

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

**Introduction:**

This form contains the common-use supplies and equipment (CSE) being carried by the Procurement Service – Department of Budget and Management (PS-DBM) that shall be purchased by government agencies. Consistent with the DBM Circular Letter Nos. 2011-6 and 2011-6-A dated 25 August 2011 and 28 September 2011, respectively, the APP-CSE shall serve as the agency's annual procurement request for all its CSE requirements. Only agencies with uploaded APP-CSE in the 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](http://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](http://www.ps-philgeps.gov.ph)) under the "What We Sell" tab for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on the PART I of this form, otherwise the form will be deemed invalid.
- 5.0 For items not included on the list of PART II, a separate file, with the file name APP-CSE 2024 Form - Other Items, can be downloaded from the Downloads page of PS-DBM website ([www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph)) and must be submitted to PS-DBM through this link: <https://shorturl.at/hos58>.
- 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 0927-8478245 (Globe) or 0918-2954426 (Smart), or email [appcse.helpdesk@ps-philgeps.gov.ph](mailto:appcse.helpdesk@ps-philgeps.gov.ph), or visit the PS-DBM website ([www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph)) for the guide on how to fill-out the APP-CSE.

Department/Bureau/Office: Mines and Geosciences Bureau  
Region: VII  
Address: Greenplains Subdivision, Bantad  
Mandaue City, Cebu

Agency Code/UACS: 10 003 0300007  
Organization Type: National Government Agency

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

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT					
<b>PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)</b>																										
<b>ALCOHOL OR ACETONE BASED ANTISEPTICS</b>																										
1	12191601-AL-E04	ALCOHOL, Ethyl, 500 mL	bottle	0	8	0	8	407.68	0	8	0	8	407.68	0	8	0	8	407.68	0	8	0	8	407.68	32	50.96	1,630.72
2	12191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	0	7	0	7	3,159.52	0	6	0	6	2,708.16	0	7	0	7	3,159.52	0	6	0	6	2,708.16	26	451.36	11,735.36
<b>ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>																										
3	60121413-CB-P01	CLEARBOOK, A4 size	box	0	3	0	3	106.08	0	0	0	0	0.00	0	3	0	3	106.08	0	0	0	0	0.00	6	35.36	212.16
4	60121413-CB-P02	CLEARBOOK, Legal size	box	0	3	0	3	115.44	0	0	0	0	0.00	0	3	0	3	115.44	0	0	0	0	0.00	6	38.45	230.88
5	60121524-ER-P01	ERASER, plastic/rubber	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	9.36	0.00
6	60121524-SP-G01	SIGN PEN, Extra Fine Tip, Black	piece	0	48	0	48	1,248.00	0	48	0	48	1,248.00	0	47	0	47	1,222.00	0	47	0	47	1,222.00	190	26.00	4,940.00
7	60121524-SP-G04	SIGN PEN, Fine Tip, Black	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	44.72	0.00
8	60121524-SP-G07	SIGN PEN, Medium Tip, Black	piece	0	20	0	20	1,144.00	0	0	0	0	0.00	0	20	0	20	1,144.00	0	0	0	0	0.00	40	57.20	2,288.00
9	60121524-SP-G02	SIGN PEN, Extra Fine Tip, Blue	piece	0	54	0	54	1,404.00	0	54	0	54	1,404.00	0	53	0	53	1,378.00	0	53	0	53	1,378.00	214	26.00	5,564.00
10	60121524-SP-G05	SIGN PEN, Fine Tip, Blue	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	44.72	0.00
11	60121524-SP-G06	SIGN PEN, Medium Tip, Blue	piece	0	20	0	20	1,144.00	0	0	0	0	0.00	0	20	0	20	1,144.00	0	0	0	0	0.00	40	57.20	2,288.00
12	60121524-SP-G03	SIGN PEN, Extra Fine Tip, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	26.00	0.00
13	60121524-SP-G06	SIGN PEN, Fine Tip, Red	piece	0	5	0	5	228.80	0	0	0	0	0.00	0	5	0	5	228.80	0	0	0	0	0.00	10	45.76	457.60
14	60121524-SP-G09	SIGN PEN, Medium Tip, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	57.20	0.00
15	60121124-WR-P01	WRAPPING PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	214.24	0.00
<b>AUDIO AND VISUAL EQUIPMENT AND SUPPLIES</b>																										
16	45121517-DO-C03	DOCUMENT CAMERA	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	25,536.16	0.00
17	45111609-MM-P01	MULTIMEDIA PROJECTOR	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	18,470.40	0.00
<b>BATTERIES AND CELLS AND ACCESSORIES</b>																										
18	26111702-BT-A02	BATTERY, dry cell, size AA	pack	0	16	0	16	349.44	0	11	0	11	240.24	0	11	0	11	240.24	0	6	0	6	131.04	44	21.84	950.96
19	26111702-BT-A01	BATTERY, dry cell, size AAA	pack	0	10	0	10	197.60	0	10	0	10	197.60	0	10	0	10	197.60	0	5	0	5	98.80	35	19.76	691.60



