

APP-CSE 2024 FORM  
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2024 FORM

**Introduction:**

This form contains the common-use supplies and equipment (CSE) being carried by the Procurement Service – Department of Budget and Management (PS-DBM) that shall be purchased by government agencies. Consistent with the DBM Circular Letter Nos. 2011-6 and 2011-6-A dated 25 August 2011 and 28 September 2011, respectively, 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 (VS) 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).

**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 (VS) and Downloads page of PS-DBM website ([www.ps-philgaps.gov.ph](http://www.ps-philgaps.gov.ph)).
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website ([www.ps-philgaps.gov.ph](http://www.ps-philgaps.gov.ph)) under the "What We Sell" tab 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 form, otherwise the form will be deemed invalid.
- 5.0 For items not included on the list of PART II, a separate file, with the file name APP-CSE 2024 Form - Other Items, can be downloaded from the Downloads page of PS-DBM website ([www.ps-philgaps.gov.ph](http://www.ps-philgaps.gov.ph)) and must be submitted to PS-DBM through this link: <https://shorturl.at/hsS8>.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's Virtual Store (VS) account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0927-8478245 (Globe) or 0918-2954426 (Smart), or email [appcse.helpdesk@ps-philgaps.gov.ph](mailto:appcse.helpdesk@ps-philgaps.gov.ph), or visit the PS-DBM website ([www.ps-philgaps.gov.ph](http://www.ps-philgaps.gov.ph)) for the guide on how to fill-out the APP-CSE.

Note: The APP-CSE for FY 2024 must be submitted on or before **31 July 2023**.

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price	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				
<b>PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)</b>																									
<b>ALCOHOL OR ACETONE BASED ANTISEPTICS</b>																									
1. 12191601-AL-001	ALCOHOL, Ethyl, 500 mL	bottle	24	14	22	60	3,057.60	14	14	19	47	2,395.12	15	15	24	54	2,751.84	10	30	10	40	2,038.40	201	50.95	10,242.00
2. 12191601-AL-002	ALCOHOL, Ethyl, 1 Gallon	gallon	1	0	1	2	902.72	1	0	2	3	1,354.08	1	0	1	2	902.72	1	0	1	2	902.72	9	481.36	4,362.24
<b>ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>																									
3. 00122413-SP-001	CLEARBOOK, A4 size	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	35.36	0.00
4. 00122413-SP-002	CLEARBOOK, Legal size	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	38.46	0.00
5. 00121534-SP-001	ERASER, plastic/rubber	piece	0	0	10	10	93.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	9.36	93.60
6. 00121534-SP-001	SIGN PEN, Extra Fine Tip, Black	pieces	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	28.00	0.00
7. 00121534-SP-004	SIGN PEN, Fine Tip, Black	pieces	22	20	22	64	2,862.08	10	20	22	52	2,325.44	10	20	22	52	2,325.44	10	20	22	52	2,325.44	220	44.72	9,836.40
8. 00121534-SP-007	SIGN PEN, Medium Tip, Black	pieces	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	57.20	0.00
9. 00121534-SP-002	SIGN PEN, Extra Fine Tip, Blue	pieces	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	28.00	0.00
10. 00121534-SP-005	SIGN PEN, Fine Tip, Blue	pieces	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	44.72	0.00
11. 00121534-SP-008	SIGN PEN, Medium Tip, Blue	pieces	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	57.20	0.00
12. 00121534-SP-003	SIGN PEN, Extra Fine Tip, Red	pieces	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	28.00	0.00
13. 00121534-SP-006	SIGN PEN, Fine Tip, Red	pieces	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	45.76	0.00
14. 00121534-SP-008	SIGN PEN, Medium Tip, Red	pieces	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	57.20	0.00
15. 00121534-WR-P01	WRAPPING PAPER	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	214.24	0.00
<b>AUDIO AND VISUAL EQUIPMENT AND SUPPLIES</b>																									
16. 00121517-00-003	DOCUMENT CAMERA	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	25,536.16	0.00
17. 00111609-HB4-P01	MULTIMEDIA PROJECTOR	unit	0	0	1	1	18,470.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	18,470.40	18,470.40
<b>BATTERIES AND CELLS AND ACCESSORIES</b>																									
18. 36111702-BT-002	BATTERY, dry cell, size AA	pack	2	1	6	9	196.96	1	1	6	8	174.72	1	1	6	8	174.72	1	1	6	8	174.72	33	21.84	750.72
19. 36111702-BT-001	BATTERY, dry cell, size AAA	pack	1	0	7	8	158.08	0	0	7	7	138.32	0	0	7	7	138.32	0	0	5	5	98.96	27	19.76	533.52

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price	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				
30 BATTERIES AND BATTERY ACCESSORIES	BATTERY, Alkaline, size D	pc/s	0	0	1	1	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	92.96	92.96	
<b>CLEARING EQUIPMENT AND SUPPLIES</b>																									
31 47110101-A001	AIR FRESHENER	can	10	4	6	20	1,747.30	4	2	3	8	760.24	4	4	7	15	1,310.40	9	8	4	14	1,225.04	58	87.36	5,044.80
32 47110101-B001	BRAKEM (White Tambo)	piece	4	1	0	5	6.99-00	0	1	0	1	127.92	0	0	0	0	0.00	1	0	0	1	127.92	7	127.92	895.44
33 47110101-B002	BRAKEM (White Tag Bag)	piece	5	0	0	5	71.76	0	0	2	2	47.84	0	0	0	0	0.00	0	1	0	1	23.92	6	23.92	143.52
34 47110101-B101	CLEANER, Toilet Bowl and Urinal	bottle	0	0	0	0	268.32	1	1	1	3	134.16	0	1	1	2	84.44	1	0	1	2	84.44	13	64.72	801.96
35 47110101-C001	CLEANER, Scrubbing Powder	can	2	0	0	2	72.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	36.00	72.00
36 47110101-C002	DETERGENT BAR	bar	0	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
37 47110101-C003	DETERGENT POWDER, All purpose	pouch	2	0	1	3	265.30	0	1	0	1	88.40	1	1	1	3	265.30	1	1	1	3	265.30	10	88.90	889.00
38 47110101-C101	DISINFECTANT SPRAY	can	0	0	0	0	764.00	1	1	0	2	301.60	1	1	1	4	803.30	1	0	1	2	301.60	13	150.00	2,000.00
39 47110101-C102	DUCT PAN	piece	1	0	0	1	46.80	1	0	0	1	46.80	1	0	0	1	46.80	0	0	0	0	0.00	2	23.40	46.80
40 47110101-C103	FLUX WAX, paraffin type, red	can	1	0	0	3	90.80	0	2	0	3	270.40	0	0	2	2	270.40	1	0	1	2	270.40	8	135.20	1,081.60
41 47110101-C104	PUERITURE CLEANER	can	1	0	0	1	226.72	0	1	0	1	226.72	0	1	0	1	226.72	1	0	0	1	226.72	4	113.36	453.44
42 47110101-C105	HAND SOAP, liquid	bottle	7	3	3	13	354.30	3	6	2	9	304.56	6	2	4	10	429.90	2	2	1	9	214.70	37	42.95	1,588.10
43 47110101-C106	HORN BUCKET	unit	2	1	0	3	8,844.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	2,648.00	8,544.00
44 47110101-C107	MILITARY, heavy duty	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
45 47110101-C108	MILITARY, made of rayon	piece	2	0	0	3	236.00	1	0	0	3	236.00	0	0	0	0	0.00	0	0	0	0	0.00	4	114.00	456.00
46 47110101-C109	PAINS	box	0	0	10	10	872.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	87.20	872.00
47 47110101-C110	SCRUBBING PAD	pack	1	0	1	2	176.80	1	0	1	2	176.80	1	0	1	2	176.80	1	0	0	1	88.40	7	88.40	618.80
48 47110101-C104	TRASHBAG, XXL size	pack/cell	3	3	3	9	1,190.00	1	1	1	9	360.00	2	1	1	8	890.00	1	1	2	4	360.00	31	180.00	2,790.00
49 47110101-C105	TRASHBAG, Large size	pack/cell	0	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
50 47110101-C106	TRASHBAG, XL size	pack/cell	0	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
51 47110101-C107	WASTEBASKET	piece	0	7	0	11	480.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	11	43.60	480.40
<b>COLOR COMPOUNDS AND DISPENSERS</b>																									
42 47110101-D001	INK, Air dried/acid	unit	3	2	0	14	436.80	0	1	2	8	93.60	0	1	2	3	93.60	1	0	3	6	124.80	34	31.20	766.40
<b>CONSUMER ELECTRONICS</b>																									
43 47110101-E001	DIGITAL VOICE RECORDER	unit	1	1	0	2	8,607.52	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	4,303.76	8,607.52
<b>FACE MASK</b>																									
44 47110101-F001	FACE MASK	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	0.00	0.00
<b>FILMS</b>																									
45 47110101-G001	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	0.00	0.00
46 47110101-G002	LADEN FILM, large size	box	1	0	0	1	256.00	0	0	1	1	256.00	0	0	0	0	0.00	0	0	0	0	0.00	2	128.00	256.00
<b>PIPE FIGHTING EQUIPMENT</b>																									
47 47110101-H001	FIRE EXTINGUISHER, dry chemical	unit	0	0	1	1	1,398.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,398.80	1,398.80
48 47110101-H002	FIRE EXTINGUISHER, pure HFC	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
<b>FLAG OR ACCESSORIES</b>																									
49 47110101-I001	PHILIPPINE NATIONAL FLAG	sheet	0	0	0	8	1,700.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8	284.00	1,700.00
<b>FURNITURE AND FURNISHINGS</b>																									
50 47110101-M001	MINIBLOCK CHAIR, 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	0.00	0.00
51 47110101-M002	MINIBLOCK 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
52 47110101-M003	MINIBLOCK 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	0.00	0.00
53 47110101-M002	MINIBLOCK TABLE, large	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
<b>HEATING AND VENTILATION AND AIR CIRCULATION</b>																									

