

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2025 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-philgeps.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-philgeps.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-philgeps.gov.ph) and must be submitted to PS-DBM through this link: <https://shorturl.at/hosS8>.
- 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-philgeps.gov.ph, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.

Note: The APP-CSE for FY 2025 must be submitted on or before **31 July 2024**

Department/Bureau/Office: DEPARTMENT OF AGRARI
 Region: MIMAROPA
 Address: ANDROS PATRICK BLDG
SAN JOSE, OCC MDO

Agency Code/UACS: _____
 Organization Type: DEPARTMENT

Contact Person: RODRIGO P MAZO
 Position: AOIV
 E-mail : rodpmazo@yahoo.com.ph
 Telephone/Mobile : _____

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		
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
1	12191601-AL-E04	ALCOHOL, Ethyl, 500 mL	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	50.43	0.00
2	12191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	1	6	2	9	3,213.81	1	5	2	8	2,856.72	1	1	2	4	1,428.36	3	0	0	3	1,071.27	24	357.09	8,570.16
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
3	60121413-CB-P01	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	35.16	0.00
4	60121413-CB-P02	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	36.36	0.00
5	60121534-ER-P01	ERASER, plastic/rubber	piece	0	0	0	0	0.00	0	0	15	15	123.90	0	0	0	0	0.00	0	0	0	0	0.00	15	8.26	123.90
6	60121524-SP-G01	SIGN PEN, Extra Fine Tip, Black	piece	10	10	0	20	444.00	10	10	0	20	444.00	10	10	0	20	444.00	10	10	0	20	444.00	80	22.20	1,776.00
7	60121524-SP-G04	SIGN PEN, Fine Tip, Black	piece	0	10	0	10	447.20	0	10	0	10	447.20	0	10	0	10	447.20	0	10	0	10	447.20	40	44.72	1,788.80
8	60121524-SP-G07	SIGN PEN, Medium Tip, Black	piece	0	42	35	77	4,404.40	0	10	35	45	2,574.00	0	10	35	45	2,574.00	35	10	0	45	2,574.00	212	57.20	12,126.40
9	60121524-SP-G02	SIGN PEN, Extra Fine Tip, Blue	piece	0	10	0	10	222.00	0	10	0	10	222.00	0	10	0	10	222.00	0	10	0	10	222.00	40	22.20	888.00
10	60121524-SP-G05	SIGN PEN, Fine Tip, Blue	piece	0	10	0	10	447.20	0	10	0	10	447.20	0	10	0	10	447.20	0	10	0	10	447.20	40	44.72	1,788.80
11	60121524-SP-G08	SIGN PEN, Medium Tip, Blue	piece	0	22	3	25	1,430.00	0	10	3	13	743.60	0	10	3	13	743.60	3	10	0	13	743.60	64	57.20	3,660.80
12	60121524-SP-G03	SIGN PEN, Extra Fine Tip, Red	piece	0	10	0	10	222.00	0	10	0	10	222.00	0	10	0	10	222.00	0	10	0	10	222.00	40	22.20	888.00
13	60121524-SP-G06	SIGN PEN, Fine Tip, 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	45.76	0.00

