

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

APP-CSE 2023 FORM as of September 14, 2022

Introduction:

This form contains the common-use supplies and equipment (CSE) carried in stock by the Procurement Service – Department of Budget and Management (PS-DBM) that may be purchased by government agencies. Consistent with the DBM Circular No. 2038-10 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 Household Government Electronic Procurement System (HGEPS).

Remarks:

- 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-philipsa.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 Portable Document Format (PDF) to the agency's Virtual Store account or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 09182934426 or 09278478245, or email psa.helpdesk@ps-philipsa.gov.ph, or visit the PS-DBM website (www.ps-philipsa.gov.ph) for the guide on how to fill-out the APP-CSE.

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

Department/Service/Office: DSW-PUBLIC RELATIONS
Region: V
Address: Sta. Teresita, Valenzuela City, Metro Manila

Agency Code/ACIS: COB
Organization Type: National Government Agency (NGA)

Contact Person: Evan G. Gallo
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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue as of 30 Aug 2022	Total Amount for the year		
		Jan	Feb	Mar	Q1	1	April	May	June	Q3	1	July	Aug	Sept	Q4	1	Dec	Q4	1					
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																								
ALCOHOL OR ACETONE-BASED ANTISEPTICS																								
1	LI2100C1-AL-004	ALCOHOL, 80% 300 mL	bottle	0	0	0	-0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	47.00	0.00		
2	LI2100C1-AL-005	ALCOHOL, 70% 1.000L	gallon	0	0	0	-0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	200.00	0.00		
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																								
3	RI2214C3-CS-P01	CLEARBOOK, 20 transparent pockets, A4	piece	0	0	0	-0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	32.00	0.00		
4	RI2214C3-CS-P02	CLEARBOOK, 20 transparent pockets, legal	piece	0	0	0	-0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	36.20	0.00		
5	RI2215H4-ER-P01	ERASER, Jumbo/AZ864P	piece	0	0	0	-0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	4.67	0.00		
6	RI2215D4-EP-001	ERASER PEN, black, liquid or gel	piece	0	0	0	-0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	12.00	0.00		
7	RI2215D4-EP-002	ERASER PEN, blue, liquid or gel	piece	0	0	0	-0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	12.00	0.00		
8	RI2215D4-EP-003	ERASER PEN, red, liquid or gel	piece	0	0	0	-0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	12.00	0.00		
9	RI2212D4-HB-P01	WRAPPING PAPER, white, 50 sheets per pack	pack	0	0	0	-0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	145.00	0.00		
AUDIO AND VIDEO EQUIPMENT AND SUPPLIES																								
10	45121857-DO-C01	DOCUMENT CAMERA, 9 MP	unit	0	0	0	-0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	21,023.00	0.00		
11	45111809-HB-P01	MULTIMEDIA PROJECTOR, 4000 ANSI LUMENS (WBL)	unit	0	0	0	-0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	16,300.00	0.00		
BATTERIES AND CELLS AND ACCESSORIES																								
12	28111703-BT-A01	BATTERY, dry cell, size AA, Two (2) pieces per blister pack	pack	0	0	0	-0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	26.40	0.00		
13	28111703-BT-A02	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	pack	0	0	0	-0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	18.30	0.00		
14	28111703-BT-A03	BATTERY, dry cell, size C, Two (2) pieces per blister pack	pack	0	0	0	-0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	16.20	0.00		
CLEANING EQUIPMENT AND SUPPLIES																								
15	47130812-AP-A01	AD FRESHENER, Alcohol free, 100g	can	0	0	0	-0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	51.00	0.00		

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																	Total quantity for the year	Price Catalogued on 31 Dec 2021	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 Actual	April	May	June	Q3	Q3 Actual	July	Aug	Sept	Q3	Q3 Actual	Oct	Nov	Dec	Q4	Q4 Actual		
7131804-BR-001	BROOM, Soft (Walls Tambo)	bunch	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	134.24	0.00
7131804-BR-701	BROOM, Sisal (Walls Tambo)	bunch	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	13.79	0.00
7131809-TB-C01	CLEANER, TOILET Bowl and Lariat, 900ml - 1000ml	bottle	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	11.79	0.00
7131809-CL-P01	CLEANSER, Scrubbing Powder, 350g	can	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	41.65	0.00
7131811-DE-001	DETERGENT BAR, 140g as packed	bunch	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	23.62	0.00
7131811-CH-P01	DETERGENT POWDER, all purpose, 1kg	smooth	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	6.22	0.00
7131803-CS-A01	DISINFECTANT SPRAY, Aerosol type, 400g	can	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	126.00	0.00
7131601-DU-P01	DUET PAN, right non-breakable plastic	piece	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	17.84	0.00
47131803-FW-P02	FLOOR MAT, carpe type, red, 2kg	can	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	303.76	0.00
47131805-PC-A01	FURNITURE CLEANER, Aerosol type, 300ml	can	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	128.12	0.00
7131812-HS-L01	LIQUID HAND SOAP, 500ml	bottle	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	43.95	0.00
47118024-HP-C01	HOP BUCKET, heavy duty, hard plastic, 30 liters capacity	unit	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,396.00	0.00
47131813-HP-H02	HOP HANDLE, heavy duty	piece	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	124.00	0.00
47131813-HP-H03	HOPHEAD, made of rayon	plate	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	122.51	0.00
47131803-HG-C01	RAGS, all cotton, 1 kilo per bundle	bundle	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	35.19	0.00
47131802-HG-H01	SCRUBBING PAD, 5 pieces per pack	pack	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	17.93	0.00
47121701-7B-P04	TRASHBAG, black, 37" x 40", XL, 10 pieces per roll or pack	pack	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	146.04	0.00
47131802-HB-P01	WASTEBASKET, right plastic	piece	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	21.81	0.00
IN COMPOUNDS AND DISPERSIONS:																							
1211703-00-P01	DINK, for stamp pad, 50ml	bottle	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	18.01	0.00
HOME ELECTRONICS																							
EL111205-CN-A01	DIGITAL VOICE RECORDER	unit	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,238.18	0.00
K MASK																							
42131713-SH-H06	KAZZ MASK, 3 pc, M/L (30) pieces per box	box	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	77.30	0.00
ME																							
13111223-AC-P01	ACETATE, 50 meters	roll	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	360.00	0.00
13111221-CP-P01	CARBON PAPER, A4, 100 sheets per box	box	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	221.00	0.00
13111221-CP-P02	CARBON PAPER, Legal, 100 sheets per box	box	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	238.00	0.00
E FIGHTING EQUIPMENT																							
46131801-PE-H01	FIRE EXTINGUISHER, dry chemical	unit	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,146.00	0.00
46331801-PE-H01	FIRE EXTINGUISHER, water/HFC	unit	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	643.20	0.00
FLAG ACCESSORIES																							
58121803-PH-P01	PHILIPPINE NATIONAL FLAG	piece	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	194.34	0.00
TABLE AND FURNISHINGS																							
58131304-CH-B01	HONOBLOC CHAIR, beige	piece	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	347.41	0.00
58131304-CH-W01	HONOBLOC CHAIR, white	piece	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	344.82	0.00
58131318-TH-G01	HONOBLOC TABLE, white, 1 seater capacity	unit	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,248.00	0.00
58131318-TH-G02	HONOBLOC TABLE, beige, 1 seater capacity	unit	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,248.00	0.00
COOLING AND VENTILATION AND AIR CIRCULATION																							
46131804-EP-C01	ELECTRIC FAN, ceiling round, 60W type	unit	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,222.00	0.00

