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

Introduction:

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

Reminders:

1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store.
2.0 All information must be provided accurately.
3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.gov.ph) for the detailed technical specifications and sample photo of the items.
4.0 Do not delete, add, or revise any items or rows on the PART I of this template otherwise the form will be deemed invalid.
5.0 Additional rows for other items may be inserted in PART II, if necessary. Note that this is only applicable in the PART II of the form.
6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in
7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 09182954426 or 09278478245, or email appcse.helpdesk@ps-philgeps.gov.ph, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.

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

Department/Bureau/Office: Department of Agrarian Reform-Quezon II
Region: IV-A
Address: L.M. Tañada Bldg. Brgy. Pipisik Gumaca Quezon
Agency Code/UACS: _____
Organization Type: _____
Contact Person: Josefina L. Bio
Position: CAO
E-mail : jo.bio1230@gmail.com
Telephone/Mobile Nos: (042)317-7768

		Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue *(as of 28 July 2022)*	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
1	12191601-AL-E04	ALCOHOL, Ethyl, 500 mL	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	47.85	0.00
2	12191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	1	0	1	2	661.10	3	1	1	5	1,652.75	3	1	1	5	1,652.75	1	1	1	3	991.65	15	330.55	4,958.25
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
3	60121413-CB-P01	CLEARBOOK, 20 transparent pockets, A4	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	32.91	0.00
4	60121413-CB-P02	CLEARBOOK, 20 transparent pockets, legal	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	36.36	0.00
5	60121534-ER-P01	ERASER, plastic/ rubber	piece	2	0	0	2	8.94	0	0	0	0	0.00	2	0	0	2	8.94	2	0	0	2	8.94	6	4.47	26.82
6	60121524-SP-G01	SIGN PEN, Black, liquid or gel	piece	24	0	0	24	532.80	10	0	0	10	222.00	10	0	0	10	222.00	10	0	0	10	222.00	54	22.20	1,198.80
7	60121524-SP-G02	SIGN PEN, Blue, liquid or gel	piece	14	0	0	14	310.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	14	22.20	310.80
8	60121524-SP-G03	SIGN PEN, Red, liquid or gel	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	22.20	0.00
9	60121124-WR-P01	WRAPPING PAPER, kraft, 50 sheets per pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	161.20	0.00
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																										
10	45121517-DO-C02	DOCUMENT CAMERA, 8 MP	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	23,623.60	0.00
11	45111609-MM-P01	MULTIMEDIA PROJECTOR, 4000 ANSI Lumens (min.)	unit	1	0	0	1	16,588.00	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	16,588.00	2	16,588.00	33,176.00
BATTERIES AND CELLS AND ACCESSORIES																										
12	26111702-BT-A02	BATTERY, dry cell, size AA, Two (2) pieces per blister pack	pack	3	0	0	3	61.47	5	0	0	5	102.45	2	0	4	6	122.94	3	0	0	3	61.47	17	20.49	348.33
13	26111702-BT-A01	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	pack	2	0	0	2	36.68	2	0	0	2	36.68	0	0	2	2	36.68	1	0	0	1	18.34	7	18.34	128.38
14	26111702-BT-A03	BATTERY, dry cell, size D, Two (2) pieces per blister pack	pack	2	0	0	2	192.40	2	0	0	2	192.40	0	0	1	1	96.20	1	0	0	1	96.20	6	96.20	577.20

		Item & Specifications	Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue *(as of 28 July 2022)*	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
CLEANING EQUIPMENT AND SUPPLIES																									
15	47131812-AF-A01	AIR FRESHENER, Aerosol type, 150g	can	0	0	0	0	0.00	1	0	0	1	81.64	0	0	0	0	0.00	0	0	0	0	0.00	1	81.64	81.64
16	47131604-BR-S01	BROOM, Soft (Walis Tambo)	piece	0	0	0	0	0.00	1	0	0	1	136.24	0	0	0	0	0.00	0	0	0	0	0.00	1	136.24	136.24
17	47131604-BR-T01	BROOM, Stick (Walis Ting-ting)	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	22.78	0.00
18	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal, 900mL - 1000mL	bottle	1	0	0	1	41.60	1	1	1	3	124.80	1	1	1	3	124.80	1	1	1	3	124.80	10	41.60	416.00
19	47131805-CL-P01	CLEANSER, Scouring Powder, 350g	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	23.92	0.00
20	47131811-DE-B02	DETERGENT BAR, 140g as packed	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8.30	0.00
21	47131811-DE-P03	DETERGENT POWDER, all purpose, 1kg	pouch	1	0	0	1	54.08	1	1	1	3	162.24	1	1	1	3	162.24	1	1	1	3	162.24	10	54.08	540.80
22	47131803-DS-A01	DISINFECTANT SPRAY, Aerosol type, 400g	can	1	0	0	1	139.89	1	0	0	1	139.89	0	0	0	0	0.00	0	0	0	0	0.00	2	139.89	279.78
23	47131601-DU-P01	DUST PAN, rigid non-breakable plastic	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	27.64	0.00
24	47131802-FW-P02	FLOOR WAX, paste type, red, 2kg	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	309.76	0.00
25	47131830-FC-A01	FURNITURE CLEANER, Aerosol type, 300mL	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	120.12	0.00
26	73101612-HS-L01	LIQUID HAND SOAP, 500mL	bottle	2	0	0	2	85.90	2	0	0	2	85.90	2	0	0	2	85.90	2	0	0	2	85.90	8	42.95	343.60
27	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic, 30 liters capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,288.00	0.00
28	47131613-MP-H02	MOPHANDLE, heavy duty	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	124.80	0.00
29	47131619-MP-R01	MOPHEAD, made of rayon	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	122.51	0.00
30	47131501-RG-C01	RAGS, all cotton, 1 kilo per bundle	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	53.14	0.00
31	47131602-SC-N01	SCOURING PAD, 5 pieces per pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	57.93	0.00
32	47121701-TB-P04	TRASHBAG, black, 37" x 40", XL, 10 pieces per roll or pack	pack	1	1	1	3	432.12	1	1	1	3	432.12	1	1	1	3	432.12	1	1	1	3	432.12	12	144.04	1,728.48
33	47121702-WB-P01	WASTEBASKET, rigid plastic	piece	1	0	0	1	31.91	1	0	0	1	31.91	0	0	0	0	0.00	0	0	0	0	0.00	2	31.91	63.82
COLOR COMPOUNDS AND DISPERSIONS																									
34	12171703-SI-P01	INK, for stamp pad, 50mL	bottle	0	0	2	2	57.82	2	0	0	2	57.82	0	0	0	0	0.00	0	0	0	0	0.00	4	28.91	115.64
CONSUMER ELECTRONICS																									
35	52161535-DV-R01	DIGITAL VOICE RECORDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,339.16	0.00
FACE MASK																									
36	42131713-SM-M06	FACE MASK, 3 ply, fifty (50) pieces per box	box	2	0	0	2	155.00	0	0	0	0	0.00	2	0	0	2	155.00	0	0	0	0	0.00	4	77.50	310.00
FILMS																									
37	13111203-AC-F01	ACETATE, 50 meters	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	969.88	0.00
38	13111201-CF-P01	CARBON FILM, A4, 100 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	221.00	0.00
39	13111201-CF-P02	CARBON FILM, Legal, 100 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	238.54	0.00
FIRE FIGHTING EQUIPMENT																									
40	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	0	0	0	0	0.00	1	0	0	1	1,144.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,144.00	1,144.00
41	46191601-FE-H01	FIRE EXTINGUISHER, pure HCFC	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,613.25	0.00
FLAG OR ACCESSORIES																									