14	60121524-SP-G09	SIGN PEN, Medium Tip, 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	57.20	0.00	
15	60121124-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	161.20	0.00	
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																											
16	45121517-DO-C03	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	23,623.60	0.00	
17	45111609-MM-P01	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	16,588.00	0.00	
BATTERIES AND CELLS AND ACCESSORIES																											
18	26111702-BT-A02	BATTERY, dry cell, size AA	pack	10	17	0	27	553.23	0	5	0	5	102.45	0	5	0	5	102.45	0	0	0	0	0.00	37	20.49	758.13	
19	26111702-BT-A01	BATTERY, dry cell, size AAA	pack	10	12	0	22	403.48	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	22	18.34	403.48	
CLEANING EQUIPMENT AND SUPPLIES																											
20	47131812-AF-A01	AIR FRESHENER	can	2	15	0	17	1,484.27	2	3	0	5	436.55	2	3	0	5	436.55	2	0	0	2	174.62	29	87.31	2,531.99	
21	47131604-BR-S01	BROOM (Walis Tambo)	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	124.80	0.00	
22	47131604-BR-T01	BROOM (Walis Ting-ting)	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	26.00	0.00	
23	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal	bottle	0	12	0	12	499.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	41.60	499.20	
24	47131805-CL-P01	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	23.92	0.00	
25	47131811-DE-B02	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	9.34	0.00	
26	47131811-DE-P02	DETERGENT POWDER, all purpose	pouch	0	3	0	3	162.24	0	3	0	3	162.24	0	3	0	3	162.24	0	0	0	0	0.00	9	54.08	486.72	
27	47131803-DS-A01	DISINFECTANT SPRAY	can	0	6	0	6	839.34	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	46.80	0.00	
28	47131601-DU-P01	DUST PAN	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	309.76	0.00	
29	47131802-FW-P03	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	6	141.39	848.34	
30	47131830-FC-A01	FURNITURE CLEANER	can	0	6	0	6	848.34	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42.95	644.25	
31	73101612-HS-L01	HAND SOAP, liquid	bottle	0	5	0	5	214.75	0	5	0	5	214.75	0	5	0	5	214.75	0	0	0	0	0.00	15	42.95	644.25	
32	47121804-MP-B01	MOP BUCKET	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,288.00	0.00	
33	47131501-RG-C01	RAGS	kilo	0	4	0	4	277.88	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	85.63	277.88	
34	47131602-SC-W01	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	85.63	0.00	
35	47121701-TB-P04	TRASHBAG, XXL size	pack/roll	0	5	0	5	650.00	0	5	0	5	650.00	0	5	0	5	650.00	0	5	0	5	650.00	20	130.00	2,600.00	
36	47121701-TB-P05	TRASHBAG, Large size	pack/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	59.28	0.00	
37	47121701-TB-P06	TRASHBAG, XL size	pack/roll	0	10	0	10	925.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	92.56	925.60	
38	47121702-WB-P01	WASTEBASKET	piece	0	3	0	3	131.04	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	43.68	131.04	
COLOR COMPOUNDS AND DISPERSIONS																											
39	12171703-SI-P01	INK, for stamp pad	bottle	0	6	0	6	172.74	0	4	0	4	115.16	0	0	0	0	0.00	0	0	0	0	0.00	10	28.79	287.90	
CONSUMER ELECTRONICS																											
40	52161535-DV-R01	DIGITAL VOICE RECORDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,339.16	0.00	
FILMS																											
41	13111203-AC-F01	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	1,243.84	0.00	
42	13111201-CF-P02	CARBON FILM, Legal size	box	0	2	0	2	703.66	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	351.83	703.66	
FIRE FIGHTING EQUIPMENT																											
43	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	0	5	0	5	5,720.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	1,144.00	5,720.00	
FLAG OR ACCESSORIES																											
44	55121905-PH-F01	PHILIPPINE NATIONAL FLAG	piece	0	2	0	2	569.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	284.84	569.68	
FURNITURE AND FURNISHINGS																											
45	56101504-CM-B01	MONOBLOC CHAIR, beige	piece	0	0	0	0	0.00	0	5	0	5	1,705.60	0	0	0	0	0.00	0	0	0	0	0.00	5	341.12	1,705.60	
46	56101504-CM-W01	MONOBLOC CHAIR, white	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	341.12	0.00	
HEATING AND VENTILATION AND AIR CIRCULATION																											
47	40101604-EF-C01	ELECTRIC FAN, ceiling mount, orbit type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,222.00	0.00	
48	40101604-EF-G01	ELECTRIC FAN, industrial, ground type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,109.68	0.00	
49	40101604-EF-S01	ELECTRIC FAN, stand type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,560.00	0.00	
50	40101604-EF-W01	ELECTRIC FAN, wall mount	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	901.68	0.00	
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND A																											
51	43211507-DSK003	DESKTOP, for Basic Users	unit	0	1	0	1	24,793.60	0	0	1	1	24,793.60	0	0	0	0	0.00	0	0	0	0	0.00	2	24,793.60	49,587.20	
52	43211507-DSK004	DESKTOP, for Mid-Range Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,390.40	0.00	
53	43201827-HD-X02	EXTERNAL HARD DRIVE	unit	0	0	1	1	3,014.96	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	3,014.96	3,014.96	
54	43202010-FD-U04	FLASH DRIVE	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	152.74	0.00	
55	43211503-LAP004	LAPTOP, for Mid-range Users	unit	0	0	3	3	127,140.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	42,380.00	127,140.00	
56	43211503-LAP003	LAPTOP, Lightweight	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	46,800.00	0.00	
57	43211708-MO-C02	COMPUTER MOUSE, Wireless	unit	0	6	0	6	971.52	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	161.92	971.52	
58	43212105-PR-L01	PRINTER, Laser, Monochrome	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,636.89	0.00	
LIGHTING AND FIXTURES AND ACCESSORIES																											
59	39101628-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	75.61	0.00	
60	39101628-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	205.82	0.00	
MANUFACTURING COMPONENTS AND SUPPLIES																											
61	31201610-GL-J01	GLUE, all-purpose	jar	0	9	5	14	869.96	0	3	0	3	186.42	3	3	0	6	372.84	0	3	0	3	186.42	26	62.14	1,615.64	