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price	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				
94	40101804-EP-C01	Electric Fan, ceiling mount, orbital type	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,380.08	0.08	
95	40101804-EP-B01	Electric Fan, industrial, ground type	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,108.88	0.08	
96	40101804-EP-A01	Electric Fan, stand type	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,098.72	0.08	
97	40101804-EP-W01	Electric Fan, wall mount	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	914.16	0.08	
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																										
98	43211801-CH4003	DESKTOP, Rx Basic Users	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	24,791.80	0.08	
99	43211801-CH4004	DESKTOP, Rx Mid-Range Users	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,395.40	0.08	
100	43211812-HD-002	EXTERNAL HARD DRIVE	unit	2	2	1	5	15,000.40	0	0	1	1	3,018.08	0	0	0	0.00	0	0	0	0	0.00	0	3,018.08	18,018.48	
101	43211819-PD-U04	FLASH DRIVE	piece	2	0	0	2	449.28	1	0	0	1	224.64	1	0	0	1	224.64	1	0	0	1	224.64	0	1,123.28	
102	43211820-LAP004	LAPTOP, Rx Mid-Range Users	unit	0	0	0	0	0.00	0	1	0	1	42,380.00	0	0	0	0.00	0	0	0	0	0.00	0	42,380.00	42,380.00	
103	43211820-LAP007	LAPTOP, Laptopsphere	unit	0	1	0	1	46,800.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	46,800.00	46,800.00	
104	43211709-MU-002	COMPUTER MOUSE, Wireless	unit	3	1	3	7	1,186.84	0	1	3	4	678.08	1	0	1	2	399.04	1	1	1	3	508.56	18	169.52	2,711.32
105	43211812-PR-002	PRINTER, Impact, Dot Matrix, 24 pins	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	33,015.84	0.08	
106	43211812-PR-003	PRINTER, Impact, Dot Matrix, 9 pins	unit	1	0	0	1	11,014.84	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	11,014.84	11,014.84	
107	43211812-PR-L01	PRINTER, Laser, Workstation	unit	0	0	0	0	0.00	1	0	0	1	23,063.04	0	0	0	0	0.00	0	0	0	0	0.00	0	23,063.04	23,063.04
LIGHTING AND FIXTURES AND ACCESSORIES																										
108	40101818-LB-U01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	1	0	0	1	81.12	1	0	0	1	81.12	0	0	0	0	0.00	0	0	0	0	0.00	2	81.12	162.24
109	40101818-LT-U01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	0	2	0	2	411.64	0	0	0	0	0.00	0	2	0	2	411.64	0	0	0	0	0.00	4	205.82	823.28
MANUFACTURING COMPONENTS AND SUPPLIES																										
110	31201810-GL-X01	GLUE, all purpose	jar	3	2	10	15	1,000.80	0	0	9	9	636.48	1	2	8	11	777.92	1	0	2	3	211.16	38	79.72	2,487.36
111	31181804-SM-H01	STAPLE WIRE, heavy duty (Dinlet type), 23/13	box	2	0	2	4	90.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	22.55	90.20
112	31181804-SM-S01	STAPLE WIRE, standard	box	18	0	17	42	997.92	8	8	36	30	1,188.00	8	8	33	47	1,114.72	8	6	13	25	594.00	164	23.76	3,986.64
113	31201802-TA-E01	TAPE, electrical	roll	5	1	0	6	116.70	0	1	0	1	18.45	0	0	0	0	0.00	0	0	0	0	0.00	7	18.45	136.15
114	31201802-TA-M01	TAPE, masking, 24mm	roll	10	2	16	28	1,772.64	6	0	16	21	1,299.48	6	8	10	23	1,422.24	5	0	5	10	618.80	82	61.88	5,574.16
115	31201802-TA-M02	TAPE, masking, 48 mm	roll	10	2	0	12	1,453.82	1	0	0	1	121.16	1	2	0	3	363.48	1	0	0	1	121.16	17	121.16	2,569.72
116	31201811-TA-M01	TAPE, packaging, 48 mm	roll	7	3	2	12	361.92	0	1	2	3	90.48	10	12	15	37	1,115.92	10	12	10	32	346.12	84	36.16	2,535.44
117	31201812-TA-T01	TAPE, transparent, 24mm	roll	18	15	22	55	626.20	13	11	32	56	640.64	10	12	35	57	652.08	10	12	15	37	427.28	205	11.44	2,345.28
118	31201812-TA-T02	TAPE, transparent, 48 mm	roll	17	13	12	42	1,004.84	11	11	11	33	789.36	15	12	30	37	865.04	11	11	11	33	789.36	145	23.82	3,464.42
119	31181807-TW-P01	TWINE, jumbo	roll	3	0	0	3	212.18	0	0	1	1	70.72	0	0	1	1	70.72	0	0	0	0	0.00	8	70.72	252.62
MEASURING AND OBSERVING AND TESTING EQUIPMENT																										
120	41111804-RU-H02	RULER, metric, plastic, 450mm	piece	3	0	12	15	312.00	1	0	0	1	20.80	0	0	1	1	20.80	0	0	0	0	0.00	17	20.80	252.60
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
121	44121812-BL-H01	BLADE, for general purpose cutter/utility knife	blade	0	0	5	5	80.00	6	0	0	5	80.00	0	0	0	0	0.00	0	0	0	0	0.00	10	16.00	180.00
122	44101802-BR-H01	BINDING AND PUNCHING 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	10,104.54	0.08
123	44101801-CA-C01	CALCULATOR, compact	unit	0	0	5	5	1,435.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	287.04	1,435.20
124	44121710-CH-W01	CHALK, white eraser	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	32.97	0.08
125	44122109-BP-C01	CLIP, backfold, 19mm	box	0	0	0	0	0.00	10	0	0	10	93.60	5	0	0	5	46.80	0	0	0	0	0.00	15	9.38	140.48
126	44122109-BP-C02	CLIP, backfold, 25mm	box	0	0	0	0	0.00	10	0	0	10	156.00	5	0	0	5	78.00	0	0	0	0	0.00	15	15.80	234.00
127	44122109-BP-C03	CLIP, backfold, 32mm	box	0	10	0	10	270.40	0	10	0	10	270.40	0	10	0	10	270.40	0	0	0	0	0.00	30	27.04	811.20
128	44122109-BP-C04	CLIP, backfold, 50mm	box	0	0	0	0	0.00	0	20	0	20	1,206.40	10	0	0	10	603.20	0	0	0	0	0.00	30	60.32	1,809.62
129	44121801-CT-A02	CORRECTION TAPE	piece	0	30	0	50	576.50	0	50	0	50	576.50	30	0	0	30	348.80	20	0	0	20	0.00	150	11.53	1,728.50
130	44121812-CJ-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	1	2	0	3	95.16	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	31.72	95.16
131	44111813-OF-B01	DATA FILE BOX	piece	21	11	11	43	3,319.80	22	10	1	33	2,547.60	8	10	0	16	1,236.20	5	11	1	17	1,312.40	108	77.20	8,414.82

