ANNUAL PROCUREMENT PLAN - COMMOM-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 Modernized Philippine Government Electronic Procurement System (mPhilGEPS) 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 mPhilGEPS 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 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 2025 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/adeqO. Instructions on how to fill-out is included in the reminders of the form.**
6.0 **Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's mPhilGEPS 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 mPhilGEPS 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 0918-2954426 (Smart) or 0962-8255199 (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 Agrarian Reform
Region: Central Office
Address: Elliptical Road, Diliman, Quezon City

Agency Code/UACS: 40010100000
Organization Type: National Government Agency

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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			
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
1	12191601-AL-E04	ALCOHOL, Ethyl, 500 mL	bottle	409	278	312	999	50,379.57	385	280	896	1561	78,721.23	0	0	25	25	1,260.75	0	0	0	0	0.00	2585	50.43	130,361.55
2	12191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	71	56	68	195	69,632.55	75	69	96	240	85,701.60	0	0	0	0	0.00	0	0	0	0	0.00	435	357.09	155,334.15
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
3	60121413-CB-P01	CLEARBOOK, A4 size	piece	95	23	46	164	5,766.24	31	107	21	159	5,590.44	50	33	45	128	4,500.48	27	22	82	131	4,605.96	582	35.16	20,463.12
4	60121413-CB-P02	CLEARBOOK, Legal size	piece	115	52	84	251	9,126.36	85	97	35	217	7,890.12	65	71	35	171	6,217.56	42	70	37	149	5,417.64	788	36.36	28,651.68
5	60121534-ER-P01	ERASER, plastic/rubber	piece	50	75	30	155	1,280.30	46	55	20	121	999.46	46	55	20	121	999.46	45	54	19	118	974.68	515	8.26	4,253.90
6	60121524-SP-G01	SIGN PEN, Extra Fine Tip, Black	piece	256	357	265	878	19,491.60	207	296	165	668	14,829.60	320	248	164	732	16,250.40	271	240	118	629	13,963.80	2907	22.20	64,535.40
7	60121524-SP-G04	SIGN PEN, Fine Tip, Black	piece	257	282	221	760	33,987.20	219	204	198	621	27,771.12	305	156	196	657	29,381.04	234	160	156	550	24,596.00	2588	44.72	115,735.36
8	60121524-SP-G07	SIGN PEN, Medium Tip, Black	piece	242	365	169	776	44,387.20	212	165	135	512	29,286.40	328	129	153	610	34,892.00	252	72	74	398	22,765.60	2296	57.20	131,331.20
9	60121524-SP-G02	SIGN PEN, Extra Fine Tip, Blue	piece	253	272	197	722	16,028.40	190	158	190	538	11,943.60	292	93	111	496	11,011.20	206	92	94	392	8,702.40	2148	22.20	47,685.60
10	60121524-SP-G05	SIGN PEN, Fine Tip, Blue	piece	175	270	99	544	24,327.68	136	209	93	438	19,587.36	214	171	98	483	21,599.76	153	177	87	417	18,648.24	1882	44.72	84,163.04
11	60121524-SP-G08	SIGN PEN, Medium Tip, Blue	piece	145	110	73	328	18,761.60	133	91	50	274	15,672.80	188	79	55	322	18,418.40	145	75	252	472	26,998.40	1396	57.20	79,851.20
12	60121524-SP-G03	SIGN PEN, Extra Fine Tip, Red	piece	180	230	25	435	9,657.00	145	25	30	200	4,440.00	150	250	75	475	10,545.00	25	360	55	440	9,768.00	1550	22.20	34,410.00
13	60121524-SP-G06	SIGN PEN, Fine Tip, Red	piece	90	68	120	278	12,721.28	80	55	45	180	8,236.80	120	25	96	241	11,028.16	214	173	111	498	22,788.48	1197	45.76	54,774.72
14	60121524-SP-G09	SIGN PEN, Medium Tip, Red	piece	145	110	73	328	18,761.60	133	91	50	274	15,672.80	158	79	55	292	16,702.40	132	54	49	235	13,442.00	1129	57.20	64,578.80
15	60121124-WR-P01	WRAPPING PAPER	pack	7	30	9	46	7,415.20	5	28	3	36	5,803.20	6	50	3	59	9,510.80	5	7	2	14	2,256.80	155	161.20	24,986.00
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																										
16	45121517-DO-C03	DOCUMENT CAMERA	unit	3	0	0	3	70,870.80	1	0	0	1	23,623.60	0	0	0	0	0.00	0	0	0	0	0.00	4	23,623.60	94,494.40
17	45111609-MM-P01	MULTIMEDIA PROJECTOR	unit	8	1	2	11	182,468.00	2	2	1	5	82,940.00	0	0	1	1	16,588.00	0	0	1	1	16,588.00	18	16,588.00	298,584.00
BATTERIES AND CELLS AND ACCESSORIES																										
18	26111702-BT-A02	BATTERY, dry cell, size AA	pack	144	148	128	420	8,605.80	105	77	89	271	5,552.79	164	130	67	361	7,396.89	123	99	70	292	5,983.08	1344	20.49	27,538.56
19	26111702-BT-A01	BATTERY, dry cell, size AAA	pack	142	117	128	387	7,097.58	108	77	94	279	5,116.86	143	125	67	335	6,143.90	121	69	75	265	4,860.10	1266	18.34	23,218.44
CLEANING EQUIPMENT AND SUPPLIES																										
20	47131812-AF-A01	AIR FRESHENER	can	161	141	195	497	43,393.07	179	127	109	415	36,233.65	191	162	87	440	38,416.40	220	129	85	434	37,892.54	1786	87.31	155,935.66
21	47131604-BR-S01	BROOM (Walis Tambo)	piece	5	0	2	7	873.60	4	0	2	6	748.80	3	0	2	5	624.00	2	0	0	2	249.60	20	124.80	2,496.00
22	47131604-BR-T01	BROOM (Walis Ting-ting)	piece	2	0	1	3	78.00	1	0	1	2	52.00	2	0	1	3	78.00	1	0	1	2	52.00	10	26.00	260.00
23	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal	bottle	40	8	7	55	2,288.00	27	7	17	51	2,121.60	33	7	17	57	2,371.20	27	7	13	47	1,955.20	210	41.60	8,736.00