62	31151804-SW-M01	STAPLE WIRE, heavy duty (binder type), 23/13	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	36.40	0.00	
63	31151804-SW-S01	STAPLE WIRE, standard	box	0	11	3	14	332.64	0	0	3	3	71.28	0	0	3	3	71.28	2	0	0	2	47.52	22	23.76	522.72
64	31201502-TA-E01	TAPE, electrical	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	19.45	0.00
65	31201503-TA-M01	TAPE, masking, 24mm	roll	10	9	5	24	1,336.32	0	3	5	8	445.44	0	3	5	8	445.44	5	3	0	8	445.44	48	55.68	2,672.64
66	31201503-TA-M02	TAPE, masking, 48 mm	roll	0	3	0	3	363.48	0	3	0	3	363.48	0	3	0	3	363.48	0	3	0	3	363.48	12	121.16	1,453.92
67	31201517-TA-P01	TAPE, packaging, 48 mm	roll	10	15	3	28	626.08	0	3	2	5	111.80	0	3	3	6	134.16	2	3	0	5	111.80	44	22.36	983.84
68	31201512-TA-T01	TAPE, transparent, 24mm	roll	10	35	5	50	884.00	0	3	0	3	53.04	20	3	5	28	495.04	0	3	0	3	53.04	84	17.68	1,485.12
69	31201512-TA-T02	TAPE, transparent, 48 mm	roll	0	25	2	27	609.39	0	3	0	3	67.71	10	3	0	13	293.41	0	3	0	3	67.71	46	22.57	1,038.22
70	31151507-TW-P01	TWINE, plastic	roll	0	2	1	3	199.86	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	66.62	199.86
MEASURING AND OBSERVING AND TESTING EQUIPMENT																										
71	41111604-RU-P02	RULER, flexible, plastic, 450mm	piece	0	0	5	5	99.65	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	19.93	99.65
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
72	44121612-BL-H01	BLADE, for general purpose cutter/utility knife	tube	0	1	2	3	49.11	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	16.37	49.11
73	44101602-PB-M01	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	9,537.72	0.00
74	44122037-RB-P10	BINDING RING/COMB, PLASTIC 32mm	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	259.89	0.00
75	44101807-CA-C01	CALCULATOR, Compact	unit	0	2	0	2	471.54	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	235.77	471.54
76	44121710-CH-W01	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	32.97	0.00
77	44122105-BF-C01	CLIP, backfold, 19mm	box	0	3	16	19	177.84	0	0	0	0	0.00	0	3	0	3	28.08	0	0	0	0	0.00	22	9.36	205.92
78	44122105-BF-C02	CLIP, backfold, 25mm	box	0	3	16	19	296.40	0	0	0	0	0.00	0	3	0	3	46.80	0	0	0	0	0.00	22	15.60	343.20
79	44122105-BF-C03	CLIP, backfold, 32mm	box	0	3	16	19	632.32	0	0	0	0	0.00	0	3	0	3	99.84	0	0	0	0	0.00	22	33.28	732.16
80	44122105-BF-C04	CLIP, backfold, 50mm	box	0	3	10	13	784.16	0	0	0	0	0.00	0	3	0	3	180.96	0	0	0	0	0.00	16	60.32	965.12
81	44121801-CT-R02	CORRECTION TAPE	piece	20	39	20	79	1,066.50	0	3	0	3	40.50	0	3	20	23	310.50	0	3	0	3	40.50	108	13.50	1,458.00
82	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	0	6	0	6	190.32	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	31.72	190.32
83	44111515-DF-B01	DATA FILE BOX	piece	0	450	0	450	65,650.50	0	0	0	0	0.00	500	0	0	500	72,945.00	0	0	0	0	0.00	950	145.89	138,595.50
84	44122011-DF-F01	DATA FOLDER	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	83.01	0.00
85	44103202-DS-M01	DATER STAMP	piece	0	2	0	2	869.90	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	434.95	869.90
86	44121506-EN-D01	ENVELOPE, Documentary, 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	829.92	0.00
