

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2022 FORM

Introduction:

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

Reminders:

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store.
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.gov.ph) for the detailed technical specifications and sample photo of the items.
- 4.0
- 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
- 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 at (02) 8-689-7750 local 4004, 4005, 4019, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.

Note: Consistent with Memorandum Circular No. 2021-1 dated 03 June 2021, issued by AO 25, the APP-CSE for FY 2022 must be submitted on or before 31 August 2021.

Department/Bureau/Office: <u>Department of Agrarian Reform Provincial Office-Ifugao</u>	Agency Code/UACS: <u>04001050008</u>	Contact Person: <u>Lito Miguel D. Cacayuran</u>
Region: <u>Cordillera Administrative Region</u>	Organization Type: <u>Government Agency</u>	Position: <u>Admin. Officer for General Services</u>
Address: <u>Poblacion East, Lamut, Ifugao</u>		E-mail: <u>supply.ifugao@dar.gov.ph</u>
		Telephone/Mobile Nos: <u>9266928217</u>

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT					
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
PESTICIDES OR PEST REPELLENTS																										
1	INSECTICIDE, aerosol type	can	0	0	11	11	1,532.96	2	0	5	7	975.52	2	0	11	13	1,811.68	2	0	0	2	278.72	33.00	139.36	4598.88	
PERFUMES OR COLOGNES OR FRAGRANCES																										
2	LIQUID HAND SANITIZER, 500mL	bottle	0	0	8	8	1,211.44	0	0	3	3	454.29	0	0	3	3	454.29	0	0	3	3	454.29	17.00	151.43	2574.31	
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
3	ALCOHOL, Ethyl, 68%-72%, 500 ml	bottle	0	0	65	65	4,326.40	0	0	10	10	665.60	0	0	5	5	332.80	0	0	5	5	332.80	85.00	66.56	5657.60	
4	ALCOHOL, ethyl, 68%-72%, 1 Gallon	gallon	0	0	2	2	775.84	0	0	2	2	775.84	0	0	4	4	1,551.68	0	0	2	2	775.84	10.00	387.92	3879.20	
5	ALCOHOL, isopropyl, 68%- 72%, 500ml (-5ml)	bottle	0	0	45	45	1,961.10	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	45.00	43.58	1961.10	
6	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	gallon	0	0	12	12	5,460.00	0	0	2	2	910.00	0	0	4	4	1,820.00	0	0	2	2	910.00	20.00	455.00	9100.00	
7	POVIDONE IODINE, 10 % solution, 120 ml	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	207.75	0.00	
COLOR COMPOUNDS AND DISPERSIONS																										
8	INK, for stamp pad	bottle	0	0	1	1	31.52	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	31.52	31.52	
FILMS																										
9	ACETATE	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	0.00	847.82	0.00	
10	CARBON FILM, A4	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	0.00	221.00	0.00	
11	CARBON FILM, legal	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	0.00	208.52	0.00	
PAPER MATERIALS AND PRODUCTS																										
12	CARTOLINA, assorted colors	pack	0	0	22	22	1,841.84	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	22.00	83.72	1841.84	
13	COMPUTER CONTINUOUS FORM, 1 ply, 280 X 241mm	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	0.00	882.55	0.00	
14	COMPUTER CONTINUOUS FORM, 1 ply, 280 X 378mm	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	0.00	1029.60	0.00	
15	COMPUTER CONTINUOUS FORM, 2 ply, 280 X 378mm	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	0.00	1528.80	0.00	
16	COMPUTER CONTINUOUS FORM, 2 ply, 280 X 241mm	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	0.00	906.36	0.00	
17	COMPUTER CONTINUOUS FORM, 3 ply, 280 X 241mm	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	0.00	884.00	0.00	
18	COMPUTER CONTINUOUS FORM, 3 ply, 280 X 378mm	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	0.00	1508.00	0.00	
19	LOOSELEAF COVER, legal	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	794.96	0.00	