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	P/I No. Catalogue no. at 31 Dec 2022	Total Revenue for the year	
			Jan	Feb	Mar	Q1	Q1	March	April	May	June	Q2	July	Aug	Sept	Oct	Nov	Dec	Q4	Q4	Q4			
48	4023184-BF-001	Electric Fan, industrial, ground type	unit	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	1,350.00	0.00
49	4023184-BF-002	Electric Fan, stand type	unit	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	100.00	0.00
50	4023184-BF-003	Electric Fan, wall mount	unit	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	700.00	0.00
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																								
51	40211307-00001	DESKTOP, for Basic Users	unit	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	10,750.00	0.00
52	40211307-00002	DESKTOP, for Mid-Range Users	unit	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	40,980.00	0.00
53	40211307-HD-012	EXTERNAL HARD DRIVE, 5TB	unit	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	1,750.00	0.00
54	40211307-LAP001	LAPTOP, for Mid-Range Users	unit	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	40,000.00	0.00
55	40211307-LAP002	LAPTOP, Lightweight	unit	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	40,000.00	0.00
56	40211308-PO-001	MOUSE, OPTICAL, USB connection type	unit	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	100.00	0.00
57	40212302-PR-002	PRINTER, Inkjet, Oct Matrix, 24 pins, 136 columns	unit	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	30,000.00	0.00
58	40212302-PR-003	PRINTER, Impact, Oct Matrix, 9 pins, 80 columns	unit	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	10,000.00	0.00
59	40212302-PR-004	PRINTER, Laser, Monochrome	unit	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	1,000.00	0.00
LIGHTING AND FIXTURES AND ACCESSORIES																								
60	30111029-LB-001	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	70.00	0.00
61	30111029-LT-001	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	200.00	0.00
MANUFACTURING COMPONENTS AND SUPPLIES																								
62	30211017-QL-001	GLUE, all-purpose, 200 grams	jar	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	35.00	0.00
63	30211018-000-H02	STAPLE WIRE, heavy duty (tinder type), 23/13	box	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	22.00	0.00
64	30211018-000-H03	STAPLE WIRE, standard	box	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	23.75	0.00
65	30211018-TA-001	TAPE, electrical	ref	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	24.40	0.00
66	30211018-TA-001	TAPE, masking, 24mm	ref	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	11.00	0.00
67	30211018-TA-002	TAPE, masking, 48 mm	ref	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	22.10	0.00
68	30211018-TA-003	TAPE, packaging, 48 mm	ref	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	11.00	0.00
69	30211018-TA-004	TAPE, transparent, 24mm	ref	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	11.00	0.00
70	30211018-TA-005	TAPE, transparent, 48 mm	ref	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	22.10	0.00
71	30211017-TW-003	TWEED, plastic	ref	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	36.00	0.00
MEASURING AND INSPECTING AND TESTING EQUIPMENT																								
72	40111004-AU-001	RULER, plastic, 450 mm	piece	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	10.00	0.00
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																								
73	40111012-BL-001	BLADE, for general purpose cutter/utility knife, 10 pieces per blade	blade	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	10.00	0.00
74	40111013-PB-001	BINDING AND PUNCHING MACHINE, 30mm binding capacity	unit	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	4,000.75	0.00
75	40111017-CM-001	CALCULATOR, compact	unit	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	200.00	0.00
76	40121715-OH-001	CHALK, white erasable, 100 sticks per box	box	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	50.00	0.00
77	40122203-BF-001	CLIP, back/flat, 10mm	box	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	6.75	0.00
78	40122203-BF-002	CLIP, back/flat, 20mm	box	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	14.75	0.00
79	40122203-BF-003	CLIP, back/flat, 30mm	box	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	25.00	0.00
80	40122203-BP-001	CLIP, back/flat, 30mm	box	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	16.00	0.00
81	40122203-CT-002	CORRECTION TAPE, 8 meters	piece	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	11.00	0.00
82	40422012-CM-001	CUTTER/UTILITY KNIFE, for general purpose	piece	0	0	0	-3	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	35.00	0.00

