

Introduction:

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

APP-CSE 2023 FORM as of September 14, 2022

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).

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-philips.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 Overall, any signature of the Head of Agency/Office, Accountant/Budget Officer, and Head of the Agency/Office, kindiy utilise the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF).
- 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 appcsa.helpdesk@ps-philips.gov.ph, or visit the PS-DBM website (www.ps-philips.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: DPA
Region: 1
Address: 5G BLDG. JOSE ABAD SANTOS,
ZONE 3, KORONADAL

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (as of 28 Apr 2022)	Total Amount for the year							
		Jan	Feb	Mar	Q1 AVERAGE	Apr	May	June	Q2 AVERAGE	July	Aug	Sept	Q3 AVERAGE	Oct	Nov	Dec	Q4 AVERAGE						
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																							
1. ALCOHOL OR ACETONE BASED ANTISEPTICS	bottle	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	47.85	0.00				
1. (12181601-AL-004) ALCOHOL, Ethyl, 500 mL	bottle	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	47.85	0.00				
2. (12181601-AL-003) ALCOHOL, Ethyl, 1 Gallon	gallon	13	3	2	18	5,949.80	3	12	2	17	5,619.35	14	2	2	18	5,949.80	13	2	3	5,949.80	71	330.55	23,469.05
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	0.00	0	0	0	0	0	0.00	0	32.91	0.00				
4. (60121413-CB-P02) CLEARBOOK, 20 transparent pockets, legal	piece	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	545.40	60	36.36	2,181.60		
5. (60121574-ER-P01) ERASER, plastic/rubber	piece	0	5	0	5	22.35	0	5	0	5	22.35	0	5	0	5	22.35	0	5	22.35	20	4.47	89.40	
6. (60121574-SF-Q01) SIGN PEN, Black, liquid or gel	piece	58	28	22	108	2,087.80	34	30	22	108	2,351.20	64	18	22	104	2,308.80	64	18	22	104	2,308.80	422	22.20
7. (60121574-SF-Q02) SIGN PEN, Blue, liquid or gel	piece	54	28	22	104	2,088.80	34	32	28	104	2,308.80	64	18	22	104	2,308.80	64	22	18	104	2,308.80	416	22.20
8. (60121574-SF-Q03) SIGN PEN, Red, liquid or gel	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	22.20	0.00	0.00	0.00		
9. (60121124-WR-P01) WRAPPING PAPER, Kraft, 50 sheets per pack	pack	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	161.30	0.00	0.00	0.00		
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																							
10. (43121517-00-C02) DOCUMENT CAMERA, 8 MP	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	23,623.60	0.00	0.00			
11. (43111629-MM-P01) MULTIMEDIA PROJECTOR, 4000 ANSI Lumens (min.)	unit	0	1	1	2	33,176.00	0	0	0	0.00	0	1	0	1	16,588.00	0	0	0	0.00	3	16,588.00	49,764.00	
BATTERIES AND CELLS AND ACCESSORIES																							
12. (26111702-ST-A02) BATTERY, dry cell, size AA, Two (2) pieces per blister pack	pack	0	5	2	15	307.35	10	0	3	13	266.37	10	0	5	15	307.35	10	0	0	10	254.90	53	20.40
13. (26111702-ST-A01) BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	pack	3	11	0	14	258.76	5	0	3	8	140.72	11	0	3	14	256.76	11	0	0	11	201.74	47	18.34
14. (26111702-ST-A03) BATTERY, dry cell, size D, Two (2) pieces per blister pack	pack	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	96.20	0.00	0.00	0.00		
CLEANING EQUIPMENT AND SUPPLIES																							
15. (47132812-AB-P01) AIR FRESHENER, Aerosol type, 150g	can	23	3	4	20	2,449.20	23	4	1	20	2,449.20	21	3	4	20	2,449.20	23	3	4	20	2,449.20	120	61.64
16. (47132804-BR-S01) BROOM, Soft (Wala Tambi)	piece	11	1	2	14	1,907.36	11	1	1	13	1,771.12	12	1	1	14	1,907.36	11	1	2	14	1,907.36	55	136.34
17. (47132804-BR-T01) BROOM, Stiff (Wala Tingting)	piece	10	1	0	11	250.58	10	0	0	10	227.80	10	3	0	11	250.58	10	0	1	11	250.58	43	22.78
18. (47132809-TB-C01) CLEANER, Toilet Bowl and Urinal, 900ML - 1000ml	bottle	11	3	1	15	624.00	11	3	1	15	624.00	12	2	2	15	665.60	11	3	1	15	624.00	64	41.60

Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (as of 30 Jun 2023)	Total Amount for the year										
		Jan	Feb	Mar	Q1 AVERAGE	April	May	June	Q2 AVERAGE	July	Aug	Sept	Q3 AVERAGE	Oct	Nov	Dec	Q4 AVERAGE									
21	47131811-DE-P03	DETERGENT POWDER, all purpose, 1kg	pouch	23	2	3	20	1,114.24	22	3	3	28	1,114.24	22	2	3	27	1,460.16	23	2	3	28	1,114.24	111	54.08	6,022.88
22	47131803-DS-A01	DISINFECTANT SPRAY, Aerosol type, 400g	can	23	1	2	28	3,677.14	23	1	3	27	3,777.03	22	1	3	28	3,677.14	22	1	3	28	3,677.14	126	139.89	14,489.56
23	47131801-OU-P01	DUST PAN, rigid non-breakable plastic	piece	5	0	1	6	163.84	5	0	0	5	138.20	5	0	0	5	138.20	5	0	0	5	138.20	73	27.64	590.44
24	47131802-PW-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	0.00	0.00
25	47131830-FC-A01	FURNITURE CLEANER, Aerosol type, 300ml	can	11	0	0	11	1,321.32	11	0	0	11	1,321.32	11	0	1	12	1,491.44	11	0	0	11	1,321.32	45	135.12	5,905.46
26	73101612-ED-L01	LIQUID HAND SOAP, 500ml	bottle	34	3	3	40	1,718.00	34	3	3	40	1,718.00	34	3	3	40	1,718.00	34	3	4	41	1,760.95	161	42.95	6,514.95
27	47131804-MP-B01	MOP BUCKET, heavy duty, hard plastic, 30 liters capacity	unit	3	0	0	3	0.00	1	0	0	1	2,388.00	2	0	0	2	3,756.00	0	0	0	0	0.00	6	2,088.00	13,728.00
28	47131613-HP-H02	MOP HANDLE, heavy duty	piece	6	1	1	8	998.40	6	0	1	7	878.00	6	0	1	7	878.00	6	0	1	7	878.00	29	124.00	3,619.35
29	47131819-MP-R01	MOPHEAD, made of rayon	piece	7	3	2	12	1,470.12	7	2	2	11	1,347.61	7	2	2	11	1,347.61	7	2	2	11	1,347.61	45	122.31	5,512.93
30	47131501-RC-C01	RAGS, all cotton, 1 liter per bundle	bundle	11	3	1	15	797.10	11	3	1	15	797.10	11	3	1	15	797.10	11	3	1	15	797.10	60	53.84	3,188.40
31	47131802-GC-H01	SCOURING PAD, 5 pieces per pack	pack	0	0	1	1	57.93	0	0	0	0	0.00	1	0	0	1	57.93	1	0	0	1	57.93	3	17.33	173.79
32	47131701-TB-P01	TRASHBAG, black, 37" x 40", XL, 10 pieces per roll or pack	pack	13	2	2	17	2,449.68	10	0	1	11	1,384.44	10	0	1	11	1,384.44	10	0	1	11	1,384.44	50	144.04	7,202.00
33	47131702-WB-P01	WASTEBASKET, rigid plastic	piece	8	3	5	16	510.56	8	3	3	14	446.74	5	0	2	223.37	5	0	0	5	159.55	42	11.95	1,340.32	
COLOR COMPONENTS AND DISPERSIONS																										
34	1211703-51-P01	INK, for stamp pad, 50ml	bottle	11	1	2	14	404.74	11	0	1	12	346.92	11	0	1	12	346.92	10	0	0	10	289.10	48	38.91	1,367.68
CONSUMER ELECTRONICS																										
35	52161335-CV-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	0.00	0.00
FACE MASK																										
36	42131713-SM-H06	FACE MASK, 3 plly, filty, (50) pieces per box	box	64	11	0	75	3,812.50	65	10	0	79	3,812.50	65	10	0	75	3,812.50	65	10	0	75	3,812.50	300	77.50	23,250.00
FLUINS																										
37	13111203-AC-R01	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	0.00	0.00
38	13111201-CP-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-CP-R02	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	228.54	0.00
PIPE FIGHTING EQUIPMENT																										
40	46191601-FE-H01	FIRE EXTINGUISHER, dry chemical	unit	11	0	0	11	12,584.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	12,384.00	
41	46191601-FE-H01	FIRE EXTINGUISHER, pure HFC	unit	1	0	0	1	5,613.25	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	5,613.25	5,613.25
FLAGS OR ACCESSORIES																										
42	55121935-PA-P01	PHILIPPINE NATIONAL FLAG	piece	1	0	0	1	284.94	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	284.94	284.94
FURNITURE AND FURNISHINGS																										
43	36101504-CH-B01	HONOBLOC CHAIR, beige	piece	20	0	0	20	6,948.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	347.41	6,948.20
44	36101504-CH-W01	HONOBLOC 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	0.00	0.00
45	36101515-TH-S01	HONOBLOC 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	0.00	0.00
46	36101515-TH-S02	HONOBLOC 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	0.00	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-C01	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	0.00	0.00
49	40101604-EF-S01	ELECTRIC FAN, stand type	unit	2	0	0	2	1,713.72	0	0	0	0	0.00	2	0	0	2	1,713.72	0	0	0	0	0.00	4	558.86	3,427.44
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	0.00	0.00
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																										
51	43211507-OSK001	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	0.00	0.00
52	43211307-OSK002	DESKTOP, for Mid-range Users	unit	1	0	0	1	42,360.40	0	0	0	0	0.00	1	0	0	1	42,360.40	0	0	0	0	0.00	2	42,360.40	84,720.80
53	43204827-HD-J02	EXTERNAL HARD DRIVE, 1TB	unit	2	3	0	8	13,961.00	1	0	0	1	2,792.40	2	0	0	2	3,394.80	0	0	0	0	0.00	8	2,792.40	22,739.20

Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total quantity for the year	Price Estimation as of 30 Jun 2023	Total Amount for the year						
		Jan	Feb	Mar	Q1	Q2	April	May	June	Q3	Q4	July	Aug	Sept	Q5	Q6	Oct	Nov	Dec	Q7	Q8	
54 4321200-14001	LAPTOP, for Mid-range Users	unit	2	0	0	2	94,700.00	0	0	0	0	0	0	0	2	94,700.00	0	0	0	0	42,380.00	
55 4321200-14002	LAPTOP, Lightweight	unit	1	0	0	1	46,800.00	0	0	0	0	0	0	1	46,800.00	0	0	0	0	0	46,800.00	
56 4321200-14003	MOUSE, OPTICAL, USB connection type	unit	0	1	0	2	288.52	0	0	0	0	0	0	2	288.52	0	0	1	1	144.76	740.88	
57 4321200-14004	PRINTER, Impact, Dot Matrix, 24 pins, 136 columns	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
58 4321200-14005	PRINTER, Impact, Dot Matrix, 9 pins, 80 columns	unit	2	0	0	2	20,377.94	0	0	0	0	0	0	0	0	0	0	0	0	2	10,189.92	
59 4321200-14006	PRINTER, Laser, Monochrome	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
LIGHTING AND FIXTURES AND ACCESSORIES																						
60 3602200-14-002	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7W warm	piece	10	0	0	10	798.10	0	0	0	0	0	0	10	798.10	0	0	0	0	0	79.81	
61 3602200-14-003	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 WATT	piece	15	0	0	15	3,087.30	0	0	0	0	0	0	15	3,087.30	0	0	0	0	0	201.82	
MANUFACTURING COMPONENTS AND SUPPLIES																						
62 3120100-14-001	GLUE, el-potting, 200 grams	jar	10	27	1	0	28	1,980.18	28	1	0	28	1,980.18	28	0	0	0	28	1,980.18	113	70.72	
63 3120100-14-002	STAPLE WIRE, heavy duty (binder type), 23x1.7	box	32	0	0	32	721.60	32	0	0	32	721.60	32	0	0	32	721.60	128	22.55			
64 3120100-14-003	STAPLE WIRE, standard	box	32	1	1	34	807.94	33	0	0	33	794.08	34	0	0	34	807.94	33	0	0	33	794.08
65 3120100-14-004	TAPE, electrical	roll	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
66 3120100-14-005	TAPE, masking, 24mm	roll	54	0	0	54	1,341.52	53	0	0	53	1,335.88	53	0	1	54	1,341.52	53	0	0	53	1,335.88
67 3120100-14-006	TAPE, masking, 48 mm	roll	23	0	0	23	2,786.68	30	0	0	30	2,423.20	23	0	0	23	2,786.68	30	0	0	30	2,423.20
68 3120100-14-007	TAPE, packaging, 48 mm	roll	13	1	0	14	213.04	10	0	0	10	223.60	14	0	0	14	213.04	11	0	0	11	245.96
69 3120100-14-008	TAPE, transparent, 24mm	roll	53	0	1	54	653.72	53	0	0	51	570.18	54	0	0	54	653.72	51	0	0	52	570.18
70 3120100-14-009	TAPE, transparent, 48 mm	roll	23	0	0	23	528.11	20	0	0	20	452.40	23	0	0	23	528.11	20	0	0	20	452.40
71 3120100-14-010	TWINE, paper	roll	6	0	1	7	468.34	3	0	0	3	190.86	6	0	0	6	390.72	3	0	0	3	190.86
MEASURING AND INSPECTING AND TESTING EQUIPMENT																						
72 4111200-14-002	ROLLER, paper, 450 mm	piece	3	0	1	4	65.38	3	0	0	3	49.82	3	0	0	3	49.82	3	0	0	3	18.64
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																					216.32	
73 4421200-14-001	BLADE, for general purpose cutter/utility knife, 10 pieces per tube	tube	20	0	0	20	294.40	20	0	0	20	294.40	20	0	0	20	294.40	20	0	0	20	14.72
74 4421200-14-002	BENDING AND PUNCHING MACHINE, 50mm bending capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	
75 4421200-14-003	CALCULATOR, Compact	unit	8	0	2	10	2,682.40	8	0	0	8	2,125.92	8	0	0	8	2,125.92	8	0	0	8	266.24
76 4421200-14-004	CHALK, white eraser, 100 pieces per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	
77 4422000-14-001	CLIP, backfile, 18mm	box	33	4	1	36	213.82	31	4	1	36	213.82	31	4	1	36	213.82	31	1	1	33	287.76
78 4422000-14-002	CLIP, backfile, 25mm	box	33	4	1	36	531.00	31	4	1	36	531.00	31	4	1	36	531.00	31	1	1	33	486.75
79 4422000-14-003	CLIP, backfile, 32mm	box	33	4	1	36	920.16	31	4	1	36	920.16	31	4	1	36	920.16	31	2	1	33	943.48
80 4422000-14-004	CLIP, backfile, 50mm	box	33	1	1	33	1,940.32	31	1	1	33	1,940.32	31	1	1	33	1,940.32	31	1	1	33	58.24
81 4422000-14-005	CONNECTION TAPE, 5 meters	piece	36	8	14	60	691.80	36	8	10	56	645.60	42	10	8	60	691.80	36	10	8	56	645.60
82 4422000-14-006	CUTTER/UTILITY KNIFE, for general purpose	piece	11	0	0	11	367.73	11	0	0	11	367.73	10	0	0	10	324.30	10	0	0	10	324.30
83 4422000-14-007	DATA FILE BOX	piece	30	0	10	40	3,048.00	20	0	0	20	3,544.00	40	0	0	40	3,048.00	30	0	0	30	2,336.00
84 4422000-14-008	DATA FOLDER	piece	30	0	0	30	2,039.20	20	0	0	20	1,737.80	30	0	0	30	2,039.20	20	0	0	20	1,737.80
85 4422000-14-009	DATING AND STAMPING MACHINE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	
86 4422000-14-010	ENVELOPE, Documentary, A4, 500 pieces per box	box	0	0	1	1	764.40	0	0	0	0	0.00	0	0	0	0	0	0	0	0	764.40	
87 4422000-14-011	ENVELOPE, DOCUMENTARY, legal, 500 pieces per box	box	7	0	1	8	7,945.76	1	0	0	1	980.72	6	0	0	6	8,984.32	1	0	0	1	980.72
88 4422000-14-012	ENVELOPE, Expanding, Kraft, 100 pieces per box	box	4	0	0	4	2,953.60	2	0	0	2	1,476.80	3	0	0	3	2,215.20	1	0	0	1	738.40
89 4422000-14-013	ENVELOPE, Expanding, Plastic	box	53	0	0	53	1,615.97	30	0	0	30	1,524.50	53	0	0	53	1,615.97	30	0	0	30	1,524.50
90 4422000-14-014	ENVELOPE, Mailing, 500 pieces per box	box	5	0	1	6	2,595.12	1	0	0	1	432.52	6	0	0	6	2,595.12	1	0	0	1	432.52
91 4422000-14-015	ENVELOPE, Mailing, with window, 500 pieces per box	box	1	0	0	1	468.80	1	0	0	1	468.80	1	0	0	1	468.80	4	0	0	1	468.80