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2022)	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
20 NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	0	0	0	0	0.00	0	0	0	0	0.00	5	0	0	5	185.30	4	0	0	4	148.24	9.00	37.06	333.54
21 NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	0	0	25	25	1,482.00	0	0	0	0	0.00	20	0	0	20	1,185.60	4	0	0	4	237.12	49.00	59.28	2904.72
22 NOTE PAD, stick on, 3" x 3"	pad	0	0	0	0	0.00	0	0	0	0	0.00	5	0	0	5	270.40	4	0	0	4	216.32	9.00	54.08	486.72
23 NOTEBOOK, stenographer	piece	0	0	570	570	6,862.80	300	100	720	1120	13,484.80	30	0	50	80	963.20	10	0	20	30	361.20	1,800.00	12.04	21672.00
24 PAPER, MULTICOPY, A4, 80 gsm	reams	0	0	50	50	6,833.00	10	15	0	25	3,416.50	20	0	20	40	5,466.40	0	0	0	0	0.00	115.00	136.66	15715.90
25 PAPER, MULTICOPY, Legal, 80gsm	reams	0	0	50	50	6,385.50	10	15	8	33	4,214.43	20	0	20	40	5,108.40	12	0	0	12	1,532.52	135.00	127.71	17240.85
26 PAPER, Multi-Purpose, A4, 70 gsm	reams	0	0	65	65	6,386.90	10	25	21	56	5,502.56	15	0	11	26	2,554.76	0	12	0	12	1,179.12	159.00	98.26	15623.34
27 PAPER, multi-purpose, legal, 70gsm	reams	0	0	65	65	7,699.90	100	20	108	228	27,008.88	15	0	11	26	3,079.96	0	12	0	12	1,421.52	331.00	118.46	39210.26
28 PAD PAPER, ruled	pad	0	2	15	17	495.04	103	0	0	103	2,999.36	17	0	0	17	495.04	2	0	0	2	58.24	139.00	29.12	4047.68
29 PAPER, parchment	box	0	0	6	6	588.30	0	0	0	0	0.00	0	0	0	0	0.00	2	0	0	2	196.10	8.00	98.05	784.40
30 Thermal Paper, 55GSM (-5%) ,1/2 Core, 216mm x 30m	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	0.00	55.64	0.00
31 RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	0	0	10	10	707.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	70.72	707.20
32 RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	0	0	7	7	713.44	0	0	0	0	0.00	0	2	0	2	203.84	0	0	0	0	0.00	9.00	101.92	917.28
33 TOILET TISSUE PAPER, 2-ply, 100% recycled	pack	0	1	86	87	7,555.08	21	0	21	42	3,647.28	2	0	27	29	2,518.36	36	0	5	41	3,560.44	199.00	86.84	17281.16
34 TISSUE, interfolded paper towel	pack	0	2	10	12	418.08	1	0	10	11	383.24	2	0	10	12	418.08	2	0	10	12	418.08	47.00	34.84	1637.48
35 TOILET TISSUE PAPER, Interfolded Paper Towel	pack	0	0	10	10	338.00	0	0	10	10	338.00	0	0	10	10	338.00	0	0	10	10	338.00	40.00	33.80	1352.00
BATTERIES AND CELLS AND ACCESSORIES																								
36 BATTERY, dry Cell, size AA	pack	0	0	22	22	798.60	0	0	0	0	0.00	38	0	2	40	1,452.00	5	0	0	5	181.50	67.00	36.30	2432.10
37 BATTERY, dry Cell, size AAA	pack	0	0	24	24	473.52	0	0	2	2	39.46	30	0	5	35	690.55	0	0	0	0	0.00	61.00	19.73	1203.53
38 BATTERY, dry Cell, size D	pack	0	0	15	15	1,443.00	0	0	0	0	0.00	10	0	0	10	962.00	0	0	0	0	0.00	25.00	96.20	2405.00
MANUFACTURING COMPONENTS AND SUPPLIES																								
39 GLUE, all purpose	jar	0	1	8	9	643.50	1	0	0	1	71.50	6	0	0	6	429.00	1	0	0	1	71.50	17.00	71.50	1215.50
40 STAPLE WIRE, heavy duty, binder type, 23/13	box	0	0	5	5	98.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	19.76	98.80
41 STAPLE WIRE, standard	box	0	0	29	29	649.89	0	0	15	15	336.15	0	0	17	17	380.97	0	0	0	0	0.00	61.00	22.41	1367.01
42 TAPE, electrical	roll	0	0	7	7	130.69	0	0	0	0	0.00	0	0	5	5	93.35	0	0	0	0	0.00	12.00	18.67	224.04
43 TAPE, masking, 24mm	roll	0	0	20	20	1,092.00	25	0	0	25	1,365.00	0	0	5	5	273.00	0	0	0	0	0.00	50.00	54.60	2730.00
44 TAPE, MASKING, 48mm	roll	0	0	5	5	533.00	25	0	0	25	2,665.00	0	0	5	5	533.00	0	0	0	0	0.00	35.00	106.60	3731.00
45 TAPE, packaging, 48mm	roll	0	0	6	6	134.16	5	0	0	5	111.80	0	0	0	0	0.00	0	0	0	0	0.00	11.00	22.36	245.96
46 TAPE, transparent, 24mm	roll	0	0	12	12	121.08	23	0	0	23	232.07	3	0	0	3	30.27	0	0	0	0	0.00	38.00	10.09	383.42
47 TAPE, transparent, 48mm	roll	0	0	0	0	0.00	23	0	0	23	459.31	3	0	0	3	59.91	0	0	0	0	0.00	26.00	19.97	519.22
48 TWINE, plastic	roll	0	0	0	0	0.00	5	0	0	5	291.20	0	0	0	0	0.00	0	0	0	0	0.00	5.00	58.24	291.20
HEATING AND VENTILATION AND AIR CIRCULATION																								
49 ELECTRIC FAN, industrial, ground type	unit	0	0	2	2	2,219.36	5	0	0	5	5,548.40	0	0	0	0	0.00	0	0	0	0	0.00	7.00	1109.68	7767.76
50 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	0.00	1369.68	0.00
51 ELECTRIC FAN, stand type	unit	0	0	2	2	1,713.72	5	0	0	5	4,284.30	0	0	0	0	0.00	1	0	0	1	856.86	8.00	856.86	6854.88
52 ELECTRIC FAN, wall mount, plastic blade	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	0.00	674.96	0.00
MEDICAL THERMOMETERS AND ACCESSORIES																								
53 THERMOGUN	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	0.00	2532.40	0.00
LIGHTING AND FIXTURES AND ACCESSORIES																								
54 LINEAR TUBE, Light Emitting Diode (LED), 18 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	205.82	0.00
55 LIGHT BULB, Light Emitting Diode (LED)	piece	0	5	5	10	821.60	20	0	0	20	1,643.20	0	0	0	0	0.00	0	0	0	0	0.00	30.00	82.16	2464.80
MEASURING AND OBSERVING AND TESTING EQUIPMENT																								
56 RULER, plastic, 450mm	piece	4	0	0	4	70.72	15	0	0	15	265.20	0	0	0	0	0.00	0	0	0	0	0.00	19.00	17.68	335.92
CLEANING EQUIPMENT AND SUPPLIES																								

