	3			3				0	5.00	14,995.00	74,975.00
12		PAPER SHREDDER (heavy duty 100% jam free cross cut shredder)	unit				0	1			1				0				0	1.00	30,000.00	30,000.00
13		Sofa 1 seater, leatherette	piece			2	2				0				0				0	2.00	6,900.00	13,800.00
14		Sofa 4 seater, leatherette	piece			1	1		1		1	4			4				0	6.00	14,850.00	89,100.00
15		Sofa Bed for the Breastfeeding area	piece			1	1				0				0				0	1.00	7,100.00	7,100.00
16		Sofa with Center Table	piece			1	1				0				0				0	1.00	10,000.00	10,000.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			
17		Table, center glass	piece			1	1				0				0				0	1.00	5,900.00	5,900.00
18		Table, clerical with drawer	piece			9	9				0				0				0	9.00	8,800.00	79,200.00
19		Table, Conference 6-seater with top glass	piece			1	1				0				0				0	1.00	14,400.00	14,400.00
20	44111905-WB-N01	White Board	piece	1	1	1	3			1	1				0				0	4.00	8,000.00	32,000.00
							0				0				0				0	0.00		0.00
Common Office Supplies																						
1		Ballpen, Black	dozen	60	139	28	227	66	17	13	96	47	157	13	217	29	25	3	57	597.00	144.00	85,968.00
2		Ballpen, Blue	dozen	52	73	27	152	39	15	12	66	46	92	12	150	7	24	2	33	401.00	144.00	57,744.00
3		Ballpen, Gold	dozen	3			3	3			3	3			3	3			3	12.00	180.00	2,160.00
4		Ballpen, Green	dozen	8	6		14	3	6		9	8	16		24	3	12		15	62.00	180.00	11,160.00
5		Ballpen, Red	dozen	15	9	2	26	2	9	2	13	14	7	2	23	2	12	2	16	78.00	144.00	11,232.00
6		Ballpen, Violet	dozen	3	7		10	3	7		10	3	7		10	3	10		13	43.00	180.00	7,740.00
7		Correction Fluid	piece		5		5		5		5		5		5		5		5	20.00	54.00	1,080.00
8		Correction Pen	piece	10	17	24	51		9		9	20	9		29		5		5	94.00	102.00	9,588.00
9		Fax film, PANASONIC KXFM131	roll	3			3	3			3	3			3	3			3	12.00	450.00	5,400.00
10		Folder, Morocco, Legal, 12/pack	pack	13	1	3	17	1	1		2	11	1		12	1	1		2	33.00	360.00	11,880.00
11		Folder, Morocco, A4, 12/PACK	pack	13	6	3	22	1	6	0	7	11	6	0	17	1	6	0	7	53.00	330.00	17,490.00
12		Gel Pen, Black	dozen	10			10	10			10	15			15		10		10	45.00	360.00	16,200.00
13		Gel Pen, Blue	dozen	12	1	10	23	10			10	17	10		27		10		10	70.00	360.00	25,200.00
14		Gel Pen, Green	dozen	5		10	15	5			5	10	10		20		5		5	45.00	360.00	16,200.00
15		Gel Pen, Red	dozen	10			10	10			10	10			10		10		10	40.00	360.00	14,400.00
16		Gel Pen,Violet	dozen			10	10				0		10		10				0	20.00	360.00	7,200.00
17		Glue Stick (22g)	piece		3		3				0				0				0	3.00	118.00	354.00
18		Index Card, 3"x5", 100's per pack	pack	7		1	8			1	1			1	1			1	1	11.00	22.00	242.00
19		Index Card, 4"x6", 100's per pack	pack	5		1	6			1	1			1	1			1	1	9.00	33.00	297.00
20		Index Card, 5"x8", 100's per pack	pack	25		11	36	5	32	1	38	5	32	1	38	5	32	1	38	150.00	38.00	5,700.00
21		Index Tab, self adhesive 10pcs/box	box	1	1	2	4	21	1	1	23	1	1	1	3	1	1	1	3	33.00	150.00	4,950.00
22		Marker, Permanent, gold	Piece	0	0	50	50	0	0	50	50	0	0	50	50	0	0	50	50	200.00	85.00	17,000.00
23		Note Pad 100's 3 X 5	pad	20	3	13	36	13	1	3	17	15	3	3	21	8	3	3	14	88.00	102.00	8,976.00
24		Note Pad 100's 4 x 4	pad	9			9	7			7	9			9	7			7	32.00	120.00	3,840.00
25		Note pad 100's 4 x 6	pad	23		22	45	22		5	27	25			25	17			17	114.00	190.00	21,660.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			
26		Notepad small	pack	3	5	5	13	3	5	5	13	3	5	5	13	3	5	5	13	52.00	35.00	1,820.00
27		Notebook spiral, 60 leaves	piece				0	350			350				0				0	350.00	32.00	11,200.00
28		Notebook, spiral 100 leaves	piece		24		24			24	24			12	12	12			12	72.00	40.00	2,880.00
29		Paper Fastener, plastic, 50's	box	3	3	5	11	2	8	0	10	8	3	0	11	7	3	0	10	42.00	52.00	2,184.00
30		Paste	jar	7	12		19	6	12		18	4		12	16		10		10	63.00	65.00	4,095.00
31		Puncher, 3-hole	piece	1			1				0				0				0	1.00	9,400.00	9,400.00
32		Ruler, Double-Sided Steel	piece	5			5				0				0				0	5.00	190.00	950.00
33		Sign Pen, Violet	dozen				0		5		5				0	5			5	10.00	950.00	9,500.00
34		Stamp pad felt pad	piece	0			0				0	0			0				0	0.00	54.00	0.00
35		Staple Wire (23/10) for Heavy Duty Stapler	box	2			2	2			2	2			2	2			2	8.00	420.00	3,360.00
36		Staple Wire (23/17) for Heavy Duty Stapler	box	2			2	1			1				0				0	3.00	120.00	360.00
37		Staple Wire (23/20) for Heavy Duty Stapler	box	2			2	2			2				0				0	4.00	120.00	480.00
38		Tape, Double Adhesive 1"	roll	22	5	5	32	15	7	8	30	15	5	5	25	5		5	10	97.00	36.00	3,492.00
