



**PHILIPPINE NORMAL UNIVERSITY**  
**The National Center for Teacher Education**  
**Taft Avenue, Manila**

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

**PNU MAIN CAMPUS**  
**PNU NORTH LUZON**  
**PNU SOUTH LUZON**  
**PNU VISAYAS**  
**PNU MINDANAO**

**PNU MAIN CAMPUS**

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. 2011-5 and 2011-5-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 (mPhigEPS) 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 mPhigEPS and Downloads page of PS-DBM website (www.ps-philgeps.gov.ph).
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.gov.ph) under the "What We Sell" tab for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on the PART I of this form. Otherwise the form will be deemed invalid.
- 5.0 For items not included on the list of PART II, a separate file, with the file name APP-CSE 2024 Form - Other Items, can be downloaded from the Downloads page of PS-DBM website (www.ps-philgeps.gov.ph) and must be submitted to PS-DBM through this link: <https://shorturl.at/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 mPhigEPS 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 mPhigEPS 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) for the guide on how to fill-out the APP-CSE.

Department/Bureau/Office: PHILIPPINE NORMAL UNIVERSITY  
Region: NATIONAL CAPITAL REGION  
Address: TAFT AVENUE, CORNER AYALA  
BOULEVARD, ERMITA, MANILA

Agency Code/AJACS: 80030000000  
Organization Type: STATE UNIVERSITIES AND COLLEGES

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			
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
1	12191601-AL-E04	ALCOHOL, Ethyl, 500 mL	bottle	120	0	0	120	6,115.20	100	0	0	100	5,096.00	120	0	0	120	6,115.20	100	0	0	100	5,096.00	440	50.96	22,427.40
2	12191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	60	0	0	60	27,081.60	60	0	0	60	27,081.60	60	0	0	60	27,081.60	50	0	0	50	22,568.00	230	451.36	103,812.80
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
3	60121413-CB-P01	CLEARBOOK, A4 size	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	35.36	0.00
4	60121413-CB-P02	CLEARBOOK, Legal size	box	36	0	0	36	1,385.28	0	0	0	0	0.00	36	0	0	36	1,385.28	0	0	0	0	0.00	72	26.48	2,770.56
5	60121534-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	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	35.00	0.00
7	60121524-SP-G04	SIGN PEN, Fine Tip, Black	piece	300	0	0	300	13,416.00	240	0	0	240	10,732.80	300	0	0	300	13,416.00	240	0	0	240	10,732.80	1080	44.72	48,297.60
8	60121524-SP-G07	SIGN PEN, Medium 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	57.20	0.00
9	60121524-SP-G02	SIGN PEN, Extra 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	26.00	0.00
10	60121524-SP-G05	SIGN PEN, Fine Tip, Blue	piece	120	0	0	120	5,366.40	120	0	0	120	5,366.40	120	0	0	120	5,366.40	120	0	0	120	5,366.40	480	44.72	21,465.60
11	60121524-SP-G08	SIGN PEN, Medium 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	57.20	0.00
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	60	0	0	60	2,745.60	48	0	0	48	2,196.48	48	0	0	48	2,196.48	48	0	0	48	2,196.48	204	45.76	9,335.04
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
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																										
16	45121517-DO-G03	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	25,536.36	0.00
17	45111609-MH-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	18,400.40	0.00
BATTERIES AND CELLS AND ACCESSORIES																										
18	26111702-BT-A02	BATTERY, dry cell, size AA	pack	75	0	0	75	1,638.00	50	0	0	50	1,092.00	75	0	0	75	1,638.00	50	0	0	50	1,092.00	250	21.84	5,460.00
19	26111702-BT-A01	BATTERY, dry cell, size AAA	pack	75	0	0	75	1,482.00	75	0	0	75	1,482.00	75	0	0	75	1,482.00	75	0	0	75	1,482.00	300	16.76	5,028.00
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
CLEANING EQUIPMENT AND SUPPLIES																										
21	47131812-AJ-A01	AIR FRESHENER	can	72	0	0	72	6,289.92	72	0	0	72	6,289.92	72	0	0	72	6,289.92	72	0	0	72	6,289.92	288	87.36	25,159.68

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				
22	47131804-BR-S01	BROOM (Walls Tampo)	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	127.92	0.00	
23	47131804-BR-T01	BROOM (Walls Ting-ling)	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	
24	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal	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	44.72	0.00	
25	47131805-CL-P01	CLEANSER, Scouring Powder	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	36.00	0.00	
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	6.36	0.00	
27	47131811-DE-P02	DETERGENT POWDER, all purpose	pouch	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	88.40	0.00	
28	47131803-DS-A01	DISINFECTANT SPRAY	can	96	0	0	96	14,476.80	60	0	0	60	9,048.00	96	0	0	96	14,476.80	60	0	0	60	9,048.00	312	150.80	47,049.60	
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	47131802-FW-P02	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	47131830-FC-A01	FURNITURE CLEANER	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	226.72	0.00	
32	73101642-HS-L01	HAND SOAP, liquid	bottle	50	0	0	50	2,147.50	50	0	0	50	2,147.50	50	0	0	50	2,147.50	36	0	0	36	1,546.20	180	42.95	7,948.70	
33	47131804-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-M02	MOPHANDLE, heavy duty	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	134.16	0.00	
35	47131619-MP-B01	MOPHEAD, made of rayon	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	114.06	0.00	
36	47131501-RD-C01	RAGS	lilo	50	0	0	50	2,860.00	50	0	0	50	2,860.00	50	0	0	50	2,860.00	50	0	0	50	2,860.00	200	57.20	11,440.00	
37	47131602-SC-N01	SCOURING PAD	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	89.44	0.00	
38	47121701-TB-P04	TRASHBAG, XXL size	pack/roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	130.00	0.00	
39	47121701-TB-P05	TRASHBAG, Large size	pack/roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	59.28	0.00	
40	47121701-TB-P06	TRASHBAG, XL size	pack/roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	92.56	0.00	
41	47121702-WB-P01	WASTEBASKET	piece	24	0	0	24	1,048.32	0	0	0	0	0.00	24	0	0	24	1,048.32	0	0	0	0	0.00	48	49.68	2,096.64	
COLOR COMPOUNDS AND DISPENSERS																											
42	12171703-SI-P01	INK, for stamp pad	bottle	12	0	0	12	374.40	0	0	0	0	0.00	12	0	0	12	374.40	12	0	0	12	374.40	36	31.20	1,123.20	
CONSUMER ELECTRONICS																											
43	52181535-DV-P01	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	
FACE MASK																											
44	42131713-SM-M06	FACE MASK	box	150	0	0	150	7,800.00	120	0	0	120	6,240.00	150	0	0	150	7,800.00	100	0	0	100	5,200.00	520	52.00	27,040.00	
FILMS																											
45	13111203-AC-P01	ACETATE	roll	10	0	0	10	10,483.20	0	0	0	0	0.00	10	0	0	10	10,483.20	10	0	0	10	10,483.20	30	1,048.32	31,449.60	
46	13111201-CF-P02	CARBON FILM, Legal size	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00	
FIRE FIGHTING EQUIPMENT																											
47	44191801-FE-P01	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	0.00	0	1,308.80	0.00	
48	44191801-FE-P01	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	
FLAG OR ACCESSORIES																											
49	55121905-PH-P01	PHILIPPINE NATIONAL FLAG	piece	10	0	0	10	2,846.40	0	0	0	0	0.00	10	0	0	10	2,846.40	0	0	0	0	0.00	20	284.64	5,696.80	
FURNITURE AND FURNISHINGS																											
50	56101504-CH-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-CH-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	
HEATING AND VENTILATION AND AIR CONDITIONING																											
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	0.00	0	1,300.08	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	0.00	0	1,109.68	0.00	
56	40101604-EF-S01	ELECTRIC FAN, stand type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,006.72	0.00	
57	40101604-EF-W01	ELECTRIC FAN, wall mount	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	814.16	0.00	
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																											



Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year	
				Jan	Feb	Mar	Q1	Apr	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	Year							
58	43211507-QS003	DESKTOP, for Basic Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	24,793.00	0.00	
59	43211507-QS004	DESKTOP, for Mid-Range Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,380.40	0.00	
60	43201827-HD-X02	EXTERNAL HARD DRIVE	unit	25	0	0	25	75,452.00	20	0	0	20	60,361.60	20	0	0	20	60,361.60	10	0	0	10	30,180.80	75	3,018.08	226,356.00	
61	43202010-FD-U04	FLASH DRIVE	piece	50	0	0	50	11,232.00	30	0	0	30	6,739.20	50	0	0	50	11,232.00	30	0	0	30	6,739.20	160	224.64	35,942.40	
62	43211503-LAP004	LAPTOP, for Mid-range Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,380.00	0.00	
63	43211503-LAP003	LAPTOP, Lightweight	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	46,800.00	0.00	
64	43211708-MO-X02	COMPUTER MOUSE, Wireless	unit	36	0	0	36	6,102.72	36	0	0	36	6,102.72	36	0	0	36	6,102.72	36	0	0	36	6,102.72	144	189.52	24,410.88	
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	0.00	0	33,015.34	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	0.00	0	13,014.64	0.00	
67	43212305-PH-L01	PRINTER, Laser, Monochrome	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	23,063.04	0.00	
LIGHTING AND FIXTURES AND ACCESSORIES																											
68	39101636-LH-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	81.12	0.00	
69	39101638-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	205.82	0.00	
MANUFACTURING COMPONENTS AND SUPPLIES																											
70	31201010-GL-X01	GLUE, all-purpose	jar	24	0	0	24	1,497.28	20	0	0	20	1,414.40	24	0	0	24	1,497.28	12	0	0	12	948.64	80	76.72	5,457.60	
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	36	0	0	36	855.36	36	0	0	36	855.36	36	0	0	36	855.36	24	0	0	24	570.24	132	23.76	3,136.32	
73	31201502-TA-E01	TAPE, electrical	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	19.45	0.00	
74	31201503-TA-H01	TAPE, masking, 24mm	roll	60	0	0	60	3,712.80	60	0	0	60	3,712.80	60	0	0	60	3,712.80	36	0	0	36	2,227.68	216	61.88	13,365.60	
75	31201503-TA-H02	TAPE, masking, 48 mm	roll	36	0	0	36	4,361.76	36	0	0	36	4,361.76	36	0	0	36	4,361.76	36	0	0	36	4,361.76	144	121.15	17,447.04	
76	31201517-TA-P01	TAPE, packaging, 48 mm	roll	24	0	0	24	723.84	24	0	0	24	723.84	24	0	0	24	723.84	24	0	0	24	723.84	96	30.18	2,896.36	
77	31201512-TA-T01	TAPE, transparent, 24mm	roll	120	0	0	120	1,372.80	120	0	0	120	1,372.80	120	0	0	120	1,372.80	120	0	0	120	1,372.80	480	11.44	5,491.20	
78	31201512-TA-T02	TAPE, transparent, 48 mm	roll	36	0	0	36	861.12	36	0	0	36	861.12	36	0	0	36	861.12	36	0	0	36	861.12	144	23.92	3,444.48	
79	31351507-TW-P01	TWINE, plastic	roll	10	0	0	10	707.20	0	0	0	0	0.00	10	0	0	10	707.20	10	0	0	10	707.20	30	76.72	2,321.60	
MEASURING AND OBSERVING AND TESTING EQUIPMENT																											
80	41111601-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	
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
81	44121612-BL-H01	BLADE, for general purpose cutter/utility knife	tube	10	0	0	10	160.00	0	0	0	0	0.00	10	0	0	10	160.00	0	0	0	0	0.00	20	16.00	320.00	
82	44101602-PB-H01	BINDING AND PUNCHING MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	50,104.64	0.00	
83	44101607-CA-C01	CALCULATOR, Compact	unit	12	0	0	12	3,444.96	0	0	0	0	0.00	12	0	0	12	3,444.96	0	0	0	0	0.00	24	287.04	6,888.96	
84	44121710-CH-W03	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	36	0	0	36	336.96	36	0	0	36	336.96	36	0	0	36	336.96	24	0	0	24	224.64	132	9.36	1,235.52	
86	44122105-BF-C02	CLIP, backfold, 25mm	box	36	0	0	36	561.60	36	0	0	36	561.60	36	0	0	36	561.60	24	0	0	24	374.40	132	15.80	2,059.20	
87	44122105-BF-C03	CLIP, backfold, 33mm	box	36	0	0	36	973.44	36	0	0	36	973.44	36	0	0	36	973.44	24	0	0	24	648.96	132	27.04	3,569.28	
88	44122105-BF-C04	CLIP, backfold, 50mm	box	36	0	0	36	2,171.52	36	0	0	36	2,171.52	36	0	0	36	2,171.52	24	0	0	24	1,447.68	132	86.32	7,602.24	
89	44121801-CT-H02	CORRECTION TAPE	piece	100	0	0	100	1,153.00	100	0	0	100	1,153.00	100	0	0	100	1,153.00	50	0	0	50	576.50	350	11.53	4,035.50	
90	44121812-CU-H01	CLUTTER/UTILITY KNIFE, for general purpose	piece	36	0	0	36	1,141.92	24	0	0	24	761.28	36	0	0	36	1,141.92	24	0	0	24	761.28	120	31.72	3,806.40	
91	44111816-OP-B01	DATA FILE BOX	piece	100	0	0	100	7,796.00	60	0	0	60	4,632.00	60	0	0	60	4,632.00	60	0	0	60	4,632.00	240	77.20	21,696.00	
92	44122011-OP-P01	DATA FOLDER	piece	300	0	0	300	20,582.00	300	0	0	300	20,582.00	240	0	0	240	16,473.60	240	0	0	240	16,473.60	1080	68.64	74,133.20	
93	44103202-DS-H01	DATER STAMP	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	499.79	0.00	
94	44121506-EN-D01	ENVELOPE, Documentary, A4	box	5	0	0	5	4,201.60	0	0	0	0	0.00	5	0	0	5	4,201.60	0	0	0	0	0.00	10	840.32	8,403.20	
95	44121506-EN-D02	ENVELOPE, Documentary, legal,	box	5	0	0	5	5,392.40	0	0	0	0	0.00	5	0	0	5	5,392.40	0	0	0	0	0.00	10	1,078.40	10,794.80	
96	44121506-EN-X01	ENVELOPE, Expanding, Kraft	box	5	0	0	5	6,874.40	3	0	0	3	4,124.64	5	0	0	5	6,874.40	3	0	0	3	4,124.64	16	1,574.88	21,996.00	
97	44121506-EN-X02	ENVELOPE, Expanding, Plastic	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	30.49	0.00	
98	44121506-EN-H02	ENVELOPE, Mailing	box	15	0	0	15	7,004.40	10	0	0	10	4,669.60	15	0	0	15	7,004.40	10	0	0	10	4,669.60	50	466.96	23,348.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirements																				Total Quantity for this year	Price	Total Amount for the year	
				Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Q1	Q2	Q3	Q4	YTD							
99	44121504-BH-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	538.32	0.00	
100	44111912-ER-B01	ERASER, felt, for blackboard/whiteboard	piece	35	0	0	35	443.86	24	0	0	24	285.92	36	0	0	36	443.86	0	0	0	0	0.00	96	12.33	1,383.66	
101	44122310-FA-P01	FASTENER	box	24	0	0	24	2,271.36	24	0	0	24	2,271.36	24	0	0	24	2,271.36	24	0	0	24	2,271.36	96	94.64	9,085.44	
102	44111515-FO-K01	FILE ORGANIZER, expanding, plastic, legal	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	85.20	0.00	
103	44122018-FT-D01	FILE TAB DIVIDER, A4	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	23.88	0.00	
104	44122018-FT-D02	FILE TAB DIVIDER, Legal	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	26.00	0.00	
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	306.86	0.00	
107	44122011-FO-L01	FOLDER, L-type, A4	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	187.54	0.00	
108	44122011-FO-L02	FOLDER, L-type, Legal	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	238.57	0.00	
109	44122007-FO-P01	FOLDER, pressboard	box	3	0	0	3	2,857.92	3	0	0	3	2,857.92	3	0	0	3	2,857.92	3	0	0	3	2,857.92	12	952.64	11,431.68	
110	44122011-FO-T03	FOLDER with tab, A4	pack	15	0	0	15	5,834.40	0	0	0	0	0.00	15	0	0	15	5,834.40	0	0	0	0	0.00	30	368.96	11,658.80	
111	44122011-FO-T04	FOLDER with tab, Legal	pack	15	0	0	15	6,411.60	0	0	0	0	0.00	15	0	0	15	6,411.60	0	0	0	0	0.00	30	427.44	12,823.20	
112	44122008-IT-T01	INDEX TAB	box	36	0	0	36	2,271.96	0	0	0	0	0.00	36	0	0	36	2,271.96	0	0	0	0	0.00	72	63.11	4,543.92	
113	44111515-IF-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	126.84	0.00	
114	44121716-MA-F01	MARKER, Fluorescent	set	24	0	0	24	1,023.36	0	0	0	0	0.00	24	0	0	24	1,023.36	24	0	0	24	1,023.36	72	42.64	3,070.08	
115	44121708-MP-B01	MARKER, Permanent, Black	piece	120	0	0	120	1,872.00	120	0	0	120	1,872.00	120	0	0	120	1,872.00	120	0	0	120	1,872.00	480	15.60	7,488.00	
116	44121708-MP-B02	MARKER, Permanent, Blue	piece	60	0	0	60	936.00	60	0	0	60	936.00	60	0	0	60	936.00	60	0	0	60	936.00	240	15.60	3,744.00	
117	44121708-MP-B03	MARKER, Permanent, Red	piece	36	0	0	36	561.60	36	0	0	36	561.60	36	0	0	36	561.60	36	0	0	36	561.60	144	15.60	2,246.40	
118	44121708-MW-B01	MARKER, Whiteboard, Black	piece	240	0	0	240	2,496.00	240	0	0	240	2,496.00	240	0	0	240	2,496.00	240	0	0	240	2,496.00	960	10.40	9,984.00	
119	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	120	0	0	120	1,248.00	120	0	0	120	1,248.00	120	0	0	120	1,248.00	120	0	0	120	1,248.00	480	10.40	4,992.00	
120	44121708-MW-B03	MARKER, Whiteboard, Red	piece	60	0	0	60	624.00	60	0	0	60	624.00	60	0	0	60	624.00	60	0	0	60	624.00	240	10.40	2,496.00	
121	44122104-PC-G01	PAPER CLIP, vinyl/plastic coated, 33mm	box	100	0	0	100	936.00	60	0	0	60	468.00	100	0	0	100	936.00	50	0	0	50	468.00	300	9.36	2,808.00	
122	44122104-PC-G02	PAPER CLIP, vinyl/plastic coated, jumbo, 50mm	box	50	0	0	50	1,188.00	150	0	0	150	2,588.00	50	0	0	50	1,188.00	50	0	0	50	1,188.00	300	23.82	7,176.00	
123	44301603-PS-H03	PAPER SHREDDER	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	5,899.20	0.00	
124	44301501-PT-H03	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	9,287.60	0.00	
125	44121708-PE-L01	PENCIL, lead/graphite, with eraser	box	24	0	0	24	996.48	0	0	0	0	0.00	24	0	0	24	996.48	0	0	0	0	0.00	48	41.60	1,996.80	
126	44121619-PS-H01	PENCIL SHARPENER	piece	10	0	0	10	2,132.00	0	0	0	0	0.00	10	0	0	10	2,132.00	0	0	0	0	0.00	20	213.20	4,264.00	
127	44101602-PU-F01	PUNCHER, paper, heavy duty	piece	10	0	0	10	1,622.40	0	0	0	0	0.00	10	0	0	10	1,622.40	0	0	0	0	0.00	20	162.24	3,244.80	
128	44122037-RB-P10	BINDING RING/COMB, plastic, 32 mm	piece	10	0	0	10	2,742.30	5	0	0	5	1,371.15	10	0	0	10	2,742.30	5	0	0	5	1,371.15	30	274.23	8,226.90	
129	44122101-RU-B01	RUBBER BAND No. 18	box	10	0	0	10	1,653.60	10	0	0	10	1,653.60	10	0	0	10	1,653.60	10	0	0	10	1,653.60	40	165.36	6,614.40	
130	44121905-SP-F01	STAMP PAD, felt	piece	12	0	0	12	511.68	0	0	0	0	0.00	12	0	0	12	511.68	0	0	0	0	0.00	24	42.64	1,023.36	
131	44121618-SG-G01	SCISSORS, symmetrical/asymmetrical	pair	36	0	0	36	1,497.60	36	0	0	36	1,497.60	36	0	0	36	1,497.60	36	0	0	36	1,497.60	144	41.60	5,989.40	
132	44121615-ST-G01	STAPLER, standard type	piece	24	0	0	24	3,494.40	24	0	0	24	3,494.40	24	0	0	24	3,494.40	24	0	0	24	3,494.40	96	145.80	13,977.60	
133	44121615-ST-B01	STAPLER, heavy duty (blinder)	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	44121813-SR-P02	STAPLE REMOVER, pick-type	piece	36	0	0	36	1,722.24	36	0	0	36	1,722.24	36	0	0	36	1,722.24	36	0	0	36	1,722.24	144	47.84	6,888.96	
135	44121605-TD-T01	TAPE DISPENSER, table top	piece	10	0	0	10	780.00	0	0	0	0	0.00	10	0	0	10	780.00	0	0	0	0	0.00	20	78.00	1,560.00	
GRAND TOTAL OF ALL ITEMS																											
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	14111508-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	933.98	0.00	
138	14111508-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	1,260.48	0.00	
139	14111504-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	1,652.58	0.00	
140	14111508-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	1,629.98	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
143	14111009-LL-001	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	794.95	0.00
144	14111514-PP-502	NOTEPAD, stick-on, 50mm x 75mm	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	39.52	0.00
145	14111514-PP-504	NOTEPAD, stick-on, 75mm x 100mm	pad	100	0	0	100	5,344.00	60	0	0	60	3,806.40	60	0	0	60	3,806.40	60	0	0	60	3,806.40	280	63.41	17,763.30
146	14111514-PP-503	NOTEPAD, stick-on, 75mm x 75mm	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	60.32	0.00
147	14111514-NB-502	STENO NOTEBOOK	piece	36	0	0	36	861.12	0	0	0	0	0.00	36	0	0	36	861.12	0	0	0	0	0.00	72	23.89	1,722.24
148	14111507-PP-1001	PAPER, MULTICOPY A4	ream	300	0	0	300	53,976.00	300	0	0	300	53,976.00	300	0	0	300	53,976.00	200	0	0	200	35,984.00	1100	179.52	197,912.00
149	14111507-PP-1002	PAPER, MULTICOPY LEGAL	ream	200	0	0	200	42,224.00	200	0	0	200	42,224.00	200	0	0	200	42,224.00	150	0	0	150	31,668.00	750	231.12	198,340.00
150	14111507-PP-001	PAPER, MULTIPURPOSE 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	163.28	0.00
151	14111507-PP-002	PAPER, MULTIPURPOSE 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	185.12	0.00
152	14111531-PP-001	PAD PAPER, ruled	pad	10	0	0	10	353.60	0	0	0	0	0.00	10	0	0	10	353.60	0	0	0	0	0.00	20	35.36	707.20
153	14111503-PA-001	PAPER, parchment	box	10	0	0	10	1,892.80	0	0	0	0	0.00	10	0	0	10	1,892.80	0	0	0	0	0.00	20	189.28	3,785.60
154	14111531-RB-001	RECORD BOOK, 300 PAGES	book	15	0	0	15	1,092.00	0	0	0	0	0.00	15	0	0	15	1,092.00	0	0	0	0	0.00	30	72.80	2,184.00
155	14111531-RB-002	RECORD BOOK, 500 PAGES	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	165.94	0.00
156	14111704-TT-004	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-002	TOILET TISSUE PAPER, 2 ply	pack	60	0	0	60	6,052.80	60	0	0	60	6,052.80	60	0	0	60	6,052.80	60	0	0	60	6,052.80	240	100.86	24,241.20
PERFUMES OR COLOGONES OR FRAGRANCES																										
158	53131625-HS-501	HAND SANITIZER	bottle	36	0	0	36	3,144.96	24	0	0	24	2,096.64	36	0	0	36	3,144.96	24	0	0	24	2,096.64	120	87.36	10,483.20
PESTICIDES OR PEST REPELLENTS																										
159	10191509-IN-001	INSECTICIDE	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	257.02	0.00
PRINTED PUBLICATIONS																										
160	55101524-PA-001	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (PA 9184)	book	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	37.21	0.00
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																										
1	44103105-BR-005	DRUM CARTRIDGE, BROTHER DR-3453, 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-004	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	1,128.32	0.00
3	44103105-CA-002	INK CARTRIDGE, CANON CL-811, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,178.32	0.00
4	44103105-CA-004	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-002	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	692.32	0.00
6	44103105-EP-817	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	30	0	0	30	6,957.00	20	0	0	20	4,638.00	20	0	0	20	4,638.00	20	0	0	20	4,638.00	90	231.90	20,871.00
7	44103105-EP-C17	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	30	0	0	30	7,266.00	20	0	0	20	4,844.00	20	0	0	20	4,844.00	20	0	0	20	4,844.00	80	242.20	21,798.00
8	44103105-EP-M17	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	30	0	0	30	7,266.00	20	0	0	20	4,844.00	20	0	0	20	4,844.00	20	0	0	20	4,844.00	80	242.20	21,798.00
9	44103105-EP-Y17	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	30	0	0	30	7,266.00	20	0	0	20	4,844.00	20	0	0	20	4,844.00	20	0	0	20	4,844.00	90	242.20	21,798.00
10	44103105-HP-040	INK CARTRIDGE, HP C2904AA (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 C2905AA (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-809	INK CARTRIDGE, HP C9351AA (HP21), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	910.00	0.00
13	44103105-HP-T10	INK CARTRIDGE, HP C9352AA (HP22), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,053.52	0.00
14	44103105-HP-817	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-HP-C40	INK CARTRIDGE, HP CD972AA (HP920X), 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-HP-M40	INK CARTRIDGE, HP CD973AA (HP920X), 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-HP-Y40	INK CARTRIDGE, HP CD974AA (HP920X), 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-HP-040	INK CARTRIDGE, HP CD975AA (HP920X), 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-820	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-040	INK CARTRIDGE, HP CH563A (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	925.00	0.00
23	44103105-HP-C40	INK CARTRIDGE, HP CH564A (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

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 Average	April	May	June	Q2	Q2 Average	July	Aug	Sept	Q3	Q3 Average	Oct	Nov	Dec	Q4	Q4 Average			
24	44103105-HC-B40	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-HC-C43	INK CARTRIDGE, HP CN046AA (HP950XL), 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-HC-M43	INK CARTRIDGE, HP CN047AA (HP950XL), 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-HC-Y43	INK CARTRIDGE, HP CN048AA (HP950XL), 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 CN062AA (HP704), 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	418.12	0.00
29	44103105-HP-T36	INK CARTRIDGE, HP CN063AA (HP704), 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	418.12	0.00
30	44103105-HP-B33	INK CARTRIDGE, HP CZ107AA (HP678), Black	Cart	15	0	0	15	5,068.40	10	0	0	10	4,045.60	10	0	0	10	4,045.60	10	0	0	10	4,045.60	45	404.56	18,205.20
31	44103105-HP-T33	INK CARTRIDGE, HP CZ108AA (HP678), Tri-color	Cart	15	0	0	15	5,068.40	10	0	0	10	4,045.60	10	0	0	10	4,045.60	10	0	0	10	4,045.60	45	404.56	18,205.20
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	44303105-HP-T43	INK CARTRIDGE, HP F0V26AA (HP680), Tri-color	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	424.32	0.00
37	44103105-HP-B43	INK CARTRIDGE, HP F0V27AA (HP680), 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	424.32	0.00
38	44103105-HP-C50	INK CARTRIDGE, HP L0S51AA (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	962.80	0.00
39	44103105-HP-M50	INK CARTRIDGE, HP L0S54AA (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	962.80	0.00
40	44103105-HP-Y50	INK CARTRIDGE, HP L0S57AA (HP955), Yellow Original	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	962.80	0.00
41	44103105-HP-B50	INK CARTRIDGE, HP L0S60AA (HP955), Black Original	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,294.00	0.00
42	44103105-HC-C48	INK CARTRIDGE, HP L0S61AA (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-HC-M48	INK CARTRIDGE, HP L0S66AA (HP955XL), Magenta	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00
44	44103105-HC-Y48	INK CARTRIDGE, HP L0S69AA (HP955XL), Yellow	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00
45	44103105-HC-B48	INK CARTRIDGE, HP L0S72AA (HP955XL), Black Original	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,817.92	0.00
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	44303105-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 T6H01AA (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 C135015516 (#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 C135015632, 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 C135015531 (5015086)	Cart	0	0	0	0	0.00	10	0	0	10	8,184.80	0	0	0	0	0.00	5	0	0	5	4,092.40	15	818.48	12,277.20
53	44103109-BR-C08	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	9,760.00	0.00
54	44103103-BR-B09	TONER CARTRIDGE, BROTHER TN-3320, Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,567.20	0.00
55	44103103-BR-B11	TONER CARTRIDGE, BROTHER TN-3350, Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,002.40	0.00
56	44103103-BR-B15	TONER CARTRIDGE, BROTHER TN-3478, Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,575.44	0.00
57	44103103-BR-B16	TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,584.56	0.00
58	44103103-BR-C03	TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,718.80	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	7,718.80	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	7,718.80	0.00
61	44103103-CR-B00	TONER CARTRIDGE, CANON CRG-324 II	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13,399.36	0.00
62	44103103-HP-B12	TONER CARTRIDGE, HP C9405A, Black	Cart	5	0	0	5	15,496.00	0	0	0	0	0.00	3	0	0	3	9,297.60	0	0	0	0	0.00	8	3,099.20	24,792.80
63	44103103-HP-B14	TONER CARTRIDGE, HP C9540A, 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	3,660.40	0.00
64	44103103-HP-B18	TONER CARTRIDGE, HP CE255A, Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,942.00	0.00
65	44103103-HP-B21	TONER CARTRIDGE, HP CE278A, Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,741.82	0.00
66	44103103-HP-B22	TONER CARTRIDGE, HP CE285A (HP25A), Black	Cart	30	0	0	30	97,281.00	20	0	0	20	64,854.40	30	0	0	30	97,281.60	20	0	0	20	64,854.40	100	3,242.72	324,272.00
67	44103103-HP-B23	TONER CARTRIDGE, HP CE310A, Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,350.40	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	2,816.40	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 Average	April	May	June	Q2	Q2 Average	July	Aug	Sept	Q3	Q3 Average	Oct	Nov	Dec	Q4	Q4 Average			
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	2,613.40	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	2,630.40	0.00
71	44103103-HP-B24	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	3,182.80	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	3,083.40	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-B25	TONER CARTRIDGE, HP CE300A, 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-B26	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	18,303.60	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-B27	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	3,637.00	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-B28	TONER CARTRIDGE, HP CE505A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,050.80	0.00
85	44103103-HP-B28	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-B52	TONER CARTRIDGE, HP CF217A (HP17A), Black LaserJet	cart	3	0	0	3	6,836.16	0	0	0	0	0.00	3	0	0	3	8,836.16	0	0	0	0	0.00	6	2,828.72	17,172.32
87	44103103-HP-B53	TONER CARTRIDGE, HP CF225A (HP25A), 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-B55	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	4,490.40	0.00
89	44103103-HP-B51	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	8,399.52	0.00
90	44103103-HP-B56	TONER CARTRIDGE, HP CF281A (HP61A), 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-B57	TONER CARTRIDGE, HP CF283A (HP63A), 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-HP-B51	TONER CARTRIDGE, HP CF283XC (HP63X), 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	2,796.80	0.00
93	44103103-HP-B58	TONER CARTRIDGE, HP CF287A (HP67), 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	9,828.00	0.00
94	44103103-HP-B52	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-B60	TONER CARTRIDGE, HP CF350A, Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,524.00	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	2,452.00	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
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	7,630.40	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	9,894.00	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	3,560.80	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	3,800.00	0.00
108	44103103-HP-B64	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	6,946.40	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	5,078.80	0.00
110	44103103-HP-C64	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	8,932.00	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-HP-Y64	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	6,532.80	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	5,038.00	0.00



Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the Year	Price	Total Estimated Quantity Price	
				Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug				Sept
114	44103103-HD-404	TONER CARTRIDGE, HP CP4130C (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	0	8,522.80	0.00
115	44103103-HP-804	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	0	3,794.00	0.00
116	44103103-HP-808	TONER CARTRIDGE, HP Q2653A, 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	0	4,680.00	0.00
WORK ORDER																											
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	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	0.00	0.00
3	43231604-SFT-003	Computer games 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	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	2.00	0	0	0	0	0.00	0	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	2.00	0	0	0	0	0.00	0	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	2.00	0	0	0	0	0.00	0	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	2.00	0	0	0	0	0.00	0	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	2.00	0	0	0	0	0.00	0	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	2.00	0	0	0	0	0.00	0	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	2.00	0	0	0	0	0.00	0	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	2.00	0	0	0	0	0.00	0	0	0.00	0.00
12	43233802-SFT-011	Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	2.00	0	0	0	0	0.00	0	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	2.00	0	0	0	0	0.00	0	0	0.00	0.00
14	43230004-SFT-013	Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	2.00	0	0	0	0	0.00	0	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	2.00	0	0	0	0	0.00	0	0	0.00	0.00
16	43230405-SFT-015	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	2.00	0	0	0	0	0.00	0	0	0.00	0.00
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																											
1	80141505-TS-001	BALLPEN	piece	500	0	0	500	2,250.00	500	0	0	500	2,250.00	500	0	0	500	2,250.00	500	0	0	500	2,250.00	3000	4.50		9,000.00
2	80141505-TS-002	MULTIFUNCTION 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
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	80141805-TS-004	STICKER 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
5	80141505-TS-005	DOUBLE SIDED TAPE	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00		0.00
6	80141505-TS-006	PHOTO PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00		0.00
7	80141505-TS-007	BLEACHING SOLUTION	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00		0.00
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
8	80141505-TS-009	CERTIFICATE HOLDER	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
10	80141505-TS-010	UNINTERRUPTIBLE POWER SUPPLY	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00		0.00
11	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	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	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	80141805-TS-016	DESHKASHING LIQUID	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00		0.00
17	80141505-TS-017	PLASTIC FASTENER	box	24	0	0	24	480.00	24	0	0	24	480.00	24	0	0	24	480.00	24	0	0	24	480.00	96	20.00		1,920.00
18	80141805-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	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
20	80141505-TS-020	EXTENSION CORD	piece	15	0	0	15	10,125.00	15	0	0	15	10,125.00	15	0	0	15	10,125.00	15	0	0	15	10,125.00	60	675.00		40,500.00
21	80141805-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	COLORLED 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	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
24	80141505-TS-024	PUSH PIN	pack	10	0	0	10	400.00	0	0	0	0	0.00	10	0	0	10	400.00	0	0	0	0	0.00	30	40.00		800.00