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2022)	Total Amount for the year			
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT						
57	AIR FRESHENER, aerosol type	can	0	0	8	8	721.76	0	0	13	13	1,172.86	0	0	3	3	270.66	0	0	3	3	270.66	27.00	90.22	2435.94		
58	BROOM, soft, tambo	piece	0	0	0	0	0.00	2	0	0	2	272.48	0	0	0	0	0.00	0	0	0	0	0.00	2.00	136.24	272.48		
59	BROOM, stick, ting-ting	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	18.20	0.00		
60	CLEANER, toilet and urinal	bottle	3	0	10	13	540.80	2	0	0	2	83.20	2	0	0	2	83.20	1	0	0	1	41.60	18.00	41.60	748.80		
61	CLEANSER, scouring powder	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	0.00	23.92	0.00		
62	DETERGENT BAR, 140g	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	0.00	8.30	0.00		
63	DETERGENT POWDER, all-purpose, 1kg	pack	0	0	10	10	540.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	54.08	540.80		
64	DISINFECTANT SPRAY, aerosol type	can	2	0	18	20	2,579.20	2	0	0	2	257.92	4	0	3	7	902.72	1	0	0	1	128.96	30.00	128.96	3868.80		
65	DUST PAN, non-rigid plastic	piece	2	0	0	2	49.66	0	0	0	0	0.00	2	0	0	2	49.66	2	0	0	2	49.66	6.00	24.83	148.98		
66	SODIUM HYPOCHLORITE, 3.785 liters	gallon	2	0	0	2	262.50	0	0	0	0	0.00	3	0	0	3	393.75	1	0	0	1	131.25	6.00	131.25	787.50		
67	LIQUID HAND SOAP, 500mL	bottle	0	1	20	21	2,162.16	0	0	0	0	0.00	5	0	3	8	823.68	0	0	0	0	0.00	29.00	102.96	2985.84		
68	FLOOR WAX, paste type, red	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	0.00	309.76	0.00		
69	FURNITURE CLEANER, aerosol type	can	0	0	10	10	1,201.20	0	0	0	0	0.00	10	0	0	10	1,201.20	0	0	0	0	0.00	20.00	120.12	2402.40		
70	MOP BUCKET, heavy duty, hard plastic	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	0.00	2288.00	0.00		
71	MOPHANDLE, heavy duty, screw type	piece	0	0	0	0	0.00	10	0	0	10	1,248.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	124.80	1248.00		
72	MOPHEAD, made of rayon	piece	0	0	0	0	0.00	0	0	0	0	0.00	20	0	0	20	2,475.20	0	0	0	0	0.00	20.00	123.76	2475.20		
73	RAGS, all cotton	bundle	0	0	15	15	807.30	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15.00	53.82	807.30		
74	SCOURING PAD	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	112.32	0.00		
75	TRASHBAG, GPP specs, black, 940mmx1016mm	pack	0	0	55	55	7,407.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	55.00	134.68	7407.40		
76	WASTEBASKET, non-rigid plastic	piece	1	0	0	1	27.96	5	0	0	5	139.80	0	0	0	0	0.00	0	0	0	0	0.00	6.00	27.96	167.76		
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																											
77	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	0.00	24,793.60	0.00		
78	DESKTOP FOR MID-RANGE USERS	unit	0	0	2	2	84,780.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	42,390.40	84780.80		
79	LAPTOP FOR MID-RANGE USERS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	41,392.00	0.00		
80	EXTERNAL HARD DRIVE, 1 TB	piece	0	0	3	3	7,796.52	0	0	0	0	0.00	2	0	0	2	5,197.68	0	0	0	0	0.00	5.00	2598.84	12994.20		
81	FLASH DRIVE, 16 GB	piece	0	0	35	35	5,860.40	0	0	15	15	2,511.60	0	0	0	0	0.00	0	0	0	0	0.00	50.00	167.44	8372.00		
82	MOUSE, OPTICAL, USB connection type	unit	0	0	3	3	333.90	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	111.30	333.90		
83	MOUSE, WIRELESS, USB	unit	1	0	22	23	3,542.00	2	0	10	12	1,848.00	4	0	0	4	616.00	0	0	0	0	0.00	39.00	154.00	6006.00		
84	PRINTER, impact, dot matrix, 24 pins, 136 columns	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	38100.97	0.00		
85	PRINTER, impact, dot matrix, 9 pins, 80 columns	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9191.52	0.00		
86	PRINTER, laser, monochrome	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	724.88	0.00		
87	PRINTER, laser, colored	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	0.00	7899.00	0.00		
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
88	CHALK, white enamel	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	0.00	29.64	0.00		
89	CLIP, backfold, 19mm	box	0	2	0	2	17.52	12	0	0	12	105.12	2	0	0	2	17.52	2	0	0	2	17.52	18.00	8.76	157.68		
90	CLIP, backfold, 25mm	box	0	2	0	2	30.44	12	0	0	12	182.64	2	0	0	2	30.44	2	0	0	2	30.44	18.00	15.22	273.96		
91	CLIP, backfold, 32mm	box	0	2	0	2	44.72	10	0	0	10	223.60	2	0	0	2	44.72	2	0	0	2	44.72	16.00	22.36	357.76		
92	CLIP, backfold, 50mm	box	0	2	0	2	109.20	10	0	0	10	546.00	2	0	0	2	109.20	2	0	0	2	109.20	16.00	54.60	873.60		
93	CORRECTION TAPE, 8m	piece	0	0	37	37	432.16	0	0	50	50	584.00	0	0	0	0	0.00	10	0	0	10	116.80	97.00	11.68	1132.96		
94	DATA FILE BOX	piece	0	0	0	0	0.00	10	0	0	10	772.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	77.20	772.00		
95	DATA FOLDER	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	68.64	0.00		
96	ENVELOPE, documentary, A4	box	0	0	3	3	2,019.27	1	0	2	3	2,019.27	0	0	0	0	0.00	0	0	0	0	0.00	6.00	673.09	4038.54		
97	ENVELOPE, DOCUMENTARY, for legal size document	box	0	0	2	2	1,854.32	1	0	2	3	2,781.48	0	0	0	0	0.00	0	0	0	0	0.00	5.00	927.16	4635.80		