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			
20 26111702-BT-A03 BATTERY, dry cell, size D	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	92.56	0.00
<b>CLEANING EQUIPMENT AND SUPPLIES</b>																								
21 47131812-AF-A01 AIR FRESHENER	can	0	8	0	8	698.88	0	8	0	8	698.88	0	8	0	8	698.88	0	8	0	8	698.88	32	87.36	2,795.52
22 47131604-BR-S01 BROOM (Walis Tambu)	piece	0	8	0	8	1,023.36	0	0	0	0	0.00	0	0	0	0	0.00	0	4	0	4	511.68	12	127.92	1,535.04
23 47131604-BR-T01 BROOM (Walis Ting-ting)	piece	0	4	0	4	95.68	0	0	0	0	0.00	0	0	0	0	0.00	0	4	0	4	95.68	4	23.92	191.36
24 47131629-TB-C01 CLEANER, Toilet Bowl and Urinal	bottle	0	20	0	20	894.40	0	20	0	20	894.40	0	20	0	20	894.40	0	20	0	20	894.40	80	44.72	3,577.60
25 47131605-CL-P01 CLEANSER, Scouring Powder	can	0	2	0	2	72.00	0	2	0	2	72.00	0	2	0	2	72.00	0	2	0	2	72.00	8	36.00	288.00
26 47131811-DE-B02 DETERGENT BAR	bar	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9.36	0.00
27 47131811-DE-P02 DETERGENT POWDER, all purpose	pouch	0	36	0	36	3,182.40	0	36	0	36	3,182.40	0	36	0	36	3,182.40	0	36	0	36	3,182.40	144	88.40	12,729.60
28 47131803-DS-A01 DISINFECTANT SPRAY	can	0	12	0	12	1,809.60	0	12	0	12	1,809.60	0	12	0	12	1,809.60	0	12	0	12	1,809.60	48	150.80	7,238.40
29 47131601-DU-P01 DUST PAN	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	46.80	0.00
30 47131602-PW-P03 FLOOR WAX, paste type, red	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	135.20	0.00
31 47131835-FC-A01 FURNITURE CLEANER	can	0	12	0	12	2,720.64	0	12	0	12	2,720.64	0	12	0	12	2,720.64	0	12	0	12	2,720.64	48	226.72	10,882.56
32 79101612-HS-L01 HAND SOAP, liquid	bottle	0	13	0	13	558.35	0	13	0	13	558.35	0	11	0	11	472.45	0	11	0	11	472.45	48	42.95	2,061.60
33 47121804-MP-B01 MOP BUCKET	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,288.00	0.00
34 47131613-MP-H02 MOPHANDLE, heavy duty	piece	0	1	0	1	134.16	0	1	0	1	134.16	0	1	0	1	134.16	0	1	0	1	134.16	4	134.16	536.64
35 47131619-MP-R01 MOPHEAD, made of rayon	piece	0	3	0	3	342.12	0	3	0	3	342.12	0	3	0	3	342.12	0	3	0	3	342.12	12	114.04	1,368.48
36 47131501-RG-C01 RAGS	kilo	0	4	0	4	228.80	0	3	0	3	171.60	0	3	0	3	171.60	0	2	0	2	114.40	12	57.20	686.40
37 47131602-SC-N01 SCOURING PAD	pack	0	1	0	1	89.44	0	1	0	1	89.44	0	0	0	0	0.00	0	0	0	0	0.00	2	89.44	178.88
38 47121701-TB-F04 TRASHBAG, XXL size	pack/roll	0	3	0	3	390.00	0	3	0	3	390.00	0	3	0	3	390.00	0	3	0	3	390.00	12	130.00	1,560.00
39 47121701-TB-F05 TRASHBAG, Large size	pack/roll	0	62	0	62	3,675.36	0	63	0	63	3,734.64	0	63	0	63	3,734.64	0	62	0	62	3,675.36	250	59.28	14,820.00
40 47121701-TB-F06 TRASHBAG, XL size	pack/roll	0	1	0	1	92.56	0	1	0	1	92.56	0	1	0	1	92.56	0	1	0	1	92.56	4	92.56	370.24
41 47121702-WB-P01 WASTEBASKET	piece	0	2	0	2	87.36	0	0	0	0	0.00	0	1	0	1	43.68	0	0	0	0	0.00	3	43.68	131.04
<b>COLOR COMPOUNDS AND DISPERSIONS</b>																								
42 12171703-ST-P01 INK, for stamp pad	bottle	0	8	0	8	249.60	0	6	0	6	187.20	0	5	0	5	156.00	0	0	3	3	93.60	22	31.20	686.40
<b>CONSUMER ELECTRONICS</b>																								
43 52161535-DV-R01 DIGITAL VOICE RECORDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,803.76	0.00
<b>FACE MASK</b>																								
44 42131713-SM-M06 FACE MASK	box	0	11	0	11	572.00	0	11	0	11	572.00	0	8	0	8	416.00	0	8	0	8	416.00	38	52.00	1,976.00
<b>FILMS</b>																								
45 13111203-AC-P01 ACETATE	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,048.32	0.00
46 13111201-CF-P02 CARBON FILM, Legal size	box	0	1	0	1	256.88	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	256.88	256.88
<b>FIRE FIGHTING EQUIPMENT</b>																								
47 46191601-FE-M01 FIRE EXTINGUISHER, dry chemical	unit	0	6	0	6	8,392.80	0	0	0	0	0.00	0	4	0	4	5,595.20	0	0	0	0	0.00	10	1,398.80	13,988.00
48 46191601-FE-H01 FIRE EXTINGUISHER, pure HCFC	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,613.25	0.00
<b>FLAG OR ACCESSORIES</b>																								
49 55121905-PH-P01 PHILIPPINE NATIONAL FLAG	piece	0	0	0	0	0.00	0	1	0	1	284.84	0	0	0	0	0.00	0	0	0	0	0.00	1	284.84	284.84
<b>FURNITURE AND FURNISHINGS</b>																								
50 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	375.44	0.00
51 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	372.32	0.00
52 56101519-TM-S01 MONOBLOC TABLE, white	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,348.88	0.00
53 56101519-TM-S02 MONOBLOC TABLE, beige	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,348.88	0.00
<b>HEATING AND VENTILATION AND AIR CIRCULATION</b>																								