Item # & Specifications			Unit of Measure	Monthly Quantity Requirements																								Total Quantity for the year	Price	Total Amount for the year
				Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec			
25	80141505-TS-025	DOOR MAT	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00		
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	0.00	0.00		
27	80141505-TS-027	GLUE STICK (FOR GLUE GUN)	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	0.00	0.00		
28	80141505-TS-028	DEODORANT CAKE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00		
29	80141505-TS-029	DISPOSABLE GLOVES	box	20	0	0	20	3,000.00	20	0	0	20	5,000.00	20	0	0	20	5,000.00	20	0	0	20	5,000.00	20	0	0	5,000.00	20,000.00		
30	80141505-TS-030	OFFICE CHAIR	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00		
31	80141505-TS-031	HANDBLA PAPER	pack	100	0	0	100	300.00	0	0	0	0	0.00	100	0	0	100	300.00	0	0	0	0	0.00	200	0	0	0.00	600.00		
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	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	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	0.00	0.00		
35	80141505-TS-035	COMPACT DISC	piece	300	0	0	200	7,400.00	100	0	0	100	3,700.00	200	0	0	200	7,400.00	100	0	0	100	3,700.00	0	0	0	3,700.00	22,300.00		
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	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	0.00	0.00		
38	80141505-TS-038	PLASTIC ENVELOPE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00		
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	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	0.00	0.00		
41	80141505-TS-041	PARACETAMOL	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00		
42	80141505-TS-042	GLUE GUN	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0	0.00	0.00		
43	80141505-TS-043	JACKET 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	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	0.00	0.00		
45	80141505-TS-045	FOVIDONE LODINE	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	0.00	0.00		
46	80141505-TS-046	KEYBOARD	unit	25	0	0	25	9,250.00	20	0	0	20	7,400.00	25	0	0	25	9,250.00	20	0	0	20	7,400.00	0	0	0	7,400.00	33,300.00		
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	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	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	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	0.00	0.00		
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	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	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	0.00	0.00		
54	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	0.00	0.00		
55	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	0.00	0.00		
56	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	0.00	0.00		
57	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	0.00	0.00		
58	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	0.00	0.00		
59	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	0.00	0.00		
60	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	0.00	0.00		
61	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	0.00	0.00		
62	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	0.00	0.00		
63	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	0.00	0.00		
64	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	0.00	0.00		
65	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	0.00	0.00		

TOTAL																													
BUDGET MAY BE EXCEEDED FOR ANY ITEM IN CATEGORY TOTAL																													

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																						P		
D. GRAND TOTAL (A + B+ C)																						P	2,714,632.25	
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																								

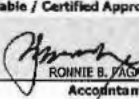

We hereby warrant that the total amount reflected in this Annual Procurement Plan to procure the listed common-use supplies, materials, and equipment has been included in or is within our approved budget for the year.

Prepared by:

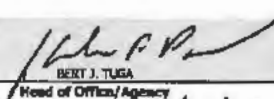
  
JEMIMA M. DE GUZMAN

Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

   
ROMMIE B. PAGON / FLORENCE A. ALLAGOS  
Accountant / Budget Officer

Approved by:

  
BERT J. TUGA  
Head of Office/Agency

HT



Date Prepared: August 15, 2023



## APT-CSE 2024 ETEAN - Other Room

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

1.0 The APP-CSE 2024 Form - Other Items must be accomplished using Microsoft Excel format ONLY. The APP-CSE Form - Other Items shall be deemed incorrect or invalid if the form used is in other than the prescribed format which is downloadable from the Downloads page of PS-DBM website ([www.ps-phillips.gov.ch](http://www.ps-phillips.gov.ch)).

3.0 To fill-out, copy the list of items indicated in the UNSPSC tab of this form. Otherwise, the item that you will input will not be accepted. Additional rows for other items may be inserted if necessary.

**4.0 Kindly upload the soft copy of the APP-CSE Form - Other Items in Microsoft Excel format on or before the prescribed period or deadline through this link:**

<https://shorturl.at/hos5>

(Please copy the link and paste in your browser)

5.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0927-8478245 (Globe) or 0918-2954416 (Smart), or email [appse.helpdesk@ps-phillips.gov.ph](mailto:appse.helpdesk@ps-phillips.gov.ph), or visit the PS-DBM website ([www.ps-phillips.gov.ph](http://www.ps-phillips.gov.ph)) for the guide on how to fill-out the APP-GSE Form.

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

Department/Bureau/Office: PHILIPPINE NORMAL UNIVERSITY

Region: NATIONAL CAPITAL REGION

Address: TAFT AVENUE, CORNER AYALA BOULEVARD, ERMITA, MANILA

Agency Code/UAIS: 8003000000

Organization Type: STATE UNIVERSITIES AND COLLEGES

**Contact Person:**

Position:

E-mail :

Telephone/Mobile Nos.:

MARITES D. LAYTON

ADMINISTRATIVE ASSISTANT (II)

lyon-ec@nu.edu.pl

55 3 262 March 1971/15

No.	UNSPSC Code	Item Description	Unit of Measure	Variable Quantity Acquisition (VQA)																				Price Category for the year	Price Catalogue	Total Amount for the year
				QTY	UNIT PRICE	QTY	UNIT PRICE	QTY	UNIT PRICE	QTY	UNIT PRICE	QTY	UNIT PRICE	QTY	UNIT PRICE	QTY	UNIT PRICE	QTY	UNIT PRICE	QTY	UNIT PRICE	QTY	UNIT PRICE			
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Notes: Prices indicate price of items)																										
1	-	Desk book, General Form No. 303	book	12	8	0	12	5,400.00	0	0	0	8	0.00	12	0	0	12	5,400.00	0	0	0	0	0.00	24	450.00	10,800.00
2	-	Pack, 1600, with water-based applicator, 200 grams/oz	per	24	8	0	24	1,080.00	0	0	0	8	0.80	24	0	0	24	1,080.00	0	0	8	0	0.00	46	42.00	2,016.00
3	-	Ring binder, 80 rings, 1/2", black	piece	60	0	0	60	660.00	0	0	0	0	0.80	60	0	0	60	660.00	0	0	8	0	0.00	130	11.00	1,320.00
4	-	Poster, plastic, 12"	piece	24	0	0	24	120.00	0	0	8	0	0.00	24	0	8	34	120.00	0	8	8	0	0.00	46	5.00	240.00
5	-	Tape, double adhesive, foam type, 1" x 10H	roll	30	0	0	30	2,700.00	0	0	8	0	0.00	30	0	8	30	2,700.00	0	0	0	8	0.00	60	90.00	5,400.00
6	-	Tape, double adhesive, foam type, 1" x 10H	roll	30	0	0	30	750.00	0	0	0	8	0.00	30	0	0	30	750.00	0	0	8	0	0.00	60	25.00	1,500.00
7	-	Tape Reg. (Slip Res), self adhesive	piece	100	0	0	100	3,700.00	50	0	0	50	1,850.00	100	0	0	100	3,700.00	0	0	8	0	0.00	258	37.00	9,256.00
8	-	Transparency film, for OHP, size: A4, (210mm x 297mm), thickness: 0.1mm, 180cmxwide pack	pack	12	0	0	12	3,360.00	8	0	0	0	0.00	12	8	0	12	3,360.00	8	0	0	8	0.00	24	168.00	6,720.00
9	-	Paper, multi copy, 80gsm, 8-1/2" x 11" (216mm x 279mm), 500 pcs/ream	ream	100	0	0	100	17,200.00	100	0	0	100	17,200.00	100	0	0	100	17,200.00	30	0	0	50	8,600.00	380	172.00	60,200.00
10	-	Paper, multi-copy, A3, (297mm x 420mm), 500 pcs/ream	ream	20	0	0	20	7,000.00	20	0	0	20	7,000.00	10	0	0	58	2,300.00	10	0	0	10	1,300.00	60	350.00	21,000.00
11	-	Paper, specialty, Calumet Natural, 500gsm, A4, (210mm x 297mm) 500 pcs/ream	ream	16	0	0	16	22,000.00	20	0	0	20	14,000.00	16	0	0	16	22,000.00	10	0	0	10	12,000.00	56	2,800.00	130,000.00
12	-	Toner cartridge, Original, HP Pro ML5A (HP2604) HP484, black	cart	12	8	0	12	33,600.00	12	8	0	12	33,600.00	12	8	0	12	33,600.00	8	8	0	0	0.00	36	1,800.00	108,000.00
13	-	ink cartridge, Epson 001 (C13T001001), 127ml, black	cart	10	8	0	10	3,500.00	10	8	0	10	3,500.00	10	0	0	16	2,300.00	8	8	0	0	0.00	38	350.00	18,900.00
14	-	ink cartridge, Epson 001 (C13T001001), 70ml, cyan	cart	10	8	0	10	3,000.00	10	0	0	10	3,000.00	16	0	0	16	3,000.00	0	8	0	0	0.00	30	300.00	8,000.00
15	-	ink cartridge, Epson 001 (C13T001001), 70ml, magenta	cart	10	8	0	10	3,000.00	10	0	0	10	3,000.00	16	0	0	16	3,000.00	0	0	8	0	0.00	30	300.00	9,000.00
16	-	ink cartridge, Epson 001 (C13T001001), 70ml, yellow	cart	10	8	0	10	3,000.00	10	8	0	10	3,000.00	16	0	0	16	3,000.00	0	8	0	0	0.00	30	300.00	9,000.00
17	-	ink cartridge, Epson 002 (C13T001002), 65ml, black	cart	80	8	0	80	22,400.00	80	8	0	80	22,400.00	80	0	0	80	22,400.00	30	8	8	50	14,600.00	200	280.00	81,200.00
18	-	ink cartridge, Epson 002 (C13T001002), 45ml, cyan	cart	80	8	0	80	12,500.00	50	8	0	30	12,500.00	80	0	0	80	12,500.00	30	8	8	50	12,800.00	200	250.00	50,000.00
19	-	ink cartridge, Epson 002 (C13T001002), 45ml, magenta	cart	80	0	8	80	12,500.00	50	0	0	30	12,500.00	50	0	0	60	12,500.00	50	0	8	50	12,800.00	200	250.00	50,000.00
20	-	ink cartridge, Epson 002 (C13T001002), 45ml, yellow	cart	80	0	8	80	12,500.00	50	0	0	30	12,800.00	50	8	0	50	12,800.00	30	8	8	50	12,800.00	200	250.00	50,000.00
21	-	Toner cartridge, for copier, Sharp MX-230FT, black	cart	1	0	0	1	6,800.00	0	0	0	6	0.00	0	8	0	0	0.00	0	0	0	0	0.00	1	4,800.00	6,800.00
22	-	Toner cartridge, for copier, Sharp MX-230FT, black	cart	2	0	0	2	14,000.00	0	0	0	8	0.00	2	8	0	2	14,000.00	0	8	0	0	0.00	4	7,800.00	28,000.00
23	-	Toner cartridge, for copier, Sharp MX-230FA, black	cart	2	0	0	2	14,000.00	2	0	8	2	14,000.00	2	8	0	2	14,000.00	2	8	0	2	14,000.00	8	5,500.00	44,000.00
24	-	Toner cartridge, for copier, Sharp MX-230FA, cyan	cart	2	0	0	2	14,400.00	2	8	0	2	14,400.00	3	0	8	3	14,400.00	2	8	0	2	14,400.00	8	7,200.00	57,600.00
25	-	Toner cartridge, for copier, Sharp MX-230FA, magenta	cart	2	0	0	2	14,400.00	2	8	0	2	14,400.00	3	8	8	3	14,400.00	2	8	8	2	14,400.00	8	7,200.00	57,600.00
26	-	Toner cartridge, for copier, Sharp MX-230FA, yellow	cart	2	0	0	2	14,400.00	2	8	0	2	14,400.00	3	8	8	3	14,400.00	2	8	8	2	14,400.00	8	7,200.00	57,600.00
27	-	Toner cartridge, for copier, Fuji DC 5630 (CT201111)	cart	2	8	0	2	10,000.00	0	0	0	6	0.00	2	0	8	2	10,000.00	0	8	8	6	0.00	4	5,000.00	20,000.00
28	-	Toner cartridge, for copier, Fuji DC 5230 (CT201004)	cart	1	0	0	1	4,800.00	0	8	8	8	0.00	0	0	8	6	0.00	0	8	8	8	0.00	1	4,800.00	4,800.00
29	-	Toner cartridge, for copier, Kyocera Ecocore MB130CN, TK-8113X, black	cart	1	8	0	1	5,800.00	0	8	8	6	0.00	1	0	8	1	5,800.00	0	0	8	8	0.00	2	5,800.00	11,600.00
30	-	Toner cartridge, for copier, Kyocera Ecocore MB130CN, TK-8113C, cyan	cart	1	0	8	1	5,800.00	0	0	0	6	0.00	1	0	8	1	5,800.00	0	0	8	0	0.00	2	5,800.00	10,390.00
31	-	Toner cartridge, for copier, Kyocera Ecocore MB130CN, TK-8113M, magenta	cart	1	0	8	1	5,800.00	0	0	0	6	0.00	1	0	0	1	5,800.00	8	0	8	8	0.00	2	5,600.00	29,990.00
32	-	Toner cartridge, for copier, Kyocera Ecocore MB130CN, TK-8113Y, yellow	cart	1	0	8	1	5,800.00	0	0	8	6	0.00	1	0	0	1	5,800.00	8	0	8	8	0.00	2	5,600.00	29,990.00
33	-	Toner cartridge, for copier, Fuji Appearance C870 (CT201371), 30k yellow	cart	5	8	0	5	45,000.00	5	0	0	3	22,000.00	3	0	0	3	22,000.00	2	0	0	2	18,000.00	13	8,000.00	117,000.00
34	-	Toner cartridge, for copier, Fuji Appearance C870 (CT201371), 15k yellow	cart	4	0	0	4	36,400.00	3	0	0	3	43,500.00	2	0	0	2	29,800.00	2	0	0	2	29,800.00	11	14,500.00	159,300.00

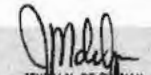
Line	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Budget Values																				Total Quantity for the year	Total Amount for the year
				Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	
35	-	Toner cartridge, for copier, Fuji Aposagart C526 CT201372, 15k yields	cart	4	0	0	4									16,800.00	2	0	0	3					19,600.00
36	-	Toner cartridge, for copier, Fuji Aposagart C526 CT201373, 15k yields	cart	4	0	0	4									16,800.00	2	0	0	3					19,600.00
37	-	Waste toner cartridge, for Fuji copier Aposagart C526 CT201375	cart	3	0	0	3									6,400.00	2	0	0	2					11,200.00
38	-	Toner cartridge, for copier, Fuji Aposagart C540 CT202496, black, 22k yields	cart	4	0	0	4									18,800.00	3	0	0	2					24,600.00
39	-	Toner cartridge, for copier, Fuji Aposagart C540 CT202497, cyan, 15k yields	cart	3	0	0	3									12,400.00	2	0	0	2					16,800.00
40	-	Toner cartridge, for copier, Fuji Aposagart C540 CT202498, magenta, 15k yields	cart	3	0	0	3									12,400.00	2	0	0	2					16,800.00
41	-	Toner cartridge, for copier, Fuji Aposagart C540 CT202499, yellow, 15k yields	cart	3	0	0	3									12,400.00	2	0	0	2					16,800.00
42	-	Waste toner cartridge, for Fuji copier Aposagart C540 CT202499	cart	3	0	0	3									6,400.00	2	0	0	2					11,200.00
43	-	Toner cartridge, for copier, Fuji Aposagart C525 CT203486, black, 4k yields	cart	5	0	0	5									22,000.00	3	0	0	3					32,000.00
44	-	Toner cartridge, for copier, Fuji Aposagart C525 CT203487, cyan, 4k yields	cart	4	0	0	4									16,000.00	2	0	0	2					24,000.00
45	-	Toner cartridge, for copier, Fuji Aposagart C525 CT203488, magenta, 4k yields	cart	4	0	0	4									16,000.00	2	0	0	2					24,000.00
46	-	Toner cartridge, for copier, Fuji Aposagart C525 CT203489, yellow, 4k yields	cart	4	0	0	4									16,000.00	2	0	0	2					24,000.00
47	-	Waste toner cartridge, for Fuji copier Aposagart C525 CT203489	cart	3	0	0	3									4,500.00	2	0	0	2					13,000.00
48	-	Cardstock, 100 lbs., 22-1/2" x 28-1/2", yellow/gold	piece	200	0	0	200									2,500.00	180	0	0	200					5,800.00
49	-	Cardstock, 100 lbs., 22-1/2" x 28-1/2", light green	piece	200	0	0	200									2,500.00	180	0	0	200					5,800.00
50	-	Cardstock, 100 lbs., 22-1/2" x 28-1/2", light blue	piece	200	0	0	200									2,500.00	180	0	0	200					5,800.00
51	-						0									0.00									0.00
52	-						0									0.00									0.00
53	-						0									0.00									0.00
54	-						0									0.00									0.00
55	-						0									0.00									0.00
56	-						0									0.00									0.00
57	-						0									0.00									0.00
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65	-						0									0.00									0.00
66	-						0									0.00									0.00
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76	-						0									0.00									0.00
77	-						0									0.00									0.00
78	-						0									0.00									0.00
79	-						0									0.00									0.00
80	-						0									0.00									0.00