87	44121506-EN-D02	ENVELOPE, Documentary, legal,	box	0	1	0	1	1,057.58	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,057.58	1,057.58
88	44121506-EN-X01	ENVELOPE, Expanding, Kraft	box	0	1	0	1	939.95	0	0	0	0	0.00	1	0	0	1	939.95	0	0	0	0	0.00	2	939.95	1,879.90
89	44121506-EN-X02	ENVELOPE, Expanding, Plastic	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	30.49	0.00
90	44121506-EN-M02	ENVELOPE, Mailing	box	2	2	0	4	1,730.08	0	0	0	0	0.00	1	0	0	1	432.52	0	0	0	0	0.00	5	432.52	2,162.60
91	44121504-EN-W02	ENVELOPE, Mailing, with window	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	512.72	0.00
92	44111912-ER-B01	ERASER, felt, for blackboard/whiteboard	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	14.48	0.00
93	44122118-FA-P01	FASTENER	box	5	15	0	20	1,892.80	0	3	0	3	283.92	5	3	0	8	757.12	0	3	0	3	283.92	34	94.64	3,217.76
94	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	90.20	0.00
95	44122018-FT-D01	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	11.13	0.00
96	44122018-FT-D02	FILE TAB DIVIDER, 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	14.23	0.00
97	44122011-FO-F01	FOLDER, Fancy with slide, 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	270.40	0.00
98	44122011-FO-F02	FOLDER, Fancy with slide, 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	291.20	0.00
99	44122011-FO-L01	FOLDER, L-type, 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	200.28	0.00
100	44122011-FO-L02	FOLDER, L-type, Legal	pack	10	1	0	11	2,739.88	0	1	0	1	249.08	10	1	0	11	2,739.88	0	1	0	1	249.08	24	249.08	5,977.92
101	44122027-FO-P01	FOLDER, pressboard	box	0	12	0	12	11,431.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	952.64	11,431.68
102	44122011-FO-T03	FOLDER with tab, A4	pack	0	6	1	7	2,657.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7	379.60	2,657.20
103	44122011-FO-T04	FOLDER with tab, Legal	pack	0	2	1	3	1,241.76	0	0	0	0	0.00	0	0	1	1	413.92	0	0	0	0	0.00	4	413.92	1,655.68
104	44122008-IT-T01	INDEX TAB	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	67.60	0.00
105	44121716-MA-F01	MARKER, Flourescent	set	0	12	0	12	373.32	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	31.11	373.32
106	44121708-MP-B01	MARKER, Permanent, Black	piece	5	22	50	77	636.79	5	0	30	35	289.45	5	0	30	35	289.45	20	0	0	20	165.40	167	8.27	1,381.09
107	44121708-MP-B02	MARKER, Permanent, Blue	piece	0	12	0	12	99.24	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	8.27	99.24
108	44121708-MP-B03	MARKER, Permanent, Red	piece	0	12	0	12	99.24	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	8.27	99.24
109	44121708-MW-B01	MARKER, Whiteboard, Black	piece	10	6	10	26	250.90	10	0	10	20	193.00	10	0	10	20	193.00	15	0	0	15	144.75	81	9.65	781.65
110	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	0	6	0	6	57.90	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	9.65	57.90
111	44121708-MW-B03	MARKER, Whiteboard, Red	piece	0	6	0	6	57.90	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	9.65	57.90
112	44122104-PC-G01	PAPER CLIP, vinly/plastic coated, 33mm	box	0	22	15	37	326.34	0	0	0	0	0.00	0	0	15	15	132.30	0	0	0</					