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			
24	47131805-CL-P01	CLEANSER, Scouring Powder	plastic container	14	3	3	20	478.40	13	3	3	19	454.48	13	3	3	19	454.48	13	3	3	19	454.48	77	23.92	1,841.84
25	47131811-DE-B02	DETERGENT BAR	piece	4	3	3	10	93.40	3	3	3	9	84.06	3	3	3	9	84.06	3	3	3	9	84.06	37	9.34	345.58
26	47131811-DE-P02	DETERGENT POWDER, all purpose	pouch	4	15	3	22	1,189.76	3	13	3	19	1,027.52	3	13	3	19	1,027.52	3	13	3	19	1,027.52	79	54.08	4,272.32
27	47131803-DS-A01	DISINFECTANT SPRAY	can	178	129	167	474	66,307.86	175	196	72	443	61,971.27	198	192	56	446	62,390.94	261	85	57	403	56,375.67	1766	139.89	247,045.74
28	47131601-DU-P01	DUST PAN	piece	0	0	0	0	0.00	3	0	3	6	280.80	51	40	56	147	6,879.60	2	0	1	3	140.40	156	46.80	7,300.80
29	47131802-FW-P03	FLOOR WAX, paste type, red	can	94	82	116	292	90,449.92	0	0	0	0	0.00	2	0	0	2	619.52	0	0	0	0	0.00	294	309.76	91,069.44
30	47131830-FC-A01	FURNITURE CLEANER	can	64	29	30	123	17,390.97	104	113	69	286	40,437.54	1	0	1	2	282.78	150	61	44	255	36,054.45	666	141.39	94,165.74
31	73101612-HS-L01	HAND SOAP, liquid, 500mL	bottle	3	0	1	4	171.80	43	31	19	93	3,994.35	1	0	1	2	85.90	47	18	14	79	3,393.05	178	42.95	7,645.10
32	47121804-MP-B01	MOP BUCKET	unit	3	0	1	4	9,152.00	1	0	0	1	2,288.00	8	125	7	140	320,320.00	0	0	0	0	0.00	145	2,288.00	331,760.00
33	47131501-RG-C01	RAGS	kilo	9	124	6	139	9,656.33	0	0	1	1	69.47	3	3	3	9	625.23	0	0	1	1	69.47	150	69.47	10,420.50
34	47131602-SC-N01	SCOURING PAD	pack	3	3	3	9	770.67	6	0	1	7	599.41	36	51	14	101	8,648.63	0	0	1	1	85.63	118	85.63	10,104.34
35	47121701-TB-P04	TRASHBAG, XXL size	roll/pack	44	38	14	116	15,080.00	23	60	12	95	12,350.00	25	16	11	52	6,760.00	17	59	7	83	10,790.00	346	130.00	44,980.00
36	47121701-TB-P05	TRASHBAG, Large size	roll/pack	32	15	14	61	3,616.08	25	13	14	52	3,082.56	26	18	25	69	4,090.32	3	3	3	9	533.52	191	59.28	11,322.48
37	47121701-TB-P06	TRASHBAG, XL size	roll/pack	45	9	19	73	6,756.88	30	9	19	58	5,368.48	45	9	19	73	6,756.88	26	48	13	87	8,052.72	291	92.56	26,934.96
38	47121702-WB-P01	WASTEBASKET	piece	45	1	7	53	2,315.04	22	1	8	31	1,354.08	33	1	8	42	1,834.56	24	10	13	47	2,052.96	173	43.68	7,556.64
COLOR COMPOUNDS AND DISPERSIONS																										
39	12171703-SI-P01	INK, for stamp pad	bottle	54	24	27	105	3,022.95	29	14	19	62	1,784.98	36	22	16	74	2,130.46	36	22	16	74	2,130.46	315	28.79	9,068.85
CONSUMER ELECTRONICS																										
40	52161535-DV-R02	DIGITAL VOICE RECORDER	unit	21	0	12	33	242,192.28	10	0	0	10	73,391.60	5	0	0	5	36,695.80	5	0	0	5	36,695.80	53	7,339.16	388,975.48
FILMS																										
41	13111203-AC-F01	ACETATE	roll	5	0	5	10	12,438.40	2	5	0	7	8,706.88	2	5	0	7	8,706.88	3	6	0	9	11,194.56	33	1,243.84	41,046.72
42	13111201-CF-P02	CARBON FILM, Legal size	box	2	0	1	3	1,055.49	2	0	0	2	703.66	2	0	0	2	703.66	2	0	0	2	703.66	9	351.83	3,166.47
FIRE FIGHTING EQUIPMENT																										
43	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	2	4	5	11	12,584.00	1	2	3	6	6,864.00	4	5	2	11	12,584.00	2	1	2	5	5,720.00	33	1,144.00	37,752.00
FLAG OR ACCESSORIES																										
44	55121905-PH-F01	PHILIPPINE NATIONAL FLAG	piece	2	0	0	2	569.68	0	0	0	0	0.00	2	0	0	2	569.68	1	0	0	1	284.84	5	284.84	1,424.20
FURNITURE AND FURNISHINGS																										
45	56101504-CM-B01	MONOBLOC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	341.12	0.00
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	11	2	8	21	32,760.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	21	1,560.00	32,760.00
50	40101604-EF-W01	ELECTRIC FAN, wall mount	unit	0	0	1	1	901.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	901.68	901.68
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																										
51	43211507-DSK003	DESKTOP, for Basic Users	unit	5	1	3	9	223,142.40	1	1	1	3	74,380.80	1	1	1	3	74,380.80	1	1	1	3	74,380.80	18	24,793.60	446,284.80
52	43211507-DSK004	DESKTOP, for Mid-Range Users	unit	18	12	4	34	1,441,273.60	9	6	5	20	847,808.00	5	6	1	12	508,684.80	1	6	1	8	339,123.20	74	42,390.40	3,136,889.60
53	43201827-HD-X02	EXTERNAL HARD DRIVE	unit	30	14	12	56	168,837.76	10	6	7	23	69,344.08	10	5	2	17	51,254.32	4	5	0	9	27,134.64	105	3,014.96	316,570.80
54	43202010-FD-U04	FLASH DRIVE	piece	105	33	60	198	30,242.52	44	25	7	76	11,608.24	77	12	8	97	14,815.78	30	10	8	48	7,331.52	419	152.74	63,998.06
55	43211503-LAP004	LAPTOP COMPUTER, for Mid-range Users	unit	24	8	2	34	1,440,920.00	7	5	1	13	550,940.00	1	5	1	7	296,660.00	0	4	0	4	169,520.00	58	42,380.00	2,458,040.00
56	43211503-LAP003	LAPTOP COMPUTER, Lightweight	unit	15	6	6	27	1,263,600.00	9	11	5	25	1,170,000.00	1	2	1	4	187,200.00	0	1	0	1	46,800.00	57	46,800.00	2,667,600.00
57	43211708-MO-O02	COMPUTER MOUSE, Wireless	unit	58	37	32	127	20,563.84	0	1	0	1	161.92	11	3	5	19	3,076.48	1	1	4	6	971.52	153	161.92	24,773.76
58	43212105-PR-L01	PRINTER, Laser, Monochrome	unit	7	0	1	8	21,095.12	0	0	1	1	2,636.89	0	0	1	1	2,636.89	0	0	0	0	0.00	10	2,636.89	26,368.90
LIGHTING AND FIXTURES AND ACCESSORIES																										
59	39101628-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	12	7	7	26	1,965.86	12	20	15	47	3,553.67	8	10	15	33	2,495.13	15	15	52	82	6,200.02	188	75.61	14,214.68
60	39101628-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	21	4	18	43	8,850.26	15	14	20	49	10,085.18	15	20	15	50	10,291.00	25	15	20	60	12,349.20	202	205.82	41,575.64
MANUFACTURING COMPONENTS AND SUPPLIES																										
61	31201610-GL-J02	GLUE, all-purpose	bottle	113	58	49	220	13,670.80	46	42	30	118	7,332.52	74	46	39	159	9,880.26	74	20	21	115	7,146.10	612	62.14	38,029.68
62	31151804-SW-H01	STAPLE WIRE, heavy duty (binder type), 23/13	box	40	24	22	86	3,130.40	31	26	20	77	2,802.80	30	22	15	67	2,438.80	28	22	15	65	2,366.00	295	36.40	10,738.00
63	31151804-SW-S01	STAPLE WIRE, standard	box	196	187	112	495	11,761.20	133	83	81	297	7,056.72	168	139	86	393	9,337.68	130	64	65	259	6,153.84	1444	23.76	34,309.44
64	31201502-TA-E02	TAPE, electrical	roll	37	13	58	108	2,100.60	12	53	3	68	1,322.60	15	53	3	71	1,380.95	6	53	1	60	1,167.00	307	19.45	5,971.15
65	31201503-TA-M01	TAPE, masking, 24mm	roll	131	143	84	358	19,933.44	76	87	133	296	16,481.28	101	110	86	297	16,536.96	95	62	58	215	11,971.20	1166	55.68	64,922.88