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (as of 30 April 2022)	Total Amount for the year	
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT
98	ENVELOPE, expanding, kraft, legal	box	0	1	2	3	2,215.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	738.40	2215.20
99	ENVELOPE, expanding, plastic	piece	0	0	12	12	365.88	0	0	0	0	0.00	0	0	2	2	60.98	0	0	0	0	0.00	14.00	30.49	426.86
100	ENVELOPE, mailing	box	0	1	2	3	1,134.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	378.20	1134.60
101	ENVELOPE, mailing, with window	box	0	0	3	3	1,301.04	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	433.68	1301.04
102	ERASER, FELT, for blackboard/whiteboard	piece	0	0	5	5	51.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	10.30	51.50
103	FASTENER, metal, non-sharp edges	box	1	0	8	9	750.69	51	0	0	51	4,253.91	1	0	0	1	83.41	1	0	0	1	83.41	62.00	83.41	5171.42
104	FILE ORGANIZER, expanding, plastic, legal	piece	0	0	5	5	430.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	86.04	430.20
105	FILE TAB DIVIDER, bristol board, for A4	set	0	0	5	5	55.65	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	11.13	55.65
106	FILE TAB DIVIDER, legal	set	0	0	1	1	14.23	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	14.23	14.23
107	FOLDER, fancy, with slide, A4	bundle	0	0	15	15	4,056.00	0	0	13	13	3,515.20	0	0	2	2	540.80	0	3	0	3	811.20	33.00	270.40	8923.20
108	FOLDER, fancy, with slide, legal	bundle	0	0	18	18	5,613.84	0	0	13	13	4,054.44	0	0	5	5	1,559.40	0	0	0	0	0.00	36.00	311.88	11227.68
109	FOLDER, L-type, A4	pack	0	0	2	2	342.86	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	171.43	342.86
110	FOLDER, L-type, legal	pack	0	0	2	2	486.48	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	243.24	486.48
111	FOLDER, pressboard	box	0	0	1	1	952.64	1	0	0	1	952.64	0	0	0	0	0.00	0	0	0	0	0.00	2.00	952.64	1905.28
112	FOLDER, with tab, A4	pack	0	0	1	1	279.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	279.00	279.00
113	FOLDER, with tab, legal	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	321.36	0.00
114	INDEX TAB, self-adhesive, transparent	box	0	0	1	1	56.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	56.68	56.68
115	MAGAZINE FILE BOX, large	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	0.00	41.60	0.00
116	MARKER, fluorescent	set	0	0	1	1	36.66	0	0	10	10	366.60	0	0	0	0	0.00	0	0	0	0	0.00	11.00	36.66	403.26
117	MARKER, whiteboard, black	piece	0	0	16	16	214.08	0	0	18	18	240.84	0	0	3	3	40.14	0	0	0	0	0.00	37.00	13.38	495.06
118	MARKER, whiteboard, blue	piece	0	0	3	3	40.14	0	0	12	12	160.56	0	0	3	3	40.14	0	0	0	0	0.00	18.00	13.38	240.84
119	MARKER, whiteboard, red	piece	0	0	9	9	120.42	0	0	18	18	240.84	0	0	3	3	40.14	0	0	0	0	0.00	30.00	13.38	401.40
120	MARKER, permanent, black, bullet type	piece	4	0	26	30	269.40	4	0	18	22	197.56	4	0	5	9	80.82	4	0	0	4	35.92	65.00	8.98	583.70
121	MARKER, permanent, blue, bullet type	piece	0	0	26	26	233.48	0	0	18	18	161.64	0	0	5	5	44.90	0	0	0	0	0.00	49.00	8.98	440.02
122	MARKER, permanent, red, bullet type	piece	0	0	11	11	98.78	0	0	18	18	161.64	0	0	5	5	44.90	0	0	0	0	0.00	34.00	8.98	305.32
123	PAPER CLIP, vinyl/plastic coated, 33mm	box	5	0	6	11	85.36	3	0	26	29	225.04	5	0	0	5	38.80	5	0	0	5	38.80	50.00	7.76	388.00
124	PAPER CLIP, vinyl/plastic coated, 50mm	box	5	0	24	29	399.62	5	0	26	31	427.18	5	0	0	5	68.90	5	0	0	5	68.90	70.00	13.78	964.60
125	PENCIL, lead, with eraser	box	1	0	5	6	124.74	1	0	0	1	20.79	0	0	0	0	0.00	0	0	0	0	0.00	7.00	20.79	145.53
126	RING BINDER, plastic, 32mm	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	239.79	0.00
127	RUBBER BAND, No. 18	box	1	0	3	4	400.20	0	0	5	5	500.25	0	0	0	0	0.00	0	0	0	0	0.00	9.00	100.05	900.45
128	STAMP PAD, felt	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	34.95	0.00
129	BLADE, for general purpose cutter / utility knife	piece	0	0	3	3	44.46	0	2	15	17	251.94	0	0	0	0	0.00	0	0	0	0	0.00	20.00	14.82	296.40
130	CUTTER/UTILITY KNIFE, for general purpose	piece	0	0	5	5	167.15	0	2	15	17	568.31	0	0	0	0	0.00	1	0	0	1	33.43	23.00	33.43	768.89
131	DATING AND STAMPING MACHINE	piece	1	0	0	1	453.96	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	453.96	453.96
132	PENCIL SHARPENER, manual, single cutter head	piece	0	0	1	1	202.67	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	202.67	202.67
133	PUNCHER, paper, heavy duty	piece	1	0	6	7	1,055.60	0	0	10	10	1,508.00	0	0	0	0	0.00	0	0	0	0	0.00	17.00	150.80	2563.60
134	SCISSORS, symmetrical	pair	4	0	3	7	283.92	0	0	15	15	608.40	0	0	0	0	0.00	0	0	0	0	0.00	22.00	40.56	892.32
135	STAPLER, standard type	piece	2	0	8	10	1,404.00	0	0	15	15	2,106.00	0	0	0	0	0.00	0	0	0	0	0.00	25.00	140.40	3510.00
136	STAPLER, heavy duty, binder type	unit	0	0	1	1	914.22	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	914.22	914.22
137	STAPLE REMOVER, plier type	piece	4	0	9	13	323.70	0	0	15	15	373.50	0	0	0	0	0.00	0	0	0	0	0.00	28.00	24.90	697.20
138	TAPE DISPENSER, table top	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	64.20	0.00
139	BINDING AND PUNCHING MACHINE, 50mm binding capacit	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	0.00	9534.72	0.00
140	CALCULATOR, compact	unit	1	0	0	1	346.85	0	0	7	7	2,427.95	0	0	5	5	1,734.25	0	0	0	0	0.00	13.00	346.85	4509.05
141	FACSIMILE MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5642.00	0.00