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue *(as of 28 July 2022)*	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
42	55121905-PH-F01	PHILIPPINE NATIONAL FLAG	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	284.84	0.00
FURNITURE AND FURNISHINGS																										
43	56101504-CM-B01	MONOBLOC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	347.41	0.00
44	56101504-CM-W01	MONOBLOC CHAIR, white	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	344.92	0.00
45	56101519-TM-S01	MONOBLOC TABLE, white, 4 seater capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,248.00	0.00
46	56101519-TM-S02	MONOBLOC TABLE, beige, 4 seater capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,248.00	0.00
HEATING AND VENTILATION AND AIR CIRCULATION																										
47	40101604-EF-C01	ELECTRIC FAN, ceiling mount, orbit type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,222.00	0.00
48	40101604-EF-G01	ELECTRIC FAN, industrial, ground type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,109.68	0.00
49	40101604-EF-S01	ELECTRIC FAN, stand type	unit	0	1	0	1	856.86	0	0	0	0	0.00	1	0	0	1	856.86	0	0	0	0	0.00	2	856.86	1,713.72
50	40101604-EF-W01	ELECTRIC FAN, wall mount	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	768.56	0.00
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																										
51	43211507-DSK001	DESKTOP, for Basic Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	24,793.60	0.00
52	43211507-DSK002	DESKTOP, for Mid-Range Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,390.40	0.00
53	43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB	unit	0	0	2	2	5,584.80	0	0	0	0	0.00	1	1	0	2	5,584.80	0	0	0	0	0.00	4	2,792.40	11,169.60
54	43211503-LAP001	LAPTOP, for Mid-range Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,380.00	0.00
55	43211503-LAP002	LAPTOP, Lightweight	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	46,800.00	0.00
56	43211708-MO-O01	MOUSE, OPTICAL, USB connection type	unit	0	0	0	0	0.00	2	0	0	2	299.52	0	0	0	0	0.00	0	0	0	0	0.00	2	149.76	299.52
57	43212102-PR-D02	PRINTER, Impact, Dot Matrix, 24 pins, 136 columns	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	38,100.97	0.00
58	43212102-PR-D01	PRINTER, Impact, Dot Matrix, 9 pins, 80 columns	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,189.92	0.00
59	43212105-PR-L01	PRINTER, Laser, Monochrome	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,636.89	0.00
LIGHTING AND FIXTURES AND ACCESSORIES																										
60	39101628-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	75.61	0.00
61	39101628-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	205.82	0.00
MANUFACTURING COMPONENTS AND SUPPLIES																										
62	31201610-GL-J01	GLUE, all-purpose, 200 grams	jar	0	0	0	0	0.00	2	0	0	2	141.44	2	0	0	2	141.44	0	0	0	0	0.00	4	70.72	282.88
63	31151804-SW-H01	STAPLE WIRE, heavy duty (binder type), 23/13	box	0	0	2	2	45.10	3	0	0	3	67.65	1	1	0	2	45.10	0	0	0	0	0.00	7	22.55	157.85
64	31151804-SW-S01	STAPLE WIRE, standard	box	2	0	0	2	47.52	0	0	0	0	0.00	2	0	0	2	47.52	2	0	0	2	47.52	6	23.76	142.56
65	31201502-TA-E01	TAPE, electrical	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	19.45	0.00
66	31201503-TA-M01	TAPE, masking, 24mm	roll	0	3	3	6	371.28	0	0	0	0	0.00	14	0	0	14	866.32	14	0	0	14	866.32	34	61.88	2,103.92
67	31201503-TA-M02	TAPE, masking, 48 mm	roll	0	2	2	4	484.64	0	0	0	0	0.00	12	0	0	12	1,453.92	12	0	0	12	1,453.92	28	121.16	3,392.48
68	31201517-TA-P01	TAPE, packaging, 48 mm	roll	0	2	2	4	89.44	0	0	0	0	0.00	6	0	0	6	134.16	4	0	0	4	89.44	14	22.36	313.04
69	31201512-TA-T01	TAPE, transparent, 24mm	roll	0	2	2	4	44.72	0	0	0	0	0.00	8	0	0	8	89.44	6	0	0	6	67.08	18	11.18	201.24
70	31201512-TA-T02	TAPE, transparent, 48 mm	roll	0	2	2	4	90.28	0	0	0	0	0.00	6	0	0	6	135.42	4	0	0	4	90.28	14	22.57	315.98

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
71	31151507-TW-P01	TWINE, plastic	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	66.62	0.00
MEASURING AND OBSERVING AND TESTING EQUIPMENT																										
72	41111604-RU-P02	RULER, plastic, 450 mm	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	16.64	0.00
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
73	44121612-BL-H01	BLADE, for general purpose cutter/utility knife, 10 pieces per tu	tube	0	1	0	1	14.82	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	14.82	2	14.82	29.64
74	44101602-PB-M01	BINDING AND PUNCHING MACHINE, 50mm binding capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,534.72	0.00
75	44101807-CA-C01	CALCULATOR, Compact	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	266.24	0.00
76	44121710-CH-W01	CHALK, white enamel, 100 pieces per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	32.97	0.00
77	44122105-BF-C01	CLIP, backfold, 19mm	box	0	5	0	5	43.60	4	0	0	4	34.88	2	0	0	2	17.44	4	0	0	4	34.88	15	8.72	130.80
78	44122105-BF-C02	CLIP, backfold, 25mm	box	0	5	0	5	73.75	4	0	0	4	59.00	2	0	0	2	29.50	4	0	0	4	59.00	15	14.75	221.25
79	44122105-BF-C03	CLIP, backfold, 32mm	box	0	5	0	5	127.80	4	0	0	4	102.24	2	0	0	2	51.12	4	0	0	4	102.24	15	25.56	383.40
80	44122105-BF-C04	CLIP, backfold, 50mm	box	0	5	0	5	280.20	4	0	0	4	224.16	2	0	0	2	112.08	4	0	0	4	224.16	15	56.04	840.60
81	44121801-CT-R02	CORRECTION TAPE, 8 meters	piece	14	0	0	14	161.42	14	0	0	14	161.42	15	0	0	15	172.95	15	0	0	15	172.95	58	11.53	668.74
82	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	14	0	0	14	468.02	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	33.43	15	33.43	501.45
83	44111515-DF-B01	DATA FILE BOX	piece	0	0	0	0	0.00	5	0	0	5	386.00	5	0	0	5	386.00	0	0	0	0	0.00	10	77.20	772.00
84	44122011-DF-F01	DATA FOLDER	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	68.64	0.00
85	44103202-DS-M01	DATING AND STAMPING MACHINE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	453.96	0.00
86	44121506-EN-D01	ENVELOPE, Documentary, A4, 500 pieces per box	box	0	1	0	1	764.40	1	0	0	1	764.40	1	0	0	1	764.40	1	0	0	1	764.40	4	764.40	3,057.60
87	44121506-EN-D02	ENVELOPE, Documentary, legal, 500 pieces per box	box	0	1	0	1	980.72	1	0	0	1	980.72	1	0	0	1	980.72	2	0	0	2	1,961.44	5	980.72	4,903.60
88	44121506-EN-X01	ENVELOPE, Expanding, Kraft, 100 pieces per box	box	0	0	0	0	0.00	1	0	0	1	738.40	1	0	0	1	738.40	1	0	0	1	738.40	3	738.40	2,215.20
89	44121506-EN-X02	ENVELOPE, Expanding, Plastic	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	30.49	0.00
90	44121506-EN-M02	ENVELOPE, Mailing, 500 pieces per box	box	0	0	0	0	0.00	2	0	0	2	865.04	3	0	0	3	1,297.56	0	0	0	0	0.00	5	432.52	2,162.60
91	44121504-EN-W02	ENVELOPE, Mailing, with window, 500 pieces per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	488.80	0.00
92	44111912-ER-B01	ERASER, felt, for blackboard/whiteboard	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	11.41	0.00
93	44101714-FX-M01	FACSIMILE MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,642.00	0.00
94	44122118-FA-P01	FASTENER, metal, non-sharp edges, 50 sets per box	box	4	0	0	4	378.56	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	94.64	378.56
95	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	85.20	0.00
96	44122018-FT-D01	FILE TAB/INDEX DIVIDER, bristol board, A4	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	11.13	0.00
97	44122018-FT-D02	FILE TAB/INDEX DIVIDER, bristol board, legal	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	14.23	0.00
98	44122011-FO-F01	FOLDER, Fancy with slide, A4, 50 pieces per bundle	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	270.40	0.00
99	44122011-FO-F02	FOLDER, Fancy with slide, legal, 50 pieces per bundle	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	286.52	0.00
100	44122011-FO-L01	FOLDER, L-type, A4, 50 pieces per pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	187.54	0.00
101	44122011-FO-L02	FOLDER, L-type, legal, 50 pieces per pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	238.57	0.00
102	44122027-FO-P01	FOLDER, pressboard, 100 pieces per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	952.64	0.00