	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			
66	31201503-TA-M02	TAPE, masking, 48 mm	roll	125	100	70	295	35,742.20	62	73	111	246	29,805.36	86	80	61	227	27,503.32	82	49	49	180	21,808.80	948	121.16	114,859.68
67	31201517-TA-P01	TAPE, packaging, 48 mm	roll	136	93	88	317	7,088.12	81	82	126	289	6,462.04	103	90	75	268	5,992.48	97	53	83	233	5,209.88	1107	22.36	24,752.52
68	31201512-TA-T01	TAPE, transparent, 24mm	roll	184	222	128	534	9,441.12	128	154	150	432	7,637.76	168	176	105	449	7,938.32	174	105	92	371	6,559.28	1786	17.68	31,576.48
69	31201512-TA-T02	TAPE, transparent, 48 mm	roll	159	133	86	378	8,531.46	94	94	89	277	6,251.89	119	96	78	293	6,613.01	115	68	61	244	5,507.08	1192	22.57	26,903.44
70	31151507-TW-P01	TWINE, plastic	roll	50	38	23	111	7,394.82	21	22	25	68	4,530.16	34	30	14	78	5,196.36	27	8	24	59	3,930.58	316	66.62	21,051.92
MEASURING AND OBSERVING AND TESTING EQUIPMENT																										
71	41111604-RU-P02	RULER, plastic, 450mm	piece	10	15	20	45	896.85	28	30	15	73	1,454.89	10	15	20	45	896.85	25	20	15	60	1,195.80	223	19.93	4,444.39
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
72	44121612-BL-H01	BLADE, for general purpose cutter/utility knife	tube	29	15	5	49	802.13	13	16	3	32	523.84	5	9	3	17	278.29	3	7	1	11	180.07	109	16.37	1,784.33
73	44101602-PB-M01	BINDING AND PUNCHING MACHINE	unit	5	2	3	10	95,347.20	0	0	0	0	0.00	1	0	0	1	9,534.72	0	0	0	0	0.00	11	9,534.72	104,881.92
74	44122037-RB-P10	BINDING RING/COMB, plastic, 32 mm	bundle	11	2	6	19	4,937.91	0	4	0	4	1,039.56	1	0	0	1	259.89	0	0	0	0	0.00	24	259.89	6,237.36
75	44101807-CA-C01	CALCULATOR, Compact	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	235.77	0.00
76	44121710-CH-W01	CHALK, white enamel	box	197	231	128	556	18,331.32	131	119	115	365	12,034.05	197	121	108	426	14,045.22	141	71	69	281	9,264.57	1628	32.97	53,675.16
77	44122105-BF-C01	CLIP, backfold, 19mm	box	204	233	132	569	5,325.84	128	120	112	360	3,369.60	200	127	116	443	4,146.48	130	70	89	289	2,705.04	1661	9.36	15,546.96
78	44122105-BF-C02	CLIP, backfold, 25mm	box	191	172	127	490	7,644.00	117	109	114	340	5,304.00	141	115	109	365	5,694.00	130	64	87	281	4,383.60	1476	15.60	23,025.60
79	44122105-BF-C03	CLIP, backfold, 32mm	box	188	154	113	455	15,142.40	116	108	106	330	10,982.40	348	200	200	748	24,893.44	138	64	82	284	9,451.52	1817	33.28	60,469.76
80	44122105-BF-C04	CLIP, backfold, 50mm	box	282	245	191	718	43,309.76	214	140	101	455	27,445.60	5	3	5	13	784.16	164	80	122	366	22,077.12	1552	60.32	93,616.64
81	44121801-CT-R02	CORRECTION TAPE	piece	42	8	16	66	891.00	10	5	11	26	351.00	96	187	301	584	7,884.00	3	3	3	9	121.50	685	13.50	9,247.50
82	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	212	249	317	778	24,678.16	63	171	101	335	10,626.20	3	13	6	22	697.84	165	71	257	493	15,637.96	1628	31.72	51,640.16
83	44111515-DF-B01	DATA FILE BOX	piece	342	379	723	1444	210,665.16	10	5	11	26	3,793.14	29	23	6	58	8,461.62	229	61	667	957	139,616.73	2485	145.89	362,536.65
84	44122011-DF-F01	DATA FOLDER	piece	15	13	7	35	2,905.35	63	171	301	535	44,410.35	32	27	13	72	5,976.72	13	3	4	20	1,660.20	662	83.01	54,952.62
85	44103202-DS-M01	DATER STAMP	piece	44	32	13	89	38,710.55	126	169	720	1015	441,474.25	54	36	21	111	48,279.45	20	17	10	47	20,442.65	1262	434.95	548,906.90
86	44121506-EN-D01	ENVELOPE, Documentary, A4	box	42	26	29	97	80,502.24	4	13	4	21	17,428.32	41	129	20	190	157,684.80	25	15	12	52	43,155.84	360	829.92	298,771.20
87	44121506-EN-D02	ENVELOPE, Documentary, legal,	box	55	32	37	124	131,139.92	11	26	13	50	52,879.00	25	51	14	90	95,182.20	27	20	13	60	63,454.80	324	1,057.58	342,655.92
88	44121506-EN-X01	ENVELOPE, Expanding, Kraft	box	41	131	21	193	181,410.35	26	30	14	70	65,796.50	7	5	8	20	18,799.00	124	28	22	174	163,551.30	457	939.95	429,557.15
89	44121506-EN-X02	ENVELOPE, Expanding, Plastic	piece	42	26	21	89	2,713.61	22	37	26	85	2,591.65	8	14	8	30	914.70	20	16	14	50	1,524.50	254	30.49	7,744.46
90	44121506-EN-M02	ENVELOPE, Mailing	box	8	4	6	18	7,785.36	32	129	21	182	78,718.64	31	32	45	108	46,712.16	8	4	6	18	7,785.36	326	432.52	141,001.52