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2022)	Total Amount for the year		
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT					
142	PAPER TRIMMER / CUTTING MACHINE, table top	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9297.60	0.00		
143	PAPER SHREDDER	unit	0	0	1	1	5,699.20	2	0	0	2	11,398.40	0	0	0	0	0.00	0	0	0	0	0.00	3.00	5699.20	17097.60		
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES																											
144	DRUM CART, BROTHER DR-3455, Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6947.20	0.00		
145	INK CART, BROTHER LC67B, Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	910.00	0.00		
146	INK CART, BROTHER LC67HYBK, Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1601.60	0.00		
147	Drum Cart, Brother DR-451CL,high yield 30000 pages	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6760.00	0.00		
148	Toner Cart, Brother TN-456 BLACK, high yield 6500	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5080.40	0.00		
149	Toner Cart, Brother TN-456 CYAN, high yield 6500	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8569.60	0.00		
150	Toner Cart, Brother TN-456 MAGENTA, high yield	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8569.60	0.00		
151	Toner Cart, Brother TN-456 YELLOW, high yield 6500	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8569.60	0.00		
152	TONER CART, SAMSUNG ML-D2850B, Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5116.80	0.00		
153	INK CART, CANON CL-741,Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	989.04	0.00		
154	INK CART, CANON CL-811, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1029.60	0.00		
155	INK CART, CANON PG-740, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	754.00	0.00		
156	INK CART, CANON PG-810, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	780.00	0.00		
157	INK CART, EPSON C13T664100 (T6641), Black	cart	0	0	105	105	26,208.00	0	0	5	5	1,248.00	5	0	21	26	6,489.60	5	0	0	5	1,248.00	141.00	249.60	35193.60		
158	INK CART, EPSON C13T664200 (T6642), Cyan	cart	0	0	5	5	1,248.00	0	0	2	2	499.20	5	0	6	11	2,745.60	5	0	0	5	1,248.00	23.00	249.60	5740.80		
159	INK CART, EPSON C13T664300 (T6643), Magenta	cart	0	0	5	5	1,248.00	0	0	2	2	499.20	5	0	6	11	2,745.60	5	0	0	5	1,248.00	23.00	249.60	5740.80		
160	INK CART, EPSON C13T664400 (T6644), Yellow	cart	0	0	5	5	1,248.00	0	0	2	2	499.20	5	0	6	11	2,745.60	5	0	0	5	1,248.00	23.00	249.60	5740.80		
161	Ink Cartridge, HP C2P04AA (HP62) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	773.76	0.00		
162	Ink Cartridge, HP C2P06AA (HP62) Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	950.56	0.00		
163	INK CART, HP C9351AA, (HP21), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	795.60	0.00		
164	INK CART, HP C9352AA, (HP22), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	920.40	0.00		
165	Ink Cartridge, HP C9397A (HP72) 69ml Photo Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1996.80	0.00		
166	Ink Cartridge, HP C9398A (HP72) 69ml Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1996.80	0.00		
167	Ink Cartridge, HP C9399A (HP72) 69ml Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1996.80	0.00		
168	Ink Cartridge, HP C9400A (HP72) 69ml Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1996.80	0.00		
169	Ink Cartridge, HP C9401A (HP72) 69ml Gray	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1996.80	0.00		
170	Ink Cartridge, HP C9403A (HP72) 130ml Matte Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3016.00	0.00		
171	INK CART, HP CC640WA, (HP60), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	769.60	0.00		
172	INK CART, HP CC643WA, (HP60), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	915.20	0.00		
173	INK CART, HP CD887AA, (HP703), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	366.08	0.00		
174	INK CART, HP CD888AA, (HP703), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	366.08	0.00		
175	INK CART, HP CD972AA, (HP 920XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	641.68	0.00		
176	INK CART, HP CD973AA, (HP 920XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	641.68	0.00		
177	INK CART, HP CD974AA, (HP 920XL), Yellow,	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	641.68	0.00		
178	INK CART, HP CD975AA, (HP 920XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1346.80	0.00		
179	INK CART, HP CH561WA, (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	756.08	0.00		
180	INK CART, HP CH562WA, (HP61), Tricolor	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	931.84	0.00		
181	Ink Cartridge, HP CH565A (HP82) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1944.80	0.00		
182	Ink Cartridge, HP CH566A (HP82) Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1539.20	0.00		
183	Ink Cartridge, HP CH567A (HP82) Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1539.20	0.00		

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (as of 30 April 2022)	Total Amount for the year	
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT
184	Ink Cartridge, HP CH568A (HP82) Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1539.20	0.00
185	INK CART, HP CN045AA, (HP950XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1786.72	0.00
186	INK CART, HP CN046AA, (HP951XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1326.00	0.00
187	INK CART, HP CN047AA, (HP951XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1326.00	0.00
188	INK CART, HP CN048AA, (HP951XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1326.00	0.00
189	INK CART, HP CN692AA, (HP704), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	366.08	0.00
190	INK CART, HP CN693AA, (HP704), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	366.08	0.00
191	INK CART, HP CZ107AA, (HP678), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	366.08	0.00
192	INK CART, HP CZ108AA, (HP678), Tricolor	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	366.08	0.00
193	INK CART, HP CZ121A (HP685A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	312.00	0.00
194	INK CART, HP CZ122A (HP685A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	256.88	0.00
195	INK CART, HP CZ123A (HP685A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	256.88	0.00
196	INK CART, HP CZ124A (HP685A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	256.88	0.00
197	Ink Cartridge, HP F6V26AA (HP680) Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	405.60	0.00
198	Ink Cartridge, HP F6V27AA (HP680) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	405.60	0.00
199	Ink Cartridge, HP L0S51AA (HP955) Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	995.75	0.00
200	Ink Cartridge, HP L0S54AA (HP955) Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	995.75	0.00
201	Ink Cartridge, HP L0S57AA (HP955) Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	995.75	0.00
202	Ink Cartridge, HP L0S60AA (HP955) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4956.60	0.00
203	Ink Cartridge, HP L0S63AA (HP955XL) Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1212.64	0.00
204	Ink Cartridge, HP L0S66AA (HP955XL) Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1212.64	0.00
205	Ink Cartridge, HP L0S69AA (HP955XL) Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1212.64	0.00
206	Ink Cartridge, HP L0S72AA (HP955XL) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1644.24	0.00
207	Ink Cartridge, HP T6L89AA (HP905) Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	453.62	0.00
208	Ink Cartridge, HP T6L93AA (HP905) Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	453.62	0.00
209	Ink Cartridge, HP T6L97AA (HP905) Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	453.62	0.00
210	Ink Cartridge, HP T6M01AA (HP905) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	741.28	0.00
211	RIBBON CART, EPSON C13S015516 (#8750), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	77.43	0.00
212	RIBBON CART, EPSON C13S015531 (S015086), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	736.32	0.00
213	RIBBON CART, EPSON C13S015632, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	77.94	0.00
214	TONER CART, BROTHER TN-2025, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2685.28	0.00
215	TONER CART, BROTHER TN-2130, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1892.80	0.00
216	TONER CART, BROTHER TN-2150, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2685.28	0.00
217	TONER CART, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3567.20	0.00
218	TONER CART, BROTHER TN-3350, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5002.40	0.00
219	TONER CART, HP CB435A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3380.00	0.00
220	TONER CART, HP CB540A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3337.36	0.00
221	TONER CART, HP CE255A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7332.00	0.00
222	TONER CART, HP CE278A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3952.00	0.00
223	TONER CART, HP CE285A (HP85A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3432.00	0.00
224	TONER CART, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2614.56	0.00
225	TONER CART, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2542.80	0.00
226	TONER CART, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2542.80	0.00
227	TONER CART, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2542.80	0.00