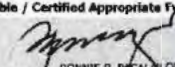


No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
81	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
82	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
83	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
84	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
85	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
86	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
87	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
88	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
89	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
90	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
91	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
92	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
93	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
94	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
95	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
96	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
97	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
98	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
99	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
100	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00

A. TOTAL		P	2,794,946.00
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		P	279,494.60
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		P	-
D. GRAND TOTAL (A + B + C)		P	3,074,440.60
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:   
 JENNIFER M. DE GUZMAN  
 Property/Supply Officer  
 Date Prepared: August 15, 2023

Certified Funds Available / Certified Appropriate Funds Available:  
  
 RONNIE B. PAGALILAN  
 Accountant / Budget Officer

Approved by:   
 BERT J. TUGA  
 Head of Office/Agency



**PNU NORTH LUZON**

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/hoeSE>.
- 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: PSDBM  
Region: CR  
Address: Ayala Alcorcon

Agency Code/UNCS: AZ280  
Organization Type: SUC

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

Contact Person: LETICIA N. AQUINO, PhD  
Position: EXECUTIVE DIRECTOR & PROPOS  
E-mail: LETICIA.N.AQUINO@PSDBM  
Telephone/Mobile Nos: (078) 552-8015

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price	Total Amount for the year			
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT	
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																											
ALCOHOL OR ACETONE BASED ANTISEPTICS																											
1	12191601-M-ETH	ALCOHOL, Ethyl, 500 mL	bottle	124	0	0	124	6,318.04	8	0	0	0	8	438.64	8	0	0	8	506.60	0	0	0	0	458.64	152	30.96	7,743.9
2	12191601-M-ETH	ALCOHOL, Ethyl, 1 Gallon	gallon	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	451.36	0.0
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
3	60121413-CB-P01	CLEARBOOK, A4 size	box	0	0	0	0	0.00	0	0	0	0	0	0.00	8	0	0	8	0.00	0	0	0	0	0.00	0	35.36	0.0
4	60121413-CB-P02	CLEARBOOK, Legal size	box	3	0	0	3	115.44	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	38.48	115.4
5	60121534-ER-P01	ERASER, plastic/rubber	piece	5	0	0	5	46.80	1	0	0	1	9.36	1	0	0	1	9.36	1	0	0	1	9.36	8	9.36	74.8	
6	60121524-SP-Q01	SIGN PEN, Extra Fine Tip, Black	piece	6	0	0	6	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	26.00	0.0	
7	60121524-SP-Q04	SIGN PEN, Fine Tip, Black	piece	143	0	0	143	6,484.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	143	44.72	6,484.4	
8	60121524-SP-Q07	SIGN PEN, Medium 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	57.20	0.0	
9	60121524-SP-Q02	SIGN PEN, Extra 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	26.00	0.0	
10	60121524-SP-Q25	SIGN PEN, Fine Tip, Blue	piece	34	0	0	34	1,520.48	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	34	44.72	1,520.4	
11	60121524-SP-Q08	SIGN PEN, Medium 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	57.20	0.0	
12	60121524-SP-Q03	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	0.0	
13	60121524-SP-Q06	SIGN PEN, Fine Tip, Red	piece	11	0	0	11	503.36	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	11	45.76	503.3	
14	60121524-SP-Q09	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	0.0	
15	60121134-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	0.0	
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																											
16	45111517-DO-Q03	DOCUMENT CAMERA	unit	1	0	0	1	25,536.16	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	25,536.16	25,536.1	
17	45111602-PP-P01	MULTIMEDIA PROJECTOR	unit	4	0	0	4	73,881.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	18,471.40	73,881.6	
BATTERIES AND CELLS AND ACCESSORIES																											
18	26111702-B1-A02	BATTERY, dry cell, size AA	each	53	0	0	53	1,157.52	4	0	0	4	87.36	8	0	0	8	174.72	4	0	0	4	87.36	69	21.84	1,508.9	

19	26111702-0T-001	BATTERY, dry cell, size AA	pack	29	0	0	29	573.04	2	0	0	2	39.52	2	0	0	2	39.52	2	0	0	2	39.52	35	18.76	691.0	
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	26111702-0T-003	BATTERY, dry cell, size D	pack	1	0	0	1	92.56	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	92.56	92.56	
CLEANING EQUIPMENT AND SUPPLIES																											
21	47131812-VF-001	AIR FRESHENER	can	62	0	0	62	5,416.32	4	0	0	4	349.44	5	0	0	5	456.80	4	0	0	4	349.44	75	87.16	6,532.00	
22	47131664-0R-001	BROOM (Walls Tampo)	piece	30	0	0	30	1,279.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	30	127.92	1,279.20	
23	47131664-0R-001	BROOM (Walls Ting-ling)	piece	5	0	0	5	119.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	23.92	119.60	
24	47131829-TD-001	CLEANER, Toilet Bowl and Urinal	bottle	24	0	0	24	1,073.28	1	0	0	1	44.72	1	0	0	1	44.72	1	0	0	1	44.72	27	44.72	1,207.44	
25	47131805-CL-001	CLEANSER, Scouring Powder	can	17	0	0	17	612.00	0	0	0	0	0.00	1	0	0	1	36.00	0	0	0	0	0.00	18	26.00	448.00	
26	47131811-DE-000	DETERGENT BAR	bar	4	0	0	4	37.44	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	9.36	37.44	
27	47131811-DE-002	DETERGENT POWDER, all purpose	pouch	18	0	0	18	1,591.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	18	88.40	1,591.20	
28	47131807-DS-001	DISINFECTANT SPRAY	can	43	0	0	43	6,484.40	0	0	0	0	0.00	3	0	0	3	452.40	0	0	0	0	0.00	46	159.80	6,638.80	
29	47131801-DU-001	DUST PAN	piece	10	0	0	10	468.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	46.80	468.00	
30	47131802-FW-001	FLOOR WAX, paste type, red	can	4	0	0	4	540.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	135.20	540.80	
31	47131830-FC-001	FURNITURE CLEANER	can	19	0	0	19	4,367.68	1	0	0	1	226.72	1	0	0	1	226.72	1	0	0	1	226.72	22	226.72	4,987.84	
32	71101812-HS-001	HAND SOAP, liquid	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42.95	0.00	
33	47131804-HP-001	MOP BUCKET	unit	4	0	0	4	9,152.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	2,384.00	9,152.00	
34	47131612-HP-000	MOPHANDLE, heavy duty	piece	4	0	0	4	536.64	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	134.16	536.64	
35	47131619-HP-001	MOPHEAD, made of rayon	piece	5	0	0	5	456.16	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	114.04	456.16	
36	47131501-HS-001	RAGS	lbd	24	0	0	24	1,172.80	1	0	0	1	57.20	2	0	0	2	114.40	1	0	0	1	57.20	28	57.20	1,601.60	
37	47131602-SC-001	SCOURING PAD	pack	14	0	0	14	1,252.16	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	14	89.44	1,252.16	
38	47121701-TD-P04	TRASHBAG, XXL size	pack/roll	43	0	0	43	5,580.00	1	0	0	1	130.00	1	0	0	1	130.00	1	0	0	1	130.00	46	130.00	5,980.00	
39	47121701-TD-P05	TRASHBAG, Large size	pack/roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	59.28	0.00	
40	47121701-TD-P08	TRASHBAG, XL size	pack/roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	92.56	0.00	
41	47121702-WB-001	WASTEBASKET	piece	8	0	0	8	349.44	0	0	0	0	0.00	1	0	0	1	43.68	0	0	0	0	0.00	9	43.68	393.12	
COLOR COMPOUNDS AND DISPERSIONS																											
42	13171703-SI-001	INK, for stamp pad	bottle	22	0	0	22	686.40	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	51.20	21	51.20	717.60	
CONSUMER ELECTRONICS																											
43	53141505-DV-001	DIGITAL VOICE RECORDER	unit	1	0	0	1	4,602.76	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	4,603.76	4,603.76	
FACE MASK																											
44	47131713-SF-001	FACE MASK	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	52.00	0.00	
FILMS																											
45	13111203-AC-001	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	1,044.32	0.00	
46	13111201-CF-PQ	CARBON FILM, Legal size	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00	
FIRE FIGHTING EQUIPMENT																											
47	46191601-FE-001	FIRE EXTINGUISHER, dry chemical	unit	3	0	0	3	4,196.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	1,398.80	4,196.40	
48	46191601-FE-001	FIRE EXTINGUISHER, pure HCFC	unit	3	0	0	3	16,839.75	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	3,613.25	16,839.75	
FLAG OR ACCESSORIES																											
49	53121903-PH-001	PHILIPPINE NATIONAL FLAG	piece	1	0	0	1	204.84	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	204.84	204.84	
FURNITURE AND FURNISHINGS																											
50	36101504-CH-001	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	36101504-CH-001	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	36101519-TA-001	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	36101519-TA-001	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	
HEATING AND VENTILATION AND AIR CIRCULATION																											



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			
84	4010104-07-001	ELECTRIC FAN, ceiling mount, orbit type	unit	4	0	0	4	3,520.32	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	1,380.68	5,520.32
86	4010104-07-004	ELECTRIC FAN, industrial, ground type	unit	2	0	0	2	2,219.36	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	1,109.68	2,219.36
88	4010104-07-001	ELECTRIC FAN, stand type	unit	9	0	0	9	9,000.48	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	9	1,008.72	9,000.48
87	4010104-07-001	ELECTRIC FAN, wall mount	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	914.10	0.00
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																										
88	43211507-05-001	DESKTOP, for Basic Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	24,793.60	0.00
89	43211507-05-004	DESKTOP, for Mid-Range Users	unit	9	0	0	9	381,513.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	9	42,790.40	381,513.60
90	43201627-40-002	EXTERNAL HARD DRIVE	unit	30	0	0	30	30,180.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	30	3,018.08	30,180.80
94	43202010-FO-004	FLASH DRIVE	piece	12	0	0	12	2,865.08	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	224.44	2,865.08
93	43211503-LAP-004	LAPTOP, for Mid-range Users	unit	1	0	0	1	42,380.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	42,380.00	42,380.00
93	43211503-LAP-003	LAPTOP, Lightweight	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	96,800.00	0.00
94	43211708-HO-002	COMPUTER HOUSE, Wireless	unit	6	0	0	6	1,017.12	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	169.92	1,017.12
96	4321262-PR-002	PRINTER, Impact, Dot Matrix, 24 pins	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	33,015.84	0.00
96	4321262-PR-001	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	0.00	0	11,014.64	0.00
97	4321265-PR-001	PRINTER, Laser, Monochrome	unit	1	0	0	1	23,063.04	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	23,063.04	23,063.04
LIGHTING AND FIXTURES AND ACCESSORIES																										
98	39101828-LD-001	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	29	0	0	29	2,152.48	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	29	61.12	2,152.48
98	39101828-LT-001	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	205.81	0.00
MANUFACTURING COMPONENTS AND SUPPLIES																										
70	31201610-CL-001	GLUE, all-purpose	jar	55	0	0	55	3,989.60	0	0	0	0	0.00	3	0	0	3	212.16	0	0	0	0	0.00	58	70.72	4,000.32
71	31151004-SH-001	STAPLE WIRE, heavy duty (binder type), 23/13	box	16	0	0	16	366.80	0	0	0	0	0.00	2	0	0	2	45.10	0	0	0	0	0.00	18	72.35	405.90
72	31151004-SH-001	STAPLE WIRE, standard	box	46	0	0	46	1,140.48	0	0	0	0	0.00	2	0	0	2	47.52	0	0	0	0	0.00	50	75.70	1,186.00
73	31201502-1A-001	TAPE, electrical	roll	5	0	0	5	97.25	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	19.43	97.25
74	31201503-1A-001	TAPE, masking, 24mm	roll	36	0	0	36	2,327.68	1	0	0	1	61.88	2	0	0	2	123.76	1	0	0	1	61.88	40	61.88	2,475.20
76	31201503-1A-002	TAPE, masking, 48 mm	roll	26	0	0	26	3,150.16	0	0	0	0	0.00	1	0	0	1	121.16	0	0	0	0	0.00	27	121.16	3,271.32
76	31201517-1A-001	TAPE, packaging, 40 mm	roll	18	0	0	18	542.88	0	0	0	0	0.00	1	0	0	1	30.10	0	0	0	0	0.00	19	30.10	573.04
77	31201512-1A-001	TAPE, transparent, 24mm	roll	89	0	0	89	1,918.16	1	0	0	1	11.44	5	0	0	5	45.70	1	0	0	1	11.44	95	11.44	1,086.80
78	31201512-1A-002	TAPE, transparent, 48 mm	roll	81	0	0	81	1,927.52	0	0	0	0	0.00	3	0	0	3	71.70	0	0	0	0	0.00	84	23.92	2,009.20
79	31151507-TW-001	TYWINE, plastic	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	70.72	0.00
MEASURING AND ORIGINATING AND TESTING EQUIPMENT																										
98	4111004-RU-001	RULER, flexible, plastic, 450mm	piece	13	0	0	13	270.40	0	0	0	0	0.00	1	0	0	1	20.80	0	0	0	0	0.00	14	30.80	291.20
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
91	41121612-RL-001	BLADE, for general purpose cutter/utility knife	tube	21	0	0	21	336.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	21	16.00	336.00
93	41001622-PR-001	BINDING AND PUNCHING MACHINE	unit	1	0	0	1	10,194.64	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	10,194.64	10,194.64
93	41001807-CA-001	CALCULATOR, Compact	unit	6	0	0	6	1,722.24	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	287.04	1,722.24
94	41121710-CH-001	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
99	41122105-0F-001	CLIP, backfold, 19mm	box	31	0	0	31	290.16	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	31	9.36	290.16
98	41122105-0F-002	CLIP, backfold, 25mm	box	37	0	0	37	577.30	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	37	15.80	577.30
97	41122105-0F-003	CLIP, backfold, 32mm	box	30	0	0	30	811.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	30	27.04	811.20
98	41122105-0F-004	CLIP, backfold, 50mm	box	29	0	0	29	1,740.28	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	29	59.32	1,740.28
98	41121801-CT-002	CORRECTION TAPE	piece	97	0	0	97	1,118.41	2	0	0	2	23.06	2	0	0	2	23.06	2	0	0	2	23.06	108	11.53	1,187.52
99	41122012-CU-001	CUTTER/UTILITY KNIFE, for general purpose	piece	24	0	0	24	751.28	0	0	0	0	0.00	1	0	0	1	31.72	0	0	0	0	0.00	25	31.72	793.00
91	41111515-OP-001	DATA FILE BOX	piece	147	0	0	147	11,348.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	147	77.20	11,348.40