39		Tape, Double Adhesive 2"	roll	7		4	11	14	5	10	29	7	10	4	21	4		4	8	69.00	60.00	4,140.00
40		Tape, Duct 2 inches	roll	9		6	15	3		6	9	3			3	3			3	30.00	90.00	2,700.00
41		Transparency Film, 100's	pack	4			4				0	3			3				0	7.00	320.00	2,240.00
							0				0				0				0	0.00		0.00
Common Janitorial Supplies																						
1		DETERGENT POWDER	kilo	5	5	5	15	5	5	5	15	5	5	5	15	5	5	5	15	60.00	1,000.00	60,000.00
2		Disinfectant Bleaching Solution	gallon	7	2	2	11	5	4	2	11	5	4	2	11	5	4	2	11	44.00	145.00	6,380.00
3		DISHWASHING LIQUID	gallon	2	2	2	6	2	2	2	6	2	2	2	6	2	2	2	6	24.00	275.00	6,600.00
4		Trash Bin, 16-Liter Pedal	piece	3			3				0				0				0	3.00	300.00	900.00
5		Toilet deodorant cake deodorizer/moth proofer 50 grams, 3 pcs/pack	piece	3			3	3			3	3			3	3			3	12.00	60.00	720.00
6							0				0				0				0	0.00		0.00
Office Equipment and Accessories																						
1		BARCODE PRINTER	unit				0				0				0		1		1	1.00	14,999.00	14,999.00
2		Exhaust Fan	piece	3			3				0				0				0	3.00	4,500.00	13,500.00
3		Fire Alarm Bell (24V, 6")	unit	0	0	15	15	0	0	0	0	0	0	0	0	0	0	0	0	15.00	2,500.00	37,500.00
4		Fire Alarm switch	piece	0	0	15	15	0	0	0	0	0	0	0	0	0	0	0	0	15.00	2,500.00	37,500.00
5		Refrigerator	unit	3	1	1	5				0	5			5				0	10.00	14,950.00	149,500.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			
6		Rostrum	piece	0	0	4	4	0	0	0	0	0	0	0	0	0	0	0	0	4.00	12,350.00	49,400.00
7		Steel Shelves 5 layer	piece	0	0	10	10	0	0	0	0	0	0	10	10	0	0	0	0	20.00	7,500.00	150,000.00
8		Telephone Fax Machine	unit				0			1	1				0				0	1.00	6,500.00	6,500.00
							0				0				0				0	0.00		0.00
Office Supplies																						
1		ACETATE, A4 Size	pack	5			5	5			5	3			3				0	13.00	500.00	6,500.00
2		ACETATE, Legal Size	pack	5			5	3			3	5			5				0	13.00	450.00	5,850.00
3		Back Cover A4	piece		100		100				0				0				0	100.00	5.00	500.00
4		Back Cover Legal	piece		100		100				0				0				0	100.00	6.00	600.00
5		BARCODE STICKER (2" X 1")	pack			8	8				0		1		1		1		1	10.00	2,000.00	20,000.00
6		Battery AA, Energizer	pack	4			4	0			0	4			4	0			0	8.00	130.00	1,040.00
7		Battery AAA, Energizer, 2 pcs per pack	pack	4			4				0	4			4				0	8.00	145.00	1,160.00
8		Binder Folder, 2 Hole A4	piece	25	25	40	90				0	25	20		45				0	135.00	230.00	31,050.00
9		Binder Folder, 3 Hole Legal	piece	25		40	65				0	25	20		45				0	110.00	250.00	27,500.00
10		Binder Folder, Archifile 2" A4 (Blue)	piece		10		10				0				0				0	10.00	150.00	1,500.00
11		Board cover, Assorted colors	packs	4			4	0			0	6			6	0			0	10.00	750.00	7,500.00
12		Bristol Board, A4, Assorted Color, 100/pack	pack	6	1	5	12				0	41	1		42	40			40	94.00	780.00	73,320.00
13		Bristol Board, Legal, Assorted Color, 100/pack	pack	7	13	16	36	2	2	11	15	42	2	11	55	42	12	1	55	161.00	890.00	143,290.00
14		Storage box, board with Cover	piece				0			30	30				0			30	30	60.00	100.00	6,000.00
15		Storage Box 60 ltrs.	piece				0			2	2				0				0	2.00	2,000.00	4,000.00
16		Case Folder, Three Folds	piece	25	25	25	75	25	25	25	75	25	25	25	75	25	25	25	75	300.00	30.00	9,000.00
17		CD Storage Case	piece				0	20			20				0				0	20.00	70.00	1,400.00
18		Certificate Frame/Holder, A4	piece	2	2	2	6	2	2	2	6	2	2	2	6	2	2	2	6	24.00	85.00	2,040.00
19		Clip Bulldog, metal clamp (2inches)	box				0			70	70			42	42				0	112.00	70.00	7,840.00
20		Clip Bulldog (3")	dozen	1		5	6			3	3	1	5		6				0	15.00	145.00	2,175.00
21		Colored Divider(10shts per pack) A4	pack			20	20	15			15	15			15	15			15	65.00	50.00	3,250.00
22		Colored Divider(10shts per pack) legal size	pack			20	20	20			20	20			20	20			20	80.00	60.00	4,800.00
23		Cutter, Flexi Glass	piece				0			1	1				0				0	1.00	250.00	250.00
24		Data File Box with cover, Large	piece	8			8				0	8			8				0	16.00	800.00	12,800.00
25		Data File Folder, A3	piece			20	20				0			20	20				0	40.00	300.00	12,000.00
26		Data File Folder, Legal size	piece			100	100				0			100	100				0	200.00	200.00	40,000.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement															Total Quantity for the year	Price Catalogue	Total Amount for the year	
				Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec				Q4
27		Data Folder, w/ finger ring (3"x9"x15")	piece		100		100				0		100		100				0	200.00	80.00	16,000.00