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (as of 30 April 2022)	Total Amount for the year	
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT
228	TONER CART, HP CE320A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2916.16	0.00
229	TONER CART, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3072.16	0.00
230	TONER CART, HP CE322A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3072.16	0.00
231	TONER CART, HP CE323A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3072.16	0.00
232	TONER CART, HP CE390A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8476.00	0.00
233	TONER CART, HP CE400A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6900.40	0.00
234	TONER CART, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10193.04	0.00
235	TONER CART, HP CE402A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10193.04	0.00
236	TONER CART, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10193.04	0.00
237	TONER CART, HP CE410A, (HP305), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4201.60	0.00
238	TONER CART, HP CE411A, (HP305), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6011.20	0.00
239	TONER CART, HP CE412A, (HP305), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6011.20	0.00
240	TONER CART, HP CE413A, (HP305), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6011.20	0.00
241	TONER CART, HP CE505A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4466.80	0.00
242	TONER CART, HP CE505X, Black, high cap	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7332.00	0.00
243	Toner Cartridge, HP CF217A (HP17A) Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3044.08	0.00
244	Toner Cartridge, HP CF226A (HP26A) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5787.60	0.00
245	Toner Cartridge, HP CF280A, LaserJet Pro M401/M425	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5200.00	0.00
246	TONER CART, HP CF280XC, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9004.32	0.00
247	Toner Cartridge, HP CF281A (HP81A) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8606.00	0.00
248	Toner Cartridge, HP CF283A (HP83A) LaserJet Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3241.70	0.00
249	Toner Cartridge, HP CF283XC (HP83X) Black LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4056.00	0.00
250	Toner Cartridge, HP CF287A (HP87) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10051.00	0.00
251	Toner Cartridge, HP CF325XC (HP25X) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	13156.00	0.00
252	Toner Cartridge, HP CF350A Black LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2901.60	0.00
253	Toner Cartridge, HP CF351A Cyan LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2953.60	0.00
254	Toner Cartridge, HP CF352A Yellow LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2953.60	0.00
255	Toner Cartridge, HP CF353A Magenta LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2953.60	0.00
256	Toner Cartridge, HP CF360A (HP508A) Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7056.40	0.00
257	Toner Cartridge, HP CF361A (HP508A) Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8846.24	0.00
258	Toner Cartridge, HP CF362A (HP508A) Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8846.24	0.00
259	Toner Cartridge, HP CF363A (HP508A) Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8846.24	0.00
260	Toner Cartridge, HP CF400A (HP201A) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3429.78	0.00
261	Toner Cartridge, HP CF401A (HP201A) Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4043.83	0.00
262	Toner Cartridge, HP CF402A (HP201A) Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4043.83	0.00
263	Toner Cartridge, HP CF403A (HP201A) Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4043.83	0.00
264	Toner Cartridge, HP CF410A (HP410A) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4440.80	0.00
265	Toner Cartridge, HP CF410XC (HP410XC) black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7441.20	0.00
266	Toner Cartridge, HP CF411A (HP410A) cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5616.00	0.00
267	Toner Cartridge, HP CF411XC (HP410XC) cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7472.40	0.00
268	Toner Cartridge, HP CF412A (HP410A) yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5616.00	0.00
269	Toner Cartridge, HP CF412XC (HP410XC) yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7472.40	0.00
270	Toner Cartridge, HP CF413A (HP410A) magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5616.00	0.00
271	Toner Cartridge, HP CF413XC (HP410XC) magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7472.40	0.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2022)	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT					
272	TONER CART, HP Q2612A, Black	cart	0	0	2	2	7,800.00	0	0	0	0	0.00	0	0	3	3	11,700.00	0	0	0	0	0.00	5.00	3900.00	19500.00	
273	TONER CART, HP Q7553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4399.20	0.00	
274	TONER CART, SAMSUNG MLT-D1015, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3406.00	0.00	
275	TONER CART, SAMSUNG MLT-D1035, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2350.40	0.00	
276	TONER CART, SAMSUNG MLT-D1045, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2454.40	0.00	
277	TONER CART, SAMSUNG MLT-D105L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3380.00	0.00	
278	TONER CART, Samsung MLT-D108S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2875.58	0.00	
279	TONER CART, Samsung MLT-D203E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7259.20	0.00	
280	TONER CART, Samsung MLT-D203L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3458.00	0.00	
281	TONER CART, Samsung MLT-D203U, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6442.80	0.00	
282	TONER CART, SAMSUNG MLT-D205E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7321.14	0.00	
283	TONER CART, SAMSUNG MLT-D205L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3962.24	0.00	
284	TONER CART, SAMSUNG SCX-D6555A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4066.40	0.00	
285	TONER CART, BROTHER TN-3478, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6370.00	0.00	
286	TONER CART, CANON CRG 324 II	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	13399.36	0.00	
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																										
287	DOCUMENT CAMERA, 8 MP	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	23623.60	0.00	
288	MULTIMEDIA PROJECTOR	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	0.00	17472.00	0.00	
FLAG OR ACCESSORIES																										
289	PHILIPPINE NATIONAL FLAG	piece	0	0	0	0	0.00	3	0	5	8	2,278.72	0	0	0	0	0.00	0	0	0	0	0.00	8.00	284.84	2278.72	
PRINTED PUBLICATIONS																										
290	HANDBOOK (RA 9184), 8th edition	book	0	0	0	0	0.00	0	0	5	5	186.05	0	0	0	0	0.00	0	0	0	0	0.00	5.00	37.21	186.05	
FIRE FIGHTING EQUIPMENT																										
291	FIRE EXTINGUISHER, dry chemical	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	0.00	1144.00	0.00	
292	FIRE EXTINGUISHER, pure HCFC	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5613.25	0.00	
CONSUMER ELECTRONICS																										
293	DIGITAL VOICE RECORDER	unit	0	0	0	0	0.00	2	0	0	2	12,831.28	0	0	0	0	0.00	1	0	0	1	6,415.64	3.00	6415.64	19246.92	
FURNITURE AND FURNISHINGS																										
294	MONOBLOC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	303.68	0.00	
295	MONOBLOC CHAIR, white	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	301.60	0.00	
296	MONOBLOC TABLE, white	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	0.00	1235.52	0.00	
297	MONOBLOC TABLE, beige	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	0.00	1088.88	0.00	
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
298	CLEARBOOK, 20 Transparent pockets, A4	piece	0	0	0	0	0.00	0	0	23	23	851.92	0	0	0	0	0.00	0	0	0	0	0.00	23.00	37.04	851.92	
299	CLEARBOOK, 20 Transparent pockets, Legal	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	38.41	0.00	
300	ERASER, plastic/rubber	piece	0	0	3	3	13.11	0	0	10	10	43.70	0	0	0	0	0.00	1	0	0	1	4.37	14.00	4.37	61.18	
301	SIGN PEN, black	piece	0	0	44	44	891.44	0	5	123	128	2,593.28	5	0	0	5	101.30	5	0	0	5	101.30	182.00	20.26	3687.32	
302	SIGN PEN, blue	piece	0	0	30	30	607.80	0	5	123	128	2,593.28	5	0	0	5	101.30	5	0	0	5	101.30	168.00	20.26	3403.68	
303	SIGN PEN, red	piece	0	0	10	10	202.60	0	5	100	105	2,127.30	5	0	0	5	101.30	5	0	0	5	101.30	125.00	20.26	2532.50	
304	WRAPPING PAPER, kraft	pack	0	0	0	0	0.00	0	0	5	5	774.20	0	0	0	0	0.00	0	0	0	0	0.00	5.00	154.84	774.20	
SOFTWARE																										
1	Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	
2	Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00	