Item & Specifications			Unit of measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for this year
				Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
82	4412011-05-FRL	DATA FOLDER	piece	54	0	0	54	3,704.56	2	0	0	2	137.28	2	8	8	2	137.28	2	0	0	2	137.28	80	66.64	4,114.40
83	4410002-05-FR1	DATE STAMP	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	464.78	0.00
84	4412106-05-001	ENVELOPE, Documentary, A4	box	6	0	0	6	5,041.92	0	8	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	840.72	5,041.92
85	4412106-05-002	ENVELOPE, Documentary, legal	box	27	0	0	27	20,118.96	0	8	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	27	1,078.48	28,118.06
86	4412106-05-008	ENVELOPE, Expanding, Kraft	box	31	0	0	31	42,821.28	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	31	1,374.88	42,821.28
87	4412106-05-002	ENVELOPE, Expanding, Plastic	box	5	0	0	5	152.45	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	30.40	152.45
88	4412106-05-002	ENVELOPE, Mailing	box	18	0	0	18	4,689.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	18	466.96	4,689.68
89	4412106-05-002	ENVELOPE, Mailing, with window	box	4	0	0	4	2,153.28	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	528.32	2,153.28
90	4411912-05-001	ERASER, felt, for blackboard/whiteboard	piece	44	0	0	44	543.52	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	44	12.33	543.52
91	4412218-05-001	FASTENER	box	45	0	0	45	4,258.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	45	94.64	4,258.80
92	44111515-10-001	FILE ORGANIZER, expanding, plastic, legal	piece	11	0	0	11	937.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	11	85.20	937.20
93	44122018-11-001	FILE TAB DIVIDER, A4	pack	200	0	0	200	4,570.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	200	22.88	4,570.00
94	44122018-11-002	FILE TAB DIVIDER, legal	pack	202	0	0	202	5,252.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	202	26.00	5,252.00
95	44122018-10-001	FOLDER, Fancy with slide, A4	bundle	20	0	0	20	5,824.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	291.20	5,824.00
96	44122018-10-002	FOLDER, Fancy with slide, legal	bundle	28	0	0	28	8,648.64	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	28	308.88	8,648.64
97	44122018-10-001	FOLDER, L-type, A4	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	187.51	0.00
98	44122018-10-002	FOLDER, L-type, legal	pack	0	0	0	0	1,431.42	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	238.57	1,431.42
99	44122027-10-001	FOLDER, pressboard	box	8	0	0	8	7,621.12	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8	952.44	7,621.12
100	44123011-10-001	FOLDER with tab, A4	pack	15	0	0	15	5,834.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15	388.96	5,834.40
101	44123011-10-001	FOLDER with tab, legal	pack	32	0	0	32	28,278.88	0	0	0	0	0.00	2	0	0	2	851.88	0	0	0	0	0.00	54	427.44	23,081.70
102	44123008-11-001	INDEX TAB	box	32	0	0	32	2,019.52	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	32	63.11	2,019.52
103	44111515-10-001	MAGAZINE FILE BOX, large	piece	32	0	0	32	4,050.16	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	32	126.88	4,050.16
104	44121716-10-001	MARKER, Fluorescent	set	6	0	0	6	253.84	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	42.64	253.84
105	44121708-10-001	MARKER, Permanent, Black	piece	61	0	0	61	1,283.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	61	15.80	1,283.60
106	44121708-10-002	MARKER, Permanent, Blue	piece	12	0	0	12	167.30	3	0	0	3	46.80	5	0	0	5	78.00	3	0	0	3	46.80	22	15.60	358.80
107	44121708-10-003	MARKER, Permanent, Red	piece	10	0	0	10	158.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	15.80	158.00
108	44121708-10-001	MARKER, Whiteboard, Black	piece	90	0	0	90	936.00	12	0	0	12	124.80	12	0	0	12	124.80	12	0	0	12	124.80	126	10.40	1,310.60
109	44121708-10-002	MARKER, Whiteboard, Blue	piece	16	0	0	16	156.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	16	10.40	166.40
110	44121708-10-003	MARKER, Whiteboard, Red	piece	8	0	0	0	6.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10.40	0.00
111	44122014-10-001	PAPER CLIP, vinyl/plastic coated, Silver	box	73	0	0	73	483.36	0	0	0	0	0.00	1	0	0	1	9.36	0	0	0	0	0.00	74	9.36	492.72
112	44122014-10-002	PAPER CLIP, vinyl/plastic coated, jumbo, Silver	box	105	0	0	105	2,575.52	0	0	0	0	0.00	1	0	0	1	23.52	0	0	0	0	0.00	107	23.52	2,599.04
113	44101601-10-001	PAPER SHREDDER	unit	3	0	0	3	17,057.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	5,699.20	17,057.80
114	44101601-10-001	PAPER TRIMMER/CUTTING MACHINE	unit	4	0	0	4	37,190.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	9,297.60	37,190.40
115	44121708-10-001	PENCIL, lead/graphite, with eraser	box	46	0	0	46	1,013.00	0	0	0	0	0.00	1	0	0	1	41.60	0	0	0	0	0.00	47	41.60	1,955.20
116	44121618-10-001	PENCIL SHARPENER	piece	12	0	0	12	2,559.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	213.20	2,559.40
117	44101602-10-001	PUNCHER, paper, heavy duty	piece	10	0	0	10	1,622.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	162.24	1,622.40
118	44122037-10-001	BINDING RING/COMB, plastic, 32 mm	piece	42	0	0	42	11,517.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	42	274.33	11,517.60
119	44123011-10-001	RUBBER BAND (w. 18	box	3	0	0	3	496.08	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	165.36	496.08
120	44121905-10-001	STAMP PAD, ink	piece	15	0	0	15	678.66	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15	42.64	639.60
121	44123011-10-001	SCISSORS, symmetrical/asymmetrical	pair	31	0	0	31	1,288.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	31	41.60	1,288.60
122	44121615-10-001	STAPLER, standard type	piece	10	0	0	10	2,766.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	145.60	2,766.40
123	44121615-10-001	STAPLER, heavy duty (binder)	unit	5	0	0	5	4,773.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	954.72	4,773.00
124	44121615-10-001	STAPLE REMOVER, pin-type	piece	12	0	0	12	574.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	47.84	574.68

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 4412105-TD-T11 TAPE DISPENSER, table top	piece	5	0	0	5	398.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	78.00	390.00
PAPER MATERIALS AND PRODUCTS																								
136 14111525-CA-A01 CARTOLINA, assorted colors	pack	21	0	0	21	1,903.08	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	21	90.48	1,903.08
137 14111504-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	953.40	0.00
138 14111504-CF-L12 COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 375mm	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	1,260.98	0.00
139 14111504-CF-L22 COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 375mm	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	1,452.58	0.00
140 14111504-CF-L31 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 14111504-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 14111504-CF-L32 COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 375mm	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	1,029.68	0.00
143 14111609-L1-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-MP-S02 NOTEPAD, stick-on, 50mm x 76mm	pad	76	0	0	76	3,002.32	0	0	0	0	237.12	0	0	0	0	237.12	0	0	0	0	237.12	94	78.52	3,714.88
145 14111514-MP-S04 NOTEPAD, stick-on, 76mm x 100mm	pad	30	0	0	30	3,332.64	0	0	0	0	380.64	0	0	0	0	380.64	0	0	0	0	380.64	74	83.44	4,094.56
146 14111514-MP-S03 NOTEPAD, stick-on, 76mm x 76mm	pad	30	0	0	30	1,568.32	0	0	0	0	361.92	0	0	0	0	361.92	0	0	0	0	361.92	64	69.32	2,654.08
147 14111514-MB-S02 STENO NOTEBOOK	piece	7	0	0	7	187.44	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7	23.52	167.44
148 14111507-PP-N01 PAPER, MULTICOPY A4	ream	117	0	0	117	21,050.64	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	117	179.92	21,050.64
149 14111507-PP-N02 PAPER, MULTICOPY LEGAL	ream	118	0	0	118	24,488.92	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	118	211.82	25,488.92
150 14111507-PP-C01 PAPER, MULTIPURPOSE A4	ream	220	0	0	220	37,391.12	0	0	0	0	979.68	0	0	0	0	979.68	0	0	0	0	979.68	247	163.28	40,330.16
151 14111507-PP-C02 PAPER, MULTIPURPOSE LEGAL	ream	210	0	0	210	36,875.20	18	0	0	18	3,332.16	18	0	0	18	3,332.16	18	0	0	18	3,332.16	264	185.12	48,871.68
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	33.36	0.00
153 14111303-PP-P01 PAPER, parchment	box	6	0	0	6	1,135.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	189.36	1,135.68
154 14111531-KE-B01 RECORD BOOK, 300 PAGES	book	54	0	0	54	3,911.20	4	0	0	4	281.20	4	0	0	4	281.20	4	0	0	4	281.20	70	72.80	5,095.00
155 14111531-KE-B02 RECORD BOOK, 500 PAGES	book	70	0	0	70	7,252.80	4	0	0	4	420.16	4	0	0	4	420.16	4	0	0	4	420.16	87	105.04	9,138.16
156 14111704-TT-R01 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	25.12	0.00
157 14111704-TT-R02 TOWEL TISSUE PAPER, 2 ply	pack	152	0	0	152	19,768.96	10	0	0	10	1,008.80	10	0	0	10	1,008.80	10	0	0	10	1,008.80	322	100.88	22,195.16
PERFUMES OR COLLOGNES OR FRAGRANCES																								
158 53131424-HS-S01 HAND SANITIZER	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	87.36	0.00
PESTICIDES OR PEST REPELLENTS																								
159 10191589-MN-A01 INSECTICIDE	can	33	0	0	33	4,511.36	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	33	257.92	4,511.36
PRINTED PUBLICATIONS																								
160 55101524-BA-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	37.31	0.00
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																								
1 4103105-BR-G05 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	4,947.20	0.00
2 4103105-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	1,125.32	0.00
3 4103105-CA-C02 INK CARTRIDGE, CANON CL-811, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,178.33	0.00
4 4103105-CA-B01 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 4103105-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 4103105-CP-B07 INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	133	0	0	133	30,942.70	3	0	0	3	695.70	3	0	0	3	695.70	3	0	0	3	695.70	142	231.90	32,920.40
7 4103105-CP-C07 INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	73	0	0	73	17,680.00	3	0	0	3	726.60	3	0	0	3	726.60	3	0	0	3	726.60	82	242.20	18,648.40
8 4103105-CP-M07 INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	73	0	0	73	17,680.00	3	0	0	3	726.60	3	0	0	3	726.60	3	0	0	3	726.60	82	242.20	18,648.40
9 4103105-CP-Y07 INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	73	0	0	73	17,680.00	3	0	0	3	726.60	3	0	0	3	726.60	3	0	0	3	726.60	82	242.20	18,648.40
10 4103105-HP-B01 INK CARTRIDGE, HP C2P04AA (HP42), 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 4103105-HP-T02 INK CARTRIDGE, HP C2P05AA (HP63), 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	1,046.32	0.00
12 4403105-HP-B03 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 & Specifications	Units of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price	Total Amount for the year	
			Jan	Feb	Mar	Q1	Q1 AVERAGE	April	May	June	Q2	Q2 AVERAGE	July	Aug	Sept	Q3	Q3 AVERAGE	Oct	Nov	Dec	Q4				Q4 AVERAGE
13	4410185-10-710 INK CARTRIDGE, HP C8322AA (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	4410185-10-717 INK CARTRIDGE, HP C04400AA (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	680.88	0.00
15	4410185-10-717 INK CARTRIDGE, HP C05433AA (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	4410185-10-710 INK CARTRIDGE, HP C0672AA (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	4410185-10-710 INK CARTRIDGE, HP C0673AA (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	4410185-10-710 INK CARTRIDGE, HP C0674AA (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	4410185-10-710 INK CARTRIDGE, HP C0675AA (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	4410185-10-710 INK CARTRIDGE, HP C0676AA (HP920XL), Black	cart	0	0	0	0	3,191.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	805.28	3,191.68
21	4410185-10-710 INK CARTRIDGE, HP C0677AA (HP920XL), Tri-color	cart	2	0	0	2	2,133.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	1,066.00	2,133.00
22	4410185-10-710 INK CARTRIDGE, HP C0678AA (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	935.00	0.00
23	4410185-10-710 INK CARTRIDGE, HP C0679AA (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	740.00	0.00
24	4410185-10-710 INK CARTRIDGE, HP C0680AA (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	1,970.80	0.00
25	4410185-10-710 INK CARTRIDGE, HP C0681AA (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	1,517.36	0.00
26	4410185-10-710 INK CARTRIDGE, HP C0682AA (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	1,517.36	0.00
27	4410185-10-710 INK CARTRIDGE, HP C0683AA (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	1,517.36	0.00
28	4410185-10-710 INK CARTRIDGE, HP C0684AA (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	419.12	8.00
29	4410185-10-710 INK CARTRIDGE, HP C0685AA (HP920XL), 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	419.12	0.00
30	4410185-10-710 INK CARTRIDGE, HP C2107AA (HP678), 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	404.56	0.00
31	4410185-10-710 INK CARTRIDGE, HP C2108AA (HP678), 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	404.56	0.00
32	4410185-10-710 INK CARTRIDGE, HP C2121AA (HP485A), 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	4410185-10-710 INK CARTRIDGE, HP C2122AA (HP485A), 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	256.80	0.00
34	4410185-10-710 INK CARTRIDGE, HP C2123AA (HP485A), 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	256.80	0.00
35	4410185-10-710 INK CARTRIDGE, HP C2124AA (HP485A), 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	4410185-10-710 INK CARTRIDGE, HP F8V25AA (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	424.32	0.00
37	4410185-10-710 INK CARTRIDGE, HP F8V27AA (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	424.32	0.00
38	4410185-10-710 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	4410185-10-710 INK CARTRIDGE, HP L0552AA (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	4410185-10-710 INK CARTRIDGE, HP L0553AA (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	4410185-10-710 INK CARTRIDGE, HP L0554AA (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	4410185-10-710 INK CARTRIDGE, HP L0555AA (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	4410185-10-710 INK CARTRIDGE, HP L0556AA (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	4410185-10-710 INK CARTRIDGE, HP L0557AA (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	4410185-10-710 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	4410185-10-710 INK CARTRIDGE, HP T6L99AA (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	4410185-10-710 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	4410185-10-710 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	4410185-10-710 INK CARTRIDGE, HP T6H01AA (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	8.00
50	4410185-10-710 RIBBON CARTRIDGE, EPSON C13015516 (#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	4410185-10-710 RIBBON CARTRIDGE, EPSON C13015532, 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	4410185-10-710 RIBBON CARTRIDGE, EPSON C13015531 (5015066)	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	816.58	0.00
53	4410185-10-710 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	6,766.00	0.00
54	4410185-10-710 TONER CARTRIDGE, BROTHER TN-320, 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	3,547.30	0.00
55	4410185-10-710 TONER CARTRIDGE, BROTHER TN-3250, 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	5,602.40	8.00



Item & Specifications			Units of Measure	Monthly Quantity Requirement																		Total Quantity for this year	Price	Total Amount for this year		
				Jan	Feb	Mar	Q1	Q1 Average	April	May	June	Q2	Q2 Average	July	Aug	Sept	Q3	Q3 Average	Oct	Nov	Dec				Q4	Q4 Average
56	4410101-08-013	TONER CARTRIDGE, BROTHER TN-3476, 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	4410101-08-016	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	4410101-08-031	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	7,716.89	0.00
59	4410101-08-143	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	7,716.88	0.00
60	4410101-08-189	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	7,716.88	0.00
61	4410101-CA-280	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	13,396.36	0.00
62	4410101-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	3,999.38	0.00
63	4410101-HP-816	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	4410101-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	6,912.00	0.00
65	4410101-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	3,741.02	0.00
66	4410101-HP-822	TONER CARTRIDGE, HP CE285A (HP85A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,243.72	0.00
67	4410101-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	4410101-HP-C21	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	2,910.40	0.00
69	4410101-HP-Y21	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	4410101-HP-M21	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	2,910.40	0.00
71	4410101-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	4410101-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	4410101-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	4410101-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	4410101-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	7,823.60	0.00
76	4410101-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	6,786.08	0.00
77	4410101-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	10,103.68	0.00
78	4410101-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	10,103.04	0.00
79	4410101-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	4410101-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	5,837.60	0.00
81	4410101-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	4410101-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	4410101-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	4410101-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	4,059.60	0.00
85	4410101-HP-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	4410101-HP-829	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	4410101-HP-829	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	4410101-HP-829	TONER CARTRIDGE, HP CF280A, LaserJet Pro P401/P4025	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	4,699.40	0.00
89	4410101-HP-831	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	4410101-HP-838	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	7,680.00	0.00
91	4410101-HP-837	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	4410101-HP-846	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	3,790.00	0.00
93	4410101-HP-828	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	1,826.00	0.00
94	4410101-HP-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	13,726.00	0.00
95	4410101-HP-880	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	4410101-HP-880	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	2,692.00	0.00
97	4410101-HP-880	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	2,692.00	0.00
98	4410101-HP-880	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	2,692.00	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 average	Apr	May	Jun	Q2	Q2 average	July	Aug	Sept	Q3	Q3 average	Oct	Nov	Dec	Q4	Q4 average			
8	80141505-T5-008	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-T5-009	CERTIFICATE HOLDER	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
10	80141505-T5-010	UNINTERRUPTIBLE POWER SUPPLY	unit	10	0	0	10	33,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	3,300.00	33,000.00
11	80141505-T5-011	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-T5-012	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-T5-013	WHITE BOARD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
14	80141505-T5-014	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-T5-015	PODAL	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-T5-016	DISINFECTING LIQUID	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
17	80141505-T5-017	PLASTIC FASTENER	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
18	80141505-T5-018	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-T5-019	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-T5-020	EXTENSION CORD	piece	13	0	0	13	10,400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	13	600.00	10,400.00
21	80141505-T5-021	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-T5-022	COLORLED 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-T5-023	BOND PAPER	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	0.00	0.00
24	80141505-T5-024	PUSH PIN	pack	35	0	0	35	0.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	35	0.10	0.60
25	80141505-T5-025	DOOR HINT	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
26	80141505-T5-026	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-T5-027	GLUE STICK (FOR GLUE GUN)	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
28	80141505-T5-028	DEODORANT CANDLE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
29	80141505-T5-029	DISPOSABLE GLOVES	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
30	80141505-T5-030	OFFICE CHAIR	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
31	80141505-T5-031	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-T5-032	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-T5-033	BLOCK	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-T5-034	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-T5-035	COMPACT DISC	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
36	80141505-T5-036	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-T5-037	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-T5-038	PLASTIC ENVELOPE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
39	80141505-T5-039	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-T5-040	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-T5-041	PARACETAMOL	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
42	80141505-T5-042	GLUE GUN	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
43	80141505-T5-043	INCREP METER	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-T5-044	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-T5-045	POWDERED ICECUBE	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-T5-046	KEYBOARD	unit	3	0	0	3	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	0.10	0.30
47	80141505-T5-047	OSUR 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-T5-048	STEEL RACK	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
49	80141505-T5-049	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-T5-050	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	% AMOUNT	April	May	June	Q2	% AMOUNT	July	Aug	Sept	Q3	% AMOUNT	Oct	Nov	Dec				Q4	% AMOUNT
81	80141505-TS-01	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
82	80141505-TS-02	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
83	80141505-TS-03	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-04	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-05	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-06	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-07	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-08	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-09	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-00	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-001	ASSEMBLED QUAD-TRIP 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-002	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-003	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-004	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-005	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

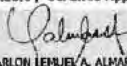
A. TOTAL																										1,500,127.31
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																										150,012.73
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																										-
D. GRAND TOTAL (A + B + C)																										1,650,140.04
E. 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.