91	44121504-EN-W02	ENVELOPE, Mailing, with window	box	73	14	10	97	49,733.84	30	40	22	92	47,170.24	55	70	52	177	90,751.44	8	8	4	20	10,254.40	386	512.72	197,909.92
92	44111912-ER-B01	ERASER, felt, for blackboard/whiteboard	piece	103	28	62	193	2,794.64	25	45	10	80	1,158.40	32	40	41	113	1,636.24	8	8	8	24	347.52	410	14.48	5,936.80
93	44122118-FA-P01	FASTENER	box	92	95	84	271	25,647.44	63	25	14	102	9,653.28	22	40	41	103	9,747.92	44	19	24	87	8,233.68	563	94.64	53,282.32
94	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	47	26	68	141	12,718.20	15	25	30	70	6,314.00	26	37	41	104	9,380.80	94	75	50	219	19,753.80	534	90.20	48,166.80
95	44122018-FT-D01	FILE TAB DIVIDER, A4	set	37	26	68	131	1,458.03	20	15	21	56	623.28	30	30	43	103	1,146.39	33	40	46	119	1,324.47	409	11.13	4,552.17
96	44122018-FT-D02	FILE TAB DIVIDER, Legal	set	48	34	46	128	1,821.44	25	21	35	81	1,152.63	26	28	16	70	996.10	33	46	46	125	1,778.75	404	14.23	5,748.92
97	44122011-FO-F01	FOLDER, Fancy with slide, A4	bundle	39	37	53	129	34,881.60	35	25	45	105	28,392.00	27	39	31	97	26,228.80	35	11	23	69	18,657.60	400	270.40	108,160.00
98	44122011-FO-F02	FOLDER, Fancy with slide, legal	bundle	47	47	47	141	41,059.20	25	26	35	86	25,043.20	18	20	17	55	16,016.00	39	29	23	91	26,499.20	373	291.20	108,617.60
99	44122011-FO-L01	FOLDER, L-type, A4	pack	64	69	52	185	37,051.80	25	6	45	76	15,221.28	28	30	22	80	16,022.40	39	32	25	96	19,226.88	437	200.28	87,522.36
100	44122011-FO-L02	FOLDER, L-type, Legal	pack	32	25	20	77	19,179.16	35	35	40	110	27,398.80	12	34	27	73	18,182.84	57	44	30	131	32,629.48	391	249.08	97,390.28
101	44122027-FO-P01	FOLDER, pressboard	box	38	42	24	104	99,074.56	35	35	40	110	104,790.40	18	20	17	55	52,395.20	34	20	15	69	65,732.16	338	952.64	321,992.32
102	44122011-FO-T01	FOLDER with tab, A4	pack	32	30	34	96	36,441.60	45	52	25	122	46,311.20	28	38	22	88	33,404.80	40	34	24	98	37,200.80	404	379.60	153,358.40
103	44122011-FO-T02	FOLDER with tab, Legal	pack	85	22	43	150	62,088.00	45	15	25	85	35,183.20	12	37	27	76	31,457.92	25	32	14	71	29,388.32	382	413.92	158,117.44
104	44122008-IT-T01	INDEX TAB	box	161	191	112	464	31,366.40	25	25	35	85	5,746.00	18	23	20	61	4,123.60	103	314	45	462	31,231.20	1072	67.60	72,467.20
105	44121716-MA-F01	MARKER, Flourescent	set	176	76	83	335	10,421.85	35	25	25	85	2,644.35	65	169	51	285	8,866.35	179	67	31	277	8,617.47	982	31.11	30,550.02
106	44121708-MP-B01	MARKER, Permanent, Black	piece	268	304	200	772	6,384.44	35	35	35	105	868.35	81	84	31	196	1,620.92	219	95	133	447	3,696.69	1520	8.27	12,570.40
107	44121708-MP-B02	MARKER, Permanent, Blue	piece	237	241	190	668	5,524.36	45	25	35	105	868.35	467	173	156	796	6,582.92	188	85	99	372	3,076.44	1941	8.27	16,052.07
108	44121708-MP-B03	MARKER, Permanent, Red	piece	130	77	98	305	2,522.35	25	35	25	85	702.95	417	133	127	677	5,598.79	108	26	29	163	1,348.01	1230	8.27	10,172.10
109	44121708-MW-B01	MARKER, Whiteboard, Black	piece	217	161	143	521	5,027.65	125	25	45	195	1,881.75	115	79	31	225	2,171.25	114	94	106	314	3,030.10	1255	9.65	12,110.75
110	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	170	101	119	390	3,763.50	160	120	110	390	3,763.50	203	134	140	477	4,603.05	91	76	62	229	2,209.85	1486	9.65	14,339.90
111	44121708-MW-B03	MARKER, Whiteboard, Red	piece	111	61	75	247	2,383.55	110	60	75	245	2,364.25	107	112	97	316	3,049.40	54	47	30	131	1,264.15	939	9.65	9,061.35
112	44122104-PC-G01	PAPER CLIP, vinly/plastic coated, 33mm	box	268	137	145	550	4,851.00	250	125	135	510	4,498.20	80	83	36	199	1,755.18	156	84	72	312	2,751.84	1571	8.82	13,856.22
113	44122104-PC-J02	PAPER CLIP, vinly/plastic coated, jumbo, 50mm	box	245	125	154	524	10,197.04	245	250	155	650	12,649.00	164	114	114	392	7,628.32	116	80	53	249	4,845.54	1815	19.46	35,319.90
114	44101603-PS-M02	PAPER SHREDDER	unit	7	2	13	22	411,817.12	2	10	15	27	505,411.92	2	13	95	110	2,059,085.60	0	0	0	0	0.00	159	18,718.96	2,976,314.64
115	44101601-PT-M02	PAPER TRIMMER/CUTTING MACHINE	unit	3	2	0	5	46,488.00	2	0	0	2	18,595.20	2	0	0	2	18,595.20	0	0	0	0	0.00	9	9,297.60	83,678.40