	Item & Specifications	Unit of Measurement	Monthly Quantity Requirement																		Total Quantity for the year	Price	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				
83	44122011-CH-P01	DATA FOLDER	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	68.84	0.00	
83	44122012-CH-H01	DATE STAMP	piece	1	1	3	5	2,340.80	0	1	0	1	460.78	0	0	0	0	0.00	0	0	0	0	0.00	6	460.78	2,818.00
84	44121529-EN-D01	ENVELOPE, Document, A4	box	3	0	0	3	2,520.96	1	0	0	2	1,680.54	1	1	0	2	1,680.54	0	0	0	0	0.00	7	940.32	5,882.24
85	44121529-EN-E02	ENVELOPE, Documentary, legal	box	8	1	1	7	7,540.36	1	1	1	3	5,276.44	1	2	2	5	5,276.44	1	0	1	2	2,156.96	17	1,078.48	18,134.08
86	44121529-EN-K01	ENVELOPE, Expanding, Kraft	box	3	0	3	8	8,240.28	1	0	3	4	5,460.52	1	0	4	5	5,460.52	0	0	3	3	4,124.84	18	1,374.88	24,747.04
87	44121529-EN-R02	ENVELOPE, Expanding, Plastic	box	1	0	0	1	30.48	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	30.48	30.48
88	44121529-EN-M02	ENVELOPE, Mailing	box	4	2	0	8	2,801.76	1	0	1	2	933.92	0	1	2	3	1,400.88	0	0	1	1	460.96	12	460.96	5,403.12
89	44121529-EN-W02	ENVELOPE, Mailing, with window	box	1	0	0	1	528.32	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	128.32	536.00
90	44111812-ER-B01	ERASER, felt, for blackboard/whiteboard	piece	1	0	0	1	12.33	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	12.33	12.33
91	44122118-FA-P01	FASTENER	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	34.84	0.00
92	44111515-PO-K01	FILE ORGANIZER, expanding, plastic, legal	piece	13	10	11	34	2,864.80	6	6	8	20	1,764.00	5	6	7	18	1,833.80	6	8	6	17	1,446.40	89	85.31	7,981.20
93	44122018-PT-001	FILE TAB DIVIDER, A4	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	22.88	0.00
94	44122018-PT-002	FILE TAB DIVIDER, Legal	pack	1	1	0	2	52.00	1	1	0	2	52.00	1	1	0	2	52.00	0	0	0	0	0.00	6	26.00	156.00
95	44122011-PO-P01	FOLDER, Fancy with side, A4	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	291.30	0.00
96	44122011-PO-P02	FOLDER, Fancy with side, legal	bundle	0	0	1	1	308.88	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	308.88	308.88
97	44122011-PO-L01	FOLDER, L-type, A4	pack	0	0	0	0	0.00	1	0	0	1	187.54	1	1	0	2	375.08	0	0	0	0	0.00	3	187.54	562.62
98	44122011-PO-L02	FOLDER, L-type, Legal	pack	0	0	3	3	718.71	0	0	0	0	0.00	1	1	1	3	718.71	0	0	0	0	0.00	6	238.87	1,431.43
99	44122027-PO-P01	FOLDER, pinboard	box	0	0	3	3	2,857.92	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	952.84	2,857.92
100	44122011-PO-T03	FOLDER with tab, A4	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	308.36	0.00
101	44122011-PO-T04	FOLDER with tab, Legal	pack	3	0	0	3	1,282.32	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	427.44	1,282.32
102	44122038-IT-T01	INDEX TAB	box	2	0	0	2	136.22	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	68.11	128.22
103	44111515-MP-B02	MAGAZINE FILE BOX, Large	piece	1	0	0	1	126.88	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	126.88	-
104	44121708-MH-P01	MARKER, fluorescent	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42.84	0.00
105	44121708-MH-B01	MARKER, Permanent, Black	piece	0	20	8	28	436.80	0	10	12	22	343.20	20	0	0	20	312.00	10	0	0	10	136.00	80	15.80	1,246.00
106	44121708-MH-B02	MARKER, Permanent, Blue	piece	0	20	10	10	468.00	0	5	5	10	154.00	20	0	0	20	312.00	5	5	5	5	76.00	68	15.80	1,214.00
107	44121708-MH-B03	MARKER, Permanent, Red	piece	0	20	0	20	312.00	0	5	0	5	76.00	0	4	0	4	82.40	0	0	0	0	0.00	28	15.80	462.40
108	44121708-MW-B01	MARKER, Whiteboard, Black	piece	0	90	0	90	520.00	50	0	0	50	520.00	50	0	0	50	520.00	20	0	0	20	208.00	170	16.40	1,768.00
109	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	16.40	0.00
110	44121708-MW-B03	MARKER, Whiteboard, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	16.40	0.00
111	44122104-PC-001	PAPER CLIP, vinyl/plastic coated, 33mm	box	0	20	0	20	187.20	10	0	0	10	93.60	10	0	0	10	93.60	10	0	0	10	93.60	90	9.36	468.00
112	44122104-PC-002	PAPER CLIP, vinyl/plastic coated, jumbo, 50mm	box	0	20	0	20	478.40	10	0	0	10	239.20	10	0	0	10	239.20	10	0	0	10	239.20	90	23.92	1,196.00
113	44101605-PS-A02	PAPER SHREDDER	unit	0	0	0	0	0.00	5	0	0	5	28,496.00	0	0	0	0	0.00	0	0	0	0	0.00	5	5,699.20	28,496.00
114	44101601-PT-P01	PAPER TRIMMER/CUTTING MACHINE	unit	0	0	0	0	0.00	1	0	0	1	9,297.60	0	0	0	0	0.00	0	0	0	0	0.00	1	9,297.60	9,297.60
115	44121708-PE-L01	PENCIL, wood/graphite, with eraser	box	0	1	8	9	374.40	0	0	3	3	124.80	2	0	2	4	166.40	2	0	2	4	166.40	20	41.60	832.00
116	44121819-PS-P01	PENCIL SHARPENER	piece	0	5	0	5	1,066.00	0	0	0	0	0.00	1	0	0	1	213.20	0	0	0	0	0.00	6	213.20	1,279.20
117	44101602-PJ-P01	PUNCHER, paper, heavy duty	piece	0	4	2	6	872.44	2	0	1	3	486.72	0	0	1	1	162.24	0	0	0	0	0.00	10	162.24	1,622.40
118	44122027-RB-P10	BINDING RING/COMB, plastic, 32 mm	piece	0	0	5	5	1,371.15	0	0	0	6	1,045.38	0	0	0	0	0.00	0	0	0	0	0.00	11	274.23	3,216.53
119	44122101-RU-B01	RUBBER BAND No. 18	box	0	0	4	4	661.44	0	0	2	2	330.72	0	3	0	3	466.38	0	0	0	0	0.00	9	165.38	1,668.24
120	44121805-SP-P01	STAMP PAD, felt	piece	4	0	5	9	383.76	6	1	0	7	298.48	0	0	0	6	59.00	0	0	0	0	0.00	18	42.64	862.24
121	44121818-SR-S01	SCISSORS, symmetrical/asymmetrical	pair	0	10	10	20	872.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	41.60	832.00
122	44121818-ST-S01	STAPLER, standard type	piece	3	21	2	26	3,785.60	1	0	2	3	436.80	1	0	2	3	436.80	1	1	0	2	291.20	34	146.80	4,991.40
123	44121818-ST-M01	STAPLER, Heavy Duty (bind)	unit	2	1	0	3	2,864.18	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	594.72	2,864.18
124	44121818-SR-P02	STAPLE REMOVER, plier-type	piece	0	11	0	11	526.24	1	0	0	1	47.84	1	0	0	1	47.84	0	0	0	3	141.52	18	47.84	761.44