122	44121615-ST-S01	STAPLER, standard type	piece	0	2	5	7	1,383.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7	197.60	1,383.20	
123	44121615-ST-B01	STAPLER, heavy duty (binder)	unit	0	0	1	1	693.15	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	693.15	693.15	
124	44121613-SR-P02	STAPLE REMOVER, plier-type	piece	0	4	0	4	186.04	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	46.51	186.04	
125	44121605-TD-T01	TAPE DISPENSER, table top	piece	0	1	0	1	77.58	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	77.58	77.58	
PAPER MATERIALS AND PRODUCTS																											
126	14111525-CA-A01	CARTOLINA, assorted colors	pack	0	0	5	5	418.60	0	0	0	0	0.00	0	0	5	5	418.60	0	0	0	0	0.00	10	83.72	837.20	
127	14111506-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	945.36	0.00	
128	14111506-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	1,973.92	0.00	
129	14111514-NP-S02	NOTEPAD, stick-on, 50mm x 76mm	pad	0	12	18	30	1,111.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	30	37.06	1,111.80	
130	14111514-NP-S03	NOTEPAD, stick-on, 76mm x 100mm	pad	0	17	18	35	2,074.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	35	59.28	2,074.80	
131	14111514-NP-S04	NOTEPAD, stick-on, 76mm x 76mm	pad	0	12	18	30	1,560.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	30	52.00	1,560.00	
132	14111514-NB-S02	STENO NOTEBOOK	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	14.04	0.00	
133	14111507-PP-M01	PAPER, MULTICOPY A4	ream	10	35	20	65	13,897.00	10	5	15	30	6,414.00	30	5	15	50	10,690.00	20	5	0	25	5,345.00	170	213.80	36,346.00	
134	14111507-PP-M02	PAPER, MULTICOPY LEGAL	ream	20	35	20	75	17,472.00	20	5	15	40	9,318.40	40	5	15	60	13,977.60	25	5	0	30	6,988.80	205	232.96	47,756.80	
135	14111507-PP-C01	PAPER, MULTIPURPOSE A4	ream	0	50	0	50	6,887.00	0	0	0	0	0.00	0	50	0	50	6,887.00	0	0	0	0	0.00	100	137.74	13,774.00	
136	14111507-PP-C02	PAPER, MULTIPURPOSE LEGAL	ream	0	50	0	50	7,945.50	0	0	0	0	0.00	0	50	0	50	7,945.50	0	0	0	0	0.00	100	158.91	15,891.00	
137	14111531-PP-R01	PAD PAPER, ruled	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	34.82	0.00	
138	14111503-PA-P01	PAPER, parchment	box	0	1	0	1	154.21	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	154.21	154.21	
139	14111531-RE-B01	RECORD BOOK, 300 PAGES	book	0	12	0	12	1,100.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	91.70	1,100.40	
140	14111531-RE-B02	RECORD BOOK, 500 PAGES	book	0	12	0	12	1,494.72	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	124.56	1,494.72	
141	14111704-TT-P04	TISSUE, INTERFOLDED PAPER TOWEL	pack	0	5	0	5	169.00	0	5	0	5	169.00	0	5	0	5	169.00	0	5	0	5	169.00	20	33.80	676.00	
142	14111704-TT-P02	TOILET TISSUE PAPER, 2 ply	pack	4	17	1	22	2,196.48	0	5	1	6	599.04	4	5	1	10	998.40	1	5	0	6	599.04	44	99.84	4,392.96	
PERFUMES OR COLOGNES OR FRAGRANCES																											
143	53131626-HS-S01	HAND SANITIZER	bottle	2	1	0	3	255.24	2	1	0	3	255.24	2	1	0	3	255.24	2	1	0	3	255.24	12	85.08	1,020.96	
PESTICIDES OR PEST REPELLENTS																											
144	10191509-IN-A01	INSECTICIDE	can	2	13	0	15	2,090.40	2	1	0	3	418.08	2	1	0	3	418.08	0	1	0	1	139.36	22	139.36	3,065.92	
PRINTED PUBLICATIONS																											
145	55101524-RA-H01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	37.21	0.00	
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																											
1	44103109-BR-D05	DRUM CARTRIDGE, BROTHER DR-3455, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,947.20	0.00	
2	44103105-CA-C04	INK CARTRIDGE, 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	1,126.32	0.00	
3	44103105-CA-C02	INK CARTRIDGE, CANON CL-811, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,178.32	0.00	
4	44103105-CA-B04	INK CARTRIDGE, 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	861.12	0.00	
5	44103105-CA-B02	INK CARTRIDGE, CANON PG-810, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	892.32	0.00	
6	44103105-EP-B17	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	10	12	0	22	5,101.80	10	0	0	10	2,319.00	10	0	0	10	2,319.00	10	0	0	10	2,319.00	52	231.90	12,058.80	
7	44103105-EP-C17	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	3	8	0	11	2,664.20	3	0	0	3	726.60	3	0	0	3	726.60	3	0	0	3	726.60	20	242.20	4,844.00	
8	44103105-EP-M17	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	3	8	0	11	2,664.20	3	0	0	3	726.60	3	0	0	3	726.60	3	0	0	3	726.60	20	242.20	4,844.00	
9	44103105-EP-Y17	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	3	8	0	11	2,664.20	3	0	0	3	726.60	3	0	0	3	726.60	3	0	0	3	726.60	20	242.20	4,844.00	
10	44103105-HP-B40	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	852.80	0.00	
11	44103105-HP-T40	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	1,048.32	0.00	
12	44103105-HP-B09	INK CARTRIDGE, HP C9351AA (HP21), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	910.00	0.00	
13	44103105-HP-T10	INK CARTRIDGE, HP C9352AA (HP22), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,053.52	0.00	
14	44103105-HP-B17	INK CARTRIDGE, HP CC640WA (HP60), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	880.88	0.00	
15	44103105-HP-T17	INK CARTRIDGE, HP CC643WA (HP60), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,047.28	0.00	
16	44103105-HX-C40	INK CARTRIDGE, HP CD972AA (HP920XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00	
17	44103105-HX-M40	INK CARTRIDGE, HP CD973AA (HP920XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00	
18	44103105-HX-Y40	INK CARTRIDGE, HP CD974AA (HP920XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00	
19	44103105-HX-B40	INK CARTRIDGE, HP CD975AA (HP920XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	865.28	0.00	
20	44103105-HP-B20	INK CARTRIDGE, HP CH561WA (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,541.28	0.00	
21	44103105-HP-T20	INK CARTRIDGE, HP CH562WA (HP61), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,066.00	0.00	
22	44103105-HX-B43	INK CARTRIDGE, HP CN045AA (HP950XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,970.80	0.00	
23	44103105-HX-C43	INK CARTRIDGE, HP CN046AA (HP951XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00	
24	44103105-HX-M43	INK CARTRIDGE, HP CN047AA (HP951XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00	
25	44103105-HX-Y43	INK CARTRIDGE, HP CN048AA (HP951XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00									