ID	Item & Specifications	Unit of Measure	Monthly Inventory Requirement																			Total Quantity for the year	Price Calculated on 01-Jan-2023	Total Amount for the year		
			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep			
441	44122301-DP-B01	DATA FILE BOX	piece	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	77.20	0.00
442	44122301-DP-P01	DATA FOLDER	piece	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	20.00	0.00
443	44122301-DN-A01	DATAFILE AND STAMPING MACHINE	piece	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
444	44122301-DN-D01	ENVELOPE, Documentary, A4, 300 pieces per box	box	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
445	44122301-DN-D02	ENVELOPE, Documentary, legal, 300 pieces per box	box	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
446	44122301-DN-A02	ENVELOPE, Enveloping, A4, 200 pieces per box	box	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
447	44122301-DN-A03	ENVELOPE, Enveloping, A4, 300 pieces per box	box	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
448	44122301-DN-P01	ENVELOPE, Enveloping, Plain, 300 pieces per box	box	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
449	44122301-DR-B01	FILE ORGANIZER, suspending, plastic, legal	piece	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
450	44122301-FT-C01	FILE TRAY/DRY ERASER, stand board, A4	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
451	44122301-FT-C02	FILE TRAY/DRY ERASER, stand board, legal	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
452	44122301-FD-P01	FOLDER, manila hot melt, A4, 50 pieces per bundle	bundle	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
453	44122301-FD-P02	FOLDER, manila hot melt, legal, 30 pieces per bundle	bundle	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
454	44122301-FD-L01	FOLDER, L-type, A4, 30 pieces per pack	pack	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
455	44122301-FD-L02	FOLDER, L-type, legal, 30 pieces per pack	pack	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
456	44122301-FD-P03	FOLDER, pressboard, 120 pieces per box	box	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
457	44122301-FS-T01	FOOTER WITH TAB, A4, 100 pieces per pack	pack	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
458	44122301-FS-T02	FOOTER WITH TAB, A4, 200 pieces per pack	pack	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
459	44122301-GT-T01	INDEX TAB, self-adhesive, 2 mm wide, 5 sets per box	box	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
460	44122301-HF-B01	MAGAZINE FILE BOX, Large	piece	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
461	44122301-HA-P01	MARSHAL, fluorescent, 3 colors per set	set	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
462	44122301-HA-B01	MARSHAL, Permanent, Black	piece	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
463	44122301-HA-B02	MARSHAL, Permanent, Blue	piece	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
464	44122301-HA-B03	MARSHAL, Permanent, Red	piece	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
465	44122301-HF-B02	MARSHAL, whiteboard, black	piece	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
466	44122301-HF-B03	MARSHAL, whiteboard, blue	piece	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
467	44122301-HF-B04	MARSHAL, whiteboard, red	piece	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
468	44122301-HC-B01	PAPER CLIP, wirebound, 20mm	box	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
469	44122301-HC-B02	PAPER CLIP, wirebound, jumbo, 30mm	box	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
470	44122301-PT-B01	PAPER TRIMMING/CUTTING MACHINE, desk top	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
471	44122301-PS-L01	PENCIL, mechanical, with eraser, 0.7 mm, 12 pieces per box	box	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
472	44122301-PS-P01	PENCIL, sharpener, manual, single outer lead	piece	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
473	44122301-PU-P01	PUNCHER, paper, heavy duty	piece	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
474	44122301-RB-P01	RUBBER BANDS, 15, 300g	box	0	0	0	-1	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
475	44122301-SP-P01	STAMP PAD, ink	piece	0	0	0	-1	0.00	0	0	0	0.00	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 Categories (as of 24-Jul-2022)	Total Amount for the year
		Jan	Feb	Mar	Q1	AVAIL.	April	May	June	Q2	1st Interim	July	Aug	Sept	Q3	2nd Interim	Oct	Nov	Dec	Q4	1st Interim	
428 44121612-00-001 SCISSORS, nonmetallic or semimetallic	pair	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	31.07
428 44121613-07-001 STAPLER, standard type	piece	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00
428 44121613-07-001 STAPLER, heavy duty (binder type), metallic	unit	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	160.00
429 44121603-08-001 STAPLE REMOVER, slide type	piece	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00
429 44121605-10-702 TAPE DISPENSER, tape top	piece	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	21.07
PAPER MATERIALS AND PRODUCTS																						
128 14111325-C4-A01 CARDBOARD, assorted colors, 20 pieces of assorted colors per pack	box	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	75.00
129 14111308-CP-L31 COMPUTER CONTINUOUS FORM, 1 ply, 200mm x 243mm, 2,000 sheets per box	box	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00
129 14111306-CP-L32 COMPUTER CONTINUOUS FORM, 1 ply, 200mm x 278mm, 2,000 sheets per box	box	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00
129 14111308-CP-L33 COMPUTER CONTINUOUS FORM, 2 ply, 200mm x 278mm, 1,000 sets per box	box	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,200.00
129 14111308-CP-L34 COMPUTER CONTINUOUS FORM, 2 ply, 200mm x 243mm, 1,000 sets per box	box	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,200.00
129 14111308-CP-L35 COMPUTER CONTINUOUS FORM, 3 ply, 200mm x 278mm, 500 sets per box	box	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,200.00
129 14111306-CP-L36 COMPUTER CONTINUOUS FORM, 3 ply, 200mm x 243mm, 500 sets per box	box	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,200.00
129 14111309-CL-C01 LOOSELEAF COVER, 50 sets per bundle	bundle	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	750.00
129 14111314-HP-S02 NOTE PAD, white, 2" x 3", 100 sheets per pad	pad	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00
129 14111314-HP-S04 NOTE PAD, white, 3" x 4", 100 sheets per pad	pad	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00
129 14111314-HP-S02 NOTE PAD, white, 3" x 4", 100 sheets per pad	pad	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00
129 14111314-HP-S01 NOTEBLOCK, virographer	piece	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00
140 14111307-PP-M01 PAPER, MULTICOPY A4, 300 sheets per ream	ream	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00
140 14111307-PP-M02 PAPER, MULTICOPY LEGAL, 300 sheets per ream	ream	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00
140 14111307-PP-C01 PAPER, MULTIPURPOSE A4, 300 sheets per ream	ream	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00
140 14111307-PP-C02 PAPER, MULTIPURPOSE LEGAL, 300 sheets per ream	ream	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00
140 14111307-PP-R01 PAPER, ruled	pad	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00
140 14111305-PA-R01 PAPER, parchment, 100 sheets per box	box	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00
140 14111303-PR-B01 RECORD BOOK, 300 pages	book	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00
140 14111301-PR-B02 RECORD BOOK, 500 pages	book	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00
140 14111318-TH-P02 THERMAL PAPER, 21Amm	roll	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00
140 14111304-TH-P04 TISSUE, INTERFOLDED PAPER TOWEL, 180 folds per pack	pack	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00
140 14111304-TH-P02 TOILET TISSUE PAPER, 2 pli, 12 rolls in a pack	pack	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00
PERFUMES OR COLOGNES OR FRAGRANCES																						
140 03120204-HS-S01 LIQUID HAND SANITIZER, 500ml	bottle	0	0	0	-0	0.10	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00
PROTECTIVE OR PEST REPELLENTS																						
140 03120204-AG-001 INSECTICIDE, 800ml	bottle	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00
PRINTED PUBLICATIONS																						
140 03120204-HA-C02 HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (NFI-93M)	book	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00
PRINTERS OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																						
1 44330109-BR-D01 DRUM CARTRIDGE, BROTHER DR-2400, Black	unit	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00
2 44330109-BR-D04 TONER CARTRIDGE, BROTHER LC07W/84, Black	unit	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00
3 44330109-BR-D03 TONER CARTRIDGE, BROTHER LC07W/Y4, Yellow	unit	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00
4 44330109-C4-C04 INK CARTRIDGE, CANON CL-741, Cyan	unit	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00