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			
116	44121706-PE-L01	PENCIL, lead/graphite, with eraser	box	101	54	64	219	9,791.49	0	3	0	3	134.13	9	0	0	9	402.39	58	20	26	104	4,649.84	335	44.71	14,977.85
117	44121619-PS-M01	PENCIL SHARPENER	piece	19	3	13	35	8,262.80	6	0	2	8	1,888.64	3	0	0	3	708.24	3	0	0	3	708.24	49	236.08	11,567.92
118	44101602-PU-P01	PUNCHER, paper, heavy duty	piece	33	8	4	45	6,926.40	4	10	2	16	2,462.72	3	2	0	5	769.60	1	0	0	1	153.92	67	153.92	10,312.64
119	44122101-RU-B01	RUBBER BAND No. 18	box	53	30	71	154	20,820.80	14	21	10	45	6,084.00	14	21	33	68	9,193.60	26	35	14	75	10,140.00	342	135.20	46,238.40
120	44121905-SP-F01	STAMP PAD, felt	piece	56	49	34	139	5,548.88	26	36	23	85	3,393.20	27	47	21	95	3,792.40	18	18	7	43	1,716.56	362	39.92	14,451.04
121	44121618-SS-S01	SCISSORS, symmetrical/asymmetrical	pair	66	49	34	149	9,762.48	17	13	9	39	2,555.28	15	21	7	43	2,817.36	8	9	3	20	1,310.40	251	65.52	16,445.52
122	44121615-ST-S01	STAPLER, standard type	piece	83	20	21	124	24,502.40	23	5	11	39	7,706.40	9	7	3	19	3,754.40	8	9	0	17	3,359.20	199	197.60	39,322.40
123	44121615-ST-B01	STAPLER, heavy duty (binder)	unit	74	35	21	130	90,109.50	45	10	3	58	40,202.70	26	34	0	60	41,589.00	0	0	0	0	0.00	248	693.15	171,901.20
124	44121613-SR-P02	STAPLE REMOVER, plier-type	piece	64	37	8	109	5,069.59	10	0	1	11	511.61	71	42	2	115	5,348.65	7	7	2	16	744.16	251	46.51	11,674.01
125	44121605-TD-T01	TAPE DISPENSER, table top	piece	25	9	5	39	3,025.62	8	0	0	8	620.64	3	13	2	18	1,396.44	3	0	0	3	232.74	68	77.58	5,275.44
PAPER MATERIALS AND PRODUCTS																										
126	14111525-CA-A01	CARTOLINA, assorted colors	pack	40	24	19	83	6,948.76	32	40	15	87	7,283.64	30	46	15	91	7,618.52	11	5	2	18	1,506.96	279	83.72	23,357.88
127	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm	box	5	0	0	5	4,726.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	945.36	4,726.80
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	248	273	163	684	25,349.04	128	153	128	409	15,157.54	285	280	138	703	26,053.18	174	111	35	320	11,859.20	2116	37.06	78,418.96
130	14111514-NP-S04	NOTEPAD, stick-on, 76mm x 100mm	pad	258	246	160	664	39,361.92	126	149	127	402	23,830.56	246	255	135	636	37,702.08	175	106	82	363	21,518.64	2065	59.28	122,413.20
131	14111514-NP-S03	NOTEPAD, stick-on, 76mm x 76mm	pad	278	273	163	714	37,128.00	127	148	121	396	20,592.00	290	250	133	673	34,996.00	322	164	95	581	30,212.00	2364	52.00	122,928.00
132	14111514-NB-S02	STENO NOTEBOOK	piece	462	602	189	1253	17,592.12	432	252	155	839	11,779.56	578	279	184	1041	14,615.64	322	164	95	581	8,157.24	3714	14.04	52,144.56
133	14111507-PP-M01	PAPER, MULTICOPY A4	ream	646	849	512	2007	429,096.60	750	700	600	2050	438,290.00	783	682	548	2013	430,379.40	847	505	460	1812	387,405.60	7882	213.80	1,685,171.60
134	14111507-PP-M02	PAPER, MULTICOPY LEGAL	ream	494	620	447	1561	363,650.56	572	507	405	1484	345,712.64	611	492	421	1524	355,031.04	685	390	315	1390	323,814.40	5959	232.96	1,388,208.64
135	14111507-PP-C01	PAPER, MULTIPURPOSE A4	ream	209	455	301	965	132,919.10	212	382	293	887	122,175.38	291	397	294	982	135,260.68	385	195	211	791	108,952.34	3625	137.74	499,307.50
136	14111507-PP-C02	PAPER, MULTIPURPOSE LEGAL	ream	214	430	299	943	149,852.13	270	340	241	851	135,232.41	299	375	247	921	146,356.11	363	173	209	745	118,387.95	3460	158.91	549,828.60
137	14111531-PP-R01	PAD PAPER, ruled	pad	83	30	25	138	4,805.16	31	19	16	66	2,298.12	46	16	23	85	2,959.70	31	13	11	55	1,915.10	344	34.82	11,978.08
138	14111503-PA-P01	PAPER, parchment	box	46	8	8	62	9,561.02	17	11	4	32	4,934.72	19	11	1	31	4,780.51	16	1	1	18	2,775.78	143	154.21	22,052.03
139	14111531-RE-B01	RECORD BOOK, 300 PAGES	book	102	88	44	234	21,457.80	58	143	44	245	22,466.50	68	115	38	221	20,265.70	61	57	30	148	13,571.60	848	91.70	77,761.60
140	14111531-RE-B02	RECORD BOOK, 500 PAGES	book	97	109	40	246	30,641.76	53	175	33	261	32,510.16	72	142	35	249	31,015.44	59	57	30	146	18,185.76	902	124.56	112,353.12
141	14111704-TT-P04	TISSUE, INTERFOLDED PAPER TOWEL	pack	175	134	101	410	13,858.00	147	146	95	388	13,114.40	170	171	101	442	14,939.60	235	90	0	325	10,985.00	1565	33.80	52,897.00
142	14111704-TT-P02	TOILET TISSUE PAPER, 2 ply	pack	302	154	168	624	62,300.16	253	193	196	642	64,097.28	218	201	158	577	57,607.68	287	142	142	571	57,008.64	2414	99.84	241,013.76
PERFUMES OR COLOGNES OR FRAGRANCES																										
143	53131626-HS-S01	HAND SANITIZER	bottle	15	20	10	45	3,828.60	10	15	20	45	3,828.60	10	10	10	30	2,552.40	5	12	15	32	2,722.56	152	85.08	12,932.16
PESTICIDES OR PEST REPELLENTS																										
144	10191509-IN-A01	INSECTICIDE	can	10	15	10	35	4,877.60	15	12	10	37	5,156.32	10	15	10	35	4,877.60	5	10	20	35	4,877.60	142	139.36	19,789.12
PRINTED PUBLICATIONS																										
145	55101524-RA-H01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184 and Its IRR)	book	304	51	0	355	13,209.55	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	355	37.21	13,209.55
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																										
1	44103109-BR-D05	DRUM CARTRIDGE, BROTHER DR-3455, Black	cart	0	2	0	2	13,894.40	0	0	0	0	0.00	0	2	0	2	13,894.40	0	0	0	0	0.00	4	6,947.20	27,788.80
2	44103105-CA-C04	INK CARTRIDGE, CANON CL-741, Colored	cart	6	0	10	16	18,021.12	0	0	0	0	0.00	0	10	0	10	11,263.20	0	0	0	0	0.00	26	1,126.32	29,284.32
3	44103105-CA-C02	INK CARTRIDGE, CANON CL-811, Colored	cart	45	80	95	220	259,230.40	55	50	53	158	186,174.56	50	60	50	160	188,531.20	50	45	48	143	168,499.76	681	1,178.32	802,435.92
4	44103105-CA-B04	INK CARTRIDGE, CANON PG-740, Black	cart	0	0	10	10	8,611.20	0	0	0	0	0.00	0	10	0	10	8,611.20	0	0	0	0	0.00	20	861.12	17,222.40
5	44103105-CA-B02	INK CARTRIDGE, CANON PG-810, Black	cart	10	0	0	10	8,923.20	0	5	0	5	4,461.60	1	0	0	1	892.32	0	0	0	0	0.00	16	892.32	14,277.12
6	44103105-EP-B17	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	40	10	24	74	17,160.60	38	8	11	57	13,218.30	38	18	11	67	15,537.30	18	3	6	27	6,261.30	225	231.90	52,177.50
7	44103105-EP-C17	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	35	10	16	61	14,774.20	37	7	9	53	12,836.60	37	12	9	58	14,047.60	18	3	5	26	6,297.20	198	242.20	47,955.60
8	44103105-EP-M17	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	35	10	16	61	14,774.20	37	7	9	53	12,836.60	37	12	9	58	14,047.60	18	3	5	26	6,297.20	198	242.20	47,955.60
9	44103105-EP-Y17	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	35	10	16	61	14,774.20	37	7	9	53	12,836.60	37	12	9	58	14,047.60	18	3	5	26	6,297.20	198	242.20	47,955.60
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	15	15	15	45	40,950.00	15	15	15	45	40,950.00	15	15	15	45	40,950.00	15	15	15	45	40,950.00	180	910.00	163,800.00
13	44103105-HP-T10	INK CARTRIDGE, HP C9352AA (HP22), Tri-color	cart	15	15	15	45	47,408.40	15	15	15	45	47,408.40	15	15	15	45	47,408.40	15	15	15	45	47,408.40	180	1,053.52	189,633.60
14	44103105-HP-B17	INK CARTRIDGE, HP CC640WA (HP60), Black	cart	3	0	3	6	5,285.28	0	0	3	3	2,642.64	3	1	0	4	3,523.52	1	0	0	1	880.88	14	880.88	12,332.32
15	44103105-HP-T17	INK CARTRIDGE, HP CC643WA (HP60), Tri-color	cart	3	0	3	6	6,283.68	0	0	3	3	3,141.84	3	2	0	5	5,236.40	0	3	0	3	3,141.84	17	1,047.28	17,803.76
16	44103105-HX-C40	INK CARTRIDGE, HP CD972AA (HP920XL), Cyan	cart	0	3	3	6	4,942.08	0	0	0	0	0.00	0	0	0	0	0.00	0	3	0	3	2,471.04	9	823.68	7,413.12
17	44103105-HX-M40	INK CARTRIDGE, HP CD973AA (HP920XL), Magenta	cart	0	3	3	6	4,942.08	0	0	0	0	0.00	0	0	0	0	0.00	0	3	0	3	2,471.04	9	823.68	7,413.12