	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price	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				
135	44121604-TD-T01	TAPE DISPENSER, basic top	piece	0	3	0	3	234.00	6	0	0	5	390.00	0	0	0	0.00	0	0	0	0	0.00	8	70.00	560.00	
<b>PAPER MATERIALS AND PRODUCTS</b>																										
136	14111529-CR-A01	CARTOLINA, assorted colors	sheet	24	0	0	24	2,171.52	22	0	0	22	1,990.56	10	1	1	12	1,085.76	0	1	1	2	180.96	80	30.48	5,428.00
137	14111529-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm 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	963.56	0.00
138	14111529-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm 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	1,297.48	0.00
139	14111529-CF-L22	COMPUTER CONTINUOUS FORM, 2 ply, 280mm 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	1,852.56	0.00
140	14111529-CF-L21	COMPUTER CONTINUOUS FORM, 2 ply, 280mm 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	1,128.64	0.00
141	14111529-CF-L31	COMPUTER CONTINUOUS FORM, 3 ply, 280mm 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	963.56	0.00
142	14111529-CF-L32	COMPUTER CONTINUOUS FORM, 3 ply, 280mm 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	1,629.56	0.00
143	14111529-L-C01	LOOSELEAF COVER	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	764.36	0.00
144	14111531-AMP-S02	NOTE PAD, stick-on, 50mm x 76mm	pad	0	0	20	20	790.40	0	20	0	20	790.40	0	20	0	20	790.40	20	0	0	20	790.40	80	39.52	3,161.60
145	14111531-AMP-S04	NOTE PAD, stick-on, 76mm x 100mm	pad	0	0	20	20	1,268.80	0	20	0	20	1,268.80	0	20	0	20	1,268.80	20	0	2	22	1,395.68	82	63.44	5,202.08
146	14111531-NP-S01	NOTE PAD, stick-on, 76mm x 76mm	pad	0	0	20	20	1,206.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	60.32	1,206.40
147	14111531-NP-S02	STENO NOTEBOOK	piece	0	80	0	80	1,196.00	50	0	0	50	1,196.00	50	0	0	50	1,196.00	0	0	0	0	0.00	150	23.82	3,588.00
148	14111529-PP-M01	PAPER, MULTICOPY A4	ream	9	8	17	34	6,117.28	6	5	20	30	5,397.60	5	10	20	35	6,297.20	10	0	0	10	1,795.20	109	179.92	19,611.28
149	14111529-PP-M02	PAPER, MULTICOPY LEGAL	ream	0	0	30	30	6,333.60	30	0	0	30	6,333.60	30	0	0	30	6,333.60	10	0	0	10	2,111.20	100	211.12	21,111.00
150	14111529-PP-C01	PAPER, MULTIPURPOSE A4	ream	0	0	50	50	8,164.00	30	0	0	30	4,896.40	30	0	0	30	4,896.40	20	0	0	20	1,265.80	130	165.28	24,085.60
151	14111529-PP-C02	PAPER, MULTIPURPOSE LEGAL	ream	0	0	50	50	9,236.00	30	0	0	30	5,553.60	30	0	0	30	5,553.60	20	0	0	20	1,702.40	130	185.12	24,085.60
152	14111521-PP-R01	PAD PAPER, ruled	pad	0	5	5	10	353.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	35.36	353.60
153	14111521-PP-R01	PAPER, parchment	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	186.28	0.00
154	14111521-RE-B01	RECORD BOOK, 300 PAGES	book	0	10	10	20	1,456.00	0	5	15	20	1,456.00	0	0	0	15	1,092.00	0	0	5	5	364.00	60	72.60	4,368.00
155	14111521-RE-B02	RECORD BOOK, 500 PAGES	book	15	35	0	51	8,357.04	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	51	165.24	5,357.04
156	14111704-TT-R04	TOSSIE, INTERPOLATED PAPER TOWEL	pack	0	0	0	6	174.72	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	29.12	174.72
157	14111704-TT-R02	TOWLET TISSUE PAPER, 2 ply	pack	13	7	5	25	2,522.00	5	5	5	15	1,513.20	5	5	5	15	1,513.20	5	5	0	10	1,008.80	55	181.60	6,557.20
<b>PERFUMES OR COLOGNES OR FRAGRANCES</b>																										
158	52121624-HS-S01	HAND SANITIZER	bottle	8	3	3	14	1,223.04	3	4	3	10	873.60	3	4	3	10	873.60	3	3	3	9	768.24	43	17.36	3,756.48
<b>PESTICIDES OR PEST REPELLENTS</b>																										
159	10191506-IN-A01	INSECTICIDE	can	5	0	0	5	1,209.60	5	0	0	1	257.92	2	0	0	2	515.84	0	0	0	0	0.00	8	257.92	1,209.60
<b>PRINTED PUBLICATIONS</b>																										
160	30101304-RAA-A01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	0	20	0	20	744.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	2	37.21		744.20	
<b>PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)</b>																										
1	44103105-SR-C05	DRUM CARTRIDGE, BROTHER DA-3455, Black	cant	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,947.20	0.00
2	44103105-CA-C04	INK CARTRIDGE, CANON CL-T41, Colored	cant	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,126.32	0.00
3	44103105-CA-C02	INK CARTRIDGE, CANON CL-T11, Colored	cant	0	2	1	3	3,534.96	0	0	0	0	0.00	2	0	1	3	3,534.96	0	0	0	0	0.00	8	1,176.32	7,066.82
4	44103105-CA-B04	INK CARTRIDGE, CANON PG-740, Black	cant	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	361.12	0.00
5	44103105-CA-B02	INK CARTRIDGE, CANON PG-610, Black	cant	0	2	2	4	3,569.28	0	0	0	0	0.00	2	0	2	4	3,569.28	0	0	0	0	0.00	8	892.32	7,138.56
6	44103105-EP-B17	INK CARTRIDGE, EPSON CLT756A100 (T56A1), Black	cant	0	0	5	8	1,159.50	0	0	3	3	895.70	0	0	5	8	1,159.50	3	0	0	3	895.70	18	131.92	3,710.40
7	44103105-EP-C17	INK CARTRIDGE, EPSON CLT756A200 (T56A2), Cyan	cant	0	0	4	4	958.80	0	0	3	3	728.80	0	0	4	4	958.80	3	0	0	3	728.80	14	242.20	3,390.82
8	44103105-EP-M17	INK CARTRIDGE, EPSON CLT756A300 (T56A3), Magenta	cant	0	0	4	4	958.80	0	0	5	5	1,211.00	0	0	4	4	958.80	3	0	0	3	728.80	18	242.20	3,875.22
9	44103105-EP-Y17	INK CARTRIDGE, EPSON CLT756A400 (T56A4), Yellow	cant	0	0	4	4	958.80	0	0	5	5	1,211.00	0	0	4	4	958.80	3	0	0	3	728.80	18	242.20	3,875.22
10	44103105-HP-B40	INK CARTRIDGE, HP C9350AA (HP52), Black	cant	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	852.80	0.00
11	44103105-HP-T40	INK CARTRIDGE, HP C9350AA (HP52), Tri-color	cant	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,046.32	0.00
12	44103105-HP-B30	INK CARTRIDGE, HP C9351AA (HP21), Black	cant	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	910.30	0.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement															Total Quantity for the year	Price	Total Amount for the year				
		Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount		
13. MK2020-HP-76	INK CARTRIDGE, HP CE740A (HP42), Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,051.52
14. MK2020-HP-80	INK CARTRIDGE, HP CE741A (HP43), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	987.00
15. MK2020-HP-77	INK CARTRIDGE, HP CE742A (HP43), Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,041.52
16. MK2020-HP-78	INK CARTRIDGE, HP CE743A (HP43), Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	921.68
17. MK2020-HP-84	INK CARTRIDGE, HP CE744A (HP43), Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	921.68
18. MK2020-HP-79	INK CARTRIDGE, HP CE745A (HP43), Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	921.68
19. MK2020-HP-85	INK CARTRIDGE, HP CE746A (HP43), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,541.28
20. MK2020-HP-83	INK CARTRIDGE, HP CE747A (HP43), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	987.00
21. MK2020-HP-75	INK CARTRIDGE, HP CE748A (HP43), Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,041.52
22. MK2020-HP-86	INK CARTRIDGE, HP CE749A (HP43), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	987.00
23. MK2020-HP-74	INK CARTRIDGE, HP CE749A (HP43), Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	740.00
24. MK2020-HP-82	INK CARTRIDGE, HP CE749A (HP43), Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,470.80
25. MK2020-HP-76	INK CARTRIDGE, HP CE749A (HP43), Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36
26. MK2020-HP-80	INK CARTRIDGE, HP CE749A (HP43), Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36
27. MK2020-HP-79	INK CARTRIDGE, HP CE749A (HP43), Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36
28. MK2020-HP-88	INK CARTRIDGE, HP CE750A (HP44), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,416.12
29. MK2020-HP-78	INK CARTRIDGE, HP CE750A (HP44), Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,416.12
30. MK2020-HP-83	INK CARTRIDGE, HP CE750A (HP44), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,416.12
31. MK2020-HP-75	INK CARTRIDGE, HP CE750A (HP44), Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,416.12
32. MK2020-HP-84	INK CARTRIDGE, HP CE750A (HP44), Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,416.12
33. MK2020-HP-73	INK CARTRIDGE, HP CE750A (HP44), Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.00
34. MK2020-HP-85	INK CARTRIDGE, HP CE750A (HP44), Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.00
35. MK2020-HP-72	INK CARTRIDGE, HP CE750A (HP44), Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.00
36. MK2020-HP-74	INK CARTRIDGE, HP CE750A (HP44), Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.00
37. MK2020-HP-80	INK CARTRIDGE, HP CE750A (HP44), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.00
38. MK2020-HP-86	INK CARTRIDGE, HP CE751A (HP45), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80
39. MK2020-HP-85	INK CARTRIDGE, HP CE751A (HP45), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80
40. MK2020-HP-87	INK CARTRIDGE, HP CE751A (HP45), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80
41. MK2020-HP-88	INK CARTRIDGE, HP CE751A (HP45), Black Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,294.80
42. MK2020-HP-89	INK CARTRIDGE, HP CE752A (HP45), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,136.52
43. MK2020-HP-90	INK CARTRIDGE, HP CE752A (HP45), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,136.52
44. MK2020-HP-91	INK CARTRIDGE, HP CE752A (HP45), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,136.52
45. MK2020-HP-92	INK CARTRIDGE, HP CE752A (HP45), Black Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,617.82
46. MK2020-HP-93	INK CARTRIDGE, HP CE753A (HP45), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00
47. MK2020-HP-94	INK CARTRIDGE, HP CE753A (HP45), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00
48. MK2020-HP-95	INK CARTRIDGE, HP CE753A (HP45), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00
49. MK2020-HP-96	INK CARTRIDGE, HP CE753A (HP45), Black Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	774.00
50. MK2020-HP-97	RUBBER CARTRIDGE, EPSON C13S001514 (H750), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.43
51. MK2020-HP-98	RUBBER CARTRIDGE, EPSON C13S001512 (H750), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.43
52. MK2020-HP-99	RUBBER CARTRIDGE, EPSON C13S001513 (H750), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.43
53. MK2020-HP-100	RUBBER CARTRIDGE, EPSON C13S001511 (H750), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	818.46
54. MK2020-HP-101	TONER CARTRIDGE, BROTHER DR-450CL, High Yield 2000	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,762.00
55. MK2020-HP-102	TONER CARTRIDGE, BROTHER TN-3325, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,167.20
56. MK2020-HP-103	TONER CARTRIDGE, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,167.20