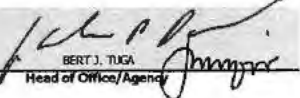
Prepared by:

  
 RICHARD R. GUJAR  
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

  
 MARLON LEMUEL A. ALMARJO, CPA / ATTY. MARVIN E. LUCENA, CPA  
 Accountant / Budget Officer

Approved by:

  
 BERT J. TUGA  
 Head of Office/Agency

Date Prepared: August 14, 2023

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

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

- Reminders:**  
 1.0 The APP-CSE 2024 Form - Other Items must be accomplished using Microsoft Excel format ONLY. The APP-CSE Form - Other Items shall be deemed incorrect or invalid if the form used is in other than the prescribed format which is downloadable from the Downloads page of PS-DBM website ([www.ps-phillips.gov.ph](http://www.ps-phillips.gov.ph)).  
 2.0 All information must be provided accurately.  
 3.0 To fill-out, copy the list of items indicated in the UNSPSC tab of this form. Otherwise, the item that you will input will not be accepted. Additional rows for other items may be inserted if necessary.  
 4.0 Kindly upload the soft copy of the APP-CSE Form - Other Items in Microsoft Excel format on or before the prescribed period or deadline through this link: <https://deserve.net/100516> (Please copy the link and paste in your browser)

5.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0927-8478143 (Globe) or 0916-3954426 (Smart), or email [appecs@ps-phillips.gov.ph](mailto:appecs@ps-phillips.gov.ph), or visit the PS-DBM website ([www.ps-phillips.gov.ph](http://www.ps-phillips.gov.ph)) for the guide on how to fill-out the APP-CSE Form.

Note: The APP-CSE for FY 2024 must be submitted on or before 31 July 2023.  
 Department/Bureau/Office: PSDBS  
 Region: CR  
 Address: DAURON, ALIQU, PANGASINAN

Agency Code/UAIS: A2280  
 Organization Type: SLC

Contact Person: LETICIA H. AQUINO, PhD  
 Position: EXECUTIVE DIRECTOR & TREASURER  
 E-mail: l.aquino@ps-phillips.gov.ph  
 Telephone/Mobile No.: (978) 642-8015

Type	UNSPSC Code	Item Description	Unit of Measure	Estimated Quantity Requirements																				Total Quantity for the year	Price Catalogue	Total Amount for the year		
				2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040					
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																												
1	-	DVD REWRITABLE, speed: 4x min, 4.7GB capacity min	piece	13												0	0.00							0	0.00	13	78.00	1,014.00
2	4332099	Bluetooth Headset	piece	2												0	0.00							0	0.00	2	1,500.00	3,000.00
3	4823049	Wireless Access Point	piece	4												0	0.00							0	0.00	4	2,400.00	9,600.00
4	-	OUTLINE AND STAMPING MACHINE, heavy duty	unit	5												0	0.00							0	0.00	5	380.00	2,500.00
5	-															0	0.00							0	0.00	0	5,400.00	0.00
6	-	DRUM CART, BROTHER DR-300	unit	2												0	0.00							0	0.00	2	7,000.00	14,000.00
7	-	Ballpen, red	piece	21												0	0.00							0	0.00	21	25.00	1,050.00
8	-	Specialty paper, bulge, 8.5 x 13in	ream	85												0	0.00							0	0.00	85	260.00	22,100.00
9	-	Specialty paper, Bond 674 200 8.5 x 11" Pale cream	ream	52												0	0.00							0	0.00	52	25.00	1,300.00
10	-	Specialty Paper, Bond 674 200 Legal Pale cream	ream	52												0	0.00							0	0.00	52	340.00	17,720.00
11	-	Specialty Paper, Bulge Sheet	ream	87												0	0.00							0	0.00	87	380.00	33,060.00
12	-	Wall clock	piece	6												0	0.00							0	0.00	6	380.00	2,280.00
13	-	Printer, all-in-one desktop, integrated ink tank system	unit	1												0	0.00							0	0.00	1	15,000.00	15,000.00
14	-	PC/NE table, 5m	piece	45												0	0.00							0	0.00	45	390.00	17,550.00
15	-	Handwriting Gel	box	37												2	120.00							2	120.00	40	60.00	2,400.00
16	-	Cardboard, 20	piece	9												0	0.00							0	0.00	9	1,000.00	9,000.00
17	-	INK CART, EPSON L3110 (V02), Black	box	56												0	0.00							0	0.00	56	390.00	21,840.00
18	-	INK CART, EPSON L3110 (V02), Cyan	box	56												0	0.00							0	0.00	56	390.00	21,840.00
19	-	INK CART, EPSON L3110 (V02), Magenta	box	56												0	0.00							0	0.00	56	390.00	21,840.00
20	-	INK CART, EPSON L3110 (V02), Yellow	box	56												0	0.00							0	0.00	56	390.00	21,840.00
21	-	Long Expandable Folder, green	box	35												0	0.00							0	0.00	35	380.00	13,300.00
22	-	Archival Folder (10x), made of chipboard, 3"	piece	300												0	0.00	1						5	1,250.00	6,250.00	36,750.00	36,750.00
23	-	Ballpen, blue	piece	122												2	12.00							2	12.00	124	8.00	992.00
24	-	INK BROTHER-DCP-T710W BLACK DRUM	unit	14												0	0.00							0	0.00	14	1,000.00	14,000.00
25	-	INK BROTHER-DCP-T710W CYAN DRUM	unit	6												0	0.00							0	0.00	6	1,000.00	6,000.00
26	-	INK BROTHER-DCP-T710W MAGENTA DRUM	unit	6												0	0.00							0	0.00	6	1,000.00	6,000.00
27	-	INK BROTHER-DCP-T710W YELLOW DRUM	unit	6												0	0.00							0	0.00	6	1,000.00	6,000.00
28	-	Canon Standard Black Ink - T94	piece	5												0	0.00							0	0.00	5	1,000.00	5,000.00
29	-	Canon Standard Cyan Ink - T94	piece	8												0	0.00							0	0.00	8	1,000.00	8,000.00
30	-	Canon Standard Magenta Ink - T94	piece	4												0	0.00							0	0.00	4	1,000.00	4,000.00
31	-	Canon Standard Yellow Ink - T94	piece	4												0	0.00							0	0.00	4	1,000.00	4,000.00
32	-	Rechargeable Battery AA	piece	44												0	0.00							0	0.00	44	50.00	2,200.00



No.	UNSPSC Code	Item Description	Supplier Model	Monthly Quantity Requirement																				Total Quantity for the year	Price Category	Total Amount for the year	
				Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4				
33	-	BROTHER DCP-T7220DW A4 COLOR PRINTER	unit	8			8						8			0	8.00						8	9.00	6	7,200.00	12,000.00
34	-	BROTHER DCP-T7220DW A4 COLOR CYAN	unit	8			8						8			0	8.00						8	9.00	6	7,200.00	12,000.00
35	-	BROTHER DCP-T7220DW A4 COLOR YELLOW	unit	8			8						8			0	8.00						8	9.00	6	7,200.00	12,000.00
36	-	BROTHER DCP-T7220DW A4 COLOR BLACK	unit	36			36						36			0	8.00						36	9.00	18	7,200.00	40,000.00
37	-	Battery CR2032 3v	piece	8			8						0			0	0.00						8	0.80	8	300.00	1,600.00
38	-	Transparent Plastic Cover Roll 48" x 50m	roll	18			18						0			0	0.00						0	0.60	18	1,080.00	10,000.00
39	-	Document Scanner, Contactless Overhead Scanning, document feeder	unit	1			1						0			0	0.00						0	0.80	1	25,000.00	25,000.00
40	-	Paper, Paper	unit	2			2						0			0	0.00						0	0.80	2	25,000.00	20,000.00
41	-		unit				8						0			0	0.00						0	0.00	0	20,000.00	0.00
42	-		piece				8						0			1	0.00						0	0.80	1	20,000.00	50,000.00
43	-	Open R3170 Elavark 4 in 1 Multifunction unit	unit	2			2						0			0	0.00						0	0.00	2	20,000.00	40,000.00
44	-	Open Ink BOX Blue	box	24			24						0			0	0.00						0	0.00	24	800.00	19,200.00
45	-	Open Ink BOX Magenta	box	12			12						0			0	0.00						0	0.00	12	900.00	9,000.00
46	-	Open Ink BOX Cyan	box	12			12						0			0	0.00						0	0.00	12	800.00	9,600.00
47	-	Open Ink BOX Yellow	box	12			12						0			0	0.00						0	0.00	12	900.00	9,000.00
48	-	Desktop Computer Table	piece	4			4						0			0	0.00						0	0.00	4	2,000.00	9,000.00
49	-	Document Tray (2 layers)	piece	5			5						0			0	0.00						0	0.80	5	500.00	2,500.00
50	-	Charcoal Printing Plates	piece	6			6						0			0	0.00						0	0.00	6	1,000.00	2,000.00
51	-	WiFi Adapter/ WiFi Dongle	piece	4			4						0			0	0.00						0	0.00	4	2,000.00	8,000.00
52	-	Labeling Machine	unit	1			1						0			0	0.00						0	0.00	1	3,000.00	3,000.00
53	-	Sanitary Napkin	pack	36			36						0			0	0.00						0	0.00	36	100.00	4,000.00
54	-	Panty Liner	pack	36			36						0			0	0.00						0	0.00	36	100.00	4,000.00
55	-	Diaper	pack	36			36						0			0	0.00						0	0.00	36	100.00	4,000.00
56	-	Ring Binder Folder Long	unit	2			2						0			0	0.00						0	0.00	2	1,000.00	2,000.00
57	-	Laminated File Fds	unit	30			30						0			0	0.00						0	0.00	30	1,500.00	20,000.00
58	-	Clipboard Holder	piece	200			200						0			0	0.00						0	0.00	200	100.00	20,000.00
59	-	Clipboard Paper	unit	2			2						0			0	0.00						0	0.00	2	1,000.00	2,000.00
60	-	TON Paper	unit	2			2						0			0	0.00						0	0.00	2	1,000.00	2,000.00
61	-	Spice Blend Pepper and Salt	piece	1			1						0			0	0.00						0	0.00	1	20,000.00	20,000.00
62	-	Go Bag for Emergency Preparedness	unit	1			1						0			0	0.00						0	0.00	1	2,000.00	2,000.00
63	-						6						0			0	0.00						0	0.00	6	10,000.00	60,000.00
64	-	Wound Dressers, Tape and Band-Aids	piece	1			1						0			0	0.00						0	0.00	1	20,000.00	20,000.00
65	-	Surgical Scissors, Force and Cotton Swabs	unit	1			1						0			0	0.00						0	0.00	1	20,000.00	20,000.00
66	-	Refrigerator	unit	1			1						0			0	0.00						0	0.00	1	2,000.00	2,000.00
67	-	Rechargeable Emergency Light	unit	1			1						0			0	0.00						0	0.00	1	5,000.00	5,000.00
68	-	Rechargeable Flashlight (Rig)	piece	1			1						0			0	0.00						0	0.00	1	1,500.00	1,500.00
69	-	Soft Cider	piece	1			1						0			0	0.00						0	0.00	1	2,500.00	2,500.00
70	-						0						0			0	0.00						0	0.00	0	1,500.00	0.00
71	-						0						0			0	0.00						0	0.00	0	0.00	0.00
72	-						0						0			0	0.00						0	0.00	0	0.00	0.00
73	-						0						0			0	0.00						0	0.00	0	0.00	0.00
74	-						0						0			0	0.00						0	0.00	0	0.00	0.00
75	-						0						0			0	0.00						0	0.00	0	0.00	0.00
76	-						0						0			0	0.00						0	0.00	0	0.00	0.00



[illegible]

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.

RICHARD R. GUJAB  
Property/Supply Officer

Accountant / Budget Officer

*[Signature]*  
BERT J. TUGA  
Head of Office/Agency

**PNU SOUTH LUZON**

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

**Introduction:**

This form contains the common-use supplies and equipment (CSE) being carried by the Procurement Service – Department of Budget and Management (PS-DBM) that shall be purchased by government agencies. Consistent with the DBM Circular Letter Nos. 2011-6 and 2011-6-A dated 25 August 2011 and 28 September 2011, respectively, the APP-CSE shall serve as the agency's annual procurement request for all its CSE requirements. Only agencies with uploaded APP-CSE in the Virtual Store (VS) will be able to purchase CSE from the PS-DBM. Note that the items listed on this form have been arranged in accordance with the United Nations Standard Products and Services Code (UNSPSC).

**Reminders:**

- The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store (VS) and Downloads page of PS-DBM website ([www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph)).
- All information must be provided accurately.
- 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.
- Do not delete, add, or revise any items or rows on the PART I of this form, otherwise the form will be deemed invalid.
- 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/hoc38>.
- Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's Virtual Store (VS) account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
- 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.
- For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0927-6478245 (Globe) or 0918-2954426 (Smart), or email [apps.helpdesk@ps-philgeps.gov.ph](mailto:apps.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/Division/Office: Philippine Normal University South La  
Region: AA  
Address: Malaga Ext. Bldg. Marikina  
Laguna Province

Agency Code/UACS: 80030258632      Note: The APP-CSE for FY 2024 must be submitted on or before **31 July 2023**.  
Organization Type: SUC  
Contact Person: Antonette S. Barretto  
Position: Supply and Property Officer  
E-mail: antonette.s.barretto@ps-philgeps.gov.ph  
Telephone/Mobile No.: 012-717-1008

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
1	1219101-AL-E04	ALCOHOL, Ethyl, 500 mL	bottle	10	0	0	10	509.50	10	0	0	10	509.50	10	0	0	10	509.50	10	0	0	10	509.50	40	50.96	2,078.40
2	1219101-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	1	0	1	2	902.72	1	0	1	2	902.72	1	0	1	2	902.72	0	1	1	2	902.72	0	451.36	1,610.88
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
3	6012141-CR-F01	CLEARBOOK, A4 size	box	24	0	0	24	948.64	0	0	0	0	0.00	24	0	0	24	948.64	12	0	0	12	474.32	60	35.36	2,123.60
4	6012141-CR-F02	CLEARBOOK, Legal size	box	24	0	0	24	923.52	0	0	0	0	0.00	24	0	0	24	923.52	12	0	0	12	461.76	60	30.48	2,308.00
5	6012151-ER-F01	ERASER, plastic/rubber	piece	6	4	2	12	112.32	2	0	2	12	112.32	6	0	6	12	112.32	10	2	4	16	149.76	52	9.36	406.72
6	6012151-SP-G01	SIGN PEN, Extra Fine Tip, Black	piece	10	10	4	24	624.00	10	10	4	24	624.00	10	10	4	24	624.00	10	10	4	24	624.00	56	26.00	2,464.00
7	6012151-SP-G04	SIGN PEN, Fine Tip, Black	piece	10	10	4	24	1,073.28	10	10	4	24	1,073.28	10	10	4	24	1,073.28	10	10	4	24	1,073.28	56	44.72	4,293.12
8	6012151-SP-G07	SIGN PEN, Medium Tip, Black	piece	10	10	2	22	1,258.40	10	10	2	22	1,258.40	10	10	2	22	1,258.40	10	10	2	22	1,258.40	60	57.20	5,033.60
9	6012151-SP-G02	SIGN PEN, Extra Fine Tip, Blue	piece	5	5	2	12	312.00	5	5	2	12	312.00	5	5	2	12	312.00	5	5	2	12	312.00	40	26.00	1,240.00
10	6012151-SP-G05	SIGN PEN, Fine Tip, Blue	piece	5	5	2	12	536.64	5	5	2	12	536.64	5	5	2	12	536.64	5	5	2	12	536.64	40	44.72	2,144.80
11	6012151-SP-G08	SIGN PEN, Medium Tip, Blue	piece	5	5	2	12	606.40	5	5	2	12	606.40	5	5	2	12	606.40	5	5	2	12	606.40	40	57.20	2,745.60
12	6012151-SP-G03	SIGN PEN, Extra Fine Tip, Red	piece	5	5	2	12	312.00	5	5	2	12	312.00	5	5	2	12	312.00	5	5	2	12	312.00	40	26.00	1,240.00
13	6012151-SP-G06	SIGN PEN, Fine Tip, Red	piece	5	5	2	12	540.12	5	5	2	12	540.12	5	5	2	12	540.12	5	5	2	12	540.12	40	45.76	2,196.48
14	6012151-SP-G09	SIGN PEN, Medium Tip, Red	piece	5	5	2	12	606.40	5	5	2	12	606.40	5	5	2	12	606.40	5	5	2	12	606.40	40	57.20	2,745.60
15	6012111-WR-F01	WRAPPING PAPER	pack	2	2	2	6	1,055.44	2	0	2	4	656.96	2	0	2	4	656.96	2	0	2	4	656.96	10	214.24	3,654.32
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																										
16	4312111-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	25,516.16	0.00
17	4311001-PR-F01	MULTIMEDIA PROJECTOR	unit	0	5	0	5	92,352.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	58,476.40	92,352.00
BATTERIES AND CELLS AND ACCESSORIES																										
18	2011101-BT-A02	BATTERY, dry cell, size AA	pack	4	4	4	12	262.08	4	4	4	12	262.08	4	4	4	12	262.08	4	4	4	12	262.08	48	23.84	1,048.32
19	2011101-BT-A01	BATTERY, dry cell, size AAA	pack	4	4	4	12	237.12	4	4	4	12	237.12	4	4	4	12	237.12	4	4	4	12	237.12	48	19.76	948.48
20	2011101-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	82.56	0.00
CLEANING EQUIPMENT AND SUPPLIES																										
21	4713101-AF-A01	AIR FRESHENER	can	2	2	2	6	524.16	2	2	2	6	524.16	2	2	2	6	524.16	2	2	2	6	524.16	24	67.36	2,096.64
22	4713101-BL-S01	BROOM (Walis Tumbas)	piece	12	0	0	12	1,535.04	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	127.92	1,535.04