	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			
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	4	0	4	3,294.72	4	823.68	3,294.72
19	44103105-HX-B40	INK CARTRIDGE, HP CD975AA (HP920XL), Black	cart	0	0	5	5	7,706.40	0	0	0	0	0.00	0	0	0	0	0.00	0	5	0	5	7,706.40	10	1,541.28	15,412.80
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	865.28	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	0	0	0	0	0.00	0	1,517.36	0.00
26	44103105-HP-B36	INK CARTRIDGE, HP CN692AA (HP704), Black	cart	47	12	82	141	59,095.92	47	70	24	141	59,095.92	59	70	23	152	63,706.24	88	18	21	127	53,228.24	561	419.12	235,126.32
27	44103105-HP-T36	INK CARTRIDGE, HP CN693AA (HP704), Tri-color	cart	46	12	82	140	58,676.80	52	70	24	146	61,191.52	58	70	23	151	63,287.12	87	18	21	126	52,809.12	563	419.12	235,964.56
28	44103105-HP-B33	INK CARTRIDGE, HP CZ107AA (HP678), Black	cart	29	32	26	87	35,196.72	33	29	27	89	36,005.84	36	34	22	92	37,219.52	43	20	20	83	33,578.48	351	404.56	142,000.56
29	44103105-HP-T33	INK CARTRIDGE, HP CZ108AA (HP678), Tri-color	cart	27	30	24	81	32,769.36	31	37	25	93	37,624.08	34	32	20	86	34,792.16	43	20	20	83	33,578.48	343	404.56	138,764.08
30	44103105-HP-T43	INK CARTRIDGE, HP F6V26AA (HP680), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	424.32	0.00
31	44103105-HP-B43	INK CARTRIDGE, HP F6V27AA (HP680), Black	cart	6	0	0	6	2,545.92	3	0	0	3	1,272.96	6	0	0	6	2,545.92	3	0	0	3	1,272.96	18	424.32	7,637.76
32	44103105-HP-C50	INK CARTRIDGE, HP L0S51AA (HP955), Cyan Original	cart	1	0	0	1	982.80	1	0	0	1	982.80	1	0	0	1	982.80	1	0	0	1	982.80	4	982.80	3,931.20
33	44103105-HP-M50	INK CARTRIDGE, HP L0S54AA (HP955), Magenta Original	cart	1	0	0	1	982.80	1	0	0	1	982.80	1	0	0	1	982.80	1	0	0	1	982.80	4	982.80	3,931.20
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-C51	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	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.94	0.00
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-R09	TONER CARTRIDGE, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	8	0	8	28,537.60	0	6	0	6	21,403.20	14	3,567.20	49,940.80
48	44103103-BR-B11	TONER CARTRIDGE, BROTHER TN-3350, Black	cart	6	3	1	10	50,024.00	6	1	1	8	40,019.20	6	3	1	10	50,024.00	6	1	1	8	40,019.20	36	5,002.40	180,086.40
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	6	3	3	12	41,271.36	3	3	3	9	30,953.52	6	3	3	12	41,271.36	3	3	3	9	30,953.52	42	3,439.28	144,449.76
56	44103103-HP-B18	TONER CARTRIDGE, HP CE255A, Black	cart	3	0	0	3	23,116.08	0	0	0	0	0.00	0	0	3	3	23,116.08	0	0	0	0	0.00	6	7,705.36	46,232.16
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	28	6	3	37	133,140.80	5	6	23	34	122,345.60	28	3	3	34	122,345.60	5	3	3	11	39,582.40	116	3,598.40	417,414.40
59	44103103-HP-B23	TONER CARTRIDGE, HP CE310A, Black	cart	5	0	0	5	13,041.60	0	0	0	0	0.00	0	0	0	0	0.00	5	0	0	5	13,041.60	10	2,608.32	26,083.20
60	44103103-HP-C23	TONER CARTRIDGE, HP CE311A, Cyan	cart	5	0	0	5	14,487.20	0	0	0	0	0.00	5	0	0	5	14,487.20	0	0	0	0	0.00	10	2,897.44	28,974.40
61	44103103-HP-Y23	TONER CARTRIDGE, HP CE312A, Yellow	cart	5	0	0	5	14,487.20	0	0	0	0	0.00	5	0	0	5	14,487.20	0	0	0	0	0.00	10	2,897.44	28,974.40
62	44103103-HP-M23	TONER CARTRIDGE, HP CE313A, Magenta	cart	5	0	0	5	14,487.20	0	0	0	0	0.00	5	0	0	5	14,487.20	0	0	0	0	0.00	10	2,897.44	28,974.40
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	10,988.56	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