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	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			
44-103109-BB-813	TONER CARTRIDGE, BROTHER TN-3470, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,575.44	0.00
44-103109-BB-818	TONER CARTRIDGE, BROTHER TN-4480, Black, High Yield	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,184.14	0.00
44-103109-BB-821	TONER CARTRIDGE, BROTHER TN-4480, Cyan, High Yield	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
44-103109-BB-822	TONER CARTRIDGE, BROTHER TN-4480, Magenta, High Yield	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
44-103109-BB-823	TONER CARTRIDGE, BROTHER TN-4480, Yellow, High Yield	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
44-103109-CB-808	TONER CARTRIDGE, CANON CRG-324, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13,989.36	0.00
44-103109-CH-812	TONER CARTRIDGE, HP CE312A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,099.20	0.00
44-103109-CH-814	TONER CARTRIDGE, HP CE314A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,093.80	0.00
44-103109-CH-815	TONER CARTRIDGE, HP CE315A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,942.00	0.00
44-103109-CH-816	TONER CARTRIDGE, HP CE316A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,741.92	0.00
44-103109-CH-817	TONER CARTRIDGE, HP CE316A (HRS4), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,242.72	0.00
44-103109-CH-821	TONER CARTRIDGE, HP CE311A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,395.40	0.00
44-103109-CH-822	TONER CARTRIDGE, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
44-103109-CH-823	TONER CARTRIDGE, HP CE311A, Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
44-103109-CH-825	TONER CARTRIDGE, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
71-4405109-HP-824	TONER CARTRIDGE, HP CE312A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,192.80	0.00
72-4405109-HP-825	TONER CARTRIDGE, HP CE312A, Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,581.80	0.00
73-4405109-HP-826	TONER CARTRIDGE, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,581.80	0.00
74-4405109-HP-827	TONER CARTRIDGE, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,581.80	0.00
75-4405109-HP-828	TONER CARTRIDGE, HP CE314A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,872.80	0.00
76-4405109-HP-829	TONER CARTRIDGE, HP CE314A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,786.00	0.00
77-4405109-HP-828	TONER CARTRIDGE, HP CE314A, Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,128.80	0.00
78-4405109-HP-829	TONER CARTRIDGE, HP CE314A, Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,128.80	0.00
79-4405109-HP-825	TONER CARTRIDGE, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,128.80	0.00
80-4405109-HP-827	TONER CARTRIDGE, HP CE403A, (HP305), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,837.80	0.00
81-4405109-HP-827	TONER CARTRIDGE, HP CE403A, (HP305), Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,460.00	0.00
82-4405109-HP-827	TONER CARTRIDGE, HP CE403A, (HP305), Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,460.00	0.00
83-4405109-HP-827	TONER CARTRIDGE, HP CE403A, (HP305), Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,111.20	0.00
84-4405109-HP-828	TONER CARTRIDGE, HP CE505A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,760.00	0.00
85-4405109-BB-828	TONER CARTRIDGE, HP CE505A, Black, High Yield	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,332.00	0.00
86-4405109-CH-824	TONER CARTRIDGE, HP CP217A (HP17A), Black, LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,878.72	0.00
87-4405109-CH-825	TONER CARTRIDGE, HP CP215A (HP25A), Black, LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,248.80	0.00
88-4405109-CH-826	TONER CARTRIDGE, HP CP215A, LaserJet Pro M404/M425	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,980.40	0.00
89-4405109-CH-821	TONER CARTRIDGE, HP CP404C	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,789.52	0.00
90-4405109-CH-826	TONER CARTRIDGE, HP CP404C, Black, LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,600.00	0.00
91-4405109-CH-827	TONER CARTRIDGE, HP CP404C, (HP404), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,034.72	0.00
92-4405109-CH-821	TONER CARTRIDGE, HP CP404C, (HP404), Black, Control L	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,798.00	0.00
93-4405109-CH-826	TONER CARTRIDGE, HP CP404C, (HP404), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,628.00	0.00
94-4405109-CH-822	TONER CARTRIDGE, HP CP2525C (HP2525), Black, LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	12,738.00	0.00
95-4405109-CH-820	TONER CARTRIDGE, HP CP2525, Black, LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,974.00	0.00
96-4405109-CH-820	TONER CARTRIDGE, HP CP2525, Cyan, LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,662.00	0.00
97-4405109-CH-820	TONER CARTRIDGE, HP CP2525, Yellow, LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,662.00	0.00
98-4405109-HP-820	TONER CARTRIDGE, HP CP351A, Magenta, LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,662.00	0.00