Item #	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		
54	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	0.00	0	1,380.08	0.00		
55	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	0.00	0	1,109.68	0.00		
56	40101604-EF-S01	ELECTRIC FAN, stand type	unit	0	1	0	1	1,006.72	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	1	1,006.72	1,006.72		
57	40101604-EF-W01	ELECTRIC FAN, wall mount	unit	0	3	0	3	2,742.48	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	3	814.16	2,742.48		
<b>INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES</b>																											
58	43211507-DSK003	DESKTOP, for Basic Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	1	0	1	24,793.60	0	0	0	0.00	1	24,793.60	24,793.60		
59	43211507-DSK004	DESKTOP, for Mid-Range Users	unit	0	4	0	4	169,561.60	0	1	0	1	42,390.40	0	0	0	0	0.00	0	0	0	0.00	5	42,390.40	211,952.00		
60	43201827-HD-X02	EXTERNAL HARD DRIVE	unit	0	2	0	2	6,036.16	0	2	0	2	6,036.16	0	0	0	0	0.00	0	0	0	0.00	4	3,018.08	12,072.32		
61	43202010-FD-U04	FLASH DRIVE	piece	0	10	0	10	2,246.40	0	2	0	2	449.28	0	3	0	3	673.92	0	0	0	0.00	15	22.44	3,369.60		
62	43211503-LAP004	LAPTOP, for Mid-range Users	unit	0	0	0	0	0.00	0	2	0	2	84,760.00	0	0	0	0	0.00	0	0	0	0.00	2	42,380.00	84,760.00		
63	43211503-LAP003	LAPTOP, Lightweight	unit	0	2	0	2	93,600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	2	46,800.00	93,600.00		
64	43211708-MO-C02	COMPUTER MOUSE, Wireless	unit	0	8	0	8	1,356.16	0	5	0	5	847.60	0	3	0	3	508.56	0	0	0	0.00	16	169.52	2,712.32		
65	43212102-PR-D02	PRINTER, Impact, Dot Matrix, 24 pins	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	33,015.84	0.00		
66	43212102-PR-D01	PRINTER, Impact, Dot Matrix, 9 pins	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	11,014.64	0.00		
67	43212105-PR-L01	PRINTER, Laser, Monochrome	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	23,063.04	0.00		
<b>LIGHTING AND FIXTURES AND ACCESSORIES</b>																											
68	39101628-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	0	18	0	18	1,460.16	0	10	0	10	811.20	0	13	0	13	1,054.56	0	5	0	5	405.60	46	81.12	3,731.52	
69	39101628-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	0	0	0	0	0.00	0	2	0	2	411.64	0	0	0	0	0.00	0	0	2	2	411.64	4	205.82	823.28	
<b>MANUFACTURING COMPONENTS AND SUPPLIES</b>																											
70	31201610-GL-J01	GLUE, all-purpose	jar	0	5	0	5	353.60	0	5	0	5	353.60	0	5	0	5	353.60	0	5	0	5	353.60	20	70.72	1,414.40	
71	31151804-SW-H01	STAPLE WIRE, heavy duty (binder type), 23/13	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	22.55	0.00	
72	31151804-SW-S01	STAPLE WIRE, standard	box	0	9	0	9	213.84	0	9	0	9	213.84	0	6	0	6	142.56	0	6	0	6	142.56	30	23.76	712.80	
73	31201502-TA-E01	TAPE, electrical	roll	0	6	0	6	116.70	0	1	0	1	19.45	0	2	0	2	38.90	0	2	0	2	38.90	11	19.45	213.95	
74	31201503-TA-M01	TAPE, masking, 24mm	roll	0	12	0	12	742.56	0	10	0	10	618.80	0	10	0	10	618.80	0	10	0	10	618.80	42	61.88	2,599.96	
75	31201503-TA-M02	TAPE, masking, 48 mm	roll	0	8	0	8	959.28	0	6	0	6	726.96	0	6	0	6	726.96	0	6	0	6	726.96	26	121.16	3,150.16	
76	31201517-TA-P01	TAPE, packaging, 48 mm	roll	0	17	0	17	512.72	0	15	0	15	452.40	0	15	0	15	452.40	0	15	0	15	452.40	62	30.16	1,869.92	
77	31201512-TA-T01	TAPE, transparent, 24mm	roll	0	14	0	14	160.16	0	12	0	12	137.28	0	12	0	12	137.28	0	12	0	12	137.28	50	11.44	572.00	
78	31201512-TA-T02	TAPE, transparent, 48 mm	roll	0	7	0	7	167.44	0	12	0	12	287.04	0	9	0	9	215.28	0	19	0	19	454.48	47	23.92	1,124.24	
79	31151507-TW-P01	TWINE, plastic	roll	0	1	0	1	70.72	0	3	0	3	212.16	0	2	0	2	141.44	0	0	0	0	0.00	6	70.72	424.32	
<b>MEASURING AND OBSERVING AND TESTING EQUIPMENT</b>																											
80	4111604-RU-P02	RULER, flexible, plastic, 450mm	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	20.80	0.00	
<b>OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>																											
81	44121612-BL-H01	BLADE, for general purpose cutter/utility knife	tube	0	1	0	1	16.00	0	0	0	0	0.00	0	1	0	1	16.00	0	0	0	0	0.00	2	16.00	32.00	
82	44101602-PB-M01	BINDING AND PUNCHING MACHINE	unit	0	0	0	0	0.00	0	1	0	1	10,104.64	0	0	0	0	0.00	0	0	0	0	0.00	1	10,104.64	10,104.64	
83	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	287.04	0.00	
84	44121710-CH-W01	CHALK, white enamel	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	32.97	0.00	
85	44122105-BF-C01	CLIP, backfold, 19mm	box	0	10	0	10	93.60	0	13	0	13	121.68	0	11	0	11	102.96	0	5	0	5	46.80	39	9.36	365.04	
86	44122105-BF-C02	CLIP, backfold, 25mm	box	0	10	0	10	156.00	0	13	0	13	202.80	0	11	0	11	171.60	0	5	0	5	78.00	39	15.60	608.40	
87	44122105-BF-C03	CLIP, backfold, 32mm	box	0	10	0	10	270.40	0	13	0	13	351.52	0	11	0	11	297.44	0	5	0	5	135.20	39	27.04	1,054.56	
88	44122105-BF-C04	CLIP, backfold, 50mm	box	0	7	0	7	422.24	0	10	0	10	603.20	0	8	0	8	482.56	0	3	0	3	180.96	28	80.32	1,689.96	
89	44121801-CT-R02	CORRECTION TAPE	piece	0	42	0	42	484.26	0	38	0	38	438.14	0	38	0	38	438.14	0	38	0	38	438.14	154	11.53	1,799.68	
90	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	0	5	0	5	159.60	0	0	0	0	0.00	0	2	0	2	63.44	0	0	0	0	0.00	7	31.72	222.04	
91	44111515-DF-B01	DATA FILE BOX	piece	0	26	0	26	2,007.20	0	31	0	31	2,393.20	0	18	0	18	1,389.60	0	10	0	10	772.00	85	77.20	6,562.00	