	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			
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	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
5	43232202-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	43232304-SFT-006	Data management and query software	license	0	0	1	1	15,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	15,000.00	15,000.00
7	43232402-SFT-007	Development software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
8	43232505-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	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	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	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	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	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	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	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	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	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	80141505-TS-001	BALLPEN	piece	867	422	301	1590	72,345.00	159	122	145	426	19,383.00	753	122	145	1020	46,410.00	149	112	145	406	18,473.00	3442	45.50	156,611.00
2	80141505-TS-002	MULTIFUNCTION PRINTER	unit	4	1	1	6	150,000.00	8	8	5	21	525,000.00	8	4	5	17	425,000.00	10	2	10	22	550,000.00	66	25,000.00	1,650,000.00
3	80141505-TS-003	LAMINATING FILM	pack	10	0	2	12	4,800.00	0	0	0	0	0.00	5	0	0	5	2,000.00	0	0	0	0	0.00	17	400.00	6,800.00
4	80141505-TS-004	STICKER PAPER	pack	57	14	104	175	17,832.50	18	12	2	32	3,260.80	28	12	2	42	4,279.80	12	12	2	26	2,649.40	275	101.90	28,022.50
5	80141505-TS-005	DOUBLE SIDED TAPE	roll	63	32	38	133	14,930.58	21	22	13	56	6,286.56	38	27	13	78	8,756.28	15	18	8	41	4,602.66	308	112.26	34,576.08
6	80141505-TS-006	PHOTO PAPER	pack	33	40	63	136	28,062.24	20	18	8	46	9,491.64	28	18	8	54	11,142.36	18	18	8	44	9,078.96	280	206.34	57,775.20
7	80141505-TS-007	BLEACHING SOLUTION	bottle	1	0	0	1	300.00	1	0	0	1	300.00	1	0	0	1	300.00	1	0	0	1	300.00	4	300.00	1,200.00
8	80141505-TS-008	CERTIFICATE FRAME	piece	20	20	70	110	10,450.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	110	95.00	10,450.00
9	80141505-TS-009	CERTIFICATE HOLDER	piece	8	0	5	13	78,000.00	0	0	0	0	0.00	2	0	0	2	12,000.00	0	0	0	0	0.00	15	6,000.00	90,000.00
10	80141505-TS-010	UNINTERRUPTIBLE POWER SUPPLY	unit	4	0	2	6	540,000.00	0	5	0	5	450,000.00	2	0	0	2	180,000.00	0	0	0	0	0.00	13	90,000.00	1,170,000.00
11	80141505-TS-011	AIR CONDITIONING UNIT	unit	5	5	5	15	1,290,000.00	4	3	5	12	1,032,000.00	6	2	2	10	860,000.00	5	5	5	15	1,290,000.00	52	86,000.00	4,472,000.00
12	80141505-TS-012	SMART TELEVISION	unit	2	0	0	2	10,200.00	0	0	0	0	0.00	1	0	0	1	5,100.00	0	0	0	0	0.00	3	5,100.00	15,300.00
13	80141505-TS-013	WHITE BOARD	piece	3	2	0	5	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	1,000.00	5,000.00
14	80141505-TS-014	MICROPHONE	unit	5	0	0	5	6,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	1,200.00	6,000.00
15	80141505-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	80141505-TS-016	DISHWASHING LIQUID	bottle	16	1	1	18	3,132.00	21	1	1	23	4,002.00	16	1	1	18	3,132.00	21	1	1	23	4,002.00	82	174.00	14,268.00
17	80141505-TS-017	PLASTIC FASTENER	box	11	0	3	14	1,299.62	3	2	0	5	464.15	11	0	0	11	1,021.13	1	0	0	1	92.83	31	92.83	2,877.73