Item # & Specifications	Unit of Measure	Monthly Quantity Requirement																			Total Spending for the year	Price Catalogue for the year	Total Revenue for the year			
		Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug					
		1/1	1/2	1/3	1/4	1/5	1/6	1/7	1/8	1/9	1/10	1/11	1/12	1/13	1/14	1/15	1/16	1/17	1/18	1/19	1/20	1/21				
43. 4613105-HP-C33	INK CARTRIDGE, HP C7132A (HPR85A), Cyan	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
44. 4613105-HP-C33	INK CARTRIDGE, HP C7132A (HPR85A), Magenta	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
45. 4613105-HP-C33	INK CARTRIDGE, HP C7132A (HPR85A), Yellow	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
46. 4613105-HP-Q42	INK CARTRIDGE, HP 910XL (HPR86), Tri-color	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
47. 4613105-HP-Q42	INK CARTRIDGE, HP 910XL (HPR86), Black	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
48. 4613105-HP-C36	INK CARTRIDGE, HP 910XLA (HPR86), Cyan Original	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
49. 4613105-HP-C36	INK CARTRIDGE, HP 910XLA (HPR86), Magenta Original	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
50. 4613105-HP-C36	INK CARTRIDGE, HP 910XLA (HPR86), Yellow Original	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
51. 4613105-HP-B36	INK CARTRIDGE, HP 910XNA (HPR86), Black Original	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
52. 4613105-HP-C46	INK CARTRIDGE, HP 910XNA (HPR86), Cyan Original	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
53. 4613105-HP-M46	INK CARTRIDGE, HP 910XNA (HPR86), Magenta	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
54. 4613105-HP-Y46	INK CARTRIDGE, HP 910XNA (HPR86), Yellow Original	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
55. 4613105-HP-B46	INK CARTRIDGE, HP 910XNA (HPR86), Black Original	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
56. 4613105-HP-C51	INK CARTRIDGE, HP 910XMA (HPR86), Cyan Original	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
57. 4613105-HP-H51	INK CARTRIDGE, HP 910XMA (HPR86), Magenta Original	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
58. 4613105-HP-T51	INK CARTRIDGE, HP 910XMA (HPR86), Yellow Original	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
59. 4613105-HP-B51	INK CARTRIDGE, HP 910XAA (HPR86), Black Original	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
60. 4613112-EP-A05	RIBBON CARTRIDGE, EPSON CL3000/3000II (#4750), Black	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
61. 4613112-EP-A05	RIBBON CARTRIDGE, EPSON CL3000/3000II (#4750), Cyan	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
62. 4613112-EP-A05	RIBBON CARTRIDGE, EPSON CL3000/3000II (#4750), Magenta	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
63. 4613112-EP-A05	RIBBON CARTRIDGE, EPSON CL3000/3000II (#4750), Yellow	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
64. 4613113-EP-A07	RIBBON CARTRIDGE, EPSON CL3000/3000II (#5130W)	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
65. 4613129-BS-004	TONER CARTRIDGE, BROTHER DR-910CL, High Yield 2000	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
66. 4613133-BS-003	TONER CARTRIDGE, BROTHER TN-2325, Black	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
67. 4613133-BS-004	TONER CARTRIDGE, BROTHER TN-2330, Black	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
68. 4613133-BS-003	TONER CARTRIDGE, BROTHER TN-2330, Black	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
69. 4613133-BS-003	TONER CARTRIDGE, BROTHER TN-2330, Black	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
70. 4613133-BS-011	TONER CARTRIDGE, BROTHER TN-2330, Black	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
71. 4613133-BS-012	TONER CARTRIDGE, BROTHER TN-2430, Black	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
72. 4613133-BS-012	TONER CARTRIDGE, BROTHER TN-2430, Black	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
73. 4613133-BS-012	TONER CARTRIDGE, BROTHER TN-2430, Black	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
74. 4613133-BS-012	TONER CARTRIDGE, BROTHER TN-2430, Black	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
75. 4613133-BS-012	TONER CARTRIDGE, BROTHER TN-2430, Black	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
76. 4613133-BS-012	TONER CARTRIDGE, BROTHER TN-2430, Black	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
77. 4613133-EP-B12	TONER CARTRIDGE, HP CE310A, Black	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
78. 4613133-EP-B12	TONER CARTRIDGE, HP CE310A, Black	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
79. 4613133-EP-B12	TONER CARTRIDGE, HP CE310A, Black	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
80. 4613133-EP-B12	TONER CARTRIDGE, HP CE310A, Black	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
81. 4613133-EP-B12	TONER CARTRIDGE, HP CE310A, Black	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
82. 4613133-EP-B12	TONER CARTRIDGE, HP CE310A, Black	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
83. 4613133-EP-B12	TONER CARTRIDGE, HP CE310A, Cyan	cart	0	0	0	-0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	200.00
84. 4613133-EP-B12																										