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue (as of 30 Jun 2022)	Total Amount for the year	
		Jan	Feb	Mar	Q1 AMOUNT	April	May	June	Q2 AMOUNT	July	Aug	Sept	Q3 AMOUNT	Oct	Nov	Dec	Q4 AMOUNT				
92 44115912-ER-001	ERASER, felt, for blackboard/whiteboard	piece	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	11.41	0.00	
93 44022794-FW-001	ASSEMBLE MACHINE	unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,642.00	0.00	
94 44222119-FW-001	FASTENER, metal, non-sharp edges, 50 sets per box	box	1	0	0	1	94.64	2	0	0	2	189.28	1	0	0	1	94.64	1	94.64	477.20	
95 44115913-PO-001	FILE ORGANIZER, expanding, plastic, legal	piece	10	0	0	10	852.00	10	0	0	10	852.00	10	0	0	10	852.00	40	85.20	3,408.00	
96 44222018-FT-001	FILE TAB/INDEX DIVIDER, brent board, A4	set	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	11.13	0.00	
97 44222018-FT-002	FILE TAB/INDEX DIVIDER, brent board, legal	set	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	14.22	0.00	
98 44222011-PO-001	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	0	270.40	0.00	
99 44222011-PO-002	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	0	286.52	0.00	
100 44222011-PO-003	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	0	187.54	0.00	
101 44222011-PO-002	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	0	286.57	0.00	
102 44222027-PO-001	FOLDER, pressboard, 100 pieces per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	926.64	0.00	
103 44115911-PO-003	FOLDER with tab, A4, 100 pieces per pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	269.12	0.00	
104 44222011-PO-004	FOLDER with tab, legal, 100 pieces per pack	pack	0	1	0	1	333.26	0	0	0	0	0.00	0	0	0	0	0	1	333.26	113.26	
105 44222008-FT-001	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	0	43.22	0.00	
106 44011515-MF-002	MAGAZINE FILE BOX, Large	piece	20	0	0	20	832.00	20	0	0	20	832.00	20	0	0	20	832.00	80	41.60	3,296.00	
107 44222026-MA-001	MARKER, fluorescent, 3 colors per set	set	25	0	0	25	916.50	25	0	0	25	916.50	25	0	0	25	916.50	100	36.66	7,336.00	
108 44222028-MP-001	MARKER, Permanent, Black	piece	35	0	5	40	298.80	35	0	4	39	291.33	36	0	4	40	298.80	158	7.47	1,130.26	
109 44222028-MP-002	MARKER, Permanent, Blue	piece	35	0	4	39	291.33	33	0	2	37	276.39	35	0	2	37	276.39	150	7.47	1,130.26	
110 44222028-MP-003	MARKER, Permanent, Red	piece	0	0	2	2	14.94	0	0	0	0	0.00	0	0	2	14.94	0	0	4	7.47	
111 44222028-MW-001	MARKER, Whiteboard, Black	piece	40	0	3	43	414.95	40	0	2	42	405.30	41	0	2	43	414.95	40	0	2	41.65
112 44222028-MW-002	MARKER, Whiteboard, Blue	piece	40	0	0	40	386.00	40	0	0	40	386.00	40	0	0	40	386.00	180	9.65	1,544.00	
113 44222028-MW-003	MARKER, Whiteboard, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	9.65	0.00	
114 44222004-MC-001	PAPER CLIP, vinyl/plastic coated, 33mm	box	36	0	0	36	317.52	33	0	0	33	291.06	33	0	0	33	291.06	135	9.62	1,191.70	
115 44222004-MC-002	PAPER CLIP, vinyl/plastic coated, jumbo, 50mm	box	36	0	0	36	496.08	33	0	0	33	454.74	33	0	0	33	454.74	125	12.78	1,261.20	
116 44010701-PT-001	PAPER TRIMMER/CUTTING MACHINE, table top	unit	1	0	0	1	9,297.60	0	0	0	0	0.00	0	0	0	0	0	1	9,297.60	9,297.60	
117 44222026-PE-001	PENCIL, lead/graphite, with eraser, one (1) dozen per box	box	36	0	0	36	748.44	35	0	0	35	727.65	35	0	0	35	727.65	143	20.79	2,911.39	
118 44228511-PS-001	PENCIL SHARPENER, manual, single cutter head	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	22.47	0.00	
119 44228502-PU-003	PUNCHER, paper, heavy duty	piece	4	0	0	4	603.20	4	0	0	4	603.20	4	0	0	4	603.20	16	152.00	2,421.60	
120 44220311-PS-010	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	0	274.23	0.00	
121 44223051-BK-001	RUBBER BAND No. 18, 350g	box	6	0	1	7	946.40	5	0	0	5	676.00	6	0	0	6	811.30	5	0	5,676.00	
122 44228503-SF-001	STAMP PAD, felt	piece	6	0	0	6	229.52	5	0	1	6	239.52	6	0	0	6	239.52	5	0	5,199.60	
123 44228505-SS-001	SCISSORS, symmetrical or asymmetrical	pair	10	0	0	10	333.70	10	0	1	11	367.07	10	0	0	10	333.70	41	33.37	918.16	
124 44228513-ST-001	STAPLER, standard type	piece	20	0	1	21	3,057.60	19	0	0	19	2,766.40	17	0	1	18	2,630.00	17	0	2,475.20	
125 44228513-ST-001	STAPLER, heavy duty (binder type), desktop	unit	2	0	0	2	1,776.22	0	0	0	0	0.00	0	0	0	0	0	0	1,888.17		
126 44228513-SR-001	STAPLE REMOVER, plier type	piece	17	0	0	17	473.79	15	0	0	15	418.05	17	0	0	17	473.79	15	0	1,781.68	
127 44228505-TD-TU1	TAPE DISPENSER, table top	piece	15	0	0	15	1,092.00	15	0	0	15	1,092.00	15	0	0	15	1,092.00	60	27.87	1,781.68	
																			4,360.00		
PAPER MATERIALS AND PRODUCTS																					
128 44111525-CA-001	CARTOLINA, assorted colors, 20 pieces of assorted colors per pack	pack	25	0	0	25	2,093.00	25	0	0	25	2,093.00	25	0	0	25	2,093.00	100	83.72	8,372.00	
129 44111508-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	0	0.00		
130 44111508-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	0.00	0.00		
131 44111506-CF-L22	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	0.00	0.00		
132 44111506-CF-L21	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	0.00	0.00		