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue *(as of 28 July 2022)*	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
103	44122011-FO-T03	FOLDER with tab, A4, 100 pieces per pack	pack	0	1	0	1	289.12	1	0	1	2	578.24	1	0	0	1	289.12	1	0	0	1	289.12	5	289.12	1,445.60
104	44122011-FO-T04	FOLDER with tab, legal, 100 pieces per pack	pack	2	1	0	3	999.78	1	0	1	2	666.52	4	0	0	4	1,333.04	2	0	0	2	666.52	11	333.26	3,665.86
105	44122008-IT-T01	INDEX TAB, self-adhesive, transparent, 5 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	63.11	0.00
106	44111515-MF-B02	MAGAZINE FILE BOX, Large	piece	0	0	0	0	0.00	0	5	0	5	208.00	5	0	0	5	208.00	2	0	0	2	83.20	12	41.60	499.20
107	44121716-MA-F01	MARKER, Flourescent, 3 colors per set	set	0	0	0	0	0.00	0	0	0	0	0.00	3	3	3	9	329.94	0	0	0	0	0.00	9	36.66	329.94
108	44121708-MP-B01	MARKER, Permanent, Black	piece	0	12	12	24	179.28	12	12	12	36	268.92	12	12	12	36	268.92	12	12	6	30	224.10	126	7.47	941.22
109	44121708-MP-B02	MARKER, Permanent, Blue	piece	0	12	12	24	179.28	12	12	12	36	268.92	12	12	12	36	268.92	12	12	6	30	224.10	126	7.47	941.22
110	44121708-MP-B03	MARKER, Permanent, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7.47	0.00
111	44121708-MW-B01	MARKER, Whiteboard, Black	piece	0	2	0	2	19.30	3	2	0	5	48.25	1	1	0	2	19.30	4	0	0	4	38.60	13	9.65	125.45
112	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	0	2	0	2	19.30	3	2	0	5	48.25	1	1	0	2	19.30	3	0	0	3	28.95	12	9.65	115.80
113	44121708-MW-B03	MARKER, Whiteboard, Red	piece	0	0	0	0	0.00	2	0	0	2	19.30	0	0	0	0	0.00	2	0	0	2	19.30	4	9.65	38.60
114	44122104-PC-G01	PAPER CLIP, vinly/plastic coated, 33mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8.82	0.00
115	44122104-PC-J02	PAPER CLIP, vinly/plastic coated, jumbo, 50mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13.78	0.00
116	44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, table top	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,297.60	0.00
117	44121706-PE-L01	PENCIL, lead/graphite, with eraser, one (1) dozen per box	box	0	6	6	12	249.48	3	3	3	9	187.11	6	6	6	18	374.22	2	2	0	4	83.16	43	20.79	893.97
118	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	212.87	0.00
119	44101602-PU-P01	PUNCHER, paper, heavy duty	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	150.80	0.00
120	44122037-RB-P10	RING BINDER, plastic, 32 mm, 10 pieces per bundle	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	274.23	0.00
121	44122101-RU-B01	RUBBER BAND No. 18, 350g	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	135.20	0.00
122	44121905-SP-F01	STAMP PAD, felt	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	39.92	0.00
123	44121618-SS-S01	SCISSORS, symmetrical or asymmetrical	pair	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	33.37	0.00
124	44121615-ST-S01	STAPLER, standard type	piece	0	0	0	0	0.00	0	1	0	1	145.60	0	0	0	0	0.00	0	0	0	0	0.00	1	145.60	145.60
125	44121615-ST-B01	STAPLER, heavy duty (binder type), desktop	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	888.16	0.00
126	44121613-SR-P01	STAPLE REMOVER, plier type	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	27.87	0.00
127	44121605-TD-T01	TAPE DISPENSER, table top	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	72.80	0.00
PAPER MATERIALS AND PRODUCTS																										
128	14111525-CA-A01	CARTOLINA, assorted colors, 20 pieces of assorted colors per pack	pack	0	0	0	0	0.00	0	1	0	1	83.72	0	0	0	0	0.00	0	0	0	0	0.00	1	83.72	83.72
129	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm, 2,000 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	882.55	0.00
130	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm, 2,000 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,166.88	0.00
131	14111506-CF-L22	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm, 1,000 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,528.80	0.00
132	14111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm, 1,000 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,026.48	0.00
133	14111506-CF-L31	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm, 500 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	790.40	0.00
134	14111506-CF-L32	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm, 500 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,508.00	0.00
135	14111609-LL-C01	LOOSELEAF COVER, 50 sets per bundle	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	794.96	0.00

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
136	14111514-NP-S02	NOTE PAD, stick on, 2" x 3", 100 sheets per pad	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	37.06	0.00
137	14111514-NP-S04	NOTE PAD, stick on, 3" x 4", 100 sheets per pad	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	59.28	0.00
138	14111514-NP-S03	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	pad	5	0	0	5	260.00	3	0	0	3	156.00	3	0	0	3	156.00	3	0	0	3	156.00	14	52.00	728.00
139	14111514-NB-S01	NOTEBOOK, stenographer	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	12.04	0.00
140	14111507-PP-M01	PAPER, MULTICOPY A4, 500 sheets per ream	ream	10	0	0	10	1,656.50	10	0	0	10	1,656.50	10	0	0	10	1,656.50	10	0	0	10	1,656.50	40	165.65	6,626.00
141	14111507-PP-M02	PAPER, MULTICOPY LEGAL, 500 sheets per ream	ream	15	0	0	15	2,837.70	15	0	0	15	2,837.70	15	0	0	15	2,837.70	15	0	0	15	2,837.70	60	189.18	11,350.80
142	14111507-PP-C01	PAPER, MULTIPURPOSE A4, 500 sheets per ream	ream	4	6	6	16	2,203.84	8	8	8	24	3,305.76	12	12	12	36	4,958.64	16	8	8	32	4,407.68	108	137.74	14,875.92
143	14111507-PP-C02	PAPER, MULTIPURPOSE LEGAL, 500 sheets per ream	ream	2	2	4	8	1,271.28	4	5	5	14	2,224.74	8	5	5	18	2,860.38	8	4	4	16	2,542.56	56	158.91	8,898.96
144	14111531-PP-R01	PAD PAPER, ruled	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	21.53	0.00
145	14111503-PA-P01	PAPER, parchment, 100 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	98.05	0.00
146	14111531-RE-B01	RECORD BOOK, 300 PAGES	book	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	62.40	0.00
147	14111531-RE-B02	RECORD BOOK, 500 PAGES	book	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	104.00	0.00
148	14111818-TH-P02	THERMAL PAPER, 216mm	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	55.64	0.00
149	14111704-TT-P04	TISSUE, INTERFOLDED PAPER TOWEL, 150 pulls per pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	33.80	0.00
150	14111704-TT-P02	TOILET TISSUE PAPER, 2 ply, 12 rolls in a pack	pack	7	2	2	11	949.52	7	2	2	11	949.52	7	2	2	11	949.52	7	2	2	11	949.52	44	86.32	3,798.08
PERFUMES OR COLOGNES OR FRAGRANCES																										
151	53131626-HS-S01	LIQUID HAND SANITIZER, 500mL	bottle	1	0	0	1	80.85	1	0	0	1	80.85	1	0	1	2	161.70	0	0	0	0	0.00	4	80.85	323.40
PESTICIDES OR PEST REPELLENTS																										
152	10191509-IN-A01	INSECTICIDE, 600mL	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	139.36	0.00
PRINTED PUBLICATIONS																										
153	55101524-RA-H01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	37.21	0.00
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																										
1	44103109-BR-D05	DRUM CARTRIDGE, BROTHER DR-3455, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,947.20	0.00
2	44103105-BR-B04	INK CARTRIDGE, BROTHER LC67B, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	910.00	0.00
3	44103105-BR-B05	INK CARTRIDGE, BROTHER LC67HYBK, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,601.60	0.00
4	44103105-CA-C04	INK CARTRIDGE, CANON CL-741, Colored	cart	1	0	1	2	2,252.64	0	1	0	1	1,126.32	1	0	1	2	2,252.64	1	0	0	1	1,126.32	6	1,126.32	6,757.92
5	44103105-CA-C02	INK CARTRIDGE, CANON CL-811, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,178.32	0.00
6	44103105-CA-B04	INK CARTRIDGE, CANON PG-740, Black	cart	1	0	1	2	1,722.24	0	1	0	1	861.12	1	0	1	2	1,722.24	1	0	0	1	861.12	6	861.12	5,166.72
7	44103105-CA-B02	INK CARTRIDGE, CANON PG-810, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	892.32	0.00
8	44103105-EP-B17	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	0	0	0	0	0.00	6	3	0	9	2,246.40	3	0	0	3	748.80	5	0	0	5	1,248.00	17	249.60	4,243.20
9	44103105-EP-C17	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	0	0	0	0	0.00	5	2	0	7	1,747.20	1	0	0	1	249.60	2	0	0	2	499.20	10	249.60	2,496.00
10	44103105-EP-M17	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	0	0	0	0	0.00	5	2	0	7	1,747.20	1	0	0	1	249.60	2	0	0	2	499.20	10	249.60	2,496.00
11	44103105-EP-Y17	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	0	0	0	0	0.00	5	2	0	7	1,747.20	1	0	0	1	249.60	2	0	0	2	499.20	10	249.60	2,496.00
12	44103105-HP-B40	INK CARTRIDGE, HP C2P04AA (HP62), Black	cart	0	0	0	0	0.00	3	3	0	6	5,116.80	0	0	0	0	0.00	0	0	0	0	0.00	6	852.80	5,116.80