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2022)	Total Amount for the year			
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT						
3	Computer game or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
4	Content authoring and editing software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
5	Content management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
6	Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
7	Development software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
8	Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
9	Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
10	Network applications software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
11	Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
12	Networking software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
13	Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
14	Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
15	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
16	Information exchange software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00		
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																											
1	Air Conditioning Unit, Window Inverter Type				0	0.00				0	0.00				0	0.00					0	0.00	0.00	0.00	0.00		
2	Air Conditioning Unit, Split Type				0	0.00				0	0.00				0	0.00					0	0.00	0.00	0.00	0.00		
3	White Board				0	0.00				0	0.00				0	0.00					0	0.00	0.00	0.00	0.00		
4	White Board, Digital				0	0.00				0	0.00				0	0.00					0	0.00	0.00	0.00	0.00		
5	SMART Television				0	0.00				0	0.00				0	0.00	1				1	14,998.00	1.00	14998.00	14998.00		
6	Microphone				0	0.00				0	0.00				0	0.00					0	0.00	0.00	0.00	0.00		
7	Speakers				0	0.00				0	0.00				0	0.00					0	0.00	0.00	0.00	0.00		
8	Amplifier				0	0.00				0	0.00				0	0.00					0	0.00	0.00	0.00	0.00		
9	Equalizer				0	0.00				0	0.00				0	0.00					0	0.00	0.00	0.00	0.00		
10	HD Camera				0	0.00				0	0.00				0	0.00					0	0.00	0.00	0.00	0.00		
11	DSLR Camera				0	0.00				0	0.00				0	0.00					0	0.00	0.00	0.00	0.00		
12	HD Video Camera				0	0.00				0	0.00				0	0.00					0	0.00	0.00	0.00	0.00		
13	Video Conference Equipment				0	0.00				0	0.00				0	0.00					0	0.00	0.00	0.00	0.00		
14	LED bulb				0	0.00				0	0.00				0	0.00					0	0.00	0.00	0.00	0.00		
15	PRINTER, Inkjet, Monochrome				0	0.00				0	0.00				0	0.00					0	0.00	0.00	0.00	0.00		
16	PRINTER, Inkjet, Color				0	0.00				0	0.00				0	0.00					0	0.00	0.00	0.00	0.00		
17	Portable Printer				0	0.00				0	0.00				0	0.00					0	0.00	0.00	0.00	0.00		
18	Android Tablet				0	0.00				0	0.00				0	0.00					0	0.00	0.00	0.00	0.00		
19	Hub/Switches				0	0.00				0	0.00				0	0.00					0	0.00	0.00	0.00	0.00		
20	Network Routers				0	0.00				0	0.00				0	0.00					0	0.00	0.00	0.00	0.00		
21	Wireless Access Point				0	0.00				0	0.00				0	0.00					0	0.00	0.00	0.00	0.00		
22	Scanner, Flatbed				0	0.00				0	0.00				0	0.00					0	0.00	0.00	0.00	0.00		
23	Wireless Pointing Device / Laser Pointer				0	0.00				0	0.00				0	0.00					0	0.00	0.00	0.00	0.00		
24	Multi Function PRINTER			2	2	30,000.00				0	0.00				0	0.00					0	0.00	2.00	15000.00	30000.00		
25	UNINTERRUPTIBLE POWER SUPPLY (UPS)				0	0.00				0	0.00				0	0.00					0	0.00	0.00	0.00	0.00		
26	Mobile Phone				0	0.00				0	0.00				0	0.00					0	0.00	0.00	0.00	0.00		
27	Scanner, Colored, Double sided, feeder type				0	0.00				0	0.00				0	0.00					0	0.00	0.00	0.00	0.00		
28	GO BAG, for disaster relief, rescue operations				0	0.00				0	0.00				0	0.00					0	0.00	0.00	0.00	0.00		