Item & Specification	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Computation or Unit Price	Total Amount for the year					
		Jan	Feb	Mar	Q1 AVERAGE	April	May	June	Q2 AVERAGE	July	Aug	Sept	Q3 AVERAGE	Oct	Nov	Dec	Q4 AVERAGE				
1301 14111306-CF-015	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm, 500 sets per box	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	780.40	0.00		
1304 14111306-CF-032	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm, 500 sets per box	box	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,500.00	0.00		
1305 14111309-LJ-020	LOOSELEAF COVER, 50 sets per bundle	bundle	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	704.80	0.00		
1306 14111314-HF-002	NOTE PAD, white, 27" x 37", 100 sheets per pad	pad	23	0	0	23	778.35	23	0	0	23	742.35	23	0	0	23	741.35	81	37.00	2,951.00	
1307 14111314-HF-004	NOTE PAD, white, 27" x 4", 100 sheets per pad	pad	23	0	0	23	1,294.00	23	0	0	23	1,085.80	23	0	0	23	1,085.80	81	39.20	4,011.60	
1308 14111314-HF-003	NOTE PAD, white, 3" x 3", 100 sheets per pad	pad	1	0	0	1	12.00	0	0	0	0	0.00	0	0	0	0	0	0.00	1	0.00	
1309 14111314-HB-001	NOTEBOOK, stamping	piece	40	25	0	60	72.00	40	0	0	40	40.00	40	0	0	40	40.00	40	0.00	2,047.20	
1400 14111307-PH-001	PAPER, MILITARY, A4, 500 sheets per ream	ream	80	0	1	81	18,417.00	80	0	1	81	18,417.00	80	0	1	81	18,417.00	80	0.00	13,322.00	
1401 14111307-PH-002	PAPER, MILITARY, LEGAL, 500 sheets per ream	ream	80	1	1	82	18,512.76	82	0	1	82	18,512.76	82	1	1	83	18,701.94	82	1	18,701.94	
1402 14111307-PH-003	PAPER, MULTIPURPOSE A4, 500 sheets per ream	ream	80	0	0	80	11,019.20	80	0	0	80	11,019.20	80	0	0	80	11,019.20	80	0.00	44,076.80	
1403 14111307-PH-002	PAPER, MULTIPURPOSE LEGAL, 500 sheets per ream	ream	200	0	2	202	44,812.42	200	1	0	200	44,812.42	200	0	1	202	44,812.42	127	189.91	1,791,91.71	
1404 14111307-PH-003	PAD, PAPER, ruled	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	
1405 14111303-PH-001	PAPER, parchment, 100 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	
1406 14111303-PH-003	RECORD BOOK, 300 PAGES	book	40	0	2	42	1,065.20	12	0	0	12	1,065.20	40	0	0	42	2,996.00	10	0.00	6,336.40	
1407 14111303-PH-002	RECORD BOOK, 100 PAGES	book	40	0	0	40	1,065.20	12	0	0	12	1,065.20	40	0	0	40	1,065.20	10	0.00	10,930.00	
1408 14111303-PH-001	RECORD BOOK, 110 PAGES	book	40	0	0	40	1,065.20	12	0	0	12	1,065.20	40	0	0	40	1,065.20	10	0.00	11,240.00	
1409 14111303-PH-004	TRISER, INTERLINED PAPER TOWEL, 150 pads per pack	pack	20	0	0	20	4.76	20	0	1	20	4.76	20	0	0	20	4.76	20	0.00	33.80	
1410 14111303-PH-002	TOILET TISSUE, PAPER, 2 ply, 12 rolls in a pack	pack	30	0	0	30	1,065.20	20	1	1	30	1,065.20	30	0	0	30	1,065.20	120	86.32	10,388.40	
PERFUMED OR COLORLESS OILS/FRACTIONALS																					
151 15110426-PR-001	LIQUEFIED HAND SANITIZER, 500ML	bottle	10	1	0	11	699.20	0	4	1	11	699.20	10	0	1	11	699.20	1	0	0	1,398.40
PROTECTORS OR PEST REPELLENTS																					
152 15110409-PR-001	INSECTICIDE, 400ML	can	15	1	0	16	1,220.00	1	0	1	1	1,220.00	16	0	1	16	1,220.00	1	0	0	4,736.00
PRINTED PUBLICATIONS																					
153 15110524-AI-001	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	1	0	0	1	57.25	0	0	1	0	57.25	0	0	0	0	0	0.00	1	37.25	37.25
PRINTED OR FAXED OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																					
1 14021020-BH-001	BLACK CARTRIDGE, BROTHER LC9, Black	cart	0	0	0	0	0.00	0	0	1	0	0.00	0	0	0	0	0	0	0	0.00	
2 14021020-BH-001	INK CARTRIDGE, BROTHER LC9TH, Black	cart	0	0	0	0	0.00	0	0	2	0	0.00	0	0	0	0	0	0	0	0.00	
3 14021020-BH-001	INK CARTRIDGE, BROTHER LC9THBK, Black	cart	0	0	0	0	0.00	0	0	1	0	0.00	0	0	0	0	0	0	0	0.00	
4 14021020-CX-004	INK CARTRIDGE, CANON CL-41L, Color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
5 14021020-CX-002	INK CARTRIDGE, CANON CL-41L, Color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
6 14021020-CX-001	INK CARTRIDGE, CANON PG-40, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
7 14021020-CX-002	INK CARTRIDGE, CANON PG-41, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
8 14021020-BP-001	INK CARTRIDGE, CLT-304(100) (TN841), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
9 14021020-BP-001	INK CARTRIDGE, CLT-304(100) (TN841), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
10 14021020-BP-001	INK CARTRIDGE, CLT-304(100) (TN841), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
11 14021020-BP-001	INK CARTRIDGE, CLT-304(100) (TN841), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
12 14021020-BP-002	INK CARTRIDGE, HP CE972, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
13 14021020-BP-002	INK CARTRIDGE, HP CE972A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
14 14021020-BP-002	INK CARTRIDGE, HP CE972A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
15 14021020-BP-002	INK CARTRIDGE, HP CE972A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
16 14021020-BP-002	INK CARTRIDGE, HP CE972A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
17 14021020-BP-002	INK CARTRIDGE, HP CE973A (HP72), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
18 14021020-BP-002	INK CARTRIDGE, HP CE973A (HP72), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
19 14021020-BP-002	INK CARTRIDGE, HP CE973A (HP72), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
20 14021020-BP-002	INK CARTRIDGE, HP CE973A (HP72), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
21 14021020-BP-002	INK CARTRIDGE, HP CE974A (HP73), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
22 14021020-BP-002	INK CARTRIDGE, HP CE974A (HP73), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
23 14021020-BP-002	INK CARTRIDGE, HP CE974A (HP73), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
24 14021020-BP-002	INK CARTRIDGE, HP CE974A (HP73), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
25 14021020-BP-002	INK CARTRIDGE, HP CE975A (HP74), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
26 14021020-BP-002	INK CARTRIDGE, HP CE975A (HP74), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
27 14021020-BP-002	INK CARTRIDGE, HP CE975A (HP74), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
28 14021020-BP-002	INK CARTRIDGE, HP CE975A (HP74), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
29 14021020-BP-002	INK CARTRIDGE, HP CE976A (HP75), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
30 14021020-BP-002	INK CARTRIDGE, HP CE976A (HP75), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
31 14021020-BP-002	INK CARTRIDGE, HP CE976A (HP75), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
32 14021020-BP-002	INK CARTRIDGE, HP CE976A (HP75), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
33 14021020-BP-002	INK CARTRIDGE, HP CE977A (HP76), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
34 14021020-BP-002	INK CARTRIDGE, HP CE977A (HP76), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
35 14021020-BP-002	INK CARTRIDGE, HP CE977A (HP76), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
36 14021020-BP-002	INK CARTRIDGE, HP CE977A (HP76), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
37 14021020-BP-002	INK CARTRIDGE, HP CE978A (HP77), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
38 14021020-BP-002	INK CARTRIDGE, HP CE978A (HP77), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
39 14021020-BP-002	INK CARTRIDGE, HP CE978A (HP77), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	
40 14021020-BP-002	INK CARTRIDGE, HP CE978A (HP77), Yellow	cart																			

Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Calculations for 1st Jan - 31st Dec 2023	Total Amount for the year				
		Jan	Feb	Mar	Q1 AVERAGE	April	May	June	Q2 AVERAGE	July	Aug	Sept	Q3 AVERAGE	Oct	Nov	Dec	Q4 AVERAGE			
1.0 #4103105-HP-A4-6B	INK CARTRIDGE, HP C9390A (HP77), 60ml, Magenta	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	1,996.80	0.00
1.0 #4103105-HP-Y4-B	INK CARTRIDGE, HP C9390A (HP77), 60ml, Yellow	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	1,996.80	0.00
20.0 #4103105-HP-C4-B	INK CARTRIDGE, HP C9401A (HP72), 60ml, Gray	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	1,996.80	0.00
31.0 #4103105-HP-B4-B	INK CARTRIDGE, HP C9402A (HP72), 130ml, Matte Black	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	3,016.00	0.00
32.0 #4103105-HP-B1-7	INK CARTRIDGE, HP C9404WA (HP64), Black	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	680.80	0.00
23.0 #4103105-HP-T1-7	INK CARTRIDGE, HP C9404WA (HP64), Tri-color	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	1,047.20	0.00
34.0 #4103105-HP-B3-S	INK CARTRIDGE, HP C9407A (HP103), Black	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	419.12	0.00
23.0 #4103105-HP-T3-S	INK CARTRIDGE, HP C9408A (HP103), Tri-color	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	419.12	0.00
36.0 #4103105-HP-C4-C	INK CARTRIDGE, HP CD972AA (HP920XL), Cyan	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	823.60	0.00
37.0 #4103105-HP-H4-C	INK CARTRIDGE, HP CD973AA (HP920XL), Magenta	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	823.60	0.00
28.0 #4103105-HP-Y4-C	INK CARTRIDGE, HP CD974AA (HP920XL), Yellow	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	823.60	0.00
29.0 #4103105-HP-B4-D	INK CARTRIDGE, HP CD975AA (HP920XL), Black	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	1,543.20	0.00
30.0 #4103105-HP-B3-D	INK CARTRIDGE, HP CH561WA (HP61), Black	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	865.00	0.00
31.0 #4103105-HP-T2-D	INK CARTRIDGE, HP CH562WA (HP61), Tri-color	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	1,086.00	0.00
32.0 #4103105-HP-B4-D	INK CARTRIDGE, HP CH565A (HP62), Black	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	935.00	0.00
33.0 #4103105-HP-C4-D	INK CARTRIDGE, HP CH568A (HP62), Cyan	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	740.00	0.00
34.0 #4103105-HP-M4-D	INK CARTRIDGE, HP CH567A (HP62), Magenta	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	740.00	0.00
39.0 #4103105-HP-Y4-D	INK CARTRIDGE, HP CH568A (HP62), Yellow	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	740.00	0.00
36.0 #4103105-HP-G4-D	INK CARTRIDGE, HP CR050AA (HP920XL), Black	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	1,570.00	0.00
37.0 #4103105-HP-C4-D	INK CARTRIDGE, HP CR051AA (HP920XL), Cyan	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	1,117.36	0.00
38.0 #4103105-HP-H4-D	INK CARTRIDGE, HP CR052AA (HP920XL), Magenta	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	1,517.36	0.00
39.0 #4103105-HP-T2-D	INK CARTRIDGE, HP CR053AA (HP920XL), Yellow	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	1,517.36	0.00
40.0 #4103105-HP-B3-E	INK CARTRIDGE, HP CR054AA (HP704), Black	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	419.12	0.00
41.0 #4103105-HP-T2-E	INK CARTRIDGE, HP CR055AA (HP704), Tri-color	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	419.12	0.00
42.0 #4103105-HP-G2-D	INK CARTRIDGE, HP C2107AA (HP978), Black	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	404.56	0.00
43.0 #4103105-HP-T2-D	INK CARTRIDGE, HP C2108AA (HP978), Tri-color	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	404.56	0.00
44.0 #4103105-HP-B4-D	INK CARTRIDGE, HP C2121A (HP985A), Black	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	212.00	0.00
45.0 #4103105-HP-C2-D	INK CARTRIDGE, HP C2122A (HP985A), Cyan	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	256.00	0.00
46.0 #4103105-HP-M2-D	INK CARTRIDGE, HP C2123A (HP985A), Magenta	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	256.00	0.00
47.0 #4103105-HP-Y2-D	INK CARTRIDGE, HP C2124A (HP985A), Yellow	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	256.00	0.00
48.0 #4103105-HP-T2-D	INK CARTRIDGE, HP CF284AA (HP68), Tri-color	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	434.32	0.00
49.0 #4103105-HP-B4-D	INK CARTRIDGE, HP CF285AA (HP68), Black	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	434.32	0.00
50.0 #4103105-HP-C5-D	INK CARTRIDGE, HP L0511AA (HP955), Cyan Original	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	582.00	0.00
51.0 #4103105-HP-M3-D	INK CARTRIDGE, HP L0544AA (HP955), Magenta Original	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	582.00	0.00
52.0 #4103105-HP-Y3-D	INK CARTRIDGE, HP L0574AA (HP955), Yellow Original	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	582.00	0.00
53.0 #4103105-HP-G3-D	INK CARTRIDGE, HP L0580AA (HP955), Black Original	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	1,204.00	0.00
54.0 #4103105-HP-C4-D	INK CARTRIDGE, HP L0584AA (HP955), Cyan Original	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	1,139.32	0.00
55.0 #4103105-HP-M4-D	INK CARTRIDGE, HP L0586AA (HP955), Magenta Original	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	1,139.32	0.00
56.0 #4103105-HP-Y4-D	INK CARTRIDGE, HP L0588AA (HP955), Yellow Original	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	1,139.32	0.00
57.0 #4103105-HP-T2-D	INK CARTRIDGE, HP L0572AA (HP955), Black Original	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	1,817.92	0.00
58.0 #4103105-HP-C5-D	INK CARTRIDGE, HP L0574AA (HP955), Cyan Original	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	458.00	0.00
59.0 #4103105-HP-Y5-D	INK CARTRIDGE, HP L0576AA (HP955), Magenta Original	cart	0	0	0	0	0.20	0	0	0	0.00	0	0	0	0	0	0.00	0	458.00	0.00