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue *(as of 28 July 2022)*	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
13	44103105-HP-T40	INK CARTRIDGE, HP C2P06AA (HP62), Tri-color	cart	0	0	0	0	0.00	3	3	0	6	6,289.92	0	0	0	0	0.00	0	0	0	0	0.00	6	1,048.32	6,289.92
14	44103105-HP-B09	INK CARTRIDGE, HP C9351AA (HP21), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	910.00	0.00
15	44103105-HP-T10	INK CARTRIDGE, HP C9352AA (HP22), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,053.52	0.00
16	44103105-HP-P48	INK CARTRIDGE, HP C9397A (HP72), 69ml, Photo Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00
17	44103105-HP-C48	INK CARTRIDGE, HP C9398A (HP72), 69ml, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00
18	44103105-HP-M48	INK CARTRIDGE, HP C9399A (HP72), 69ml, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00
19	44103105-HP-Y48	INK CARTRIDGE, HP C9400A (HP72), 69ml, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00
20	44103105-HP-G48	INK CARTRIDGE, HP C9401A (HP72), 69ml, Gray	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00
21	44103105-HP-B48	INK CARTRIDGE, HP C9403A (HP72), 130ml, Matte Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,016.00	0.00
22	44103105-HP-B17	INK CARTRIDGE, HP CC640WA (HP60), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	880.88	0.00
23	44103105-HP-T17	INK CARTRIDGE, HP CC643WA (HP60), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,047.28	0.00
24	44103105-HP-B35	INK CARTRIDGE, HP CD887AA (HP703), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00
25	44103105-HP-T35	INK CARTRIDGE, HP CD888AA (HP703), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00
26	44103105-HX-C40	INK CARTRIDGE, HP CD972AA (HP920XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00
27	44103105-HX-M40	INK CARTRIDGE, HP CD973AA (HP920XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00
28	44103105-HX-Y40	INK CARTRIDGE, HP CD974AA (HP920XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00
29	44103105-HX-B40	INK CARTRIDGE, HP CD975AA (HP920XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,541.28	0.00
30	44103105-HP-B20	INK CARTRIDGE, HP CH561WA (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	865.28	0.00
31	44103105-HP-T20	INK CARTRIDGE, HP CH562WA (HP61), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,066.00	0.00
32	44103105-HP-B49	INK CARTRIDGE, HP CH565A (HP82), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	935.00	0.00
33	44103105-HP-C49	INK CARTRIDGE, HP CH566A (HP82), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	740.00	0.00
34	44103105-HP-M49	INK CARTRIDGE, HP CH567A (HP82), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	740.00	0.00
35	44103105-HP-Y49	INK CARTRIDGE, HP CH568A (HP82), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	740.00	0.00
36	44103105-HX-B43	INK CARTRIDGE, HP CN045AA (HP950XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,970.80	0.00
37	44103105-HX-C43	INK CARTRIDGE, HP CN046AA (HP951XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
38	44103105-HX-M43	INK CARTRIDGE, HP CN047AA (HP951XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
39	44103105-HX-Y43	INK CARTRIDGE, HP CN048AA (HP951XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
40	44103105-HP-B36	INK CARTRIDGE, HP CN692AA (HP704), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00
41	44103105-HP-T36	INK CARTRIDGE, HP CN693AA (HP704), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00
42	44103105-HP-B33	INK CARTRIDGE, HP CZ107AA (HP678), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	404.56	0.00
43	44103105-HP-T33	INK CARTRIDGE, HP CZ108AA (HP678), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	404.56	0.00
44	44103105-HP-B42	INK CARTRIDGE, HP CZ121A (HP685A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	312.00	0.00
45	44103105-HP-C33	INK CARTRIDGE, HP CZ122A (HP685A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00
46	44103105-HP-M33	INK CARTRIDGE, HP CZ123A (HP685A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue *(as of 28 July 2022)*	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
47	44103105-HP-Y33	INK CARTRIDGE, HP CZ124A (HP685A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00
48	44103105-HP-T43	INK CARTRIDGE, HP F6V26AA (HP680), Tri-color	cart	4	0	0	4	1,697.28	6	0	0	6	2,545.92	4	0	0	4	1,697.28	6	0	0	6	2,545.92	20	424.32	8,486.40
49	44103105-HP-B43	INK CARTRIDGE, HP F6V27AA (HP680), Black	cart	4	0	0	4	1,697.28	6	0	0	6	2,545.92	4	0	0	4	1,697.28	6	0	0	6	2,545.92	20	424.32	8,486.40
50	44103105-HP-C50	INK CARTRIDGE, HP L0S51AA (HP955), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00
51	44103105-HP-M50	INK CARTRIDGE, HP L0S54AA (HP955), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00
52	44103105-HP-Y50	INK CARTRIDGE, HP L0S57AA (HP955), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00
53	44103105-HP-B50	INK CARTRIDGE, HP L0S60AA (HP955), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,294.80	0.00
54	44103105-HX-C48	INK CARTRIDGE, HP L0S63AA (HP955XL), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00
55	44103105-HX-M48	INK CARTRIDGE, HP L0S66AA (HP955XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00
56	44103105-HX-Y48	INK CARTRIDGE, HP L0S69AA (HP955XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00
57	44103105-HX-B48	INK CARTRIDGE, HP L0S72AA (HP955XL), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,817.92	0.00
58	44103105-HP-C51	INK CARTRIDGE, HP T6L89AA (HP905), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
59	44103105-HP-M51	INK CARTRIDGE, HP T6L93AA (HP905), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
60	44103105-HP-Y51	INK CARTRIDGE, HP T6L97AA (HP905), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
61	44103105-HP-B51	INK CARTRIDGE, HP T6M01AA (HP905), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	774.80	0.00
62	44103112-EP-R05	RIBBON CARTRIDGE, EPSON C13S015516 (#8750), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.43	0.00
63	44103112-EP-R13	RIBBON CARTRIDGE, EPSON C13S015632, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.94	0.00
64	44103112-EP-R07	RIBBON CARTRIDGE, EPSON C13S015531 (S015086)	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	818.48	0.00
65	44103109-BR-D06	TONER CARTRIDGE, BROTHER DR-451CL, High Yield 3000	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,760.00	0.00
66	44103103-BR-B03	TONER CARTRIDGE, BROTHER TN-2025, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,685.28	0.00
67	44103103-BR-B04	TONER CARTRIDGE, BROTHER TN-2130, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,892.80	0.00
68	44103103-BR-B05	TONER CARTRIDGE, BROTHER TN-2150, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,685.28	0.00
69	44103103-BR-B09	TONER CARTRIDGE, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,567.20	0.00
70	44103103-BR-B11	TONER CARTRIDGE, BROTHER TN-3350, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,002.40	0.00
71	44103103-BR-B15	TONER CARTRIDGE, BROTHER TN-3478, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,575.44	0.00
72	44103103-BR-B16	TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,564.56	0.00
73	44103103-BR-C03	TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
74	44103103-BR-M03	TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
75	44103103-BR-Y03	TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
76	44103103-CA-B00	TONER CARTRIDGE, CANON CRG-324 II	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13,399.36	0.00
77	44103103-HP-B12	TONER CARTRIDGE, HP CB435A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,099.20	0.00
78	44103103-HP-B14	TONER CARTRIDGE, HP CB540A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,603.60	0.00
79	44103103-HP-B18	TONER CARTRIDGE, HP CE255A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,942.00	0.00
80	44103103-HP-B21	TONER CARTRIDGE, HP CE278A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,741.92	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
81	44103103-HP-B22	TONER CARTRIDGE, HP CE285A (HP85A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,242.72	0.00
82	44103103-HP-B23	TONER CARTRIDGE, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,350.40	0.00
83	44103103-HP-C23	TONER CARTRIDGE, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
84	44103103-HP-Y23	TONER CARTRIDGE, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
85	44103103-HP-M23	TONER CARTRIDGE, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
86	44103103-HP-B24	TONER CARTRIDGE, HP CE320A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,192.80	0.00
87	44103103-HP-C24	TONER CARTRIDGE, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
88	44103103-HP-Y24	TONER CARTRIDGE, HP CE322A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
89	44103103-HP-M24	TONER CARTRIDGE, HP CE323A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
90	44103103-HP-B25	TONER CARTRIDGE, HP CE390A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,872.80	0.00
91	44103103-HP-B26	TONER CARTRIDGE, HP CE400A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,786.00	0.00
92	44103103-HP-C26	TONER CARTRIDGE, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60	0.00
93	44103103-HP-Y26	TONER CARTRIDGE, HP CE402A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,193.04	0.00
94	44103103-HP-M26	TONER CARTRIDGE, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60	0.00
95	44103103-HP-B27	TONER CARTRIDGE, HP CE410A, (HP305), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,837.60	0.00
96	44103103-HP-C27	TONER CARTRIDGE, HP CE411A, (HP305), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,011.20	0.00
97	44103103-HP-Y27	TONER CARTRIDGE, HP CE412A, (HP305), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,460.00	0.00
98	44103103-HP-M27	TONER CARTRIDGE, HP CE413A, (HP305), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,011.20	0.00
99	44103103-HP-B28	TONER CARTRIDGE, HP CE505A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,050.80	0.00
100	44103103-HX-B28	TONER CARTRIDGE, HP CE505X, Black, high cap	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,332.00	0.00
101	44103103-HP-B52	TONER CARTRIDGE, HP CF217A (HP17A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,878.72	0.00
102	44103103-HP-B53	TONER CARTRIDGE, HP CF226A (HP26A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,246.80	0.00
103	44103103-HP-B55	TONER CARTRIDGE, HP CF280A, LaserJet Pro M401/M425	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,690.40	0.00
104	44103103-HP-B51	TONER CARTRIDGE, HP CF280XC	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,359.52	0.00
105	44103103-HP-B56	TONER CARTRIDGE, HP CF281A (HP81A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,800.00	0.00
106	44103103-HP-B57	TONER CARTRIDGE, HP CF283A (HP83A), LaserJet Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,034.72	0.00
107	44103103-HX-B51	TONER CARTRIDGE, HP CF283XC (HP83X), Black Contract L	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,796.00	0.00
108	44103103-HP-B58	TONER CARTRIDGE, HP CF287A (HP87), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,828.00	0.00
109	44103103-HX-B52	TONER CARTRIDGE, HP CF325XC (HP25X), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13,728.00	0.00
110	44103103-HP-B60	TONER CARTRIDGE, HP CF350A, Black Laserjet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,574.00	0.00
111	44103103-HP-C60	TONER CARTRIDGE, HP CF351A, Cyan Laserjet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	0.00
112	44103103-HP-Y60	TONER CARTRIDGE, HP CF352A, Yellow Laserjet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	0.00
113	44103103-HP-M60	TONER CARTRIDGE, HP CF353A, Magenta Laserjet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	0.00
114	44103103-HP-B61	TONER CARTRIDGE, HP CF360A (HP508A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,030.40	0.00