	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price	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				
99	HP1203-HP-BK1	TONER CARTRIDGE, HP CF361A (HP608A), 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	7,125.40	0.00
100	HP1203-HP-CB1	TONER CARTRIDGE, HP CF362A (HP608A), Cyan 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	8,814.00	0.00
101	HP1203-HP-YL1	TONER CARTRIDGE, HP CF363A (HP608A), Yellow 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	8,814.00	0.00
102	HP1203-HP-M1	TONER CARTRIDGE, HP CF364A (HP608A), Magenta 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	8,814.00	0.00
103	HP1203-HP-BK2	TONER CARTRIDGE, HP CF400A (HP201A), 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	1,098.25	0.00
104	HP1203-HP-CB2	TONER CARTRIDGE, HP CF401A (HP201A), Cyan 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	1,098.25	0.00
105	HP1203-HP-YL2	TONER CARTRIDGE, HP CF402A (HP201A), Yellow 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	1,098.25	0.00
106	HP1203-HP-M12	TONER CARTRIDGE, HP CF403A (HP201A), Magenta 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	1,098.25	0.00
107	HP1203-HP-BK3	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	1,098.25	0.00
108	HP1203-HP-CB3	TONER CARTRIDGE, HP CF410C (HP410C), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,098.25	0.00
109	HP1203-HP-CB33	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	1,098.25	0.00
110	HP1203-HP-CB34	TONER CARTRIDGE, HP CF411C (HP410C), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,098.25	0.00
111	HP1203-HP-YL3	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	1,098.25	0.00
112	HP1203-HP-YL34	TONER CARTRIDGE, HP CF412C (HP410C), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,098.25	0.00
113	HP1203-HP-M13	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	1,098.25	0.00
114	HP1203-HP-M134	TONER CARTRIDGE, HP CF413C (HP410C), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,098.25	0.00
115	HP1203-HP-HE3	TONER CARTRIDGE, HP Q2612A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,744.25	0.00
116	HP1203-HP-HE4	TONER CARTRIDGE, HP Q2613A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,744.25	0.00

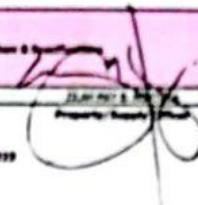
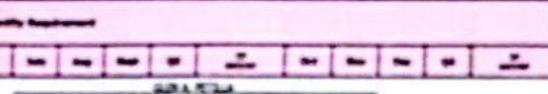
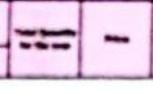
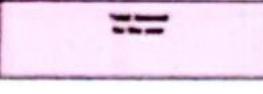
#### SOFTWARE

1	HP1203-SFT-001	Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
2	HP1203-SFT-002	Finance accounting and electronic resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
3	HP1203-SFT-003	Customer gene or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
4	HP1203-SFT-004	Content advertising and editing software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
5	HP1203-SFT-005	Content management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
6	HP1203-SFT-006	Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
7	HP1203-SFT-007	Development software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
8	HP1203-SFT-008	Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
9	HP1203-SFT-009	Health specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
10	HP1203-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	0	0	0.00	0	0.00	0.00
11	HP1203-SFT-011	Network application software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
12	HP1203-SFT-012	Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
13	HP1203-SFT-013	Networking software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
14	HP1203-SFT-014	Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
15	HP1203-SFT-015	Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
16	HP1203-SFT-016	Utility and space-time software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00

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

1	8041305-TS-001	BALMER	piece	10	25	95	140	1,800.00	26	20	19	65	1,825.00	25	26	3	64	1,830.00	10	5	4	19	47.20	288	25.20	7,200.00
2	8041305-TS-002	MULTIFUNCTION PRINTER	unit	0	0	0	0	0.00	0	0	1	1	18,000.00	1	1	0	2	12,000.00	0	0	0	0	0.00	3	16,000.00	40,000.00
3	8041305-TS-003	LAMINATING FILM	pack	0	0	4	4	1,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	400.00	1,600.00
4	8041305-TS-004	STICKER PAPER	pack	0	0	0	0	0.00	0	0	1	1	150.00	0	0	0	0	0.00	0	0	1	1	0.00	2	150.00	300.00
5	8041305-TS-005	DOUBLE SIDED TAPE	roll	1	1	10	12	360.00	10	10	10	30	900.00	15	0	0	15	480.00	1	2	2	6	180.00	63	30.00	1,800.00
6	8041305-TS-006	PHOTO PAPER	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	3	0.00	0.00
7	8041305-TS-007	BLEACHING SOLUTION	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	0.00	0.00