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Average Consumption as of 31-Jul-2012	Total Demand for the year	
				Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May			
120	H022223-HP-CM	TONER CARTRIDGE, HP CR122A (HP85A), Cyan	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.322.00	0.00
121	H022223-HP-YC	TONER CARTRIDGE, HP CR122A (HP85A), Yellow	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.322.00	0.00
122	H022223-HP-YC	TONER CARTRIDGE, HP CR122A (HP85A), Yellow	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.322.00	0.00
123	H022223-HP-MC	TONER CARTRIDGE, HP CR122A (HP85A), Magenta	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.322.00	0.00
124	H022223-HP-BK	TONER CARTRIDGE, HP CR122A, Black	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.322.00	0.00
125	H022223-HP-BK	TONER CARTRIDGE, HP CR122A, Black	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.322.00	0.00
126	H022223-SA-BK	TONER CARTRIDGE, SAMSUNG MLT-D205L, Black	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.294.00	0.00
127	H022223-SA-BK	TONER CARTRIDGE, SAMSUNG MLT-D205L, Black	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.294.00	0.00
128	H022223-SA-BK	TONER CARTRIDGE, SAMSUNG MLT-D205L, Black	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.294.00	0.00
129	H022223-SA-BK	TONER CARTRIDGE, SAMSUNG MLT-D205L, Black	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.294.00	0.00
130	H022223-SA-BK	TONER CARTRIDGE, SAMSUNG MLT-D205L, Black	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.294.00	0.00
131	H022223-SA-BK	TONER CARTRIDGE, SAMSUNG MLT-D205L, Black	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.294.00	0.00
132	H022223-SA-BK	TONER CARTRIDGE, SAMSUNG MLT-D205L, Black	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.294.00	0.00
133	H022223-SA-BK	TONER CARTRIDGE, SAMSUNG MLT-D205L, Black	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.294.00	0.00
134	H022223-SA-BK	TONER CARTRIDGE, SAMSUNG MLT-D205L, Black	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.294.00	0.00
135	H022223-SA-BK	TONER CARTRIDGE, SAMSUNG MLT-D205L, Black	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.294.00	0.00
136	H022223-SA-BK	TONER CARTRIDGE, SAMSUNG MLT-D205L, Black	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.294.00	0.00
137	H022223-SA-BK	TONER CARTRIDGE, SAMSUNG MLT-D205L, Black	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.294.00	0.00
138	H022223-SA-BK	TONER CARTRIDGE, SAMSUNG MLT-D205L, Black	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.294.00	0.00
139	H022223-SA-BK	TONER CARTRIDGE, SAMSUNG MLT-D205L, Black	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.294.00	0.00
140	H022223-SA-BK	TONER CARTRIDGE, SAMSUNG MLT-D205L, Black	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.294.00	0.00
141	H022223-SA-BK	TONER CARTRIDGE, SAMSUNG MLT-D205L, Black	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.294.00	0.00
142	H022223-SA-BK	TONER CARTRIDGE, SAMSUNG MLT-D205L, Black	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.294.00	0.00
143	H022223-SA-BK	TONER CARTRIDGE, SAMSUNG MLT-D205L, Black	unit	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.294.00	0.00
SOFTWARE																							
1	K022223-GPT-001	Business function specific software	license	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.00	0.00
2	K022223-GPT-002	Risk analysis and enterprise resource planning (ERP) software	license	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.00	0.00
3	K022223-GPT-003	Computer games or entertainment software	license	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.00	0.00
4	K022223-GPT-004	Content authoring and editing software	license	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.00	0.00
5	K022223-GPT-005	Content management software	license	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.00	0.00
6	K022223-GPT-006	Data management and query software	license	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.00	0.00
7	K022223-GPT-007	Documentation software	license	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.00	0.00
8	K022223-GPT-008	Educational or reference software	license	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.00	0.00
9	K022223-GPT-009	Industry specific software	license	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.00	0.00
10	K022223-GPT-010	Information exchange software	license	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.00	0.00
11	K022223-GPT-011	Report application software	license	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.00	0.00
12	K022223-GPT-012	Network management software	license	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.00	0.00
13	K022223-GPT-013	Monitoring software	license	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.00	0.00
14	K022223-GPT-014	Operating environment software	license	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.00	0.00
15	K022223-GPT-015	Security and protection software	license	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.00	0.00
16	K022223-GPT-016	Utility and device driver software	license	0	0	0	-1	0.00	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0.00	0.00

PART II. OTHER ITEMS NOT AVAILABLE AT PS-DEM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)

ALCOHOLIC OR ACETIC ACID BASED PRODUCTS																						
	NaOH, 50% ; 1 Gallon	Gallon	20	0	0	20	10,000.00	0	1	0	1	300.00	0	0	0.00	0	0	0	0	0	0.00	10,000.00

