

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

APP-CSE 2023 FORM as of September 14, 2022

Introduction:

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

Remarks:

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store.
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.gov.ph) for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on the PART I of this template otherwise the form will be deemed invalid.
- 5.0 Additional rows for other items may be inserted in PART II, if necessary. Note that this is only applicable in the PART II of the form.
- 6.0 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 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 09182954426 or 092729478245, 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: Consistent with the Memorandum Circular 2022-1 issued by the AO 25 dated 24 March 2022, the APP-CSE for FY 2023 must be submitted on or before 30 September 2022.

Department/Bureau/Office: MINES AND GEOSCIENCES BUREAU  
 Region: VII  
 Address: Greenplains Subdivision, Bantale, Marikina City, Cebu

Agency Code(UACS): 10 003 0300007  
 Organization Type: National Government Agency

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity Available for the year	Price Catalogue (as of 29 July 2022)	Total Amount for the year													
		Jan	Feb	Mar	Q1 Amount	April	May	June	Q2 Amount	July	Aug	Sept	Q3 Amount				Oct	Nov	Dec	Q4 Amount									
<b>PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)</b>																													
<b>ALCOHOL OR ACETONE BASED ANTISEPTICS</b>																													
1	12191601-AL-FC4	ALCOHOL, Ethyl, 500 ml	bottle	8	3	18	29	1,387.65	8	3	18	29	1,387.65	13	3	18	34	1,626.90	13	2	0	15	717.75	107	47.85	5,126.95			
2	12191601-AL-FC3	ALCOHOL, Ethyl, 1 Gallon	gallon	0	1	4	5	1,652.75	0	0	5	5	1,652.75	0	0	5	5	1,652.75	0	0	2	2	2	661.10	17	330.55	5,262.35		
<b>ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>																													
3	60121413-CB-P01	CLEARBOOK, 20 transparent pockets, A4	piece	0	2	0	2	65.82	0	5	0	5	164.55	0	2	0	2	65.82	0	0	0	0	0	0	0	0	0	32.91	295.19
4	60121413-CB-P02	CLEARBOOK, 20 transparent pockets, legal	piece	0	7	0	7	254.52	0	5	0	5	181.80	0	7	0	7	254.52	0	5	0	5	5	181.80	24	36.95	872.64		
5	60121524-ER-P01	ERASER, plastic, rubber	piece	2	1	0	3	13.41	0	0	2	2	8.94	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	4.47	22.35
6	60121524-SP-G01	SIGN PEN, Black, liquid or gel	piece	0	53	35	88	1,953.60	7	24	42	73	1,620.60	10	31	35	76	1,857.20	7	24	41	72	91	1,956.40	309	22.20	6,889.80		
7	60121524-SP-G02	SIGN PEN, Blue, liquid or gel	piece	0	53	54	107	2,375.40	7	24	61	92	2,044.40	10	31	54	95	2,109.00	7	24	60	91	91	2,020.20	385	22.20	8,590.00		
8	60121524-SP-G03	SIGN PEN, Red, liquid or gel	piece	0	5	24	29	643.80	0	0	24	24	532.80	0	0	24	24	532.80	0	0	24	24	24	532.80	101	22.20	2,262.20		
9	60121124-WR-P01	WRAPPING PAPER, kraft, 50 sheets per pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	161.20	0.00
<b>AUDIO AND VISUAL EQUIPMENT AND SUPPLIES</b>																													
10	451121517-DO-C02	DOCUMENT CAMERA, 8 MP	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	23,623.60	0.00
11	45111609-WM-P01	MULTIMEDIA PROJECTOR, 4000 ANSI Lumens (min.)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	16,586.80	0.00
<b>BATTERIES AND CELLS AND ACCESSORIES</b>																													
12	26111702-BT-A02	BATTERY, dry cell, size AA, Two (2) pieces per blister pack	pack	3	1	15	19	393.31	3	1	15	19	393.31	4	0	13	17	346.53	3	1	10	14	14	286.56	69	20.49	1,413.31		
13	26111702-BT-A01	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	pack	3	0	10	13	238.42	3	0	10	13	238.42	3	0	7	10	183.40	3	0	5	8	8	146.72	44	18.34	805.96		
14	26111702-BT-A03	BATTERY, dry cell, size D, Two (2) pieces per blister pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	96.20	0.00
<b>CLEANING EQUIPMENT AND SUPPLIES</b>																													
15	47131812-AF-A01	AIR FRESHENER, aerosol type, 150g	can	5	5	7	17	1,367.88	3	2	6	11	859.04	4	0	7	11	889.64	2	1	3	6	6	489.94	45	81.54	3,672.80		



Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the Year	Price Catalogue (as of 30/09/2022)	Total Amount for the year																																							
			Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug				Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount																															
16	47131604-ER-501 BROOM, Soft (Walls Tambor)	piece	1	0	2	3	465.72	0	1	1	2	272.48	1	0	2	3	465.72	0	0	0	0	0	0	0	0	0	8	136.24	1,055,922																											
17	47131604-ER-101 BROOM, Stick (Walls Ting-thing)	piece	0	0	1	1	22.78	0	0	1	1	22.78	0	0	1	1	22.78	1	0	0	1	1	22.78	0	0	0	1	22.78	4	22.78	93,112																									
18	47131829-TP-C01 CLEANER, Toilet Bowl and Urinal, 900ml - 1000ml	bottle	5	5	5	15	624.00	6	5	5	16	665.60	6	5	5	16	665.60	6	5	5	16	665.60	6	5	5	16	665.60	63	41.60	2,620,800																										
19	47131805-C-F01 CLEANER, Scouring Powder, 350g	can	1	0	0	1	23.92	1	0	0	1	23.92	1	0	0	1	23.92	1	0	0	1	1	23.92	0	0	0	1	23.92	4	23.92	95,668																									
20	47131811-DE-802 DETERGENT BAR, 140g as packed	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00																									
21	47131811-DE-803 DETERGENT POWDER, all purpose, 1kg	pouch	3	5	12	20	1,081.60	5	6	6	17	919.36	5	5	7	17	919.36	6	5	5	16	865.28	0	0	0	0	0	0	70	54.08	3,785,600																									
22	47131803-DS-401 DISINFECTANT SPRAY, Aerosol type, 400g	can	6	0	5	11	1,538.79	3	1	4	8	1,118.12	6	0	5	11	1,538.79	4	0	1	5	695.45	0	0	0	0	0	0	35	139.89	4,958,515																									
23	47131601-DU-001 DUST PAN, rigid non-breakable plastic	piece	0	0	2	2	55.28	0	0	2	2	55.28	0	0	1	1	27.64	0	0	0	0	0	0.00	0	0	0	0	0	5	27.64	138,220																									
24	47131802-FW-002 FLOOR WAX, paste type, red, 2kg	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	309.75	0.00																									
25	47131830-FC-401 FURNITURE CLEANER, Aerosol type, 300ml	can	3	3	4	10	1,201.20	2	3	4	9	1,081.08	2	3	4	9	1,081.08	2	3	2	7	840.84	0	0	0	0	0	0	35	120.12	4,288,420																									
26	73101612-HS-L01 LIQUID HAND SOAP, 500ml	bottle	5	5	3	13	558.35	3	2	5	10	429.50	5	0	3	8	343.60	2	2	0	4	171.80	0	0	0	0	0	0	35	42.95	1,803,025																									
27	47121804-WP-801 MOP BUCKET, heavy duty, hard plastic, 20 liters capacity	unit	0	0	1	1	2,288.00	0	0	0	0	0.00	1	0	0	1	2,288.00	0	0	0	0	0	0.00	0	0	0	0	0	2	2,288.00	4,972,000																									
28	47131613-WP-402 MOPHANDLE, heavy duty	piece	0	1	2	3	374.40	0	1	2	3	374.40	0	1	2	3	374.40	0	0	0	0	0	0.00	0	0	0	0	0	9	124.80	1,112,220																									
29	47131619-WP-801 MOPHEAD, made of rayon	piece	0	1	2	3	367.53	0	1	2	3	367.53	0	1	2	3	367.53	0	0	0	0	0	0.00	0	0	0	0	0	9	122.51	1,102,259																									
30	47131501-RG-C01 RAGS, all cotton, 1 kilo per bundle	bundle	2	2	4	8	425.12	2	0	4	6	318.94	1	0	3	4	212.56	1	0	1	2	106.28	0	0	0	0	0	0	20	53.14	1,052,880																									
31	47131602-SC-001 SCOURING PAD, 5 pieces per pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	57.93	0.00																									
32	47121701-TP-F04 TRASHBAG, black, 37" x 40", XL, 10 pieces per roll or pack	pack	4	3	7	14	2,015.56	2	2	6	10	1,440.40	4	2	7	13	1,872.52	4	2	2	8	1,152.32	0	0	0	0	0	0	45	144.04	6,481,880																									
33	47121702-WB-F01 WASTEBASKET, rigid plastic	piece	1	0	1	2	63.82	1	0	1	2	63.82	3	0	0	3	95.73	1	0	1	2	63.82	0	0	0	0	0	0	9	31.91	297,119																									
<b>COLOR COMPOUNDS AND DISPERSIONS</b>																																																								
34	12121703-SF-F01 INK, for stamp pad, 50ml	bottle	1	3	5	9	260.19	0	0	6	6	173.46	4	0	5	9	260.19	0	2	4	6	173.46	0	0	0	0	0	0	30	28.91	867,230																									
<b>CONSUMER ELECTRONICS</b>																																																								
35	52161535-DV-401 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	0.00	0	0	0	0	0	0	7,339.16	0.00																									
<b>FACE MASK</b>																																																								
36	42131713-SM-M05 FACE MASK, 3 Ply, 100 (50) pieces per box	box	7	7	7	21	1,627.50	7	7	7	21	1,627.50	7	7	7	21	1,627.50	5	6	5	16	1,240.00	79	77.50	0	0	0	0	79	77.50	6,122,250																									
<b>FILMS</b>																																																								
37	13111203-AC-F01 ACETATE, 50 meters	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	959.88	0.00																									
38	13111201-C-F01 CARBON FILM, 44, 100 sheets per box	box	0	0	1	1	221.00	0	0	0	0	0.00	0	0	1	1	221.00	0	0	0	0	0	0.00	2	221.00	0	0	0	2	221.00	462,000																									
39	13111201-C-F02 CARBON FILM, legal, 100 sheets per box	box	0	0	1	1	238.54	0	0	0	0	0.00	0	0	1	1	238.54	0	0	0	0	0	0.00	2	238.54	0	0	0	2	238.54	467,008																									
<b>FIRE FIGHTING EQUIPMENT</b>																																																								
40	46191601-FE-401 FIRE EXTINGUISHER, dry chemical	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	1,144.00	0.00																									
41	46191601-FE-401 FIRE EXTINGUISHER, pure HCFC	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	5,613.25	0.00																									
<b>FLAG OR ACCESSORIES</b>																																																								
42	55121905-FH-F01 PHILIPPINE NATIONAL FLAG	piece	0	1	0	1	284.84	0	0	0	0	0.00	0	1	0	1	284.84	0	0	0	0	0	0.00	2	284.84	0	0	0	2	284.84	589,680																									
<b>FURNITURE AND FURNISHINGS</b>																																																								
43	56101504-CH-801 MONDLOCC 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	0.00	0	0	0	0	0	0	347.41	0.00																									
44	56101504-CH-401 MONDLOCC 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	0.00	0	0	0	0	0	0	344.92	0.00																									
45	56101519-TH-501 MONDLOCC TABLE, white, 4 seater capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	1,248.00	0.00																									
46	56101519-TH-802 MONDLOCC TABLE, beige, 4 seater capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	1,248.00	0.00																									
<b>HEATING AND VENTILATION AND AIR CIRCULATION</b>																																																								