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	
23	4713001-BR-101	BROOM (Wale Tug-Ling)	piece	12	0	0	12	307.04	0	0	0	0	0.00	5	5	5	15	253.80	0	0	0	0	0.00	27	23.92	649.84	
24	4713002-TB-001	CLEANER, Toilet Bowl and Urinal	bottle	5	5	5	15	670.80	5	5	5	15	670.80	5	5	5	15	670.80	5	5	5	15	670.80	60	44.72	2,683.20	
25	4713003-CL-001	CLEANSER, Scouring Powder	can	5	5	5	15	940.00	5	5	5	15	940.00	5	5	5	15	940.00	5	5	5	15	940.00	60	26.00	1,560.00	
26	4713004-DE-002	DETERGENT BAR	bar	5	5	5	15	140.40	5	5	5	15	140.40	5	5	5	15	140.40	5	5	5	15	140.40	60	3.36	201.60	
27	4713005-DC-102	DETERGENT POWDER, all purpose	pouch	2	2	2	6	530.40	2	2	2	6	530.40	2	2	2	6	530.40	2	2	2	6	530.40	24	88.40	2,121.60	
28	4713006-DS-001	DISINFECTANT SPRAY	can	2	2	2	6	504.80	2	2	2	6	504.80	2	2	2	6	504.80	2	2	2	6	504.80	24	150.80	3,619.20	
29	4713007-DU-001	DUST PAN	piece	2	2	2	6	200.00	2	2	2	6	200.00	2	2	2	6	200.00	2	2	2	6	200.00	24	46.80	1,123.20	
30	4713008-FW-003	FLOOR WAX, paste type, red	can	1	1	1	3	405.00	1	1	1	3	405.00	1	2	2	5	675.00	1	1	1	3	405.00	34	175.30	1,892.00	
31	4713009-FC-001	FURNITURE CLEANER	can	6	0	0	6	1,359.32	0	0	0	0	0.00	6	0	0	6	1,359.32	0	0	0	0	0.00	12	236.72	2,729.84	
32	7201002-HS-101	HAND SOAP, liquid	bottle	5	5	5	15	644.25	5	5	5	15	644.25	5	5	5	15	644.25	5	5	5	15	644.25	60	42.95	2,577.00	
33	4713004-MP-001	HOP BUCKET	unit	1	0	0	1	2,380.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	2,380.00	2,380.00	
34	4713013-MP-002	HOPHANDLE, heavy duty	piece	6	0	0	6	804.56	0	0	0	0	0.00	6	0	0	6	804.56	0	0	0	0	0.00	12	134.16	1,609.87	
35	4713014-MP-001	HOPHEAD, made of rayon	piece	6	0	0	6	604.24	0	0	0	0	0.00	6	0	0	6	604.24	0	0	0	0	0.00	12	114.04	1,368.48	
36	4713101-RS-001	RAGS	tile	3	0	0	3	171.60	3	0	0	3	171.60	3	0	0	3	171.60	3	0	0	3	171.60	12	57.20	686.40	
37	4713002-SC-004	SCOURING PAD	pack	2	2	2	6	536.64	2	2	2	6	536.64	2	2	2	6	536.64	2	2	2	6	536.64	24	80.44	1,946.56	
38	4713101-TB-004	TRASHBAG, 30L size	pack/roll	2	2	2	6	780.00	2	2	2	6	780.00	2	2	2	6	780.00	2	2	2	6	780.00	24	130.80	3,138.00	
39	4713101-TB-005	TRASHBAG, large size	pack/roll	2	2	2	6	355.68	2	2	2	6	355.68	2	2	2	6	355.68	2	2	2	6	355.68	24	58.30	1,422.72	
40	4713101-TB-008	TRASHBAG, XL size	pack/roll	2	2	2	6	553.36	2	2	2	6	553.36	2	2	2	6	553.36	2	2	2	6	553.36	24	92.58	2,221.44	
41	4713102-WB-001	WASTEBASKET	piece	2	2	2	6	202.08	2	2	2	6	202.08	2	2	2	6	202.08	2	2	2	6	202.08	24	47.88	1,048.32	
COLOR COMPOUNDS AND DISPENSERS																											
42	1231703-SE-001	INK, for stamp pad	bottle	3	3	3	9	200.50	3	3	3	9	200.50	3	3	3	9	200.50	3	3	3	9	200.50	36	71.30	1,123.20	
CONSUMER ELECTRONICS																											
43	5216153-DV-001	DIGITAL VOICE RECORDER	unit	1	0	0	1	4,803.76	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	4,803.76	4,803.76	
FACE MASK																											
44	4211713-DM-005	FACE MASK	box	2	0	0	2	104.00	2	0	0	2	104.00	2	0	0	2	104.00	2	0	0	2	104.00	8	52.00	416.00	
FILMS																											
45	13111209-AC-001	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-002	CARBON FILM, legal size	box	1	0	0	1	258.88	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	258.88	258.88	
FIRE FIGHTING EQUIPMENT																											
47	46191001-FC-001	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	0.00	0	1,390.80	0.00	
48	46191001-FC-001	FIRE EXTINGUISHER, press HCFC	unit	2	0	0	2	11,238.39	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	8,813.25	11,238.39	
FLAG OR ACCESSORIES																											
49	5912103-RI-001	PHILIPPINE NATIONAL FLAG	piece	1	0	0	1	204.84	2	0	0	2	569.68	1	0	0	1	204.84	2	0	0	2	569.68	6	204.84	1,209.04	
FURNITURE AND FURNISHINGS																											
50	36181304-CN-001	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	373.44	0.00	
51	36181304-CN-002	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	36181319-TM-001	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	1,340.88	0.00	
53	36181319-TM-002	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	1,340.88	0.00	
HEATING AND VENTILATION AND AIR CIRCULATION																											
54	40181604-EF-001	ELECTRIC FAN, ceiling mount, orbit type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,380.00	0.00	
55	40181604-EF-001	ELECTRIC FAN, industrial, ground type	unit	3	0	0	3	3,329.04	0	0	0	0	0.00	3	0	0	3	3,329.04	0	0	0	0	0.00	6	1,609.68	6,608.00	
56	40181604-EF-001	ELECTRIC FAN, stand type	unit	3	0	0	3	3,620.16	0	0	0	0	0.00	3	0	0	3	3,620.16	0	0	0	0	0.00	6	1,605.72	6,048.22	
57	40181604-EF-001	ELECTRIC FAN, wall mount	unit	6	0	0	6	5,484.96	6	0	0	6	5,484.96	6	0	0	6	5,484.96	6	0	0	6	5,484.96	24	914.16	21,939.04	
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																											
58	43211507-DS-003	DESKTOP, for Basic Users	unit	3	0	0	3	123,309.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	24,791.00	123,309.00	
59	43211507-DS-004	DESKTOP, for Mid-Range Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,390.40	0.00	

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
60	4320107-HD-002	EXTERNAL HARD DRIVE	unit	5	0	0	5	15,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	3,018.08	15,090.40
61	4320210-FD-004	FLASH DRIVE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	334.84	0.00
62	4321103-LAP004	LAPTOP, for Mid-range Users	unit	1	0	0	1	42,380.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	42,380.00	42,380.00
63	4321103-LAP003	LAPTOP, lightweight	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	45,800.00	0.00
64	4321208-WD-002	COMPUTER MOUSE, Wireless	unit	5	0	0	5	947.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	5	947.80	15	309.52	2,941.80
65	4321302-PR-002	PRINTER, Impact, Dot Matrix, 24 pins	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	33,081.84	0.00
66	4321302-PR-004	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	0.00	0	11,061.84	0.00
67	4321305-PR-001	PRINTER, Laser, Monochrome	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	22,053.04	0.00
LIGHTING AND FIXTURES AND ACCESSORIES																										
68	2010101-LD-001	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	5	5	5	15	1,460.56	5	5	5	15	1,460.56	5	5	5	15	1,460.56	5	5	5	15	1,460.56	75	86.12	5,898.84
69	2010101-LD-001	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	5	5	5	15	3,704.76	5	5	5	15	3,704.76	5	5	5	15	3,704.76	5	5	5	15	3,704.76	75	205.82	14,813.04
MANUFACTURING COMPONENTS AND SUPPLIES																										
70	3120101-GL-001	GLUE, all-purpose	jar	3	3	3	9	636.48	3	3	3	9	636.48	3	3	3	9	636.48	3	3	3	0	636.48	26	70.72	2,945.92
71	3115001-SW-001	STAPLE WIRE, heavy duty (binder type), 23/13	box	1	0	0	1	22.55	1	0	0	1	22.55	1	0	0	1	22.55	1	0	0	1	22.55	4	30.85	90.28
72	3115001-SW-001	STAPLE WIRE, standard	box	4	4	4	12	285.12	4	4	4	12	285.12	4	4	4	12	285.12	4	4	4	12	285.12	40	27.76	1,110.40
73	3120102-TA-001	TAPE, electrical	roll	5	5	5	15	281.75	5	5	5	15	281.75	5	5	5	15	281.75	5	5	5	15	281.75	60	18.65	1,119.00
74	3120103-TA-001	TAPE, masking, 24mm	roll	5	5	5	15	928.30	5	5	5	15	928.30	5	5	5	15	928.30	5	5	5	15	928.30	60	61.80	3,712.80
75	3120103-TA-002	TAPE, masking, 48 mm	roll	2	2	2	6	726.96	2	2	2	6	726.96	2	2	2	6	726.96	2	2	2	0	726.96	24	128.36	2,107.84
76	3120103-TA-001	TAPE, packaging, 48 mm	roll	5	5	5	15	452.40	5	5	5	15	452.40	5	5	5	15	452.40	5	5	5	15	452.40	60	30.56	1,809.60
77	3120103-TA-001	TAPE, transparent, 24mm	roll	5	5	5	15	171.60	5	5	5	15	171.60	5	5	5	15	171.60	5	5	5	15	171.60	60	11.99	856.40
78	3120103-TA-002	TAPE, transparent, 48 mm	roll	5	5	5	15	358.80	5	5	5	15	358.80	5	5	5	15	358.80	5	5	5	15	358.80	60	23.82	1,459.20
79	3115100-TW-001	TYNNE, plastic	roll	1	0	0	1	70.72	1	0	0	1	70.72	1	0	0	1	70.72	1	0	0	1	70.72	4	70.72	282.88
MEASURING AND OBSERVING AND TESTING EQUIPMENT																										
80	4111001-RU-001	RULER, flexible, plastic, 450mm	piece	2	2	2	6	124.80	2	2	2	6	124.80	2	2	2	6	124.80	2	2	2	0	124.80	24	20.80	499.20
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
81	4112102-BL-001	BLADE, for general purpose cutter/utility knife	tube	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	18.00	0.00
82	4101000-FB-001	BINDING AND PUNCHING MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	30,905.04	0.00
83	4102007-CA-001	CALCULATOR, Compact	unit	1	1	1	3	864.12	1	1	1	3	864.12	1	1	1	3	864.12	1	1	1	3	864.12	12	387.04	3,444.48
84	4112102-CH-001	CHALK, white enamel	box	5	5	5	15	494.55	5	5	5	15	494.55	5	5	5	15	494.55	5	5	5	15	494.55	60	32.97	1,978.20
85	4112205-BF-001	CLIP, backfold, 19mm	box	5	5	5	15	140.40	5	5	5	15	140.40	5	5	5	15	140.40	5	5	5	15	140.40	60	9.36	561.60
86	4112205-BF-002	CLIP, backfold, 25mm	box	5	5	5	15	234.00	5	5	5	15	234.00	5	5	5	15	234.00	5	5	5	15	234.00	60	15.60	936.00
87	4112205-BF-003	CLIP, backfold, 32mm	box	5	5	5	15	405.60	5	5	5	15	405.60	5	5	5	15	405.60	5	5	5	15	405.60	60	27.04	1,622.40
88	4112205-BF-004	CLIP, backfold, 50mm	box	5	5	5	15	904.80	5	5	5	15	904.80	5	5	5	15	904.80	5	5	5	15	904.80	60	40.32	2,419.20
89	4112101-CT-002	CORRECTION TAPE	piece	5	5	5	15	172.95	5	5	5	15	172.95	5	5	5	15	172.95	5	5	5	15	172.95	60	15.53	891.80
90	4112102-CU-001	CUTTER/UTILITY KNIFE, for general purpose	piece	5	5	5	15	475.80	5	5	5	15	475.80	5	5	5	15	475.80	5	5	5	15	475.80	60	31.72	1,903.20
91	4111001-BF-001	DATA FILE BOX	piece	10	0	0	10	772.00	0	0	0	0	0.00	10	0	0	10	772.00	0	0	0	0	0.00	10	77.20	2,396.00
92	4112011-BF-001	DATA FOLDER	piece	10	0	0	10	1,008.00	0	0	0	0	0.00	10	0	0	10	1,008.00	0	0	0	0	0.00	10	40.44	2,379.60
93	4102002-DS-001	DATE STAMP	piece	1	0	0	1	469.76	1	0	0	1	469.76	1	0	0	1	469.76	1	0	0	1	469.76	4	469.76	1,879.12
94	4112106-EN-001	ENVELOPE, Documentary, A4	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	940.32	0.00
95	4112106-EN-002	ENVELOPE, Documentary, legal	box	1	0	0	1	1,078.48	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,078.48	1,078.48
96	4112106-EN-001	ENVELOPE, Expanding, kraft	box	2	0	0	2	1,749.76	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	1,749.76	2,749.76
97	4112101-EN-002	ENVELOPE, Expanding, Plastic	box	2	0	0	2	60.98	0	0	0	0	0.00	2	0	0	2	60.98	0	0	0	0	0.00	4	30.49	121.96
98	4112101-EN-001	ENVELOPE, Hanging	box	1	0	0	1	466.96	1	0	0	1	466.96	1	0	0	1	466.96	1	0	0	1	466.96	4	466.96	1,867.84
99	4112101-EN-002	ENVELOPE, Hanging, with window	box	1	0	0	1	528.32	1	0	0	1	528.32	1	0	0	1	528.32	1	0	0	1	528.32	4	528.32	2,113.28
100	4111012-ER-001	ERASER, felt, for blackboard/whiteboard	piece	12	0	0	12	147.96	0	0	0	0	0.00	12	0	0	12	147.96	0	0	0	0	0.00	24	12.33	295.92
101	4112211-FA-001	PASTER	box	2	2	2	6	567.84	2	2	2	6	567.84	2	2	2	6	567.84	2	2	2	0	567.84	24	94.64	2,271.36
102	4111011-FO-001	FILE ORGANIZER, expanding, plastic, legal	piece	1	1	1	3	255.60	1	1	1	3	255.60	1	1	1	3	255.60	1	1	1	3	255.60	12	85.20	1,022.40