	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			
18	80141505-TS-018	STEEL FILING CABINET	piece	4	0	0	4	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	0.00	0.00
19	80141505-TS-019	VELLUM BOARD PAPER	pack	1	10	1	12	0.00	6	55	1	62	0.00	6	5	1	12	0.00	1	50	1	52	0.00	138	0.00	0.00
20	80141505-TS-020	EXTENSION CORD	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
21	80141505-TS-021	PAINT	gallon	2	0	0	2	58.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	29.00	58.00
22	80141505-TS-022	COLORED PAPER	pack	2	0	0	2	50.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	25.00	50.00
23	80141505-TS-023	BOND PAPER	ream	25	25	25	75	30,000.00	20	20	25	65	26,000.00	12	15	13	40	16,000.00	15	15	20	50	20,000.00	230	400.00	92,000.00
24	80141505-TS-024	PUSH PIN	pack	25	8	18	51	4,539.00	12	7	7	26	2,314.00	12	12	7	31	2,759.00	7	7	7	21	1,869.00	129	89.00	11,481.00
25	80141505-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	80141505-TS-026	GLUE STICK (PASTE)	piece	97	2	2	101	4,120.80	14	2	2	18	734.40	52	2	2	56	2,284.80	0	0	0	0	0.00	175	40.80	7,140.00
27	80141505-TS-027	GLUE STICK (FOR GLUE GUN)	pack	5	0	0	5	60.00	0	0	0	0	0.00	5	0	0	5	60.00	0	0	0	0	0.00	10	12.00	120.00
28	80141505-TS-028	DEODORANT CAKE	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	80141505-TS-029	DISPOSABLE GLOVES	box	0	5	0	5	387.50	0	0	0	0	0.00	0	0	0	0	0.00	0	2	0	2	155.00	7	77.50	542.50
30	80141505-TS-030	OFFICE CHAIR	piece	40	3	0	43	315,333.19	0	0	0	0	0.00	0	0	0	0	0.00	20	0	0	20	146,666.60	63	7,333.33	461,999.79
31	80141505-TS-031	MANILA PAPER	pack	5	25	0	30	1,575.00	5	25	0	30	1,575.00	5	0	0	5	262.50	0	0	0	0	0.00	65	52.50	3,412.50
32	80141505-TS-032	AUTOMOTIVE BATTERIES	piece	2	1	0	3	33,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	11,000.00	33,000.00
33	80141505-TS-033	PADLOCK	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	80141505-TS-034	MOBILE PHONE	unit	1	0	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
35	80141505-TS-035	COMPACT DISC	piece	100	0	0	100	8,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	100	80.00	8,000.00
36	80141505-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	80141505-TS-037	STORAGE BOX	piece	7	0	0	7	5,250.00	5	0	0	5	3,750.00	5	0	0	5	3,750.00	5	0	0	5	3,750.00	22	750.00	16,500.00
38	80141505-TS-038	PLASTIC ENVELOPE	piece	50	25	75	150	5,500.50	60	25	25	110	4,033.70	30	25	25	80	2,933.60	50	25	25	100	3,667.00	440	36.67	16,134.80
39	80141505-TS-039	DOCUMENT SCANNER	unit	3	0	0	3	149,925.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	49,975.00	149,925.00
40	80141505-TS-040	WATER DISPENSER	unit	1	0	1	2	16,495.00	1	0	0	1	8,247.50	0	0	0	0	0.00	0	0	0	0	0.00	3	8,247.50	24,742.50
41	80141505-TS-041	PARACETAMOL	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	5	5	250.00	5	50.00	250.00
42	80141505-TS-042	GLUE GUN	unit	5	0	0	5	1,072.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	214.50	1,072.50
43	80141505-TS-043	INKJET PRINTER	unit	2	3	0	5	185,310.00	0	0	0	0	0.00	1	0	0	1	37,062.00	2	0	0	2	74,124.00	8	37,062.00	296,496.00
44	80141505-TS-044	SPEAKERS	unit	3	0	0	3	1,950.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	650.00	1,950.00
45	80141505-TS-045	POVIDONE IODINE	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
46	80141505-TS-046	KEYBOARD	unit	9	0	0	9	5,400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	9	600.00	5,400.00
47	80141505-TS-047	DSLR 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	0.00	0.00
48	80141505-TS-048	STEEL RACK	set	5	0	0	5	100,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	20,000.00	100,000.00
49	80141505-TS-049	LAMINATING MACHINE	unit	1	0	0	1	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	10,000.00	10,000.00
50	80141505-TS-050	FUEL FILTERS	piece	1	0	0	1	12,000.00	0	0	0	0	0.00	1	0	0	1	12,000.00	0	0	0	0	0.00	2	12,000.00	24,000.00
51	80141505-TS-051	AIRLINE TICKETS (DOMESTIC)	ticket	75	48	50	173	2,599,164.11	122	40	52	214	3,215,150.98	128	45	47	220	3,305,295.40	139	49	38	226	3,395,439.82	833	15,024.07	12,515,050.31
52	80141505-TS-052	AIRLINE TICKETS (INTERNATIONAL)	ticket	0	0	0	0	0.00	0	0	0	0	0.00	0	0	2	2	100,000.00	0	0	0	0	0.00	2	50,000.00	100,000.00
53	80141505-TS-053	CAR (Sedan or Hatchback)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
46	80141505-TS-054	MULTI-PURPOSE VEHICLE (MPV)	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
47	80141505-TS-055	SPORTS UTILITY VEHICLE (SUV)	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
48	80141505-TS-056	PASSENGER VAN	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
49	80141505-TS-057	VAN	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	80141505-TS-058	TRI-WHEEL VEHICLE	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	80141505-TS-059	PICK-UP TRUCK	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	80141505-TS-060	ALL-TERRAIN VEHICLE (ATV)	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	80141505-TS-061	ASSEMBLED OWNER-TYPE JEEP	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	80141505-TS-062	ASSEMBLED PASSENGER JEEPNEY-TYPE VEHICLE	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	80141505-TS-063	MOTORCYCLE	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	80141505-TS-064	BUS	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	80141505-TS-065	MINI BUS	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																								₱		50,164,121.46
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																								₱		5,016,412.15

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			
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																						₱	-
D. GRAND TOTAL (A + B+ C)																						₱	55,180,533.61
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:	Fifty Five Million One Hundred Eighty Thousand Five Hundred Thirty Three 61/100 (Php 55,180,533.61)																						

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

Prepared by:

MIMI T. VICENTE-PULICAY
Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

ONOFRE VALDEZ / ATTY. MERCEDES BORONGAN
Accountant / Budget Officer

Approved by:

LANI C. DE LEON
Head of Office/Agency

Date Prepared: July 29, 2024