Item #	Item 8 Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (as of 2/29/2022)	Total Amount for the year									
			Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3				Oct	Nov	Dec	Q4					
						Q1 Amount				Q2 Amount				Q3 Amount							Q4 Amount					
81	44121801-CT-402	CORRECTION TAPE, 8 meters	15	15	25	55	634.15	15	15	26	56	646.68	11	11	30	52	599.56	15	30	12	57	657.21	220	11.33	2,536.60	
82	44121612-CU-101	CUTTER/UTILITY KNIFE, for general purpose	6	0	3	9	300.87	0	0	0	0	0.00	2	0	2	4	133.72	0	0	0	0	0	0.00	13	33.43	434.59
83	4411515-DF-801	DATA FILE BOX	9	1	63	73	5,655.60	6	12	64	82	6,330.40	5	1	20	26	2,007.20	5	0	8	13	1,023.60	194	77.20	14,976.80	
84	44122011-DF-101	DATA FOLDER	3	0	60	63	4,324.32	0	0	60	60	4,118.40	3	0	0	3	205.92	0	0	0	0	0	0.00	125	68.64	8,648.64
85	44103202-DS-401	DATING AND STAMPING MACHINE	0	0	3	3	1,361.88	0	0	0	0	0.00	0	0	1	1	453.96	0	0	2	2	907.92	6	453.96	2,723.76	
86	44121506-EN-101	ENVELOPE, Documentary, A4, 500 pieces per box	0	1	0	1	917.28	0	0	1	1	764.40	0	0	1	1	764.40	0	0	1	1	764.40	4	764.40	3,016.48	
87	44121506-EN-202	ENVELOPE, Documentary, legal, 500 pieces per box	0	1	0	1	980.72	0	0	1	1	980.72	0	0	1	1	980.72	0	0	1	1	980.72	4	980.72	3,922.88	
88	44121506-EN-401	ENVELOPE, Expanding, Kraft, 100 pieces per box	0	1	0	1	738.40	0	0	1	1	738.40	1	0	0	1	738.40	0	0	1	1	738.40	4	738.40	2,953.60	
89	44121506-EN-402	ENVELOPE, Expanding, Plastic	2	0	0	2	60.98	0	0	0	0	0.00	1	0	0	1	30.49	0	0	0	0	0	0.00	3	30.49	91.47
90	44121506-EN-402	ENVELOPE, Mailing, 500 pieces per box	2	0	6	8	3,460.16	0	0	4	4	1,730.08	1	0	2	3	1,297.56	0	0	1	1	432.52	16	432.52	6,920.32	
91	44121506-EN-402	ENVELOPE, Mailing, with window, 500 pieces per box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00
92	44111912-ER-901	ERASER, felt, for blackboard/whiteboard	2	0	2	4	45.64	0	0	2	2	22.82	0	0	1	1	11.41	0	0	0	0	0	0.00	7	11.41	79.67
93	44101714-FK-401	FACSIMILE MACHINE	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
94	44122118-FA-101	PASTERER, metal, non-sharp edges, 50 sets per box	7	1	11	19	1,738.16	3	0	12	15	1,415.60	7	1	11	19	1,738.16	2	0	4	6	567.94	59	94.64	5,983.76	
95	4411515-FO-401	FILE ORGANIZER, expanding, plastic, legal	6	0	3	9	766.80	0	1	5	6	511.20	3	0	2	5	426.00	0	0	1	1	89.20	21	85.20	1,989.20	
96	44122018-FT-001	FILE TAB/INDEX DIVIDER, Bristol board, A4	1	0	0	1	11.13	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	1	11.13	11.13
97	44122018-FT-002	FILE TAB/INDEX DIVIDER, Bristol board, legal	1	0	3	4	56.92	0	0	3	3	42.69	0	0	3	3	42.69	0	0	3	3	42.69	13	14.23	184.99	
98	44122011-FO-101	FOLDER, Fancy with slide, A4, 50 pieces per bundle	1	0	1	2	540.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	2	270.40	540.80