34	44103105-HP-Y50	INK CARTRIDGE, HP L0S57AA (HP955), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00	
35	44103105-HP-B50	INK CARTRIDGE, HP L0S60AA (HP955), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,294.80	0.00	
36	44103105-HX-C48	INK CARTRIDGE, HP L0S63AA (HP955XL), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00	
37	44103105-HX-M48	INK CARTRIDGE, HP L0S66AA (HP955XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00	
38	44103105-HX-Y48	INK CARTRIDGE, HP L0S69AA (HP955XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00	
39	44103105-HX-B48	INK CARTRIDGE, HP L0S72AA (HP955XL), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,817.92	0.00	
40	44103105-HP-CS1	INK CARTRIDGE, HP T6L89AA (HP905), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00	
41	44103105-HP-M51	INK CARTRIDGE, HP T6L93AA (HP905), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00	
42	44103105-HP-Y51	INK CARTRIDGE, HP T6L97AA (HP905), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00	
43	44103105-HP-B51	INK CARTRIDGE, HP T6M01AA (HP905), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	774.80	0.00	
44	44103112-EP-R05	RIBBON CARTRIDGE, EPSON C13S015516 (#8750), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.43	0.00	
45	44103112-EP-R13	RIBBON CARTRIDGE, EPSON C13S015632, Black	cart	0	6	0	6	467.64	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	77.94	467.64	
46	44103112-EP-R07	RIBBON CARTRIDGE, EPSON C13S015531 (S015086)	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	818.48	0.00	
47	44103103-BR-B09	TONER CARTRIDGE, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,567.20	0.00	
48	44103103-BR-B11	TONER CARTRIDGE, BROTHER TN-3350, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,002.40	0.00	
49	44103103-BR-B15	TONER CARTRIDGE, BROTHER TN-3478, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,575.44	0.00	
50	44103103-BR-B16	TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,564.56	0.00	
51	44103103-BR-C03	TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00	
52	44103103-BR-M03	TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00	
53	44103103-BR-Y03	TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00	
54	44103103-CA-B00	TONER CARTRIDGE, CANON CRG-324 II	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13,399.36	0.00	
55	44103103-HP-B12	TONER CARTRIDGE, HP CB435A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,439.20	0.00	
56	44103103-HP-B18	TONER CARTRIDGE, HP CE255A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,705.36	0.00	
57	44103103-HP-B21	TONER CARTRIDGE, HP CE278A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,152.72	0.00	
58	44103103-HP-B22	TONER CARTRIDGE, HP CE285A (HP85A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,598.40	0.00	
59	44103103-HP-B23	TONER CARTRIDGE, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,608.22	0.00	
60	44103103-HP-C23	TONER CARTRIDGE, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,897.44	0.00	
61	44103103-HP-Y23	TONER CARTRIDGE, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,897.44	0.00	
62	44103103-HP-M23	TONER CARTRIDGE, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,897.44	0.00	
63	44103103-HP-B28	TONER CARTRIDGE, HP CE505A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,495.92	0.00	
64	44103103-HP-B52	TONER CARTRIDGE, HP CF217A (HP17A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,194.88	0.00	
65	44103103-HP-B53	TONER CARTRIDGE, HP CF226A (HP26A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,822.96	0.00	
66	44103103-HP-B56	TONER CARTRIDGE, HP CF281A (HP81A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,658.00	0.00	
67	44103103-HP-B57	TONER CARTRIDGE, HP CF283A (HP83A), LaserJet Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,367.52	0.00	
68	44103103-HP-B58	TONER CARTRIDGE, HP CF287A (HP87), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,908.56	0.00	
69	44103103-HP-B60	TONER CARTRIDGE, HP CF350A, Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,856.88	0.00	
70	44103103-HP-C60	TONER CARTRIDGE, HP CF351A, Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,943.20	0.00	
71	44103103-HP-Y60	TONER CARTRIDGE, HP CF352A, Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,943.20	0.00	
72	44103103-HP-M60	TONER CARTRIDGE, HP CF353A, Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,943.20	0.00	
73	44103103-HP-B61	TONER CARTRIDGE, HP CF360A (HP508A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,803.12	0.00	
74	44103103-HP-C61	TONER CARTRIDGE, HP CF361A (HP508A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,783.28	0.00	
75	44103103-HP-Y61	TONER CARTRIDGE, HP CF362A (HP508A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,783.28	0.00	
76	44103103-HP-M61	TONER CARTRIDGE, HP CF363A (HP508A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,783.28	0.00	
77	44103103-HP-B62	TONER CARTRIDGE, HP CF400A (HP201A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,439.28	0.00	
78	44103103-HP-C62	TONER CARTRIDGE, HP CF401A (HP201A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,063.28	0.00	
79	44103103-HP-Y62	TONER CARTRIDGE, HP CF402A (HP201A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,063.28	0.00	
80	44103103-HP-M62	TONER CARTRIDGE, HP CF403A (HP201A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,063.28	0.00	
81	44103103-HP-B63	TONER CARTRIDGE, HP CF410A (HP410A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,328.48	0.00	
82	44103103-HP-C63	TONER CARTRIDGE, HP CF411A (HP410A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,592.08	0.00	
83	44103103-HP-Y63	TONER CARTRIDGE, HP CF412A (HP410A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,592.08	0.00	
84	44103103-HP-M63	TONER CARTRIDGE, HP CF413A (HP410A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,592.08	0.00	
85	44103103-HP-B34	TONER CARTRIDGE, HP Q2612A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,155.84	0.00	
86	44103103-HP-B48	TONER CARTRIDGE, HP Q7553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,680.00	0.00	
SOFTWARE																											
1	43231513-SFT-001	Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
2	43231602-SFT-002	Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
3	43232004-SFT-003	Computer game or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
4	43232107-SFT-004	Content authoring and editing software	license	0	0	0	0	0.00																			