Item #	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	
92	44122011-DF-F01	DATA FOLDER	piece	0	3	0	3	205.92	0	0	0	0	0.00	0	3	0	3	205.92	0	0	0	0	0.00	6	68.64	411.84
93	44103202-DS-M01	DATER STAMP	piece	0	1	0	1	469.78	0	3	0	3	1,409.34	0	0	0	0	0.00	0	0	0	0	0.00	4	469.78	1,879.12
94	44121506-EN-D01	ENVELOPE, Documentary, A4	box	0	1	0	1	840.32	0	1	0	1	840.32	0	0	0	0	0.00	0	0	0	0	0.00	2	840.32	1,680.64
95	44121506-EN-D02	ENVELOPE, Documentary, legal	box	0	1	0	1	1,078.48	0	1	0	1	1,078.48	0	0	0	0	0.00	0	0	0	0	0.00	2	1,078.48	2,156.96
96	44121506-EN-X01	ENVELOPE, Expanding, Kraft	box	0	3	0	3	4,124.64	0	2	0	2	2,749.76	0	1	0	1	1,374.88	0	0	0	0	0.00	6	1,374.88	6,249.28
97	44121506-EN-X02	ENVELOPE, Expanding, Plastic	box	0	1	0	1	30.49	0	0	0	0	0.00	0	1	0	1	30.49	0	0	0	0	0.00	2	30.49	60.98
98	44121506-EN-M02	ENVELOPE, Mailing	box	0	4	0	4	1,867.84	0	3	0	3	1,400.88	0	2	0	2	933.92	0	1	0	1	466.96	10	466.96	4,669.60
99	44121504-EN-W02	ENVELOPE, Mailing, with window	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	528.32	0.00
100	44111912-ER-B01	ERASER, felt, for blackboard/whiteboard	piece	0	1	0	1	12.33	0	3	0	3	36.99	0	0	0	0	0.00	0	0	0	0	0.00	4	12.33	49.32
101	44122118-FA-F01	FASTENER	box	0	16	0	16	1,514.24	0	9	0	9	851.76	0	14	0	14	1,324.96	0	9	0	9	851.76	48	94.64	4,542.72
102	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	0	3	0	3	255.60	0	0	0	0	0.00	0	3	0	3	255.60	0	0	0	0	0.00	6	85.20	511.20
103	44122018-FT-D01	FILE TAB DIVIDER, A4	pack	0	1	0	1	22.88	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	22.88	22.88
104	44122018-FT-D02	FILE TAB DIVIDER, Legal	pack	0	1	0	1	26.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	26.00	26.00
105	44122011-FO-F01	FOLDER, Fancy with slide, A4	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	291.20	0.00
106	44122011-FO-F02	FOLDER, Fancy with slide, legal	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	308.88	0.00
107	44122013-FO-L01	FOLDER, L-type, A4	pack	0	2	0	2	375.08	0	1	0	1	187.54	0	2	0	2	375.08	0	0	0	0	0.00	5	187.54	937.70
108	44122013-FO-L02	FOLDER, L-type, Legal	pack	0	2	0	2	477.14	0	1	0	1	238.57	0	2	0	2	477.14	0	0	0	0	0.00	5	238.57	1,192.85
109	44122027-FO-F01	FOLDER, pressboard	box	0	2	0	2	1,905.28	0	2	0	2	1,905.28	0	0	0	0	0.00	0	0	0	0	0.00	4	952.64	3,810.56
110	44122011-FO-T03	FOLDER with tab, A4	pack	0	7	0	7	2,722.72	0	4	0	4	1,555.84	0	5	0	5	1,944.80	0	0	0	0	0.00	16	388.96	6,223.26
111	44122011-FO-T04	FOLDER with tab, Legal	pack	0	7	0	7	2,992.08	0	3	0	3	1,282.32	0	4	0	4	1,709.76	0	0	0	0	0.00	14	427.44	5,984.16
112	44122008-IT-TD1	INDEX TAB	box	0	2	0	2	126.22	0	0	0	0	0.00	0	2	0	2	126.22	0	0	0	0	0.00	4	63.11	252.44
113	44111515-MF-B02	MAGAZINE FILE BOX, Large	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	126.88	0.00
114	44121716-MA-F01	MARKER, Fluorescent	set	0	2	0	2	85.28	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	42.64	85.28
115	44121708-MP-B01	MARKER, Permanent, Black	piece	0	15	0	15	234.00	0	8	0	8	124.80	0	10	0	10	156.00	0	8	0	8	124.80	41	15.60	639.60
116	44121708-MP-B02	MARKER, Permanent, Blue	piece	0	15	0	15	234.00	0	8	0	8	124.80	0	10	0	10	156.00	0	8	0	8	124.80	41	15.60	639.60
117	44121708-MP-B03	MARKER, Permanent, Red	piece	0	12	0	12	187.20	0	5	0	5	78.00	0	1	0	1	15.60	0	5	0	5	78.00	23	15.60	358.80
118	44121708-MW-B01	MARKER, Whiteboard, Black	piece	0	13	0	13	135.20	0	5	0	5	52.00	0	6	0	6	62.40	0	5	0	5	52.00	29	10.40	301.60
119	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	0	15	0	15	156.00	0	7	0	7	72.80	0	8	0	8	83.20	0	7	0	7	72.80	37	10.40	384.80
120	44121708-MW-B03	MARKER, Whiteboard, Red	piece	0	7	0	7	72.80	0	5	0	5	52.00	0	0	0	0	0.00	0	5	0	5	52.00	17	10.40	176.80
121	44122104-PC-G01	PAPER CLIP, vinyl/plastic coated, 33mm	box	0	17	0	17	159.12	0	22	0	22	205.92	0	17	0	17	159.12	0	7	0	7	65.52	63	9.36	589.68
122	44122104-PC-J02	PAPER CLIP, vinyl/plastic coated, Jumbo, 50mm	box	0	16	0	16	382.72	0	21	0	21	502.32	0	16	0	16	382.72	0	6	0	6	143.52	59	23.92	1,411.28
123	44301603-PS-M02	PAPER SHREDDER	unit	0	1	0	1	5,699.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	5,699.20	5,699.20
124	44301601-PT-M01	PAPER TRIMMER/CUTTING MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,297.60	0.00
125	44321706-PE-L01	PENCIL, lead/graphite, with eraser	box	0	1	0	1	41.60	0	1	0	1	41.60	0	0	0	0	0.00	0	0	0	0	0.00	2	41.60	83.20
126	44121619-PS-M01	PENCIL SHARPENER	piece	0	3	0	3	639.60	0	0	0	0	0.00	0	2	0	2	426.40	0	0	0	0	0.00	5	213.20	1,066.00
127	44101602-PU-F01	PUNCHER, paper, heavy duty	piece	0	2	0	2	324.48	0	0	0	0	0.00	0	1	0	1	162.24	0	0	0	0	0.00	3	162.24	486.72
128	44122037-RB-F10	BINDING RING/COMB, plastic, 32 mm	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	1	0	1	274.23	0	0	0	0	0.00	1	274.23	274.23
129	44122101-RU-B01	RUBBER BAND No. 18	box	0	3	0	3	496.08	0	2	0	2	330.72	0	2	0	2	330.72	0	0	0	0	0.00	7	165.36	1,157.52
130	44121905-SP-F01	STAMP PAD, felt	piece	0	2	0	2	85.28	0	1	0	1	42.64	0	2	0	2	85.28	0	0	0	0	0.00	5	42.64	213.20
131	44121618-SS-S01	SCISSORS, symmetrical/asymmetrical	pair	0	6	0	6	249.60	0	2	0	2	83.20	0	3	0	3	124.80	0	0	0	0	0.00	11	41.60	457.60
132	44121615-ST-S01	STAPLER, standard type	piece	0	7	0	7	1,019.20	0	1	0	1	145.60	0	4	0	4	582.40	0	0	0	0	0.00	12	145.60	1,747.20
133	44121615-ST-B01	STAPLER, heavy duty (binder)	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	954.72	0.00
134	44121613-SR-F02	STAPLE REMOVER, plier-type	piece	0	10	0	10	478.40	0	4	0	4	191.36	0	1	0	1	47.84	0	0	0	0	0.00	15	47.84	717.60



Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT					
135 44121605-TD-T01 TAPE DISPENSER, table top	piece	0	3	0	3	234.00	0	1	0	1	78.00	0	1	0	1	78.00	0	0	0	0	0.00	5	78.00	390.00		
<b>PAPER MATERIALS AND PRODUCTS</b>																										
136 14111525-CA-A01 CARTOLINA, assorted colors	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	90.48	0.00		
137 14111506-CF-L11 COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	953.68	0.00		
138 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	1,250.48	0.00		
139 14111506-CF-L22 COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,652.56	0.00		
140 14111506-CF-L21 COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,108.64	0.00		
141 14111506-CF-L31 COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	853.84	0.00		
142 14111506-CF-L32 COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,629.68	0.00		
143 14111609-LL-C01 LOOSELEAF COVER	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	794.96	0.00		
144 14111514-NP-S02 NOTEPAD, stick-on, 50mm x 76mm	pad	0	17	0	17	671.84	0	10	0	10	395.20	0	7	0	7	276.64	4	0	0	4	158.00	38	39.52	1,501.76		
145 14111514-NP-S04 NOTEPAD, stick-on, 76mm x 100mm	pad	0	14	0	14	858.16	0	7	0	7	444.08	0	7	0	7	444.08	4	0	0	4	253.76	32	63.44	2,030.08		
146 14111514-NP-S03 NOTEPAD, stick-on, 76mm x 76mm	pad	0	14	0	14	844.48	0	7	0	7	422.24	0	7	0	7	422.24	4	0	0	4	241.28	32	60.32	1,930.24		
147 14111514-NB-S02 STENO NOTEBOOK	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	23.92	0.00		
148 14111507-PP-M01 PAPER, MULTICOPY A4	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	179.92	0.00		
149 14111507-PP-M02 PAPER, MULTICOPY LEGAL	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	211.12	0.00		
150 14111507-PP-C01 PAPER, MULTIPURPOSE A4	ream	0	120	0	120	19,593.60	0	120	0	120	19,593.60	0	95	0	95	15,511.60	85	0	0	85	13,878.80	420	163.28	68,177.60		
151 14111507-PP-C02 PAPER, MULTIPURPOSE LEGAL	ream	0	85	0	85	15,735.20	0	90	0	90	16,660.80	0	63	0	63	11,662.56	53	0	0	53	9,011.36	291	185.12	53,869.92		
152 14111531-PP-R01 PAD PAPER, ruled	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	35.36	0.00		
153 14111503-PA-P01 PAPER, parchment	box	0	11	0	11	2,082.68	0	1	0	1	189.28	0	5	0	5	946.40	0	0	0	0	0.00	17	189.28	3,217.76		
154 14111531-RE-B01 RECORD BOOK, 300 PAGES	book	0	2	0	2	145.60	0	2	0	2	145.60	0	2	0	2	145.60	2	0	0	2	145.60	8	72.80	582.40		
155 14111531-RE-B02 RECORD BOOK, 500 PAGES	book	0	4	0	4	420.16	0	0	0	0	0.00	0	4	0	4	420.16	0	0	0	0	0.00	8	105.04	840.32		
156 14111704-TT-P04 TISSUE, INTERFOLDED PAPER TOWEL	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	29.12	0.00		
157 14111704-TT-P02 TOILET TISSUE PAPER, 2 ply	pack	0	35	0	35	3,530.80	0	35	0	35	3,530.80	0	35	0	35	3,530.80	35	0	0	35	3,530.80	140	100.88	14,123.20		
<b>PERFUMES OR COLOGNES OR FRAGRANCES</b>																										
158 53131626-HS-S01 HAND SANITIZER	bottle	0	5	0	5	436.80	0	5	0	5	436.80	0	5	0	5	436.80	0	5	0	5	436.80	20	87.36	1,747.20		
<b>PESTICIDES OR PEST REPELLENTS</b>																										
159 10191509-IN-A01 INSECTICIDE	can	0	7	0	7	1,805.44	0	6	0	6	1,547.52	0	6	0	6	1,547.52	0	5	0	5	1,289.60	24	257.92	6,190.08		
<b>PRINTED PUBLICATIONS</b>																										
160 55101524-RA-H01 HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	37.21	0.00		
<b>PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)</b>																										
1 44103105-BR-D05 DRUM CARTRIDGE, BROTHER DR-3455, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,947.20	0.00		
2 44103105-CA-C04 INK CARTRIDGE, CANON CL-741, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,126.32	0.00		
3 44103105-CA-C02 INK CARTRIDGE, CANON CL-611, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,178.32	0.00		
4 44103105-CA-B04 INK CARTRIDGE, CANON PG-740, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	861.12	0.00		
5 44103105-CA-B02 INK CARTRIDGE, CANON PG-810, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	892.32	0.00		
6 44303105-EP-B17 INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	0	0	0	0	0.00	0	2	0	2	463.80	0	0	0	0	0.00	0	0	0	0	0.00	2	231.90	463.80		
7 44103105-EP-C17 INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	0	0	0	0	0.00	0	2	0	2	484.40	0	0	0	0	0.00	0	0	0	0	0.00	2	242.20	484.40		
8 44103105-EP-M17 INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	0	0	0	0	0.00	0	2	0	2	484.40	0	0	0	0	0.00	0	0	0	0	0.00	2	242.20	484.40		
9 44103105-EP-Y17 INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	0	0	0	0	0.00	0	2	0	2	484.40	0	0	0	0	0.00	0	0	0	0	0.00	2	242.20	484.40		
10 44103105-HP-B40 INK CARTRIDGE, HP C2P04AA (HP62), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	852.80	0.00		
11 44103105-HP-T40 INK CARTRIDGE, HP C2P06AA (HP62), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,048.32	0.00		
12 44103105-HP-B09 INK CARTRIDGE, HP C9351AA (HP21), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	910.00	0.00		



Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for this year	Price	Total amount for this year	
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
13	44103105-HP-T10	INK CARTRIDGE, HP C9352AA (HP22), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,053.52	0.00
14	44103105-HP-B17	INK CARTRIDGE, HP CC640WA (HP60), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	880.88	0.00
15	44103105-HP-T17	INK CARTRIDGE, HP CC643WA (HP60), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,047.28	0.00
16	44103105-HX-C40	INK CARTRIDGE, HP CD972AA (HP920XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00
17	44103105-HX-M40	INK CARTRIDGE, HP CD973AA (HP920XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00
18	44103105-HX-Y40	INK CARTRIDGE, HP CD974AA (HP920XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00
19	44103105-HX-B40	INK CARTRIDGE, HP CD975AA (HP920XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,541.28	0.00
20	44103105-HP-B20	INK CARTRIDGE, HP CH561WA (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	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-HP-B49	INK CARTRIDGE, HP CH565A (HP82), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	935.00	0.00
23	44103105-HP-C49	INK CARTRIDGE, HP CH566A (HP82), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	740.00	0.00
24	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
25	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
26	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
27	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
28	44103105-HP-B36	INK CARTRIDGE, HP CN692AA (HP704), Black	cart	0	9	0	9	3,772.08	0	3	0	3	1,257.36	0	3	0	3	1,257.36	0	3	0	3	1,257.36	18	419.12	7,544.16
29	44103105-HP-T36	INK CARTRIDGE, HP CN693AA (HP704), Tri-color	cart	0	9	0	9	3,772.08	0	3	0	3	1,257.36	0	3	0	3	1,257.36	0	3	0	3	1,257.36	18	419.12	7,544.16
30	44103105-HP-B33	INK CARTRIDGE, HP CZ107AA (HP678), Black	cart	0	17	0	17	6,877.52	0	14	0	14	5,663.84	0	19	0	19	7,666.64	0	14	0	14	5,663.84	64	404.56	25,891.84
31	44103105-HP-T33	INK CARTRIDGE, HP CZ108AA (HP678), Tri-color	cart	0	17	0	17	6,877.52	0	14	0	14	5,663.84	0	19	0	19	7,666.64	0	14	0	14	5,663.84	64	404.56	25,891.84
32	44103105-HP-B42	INK CARTRIDGE, HP CZ121A (HP685A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	312.00	0.00
33	44103105-HP-C33	INK CARTRIDGE, HP CZ122A (HP685A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00
34	44103105-HP-M33	INK CARTRIDGE, HP CZ123A (HP685A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00
35	44103105-HP-Y33	INK CARTRIDGE, HP CZ124A (HP685A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00
36	44103105-HP-T43	INK CARTRIDGE, HP F6V26AA (HP680), Tri-color	cart	0	67	0	67	26,429.44	0	73	0	73	30,975.36	0	58	0	58	24,610.56	0	58	0	58	24,610.56	256	424.32	108,625.92
37	44103105-HP-B43	INK CARTRIDGE, HP F6V27AA (HP680), Black	cart	0	69	0	69	29,276.08	0	75	0	75	31,824.00	0	60	0	60	25,459.20	0	60	0	60	25,459.20	264	424.32	112,020.48
38	44103105-HP-C50	INK CARTRIDGE, HP L0551AA (HP955), 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	982.80	0.00
39	44103105-HP-M50	INK CARTRIDGE, HP L0554AA (HP955), 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	982.80	0.00
40	44103105-HP-Y50	INK CARTRIDGE, HP L0557AA (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
41	44103105-HP-B50	INK CARTRIDGE, HP L0560AA (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
42	44103105-HX-C48	INK CARTRIDGE, HP L0563AA (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
43	44103105-HX-M48	INK CARTRIDGE, HP L0566AA (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
44	44103105-HX-Y48	INK CARTRIDGE, HP L0569AA (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
45	44103105-HX-B48	INK CARTRIDGE, HP L0572AA (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
46	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
47	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
48	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
49	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
50	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
51	44103112-EP-R13	RIBBON CARTRIDGE, EPSON C13S015532, 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
52	44103112-EP-R07	RIBBON CARTRIDGE, EPSON C13S015531 (5015086)	cart	0	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
53	44103109-BR-D06	TONER CARTRIDGE, BROTHER DR-451CL, High Yield 3000	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,760.00	0.00
54	44103109-BR-B09	TONER CARTRIDGE, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,567.20	0.00
55	44103109-BR-B11	TONER CARTRIDGE, BROTHER TN-3350, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,002.40	0.00