28		Fax Film, Panasonic KX FT 981	roll				0	10			10				0				0	10.00	600.00	6,000.00
29		Filler notebooks, assorted	pack	1	1	1	3	1	1	1	3	1	1	1	3	1	1	1	3	12.00	55.00	660.00
30		Foam Board with Adhesive	piece				0			30	30				0				0	30.00	150.00	4,500.00
31		CERTIFICATE FRAME A4	piece	0	0	20	20	0	0	20	20	0	0	20	20	0	0	20	20	80.00	150.00	12,000.00
32		CERTIFICATE FRAME LEGAL	piece	0	0	20	20	0	0	20	20	0	0	20	20	0	0	20	20	80.00	200.00	16,000.00
33		ID holder/lace	piece				0	350			350				0				0	350.00	18.00	6,300.00
34		ID Jacket	piece	420	0	550	970	360	125	175	660	460	1000	30	1490	125	0	30	155	3,275.00	50.00	163,750.00
35		Index card box	piece	1			1				0	1			1				0	2.00	200.00	400.00
36		Ink Refill for self-inking stamper	bottle	2			2				0	2			2				0	4.00	60.00	240.00
37		Laminating Film	piece	50			50	50			50	50			50	50			50	200.00	12.00	2,400.00
38		Laminating Film, A4 250 microns 100's	box		2	2	4	2			2				0				0	6.00	1,430.00	8,580.00
39		Magazine file box with cover	piece		100		100				0				0				0	100.00	350.00	35,000.00
40		Magazine file Box, special Size (16"x12"x9")	piece		100		100				0		100		100				0	200.00	200.00	40,000.00
41		Map Pin, Round Head, 100 pieces per case	case	9			9	2			2	2			2	2			2	15.00	250.00	3,750.00
42		Mattboard (Special)	piece				0			25	25				0				0	25.00	100.00	2,500.00
43		Nikon-EN-EL15 Lithium-Ion Battery	piece				0	5			5				0				0	5.00	5,000.00	25,000.00
44		Padding Cement	bottle	2			2	2			2	2			2	2			2	8.00	500.00	4,000.00
45		Post-it Flag, pagemaker, assorted color 25x43mm	pack	33	48		81	9	12		21	33	12		45	9			9	156.00	240.00	37,440.00
46		Post-It "Sign Here"	pack	39	29	5	73	43	17	5	65	29	17	5	51	27	10	5	42	231.00	185.00	42,735.00
47		Post-it, Sign Here	box			10	10				0	10			10				0	20.00	3,000.00	60,000.00
48		PVC Cover Sheet, A4 100s	pack	7	1	3	11	5			5	10			10	4			4	30.00	750.00	22,500.00
49		PVC Cover Sheet, Legal 100s	pack	2	1	3	6	3			3	5			5	3			3	17.00	900.00	15,300.00
50		Ring Binder, 3-ring A4 1.5in D-type W Label Insert On Side & Front Pocket	piece	10			10	5			5	5			5				0	20.00	350.00	7,000.00
51		Ring binder (Plastic) 1 inch, Black (25mm), 10 pcs/ bundle	bundle	4	2	12	18	2	2	6	10	8	2	6	16	8	2	0	10	54.00	300.00	16,200.00
52		Ring Binder (Plastic) 2-inch, Black (51mm), 10 pcs/bundle	bundle	4	2	12	18	2		3	5	10	5		15	8			8	46.00	540.00	24,840.00
53		Ring Binder(Plastic) 5/8 inch, (16mm), 10pcs per bundle	bundle			2	2				0	2			2				0	4.00	174.00	696.00
54		Ring Binder(Plastic) 7/16 inch, (11mm), 10pcs per bundle	bundle		3	2	5				0	2	3		5				0	10.00	102.00	1,020.00
55		Ring, binder (Plastic) 1/4 inch, Black (6mm), 10pcs/bundle	bundle	2		6	8	2		6	8	8		6	14	2			2	32.00	66.00	2,112.00
56		Ring, binder (Plastic) 3/8 inch, Black (10mm), 10pcs/bundle	bundle	12	3	6	21	12	3	6	21	12	3	6	21	12	3	0	15	78.00	90.00	7,020.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			
57		Ring, binder (Plastic) 5/16 inch, Black (8mm), 10pcs/bundle	bundle		6		6			0			3	3				0	9.00	72.00	648.00	
58		Ring, binder (Plastic) 9/16 inch, Black(14mm), 10pcs/bundle	bundle	15		6	21	15		15	15			15	15			15	66.00	115.00	7,590.00	
59		Ring, binder (Plastic)1/2 inch, Black (12mm), 10pcs/bundle	bundle	12	10	6	28	10	10	0	20	13	16	0	29	10	10	0	20	97.00	114.00	11,058.00
60		Ring, binder (Plastic)1-1/2 inch, Black (38mm), 10pcs/bundle	bundle		6		6			0			3	3				0	9.00	456.00	4,104.00	
61		Ring, binder (Plastic)1-1/8 inch, Black (28mm), 10pcs/bundle	bundle			6	6			0	3			3				0	9.00	336.00	3,024.00	
62		Ring, binder (Plastic)1-3/4 inch, Black (45mm), 10pcs/bundle	bundle	2	2	3	7		3	3	2	2	2	6				0	16.00	504.00	8,064.00	
63		Ring, binder (Plastic)3/4 inch, Black (20mm), 10pcs/bundle	bundle	5	2	2	9			0	4	2		6				0	15.00	216.00	3,240.00	
64		Rubberbands (Transparent natural color)	box				0			24	24			20	20		20	20	64.00	190.00	12,160.00	
65		Scissor, heavy duty	pair	0			0			0	0			0				0	0.00	85.00	0.00	
66		Sintra Board	piece				0			10	10			0				0	10.00	1,000.00	10,000.00	
67		Specialty board A4, 10's	pack	10	35	40	85	40	15	30	85	30	20	5	55	6	10	5	21	246.00	42.00	10,332.00
68		Specialty board Legal, 10's	pack				0	10			10				0				0	10.00	42.00	420.00
69		Vellum board, 10's	pack	10	25		35	10	40	10	60	10	20		30	10	20		30	155.00	42.00	6,510.00