	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price	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				
8	BD141325-TS-008	CERTIFICATE FRAME	piece	0	0	20	20	2,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	100.00	2,000.00
9	BD141325-TS-009	CERTIFICATE HOLDER	piece	1	0	0	1	40.00	1	1	0	2	80.00	0	1	1	2	80.00	0	0	0	0	0.00	1	40.00	200.00
10	BD141325-TS-010	UNINTERRUPTIBLE POWER SUPPLY	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
11	BD141325-TS-011	AIR CONDITIONING UNIT	unit	1	1	1	3	90,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	30,000.00	90,000.00
12	BD141325-TS-012	SMART TELEVISION	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
13	BD141325-TS-013	WHITE BOARD	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
14	BD141325-TS-014	MICROPHONE	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
15	BD141325-TS-015	MEDAL	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
16	BD141325-TS-016	DISHWASHING LIQUID	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
17	BD141325-TS-017	PLASTIC FASTENER	box	12	2	12	24	1,440.00	12	0	10	22	1,340.00	12	0	10	22	1,340.00	12	0	10	22	1,340.00	92	76.00	8,440.00
18	BD141325-TS-018	STEEL FILING CABINET	piece	0	0	0	0	0.00	2	0	0	2	17,000.00	0	0	0	0	0.00	0	0	0	0	0.00	2	8,500.00	17,000.00
19	BD141325-TS-019	VELVET BOARD PAPER	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	0.00	0.00
20	BD141325-TS-020	EXTENSION CORD	piece	0	1	0	1	1,000.00	5	2	3	10	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	11	1,000.00	11,000.00
21	BD141325-TS-021	PAINT	gallon	0	0	0	0	0.00	0	0	0	6	9,000.00	0	0	0	0	0.00	0	0	0	0	0.00	6	1,500.00	9,000.00
22	BD141325-TS-022	CLOURED PAPER	pack	1	0	0	1	400.00	3	0	0	1	400.00	1	0	0	1	400.00	0	0	0	0	0.00	3	400.00	1,200.00
23	BD141325-TS-023	BOND PAPER	ream	20	20	0	40	10,000.00	25	25	0	50	12,500.00	10	20	0	30	7,500.00	30	0	0	30	7,500.00	150	250.00	17,500.00
24	BD141325-TS-024	PUSH PIN	pack	5	0	0	5	250.00	5	0	0	5	250.00	5	0	0	5	250.00	0	0	0	0	0.00	15	16.00	240.00
25	BD141325-TS-025	DOOR MAT	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
26	BD141325-TS-026	GLUE STICK (PASTE)	piece	0	0	5	5	100.00	0	0	5	5	100.00	0	0	5	5	100.00	0	0	5	5	100.00	20	20.00	400.00
27	BD141325-TS-027	GLUE STICK (FOR GLUE GUN)	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
28	BD141325-TS-028	DEODORANT CAME	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
29	BD141325-TS-029	DISPOSABLE GLOVES	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	0.00	0.00
30	BD141325-TS-030	OFFICE CHAIR	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
31	BD141325-TS-031	MANILA PAPER	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	0.00	0.00
32	BD141325-TS-032	AUTOMOTIVE BATTERIES	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
33	BD141325-TS-033	PAELOCK	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
34	BD141325-TS-034	MOBILE PHONE	unit	0	0	0	0	0.00	2	2	0	4	80,000.00	2	0	0	2	30,000.00	0	0	0	0	0.00	6	15,000.00	96,000.00
35	BD141325-TS-035	COMPACT DISC	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
36	BD141325-TS-036	AMPLIFIER	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
37	BD141325-TS-037	STORAGE BOX	piece	0	0	35	35	8,750.00	0	0	35	35	8,750.00	0	0	0	35	8,750.00	0	0	0	35	8,750.00	140	250.00	35,000.00
38	BD141325-TS-038	PLASTIC ENVELOPE	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
39	BD141325-TS-039	DOCUMENT SCANNER	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
40	BD141325-TS-040	WATER DISPENSER	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
41	BD141325-TS-041	PARACETAMOL	packet	0	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
42	BD141325-TS-042	GLUE GUN	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
43	BD141325-TS-043	INKJET PRINTER	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
44	BD141325-TS-044	SPEAKERS	unit	1	0	0	1	1,700.00	0	0	1	1	1,700.00	1	0	1	2	3,400.00	0	0	0	0	0.00	4	1,700.00	8,800.00
45	BD141325-TS-045	POVIDONE IODINE	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	0.00	0.00
46	BD141325-TS-046	KEYBOARD	unit	1	0	0	1	350.00	1	0	0	1	350.00	0	0	0	0	0.00	0	0	0	0	0.00	2	350.00	700.00
47	BD141325-TS-047	DSLR CAMERA	unit	0	0	0	0	0.00	1	0	0	1	30,000.00	0	0	0	0	0.00	0	0	0	0	0.00	1	30,000.00	30,000.00
48	BD141325-TS-048	STEEL RACK	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
49	BD141325-TS-049	LAMINATING 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	0.00	0.00
50	BD141325-TS-050	FUEL FILTERS	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

				
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Form Approved 01/08/2007

DRUGS & DEVICES

SAR A. FOLIA

APP-CSE 2024 FORM - Other Items  
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2024 FORM - OTHER ITEMS

**INTRODUCTION:**

This form shall be utilized by government agencies for items that are not available in the PS-DSM catalogues but are regularly purchased from other sources. Information given in this form will serve as a survey to identify the items that may be considered as CSE by the PS-DSM.

**Annexure:**

- 1.0 All APP-CSE 2024 Form - Other Items must be accomplished using Microsoft Excel format ONLY. The APP-CSE Form - Other Items shall be deemed incorrect or invalid if the form used is in other than the prescribed format which is downloadable from the Downloads page of PS-DSM website ([www.ps-philgaps.gov.ph](http://www.ps-philgaps.gov.ph)).
- 2.0 All information must be provided accurately.
- 3.0 To fill out, copy the list of items indicated in the UNSPSC tab of this form. Otherwise, the item that you will input will not be accepted. Additional rows for other items may be inserted if necessary.
- 4.0 Kindly upload the soft copy of the APP-CSE Form - Other Items in Microsoft Excel format on or before the prescribed period or deadline through this link: <http://return.it/psds> (Please copy the file and paste in your browser)
- 5.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DSM through its mobile numbers 0927-8478249 (Globe) or 0918-2954426 (Smart), or email [appcsehelpdesk@ps-philgaps.gov.ph](mailto:appcsehelpdesk@ps-philgaps.gov.ph), or visit the PS-DSM website ([www.ps-philgaps.gov.ph](http://www.ps-philgaps.gov.ph)) for the guide on how to fill-out the APP-CSE Form.

Note: The APP-CSE for FY 2024 must be submitted on or before 31 July 2023.