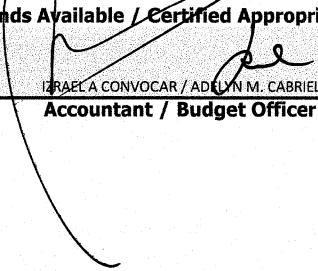
9	43232603-SFT-009	Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
10	43233501-SFT-016	Information exchange software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
11	43232701-SFT-010	Network applications software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
12	43232802-SFT-011	Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
13	43232905-SFT-012	Networking software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
14	43233004-SFT-013	Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
15	43233205-SFT-014	Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
16	43233405-SFT-015	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	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		BALLPEN	piece	0	0	50	50	1,250.00	0	0	50	50	1,250.00	0	0	50	50	1,250.00	35	0	0	35	875.00	185	25.00	4,625.00
2		LAMINATING FILM	pack	0	0	1	1	1,600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,600.00	1,600.00
3		DOUBLE SIDED TAPE	roll	0	0	5	5	250.00	0	0	5	5	250.00	0	0	5	5	250.00	0	0	0	0	0.00	15	50.00	750.00
4		WHITE BOARD	piece	0	0	2	2	4,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	2,000.00	4,000.00
5		PLASTIC FASTENER	box	0	0	10	10	1,000.00	0	0	0	0	0.00	0	0	10	10	1,000.00	0	0	0	0	0.00	20	100.00	2,000.00
6		COLORED PAPER	pack	0	0	2	2	600.00	0	0	0	0	0.00	0	0	1	1	300.00	0	0	0	0	0.00	3	300.00	900.00
7		MANILA PAPER	pack	0	0	50	50	250.00	0	0	50	50	250.00	0	0	50	50	250.00	0	0	0	0	0.00	150	5.00	750.00
8		INK EPSON L3110 BLACK	bottle	0	0	3	3	1,800.00	0	0	3	3	1,800.00	0	0	3	3	1,800.00	3	0	0	3	1,800.00	12	600.00	7,200.00
9		INK EPSON L3110 CYAN	bottle	0	0	0	0	0.00	0	0	2	2	1,000.00	0	0	2	2	1,000.00	2	0	0	2	1,000.00	6	500.00	3,000.00
10		INK EPSON L3110 MAGENTA	bottle	0	0	0	0	0.00	0	0	2	2	1,000.00	0	0	2	2	1,000.00	2	0	0	2	1,000.00	6	500.00	3,000.00
11		INK EPSON L3110 YELLOW	bottle	0	0	0	0	0.00	0	0	2	2	1,000.00	0	0	2	2	1,000.00	2	0	0	2	1,000.00	6	500.00	3,000.00
12		INK EPSON L3210 BLACK	bottle	0	0	3	3	1,800.00	0	0	3	3	1,800.00	0	0	3	3	1,800.00	3	0	0	3	1,800.00	12	600.00	7,200.00
13		INK EPSON L3210 CYAN	bottle	0	0	0	0	0.00	0	0	3	3	1,500.00	0	0	2	2	1,000.00	2	0	0	2	1,000.00	7	500.00	3,500.00
14		INK EPSON L3210 MAGENTA	bottle	0	0	0	0	0.00	0	0	3	3	1,500.00	0	0	2	2	1,000.00	2	0	0	2	1,000.00	7	500.00	3,500.00
15		INK EPSON L3210 YELLOW	bottle	0	0	0	0	0.00	0	0	3	3	1,500.00	0	0	2	2	1,000.00	2	0	0	2	1,000.00	7	500.00	3,500.00
16		INK EPSON M100 BLACK	bottle	0	0	1	1	600.00	0	0	0	0	0.00	0	0	1	1	600.00	0	0	0	0	0.00	2	600.00	1,200.00
17		portable power station	unit	0	0	1	1	3,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	3,500.00	3,500.00
18		INK HP Smart Tank 515 black	bottle	0	0	1	1	600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	600.00	600.00
19		INK HP Smart Tank 515 cyan	bottle	0	0	1	1	500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	500.00	500.00
20		INK HP Smart Tank 515 magenta	bottle	0	0	1	1	500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	500.00	500.00
21		INK HP Smart Tank 515 yellow	bottle	0	0	1	1	500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	500.00	500.00
22		MULTIMEDIA PROJECTOR	unit	0	0	1	1	28,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	28,000.00	28,000.00
23		Drone	unit	0	0	1	1	49,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	49,000.00	49,000.00
24		UPS 1000va	unit	0	10	0	10	35,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	3,500.00	35,000.00
25		Keyboard	piece	0	8	0	8	4,680.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8	585.00	4,680.00
26		Printer colored	piece	0	2	0	2	32,382.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	16,191.00	32,382.00
27		Ballpen .5	ream	0	36	0	36	864.00	0	36	0	36	864.00	0	36	0	36	864.00	0	0	0	0	0.00	108	24.00	2,592.00
28		Toner Cartridge Canon 303	piece	0	2	0	2	9,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	4,500.00	9,000.00
29		A3 sized Bond Paper	box	0	2	0	2	860.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	430.00	860.00
30		DSLR Camera	piece	0	1	0	1	25,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	25,000.00	25,000.00
31		computer keyboard	pack	0	1	0	1	1,220.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,220.00	1,220.00
32		colored printer	piece	0	1	0	1	12,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	12,000.00	12,000.00
33		ball pen	piece	1	0	0	1	500.00	1	0	0	1	500.00	1	0	0	1	500.00	1	0	0	1	500.00	4	500.00	2,000.00
34		BALLPEN	unit	0	10	0	10	300.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	30.00	300.00
35		PHOTO STICKER PAPER (GLOSSY TYPE)	ream	0	3	0	3	225.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	75.00	225.00
36		DOUBLE SIDED TAPE	piece	0	2	0	2	100.00	0	10	0	10	500.00	0	10	0	10	500.00	0	10	0	10	500.00	32	50.00	1,600.00
37		PHOTO PAPER	pack	0	1	0	1	80.00	0	3	0	3	240.00	0	3	0	3	240.00	0	3	0	3	240.00	10	80.00	800.00
38		DISHWASHING LIQUID	pack	0	2	0	2	500.00	0	2	0	2	500.00	0	2	0	2	500.00	0	2	0	2	500.00	8	250.00	2,000.00
39		PUSH PIN	pack	0	2	0	2	60.00	0	1	0	1	30.00	0	1	0	1	30.00	0	1	0	1	30.00	5	30.00	150.00
40		DOOR MAT	bottle	0	3	0	3	375.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	125.00	375.00
41		GLUE STICK (FOR GLUE GUN)	piece	0	10	0	10	50.00	0	2	0	2	10.00	0	2	0	2	10.00	0	2	0	2	10.00	16	5.00	80.00
42		OFFICE CHAIR	piece	0	3	0	3	15,000.00	0	2	0	2	10,000.00	0	2	0	2	10,000.00	0	2	0	2	10,000.00	9	5,000.00	45,000.00
43		MOBILE PHONE	unit	0	1	0	1	20,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	20,000.00	20,000.00
44		GLUE GUN	unit	0	2	0	2	500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	250.00	500.00
45		INK, EPSON L3110 (003) BLACK	unit	0	3	0	3	735.00	0	3	0	3	735.00	0	3	0	3	735.00	0	3	0	3	735.00	12	245.00	2,940.00
46		INK, EPSON L3110 (003) CYAN	piece	0	2	0	2	480.00	0	2</																