							0				0				0				0	0.00		0.00
Audio and visual presentation and composing equipment																						
1	32101514-AM-P01	Amplifier	unit	0	0	0	0	0	0	3	3	0	0	0	0	0	0	0	3.00	14,950.00	44,850.00	
2		Digital Box Receiver	unit	1			1				0				0				0	1.00	3,000.00	3,000.00
3	52161517-EQ-E01	Equalizer	unit	0	0	0	0	0	0	3	3	0	0	0	0	0	0	0	3.00	10,000.00	30,000.00	
4		LCD Screen	unit			1	1				0				0				0	1.00	20,000.00	20,000.00
5		Mac Pro Dual Graphic Processing Unit (GPU)	unit				0	2			2				0				0	2.00	247,188.00	494,376.00
6		Microphone stand universal	piece			2	2				0				0				0	2.00	3,000.00	6,000.00
7	52161520-MC-M01	Microphone	piece	2	0	0	2	0	0	7	7	0	0	0	0	0	0	0	9.00	6,500.00	58,500.00	
8		Boom Microphone	unit				0	1			1				0				0	1.00	20,000.00	20,000.00
9		Portable Trolley Sound System - with Bluetooth, NFC, USB Slot, FM Radio, LED Lights & Two (2) Wireless Microphone	unit	1			1				0				0				0	1.00	12,000.00	12,000.00
10	52161505-TV-S01	SMART Television	unit	1	1	2	4			10	10				0				0	14.00	14,999.00	209,986.00
11	52161512-SP-K01	Speakers	piece	0	0	0	0	0	0	3	3	0	0	0	0	0	0	0	3.00	8,500.00	25,500.00	
12		Stage speakers	piece				0			1	1				0				0	1.00	20,000.00	20,000.00
13		TV Stand universal	piece			4	4				0				0				0	4.00	3,000.00	12,000.00
14		Universal Ceiling Bracket (Projector)	piece	1			1				0				0				0	1.00	1,980.78	1,980.78
							0				0				0				0	0.00		0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement															Total Quantity for the year	Price Catalogue	Total Amount for the year	
				Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec				Q4
Photographic or filming or video equipment																						
1		Camera - 16MP, 40X Optical Zoom, 720p HD video, 24mm Wide Angle, 3" LCD, AA Battery, SD Car	unit	1			1				0				0				0	1.00	13,500.00	13,500.00
2		CCTV Set with monitor and Mini PC	set	1			1				0				0				0	1.00	25,000.00	25,000.00
3	45121504-DS-C01	DSLR Mirrorless Camera w/Kit Lenses	unit				0	2			2				0				0	2.00	90,000.00	180,000.00
4		Portable Audio Recorder #5	unit				0	1			1				0				0	1.00	18,000.00	18,000.00
5		Prime Lens	unit				0	2			2				0				0	2.00	30,000.00	60,000.00
6		Tele Lens	unit				0	2			2				0				0	2.00	42,000.00	84,000.00
							0				0				0				0	0.00		0.00
Cleaning Equipment and Supplies																						
1		Flood Pad (polishing)	pack		2		2				0		2		2				0	4.00	450.00	1,800.00
2		Scrubbing Pad	pack		2		2				0		2		2				0	4.00	450.00	1,800.00
3							0				0				0				0	0.00		0.00
Paper Materials and Products																						
1		BARCODE STICKER	roll	0	100	0	100	0	0	0	0	0	100	0	100	0	0	0	0	200.00		0.00
2		Calling Card	box	1	1	3	5	1	1	1	3	1	1	1	3	1	1	1	3	14.00		0.00
5		Cartolina, Assorted colors, 110/pack	pack	3			3				0				0				0	3.00		0.00
6		Envelop, Mailing, with DAR Logo	box	19	20	11	50	13	26	5	44	33	20	5	58	13	40	5	58	210.00		0.00
7		Fine Board Moods Colored (100 pcs./ream) (Pink, Violet, Blue, Orange, Green & White)	ream		100		100		100		100		100		100		100		100	400.00		0.00
8		Manila Paper, 5 sheets per pack	pack	9	0	19	28	9		5	14	17		5	22	17		5	22	86.00		0.00
9		Paper, Canon Laid Bond 85g, 88 1/2 x 13 natural (500 sheets/box)	box	1		50	51	1	47		48	51			51	1			1	151.00		0.00
10		Paper, Colored Assorted, 500's	rms	5	6	3	14				0				0				0	14.00		0.00
11		Paper, Copy A3	ream	91	3	0	94	27	1		28	46	3		49	27	1		28	199.00		0.00
12		Paper, Copy Super Long	ream	10			10	10			10	10			10	10			10	40.00		0.00
13		Paper, DAR Letterhead, A4	ream	35	5	14	54	25	5	13	43	27	5	16	48	22	17	4	43	188.00		0.00
14		Paper, DAR Letterhead, Legal	ream	21	1	7	29	5		6	11	15		13	28	5	12		17	85.00		0.00
15		Paper, Photo, A4 (Glossy), 20's	pack	8		8	16	14	500		514	4	500		504	4			4	1,038.00		0.00
16		Paper, Photo, A4 (Matte), 20's	pack	3		2	5	12	12		24	2		12	14	2	10		12	55.00		0.00
17		Security Paper for Judicial Forms	sets	0	50000	0	50000	0	0	0	0	0	0	0	0	0	0	0	0	50,000.00		0.00
18		Special paper letter head (A4 Size)	ream	1			1		1		1		1		1		1		1	4.00		0.00
19		Special paper letter head (Legal Size)	ream	1			1	1			1	1			1	1			1	4.00		0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			
20		Specialty Paper, 100's	pack	5	2	50	57	5	2	0	7	5	2	0	7	5	2	0	7	78.00		0.00