99	44122011-FO-102	FOLDER, Fancy with slide, legal, 50 pieces per bundle	1	0	2	3	893.96	0	0	1	1	286.52	0	0	1	1	286.52	0	0	1	1	286.52	6	286.52	1,719.12	
100	44122011-FO-101	FOLDER, L-type, A4, 50 pieces per pack	3	1	1	5	937.70	0	0	1	1	187.54	2	0	1	3	562.62	0	0	1	1	187.54	10	187.54	1,875.40	
101	44122011-FO-102	FOLDER, L-type, legal, 50 pieces per pack	3	0	0	3	715.71	0	0	0	0	0.00	2	0	1	3	477.14	0	0	0	0	0	0.00	5	238.57	1,192.85
102	44122027-FO-101	FOLDER, prestamped, 100 pieces per box	1	1	3	5	4763.20	2	0	2	4	3,810.56	1	0	0	1	952.64	0	0	0	0	0	0.00	10	952.64	9,526.40
103	44122011-FO-103	FOLDER with tab, A4, 100 pieces per pack	4	1	8	13	3,785.56	3	0	4	7	2,023.84	5	0	2	7	2,023.84	1	0	0	1	289.12	28	289.12	6,095.36	
104	44122011-FO-104	FOLDER with tab, legal, 100 pieces per pack	4	0	9	13	4,332.38	2	1	3	6	1,999.56	5	0	2	7	2,332.82	2	0	0	2	666.52	28	333.26	9,331.28	
105	44122008-FT-101	INDEX TAB, self-adhesive, transparent, 5 sets per box	2	2	0	2	126.22	0	0	0	0	0.00	2	0	0	2	126.22	0	0	0	0	0	0.00	4	63.11	252.44
106	4411515-FF-802	MAGAZINE FILE BOX, Large	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0.00
107	44121716-MA-101	MARKER, Fluorescent, 3 colors per set	5	0	4	9	329.94	0	0	4	4	146.64	0	0	1	1	36.66	0	0	0	0	0	0.00	14	36.66	513.24
108	44121708-MP-801	MARKER, Permanent, Black	8	1	9	18	134.46	3	1	8	12	89.64	8	1	9	18	134.46	3	1	7	11	82.17	59	7.47	440.73	
109	44121708-MP-802	MARKER, Permanent, Blue	8	1	9	18	134.46	3	1	8	12	89.64	8	1	9	18	134.46	3	1	7	11	82.17	59	7.47	440.73	
110	44121708-MP-803	MARKER, Permanent, Red	2	0	6	6	59.76	2	0	5	7	52.29	2	0	6	8	59.76	2	0	4	6	44.82	29	7.47	216.63	
111	44121708-MW-801	MARKER, Whiteboard, Black	3	0	6	9	86.85	2	0	5	7	67.55	5	0	6	11	106.15	4	0	4	8	77.20	35	9.65	337.75	
112	44121708-MW-802	MARKER, Whiteboard, Blue	3	0	6	9	86.85	2	0	5	7	67.55	5	0	6	11	106.15	4	0	4	8	77.20	35	9.65	337.75	
113	44121708-MW-803	MARKER, Whiteboard, Red	3	0	6	9	86.85	2	0	5	7	67.55	5	0	6	11	106.15	4	0	4	8	77.20	35	9.65	337.75	
114	44122101-PC-001	PAPER CLIP, white/plastic coated, 31mm	6	2	21	29	252.78	6	2	21	29	252.78	6	2	21	29	252.78	6	2	16	24	211.68	111	8.82	979.02	
115	44122101-PC-002	PAPER CLIP, white/plastic coated, Jumbo, 50mm	6	2	21	29	399.62	6	2	21	29	399.62	6	2	21	29	399.62	6	2	16	24	330.72	111	13.78	1,529.58	
116	44101601-PT-101	PAPER TRIMMER/CUTTING MACHINE, table top	1	0	0	1	9,297.60	0	0	1	1	9,297.60	0	0	0	0	0.00	0	0	1	1	0.00	2	9,297.60	16,595.20	
117	44121706-PE-101	PENCIL, lead/graphite, with eraser, one (1) dozen per box	0	3	18	21	463.59	1	0	0	1	20.79	2	0	0	0	0.00	0	0	1	1	20.79	41	20.79	862.39	
118	44121619-PS-401	PENCIL SHARPENER, manual, single cutter head	2	1	3	6	1,277.22	0	0	0	0	0.00	1	0	0	3	851.48	0	0	0	0	0	0.00	10	212.87	2,128.70
119	44101602-PU-101	PUNCHER, paper, heavy duty	1	1	5	7	1,055.60	0	0	0	0	0.00	2	0	0	4	994.80	0	0	0	0	0	0.00	13	150.80	1,580.40



Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (P/22)	Total Amount for the year											
			Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3				Oct	Nov	Dec	Q4							
			AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT				AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT						
120	4412037-RB-P10 RING BINDER, plastic, 32 mm, 10 pieces per bundle	bundle	1	0	13	14	3,839.22	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	26	274.23	7,289.98			
121	4412101-RU-B01 RUBBER BAND No. 18, 350g	box	1	2	3	6	811.20	0	0	2	2	270.40	1	0	1	2	270.40	1	0	2	3	3	405.60	13	138.20	1,292.80		
122	4412190-SF-F01 STAMP PAD, felt	piece	1	0	11	12	479.04	0	1	5	6	239.52	2	0	4	6	239.52	0	0	4	4	4	159.84	28	99.92	1,112.76		
123	4412181-S5-S01 SCISSORS, symmetrical or asymmetrical	pair	0	3	3	6	200.22	0	0	1	1	33.37	3	0	2	5	166.85	1	0	2	3	3	100.11	15	33.37	500.55		
124	4412161-S5-S01 STAPLER, standard type	piece	0	3	9	12	1,747.20	0	0	0	0	0.00	2	0	2	4	582.40	0	0	0	0	0	0	0	0.00	16	145.60	2,388.60
125	4412161-S5-S01 STAPLER, heavy duty (binder type), desktop	unit	0	0	2	2	1,776.32	0	0	0	0	0.00	1	0	2	3	2,664.48	0	0	1	1	1	888.16	6	888.16	5,288.96		
126	4412161-SR-F01 STRIPE REMOVER, pier type	piece	2	1	9	12	334.44	0	0	2	2	55.74	3	0	3	6	167.22	2	0	0	2	2	55.74	22	27.87	613.14		
127	4412160S-TD-T01 TAPE DISPENSER, table top	piece	0	1	2	3	218.40	0	1	1	2	148.60	3	0	1	4	291.20	1	0	0	0	1	1	72.80	10	72.80	728.00	
<b>PAPER MATERIALS AND PRODUCTS</b>																												
128	1411525-CK-A01 CARTOLINA, assorted colors, 20 pieces of assorted colors per pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	83.72	0.00
129	1411506-CF-111 COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm, 2,000 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	882.55	0.00
130	1411506-CF-112 COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm, 2,000 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	1,166.88	0.00
131	1411506-CF-122 COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm, 1,000 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	1,528.80	0.00
132	1411506-CF-121 COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm, 1,000 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	1,026.48	0.00
133	1411506-CF-131 COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm, 500 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	790.40	0.00
134	1411506-CF-132 COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm, 500 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	1,598.00	0.00
135	1411609-LL-C01 LOOSELEAF COVER, 50 sets per bundle	bundle	0	0	1	1	794.96	0	0	0	0	0.00	0	0	1	1	794.96	0	0	0	0	0	0	0	0	0.00	794.96	1,599.92
136	1411514-NP-S02 NOTE PAD, stick on, 7" x 3", 100 sheets per pad	pad	3	1	10	14	518.84	3	1	10	14	518.84	3	0	9	12	444.72	3	0	6	6	9	333.54	49	37.06	1,815.94	0.00	
137	1411514-NP-S04 NOTE PAD, stick on, 3" x 4", 100 sheets per pad	pad	3	1	10	14	829.92	3	1	10	14	829.92	3	0	9	12	711.36	3	0	6	9	9	533.52	49	59.28	2,804.72	0.00	
138	1411514-NP-S03 NOTE PAD, stick on, 3" x 3", 100 sheets per pad	pad	3	1	10	14	728.00	3	1	10	14	728.00	3	0	9	12	624.00	3	0	6	6	9	468.00	49	52.00	2,198.00	0.00	
139	1411514-NB-S01 NOTEBOOK, steno-grapher	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	12.04	0.00
140	1411507-PP-M01 PAPER, MULTICOPY A4, 500 sheets per ream	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	155.65	0.00
141	1411507-PP-M02 PAPER, MULTICOPY LEGAL, 500 sheets per ream	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	189.18	0.00
142	1411507-PP-C01 PAPER, MULTIPURPOSE A4, 500 sheets per ream	ream	20	30	68	118	16,253.32	25	25	75	128	17,217.50	20	30	68	118	16,253.32	25	25	50	50	100	13,774.00	481	137.74	63,488.14	0.00	
143	1411507-PP-C02 PAPER, MULTIPURPOSE LEGAL, 500 sheets per ream	ream	10	15	50	75	11,918.25	8	12	53	73	11,600.43	5	15	45	65	10,329.15	8	12	30	50	50	7,945.50	263	159.91	41,723.33	0.00	
144	1411531-PP-M01 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	0	0	0	0.00	21.53	0.00
145	1411531-PP-M01 PAPER, parchment, 100 sheets per box	box	0	0	1	1	98.05	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	98.05	98.05
146	1411531-HE-S01 RECORD BOOK, 300 PAGES	book	3	0	2	5	312.00	1	0	3	4	249.60	3	0	2	5	312.00	0	0	2	2	2	124.80	16	62.40	999.40	0.00	
147	1411531-HE-S02 RECORD BOOK, 500 PAGES	book	0	0	9	9	956.00	0	0	3	3	312.00	1	0	3	4	465.00	0	0	3	3	3	312.00	19	104.00	1,276.00	0.00	
148	14111818-TH-F02 THERMAL PAPER, 216mm	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	55.64	0.00
149	14111704-TH-F04 TISSUE, INTERFOLDED PAPER TOWEL, 150 pulls per pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	33.90	0.00
150	14111704-TH-F02 TOILET TISSUE PAPER, 2 ply, 12 rolls in a pack	pack	5	7	14	26	2,244.32	11	5	20	36	3,107.52	7	6	14	27	2,330.64	10	2	19	31	31	2,675.92	120	66.32	10,369.40	0.00	
<b>PERFUMES OR COLONGES OR FRAGRANCES</b>																												
151	53131636-MS-S01 LIQUID HAND SANITIZER, 500ml	bottle	3	3	6	12	970.20	3	3	6	12	970.20	3	3	6	12	970.20	3	3	3	3	9	727.65	45	80.95	3,628.26	0.00	
<b>PESTICIDES OR PEST REPELLENTS</b>																												
152	10191509-PA-A01 INSECTICIDE, 600ml	can	5	2	7	14	1,981.04	5	2	6	13	1,811.68	5	2	7	14	1,981.04	5	2	0	7	975.52	48	139.36	6,699.28	0.00		
<b>PRINTED PUBLICATIONS</b>																												
153	55101524-RA-A01 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	0	0	0	0.00	37.21	0.00







Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (# of 20 in 2022)	Total Amount for the year					
			Jan	Feb	Mar	Q1 Amount	April	May	June	Q2 Amount	July	Aug	Sept	Q3 Amount				Oct	Nov	Dec	Q4 Amount	
40	4403105-HP-836 INK CARTRIDGE, HP C8693AA (HP704), Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	419.12	0.00	
41	4403105-HP-T36 INK CARTRIDGE, HP C8693AA (HP704), Tri-color	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	419.12	0.00	
42	4403105-HP-833 INK CARTRIDGE, HP CZ107AA (HP678), Black	cart	2	4	1	2,851.92	1	3	1	5	2,022.80	1	4	1	6	2,427.36	1	3	1	5	2,022.80	9,394.88
43	4403105-HP-T33 INK CARTRIDGE, HP CZ108AA (HP678), Tri-color	cart	2	4	1	2,851.92	1	3	1	5	2,022.80	1	4	1	6	2,427.36	1	3	1	5	2,022.80	9,394.88
44	4403105-HP-842 INK CARTRIDGE, HP CZ121A (HP885A), Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	312.00	0.00	
45	4403105-HP-C33 INK CARTRIDGE, HP CZ122A (HP885A), Cyan	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	256.88	0.00	
46	4403105-HP-M33 INK CARTRIDGE, HP CZ123A (HP885A), Magenta	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	256.88	0.00	
47	4403105-HP-Y33 INK CARTRIDGE, HP CZ124A (HP885A), Yellow	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	256.88	0.00	
48	4403105-HP-T13 INK CARTRIDGE, HP F5076AA (HP680), Tri-color	cart	4	14	12	12,729.60	4	14	12	30	12,729.60	4	14	12	30	12,729.60	4	14	12	30	12,729.60	50,918.40
49	4403105-HP-843 INK CARTRIDGE, HP F5077AA (HP680), Black	cart	4	11	12	11,456.64	4	11	12	27	11,456.64	4	10	12	26	11,032.32	4	10	12	26	11,032.32	44,977.92
50	4403105-HP-C50 INK CARTRIDGE, HP U0S54AA (HP955), Cyan Original	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	992.80	0.00	
51	4403105-HP-M50 INK CARTRIDGE, HP U0S54AA (HP955), Magenta Original	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	992.80	0.00	
52	4403105-HP-Y50 INK CARTRIDGE, HP U0S54AA (HP955), Yellow Original	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	992.80	0.00	
53	4403105-HP-C98 INK CARTRIDGE, HP U0S60AA (HP955), Cyan Original	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	1,393.52	0.00	
54	4403105-HP-C98 INK CARTRIDGE, HP U0S60AA (HP955), Cyan Original	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	1,393.52	0.00	
55	4403105-HP-M98 INK CARTRIDGE, HP U0S60AA (HP955), Magenta	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	1,393.52	0.00	
56	4403105-HP-Y98 INK CARTRIDGE, HP U0S60AA (HP955), Yellow	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	1,393.52	0.00	
57	4403105-HP-848 INK CARTRIDGE, HP U0S72AA (HP905), Black Original	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	1,817.92	0.00	
58	4403105-HP-M51 INK CARTRIDGE, HP T6189AA (HP905), Cyan Original	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	468.00	0.00	
59	4403105-HP-Y51 INK CARTRIDGE, HP T6189AA (HP905), Yellow Original	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	468.00	0.00	
60	4403105-HP-851 INK CARTRIDGE, HP T6189AA (HP905), Black Original	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	468.00	0.00	
61	4403105-HP-851 INK CARTRIDGE, HP T6189AA (HP905), Black Original	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	468.00	0.00	
62	4403112-EP-405 RIBBON CARTRIDGE, EPSON C135015516 (#4975), Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	77.43	0.00	
63	4403112-EP-413 RIBBON CARTRIDGE, EPSON C135015522, Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	77.94	0.00	
64	4403112-EP-407 RIBBON CARTRIDGE, EPSON C135015531 (S015086)	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	818.48	0.00	
65	4403109-HP-306 TONER CARTRIDGE, BROTHER DR-451CL, High Yield 3000	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	6,760.00	0.00	
66	4403103-HP-803 TONER CARTRIDGE, BROTHER TN-2205, Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	2,685.28	0.00	
67	4403103-HP-804 TONER CARTRIDGE, BROTHER TN-2210, Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	1,892.80	0.00	
68	4403103-HP-805 TONER CARTRIDGE, BROTHER TN-2250, Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	2,685.28	0.00	
69	4403103-HP-809 TONER CARTRIDGE, BROTHER TN-320, Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	3,667.20	0.00	
70	4403103-HP-811 TONER CARTRIDGE, BROTHER TN-320, Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	5,002.40	0.00	
71	4403103-HP-815 TONER CARTRIDGE, BROTHER TN-370, Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	5,575.44	0.00	
72	4403103-HP-816 TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	4,364.56	0.00	
73	4403103-HP-803 TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	7,716.80	0.00	
74	4403103-HP-803 TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	7,716.80	0.00	
75	4403103-HP-803 TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	7,716.80	0.00	
76	4403103-CA-800 TONER CARTRIDGE, CANON CPG-324 II	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	13,398.36	0.00	
77	4403103-HP-812 TONER CARTRIDGE, HP C8435A, Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	3,098.20	0.00	
78	4403103-HP-814 TONER CARTRIDGE, HP C8510A, Black	cart	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	3,663.60	0.00	







Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the Year	Price Catalogue # (23 Mar 2022)	Total Amount for the Year													
			Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug				Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount					
118	4410303-HP-962 TONER CARTRIDGE, HP CH90A (HP200A), Black Laserjet	cart	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0,00	3,099.20	0,00	
119	4410303-HP-C62 TONER CARTRIDGE, HP CH01A (HP200A), Cyan Laserjet	cart	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	3,660.80	0,00
120	4410303-HP-V62 TONER CARTRIDGE, HP CH02A (HP200A), Yellow Laserjet	cart	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	3,660.80	0,00
121	4410303-HP-M62 TONER CARTRIDGE, HP CH03A (HP200A), Magenta Laserjet	cart	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	3,660.80	0,00
122	4410303-HP-963 TONER CARTRIDGE, HP CH10A (HP410A), Black	cart	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	3,960.00	0,00
123	4410303-HP-964 TONER CARTRIDGE, HP CH10C (HP410C), Black	cart	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	6,948.40	0,00
124	4410303-HP-C63 TONER CARTRIDGE, HP CH11A (HP410A), Cyan	cart	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	5,038.80	0,00
125	4410303-HP-C64 TONER CARTRIDGE, HP CH11C (HP410C), Cyan	cart	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	8,522.00	0,00
126	4410303-HP-V63 TONER CARTRIDGE, HP CH12A (HP410A), Yellow	cart	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	5,038.80	0,00
127	4410303-HP-V64 TONER CARTRIDGE, HP CH12C (HP410C), Yellow	cart	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	8,522.80	0,00
128	4410303-HP-M63 TONER CARTRIDGE, HP CH13A (HP410A), Magenta	cart	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	5,038.80	0,00
129	4410303-HP-KV64 TONER CARTRIDGE, HP CH13C (HP410C), Magenta	cart	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	8,522.80	0,00
130	4410303-HP-834 TONER CARTRIDGE, HP Q2412A, Black	cart	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	3,744.00	0,00
131	4410303-HP-848 TONER CARTRIDGE, HP Q7553A, Black	cart	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	4,680.00	0,00
132	4410303-5A-B03 TONER CARTRIDGE, SAMSUNG ML-D2850B, Black	cart	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	5,116.80	0,00
133	4410303-5A-B06 TONER CARTRIDGE, SAMSUNG MLT-D101S, Black	cart	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	3,484.00	0,00
134	4410303-5A-B07 TONER CARTRIDGE, SAMSUNG MLT-D103S, Black	cart	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	2,699.44	0,00
135	4410303-5A-B08 TONER CARTRIDGE, SAMSUNG MLT-D104S, Black	cart	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	2,454.40	0,00
136	4410303-5A-B09 TONER CARTRIDGE, SAMSUNG MLT-D105L, Black	cart	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	3,380.00	0,00
137	4410303-5A-B14 TONER CARTRIDGE, SAMSUNG MLT-D108S, Black	cart	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	3,289.52	0,00
138	4410303-5A-B21 TONER CARTRIDGE, SAMSUNG MLT-D109S, Black	cart	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	8,304.40	0,00
139	4410303-5A-B18 TONER CARTRIDGE, SAMSUNG MLT-D103L, Black	cart	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	3,956.16	0,00
140	4410303-5A-B20 TONER CARTRIDGE, SAMSUNG MLT-D103L, Black	cart	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	6,442.80	0,00
141	4410303-5A-B12 TONER CARTRIDGE, SAMSUNG MLT-D105E, Black	cart	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	7,321.14	0,00
142	4410303-5A-B05 TONER CARTRIDGE, SAMSUNG MLT-D105L, Black	cart	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	4,533.36	0,00
143	4410303-5A-B10 TONER CARTRIDGE, SAMSUNG SCC-08555A, Black	cart	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	4,066.40	0,00
<b>SOFTWARE</b>																														
1	4323151-3-SFT-001 Business function specific software	license	0	0	0	0	0,00	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	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	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	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	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	0,00	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	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	0,00	0,00	0,00
5	43232202-SFT-005 Content management software	license	0	0	0	0	0,00	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	0,00	0,00	0,00
6	43232304-SFT-006 Data management and query software	license	0	0	0	0	0,00	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	0,00	0,00	0,00
7	43232402-SFT-007 Development software	license	0	0	0	0	0,00	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	0,00	0,00	0,00
8	43232505-SFT-008 Educational or reference software	license	0	0	0	0	0,00	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	0,00	0,00	0,00
9	43232603-SFT-009 Industry specific software	license	0	0	0	0	0,00	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	0,00	0,00	0,00
10	43233011-SFT-016 Information exchange software	license	0	0	0	0	0,00	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	0,00	0,00	0,00
11	432327011-SFT-010 Network applications software	license	0	0	0	0	0,00	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	0,00	0,00	0,00
12	43232802-SFT-011 Network management software	license	0	0	0	0	0,00	0	0	0	0	0	0	0	0,00	0	0	0	0	0	0	0	0	0	0	0	0,00	0,00	0,00	0,00



Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue (as of 30/06/2022)	Total Amount for the year									
		Jan	Feb	Mar	Q1 Amount	April	May	June	Q2 Amount	July	Aug	Sept	Q3 Amount				Oct	Nov	Dec	Q4 Amount					
44232905-SRT-012	Networking software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0	6,000.00				
44233004-SRT-013	Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0	2,400.00				
44233305-SRT-014	Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00				
44233405-SRT-015	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00				
<b>PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)</b>																									
<b>COMMON OFFICE SUPPLIES</b>																									
	Battery for Generativity	piece	0	0	2	2	6,000.00	0	0	0	0	0.00	0	0	0	0	0.00	2	3,000.00	6,000.00					
	Drinking Water / Fountain	combiner	20	0	0	20	700.00	15	0	0	0	525.00	15	0	0	0	700.00	70	35.00	2,450.00					
	PAPER, Inkjet, Ecodan A4-A3, W-R, & W-R direct	piece	0	0	2	2	30,000.00	0	0	0	0	0.00	0	0	0	0	0.00	2	15,000.00	30,000.00					
																		0	0.00	0.00					
	Ball Pen Black	piece	0	39	3	-42	210.00	0	15	3	18	90.00	0	205	203	408	2,040.00	10	10	3	23	115.00	491	5.00	2,455.00
	Ball Pen Blue	piece	0	39	5	44	220.00	0	15	5	20	100.00	0	15	15	30	150.00	10	10	5	25	125.00	119	5.00	595.00
	Ball Pen Red	piece	0	29	0	29	145.00	0	12	0	12	60.00	5	12	0	17	85.00	0	0	0	0	0.00	58	5.00	290.00
	Board Paper Short 70 gram	piece	0	10	0	10	1,500.00	0	5	0	5	750.00	0	0	0	0	0.00	0	0	0	0	0.00	15	150.00	2,250.00
	Clip Board Legal Size	piece	0	5	0	5	250.00	0	5	0	5	250.00	0	0	0	0	0.00	0	0	0	0	0.00	10	50.00	500.00
	Engineer's Field Book	piece	0	15	0	15	750.00	0	10	0	10	500.00	5	10	0	15	750.00	5	0	5	5	250.00	45	50.00	2,250.00
	Hanging File Folder Tabs	piece	0	0	1	1	250.00	0	0	1	1	250.00	0	0	0	0	0.00	0	0	0	0	0.00	2	250.00	500.00
	Hanging File Folder	piece	0	0	1	1	1,300.00	0	0	1	1	1,300.00	0	0	0	0	0.00	0	0	0	0	0.00	2	1,300.00	2,600.00
	Hanging File Box	piece	0	0	1	1	1,600.00	0	0	1	1	1,600.00	0	0	0	0	0.00	0	0	0	0	0.00	2	1,600.00	3,200.00
	LEAD, for mechanical pencil, 0.5mm, 12 pcs/tube	tube	0	5	0	5	100.80	0	0	0	0	0.00	5	0	0	5	100.80	9	0	0	0	0.00	10	20.16	201.60
	MAP PIN, round head, 100g/case	box	0	1	0	1	24.02	0	1	0	1	24.02	0	0	0	0	0.00	1	0	0	1	24.02	3	24.02	72.06
	PAPER, Photocopy for Inkjet printer, A4 size, 20 sheets / pack	pack	0	4	4	8	480.00	0	0	0	0	0.00	0	8	0	8	480.00	0	0	0	0	0.00	16	60.00	960.00
	PAPER, Specialty paper A4 size, 20 sheets / pack	box	4	0	0	4	200.00	0	0	0	4	200.00	0	0	0	0	0.00	0	0	0	0	0.00	8	50.00	400.00
	PENCIL, mechanical, for 0.5 lead	box	0	14	0	14	336.28	0	0	0	0	0.00	14	0	0	14	336.28	0	0	0	0	0.00	28	24.02	672.56
	Plastic Folder with slider (A4)	piece	0	10	0	10	90.00	0	30	0	30	270.00	0	30	0	30	270.00	30	0	0	30	270.00	100	9.00	900.00
	PUSH PIN, Flat head, assorted colors, 100's case	box	0	1	0	1	20.03	0	1	0	1	20.03	0	1	0	1	20.03	0	0	0	0	0.00	3	20.03	60.09
	RING BINDER, 25mm x 1.12m (1"x44"), plastic, 10 pcs/bundle	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	1	0	1	119.57	0	0	0	0	0.00	1	119.57	119.57
	RING BINDER, 32mm x 1.12m (1"x44"), plastic, 10 pcs/bundle	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	1	0	1	269.71	0	0	0	0	0.00	1	269.71	269.71
	RING BINDER, 50mm x 1.12m (1"x44"), plastic, 10 pcs/bundle	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	1	0	1	215.12	0	0	0	0	0.00	1	215.12	215.12
	Sign Pen Black, 0.07	piece	0	20	0	20	600.00	0	10	0	10	300.00	10	0	0	10	300.00	0	0	0	0	0.00	40	30.00	1,200.00
	Sign Pen Blue, 0.07	piece	0	20	0	20	600.00	0	10	0	10	300.00	10	0	0	10	300.00	0	0	0	0	0.00	40	30.00	1,200.00
	Sign Pen Red, 0.07	piece	0	20	0	20	600.00	0	10	0	10	300.00	10	0	0	10	300.00	0	0	0	0	0.00	40	30.00	1,200.00
	Stick on Flag type 1/2 x 3 or 1/2 x 3 (assorted colors)	piece	5	1	5	11	590.00	5	5	5	15	735.00	10	0	5	15	750.00	5	5	15	15	750.00	56	50.00	2,800.00
																		0	0.00	0	0.00	0	0.00	0.00	
<b>CONSUMABLES</b>																									
	Designjet T790/DT300 printhead - C838A for 71 Photo Ink Cartridge	cart	0	1	0	1	3,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	3,800.00	3,800.00
	Designjet T790/DT300 printhead - C838A for 71 Cyan Ink Cartridge	cart	0	1	0	1	3,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	3,800.00	3,800.00
	Designjet T790/DT300 printhead - C838A for 71 Yellow Ink Cartridge	cart	0	1	0	1	3,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	3,800.00	3,800.00
	Epson 003 Original Ink Bottle - Black	bottle	3	3	0	6	1,800.00	0	3	0	3	900.00	3	2	0	5	1,500.00	0	2	0	2	600.00	16	300.00	4,800.00











Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for this year	Price Catalogue (as of 29 July 2022)	Total Amount for this year						
		Jan	Feb	Mar	Q1 Amount	April	May	June	Q2 Amount	July	Aug	Sept	Q3 Amount				Oct	Nov	Dec	Q4 Amount		
A. TOTAL																				P		1,016,438.45
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																				P		101,643.85
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																				P		-
D. GRAND TOTAL (A + B + C)																				P		1,120,273.50
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																						

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

Prepared by:   
 MARY LOURDES R. KANTAMAR  
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:   
 JOHN LURE B. ESTINTO / JUNMADER LUBO  
 Accountant / Budget Officer

Approved by:   
 ARMANDO L. MALTESE  
 Head of Office/Agency

Date Prepared: \_\_\_\_\_