46	BAG FOR AIDRONE AND ACCESSORIES (DJI AIR 3)	ream	0	0	1	1	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	5,000.00	5,000.00
47	CAMERA LENSE (CANON EOS 1500D)	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1	0	1	20,000.00	1	20,000.00	20,000.00
48	BAG FOR CAMERA (CANON EOS 1500D)	piece	0	0	1	1	2,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	2,000.00	2,000.00
49	MICRO SD CARD (256 GB)	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	3,000.00	0.00
50	WORKSTATION DIVIDER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1	0	1	40,000.00	1	40,000.00	40,000.00
51	BULLET PROOF VEST	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1	0	1	25,000.00	1	25,000.00	25,000.00
52	BULLET PROOF VEST	box	0	0	0	0	0.00	0	0	2	2	50,000.00	0	0	0	0	0.00	0	0	0	0	0.00	2	25,000.00	50,000.00
53	HARD HAT	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
50		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
51		unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
52		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		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

A. TOTAL		1,131,818.45
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		113,181.85
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		
D. GRAND TOTAL (A + B+ C)		
E. APPROVED BUDGET BY THE AGENCY HEAD		
In Figures and Words:		1,245,000.30

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

Prepared by:

 RODRIGO P. MAZO
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

 ISRAEL A. CONVOCAR / ADELYN M. CABRIEL
 Accountant / Budget Officer

Approved by:

 FERDINAND M. DE GALA
 Head of Office/Agency

Date Prepared: 15-Jul-24