21		Specialty Paper, A4, crème/ivory, 120 gsm 20's	pack				0	30			30				0				0	30.00		0.00
22		Specialty Paper, A4, crème/ivory, 80 gsm 20's	pack				0	30			30				0				0	30.00		0.00
23		Sticker Paper, 10's per pack A4 size	pack	9	10	2	21	15	50		65	6	5	2	13				0	99.00		0.00
24		Stricker Label (pre-cut) 96mmx56mm	pack	3	3	3	9	1	1	1	3				0				0	12.00		0.00
							0				0				0				0	0.00		0.00
Lighting and fixtures and accessories																						
1		Hallogen Lighting	piece				0			6	6				0				0	6.00	1,000.00	6,000.00
2							0				0				0				0	0.00		0.00
3							0				0				0				0	0.00		0.00
Electrical equipment and components and supplies																						
1		Airpot	unit		1		1				0				0				0	1.00	3,900.00	3,900.00
2		Coffee Maker 10-15 Liters Capacity	unit	1			1				0				0				0	1.00	8,000.00	8,000.00
3		Exhaust Fan	unit			1	1				0				0				0	1.00	3,000.00	3,000.00
4		Extension Cord, 6 Flat Outlet with Ground, Voltage Surge Protector	piece	2			2				0				0				0	2.00	1,500.00	3,000.00
5		Extension Cord, Heavy Duty, Multi Outlet	piece	11	2	4	17			1	1				0				0	18.00	880.00	15,840.00
6		HDMI TO VGA CONVERTER (5MTR)	piece	0	0	0	0	0	0	3	3	0	0	0	0	0	0	0	0	3.00	1,500.00	4,500.00
7		Microwave	unit	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1.00	5,000.00	5,000.00
8		Rice Cooker	unit				0			2	2				0				0	2.00	2,500.00	5,000.00
9		Welding Machine	unit	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	1.00	14,999.99	14,999.99
10		Water and Coffee Boiler	unit			2	2				0				0				0	2.00	8,000.00	16,000.00
							0				0				0				0	0.00		0.00
Computer Supplies																						
1		Anti-Virus 2020 Edition 5 devices	piece	7	4	1	12	0	0	0	0	0	0	0	0	0	0	0	0	12.00	2,000.00	24,000.00
2		Battery Charger for Laptop	piece	0	0	2	2	0	0	2	2	0	0	2	2	0	0	0	0	6.00	2,500.00	15,000.00
3		Battery for CPU (cmos)	piece	5			5				0				0				0	5.00	95.00	475.00
4		Computer Cleaner	piece	2	12		14				0	2			2				0	16.00	90.00	1,440.00
5		DVD Recordable, 16x speed, 4.7GB capacity, 10 pcs. per box	piece			75	75			75	75			75	75			75	75	300.00	22.00	6,600.00
6		DVD Rewritable, Speed 4x min, 4.76B capacity min	piece			1	1			1	1			1	1			1	1	4.00	18.00	72.00
7		External Hard Drive, 3 TB	piece	0	12	1	13				0		1	0	1				0	14.00	8,700.00	121,800.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			
8		External Hard Drive, 2 TB	piece	1			1				0				0				0	1.00	5,400.00	5,400.00
9		Flash Drive 32GB	piece	6	12		18			2	2				0				0	20.00	900.00	18,000.00
10		Flash Drive 64GB	piece		10	5	15			2	2				0				0	17.00	2,000.00	34,000.00
11		HDMI Cable - 3 mtrs high speed cable male to male 1.4v	piece	2			2				0				0				0	2.00	1,100.00	2,200.00
12		Internet Wireless USB Adapter	piece				0			2	2				0				0	2.00	3,000.00	6,000.00
13		Laptop battery	piece	3	6	1	10		2	1	3	4	3	1	8				0	21.00	3,500.00	73,500.00
14		Mouse, cordless	piece	2	13		15		5		5	15			15	5			5	40.00	450.00	18,000.00
15		Network Cable (300 meters)	roll	1			1				0				0				0	1.00	5,000.00	5,000.00
16		Network Routers	piece	1			1				0				0				0	1.00	17,950.00	17,950.00
17		PRESENTER CLICKER	piece	0	0	0	0	0	0	3	3	0	0	0	0	0	0	0	0	3.00	750.00	2,250.00
18		SD Card, 128 GB	piece			5	5				0				0				0	5.00	2,000.00	10,000.00
19		USB HUB PORT 3.0 Desktop Hub support OTG Function	piece	2		2	4				0				0				0	4.00	975.00	3,900.00
20		VGA CABLE Male to Male - Length: 10 meters	piece	2			2	2			2				0				0	4.00	960.00	3,840.00
21		VGA SVGA Male to 2 Dual Female Y adapter Splitter Cable WL- Length: 1FT/30 cm	piece	2			2				0				0				0	2.00	400.00	800.00
22		Wifi Connector	piece	5			5				0				0				0	5.00	1,180.00	5,900.00
23		Wireless Dual Band USB Adapter	piece	2			2				0				0				0	2.00	3,500.00	7,000.00
							0				0				0				0	0.00		0.00
Common ICT Equipment																						
1		AVR, 500watts	unit	3	0	1	4	0	0	1	1	10	0	1	11	0	0	1	1	17.00	1,500.00	25,500.00
2		COMPUTER PARTS & ACCESSORIES	lot	1			1				0				0				0	1.00	50,000.00	50,000.00
3	43222610-HS-001	Hub/Switches	piece	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	1.00	6,500.00	6,500.00
4		Keyboard	piece	14	1		15	3			3	12			12				0	30.00	450.00	13,500.00
5	43191501-MP-001	Mobile Phone	unit	1			1				0				0				0	1.00	14,900.00	14,900.00