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue *(as of 28 July 2022)*	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
115	44103103-HP-C61	TONER CARTRIDGE, HP CF361A (HP508A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
116	44103103-HP-Y61	TONER CARTRIDGE, HP CF362A (HP508A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
117	44103103-HP-M61	TONER CARTRIDGE, HP CF363A (HP508A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
118	44103103-HP-B62	TONER CARTRIDGE, HP CF400A (HP201A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,099.20	0.00
119	44103103-HP-C62	TONER CARTRIDGE, HP CF401A (HP201A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,660.80	0.00
120	44103103-HP-Y62	TONER CARTRIDGE, HP CF402A (HP201A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,660.80	0.00
121	44103103-HP-M62	TONER CARTRIDGE, HP CF403A (HP201A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,660.80	0.00
122	44103103-HP-B63	TONER CARTRIDGE, HP CF410A (HP410A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,900.00	0.00
123	44103103-HX-B54	TONER CARTRIDGE, HP CF410XC (HP410XC), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,848.40	0.00
124	44103103-HP-C63	TONER CARTRIDGE, HP CF411A (HP410A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,038.80	0.00
125	44103103-HX-C54	TONER CARTRIDGE, HP CF411XC (HP410XC), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.00	0.00
126	44103103-HP-Y63	TONER CARTRIDGE, HP CF412A (HP410A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,038.80	0.00
127	44103103-HX-Y54	TONER CARTRIDGE, HP CF412XC (HP410XC), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.80	0.00
128	44103103-HP-M63	TONER CARTRIDGE, HP CF413A (HP410A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,038.80	0.00
129	44103103-HX-M54	TONER CARTRIDGE, HP CF413XC (HP410XC), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.80	0.00
130	44103103-HP-B34	TONER CARTRIDGE, HP Q2612A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,744.00	0.00
131	44103103-HP-B48	TONER CARTRIDGE, HP Q7553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,680.00	0.00
132	44103103-SA-B03	TONER CARTRIDGE, SAMSUNG ML-D2850B, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,116.80	0.00
133	44103103-SA-B06	TONER CARTRIDGE, SAMSUNG MLT-D101S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,484.00	0.00
134	44103103-SA-B07	TONER CARTRIDGE, SAMSUNG MLT-D103S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,689.44	0.00
135	44103103-SA-B08	TONER CARTRIDGE, SAMSUNG MLT-D104S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,454.40	0.00
136	44103103-SA-B09	TONER CARTRIDGE, SAMSUNG MLT-D105L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,380.00	0.00
137	44103103-SA-B14	TONER CARTRIDGE, SAMSUNG MLT-D108S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,289.52	0.00
138	44103103-SA-B21	TONER CARTRIDGE, SAMSUNG MLT-D203E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,304.40	0.00
139	44103103-SA-B18	TONER CARTRIDGE, SAMSUNG MLT-D203L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,956.16	0.00
140	44103103-SA-B20	TONER CARTRIDGE, SAMSUNG MLT-D203U, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,442.80	0.00
141	44103103-SA-B12	TONER CARTRIDGE, SAMSUNG MLT-D205E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,321.14	0.00
142	44103103-SA-B05	TONER CARTRIDGE, SAMSUNG MLT-D205L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,533.36	0.00
143	44103103-SA-B10	TONER CARTRIDGE, SAMSUNG SCX-D6555A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,066.40	0.00
SOFTWARE																										
1	43231513-SFT-001	Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
2	43231602-SFT-002	Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
3	43232004-SFT-003	Computer game or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
4	43232107-SFT-004	Content authoring and editing software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue *(as of 28 July 2022)*	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
5	43232202-SFT-005	Content management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
6	43232304-SFT-006	Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
7	43232402-SFT-007	Development software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
8	43232505-SFT-008	Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
9	43232603-SFT-009	Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
10	43233501-SFT-016	Information exchange software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
11	43232701-SFT-010	Network applications software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
12	43232802-SFT-011	Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
13	43232905-SFT-012	Networking software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
14	43233004-SFT-013	Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
15	43233205-SFT-014	Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
16	43233405-SFT-015	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																										
1		LAPTOP	UNIT		1		1	40,000.00		1		1	40,000.00	1		1	2	80,000.00				0	0.00	4	40,000.00	160,000.00
2		STEEL CABINET, WHITE, VERTICAL, 4 LAYERS	UNIT			1	1	10,000.00			1	1	10,000.00				0	0.00				0	0.00	2	10,000.00	20,000.00
3		STEEL CABINET, WHITE, VERTICAL, 2 LAYERS	UNIT				0	0.00	1			1	8,000.00		1		1	8,000.00				0	0.00	2	8,000.00	16,000.00
4		AIRCON, WINDOW TYPE, 2HP	UNIT				0	0.00				0	0.00		1		1	38,000.00				0	0.00	1	38,000.00	38,000.00
5		PRINTER	UNIT	2			2	20,000.00				0	0.00				0	0.00				0	0.00	2	10,000.00	20,000.00
6		BOND PAPER, 8 1/2X13, SUBSTANCE 20	REAM	20	20	20	60	21,000.00	20	20	20	60	21,000.00	20	20	20	60	21,000.00	20	20	20	60	21,000.00	240	350.00	84,000.00
7		BOND PAPER, A4, SUBSTANCE 20	REAM	20	20	20	60	17,400.00	20	20	20	60	17,400.00	20	20	20	60	17,400.00	20	20	20	60	17,400.00	240	290.00	69,600.00
8		WHITE FOLDER LONG	PC	100			100	625.00				0	0.00	100			100	625.00				0	0.00	200	6.25	1,250.00
9		PLASTIC FASTENER	BOX		5		5	225.00		5		5	225.00			5	5	225.00			5	5	225.00	20	45.00	900.00
10		MAILING ENVELOPE	BOX			1	1	600.00				0	0.00				0	0.00				0	0.00	1	600.00	600.00
11		RIBBON PRINTER EPSON LQ2190	CART			1	1	1,000.00			1	1	1,000.00			1	1	1,000.00			1	1	1,000.00	4	1,000.00	4,000.00
12		RIBBON PRINTER EPSON LQ310	CART			1	1	400.00			1	1	400.00			1	1	400.00			1	1	400.00	4	400.00	1,600.00
13		SHARP TONER MX-237FT	CART			1	1	8,250.00			2	2	16,500.00				0	0.00		1		1	8,250.00	4	8,250.00	33,000.00
14		ALCOHOL, ISOPROPHYL, 70% SCENTED	GALLON	2	1	1	4	2,200.00	2	1	1	4	2,200.00	1	1	1	3	1,650.00	1	1	1	3	1,650.00	14	550.00	7,700.00
15		EXPANDING LONG ENVELOPE, BROWN	PC		10		10	180.00		10		10	180.00			10	10	180.00		10		10	180.00	40	18.00	720.00
16		RECORD BOOK, 216MMx279MM (500 PAGES)	BOOK	2			2	270.00				0	0.00		2		2	270.00				0	0.00	4	135.00	540.00
17		RECORD BOOK, 216MMx279MM (300 PAGES)	BOOK	2			2	220.00				0	0.00		2		2	220.00				0	0.00	4	110.00	440.00
18		SIGN PEN, BLACK	BOX	1			1	500.00				0	0.00		1		1	500.00				0	0.00	2	500.00	1,000.00
19		BALLPEN, RETRACTABLE, BLACK	BOX	1			1	500.00				0	0.00		1		1	500.00				0	0.00	2	500.00	1,000.00
20		BOND PAPER A3	REAM			3	3	1,560.00				0	0.00	3			3	1,560.00				0	0.00	6	520.00	3,120.00
21		CORRECTION TAPE	PC			15	15	450.00				0	0.00				0	0.00	15			15	450.00	30	30.00	900.00