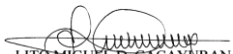
Item & Specifications	Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (as of 30 April 2022)	Total Amount for the year	
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT
29	Solar Panel				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
30	Life Vest / Life Jacket (for emergency purposes / emergency preparedness / for disaster relief / rescue operations)				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
31	Charge Controller and DC Inverter for Solar Panel				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
32	Bullet proof vest				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
33	Wheels, ____ (type of vehicle)				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
34	Fuel Filters				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
35	Drinking Water/ Fountain				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
36	Auto Battery				0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
37	Ballpen, colored black	piece	0	1027	1027	12,324.00			427	427	5,124.00			27	27	324.00	200		27	227	2,724.00	1,708.00	12.00	20496.00
38	SURGICAL MASK, 3-ply	pack	7	513	520	78,000.00		3	400	403	60,450.00	35		30	65	9,750.00		2	20	22	3,300.00	1,010.00	150.00	151500.00
39	Desk Fan	piece		1	1	2,500.00				0	0.00				0	0.00				0	0.00	1.00	2500.00	2500.00
40	KN95 Face Mask	piece		37	37	3,848.00				0	0.00			10	10	1,040.00				0	0.00	47.00	104.00	4888.00
41	Ink Cart, Epson 003, Balck	cart		2	2	1,000.00				0	0.00	2			2	1,000.00				0	0.00	4.00	500.00	2000.00
42	Ink Cart, Epson 003, Cyan	cart		2	2	1,000.00				0	0.00	2			2	1,000.00				0	0.00	4.00	500.00	2000.00
43	Ink Cart, Epson 003, Magenta	cart		2	2	1,000.00				0	0.00	2			2	1,000.00				0	0.00	4.00	500.00	2000.00
44	Ink Cart, Epson 003, Yellow	cart		2	2	1,000.00				0	0.00	2			2	1,000.00				0	0.00	4.00	500.00	2000.00
45	Ink Cart, Epson 103, Black	cart		2	2	1,000.00				0	0.00	2			2	1,000.00				0	0.00	4.00	500.00	2000.00
46	Ink Cart, Epson 103, Cyan	cart		2	2	1,000.00				0	0.00	2			2	1,000.00				0	0.00	4.00	500.00	2000.00
47	Ink Cart, Epson 103, Magenta	cart		2	2	1,000.00				0	0.00	2			2	1,000.00				0	0.00	4.00	500.00	2000.00
48	Ink Cart, Epson 103, Yellow	cart		2	2	1,000.00				0	0.00	2			2	1,000.00				0	0.00	4.00	500.00	2000.00
49	Office glass partition	piece			0	0.00	1			1	35,000.00				0	0.00				0	0.00	1.00	35000.00	35000.00
50	Face Shield, direct splash protection	piece		17	17	425.00	11	11	11	33	825.00		11	21	32	800.00		10		10	250.00	92.00	25.00	2300.00
51	Premium Latex Gloves	pair	1		1	120.00		1		1	120.00		1		1	120.00		2		2	240.00	5.00	120.00	600.00
52	Printer, 3 in 1, with top feeder	piece			0	0.00				0	0.00	1			1	13,498.00				0	0.00	1.00	13498.00	13498.00
53	Tablet with S Pen	piece	1		1	14,800.00				0	0.00	3			3	44,400.00	1			1	14,800.00	5.00	14800.00	74000.00
54	Modular Office Work Station Materials	piece		3	3	44,700.00				0	0.00				0	0.00				0	0.00	3.00	14900.00	44700.00
	Epson Printer L5190	unit			0	0.00			2	2	47,000.00				0	0.00				0	0.00	2.00	23500.00	47000.00
	Power Bank 20000mwh	piece		5	5	20,000.00				0	0.00				0	0.00				0	0.00	5.00	4000.00	20000.00
	Expanding Envelope w/ tie (assorted color, smooth surface)	piece		100	100	4,000.00				0	0.00				0	0.00				0	0.00	100.00	40.00	4000.00
	Plastic box (big)	piece			0	0.00			5	5	3,000.00				0	0.00				0	0.00	5.00	600.00	3000.00
	Computer table	piece		2	2	15,000.00				0	0.00				0	0.00				0	0.00	2.00	7500.00	15000.00
	File Folder (PVC Arc File-Portrait)	piece		60	60	18,000.00				0	0.00				0	0.00				0	0.00	60.00	300.00	18000.00
	Calculator, Casio JS 20TS 12 digit, 2 way power	piece		4	4	12,500.00				0	0.00				0	0.00				0	0.00	4.00	3125.00	12500.00
	Puncher, 2 hole punch	piece		5	5	6,400.00				0	0.00				0	0.00				0	0.00	5.00	1280.00	6400.00
	Protective Safety Goggles	piece		10	10	1,560.00			2	2	312.00				0	0.00				0	0.00	12.00	156.00	1872.00
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue <i>(as of 30 April 2022)</i>	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		
					0	0.00				0	0.00				0	0.00				0	0.00	0.00		


Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2022)	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
A. TOTAL																						P		1,069,241.98
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																						P		106,924.20
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																						P		-
D. GRAND TOTAL (A + B+ C)																						P		1,176,166.18
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																								

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

Prepared by:


LITO MIGUEL D. CACAAYAN
Property/Supply Officer

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


MARY GRACE A. DAYAO / BUENA U. TAYABAN
Accountant / Budget Officer


ATTY. RAUL C. LALUAN
PARPO II
Head of Office/Agency

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