6		Monitor, LED	unit	4		1	5				0				0				0	5.00	10,200.00	51,000.00
7	81112306-MF-P01	Multi Function PRINTER	unit	5	5	5	15	12			12	3		1	4	1			1	32.00	12,500.00	400,000.00
8	43222609-NR-001	Network Routers	piece	1	0	0	1	0	0	1	1	0	0	0	0	0	0	0	0	2.00	8,000.00	16,000.00
9	43212105-PP-001	Portable Printer	unit	1			1				0				0				0	1.00	10,000.00	10,000.00
10		PRINTER, A3 Capable	unit	2	1	1	4				0				0				0	4.00	14,950.00	59,800.00
11	43212104-PI-C01	PRINTER, Inkjet, Color	unit	13	0	2	15	9	0	1	10	0	0	1	1	0	0	1	1	27.00	13,500.00	364,500.00
12	43212104-PI-M01	PRINTER, Inkjet, Monochrome	unit		1		1				0				0				0	1.00	3,500.00	3,500.00

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				Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec				Q4
13	43212105-LC-P01	PRINTER, LASER, Color	unit	8	2		10	3			3			1	1				0	14.00	14,990.00	209,860.00
14	43211711-SC-D01	Scanner, Colored, Double sided, feeder type	unit	1	1		2				0				0				0	2.00	50,000.00	100,000.00
15	43211711-SF-001	Scanner, Flatbed	unit	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	1.00	4,500.00	4,500.00
16	39121011-UP-S01	UNINTERRUPTIBLE POWER SUPPLY (UPS)	unit	27	2	3	32	0	0	2	2	16	0	1	17	0	0	0	0	51.00	2,600.00	132,600.00
17	43222640-WA-P01	Wireless Access Point	piece	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	1.00	4,500.00	4,500.00
18	45111601-WP-P01	Wireless Pointing Device / Laser Pointer	piece	2	0	4	6	0	0	3	3	0	0	0	0	0	0	0	0	9.00	5,000.00	45,000.00
							0				0				0				0	0.00		0.00
Consumables																						
1		BARCODE PRINTER RIBBON	roll			2	2			2	2			2	2			2	2	8.00	1,000.00	8,000.00
2		Fujisakura Ink black for Risograph CR1630	piece				0	10			10				0				0	10.00	1,350.00	13,500.00
3		Fujisakura Master Roll for Risograph CR1630	piece				0	10			10				0				0	10.00	2,750.00	27,500.00
4		Ink Cart, Brother BT5000 Cyan	cart	0	0	1	1	0	0	1	1	0	0	1	1	0	1	0	1	4.00	468.00	1,872.00
5		Ink Cart, Brother BT5000 Magenta	cart	0	0	1	1	0	0	1	1	0	0	1	1	0	1	0	1	4.00	468.00	1,872.00
6		Ink Cart, Brother BT5000 Yellow	cart	0	0	1	1	0	0	1	1	0	0	1	1	0	1	0	1	4.00	468.00	1,872.00
7		Ink Cart, Brother BTD60 Black	cart	0	0	1	1	0	0	1	1	0	0	1	1	0	1	0	1	4.00	468.00	1,872.00
8		Ink Cart, Brother LC 535 XL Cyan	cart	2		3	5	3		2	5		2	3	5	3	2		5	20.00	550.00	11,000.00
9		Ink Cart, Brother LC 535 XL Magenta	cart	2		3	5	3		2	5		2	3	5	3	2		5	20.00	550.00	11,000.00
10		Ink Cart, Brother LC 535 XL Yellow	cart		2	3	5		3	2	5	2		3	5		2	3	5	20.00	550.00	11,000.00
11		Ink Cart, Brother LC 539 XL Black	cart		2	3	5		3	2	5		2	3	5		2	3	5	20.00	550.00	11,000.00
12		Ink Cart, Canon 725 PGBK	cart	3			3				0				0		3		3	6.00	1,200.00	7,200.00
13		Ink Cart, Canon 726 BK	cart	3			3				0				0		3		3	6.00	1,000.00	6,000.00
14		Ink Cart, Canon 726 M	cart	3			3				0				0		3		3	6.00	1,000.00	6,000.00
15		Ink Cart, Canon 726 Y	cart	3			3				0				0		3		3	6.00	1,000.00	6,000.00
16		Ink Cart, Canon GI-790 Black	cart	5		3	8			3	3			3	3				0	14.00	420.00	5,880.00
17		Ink Cart, Canon GI-790 Cyan	cart	5		3	8			3	3			3	3				0	14.00	420.00	5,880.00
18		Ink Cart, Canon GI-790 Magenta	cart	5		3	8			3	3			3	3				0	14.00	420.00	5,880.00
19		Ink Cart, Canon GI-790 Yellow	cart	5		3	8			3	3			3	3				0	14.00	420.00	5,880.00
20		Ink Cart, Canon Pixma G1010 Black	cart				0	1			1			2	2				0	3.00	1,500.00	4,500.00
21		Ink Cart, Canon Pixma G1010 Colored	cart				0	1			1			2	2				0	3.00	1,500.00	4,500.00
22		Ink Cart, Epson L3110, Black	cart	20			20	40			40	40			40	20			20	120.00	375.00	45,000.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			
23		Ink Cart, Epson L3110, Cyan	cart	10			10	30			30	20			20				0	60.00	375.00	22,500.00
24		Ink Cart, Epson L3110, Magenta	cart	10			10	30			30	20			20				0	60.00	375.00	22,500.00
25		Ink Cart, Epson L3110, Yellow	cart	10			10	30			30	20			20				0	60.00	375.00	22,500.00
26		Ink Cart, HP Deskjet GT5820 (GT52), Cyan	cart	9	0	21	30	5	0	21	26	9	18	3	30	5	18	0	23	109.00	460.00	50,140.00
27		Ink Cart, HP Deskjet GT5820 (GT52), Magenta	cart	9	0	21	30	5	0	21	26	9	18	3	30	5	18	0	23	109.00	460.00	50,140.00
28		Ink Cart, HP Deskjet GT5820 (GT52), Yellow	cart	9	0	21	30	5	0	21	26	9	18	3	30	5	18	0	23	109.00	460.00	50,140.00
29		Ink Cart, HP Deskjet GT5820 (GT51), Black	cart	14	0	25	39	10	0	25	35	14	22	3	39	10	22	0	32	145.00	460.00	66,700.00