Item & Specifications	Unit of Measures	Monthly Quantity Requirement												Total Quantity for the year				Total Amount for the year	
		Jan	Feb	Mar	Q1 AVERAGE	April	May	June	Q2 AVERAGE	July	Aug	Sept	Q3 AVERAGE	Oct	Nov	Dec	Q4 AVERAGE		
40 44107105-HP-Y51	TONER CARTRIDGE, HP T6197AA (HP905), Yellow Original	cart	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0.00	0	400.00
41 44107105-HP-B51	TONER CARTRIDGE, HP T61901AA (HP905), Black Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	774.80
42 44102112-EP-R05	RIBBON CARTRIDGE, EPSON C13S015516 (#8750), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	77.43
43 44102112-EP-R13	RIBBON CARTRIDGE, EPSON C13S015632, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	77.94
44 44102112-EP-R07	RIBBON CARTRIDGE, EPSON C13S015531 (SG1508)	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	818.40
45 441013305-BR-006	TONER CARTRIDGE, BROTHER DR-451CL, High Yield 3000	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	6,760.00
46 441013037-BR-B03	TONER CARTRIDGE, BROTHER TN-2025, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	2,685.28
47 441013037-BR-B04	TONER CARTRIDGE, BROTHER TN-2120, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	1,892.00
48 441013037-BR-B05	TONER CARTRIDGE, BROTHER TN-2160, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	2,684.38
49 44101303-BR-B09	TONER CARTRIDGE, BROTHER TN-3220, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	3,367.20
50 44101303-BR-B11	TONER CARTRIDGE, BROTHER TH-3350, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	5,023.40
51 44101303-BR-B13	TONER CARTRIDGE, BROTHER TH-4547B, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	3,575.44
52 44101303-BR-B16	TONER CARTRIDGE, BROTHER TH-4546 Black, High Yield	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	4,364.56
53 44101303-BR-C03	TONER CARTRIDGE, BROTHER TN-455 Cyan, High Yield	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	7,716.80
54 44101303-BR-A02	TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	7,716.80
55 44101303-BR-T03	TONER CARTRIDGE, BROTHER TN-458 Yellow, High Yield	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	7,716.80
56 44103103-CA-B00	TONER CARTRIDGE, CANON CRG-324 II	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	13,399.36
57 44103101-HP-B12	TONER CARTRIDGE, HP CB435A, Black	cart	1	0	0	1	3,099.20	0	0	0	0.00	1	0	0	1	3,099.20	0	0	2,309.20
58 44103103-HP-B14	TONER CARTRIDGE, HP CB540A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	2,603.60
59 44103103-HP-B18	TONER CARTRIDGE, HP CE253A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	6,942.00
60 44103103-HP-B21	TONER CARTRIDGE, HP CE278A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	3,744.92
61 44103103-HP-B22	TONER CARTRIDGE, HP CE285A (HP95A), Black	cart	1	8	0	9	29,194.40	0	8	0	8	29,194.76	1	8	0	9	29,194.40	0	23,242.72
62 44103103-HP-B23	TONER CARTRIDGE, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	2,310.40
63 44103103-HP-C23	TONER CARTRIDGE, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	2,610.40
64 44103103-HP-Y23	TONER CARTRIDGE, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	2,610.40
65 44103103-HP-M23	TONER CARTRIDGE, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	2,610.40
66 44103103-HP-B24	TONER CARTRIDGE, HP CE320A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	3,182.80
67 44103103-HP-C24	TONER CARTRIDGE, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	3,083.60
68 44103103-HP-Y24	TONER CARTRIDGE, HP CE321A, Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	3,083.60
69 44103103-HP-M24	TONER CARTRIDGE, HP CE323A, Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	3,083.60
70 44103103-HP-B25	TONER CARTRIDGE, HP CE390A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	7,872.00
71 44103103-HP-B26	TONER CARTRIDGE, HP CE400A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	6,786.00
72 44103103-HP-C26	TONER CARTRIDGE, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	10,107.60
73 44103103-HP-Y26	TONER CARTRIDGE, HP CE402A, Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	10,193.04
74 44103103-HP-M26	TONER CARTRIDGE, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	10,162.60
75 44103103-HP-B27	TONER CARTRIDGE, HP CE410A, (HP905), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	3,037.60
76 44103103-HP-C27	TONER CARTRIDGE, HP CE411A, (HP905), Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	6,011.20
77 44103103-HP-Y27	TONER CARTRIDGE, HP CE412A, (HP905), Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	5,460.00
78 44103103-HP-M27	TONER CARTRIDGE, HP CE413A, (HP905), Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	6,011.20
79 44103103-HP-B28	TONER CARTRIDGE, HP CE503A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	4,650.00
80 44103103-HP-C28	TONER CARTRIDGE, HP CE503C, Black, high cap	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	7,312.00
81 44103103-HP-S22	TONER CARTRIDGE, HP CE503E, Black, LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	2,676.72

Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (as of 30-Jun-2023)	Total Amount for the year				
		Jan	Feb	Mar	Q1 AVERAGE	April	May	June	Q2 AVERAGE	July	Aug	Sept	Q3 AVERAGE	Oct	Nov	Dec	Q4 AVERAGE			
102 44101101-HP-B57	TONER CARTRIDGE, HP CF216A (HP25A), Black LaserJet	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	\$1,246.00	0.00
103 44101101-HP-B55	TONER CARTRIDGE, HP CF280A, LaserJet Pro M404N/M425	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	4,659.40	0.00
104 44101101-HP-B51	TONER CARTRIDGE, HP CF280C	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	8,129.12	0.00
105 44101101-HP-B56	TONER CARTRIDGE, HP CF281A (HP81A), Black LaserJet	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	7,800.00	0.00
106 44101101-HP-B57	TONER CARTRIDGE, HP CF283A (HP83A), LaserJet Black	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	3,078.72	0.00
107 44101101-HX-B51	TONER CARTRIDGE, HP CF283A (HP83D), Black Contract L	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	3,795.00	0.00
108 44101101-HP-B38	TONER CARTRIDGE, HP CF287A (HP87), Black	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	9,808.00	0.00
109 44101101-HX-B32	TONER CARTRIDGE, HP CF283XIC (HP82O), Black LaserJet	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	13,728.00	0.00
110 44101101-HP-B60	TONER CARTRIDGE, HP CF350A, Black LaserJet	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	2,574.00	0.00
111 44101101-HP-Y60	TONER CARTRIDGE, HP CF353A, Cyan LaserJet	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	2,652.00	0.00
112 44101101-HP-Y60	TONER CARTRIDGE, HP CF353A, Yellow LaserJet	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	2,652.00	0.00
113 44101101-HP-M60	TONER CARTRIDGE, HP CF353A, Magenta LaserJet	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	2,652.00	0.00
114 44101101-HP-B65	TONER CARTRIDGE, HP CF360A (HP50B), Black LaserJet	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	7,200.40	0.00
115 44101103-HP-C51	TONER CARTRIDGE, HP CF361A (HP50A), Cyan LaserJet	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	8,824.00	0.00
116 44101103-HP-Y61	TONER CARTRIDGE, HP CF362A (HP50B), Yellow LaserJet	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	8,824.00	0.00
117 44101103-HP-M65	TONER CARTRIDGE, HP CF363A (HP50B), Magenta LaserJet	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	8,824.00	0.00
118 44101101-HP-B62	TONER CARTRIDGE, HP CF400A (HP201A), Black LaserJet	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	3,078.20	0.00
119 44101103-HP-C62	TONER CARTRIDGE, HP CF401A (HP201A), Cyan LaserJet	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	3,480.80	0.00
120 44101103-HP-Y62	TONER CARTRIDGE, HP CF402A (HP201A), Yellow LaserJet	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	3,480.80	0.00
121 44101103-HP-M62	TONER CARTRIDGE, HP CF403A (HP201A), Magenta LaserJet	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	3,480.80	0.00
122 44101101-HP-B63	TONER CARTRIDGE, HP CF410A (HP101A), Black	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	3,300.00	0.00
123 44101101-HX-B54	TONER CARTRIDGE, HP CF410C (HP101C), Black	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	6,546.40	0.00
124 44101101-HP-C63	TONER CARTRIDGE, HP CF411A (HP101A), Cyan	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	5,328.80	0.00
125 44101101-HX-C54	TONER CARTRIDGE, HP CF411C (HP101C), Cyan	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	5,328.80	0.00
126 44101101-HP-Y63	TONER CARTRIDGE, HP CF412A (HP101A), Yellow	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	5,328.80	0.00
127 44101101-HX-Y54	TONER CARTRIDGE, HP CF412E (HP101C), Yellow	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	5,328.80	0.00
128 44101101-HP-M63	TONER CARTRIDGE, HP CF413A (HP101A), Magenta	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	5,328.80	0.00
129 44101101-HX-M63	TONER CARTRIDGE, HP CF413C (HP101C), Magenta	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	5,328.80	0.00
130 44101101-HP-E34	TONER CARTRIDGE, HP Q2612A, Black	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	2,744.00	0.00
131 44101101-HP-G40	TONER CARTRIDGE, HP Q7553A, Black	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	4,680.00	0.00
132 44101101-SA-603	TONER CARTRIDGE, SAMSUNG MLT-D2850B, Black	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	5,116.80	0.00
133 44101101-SA-605	TONER CARTRIDGE, SAMSUNG MLT-D1015, Black	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	3,484.00	0.00
134 44101101-SA-607	TONER CARTRIDGE, SAMSUNG MLT-D1020, Black	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	3,484.00	0.00
135 44101101-SA-608	TONER CARTRIDGE, SAMSUNG MLT-D1020, Black	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	3,484.00	0.00
136 44101101-SA-609	TONER CARTRIDGE, SAMSUNG MLT-D1020, Black	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	3,380.00	0.00
137 44101101-SA-614	TONER CARTRIDGE, SAMSUNG MLT-D1020E, Black	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	3,289.52	0.00
138 44101101-SA-622	TONER CARTRIDGE, SAMSUNG MLT-D1020E, Black	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	3,289.52	0.00
139 44101101-SA-618	TONER CARTRIDGE, SAMSUNG MLT-D202L, Black	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	3,289.52	0.00
140 44101101-SA-620	TONER CARTRIDGE, SAMSUNG MLT-D202L, Black	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	3,442.80	0.00
141 44101101-SA-622	TONER CARTRIDGE, SAMSUNG MLT-D202L, Black	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	3,322.14	0.00
142 44101101-SA-605	TONER CARTRIDGE, SAMSUNG MLT-D205B, Black	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	4,322.36	0.00
143 44101101-SA-610	TONER CARTRIDGE, SAMSUNG SCX-D6555A, Black	cart	0	0	0	0.00	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	4,064.40	0.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogues (as of 30 Jun 2022)	Total Amount for the year			
		Jan	Feb	Mar	Q1 AMOUNT	April	May	June	Q2 AMOUNT	July	Aug	Sept	Q3 AMOUNT	Oct	Nov	Dec	Q4 AMOUNT						
SOFTWARE																							
1 4323151-SFT-001	Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00		
2 4323160-SFT-002	Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00		
3 4323204-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	0.00	0.00			
4 4323207-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	0.00	0.00			
5 4323212-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	0.00	0.00			
6 4323204-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	0.00	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	0.00	0.00			
8 4323251-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	0.00	0.00			
9 4323260-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	0.00	0.00			