Department/Bureau/Office: DEPARTMENT OF AGRICULTURE REPORTING  
Region: CARAGA  
Address: J. M. VILLAR AVENUE, DILIGAH CITY,  
AGUINID, DAVAO CITY

Agency Code/AJCS:  
Organization Type:

Contact Person: ZIAH MAY B. NORTEGA  
Position: APT/SAC SECRETARIAT MEMBER  
Email: [ziah-nortega@da.gov.ph](mailto:ziah-nortega@da.gov.ph)  
Telephone/Mobile No.: 0933059313

No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year					
				Jan	Feb	Mar	Q1	1st Quarter	April	May	June	Q2	2nd Quarter	July	Aug	Sept	Q3	3rd Quarter	Oct	Nov	Dec	Q4	4th Quarter				
<b>OTHER ITEMS NOT AVAILABLE AT PS-DSM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please Indicate price of items)</b>																											
1	-	Brother Ink Bottles, Cyan, 0110000C	bottle	11	4	9	24	3,000.00	34	7	8	31	12,400.00	12	7	8	25	32,000.00	13	7	8	25	32,000.00	315	400.00	12,000.00	
2	-	Brother Ink Bottles, Yellow, 0110000Y	bottle	11	3	9	21	3,000.00	32	7	8	27	12,000.00	14	8	9	25	30,000.00	15	8	9	25	30,000.00	310	400.00	12,000.00	
3	-	Brother Ink Bottles, Magenta, 0110000M	bottle	11	3	9	21	3,000.00	32	7	8	27	12,000.00	14	8	9	25	30,000.00	15	8	9	25	30,000.00	310	400.00	12,000.00	
4	-	Brother Ink Bottles, Black, 0110000B	bottle	9	7	14	24	11,000.00	15	20	20	35	14,000.00	15	15	15	40	34,000.00	15	15	15	40	34,000.00	144	400.00	17,000.00	
5	-	Toner cartridge, 3124	piece	9	6	6	6	6,00	2	6	6	2	18,000.00	6	6	6	6	36,000.00	6	6	6	6	36,000.00	2	3,000.00	18,000.00	
6	-	Hp Input 3100	piece	9	6	6	6	6,00	2	6	6	2	18,000.00	6	6	6	6	36,000.00	6	6	6	6	36,000.00	2	3,000.00	18,000.00	
7	-	Carbons	piece	9	6	6	6	6,00	24	6	6	36	18,000.00	6	6	6	6	36,000.00	6	6	6	6	36,000.00	30	600.00	18,000.00	
8	-	Rectangular Foldable Table, 4 seater	pc	9	6	6	6	6,00	2	6	6	2	18,000.00	6	6	6	6	36,000.00	6	6	6	6	36,000.00	2	1,000.00	18,000.00	
9	-	Dress file range box (12x13x12)	pc	9	6	6	6	6,00	2	6	6	2	700.00	2	6	6	2	700.00	2	6	6	2	700.00	8	250.00	2,000.00	
10	-	Sofa Ink Rubber Stamp, black	pc	1	6	6	6	6,00	1,000.00	6	6	6	6	3,00	6	6	6	6	3,00	6	6	6	6	3,00	2	1,000.00	2,000.00
11	-	Sofa Ink Rubber Stamp red, black	pc	1	6	6	6	6,00	1,000.00	6	6	6	6	3,00	6	6	6	6	3,00	6	6	6	6	3,00	4	250.00	1,000.00
12	-	DRG Sheet-ups	pc	1	6	6	6	6,00	1,000.00	2	6	6	1	3,00	1	1	6	2	6,000.00	2	6	6	2	6,000.00	8	1,000.00	24,000.00
13	-	Avit-sharp	pc	1	6	6	6	6,00	1	6	6	1	3,00	1	1	6	14	42,000.00	6	6	6	6	42,000.00	22	1,000.00	42,000.00	
14	-	Conjugated Metal Wall	pc	1	6	6	6	6,00	1	6	6	6	12,000.00	6	6	6	6	36,000.00	6	6	6	6	36,000.00	6	1,000.00	12,000.00	
15	-	Lined Paper (coated cream)	pc	1	6	6	6	6,00	1	6	6	2	600.00	6	1	6	2	3,600.00	6	6	6	6	3,600.00	5	400.00	2,000.00	
16	-	Arc File	pc	1	6	6	6	6,00	10	10	10	10	6,000.00	10	10	10	10	72,000.00	15	40	40	125	72,000.00	305	140.00	42,000.00	
17	-	Typewriter ribbon	pc	1	6	6	6	6,00	1	6	6	1	300.00	1	6	6	1	300.00	1	6	6	1	300.00	4	100.00	400.00	
18	-	Epson Ink 444, magenta	pc	1	6	6	6	6,00	700.00	2	6	6	2	700.00	2	6	6	2	700.00	2	6	6	2	700.00	8	250.00	2,000.00
19	-	Epson Ink 444, black	pc	1	6	6	6	6,00	1,000.00	2	6	6	2	1,000.00	2	6	6	1	300.00	9	9	9	9	300.00	13	300.00	4,200.00
20	-	Epson Ink 444, yellow	pc	1	6	6	6	6,00	700.00	2	6	6	2	700.00	2	6	6	2	700.00	2	6	6	2	700.00	8	250.00	2,000.00
21	-	Epson Ink 444, cyan	pc	1	6	6	6	6,00	700.00	2	6	6	2	700.00	2	6	6	2	700.00	2	6	6	2	700.00	8	250.00	2,000.00
22	-	Epson Ink L1110 Printer Epson 001, Cyan	pc	1	6	6	6	6,00	1,100.00	6	1	1	2	600.00	2	1	1	4	1,240.00	6	2	0	2	600.00	13	100.00	4,200.00
23	-	Epson Ink L1110 Printer Epson 001, Black	pc	1	6	6	6	6,00	1,100.00	6	1	1	2	600.00	2	1	1	4	1,240.00	6	1	1	3	600.00	16	100.00	4,200.00
24	-	Epson Ink L1110 Printer Epson 001, Yellow	pc	1	6	6	6	6,00	1,100.00	6	1	1	2	600.00	2	1	1	3	600.00	6	0	2	2	600.00	16	100.00	3,600.00
25	-	Epson Ink L1110 Printer Epson 001, Magenta	pc	1	6	6	6	6,00	1,100.00	6	1	1	2	600.00	2	1	1	3	600.00	6	0	2	2	600.00	9	100.00	3,600.00
26	-	3 holes 20W Adapter Charger	pc	1	6	6	6	6,00	100.00	1	6	6	1	30.00	1	6	6	1	30.00	1	6	6	1	30.00	4	30.00	200.00
27	-	Camera Tripod	pc	1	6	6	6	6,00	6,00	6	1	1	2	6,00	6	6	6	6	6,00	6	6	6	6	6,00	2	600.00	3,600.00
28	-	Home Office File Cabinet with wooden storage	pc	1	6	6	6	6,00	1,500.00	6	6	6	6	300.00	6	6	6	6	300.00	6	6	6	6	300.00	1	1,000.00	3,600.00
29	-	Bedroom Iron set (green)	pc	1	6	6	6	6,00	1,500.00	6	2	2	6	200.00	2	2	2	6	120.00	2	2	2	6	120.00	27	20.00	621.00
30	-	Arts	pc	1	6	6	6	6,00	1,500.00	1	6	6	1	200.00	6	6	6	6	6,00	6	6	6	6	6,00	2	200.00	1,200.00
31	-	Rechargeable Lamp with 20 watts	pc	1	6	6	6	6,00	400.00	2	1	1	2	400.00	6	6	6	1	200.00	1	6	6	1	200.00	7	200.00	1,400.00
32	-	Paper Tip Dispenser	pc	1	6	6	6	6,00	125.00	6	6	6	6	125.00	6	6	6	5	125.00	6	6	6	5	125.00	26	25.00	650.00

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

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*[Signature]*

[Certified Public Accountant / Certified Financial Planner™](#)

*J. Gu*

*Jen O. Petru*  
JEN S. PETRUCCIA  
Board of Ethics Appeals