30		Ink Cart, HP932 BLACK WITH /COLORED (COMBO)	cart	0	0	3	3	0	0	3	3	0	0	3	3	0	0	3	3	12.00	4,500.00	54,000.00
31		Ink Cart, HP932, Black	cart	11	12	23	46	12	13	29	54	11	27	10	48	10	26	8	44	192.00	1,620.00	311,040.00
32		Ink Cart, HP932XL, Black	cart	22			22	41			41	32		3	35	22			22	120.00	1,905.00	228,600.00
33		Ink Cart, HP933, Cyan	cart	8	8	20	36	8	8	20	36	8	20	8	36	8	20	8	36	144.00	930.00	133,920.00
34		Ink Cart, HP933, Magenta	cart	8	8	20	36	8	8	20	36	8	20	8	36	8	20	8	36	144.00	930.00	133,920.00
35		Ink Cart, HP933, Yellow	cart	8	8	20	36	8	8	20	36	8	20	8	36	8	20	8	36	144.00	930.00	133,920.00
36		Ink Cart, HP933XL -Cyan	cart	20	4		24	40	5	5	50	30	4	5	39	19	5		24	137.00	1,046.00	143,302.00
37		Ink Cart, HP933XL -Magenta	cart	20	4		24	38	5	5	48	30	4	5	39	19	5		24	135.00	1,046.00	141,210.00
38		Ink Cart, HP933XL, Yellow	cart	20	4	0	24	42	5	5	52	30	4	5	39	19	5	0	24	139.00	1,046.00	145,394.00
39		Kyocera Taskalfa 300i Toner TK 679	cart	2			2	1			1				0				0	3.00	9,295.00	27,885.00
40		Ribbon for Signing and Sealing Machine	piece	24	0	0	24	0	0	0	0	0	0	0	0	0	0	0	0	24.00	1,600.00	38,400.00
41		Ribbon, Epson FX 21180	piece	1	1	1	3	1	1	1	3	1	1	1	3	1	1	1	3	12.00	900.00	10,800.00
42		Ribbon, Epson FX 2175	piece	1	1	1	3	1	1	1	3	1	1	1	3	1	1	1	3	12.00	800.00	9,600.00
43		Toner Cart, BROTHER TN261 Black	cart	3			3				0	3			3				0	6.00	4,500.00	27,000.00
44		Toner Cart, BROTHER TN261 Cyan	cart	2			2				0	2			2				0	4.00	4,500.00	18,000.00
45		Toner Cart, BROTHER TN261 Magenta	cart	2			2				0	2			2				0	4.00	4,500.00	18,000.00
46		Toner Cart, BROTHER TN261 Yellow	cart	2			2				0	2			2				0	4.00	4,500.00	18,000.00
47		Toner Cart, Brother TN-3448	cart	14	0	5	19	8	0	5	13	8	4	1	13	8	4	1	13	58.00	6,600.00	382,800.00
48		Toner Cart, CF219 (HP19A)	cart	19	3	3	25	18	3		21	15	3	3	21	19			19	86.00	4,400.00	378,400.00
49		TONER CART, CF279A (HP79A)	cart	3			3	3			3	3			3	3			3	12.00	3,100.00	37,200.00
50		Toner Cart, Epson L360, Black	cart				0		2		2		2		2				0	4.00	395.00	1,580.00
51		Toner Cart, Epson L360, Cyan	cart				0		2		2		2		2				0	4.00	395.00	1,580.00
52		Toner Cart, Epson L360, Magenta	cart				0		2		2		2		2				0	4.00	395.00	1,580.00
53		Toner Cart, Epson L360, Yellow	cart				0		2		2		2		2				0	4.00	395.00	1,580.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			
54		Toner Cart, KYOCERA TASKALFA 4501I	cart		2		2		2		2		2		2		2		2	8.00	1,300.00	10,400.00
55		Toner Cart, Kyocera Taskalfa TK 65001	cart	1			1	1			1	1			1	1			1	4.00	30,000.00	120,000.00
56		Toner Cart, Kyocera TK-479	cart	6			6	4			4	6			6				0	16.00	8,820.00	141,120.00
57		Toner Cart, Kyocera TK-6309 TA-5501	cart				0	2			2				0				0	2.00	17,000.00	34,000.00
58		Toner Cart, Kyocera TK-8309C	cart	2			2				0	2			2				0	4.00	18,095.00	72,380.00
59		Toner Cart, Kyocera TK-8309K	cart	4			4				0	4			4				0	8.00	10,670.00	85,360.00
60		Toner Cart, Kyocera TK-8309M	cart	2			2				0	2			2				0	4.00	18,095.00	72,380.00
61		Toner Cart, Kyocera TK-8309Y	cart	2			2				0	2			2				0	4.00	18,095.00	72,380.00
							0				0				0				0	0.00		0.00
Other Categories																						
1		Accountable Forms (NORSA Form, Triplicate, Carbonized, 50 sheets/pad)	pad	150			150				0				0				0	150.00	200.00	30,000.00
2		Accountable Forms (Order of Payment Form, Triplicate, Carbonized, 50 sheets/pad)	pad	150			150				0				0				0	150.00	200.00	30,000.00
3	26111729-AB-001	Auto Battery	piece	1	5	0	6	2	5	0	7	0	5	0	5	0	5	0	5	23.00	5,200.00	119,600.00
4		Balikbayan Box (20x20)	piece			10	10	10		5	15				0				0	25.00	205.00	5,125.00
5		Balloons	dozen			100	100				0				0				0	100.00	200.00	20,000.00
6		Big Dish Organizer w/ drawers	piece	1			1				0				0				0	1.00	4,000.00	4,000.00
7		Buntings	set			100	100				0				0				0	100.00	50.00	5,000.00
8		Caps	piece			100	100			100	100				0		100		100	300.00	100.00	30,000.00
9		Car Air Freshener	piece		2	5	7		2		2		6		6		6		6	21.00	250.00	5,250.00
10		Car Battery, 3SMF	piece	1			1				0				0				0	1.00	6,500.00	6,500.00
11		Cup and Saucer	Set	12	30		42				0				0				0	42.00	125.00	5,250.00
12		Daily planner	piece	300			300				0				0				0	300.00	300.00	90,000.00