		Item & Specifications	Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
22		CONTINUOUS FORM, 3PLY, CARBONLESS, 9 1/2X11 INCH	BOX				0	0.00	2			2	4,500.00				0	0.00				0	0.00	2	2,250.00	4,500.00
23		CONTINUOUS FORM A3 2PLY	BOX				0	0.00	2			2	4,500.00				0	0.00	2			2	4,500.00	4	2,250.00	9,000.00
24		INK CART, EPSON (003), BLACK	CART				0	0.00	2			2	1,000.00		10		10	5,000.00				0	0.00	12	500.00	6,000.00
25		INK CART, EPSON (003), CYAN	CART				0	0.00	2			2	1,000.00		6		6	3,000.00				0	0.00	8	500.00	4,000.00
26		INK CART, EPSON (003), MAGENTA	CART				0	0.00	2			2	1,000.00		6		6	3,000.00				0	0.00	8	500.00	4,000.00
27		INK CART, EPSON (003), YELLOW	CART				0	0.00	2			2	1,000.00		6		6	3,000.00				0	0.00	8	500.00	4,000.00
28		TYPEWRITER RIBBON	BOX		5		5	500.00				0	0.00	5			5	500.00				0	0.00	10	100.00	1,000.00
29		CARBON	BOX		1		1	1,000.00				0	0.00	1			1	1,000.00				0	0.00	2	1,000.00	2,000.00
30		CANON INK 810	CART				0	0.00		2		2	2,440.00		1		1	1,220.00		2		2	2,440.00	5	1,220.00	6,100.00
31		CANON INK 811	CART				0	0.00		2		2	3,130.00				0	0.00		2		2	3,130.00	4	1,565.00	6,260.00
32		INK CART, HP #62 (BLACK)	CART				0	0.00				0	0.00				0	0.00			4	4	9,800.00	4	2,450.00	9,800.00
33		INK CART, HP #62 (COLOR)	CART				0	0.00				0	0.00				0	0.00			3	3	7,350.00	3	2,450.00	7,350.00
34		Multi-Function Printer					0	0.00				0	0.00	1			1	15,000.00				0	0.00	1	15,000.00	15,000.00
35		Anti Virus (5 users)		3			3	8,400.00				0	0.00				0	0.00				0	0.00	3	2,800.00	8,400.00
36		Laptop					0	0.00	1			1	57,000.00	1			1	57,000.00				0	0.00	2	57,000.00	114,000.00
37		Epson Ink 664 (black)		8	10	10	28	8,400.00	8	8	8	24	7,200.00	11	10	10	31	9,300.00	9	8	7	24	7,200.00	107	300.00	32,100.00
38		Epson Ink 665 (yellow)		3	2	2	7	2,100.00	2	2	2	6	1,800.00	4	4	4	12	3,600.00	3	2	2	7	2,100.00	32	300.00	9,600.00
39		Epson Ink 666 (cyan)		3	2	2	7	2,100.00	2	2	2	6	1,800.00	4	4	4	12	3,600.00	3	2	2	7	2,100.00	32	300.00	9,600.00
40		Epson Ink 667 (magenta)		3	2	2	7	2,100.00	2	2	2	6	1,800.00	4	4	4	12	3,600.00	3	2	2	7	2,100.00	32	300.00	9,600.00
41		Especialty Paper (A4) white/cream		2	2	2	6	162.00	0	2		2	54.00	2	2		4	108.00	2	2		4	108.00	16	27.00	432.00
42		Office Table (Material: MDF + Metal, Dimension: W1200mm x D600mm x H750mm)					0	0.00	1			1	11,000.00	1			1	11,000.00				0	0.00	2	11,000.00	22,000.00
43		Executive Chair (High Back Mesh)			2		2	7,000.00				0	0.00	1			1	3,500.00				0	0.00	3	3,500.00	10,500.00
44		Especialty Paper (legal) white/cream		10	10	10	30	1,050.00	20	20	20	60	2,100.00	52	50	50	152	5,320.00	12	12	10	34	1,190.00	276	35.00	9,660.00
45		Photo Paper		5	5	5	15	975.00	5	5	5	15	975.00				0	0.00	2	2		4	260.00	34	65.00	2,210.00
46		Notebook (12 Leaves)		100	246	250	596	7,152.00	273	300	300	873	10,476.00	400	300	300	1000	12,000.00	300	201	100	601	7,212.00	3070	12.00	36,840.00
47		Ballpen (black)		100	246	250	596	4,172.00	273	300	300	873	6,111.00	400	300	300	1000	7,000.00	300	202	100	602	4,214.00	3071	7.00	21,497.00
48		Microphone (heavy duty)			1		1	800.00	1			1	800.00				0	0.00	1			1	800.00	3	800.00	2,400.00
49		**Speaker (portable)** 8 inches 800W Max Power USB/SD Rechargeable Battery Bluetooth FM Remote Control Microphone Included High Quality Sound Size: 250*200*375mm VRS-816D POWER w/ mic echo controller			1		1	1,300.00	1			1	1,300.00				0	0.00	1			1	1,300.00	3	1,300.00	3,900.00
50		**Trolley Speaker** Active Portable Trolley Speaker Party Machine , Maximum Power: 600W, Bluetooth, USB/SD Playback FM Radio, High Quality Lead Acid 12Ah Battery, Line In / Line Out, 2Wired Mic Input, 2 Guitar Input with Mic Priority, 2 Wireless Mic (180 Channels)12V DC Input TWS (True Wireless Stereo) w/ 4 wheels					0	0.00	1			1	16,000.00				0	0.00				0	0.00	1	16,000.00	16,000.00
51		Folding Bed w/ Foam (heavy duty)					0	0.00				0	0.00	1			1	4,000.00				0	0.00	1	4,000.00	4,000.00
52		Curtain					0	0.00				0	0.00			16	16	6,080.00				0	0.00	16	380.00	6,080.00
53		Pillow					0	0.00				0	0.00			2	2	600.00				0	0.00	2	300.00	600.00