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Average Quantity for the year	Total Amount for the year					
			Jan	Feb	Mar	Apr	May	June	Q3	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Q3	July	Aug	Sept	Oct	Nov	Dec			
HEATING AND VENTILATION AND AIR CIRCULATION																												
	Duct Fan	Unit																										
	Aircon 0.5 HP	Unit	1	0	0	-1	1,700.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,700.00	1,700.00	
	Aircon 1 HP	Unit	0	0	0	-1	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	
AUDIO AND VISUAL EQUIPMENT SUPPLIES																											34,000.00	34,000.00
	Document Camera	Unit	0	0	0	-1	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	
	Projector	Unit	0	0	0	-1	0.00	1	0	0	1	30,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	30,000.00	30,000.00	
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENTS AND DEVICES AND ACCESSORIES																												
	Antivirus 3 Device/ 1 YR	Unit	0	1	0	-1	1,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	
	CPU	Unit	1	1	0	-1	40,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	40,000.00	40,000.00	
	Desktop for Basic Users	Unit	0	0	0	-1	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	
	Desktop for Mid Range Users	Unit	0	1	0	-1	40,000.00	0	1	0	1	40,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	40,000.00	40,000.00	
	External Hard Drive, 3TB, 2.5HDD, USB 3.0	Unit	1	0	0	-1	3,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,000.00	3,000.00	
	External Hard Drive, 2TB, 2.5HDD, USB 3.0	Unit	0	0	0	-1	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	
	Flash Drive, 32 GB capacity	Unit	0	0	0	-1	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	
	House 32GB HODEN/ INTERNAL/HODEN	Unit	0	0	0	-1	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	
	Keyboard Desktop	Unit	0	1	0	-1	600.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	
	Laptop Basic Users	Unit	0	0	0	-1	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	
	Laptop for Mid Range Users	Unit	0	0	0	-1	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	
	Laptop Battery	Unit	0	0	0	-1	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	
	Monitor	Unit	0	0	0	-1	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	
	HDD/SSD, optical, USB conversion type	Unit	1	2	0	-1	3,200.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,200.00	3,200.00	
	Mouse Pad	Unit	0	0	0	-1	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	
	Mouse, Wireless	Unit	0	0	0	-1	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	
	Portable Scanner	Unit	0	0	0	-1	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	
	Port Switch Hub	Unit	1	0	0	-1	400.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	400.00	400.00	
	Power Bank	Unit	0	3	0	-1	24,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24,000.00	24,000.00	
	Printer Continuous 3 IN 1, PRINT, SCAN A4 SIZE ONLY AND COPY EPSON	Unit	0	0	0	-1	14,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	
	Printer Continuous 3 IN 1, PRINT, SCAN A4 SIZE ONLY AND COPY CANON	Unit	0	0	0	-1	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	
	RAM INTERNAL 8GB	Unit	1	0	0	-1	4,000.00	1	0	0	1	4,000.00	1	0	0	0	0	0	0	0	0	0	0	0	0	4,000.00	4,000.00	
	USB Dongle	Unit	0	0	0	-1	1,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	
	UPS 650VA	Unit	0	0	0	-1	12,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12,000.00	12,000.00	
LIGHTING AND FIXTURES AND ACCESSORIES																												
	FLUORESCENT LAMP, 18 WATTS, Linear Solder (T8)	Unit	0	0	0	-1	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	
	FLUORESCENT LAMP, 40 WATTS, Linear Solder (T8)	Unit	0	0	0	-1	0.00	0	0	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 Spending for the year	Price Category for the year	Total Revenue for the year					
			Jan	Feb	Mar	Q1	Q1 Average	April	May	June	Q3	Q3 Average	July	Aug	Sept	Q4	Q4 Average	Oct	Nov	Dec	Q4 Average				
OFFICE EQUIPMENT ACCESSORIES	Light Bulb, LED, 10 watts / 1 pc in individual box	box	0	0	0	-1	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	12	200.00		
	Computer Table	unit				-1	0.00				0	0				0	0					0.00	0	0.00	2,000.00
	Executive Chair	unit	1	0	0	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	Executive Table (1400 x 700 x 760mm)	unit	0	1	0	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	Office Table	unit	0	0	0	-1	0.00		0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	Office Chair	unit	0	0	0	-1	0.00		0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	Steel Ring Cabinet (4 draws)	unit	0	0	0	-1	0.00		0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	Tissue Box for office table	unit	0	0	0	-1	0.00		0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	Water Dispenser (Hot and Cold)	unit	0	0	0	-1	0.00		0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
OFFICE SUPPLIES		unit	0	1	0	-1	0.00															0.00	0	0.00	0.00
	Notepad Stock	box				-1	0.00				0	0.00				0	0.00					0.00	0	0.00	0.00
	Bulletin Board	box	10	1	1	-1	0.00				0	0.00				0	0.00					0.00	0	0.00	0.00