13		Dehumidifier, 3 liter water tank, 20 liters/day extraction type	unit				0			2	2				0				0	2.00	14,900.00	29,800.00
14		Door Knob	piece	3			3				0				0				0	3.00	700.00	2,100.00
15		Drinking glasses	dozen		3		3			7	7				0				0	10.00	380.00	3,800.00
16	48101710-DW-F01	Drinking Water/ Fountain	cont.	20	20	20	60	20	20	20	60	20	20	20	60	20	20	20	60	240.00	35.00	8,400.00
17		Electronic SCRA subscription	unit	1			1				0				0				0	1.00	7,800.00	7,800.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			
18		First Aid Kit	box		2		2				0				0				0	2.00	6,500.00	13,000.00
19		Flag	set	0	0	3	3	0	0	0	0	0	0	0	0	0	0	0	0	3.00	10,500.00	31,500.00
20		Flowers and Flower Stand	set			20	20				0				0				0	20.00	1,800.00	36,000.00
21	15100000-FF-001	Fuel		4	3	3	10	4	3	3	10	4	3	3	10	3	3	3	9	39.00	15,000.00	585,000.00
22		Glass plaques	piece	2	1	1	4	2	1	1	4	2	1	1	4	2	1	1	4	16.00	1,000.00	16,000.00
23		Hand Towel	piece		6		6				0				0				0	6.00	100.00	600.00
24		ID RACK	piece			2	2				0				0				0	2.00	2,000.00	4,000.00
25		IEC Materials	piece	1000		300	1300				0				0				0	1,300.00	75.00	97,500.00
26		In & Out PaperTray	piece				0		4		4				0				0	4.00	1,000.00	4,000.00
27		Knife	piece		1		1				0				0				0	1.00	100.00	100.00
28		Name Tag Acrylic	piece			20	20				0				0				0	20.00	600.00	12,000.00
29		Paper Towel	pack		15		15		15		15		15		15		15		15	60.00	482.00	28,920.00
30		Philippine National Flag, cotton	piece	0	0	5	5	0	0	0	0	0	0	0	0	0	0	0	0	5.00	5,500.00	27,500.00
31		Philippine National Flag, satin	piece	0	0	5	5	0	0	0	0	0	0	0	0	0	0	0	0	5.00	5,000.00	25,000.00
32		Photo Frame	piece	5		12	17		5	5	10	5	10		15		12		12	54.00	1,002.00	54,108.00
33		Plate, Ceramic	dozen	1	2		3				0				0				0	3.00	2,500.00	7,500.00
34		Platter	piece		5		5				0				0				0	5.00	100.00	500.00
35		Push Cart Heavy Duty	piece	2			2				0				0				0	2.00	8,000.00	16,000.00
36		Rubber Mats for the Play Area	piece			30	30				0				0				0	30.00	1,000.00	30,000.00
37		SCRA Quick Index	piece				0			2	2				0				0	2.00	3,000.00	6,000.00
38		SCRA Volume Nos. 735-830	piece				0			96	96				0				0	96.00	1,300.00	124,800.00
39		Serving Bowl, Big	piece		2		2				0				0				0	2.00	200.00	400.00
40		Serving Spoon, Big	piece		3		3				0				0				0	3.00	100.00	300.00
41		Spoon/Fork/Teaspoon (set)	set	24	30		54				0				0				0	54.00	150.00	8,100.00
42		Tarpaulin	piece	1		13	14			30	30				0				0	44.00	3,000.00	132,000.00
43		Tire	piece	9	2		11				0	10	2		12				0	23.00	11,000.00	253,000.00
44		Training Kit	piece				0	281	150	97	528	0	0	30	30	210	0	167	377	935.00	300.00	280,500.00


Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year
		Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4			
45 Trolley, Three-layer; 4 wheel, bearing type	piece				0			2	2				0				0	2.00	3,500.00	7,000.00
46 Trophys/Plaque	piece		100		100				0				0				0	100.00	250.00	25,000.00
47 T-Shirts	piece			1000	1000		60	60	120	60	120		180		1000		1000	2,300.00	350.00	805,000.00
48 Vehicle sticker	piece	0	0	500	500	0	0	0	0	0	0	500	500	0	0	0	0	1,000.00	50.00	50,000.00
49 Water Dispenser Pump Type with cover Dispensing Hot & Cold)	unit		1		1				0				0				0	1.00	14,500.00	14,500.00
					0				0				0				0	0.00		0.00

A. TOTAL									P	32,478,031.38
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)									P	3,247,803.14
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If applicable for motor vehicle and other items)										
D. GRAND TOTAL (A + B+ C)									P	35,725,834.52
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:									P	-
F. MONTHLY CASH REQUIREMENTS									P	-
G.1 Available at Procurement Service Stores		6,956,738.39		4,412,148.82		3,690,209.06		2,471,549.34	P	17,530,645.61
G.2 Other Items not available at PS but regularly purchased from other sources		6,897,785.78		4,103,371.99		2,405,858.00		1,540,370.00	P	14,947,385.77
TOTAL MONTHLY CASH REQUIREMENTS		13,854,524.17		8,515,520.81		6,096,067.06		4,011,919.34	P	32,478,031.38


**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:


VERONICA B. RESUELLO
 Administrative Officer IV

Certified Funds Available / Certified Appropriate Funds Available:


MA. CRISTINA C. DAGDAG
 Budget Officer

Approved by:


USEC LUIS M.C. PAÑGULAYAN
 Head of Office/Agency

Date Prepared: October 10, 2019