		Item & Specifications	Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue *(as of 28 July 2022)*	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
54		POST-IT, FLAG, 100pcs./pack	PACK	3			3	1,050.00				0	0.00				0	0.00	3			3	1,050.00	6	350.00	2,100.00
55		DOUBLE SIDED TAPE, 24mm X 10	ROLL	3			3	180.00				0	0.00	3			3	180.00	3			3	180.00	9	60.00	540.00
56		BALLPEN, BLACK	BOX	1			1	800.00	1			1	800.00	1			1	800.00	2			2	1,600.00	5	800.00	4,000.00
57		BALLPEN, BLUE	BOX	1			1	390.00	1			1	390.00	1			1	390.00	2			2	780.00	5	390.00	1,950.00
58		STICKER PAPER, WHITE	PACK	4			4	800.00	3			3	600.00				0	0.00	3			3	600.00	10	200.00	2,000.00
59		INK CART, BTD60BK	BOX				0	0.00	3	3		6	3,000.00	2			2	1,000.00	2			2	1,000.00	10	500.00	5,000.00
60		INK CART, BTD500C	BOX				0	0.00	3	3		6	3,000.00	1			1	500.00				0	0.00	7	500.00	3,500.00
61		INK CART, BTD500M	BOX				0	0.00	3	3		6	3,000.00	1			1	500.00				0	0.00	7	500.00	3,500.00
62		INK CART, BTD500Y	BOX				0	0.00	3	3		6	3,000.00	1			1	500.00				0	0.00	7	500.00	3,500.00
63		SANITIZING AGENT	BOTTLE	2			2	1,000.00	2			2	1,000.00	2			2	1,000.00	2			2	1,000.00	8	500.00	4,000.00
64		DUAL-WAY COUNTER INTERCOM	UNIT				0	0.00	1			1	3,000.00				0	0.00				0	0.00	1	3,000.00	3,000.00
65		PRINTER WITH SCANNER	UNIT				0	0.00				0	0.00	1			1	16,000.00				0	0.00	1	16,000.00	16,000.00
66		FASTENER, PLASTIC	BOX				0	0.00	2			2	120.00	2			2	120.00	2			2	120.00	6	60.00	360.00
67		MS OFFICE INSTALLER	SET			2	2	10,000.00				0	0.00				0	0.00				0	0.00	2	5,000.00	10,000.00
68		KASPERSKY, ANTIVIRUS, 5 USERS	BOX				0	0.00				0	0.00	1			1	5,000.00				0	0.00	1	5,000.00	5,000.00
69		OFFICE 365		2			2	6,000.00				0	0.00				0	0.00				0	0.00	2	3,000.00	6,000.00
70		LAPTOP	UNIT				0	0.00	1			1	55,000.00	1			1	55,000.00				0	0.00	2	55,000.00	110,000.00
71		INK FOR EPSON, L3210 BLACK	BOTTLE	2			2	600.00	3			3	900.00				0	0.00				0	0.00	5	300.00	1,500.00
72		INK FOR EPSON, L3210 MAGENTA	BOTTLE	2			2	600.00	3			3	900.00				0	0.00				0	0.00	5	300.00	1,500.00
73		INK FOR EPSON, L3210 CYAN	BOTTLE	2			2	600.00	3			3	900.00				0	0.00				0	0.00	5	300.00	1,500.00
74		INK FOR EPSON, L3210 YELLOW	BOTTLE	2			2	600.00	3			3	900.00				0	0.00				0	0.00	5	300.00	1,500.00
75		STEEL CABINET, 4 LAYERS VERTICAL					0	0.00	2			2	30,000.00				0	0.00				0	0.00	2	15,000.00	30,000.00
76		SIGN PEN, Black,retracable liquid or gel ink,.5mm needle tip	piece				0	0.00			12	12	840.00				0	0.00	12			12	840.00	24	70.00	1,680.00
77		SIGN PEN, Blue,retracable liquid or gel ink,.5mm needle tip	piece				0	0.00			12	12	840.00				0	0.00	12			12	840.00	24	70.00	1,680.00
78		SIGN PEN, Red, ,retracable liquid or gel ink,.5mm needle tip	piece				0	0.00			12	12	840.00				0	0.00	12			12	840.00	24	70.00	1,680.00
79		BATTERY, size AAA, Four(4) pieces per pack ALKALINE	pack			2	2	400.00			4	4	800.00			4	4	800.00				0	0.00	10	200.00	2,000.00
80		BATTERY, size AA, Four (4) pieces per pack ALKALINE	pack			2	2	400.00			4	4	800.00			4	4	800.00				0	0.00	10	200.00	2,000.00
81		UNINTERRUPTIBLE POWER SUPPLY (ups) AVR-SVC 1500 WATTS	UNIT				0	0.00	1			1	3,275.43				0	0.00				0	0.00	1	3,275.43	3,275.43
82		BROOM, TAMBO	piece			2	2	500.00				0	0.00				0	0.00				0	0.00	2	250.00	500.00
83		BROOM, TINGTING	piece			2	2	100.00				0	0.00				0	0.00				0	0.00	2	50.00	100.00
84		DISINFECTANT SOLUTION 900 ML	bottle				0	0.00	6			6	3,000.00				0	0.00	6			6	3,000.00	12	500.00	6,000.00
85		DETERGENT POWDER, all purpose, 1kg	pouch			2	2	300.00				0	0.00				0	0.00				0	0.00	2	150.00	300.00
86		DISINFECTANT SPRAY, 500 ML	bottle				0	0.00	3			3	2,700.00				0	0.00				0	0.00	3	900.00	2,700.00
87		PAPER, MULTICOPY A4, 80 gsm, substance 24	ream			10	10	3,000.00			10	10	3,000.00			20	20	6,000.00				0	0.00	40	300.00	12,000.00

		Item & Specifications	Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
88		PAPER, MULTICOPY LEGAL, 80 gsm, substance 24	ream			15	15	5,250.00			15	15	5,250.00			30	30	10,500.00				0	0.00	60	350.00	21,000.00
89		RECORD BOOK, 500 PAGES	book				0	0.00			6	6	3,000.00				0	0.00				0	0.00	6	500.00	3,000.00
90		PAD PAPER, ruled yellow	pad				0	0.00				0	0.00	5			5	500.00				0	0.00	5	100.00	500.00
91		DESKTOP, COMPUTER	unit				0	0.00	1			1	49,000.00				0	0.00				0	0.00	1	49,000.00	49,000.00
92		LAPTOP, hi-end	unit				0	0.00				0	0.00	1			1	49,000.00				0	0.00	1	49,000.00	49,000.00
93		EXTERNAL HARD DRIVE, 1TB	unit			2	2	7,000.00				0	0.00				0	0.00				0	0.00	2	3,500.00	7,000.00
94		MOBILE PHONE	unit				0	0.00				0	0.00	1			1	14,999.00				0	0.00	1	14,999.00	14,999.00
95		DUAL WAY COUNTER INTER PHONE	unit			1	1	3,500.00				0	0.00				0	0.00				0	0.00	1	3,500.00	3,500.00
96		MOUSE, OPTICAL, wireless	unit			3	3	1,500.00				0	0.00				0	0.00				0	0.00	3	500.00	1,500.00
97		BROTHER, BT D60 BK	CART				0	0.00	6			6	3,600.00	6			6	3,600.00	6			6	3,600.00	18	600.00	10,800.00
98		BROTHER, BT 5000 CYAN	CART				0	0.00	3			3	1,800.00	3			3	1,800.00	3			3	1,800.00	9	600.00	5,400.00
99		BROTHER, BT 5000 MAGENTA	CART				0	0.00	3			3	1,800.00	3			3	1,800.00	3			3	1,800.00	9	600.00	5,400.00
100		BROTHER, BT 5000 YELLOW	CART				0	0.00	3			3	1,800.00	3			3	1,800.00	3			3	1,800.00	9	600.00	5,400.00
101		TONER, DIGITAL COPIER SHARP AR-5620N	TUBE				0	0.00				0	0.00				0	0.00	1			1	10,000.00	1	10,000.00	10,000.00
102		FLOOR MATH	PIECE			6	6	3,000.00				0	0.00				0	0.00				0	0.00	6	500.00	3,000.00
103		GERM PROTECTION HAND AND BODY WIPES	PACK			5	5	1,000.00				0	0.00				0	0.00				0	0.00	5	200.00	1,000.00
104		BOND PAPER A4, SUB 24, 80GSM	BOX	10			10	15,750.00				0	0.00	5			5	7,875.00	8			8	12,600.00	23	1,575.00	36,225.00
105		BOND PAPER LONG, SUB 24, 80GSM	BOX	5			5	9,000.00				0	0.00	5			5	9,000.00				0	0.00	10	1,800.00	18,000.00
106		SIGN PEN PILOT HI TECHPOINT V5 (BLACK)	BOX				0	0.00	2			2	1,980.00				0	0.00				0	0.00	2	990.00	1,980.00
107		PILOT BALLPEN BLACK	BOX				0	0.00	5			5	1,975.00				0	0.00				0	0.00	5	395.00	1,975.00
108		RECORD BOOK 500 PAGES	PCS				0	0.00	5			5	675.00				0	0.00				0	0.00	5	135.00	675.00
109		RULER	PES				0	0.00				0	0.00				0	0.00	2			2	18.00	2	9.00	18.00
110		STAPLE WIRE MAX	BOX				0	0.00	5			5	425.00				0	0.00				0	0.00	5	85.00	425.00
111		TISSUE (12 ROLLS)	PACK				0	0.00	5			5	1,800.00				0	0.00				0	0.00	5	360.00	1,800.00
112		WHITE FOLDER LONG	PCS				0	0.00	10			10	90.00				0	0.00				0	0.00	10	9.00	90.00
113		EXPANDING ENVELOPE LONG	PCS				0	0.00	10			10	200.00				0	0.00				0	0.00	10	20.00	200.00
114		BROWN ENVELOPE LONG	PCS				0	0.00	10			10	60.00				0	0.00				0	0.00	10	6.00	60.00
115		PILOT BALLPEN BLUE	BOX				0	0.00	5			5	1,975.00				0	0.00				0	0.00	5	395.00	1,975.00
116		MY GEL SIGNPEN BLACK	PCS				0	0.00				0	0.00				0	0.00	5			5	175.00	5	35.00	175.00
117		SCOTCH TAPE 1INCH	ROLL				0	0.00				0	0.00				0	0.00	5			5	125.00	5	25.00	125.00
118		MASKING TAPE 2INCH	ROLL				0	0.00				0	0.00				0	0.00	1			1	55.00	1	55.00	55.00
119		CORRECTION TAPE	PCS				0	0.00				0	0.00				0	0.00	10			10	450.00	10	45.00	450.00
120		STICK ON POST IT 3X3	PCS				0	0.00				0	0.00				0	0.00	10			10	400.00	10	40.00	400.00
121		PILOT MARKER BROAD (BLACK)	PCS				0	0.00				0	0.00				0	0.00	5			5	275.00	5	55.00	275.00