	Batteries, zinc AA, alkaline, 2 pieces per blister pack	pack	10	0	0	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	Batteries, zinc AA, alkaline, 2 pieces per blister pack	pack	0	0	0	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	Brader Clip 10/4" L-shaped	box	0	0	0	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	Brader Clip 2" L-shaped	box	2	0	0	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	Brader Clip A/A" L-shaped	box	0	0	0	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	Book Paper A4 Advance Sub 21	ream	50	24	22	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	Book Paper Legal Advance Sub 21	ream	100	24	22	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	CALCULATOR, compact, 12 digits	unit	2	1	0	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	COLLAPSE (14 columns)	piece	0	0	0	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	COLLAPSE (16 columns)	piece	0	0	0	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	COLLAPSE (24 columns)	piece	0	0	0	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	Compassion Tape, 50 mm base tape, 10, 30 m	piece	100	30	30	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	Globe Blank, for travel info cards	piece	0	0	0	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	Globe Knob, for general purposes	piece	0	0	0	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	Globe ROLLER, credit card document, with closed ends	piece	12	0	0	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	DOUBLE SIDED TAPE (3M™)	piece	0	0	0	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	Envelopes, Document, A4 Legal size Document 200Sheets	box	1	0	0	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	Envelope PLAIN, Document, A4 short size document 200Sheets	box	1	0	0	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	ENVELOPE, EXPRESSEN, KRAFT BOARD, for legal size doc	box	200	0	0	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	ENVELOPE, mailing, white, with window Film 200Sheets	box	4	0	0	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	FILING FOLDER (BLUE) (30 Pcs/Pack)	box	0	0	0	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	FILING FOLDER (BROWN, LEGAL SIZE) (20 Pcs/Pack)	box	0	0	0	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	FILING FOLDER (GREEN, LEGAL SIZE) (20 Pcs/Pack)	box	0	0	0	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	FILING FOLDER (ORANGE, LEGAL SIZE) (20 Pcs/Pack)	box	0	0	0	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	FILING FOLDER (PURPLE, LEGAL SIZE) (20 Pcs/Pack)	box	0	0	0	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	FILING FOLDER (YELLOW, LEGAL SIZE) (20 Pcs/Pack)	box	0	0	0	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00
	FILING FOLDER (WHITE, LEGAL SIZE) (20 Pcs/Pack)	box	0	0	0	-1	0.00			0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Average Quantity per Month	Total Amount for the year
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
PAPER CLOTHES LINE (White) (50 Pcs / Box)	box	4	2	3	4	3	2	12	12	12	12	12	12	144	12	174.00
PLATE, MELAMINE, gross weight 220 grams / pc.	plate	9	1	5	2	10	10	10	10	10	10	10	10	120	10	120.00
Unlined Envelope Post Back - 4.5 x 7	piece	3	3	3	3	3	3	3	3	3	3	3	3	36	3	108.00
Memory Discs with plastic sleeves	unit	6	1	1	1	1	1	1	1	1	1	1	1	12	1	12.00
HIGHLIGHTER, water based	piece	14	2	2	18	10	10	10	10	10	10	10	10	120	10	120.00
HIGHLIGHTER, water based	piece	14	2	2	18	10	10	10	10	10	10	10	10	120	10	120.00
NOTE CARD, 9" x 6", 100 PAGES PER PACK	piece	14	2	2	18	10	10	10	10	10	10	10	10	120	10	120.00
MARKER, PERMANENT, bullet tip, black	packs	6	1	1	1	1	1	1	1	1	1	1	1	12	1	12.00
MARKER, whiteboard, black, 800 tips, bullet tip	piece	27	1	1	1	17	10	10	10	10	10	10	10	240	10	240.00
Mechanical Pencil (0.5)	piece	9	1	1	1	11	10	10	10	10	10	10	10	100	10	100.00
Mechanical Pencil Lead (0.5) 12 inches	leads	4	1	1	1	4	10	10	10	10	10	10	10	100	10	100.00
Mechanical Pencil Lead (0.7) 12 inches	leads	1	1	1	1	1	10	10	10	10	10	10	10	100	10	100.00
NOTE PAD, 480gsm, 30mm x 70mm (2 " x 3 ") mm	leads	9	1	1	1	1	10	10	10	10	10	10	10	100	10	100.00
NOTE PAD, 480gsm, 30mm x 70mm (2 " x 3 ") mm	leads	9	1	1	1	1	10	10	10	10	10	10	10	100	10	100.00
NOTE PAD, 480gsm, 30mm x 70mm (2 " x 3 ") mm	leads	9	1	1	1	1	10	10	10	10	10	10	10	100	10	100.00
PAPER CLIP, wire/screws coat, length 32mm min	box	6	1	1	1	1	1	1	1	1	1	1	1	12	1	12.00
PAPER CLIP, wire/screws coat, length 40mm min	box	6	1	1	1	1	1	1	1	1	1	1	1	12	1	12.00
Paper Fastener, 1/4inch Coated	box	1	1	1	1	1	1	1	1	1	1	1	1	12	1	12.00
Perforated Filter Head (1 pc)	piece	1	1	1	1	1	1	1	1	1	1	1	1	12	1	12.00
PERCIL, STICKYBLOCK, normal, single roller head	piece	9	1	1	1	1	1	1	1	1	1	1	1	12	1	12.00
PURIFIER, paper, heavy duty, with two hole guides	leads	9	1	1	1	1	1	1	1	1	1	1	1	12	1	12.00
RUBBER STAMP, JEWEL	leads	9	1	1	1	1	1	1	1	1	1	1	1	12	1	12.00
RECORD BOOK, A4, 100 PAGES	piece	8	1	1	1	1	1	1	1	1	1	1	1	12	1	12.00
RECORD BOOK, 300 PAGES, size: 214mm x 276mm mm	piece	12	1	1	1	1	1	1	1	1	1	1	1	12	1	12.00
RECORD BOOK, 200 PAGES, size: 214mm x 276mm mm	piece	9	1	1	1	1	1	1	1	1	1	1	1	12	1	12.00
RUBBER ERASER, 20mm mm dia flat length 110mm	box	9	1	1	1	1	1	1	1	1	1	1	1	12	1	12.00
SCISSORS, symmetrical, blade length: 135mm mm	unit	2	1	1	1	1	1	1	1	1	1	1	1	12	1	12.00
SEWING PEN, BLACK, ballpoint pen, 2.0mm needle tip	piece	200	1	1	1	1	1	1	1	1	1	1	1	12	1	12.00
SEWING PEN, BLUE, ballpoint pen, 2.0mm needle tip	piece	20	1	1	1	1	1	1	1	1	1	1	1	12	1	12.00
SEWING PEN, RED, ballpoint pen, 2.0mm needle tip	piece	20	1	1	1	1	1	1	1	1	1	1	1	12	1	12.00
STAPLER (LHS Part No: 0022-D-1)	piece	2	1	1	1	1	1	1	1	1	1	1	1	12	1	12.00
STAMP PAD (HK), blue	piece	2	1	1	1	1	1	1	1	1	1	1	1	12	1	12.00
STAMP PAD (HK), orange or yellow	piece	1	1	1	1	1	1	1	1	1	1	1	1	12	1	12.00
STAMP PAD, PLAST., bed dimension: 60mm x 120mm mm	piece	9	1	1	1	1	1	1	1	1	1	1	1	12	1	12.00
STAPLE HIPS #2 (Standard)	leads	20	1	1	1	1	1	1	1	1	1	1	1	12	1	12.00
Storage Box Cardboard	piece	9	1	1	1	1	1	1	1	1	1	1	1	12	1	12.00
TABLE, TRANSPARENT, width: 180cm (6ft)	unit	60	2	2	2	2	2	2	2	2	2	2	2	120	2	120.00
TABLE, TRANSPARENT, width: 480cm (16ft)	unit	72	2	2	2	2	2	2	2	2	2	2	2	120	2	120.00
TABLE COMPRESSOR, TABLE TOP, 1m x 240mm width base	piece	9	1	1	1	1	1	1	1	1	1	1	1	12	1	12.00
Telephone Pen (0.5)	piece	2	1	1	1	1	1	1	1	1	1	1	1	12	1	12.00