Item #	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				
56	44103103-BR-815	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
57	44103103-BR-816	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
58	44103103-BR-003	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
59	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
60	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
61	44103103-CA-800	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
62	44103103-HP-812	TONER CARTRIDGE, HP CE435A, 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	3,099.20	0.00
63	44103103-HP-814	TONER CARTRIDGE, HP CE540A, 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	3,603.60	0.00
64	44103103-HP-818	TONER CARTRIDGE, HP CE255A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,942.00	0.00
65	44103103-HP-821	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	3,741.92	0.00
66	44103103-HP-822	TONER CARTRIDGE, HP CE285A (HP85A), Black	cart	0	4	0	4	12,970.88	0	4	0	4	12,970.88	0	4	0	4	12,970.88	0	4	0	4	12,970.88	16	3,242.72	51,883.52
67	44103103-HP-823	TONER CARTRIDGE, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,350.40	0.00
68	44103103-HP-C23	TONER CARTRIDGE, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
69	44103103-HP-Y23	TONER CARTRIDGE, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
70	44103103-HP-M23	TONER CARTRIDGE, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
71	44103103-HP-824	TONER CARTRIDGE, HP CE320A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,192.80	0.00
72	44103103-HP-C24	TONER CARTRIDGE, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
73	44103103-HP-Y24	TONER CARTRIDGE, HP CE322A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
74	44103103-HP-M24	TONER CARTRIDGE, HP CE323A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
75	44103103-HP-825	TONER CARTRIDGE, HP CE390A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,872.80	0.00
76	44103103-HP-826	TONER CARTRIDGE, HP CE400A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,786.00	0.00
77	44103103-HP-C26	TONER CARTRIDGE, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60	0.00
78	44103103-HP-Y26	TONER CARTRIDGE, HP CE402A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,193.04	0.00
79	44103103-HP-M26	TONER CARTRIDGE, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60	0.00
80	44103103-HP-827	TONER CARTRIDGE, HP CE410A, (HP305), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,837.60	0.00
81	44103103-HP-C27	TONER CARTRIDGE, HP CE411A, (HP305), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,460.00	0.00
82	44103103-HP-Y27	TONER CARTRIDGE, HP CE412A, (HP305), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,460.00	0.00
83	44103103-HP-M27	TONER CARTRIDGE, HP CE413A, (HP305), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,011.20	0.00
84	44103103-HP-828	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	4,050.80	0.00
85	44103103-HX-828	TONER CARTRIDGE, HP CE505X, Black, high cap	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,332.00	0.00
86	44103103-HP-852	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	2,878.72	0.00
87	44103103-HP-853	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	5,246.80	0.00
88	44103103-HP-855	TONER CARTRIDGE, HP CF280A, LaserJet Pro M401/M425	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,690.40	0.00
89	44103103-HP-851	TONER CARTRIDGE, HP CF280XC	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,359.52	0.00
90	44103103-HP-856	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	7,800.00	0.00
91	44103103-HP-857	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	3,034.72	0.00
92	44103103-HX-857	TONER CARTRIDGE, HP CF283XC (HP83X), Black Contract L	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,796.00	0.00
93	44103103-HP-858	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	8,828.00	0.00
94	44103103-HX-852	TONER CARTRIDGE, HP CF325XC (HP25X), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13,728.00	0.00
95	44103103-HP-860	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	2,574.00	0.00
96	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	2,652.00	0.00
97	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	2,652.00	0.00
98	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	2,652.00	0.00



Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year		
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT					
99	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	7,030.40	0.00	
100	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	8,814.00	0.00	
101	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	8,814.00	0.00	
102	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	8,814.00	0.00	
103	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	3,099.20	0.00	
104	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	3,660.80	0.00	
105	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	3,660.80	0.00	
106	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	3,660.80	0.00	
107	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	3,900.00	0.00	
108	44103103-HX-B54	TONER CARTRIDGE, HP CF410XC (HP410XC), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,848.40	0.00	
109	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	5,038.80	0.00	
110	44103103-HX-C54	TONER CARTRIDGE, HP CF411XC (HP410XC), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.00	0.00	
111	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	5,038.00	0.00	
112	44103103-HX-Y54	TONER CARTRIDGE, HP CF412XC (HP410XC), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.80	0.00	
113	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	5,038.80	0.00	
114	44103103-HX-M54	TONER CARTRIDGE, HP CF413XC (HP410XC), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.80	0.00	
115	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	3,744.00	0.00	
116	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	
<b>SOFTWARE</b>																											
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	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
7	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	
<b>PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)</b>																											
1	80141505-TS-001	BALLPEN	piece	0	90	0	90	540.00	0	30	0	30	180.00	0	90	0	90	540.00	0	0	150	150	900.00	360	6.00	2,160.00	
2	80141505-TS-002	MULTIFUNCTION PRINTER	unit	0	2	0	2	10,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	5,000.00	10,000.00	
3	80141505-TS-003	LAMINATING FILM	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
4	80141505-TS-004	STICKER PAPER	pack	0	10	0	10	750.00	0	2	0	2	150.00	0	0	0	0	0.00	0	0	0	0	0.00	12	75.00	900.00	
5	80141505-TS-005	DOUBLE SIDED TAPE	roll	0	5	0	5	500.00	0	4	0	4	400.00	0	5	0	5	500.00	0	0	0	0	0.00	14	100.00	1,400.00	
6	80141505-TS-006	PHOTO PAPER	pack	0	8	0	8	1,560.00	0	1	0	1	195.00	0	8	0	8	1,560.00	0	0	0	0	0.00	17	195.00	3,315.00	
7	80141505-TS-007	BLEACHING SOLUTION	bottle	0	3	0	3	510.00	0	3	0	3	510.00	0	0	0	0	0.00	0	0	0	0	0.00	6	170.00	1,020.00	



Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year	
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
8	80141505-TS-008	CERTIFICATE FRAME	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
9	80141505-TS-009	CERTIFICATE HOLDER	piece	0	35	0	35	2,450.00	0	10	0	10	700.00	0	10	0	10	700.00	0	0	0	0	0.00	55	70.00	3,850.00
10	80141505-TS-010	UNINTERRUPTIBLE POWER SUPPLY	unit	0	0	0	0	0.00	0	2	0	2	5,000.00	0	1	0	1	2,500.00	0	0	0	0	0.00	3	2,500.00	7,500.00
11	80141505-TS-011	AIR CONDITIONING UNIT	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
12	80141505-TS-012	SMART TELEVISION	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
13	80141505-TS-013	WHITE BOARD	piece	0	1	0	1	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,500.00	1,500.00
14	80141505-TS-014	MICROPHONE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
15	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	0	11	0	11	1,650.00	0	6	0	6	900.00	0	2	0	2	300.00	0	0	2	2	300.00	21	150.00	3,150.00
17	80141505-TS-017	PLASTIC FASTENER	box	0	3	0	3	105.00	0	2	0	2	70.00	0	2	0	2	70.00	0	0	3	3	105.00	10	35.00	350.00
18	80141505-TS-018	STEEL FILING CABINET	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
19	80141505-TS-019	VELLUM BOARD PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
20	80141505-TS-020	EXTENSION CORD	piece	0	3	0	3	1,500.00	0	3	0	3	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	6	500.00	3,000.00
21	80141505-TS-021	PAINT	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
22	80141505-TS-022	COLOR PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
23	80141505-TS-023	BOND PAPER	ream	0	10	0	10	1,600.00	0	10	0	10	1,600.00	0	0	0	0	0.00	0	0	0	0	0.00	20	160.00	3,200.00
24	80141505-TS-024	PUSH PIN	pack	0	2	0	2	70.00	0	0	0	0	0.00	0	3	0	3	105.00	0	0	0	0	0.00	5	35.00	175.00
25	80141505-TS-025	DOOR MAT	piece	0	6	0	6	600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	100.00	600.00
26	80141505-TS-026	GLUE STICK (PASTE)	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
27	80141505-TS-027	GLUE STICK (FOR GLUE GUN)	pack	0	30	0	30	450.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	30	15.00	450.00
28	80141505-TS-028	DEODORANT CAKE	piece	0	10	0	10	300.00	0	10	0	10	300.00	0	10	0	10	300.00	0	0	10	10	300.00	40	30.00	1,200.00
29	80141505-TS-029	DISPOSABLE GLOVES	box	0	2	0	2	300.00	0	2	0	2	300.00	0	2	0	2	300.00	0	0	2	2	300.00	8	150.00	1,200.00
30	80141505-TS-030	OFFICE CHAIR	piece	0	7	0	7	35,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7	5,000.00	35,000.00
31	80141505-TS-031	MANILA PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
32	80141505-TS-032	AUTOMOTIVE BATTERIES	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
33	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	0	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
35	80141505-TS-035	COMPACT DISC	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	20.00	0.00
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	0	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
38	80141505-TS-038	PLASTIC ENVELOPE	piece	0	2	0	2	300.00	0	0	0	0	0.00	0	2	0	2	300.00	0	0	0	0	0.00	4	150.00	600.00
39	80141505-TS-039	DOCUMENT SCANNER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
40	80141505-TS-040	WATER DISPENSER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
41	80141505-TS-041	PARACETAMOL	pack	0	1	0	1	150.00	0	0	0	0	0.00	0	1	0	1	150.00	0	0	0	0	0.00	2	150.00	300.00
42	80141505-TS-042	GLUE GUN	unit	0	3	0	3	195.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	65.00	195.00
43	80141505-TS-043	INKJET PRINTER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
44	80141505-TS-044	SPEAKERS	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
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	0	3	0	3	600.00	0	0	0	0	0.00	0	4	0	4	800.00	0	0	0	0	0.00	7	200.00	1,400.00
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	0	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-049	LAMINATING MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
50	80141505-TS-050	FUEL FILTERS	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00



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			
51 80141505-TS-051 AIRLINE TICKETS (DOMESTIC)	ticket	0	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-052 AIRLINE TICKETS (INTERNATIONAL)	ticket	0	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-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		P	1,223,159.97
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		P	122,315.97
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		P	-
D. GRAND TOTAL (A + B + C)		P	1,345,475.64
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:	One Million Three Hundred Forty Five Thousand Four Hundred Seventy Five Pesos and Sixty four Centavos Only		

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:

  
 MARIA LOURDES R. KINTANAR  
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

  
 JOHN LUPE B. ESTONILO / JUNNALIE P. LUPA  
 Accountant / Budget Officer

Approved by:

  
 ARMANI L. MALICSE  
 Head of Office/Agency

Date Prepared: 28 Jul 23