		Item & Specifications	Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
122		BATTERY, AA ENERGIZER - 2'S	PCS				0	0.00				0	0.00				0	0.00	5			5	925.00	5	185.00	925.00
123		STAPLE REMOVER METAL	PCS				0	0.00				0	0.00				0	0.00	2			2	80.00	2	40.00	80.00
124		GLUE ELMERS GLUE-ALL 130 GRAMS	PCS				0	0.00				0	0.00				0	0.00	2			2	150.00	2	75.00	150.00
125		ENVELOPE, TRANSPARENT PLASTIC (LONG)	PC				0	0.00				0	0.00				0	0.00	10			10	200.00	10	20.00	200.00
126		SIGN PEN PILOT HI TECI-IPOINT Vs (BLAc)	PCS				0	0.00				0	0.00				0	0.00	5			5	425.00	5	85.00	425.00
127		SIGN PEN PILOT HI TECHPOINT V5 (BLUE)	PCS				0	0.00				0	0.00				0	0.00	5			5	425.00	5	85.00	425.00
128		SIGN PEN PILOT HI TECHPOINT V5 (RED)	PCS				0	0.00				0	0.00				0	0.00	5			5	425.00	5	85.00	425.00
129		TAPE MASKING 1INCH	ROLL	1			1	25.00				0	0.00				0	0.00				0	0.00	1	25.00	25.00
130		MARKER, PILOT BLACK	PCS				0	0.00	3			3	165.00				0	0.00				0	0.00	3	55.00	165.00
131		MARKER, PILOT BLUE	PCS				0	0.00	3			3	165.00				0	0.00				0	0.00	3	55.00	165.00
132		MARKER, PILOT RED	PCS				0	0.00				0	0.00		2		2	110.00	1			1	55.00	3	55.00	165.00
133		PHOTO PAPER	PACK				0	0.00				0	0.00				0	0.00	5			5	450.00	5	90.00	450.00
134		ENVELOPE LONG	REAM				0	0.00				0	0.00		2		2	1,100.00				0	0.00	2	550.00	1,100.00
135		FOLDER LONG	REAM				0	0.00				0	0.00				0	0.00	2			2	1,800.00	2	900.00	1,800.00
136		RUBBER BAND (STATIONERY NO. 18)	BOX				0	0.00				0	0.00		3		3	990.00				0	0.00	3	330.00	990.00
137		PUSH PIN	BOXES/ SET				0	0.00	1			1	40.00				0	0.00	4			4	160.00	5	40.00	200.00
138		PAPER CLIP 33MM	BOX				0	0.00				0	0.00	5			5	75.00				0	0.00	5	15.00	75.00
139		PAPER CLIP 50MM	BOX				0	0.00				0	0.00	5			5	200.00				0	0.00	5	40.00	200.00
140		STAPLE (6MM/1/4)	BOX				0	0.00				0	0.00				0	0.00	5			5	725.00	5	145.00	725.00
141		MAGAZINE FILE BOX W/COVER	PCS				0	0.00				0	0.00				0	0.00	5			5	2,500.00	5	500.00	2,500.00
142		ELMERS GLUE 240G	JAR				0	0.00				0	0.00				0	0.00	3			3	390.00	3	130.00	390.00
143		FASTENER PLASTIC, REGULAR	BOX	5			5	225.00				0	0.00				0	0.00				0	0.00	5	45.00	225.00
144		PUNCHER	PC				0	0.00				0	0.00	1			1	300.00				0	0.00	1	300.00	300.00
145		PASTE	JAR				0	0.00				0	0.00				0	0.00	1			1	87.00	1	87.00	87.00
146		PILOT BALLPEN RED	BOX				0	0.00				0	0.00				0	0.00	1			1	395.00	1	395.00	395.00
147		BINDER CLIP 1INCH	BOX				0	0.00				0	0.00	5			5	200.00				0	0.00	5	40.00	200.00
148		BINDER CLIP 1 5/8 INCH	BOX				0	0.00				0	0.00				0	0.00	5			5	375.00	5	75.00	375.00
149		BINDER CLIP BIG 2"	BOX				0	0.00				0	0.00				0	0.00	5			5	600.00	5	120.00	600.00
150		MY GEL SIGNPEN GREEN	BOX				0	0.00				0	0.00				0	0.00	1			1	385.00	1	385.00	385.00
151		SIG. STICKY NOTE PET (PLASTIC STICKER PAGE MARKER SIGN)					0	0.00				0	0.00				0	0.00	5			5	350.00	5	70.00	350.00
152		ALCOHOL ISOPROPHYL (1ST CHOICE)	GAL				0	0.00				0	0.00	3			3	1,650.00				0	0.00	3	550.00	1,650.00
153		CONTINUOUS FORM 9 1/2X11 3PLY CARBONLESS	BOX				0	0.00				0	0.00	2	8		10	28,500.00				0	0.00	10	2,850.00	28,500.00
154		CONTINUOUS FORM 9 1/2X11 1PLY	BOX				0	0.00	5			5	8,750.00				0	0.00				0	0.00	5	1,750.00	8,750.00
155		CONTINOUS FORM (11X14 7/8)3PLY	BOX				0	0.00	2			2	6,700.00				0	0.00				0	0.00	2	3,350.00	6,700.00

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
156		EPSON INK T6641 BLACK	CART		3	8	11	5,500.00		11	2	13	6,500.00			12	12	6,000.00				0	0.00	36	500.00	18,000.00
157		EPSON INK T6642 CYAN	CART		3	5	8	4,000.00		7	7	14	7,000.00			5	5	2,500.00				0	0.00	27	500.00	13,500.00
158		EPSON INK T6643 MAGENTA	CART		3	5	8	4,000.00		7	7	14	7,000.00			5	5	2,500.00				0	0.00	27	500.00	13,500.00
159		EPSON INK T6644 YELLOW	CART		3	5	8	4,000.00		7	7	14	7,000.00			5	5	2,500.00				0	0.00	27	500.00	13,500.00
160		EPSON RIBBON LQ310	BOX		3	4	7	2,100.00		4	4	8	2,400.00			5	5	1,500.00				0	0.00	20	300.00	6,000.00
161		EPSON INK L14150 001 BLACK	CART		1		1	730.00			2	2	1,460.00			2	2	1,460.00				0	0.00	5	730.00	3,650.00
162		EPSON INK L14150 001 CYAN	CART		1		1	575.00			2	2	1,150.00			2	2	1,150.00				0	0.00	5	575.00	2,875.00
163		EPSON INK L14150 001 MAGENTA	CART		1		1	575.00			3	3	1,725.00			1	1	575.00				0	0.00	5	575.00	2,875.00
164		EPSON INK L14150 001 YELLOW	CART		1		1	575.00			3	3	1,725.00			1	1	575.00				0	0.00	5	575.00	2,875.00
165		HP INK 680 BLACK	CART		4	2	6	4,680.00		6	5	11	8,580.00			4	4	3,120.00				0	0.00	21	780.00	16,380.00
166		HP INK 680 COLORED	CART		5	2	7	5,460.00		4	3	7	5,460.00			4	4	3,120.00				0	0.00	18	780.00	14,040.00
167		USB OTG 256GB	PCS		3		3	8,625.00				0	0.00				0	0.00				0	0.00	3	2,875.00	8,625.00
168		EXTERNAL HARD DRIVE 1TB	PC			1	1	4,500.00				0	0.00				0	0.00				0	0.00	1	4,500.00	4,500.00
169		EPSON RIBBON CARTRIDGE (LQ-2190)	box			3	3	4,680.00				0	0.00				0	0.00				0	0.00	3	1,560.00	4,680.00
							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0	1.00	0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00

A. TOTAL		**₱ 1,743,768.94**
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		**₱ 174,376.89**
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		**₱ -**
D. GRAND TOTAL (A + B+ C)		**₱ 1,918,145.83**
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:		

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

Prepared by:

JOHNSON G. BONIFACIO
Procurement Officer

Certified Funds Available / Certified Appropriate Funds Available:

LHEA-LYN S. ESPAYOS/MARIA IMELDA S. DE VERA
Accountant / Budget Officer

Approved by:

ENGR. CORNELIO P. VILLAPANDO
Head of Office/Agency

Date Prepared: SEPTEMBER 14, 2022