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																		Total Spending for the year	Wise Categories (in Lakh Rupees)	Total Revenue for the year	
			Jan	Feb	Mar	Q1	Q1 Average	April	May	June	Q2	Q2 Average	July	Aug	Sept	(Q3)	Q3 Average	Oct	Nov	Dec	Spd	(Q4)	Q4 Average	
	Technical Pen (S-A)	pcnt	1	0	0	1	1.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	1,200.00	1,200.00
	Technical Pen (S-B)	pcnt	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	1,200.00	1,200.00
LINER PEN FINELINE (S-C)	pcnt	0	0	0	-1	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	1,200.00	1,200.00	
UNIVERSAL ROLLER B (Digital Notarizing Stamp - Traders Trade)	pcnt	0	0	0	0	0.00	0	0	1	0	0.00	0	0	0	0	0.00	0	1	0	0	0	1,200.00	1,200.00	
PRINTER AND FAXPHONE OR PHOTOCOPIER SUPPLIES (COMPIABLES)						0	0.00				0	0.00				0	0.00				0	0.00	0.00	
CANON G Series CONTINUOUS INK BLACK	mls	10	10	10	10	10	30,000.00	10	10	10	10	20,000.00	10	10	10	10	20,000.00	10	10	10	10	20,000.00	20,000.00	
CANON G Series CONTINUOUS INK CYAN	mls	0	10	0	10	0	10,000.00	0	0	0	0	10,000.00	0	0	0	0	10,000.00	0	0	0	0	10,000.00	10,000.00	
CANON G Series CONTINUOUS INK MAGENTA	mls	0	10	0	10	0	10,000.00	0	0	0	0	10,000.00	0	0	0	0	10,000.00	0	0	0	0	10,000.00	10,000.00	
CANON G Series CONTINUOUS INK YELLOW	mls	0	10	0	10	0	10,000.00	0	0	0	0	10,000.00	0	0	0	0	10,000.00	0	0	0	0	10,000.00	10,000.00	
INK CART, CANON CL-iRIS, Colored	mls	0	0	0	-1	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	1,200.00	1,200.00	
INK CART, CANON PR-iRIS, Black	mls	0	0	0	-1	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	1,200.00	1,200.00	
INK Epsion 003 Continuous Black	mls	10	10	10	10	10	20,000.00	10	10	10	10	20,000.00	10	10	10	10	20,000.00	10	10	10	10	20,000.00	20,000.00	
INK Epsion 003 Continuous Cyan	mls	0	10	0	10	0	10,000.00	0	0	0	0	10,000.00	0	0	0	0	10,000.00	0	0	0	0	10,000.00	10,000.00	
INK Epsion 003 Continuous Magenta	mls	0	10	0	10	0	10,000.00	0	0	0	0	10,000.00	0	0	0	0	10,000.00	0	0	0	0	10,000.00	10,000.00	
INK Epsion 003 Continuous Yellow	mls	0	10	0	10	0	10,000.00	0	0	0	0	10,000.00	0	0	0	0	10,000.00	0	0	0	0	10,000.00	10,000.00	
INK Epsion 004 Continuous Black	mls	0	0	0	0	0	1,000.00	0	0	0	0	1,000.00	0	0	0	0	1,000.00	0	0	0	0	1,000.00	1,000.00	
INK Epsion 004 Continuous Cyan	mls	0	0	0	0	0	1,000.00	0	0	0	0	1,000.00	0	0	0	0	1,000.00	0	0	0	0	1,000.00	1,000.00	
INK Epsion 004 Continuous Magenta	mls	0	0	0	0	0	1,000.00	0	0	0	0	1,000.00	0	0	0	0	1,000.00	0	0	0	0	1,000.00	1,000.00	
INK Epsion 004 Continuous Yellow	mls	0	0	0	0	0	1,000.00	0	0	0	0	1,000.00	0	0	0	0	1,000.00	0	0	0	0	1,000.00	1,000.00	
Toner (ARROW) SHARP Digital Color Printer	mls	1	2	0	0	0	27,000.00	1	0	0	0	1,000.00	0	0	0	0	1,000.00	1	0	0	0	1,000.00	1,000.00	
Toner DELLNER HP 2000	mls	0	0	0	-1	0.00	0	1	0	0	1	4,000.00	0	1	0	1	4,000.00	0	0	0	0	4,000.00	4,000.00	
VEHICLE SUPPLIES AND ACCESSORIES						0	0.00				0	0.00				0	0.00			0	0.00	0.00		
TOWER DEFENDER LINCH PRACTICE HP 2000 SEP-CODE	mls	4	0	0	-1	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		
Rim	mtr	20	0	0	0	0	30,000.00	1	0	0	0	1,000.00	1	0	0	1	1,000.00	1	0	0	0	1,000.00	1,000.00	
OTHERS						0	0.00				0	0.00				0	0.00			0	0.00	0.00		
240 GB SSD HARD DRIVE	unit				0	0.00					0	0.00				0	0.00			0	0.00	0.00		
SPF MACH-80	unit				0	0.00					0	0.00				0	0.00			0	0.00	0.00		
Ultralight Portable 4k Ultra-Clear Video Device	unit				0	0.00					0	0.00				0	0.00			0	0.00	0.00		
ANCORPLAST BRAIDED CORD	ft				0	0.00					10	1,000.00				0	0.00			0	0.00	1,000.00		
1000sign per 1.0 Metre	sqft	0			0	700.00					0	500.00				0	300.00			0	200.00	700.00		
1000sign per 1.0 Metre	sqft	0			0	700.00		0		0	700.00	0		0	700.00	0	0	0	700.00	0	1,400.00			
HP CARTRIDGE LASERJET 65A	unit	1			0	5,000.00	1			1	5,000.00	1			1	5,000.00	1		1	5,000.00	0	5,000.00		
A. TOTAL																						3,807,798.00		
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																						340,779.00		

Item & Specification	Item no.	Monthly Expenditure Assessment												Total Spending for the year	Average Contribution per month to the total	Total Amount for the year	
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec				
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (if Applicable)																	
D. GRAND TOTAL (A + B + C)																	
E. APPROVED BUDGET BY THE AGENCY HEAD <i>In Figures and Words</i>																	

Item & Specification	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Divers Catalogue no. of item used	Total amount for the year
		Jan	Feb	Mar	Q1 months	April	May	June	Q2 months	July	Aug	Sept	Q3 months	Oct	Nov	Dec

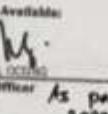
We hereby warrant that the total amount reflected in this Annual Procurement Plan to procure the listed common-use supplies, materials, and equipment has been included in or is within our approved budget for the year.

Prepared by:


 ROHINA D'SOUZA
 Property/Supply Officer

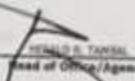
Date Prepared:

Certified Funds Available / Certified Appropriated Funds Available:


 JANE VIEIRAS DE SOUZA
 Accountant / Budget Officer

As per financial
2023 PEP

Approved by:


 HEMAL D.S. TANZIL
 Head of Office/Agency