10 4323301-SFT-010	Information exchange software	license	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	0.00	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	0.00	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	0.00	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	0.00	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	0.00	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	0.00	0.00			
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																					0.00		
BALLOON, color: Black	piece	1500	0	0	1500	7,500.00	1500	0	0	1500	7,500.00	1500	0	0	1500	7,500.00	800	0	800	4,000.00	5300	5.00	
BOOK PAPER, size: Legal 80gm	ream	10	10	10	20	4,500.00	10	10	10	30	4,500.00	10	10	10	30	4,500.00	10	10	10	30	4,500.00	26,300.00	
BOOK PAPER, size: Letter 80gm	ream	10	5	5	20	2,400.00	5	5	5	15	1,950.00	5	5	5	15	1,950.00	5	5	5	15	1,950.00	18,000.00	
ENVELOPE, type: expanding, plastic with button, size: Legal	piece	30	0	0	30	1,050.00	30	0	0	50	1,750.00	50	0	0	50	1,750.00	50	0	50	1,750.00	8,450.00		
ENVELOPE, type: plastic with button, size: Legal	piece	30	100	0	130	2,600.00	50	0	0	100	2,000.00	50	50	0	100	2,000.00	400	20	200	2,000.00	6,200.00		
FOLDER, size: Legal, color: Blue	piece	500	0	0	500	4,000.00	500	0	0	500	4,000.00	500	0	0	500	4,000.00	500	0	500	4,000.00	2000	8.00	
FOLDER, size: Legal, color: Brown	piece	500	0	0	500	4,000.00	500	0	0	500	4,000.00	500	0	0	500	4,000.00	500	0	500	4,000.00	2000	8.00	
FOLDER, size: Legal, color: cream	piece	500	100	0	600	4,800.00	500	0	0	600	4,800.00	500	0	0	500	4,800.00	500	0	500	4,800.00	17,600.00		
FOLDER, size: Legal, color: green	piece	500	0	50	530	4,400.00	530	50	0	600	4,800.00	530	50	1	601	4,800.00	530	50	0	600	4,800.00	18,800.00	
FOLDER, size: Legal, color: light Pink	piece	500	0	0	500	4,000.00	500	0	0	500	4,000.00	500	0	0	500	4,000.00	500	0	500	4,000.00	2000	8.00	
FOLDER, size: Legal, color: Orange	piece	100	0	0	100	800.00	100	0	0	100	800.00	100	0	0	100	800.00	100	0	100	800.00	400	8.00	
FOLDER, size: Legal, color: Red	piece	100	0	0	100	800.00	100	0	0	100	800.00	100	0	0	100	800.00	100	0	100	800.00	400	8.00	
FOLDER, size: Legal, color: Sky Blue	piece	400	0	0	400	3,200.00	300	0	0	300	4,000.00	300	0	0	300	4,000.00	300	0	300	4,000.00	15,200.00		
FOLDER, size: Legal, color: Violet	piece	100	0	0	100	800.00	100	0	0	100	800.00	100	0	0	100	800.00	100	0	100	800.00	400	8.00	
FOLDER, size: Legal, color: Yellow	piece	100	0	0	100	800.00	100	0	0	100	800.00	100	0	0	100	800.00	100	0	100	800.00	400	8.00	
FOLDER, type: Expanding Kraft, size: Legal, color: Green	piece	150	0	0	150	2,700.00	150	0	0	150	1,800.00	150	0	0	150	2,700.00	150	0	150	1,800.00	9,000.00		
FOLDER, type: Expanding Kraft, size: Legal, color: Blue	piece	100	0	0	100	1,600.00	100	0	0	100	1,600.00	100	0	0	100	1,600.00	100	0	100	1,600.00	6,400.00		
INK 001 EPSON (BLACK)	bottle	34	2	41	14,350.00	34	17	2	53	18,550.00	35	14	2	51	17,450.00	34	5	2	41	14,350.00	186	350.00	
INK 002 EPSON (CYAN)	bottle	11	4	1	16	5,600.00	11	4	1	16	5,600.00	11	1	1	13	4,550.00	11	4	1	16	5,600.00	61	350.00
INK 003 EPSON (MAGENTA)	bottle	11	4	1	16	5,600.00	11	4	1	16	5,600.00	11	1	1	13	4,550.00	11	4	1	16	5,600.00	61	350.00
INK 004 EPSON (YELLOW)	bottle	11	4	1	16	5,600.00	11	4	1	16	5,600.00	11	1	1	13	4,550.00	11	4	1	16	5,600.00	61	350.00
INK 005 (Black)	bottle	23	2	3	28	9,800.00	22	3	3	28	9,800.00	24	2	3	28	19,150.00	23	2	3	28	9,800.00	113	380.00
INK 006 (Cyan)	bottle	11	1	2	14	4,900.00	12	1	2	15	5,120.00	11	1	2	14	4,900.00	11	1	2	14	4,900.00	57	350.00
INK 007 (Magenta)	bottle	11	1	2	14	4,900.00	12	1	2	15	5,120.00	11	1	2	14	4,900.00	11	1	2	14	4,900.00	57	350.00
INK 008 (Yellow)	bottle	11	1	2	14	4,900.00	12	1	2	15	5,120.00	11	1	2	14	4,900.00	11	1	2	14	4,900.00	57	350.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (as of 30 July 2022)	Total Amount for the year							
		Jan	Feb	Mar	Q1 AVERAGE	April	May	June	Q2 AVERAGE	July	Aug	Sept	Q3 AVERAGE	Oct	Nov	Dec	Q4 AVERAGE						
INK 664 (Magenta)	bottle	12	1	1	14	4,900.00	11	1	2	14	4,900.00	11	1	2	14	4,900.00	0	0	1	1	250.00	43	130.00
INK 664 (Yellow)	bottle	12	1	2	15	5,250.00	11	1	2	14	4,900.00	11	1	2	14	4,900.00	0	0	1	1	250.00	43	130.00
INK GT53 (Black)	bottle	1	0	0	1	400.00	1	0	1	2	800.00	1	0	1	2	800.00	0	0	1	1	400.00	6	400.00
INK GT53 (Cyan)	bottle	0	0	1	1	400.00	0	0	1	1	400.00	0	0	1	1	400.00	0	0	0	0	0.00	1	400.00
INK GT53 (Magenta)	bottle	0	0	1	1	400.00	0	0	1	1	400.00	0	0	1	1	400.00	0	0	0	1	400.00	4	400.00
INK GT53 (Yellow)	bottle	0	0	1	1	400.00	0	1	0	1	400.00	0	1	0	1	400.00	1	0	0	1	400.00	4	400.00
INK HP GT 52 (MAGENTA)	piece	0	1	0	1	450.00	0	1	0	1	450.00	0	1	0	1	450.00	0	1	0	1	450.00	4	450.00
INK HP GT52 (CYAN)	piece	0	1	0	1	450.00	0	1	0	1	450.00	0	1	0	1	450.00	0	1	0	1	450.00	4	450.00
INK HP GT52 (YELLOW)	piece	0	1	0	1	450.00	0	1	0	1	450.00	0	1	0	1	450.00	0	1	0	1	450.00	4	450.00
INK HP GT53 (BLACK)	piece	0	1	0	1	450.00	0	1	0	1	450.00	0	1	0	1	450.00	0	1	0	1	450.00	4	450.00
INK EPSON 48A	piece	0	1	0	1	1,800.00	0	1	0	1	1,800.00	0	1	0	1	1,800.00	0	1	0	1	1,800.00	4	1,800.00
INK HP 35A	cartridge	10	0	0	10	15,000.00	10	0	0	10	15,000.00	10	0	0	10	15,000.00	10	0	0	10	15,000.00	40	15,000.00
INK HP 85A	cartridge	20	0	0	20	30,000.00	20	0	0	20	30,000.00	20	0	0	20	30,000.00	20	0	0	20	30,000.00	80	30,000.00
MIDEC PAPER, size: legal, suite 18	ream	100	0	0	100	19,000.00	100	0	0	100	19,000.00	100	0	0	100	19,000.00	100	0	0	100	19,000.00	400	19,000.00
MIDEC PAPER, size: letter, suite 18	ream	100	0	0	100	16,300.00	100	0	0	100	16,300.00	100	0	0	100	16,300.00	100	0	0	100	16,300.00	400	16,300.00
NOTEBOOK PLANNER	piece	30	0	0	30	3,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30	100.00
NOTEBOOK 40 LVS	piece	1500	0	0	1500	45,000.00	1500	0	0	1500	45,000.00	1500	0	0	1500	45,000.00	800	0	0	800	74,000.00	5000	30,000.00
PRINTER 3 in 1	unit	0	1	0	1	9,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	9,000.00
SIGN PEN, Blue, 1.0	piece	5	5	5	15	600.00	5	5	5	15	600.00	5	5	5	15	600.00	5	5	5	15	600.00	60	420.00
STICKER PAPER, 10 pieces per pack	pack	2	2	4	8	800.00	4	4	4	12	1,200.00	4	4	4	12	1,200.00	3	2	2	7	700.00	39	100.00
STORAGE BOX	unit	0	0	20	20	2,400.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20	120.00	
STAND FILE BOX	piece	5			5	900.00	5			5	900.00	5			5	900.00	5			5	900.00	20	180.00
					0	0.00				0	0.00				0	0.00			0	0.00	0	0.00	

A. TOTAL		P	2,284,841.19
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		P	228,884.82
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		P	-
D. GRAND TOTAL (A + B + C)		P	-
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:		P	2,513,115.31

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:

 JOSEPH HARRY ORTEGA
 Printers Supply Officer
 9/1/2022

Certified Funds Available / Certified Appropriate Funds Available:

 XYRIS APRIL RAYSON REYES, MONTON
 Accountant / Budget Officer

Approved by:

 EVANGELINE C. EJENO
 Head of Office / Agency