Item #	Item Name & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year		
			Jan	Feb	Mar	Q1	Q1 Average	April	May	June	Q2	Q2 Average	July	Aug	Sept	Q3	Q3 Average	Oct	Nov	Dec	Q4	Q4 Average					
103	44123018-PT-001	FILE TAB DIVIDER, A4	pack	1	0	0	1	22.00	1	0	0	1	22.00	1	0	0	1	22.00	1	0	0	1	22.00	4	22.00	88.00	
104	44123018-PT-002	FILE TAB DIVIDER, Legal	pack	1	0	0	1	26.00	1	0	0	1	26.00	1	0	0	1	26.00	1	0	0	1	26.00	4	26.00	104.00	
105	44123011-FO-001	FOLDER, Fancy with side, A4	bundle	1	0	0	1	291.30	1	0	0	1	291.30	1	0	0	1	291.30	1	0	0	1	291.30	4	291.30	1,165.20	
106	44123011-FO-002	FOLDER, Fancy with side, Legal	bundle	1	0	0	1	300.98	1	0	0	1	300.98	1	0	0	1	300.98	1	0	0	1	300.98	4	300.98	1,203.92	
107	44123011-FO-101	FOLDER, L-type, A4	pack	1	0	0	1	187.54	1	0	0	1	187.54	1	0	0	1	187.54	1	0	0	1	187.54	4	187.54	750.16	
108	44123011-FO-102	FOLDER, L-type, Legal	pack	1	0	0	1	226.57	1	0	0	1	226.57	1	0	0	1	226.57	1	0	0	1	226.57	4	226.57	906.28	
109	44123027-FO-001	FOLDER, pre-tabbed	box	2	0	0	2	1,905.28	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	952.64	1,905.28	
110	44123011-FO-103	FOLDER with tab, A4	pack	1	0	0	1	309.96	1	0	0	1	309.96	1	0	0	1	309.96	1	0	0	1	309.96	4	309.96	1,239.84	
111	44123011-FO-104	FOLDER with tab, Legal	pack	1	0	0	1	427.44	1	0	0	1	427.44	1	0	0	1	427.44	1	0	0	1	427.44	4	427.44	1,709.76	
112	44123008-IT-101	INDEX TAB	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
113	44111515-MF-002	MAGAZINE FILE BOX, large	piece	5	0	0	5	634.40	5	0	0	5	634.40	5	0	0	5	634.40	5	0	0	5	634.40	20	126.88	2,537.60	
114	44121716-MA-001	MARKER, Fluorescent	set	5	0	5	10	426.40	5	0	5	10	426.40	5	0	5	10	426.40	5	0	5	10	426.40	40	42.64	1,705.60	
115	44121708-MP-001	MARKER, Permanent, Black	piece	10	10	10	30	460.00	10	10	10	30	460.00	10	10	10	30	460.00	10	10	10	30	460.00	120	15.00	1,872.00	
116	44121708-MP-002	MARKER, Permanent, Blue	piece	10	10	10	30	460.00	10	10	10	30	460.00	10	10	10	30	460.00	10	10	10	30	460.00	120	15.00	1,872.00	
117	44121708-MP-003	MARKER, Permanent, Red	piece	10	10	10	30	460.00	10	10	10	30	460.00	10	10	10	30	460.00	10	10	10	30	460.00	120	15.00	1,872.00	
118	44121708-MY-001	MARKER, Whiteboard, Black	piece	10	10	10	30	312.00	10	10	10	30	312.00	10	10	10	30	312.00	10	10	10	30	312.00	120	10.40	1,248.00	
119	44121708-MY-002	MARKER, Whiteboard, Blue	piece	10	10	10	30	312.00	10	10	10	30	312.00	10	10	10	30	312.00	10	10	10	30	312.00	120	10.40	1,248.00	
120	44121708-MY-003	MARKER, Whiteboard, Red	piece	10	10	10	30	312.00	10	10	10	30	312.00	10	10	10	30	312.00	10	10	10	30	312.00	120	10.40	1,248.00	
121	44122104-PC-001	PAPER CLIP, vinyl/plastic coated, 33mm	box	3	3	3	9	84.24	3	3	3	9	84.24	3	3	3	9	84.24	3	3	3	9	84.24	36	9.36	336.96	
122	44122104-PC-002	PAPER CLIP, vinyl/plastic coated, Jumbo, 50mm	box	3	3	3	9	215.28	3	3	3	9	215.28	3	3	3	9	215.28	3	3	3	9	215.28	36	23.92	861.12	
123	44001603-PS-002	PAPER SHREDDER	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	
124	44001601-PT-001	PAPER TRIMMER/CUTTING MACHINE	unit	1	0	0	1	9,297.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	9,297.60	9,297.60	
125	44121708-PE-001	PENCIL, lead/graphite, with eraser	box	10	10	10	30	1,348.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	40	41.60	1,664.00	
126	44121609-PS-001	PENCIL SHARPENER	piece	1	0	0	1	213.20	1	0	0	1	213.20	1	0	0	1	213.20	1	0	0	1	213.20	4	213.20	852.80	
127	44001602-PU-001	PUNCHER, paper, heavy duty	piece	1	1	1	3	486.72	1	1	1	3	486.72	1	1	1	3	486.72	1	1	1	3	486.72	12	102.24	1,228.80	
128	44122017-RB-001	RIBBING RING/COIL, plastic, 32 mm	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	
129	44122101-RU-001	RUBBER BAND No. 10	box	1	0	0	1	165.36	1	0	0	1	165.36	1	0	0	1	165.36	1	0	0	1	165.36	4	165.36	661.44	
130	44122005-SP-001	STAMP PAD, Ink	piece	1	1	1	3	127.92	1	1	1	3	127.92	1	1	1	3	127.92	1	1	1	3	127.92	12	42.84	513.84	
131	44121608-SG-001	SCISSORS, symmetrical/asymmetrical	pair	5	0	0	5	208.00	5	0	0	5	208.00	5	0	0	5	208.00	5	0	0	5	208.00	20	41.60	832.00	
132	44121615-ST-001	STAPLER, standard type	piece	3	0	0	3	436.80	3	0	0	3	436.80	3	0	0	3	436.80	3	0	0	3	436.80	12	145.60	1,747.20	
133	44121615-ST-002	STAPLER, heavy duty (blinder)	unit	1	0	0	1	954.72	1	0	0	1	954.72	1	0	0	1	954.72	1	0	0	1	954.72	4	954.72	3,818.88	
134	44121613-SR-002	STAPLE REMOVER, pincer-type	piece	3	3	3	9	430.56	3	3	3	9	430.56	3	3	3	9	430.56	3	3	3	9	430.56	36	47.84	1,722.24	
135	44121605-TD-101	TAPE DISPENSER, table top	piece	2	2	2	6	468.00	2	2	2	6	468.00	2	2	2	6	468.00	2	2	2	6	468.00	24	70.80	1,699.20	
PAPER MATERIALS AND PRODUCTS																											
136	44111525-CA-001	CARTOLINA, assorted colors	pack	5	0	0	5	432.48	0	0	0	0	0.00	5	0	0	5	432.48	0	0	0	0	0.00	10	86.48	864.80	
137	44111506-CF-011	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 245mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
138	44111506-CF-012	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	0.00	0.00	
139	44111506-CF-013	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	0.00	0.00	
140	44111506-CF-014	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 245mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
141	44111506-CF-015	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 245mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
142	44111506-CF-016	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	0.00	0.00	
143	44111609-LI-001	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	0.00	0.00	
144	44111314-HP-001	NOTEPAD, stick-on, 50mm x 76mm	pad	1	1	1	15	592.80	1	1	1	15	592.80	1	1	1	15	592.80	1	1	1	15	592.80	60	39.52	2,371.20	
145	44111314-HP-002	NOTEPAD, stick-on, 76mm x 102mm	pad	1	1	1	15	651.60	1	1	1	15	651.60	1	1	1	15	651.60	1	1	1	15	651.60	60	43.44	2,606.40	
146	44111314-HP-003	NOTEPAD, stick-on, 76mm x 76mm	pad	1	1	1	15	904.80	1	1	1	15	904.80	1	1	1	15	904.80	1	1	1	15	904.80	60	60.32	3,619.20	
147	44111314-NB-002	STENO NOTEBOOK	piece	12	0	0	12	297.04	0	0	0	0	0.00	12	0	0	12	297.04	0	0	0	0	0.00	24	23.52	564.00	
148	44111307-PP-001	PAPER, MULTICOPY A4	ream	5	5	5	15	2,696.80	5	5	5	15	2,696.80	5	5	5	15	2,696.80	5	5	5	15	2,696.80	60	179.92	10,795.20	



Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount				
149	1481507-PP-002	PAPER, MULTICOPY LEGAL	ream	5	5	5	15	3,166.80	5	5	5	15	3,166.80	5	5	5	15	3,166.80	5	5	5	15	3,166.80	60	218.11	13,087.20	
150	1481507-PP-001	PAPER, MULTIPURPOSE A4	ream	5	5	5	15	2,499.20	5	5	5	15	2,499.20	5	5	5	15	2,499.20	5	5	5	15	2,499.20	60	163.28	9,796.80	
151	1481507-PP-003	PAPER, MULTIPURPOSE LEGAL	ream	5	5	5	15	2,776.80	5	5	5	15	2,776.80	5	5	5	15	2,776.80	5	5	5	15	2,776.80	60	185.12	11,107.20	
152	1481511-PP-001	PAD PAPER, ruled	pad	10	0	0	10	353.60	10	0	0	10	353.60	10	0	0	10	353.60	10	0	0	10	353.60	40	35.36	1,414.40	
153	1481503-PA-001	PAPER, parchment	box	1	0	0	1	189.28	1	0	0	1	189.28	1	0	0	1	189.28	1	0	0	1	189.28	4	189.28	757.12	
154	1481531-RE-004	RECORD BOOK, 500 PAGES	book	10	0	0	10	739.00	0	0	0	0	0.00	10	0	0	10	739.00	0	0	0	0	0.00	20	72.00	1,458.00	
155	1481531-RE-002	RECORD BOOK, 500 PAGES	book	10	0	0	10	1,030.40	0	0	0	0	0.00	10	0	0	10	1,030.40	0	0	0	0	0.00	20	105.04	2,109.00	
156	1481704-TT-004	TISSUE, INTERFOLDED PAPER TOWEL	pack	5	0	0	5	145.60	5	0	0	5	145.60	5	0	0	5	145.60	5	0	0	5	145.60	20	29.12	582.40	
157	1481704-TT-002	TOILET TISSUE PAPER, 2 ply	pack	5	0	0	5	304.40	5	0	0	5	304.40	5	0	0	5	304.40	5	0	0	5	304.40	20	100.88	2,017.60	
PERFUMES OR COLOGNES OR FRAGRANCES																											
158	1521836-HS-001	HAND SANITIZER	bottle	12	0	0	12	1,049.32	12	0	0	12	1,049.32	12	0	0	12	1,049.32	12	0	0	12	1,049.32	66	87.36	4,193.28	
PESTICIDES OR PEST REPELLENTS																											
159	1091509-IN-001	INSECTICIDE	can	5	0	0	5	1,309.68	5	0	0	5	1,309.68	5	0	0	5	1,309.68	5	0	0	5	1,309.68	20	257.92	5,158.40	
PRINTED PUBLICATIONS																											
160	1530154-PA-001	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	1	0	0	1	148.84	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	37.16	148.64	
PRINTERS OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																											
1	1480100-DR-005	DRUM CARTRIDGE, BROTHER DR-3435, 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	4,917.30	0.00	
2	1480103-CA-004	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	1480105-CA-002	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	1480103-CA-001	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	868.12	0.00	
5	1480105-CA-003	INK CARTRIDGE, CANON PG-610, 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	892.22	0.00	
6	1480105-EP-017	INK CARTRIDGE, EPSON C13T064300 (T6641), 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	226.19	0.00	
7	1480105-EP-017	INK CARTRIDGE, EPSON C13T064300 (T6642), 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	242.30	0.00	
8	1480105-EP-017	INK CARTRIDGE, EPSON C13T064300 (T6643), 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	242.20	0.00	
9	1480105-EP-017	INK CARTRIDGE, EPSON C13T064400 (T6644), 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	242.30	0.00	
10	1480105-HP-040	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	1480105-HP-040	INK CARTRIDGE, HP C2P04AA (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	1,016.32	0.00	
12	1480105-HP-009	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	919.08	0.00	
13	1480105-HP-010	INK CARTRIDGE, HP C9351AA (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	1,053.32	0.00	
14	1480105-HP-017	INK CARTRIDGE, HP C8611WA (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	800.08	0.00	
15	1480105-HP-017	INK CARTRIDGE, HP C8611WA (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	1480105-HP-040	INK CARTRIDGE, HP C8972AA (HP920A), 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	1480105-HP-040	INK CARTRIDGE, HP C8973AA (HP920A), 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	823.08	0.00	
18	1480105-HP-040	INK CARTRIDGE, HP C8974AA (HP920A), 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	823.08	0.00	
19	1480105-HP-040	INK CARTRIDGE, HP C8975AA (HP920A), 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	1,511.28	0.00	
20	1480105-HP-010	INK CARTRIDGE, HP C8551WA (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	855.28	0.00	
21	1480105-HP-010	INK CARTRIDGE, HP C8551WA (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	1,864.00	0.00	
22	1480105-HP-040	INK CARTRIDGE, HP C8552AA (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	936.00	0.00	
23	1480105-HP-040	INK CARTRIDGE, HP C8552AA (HP62), 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	1480105-HP-040	INK CARTRIDGE, HP C8015AA (HP950A), 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	1,070.80	0.00	
25	1480105-HP-040	INK CARTRIDGE, HP C8015AA (HP950A), 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	1,517.26	0.00	
26	1480105-HP-040	INK CARTRIDGE, HP C8017AA (HP950A), 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	1,317.26	0.00	
27	1480105-HP-040	INK CARTRIDGE, HP C8018AA (HP950A), 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	1,517.26	0.00	
28	1480105-HP-035	INK CARTRIDGE, HP C8092AA (HP70A), 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	419.12	0.00	
29	1480105-HP-036	INK CARTRIDGE, HP C8093AA (HP70A), 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	419.12	0.00	
30	1480105-HP-037	INK CARTRIDGE, HP C2107AA (HP670), 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	424.96	0.00	
31	1480105-HP-037	INK CARTRIDGE, HP C2108AA (HP670), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	424.96	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 AVERAGE	April	May	June	Q2	Q2 AVERAGE	July	Aug	Sept	Q3	Q3 AVERAGE	Oct	Nov	Dec	Q4	Q4 AVERAGE			
32	4103105-HP-842	INK CARTRIDGE, HP CZ121A (HP685A), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	312.00	0.00
33	4103105-HP-839	INK CARTRIDGE, HP CZ122A (HP685A), Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	235.00	0.00
34	4103105-HP-833	INK CARTRIDGE, HP CZ123A (HP685A), Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	235.00	0.00
35	4103105-HP-732	INK CARTRIDGE, HP CZ124A (HP685A), Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	235.00	0.00
36	4103105-HP-193	INK CARTRIDGE, HP F0V25AA (HP680), Tri-color	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	424.32	0.00
37	4103105-HP-843	INK CARTRIDGE, HP F0V27AA (HP680), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	424.32	0.00
38	4103105-HP-820	INK CARTRIDGE, HP L0551AA (HP955), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	962.00	0.00
39	4103105-HP-810	INK CARTRIDGE, HP L0551AA (HP955), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	962.00	0.00
40	4103105-HP-790	INK CARTRIDGE, HP L0557AA (HP955), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	962.00	0.00
41	4103105-HP-890	INK CARTRIDGE, HP L0560AA (HP955), Black Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,254.00	0.00
42	4103105-HP-848	INK CARTRIDGE, HP L0563AA (HP955), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,329.51	0.00
43	4103105-HP-849	INK CARTRIDGE, HP L0564AA (HP955), Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,329.51	0.00
44	4103105-HP-848	INK CARTRIDGE, HP L0563AA (HP955), Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,329.51	0.00
45	4103105-HP-848	INK CARTRIDGE, HP L0572AA (HP955), Black Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,847.92	0.00
46	4103105-HP-821	INK CARTRIDGE, HP T6U91AA (HP905), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	408.00	0.00
47	4103105-HP-813	INK CARTRIDGE, HP T6U93AA (HP905), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	408.00	0.00
48	4103105-HP-811	INK CARTRIDGE, HP T6U97AA (HP905), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	408.00	0.00
49	4103105-HP-821	INK CARTRIDGE, HP T6H01AA (HP905), Black Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	734.80	0.00
50	4103112-EP-805	RIBBON CARTRIDGE, EPSON C13015516 (80750), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.43	0.00
51	4103112-EP-813	RIBBON CARTRIDGE, EPSON C13015832, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.94	0.00
52	4103112-EP-807	RIBBON CARTRIDGE, EPSON C13015531 (5015006)	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	808.40	0.00
53	4103103-BN-006	TONER CARTRIDGE, BROTHER DR-451CL, High Yield 3000	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,700.00	0.00
54	4103103-BN-809	TONER CARTRIDGE, BROTHER TN-3300, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,057.20	0.00
55	4103103-BN-811	TONER CARTRIDGE, BROTHER TN-3350, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,002.40	0.00
56	4103103-BN-813	TONER CARTRIDGE, BROTHER TN-3400, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,375.44	0.00
57	4103103-BN-815	TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,064.38	0.00
58	4103103-BN-823	TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,716.00	0.00
59	4103103-BN-803	TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,716.00	0.00
60	4103103-BN-703	TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,716.00	0.00
61	4103103-CA-800	TONER CARTRIDGE, CANON CRG-324 II	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	11,709.36	0.00
62	4103103-HP-812	TONER CARTRIDGE, HP CM45A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,070.20	0.00
63	4103103-HP-814	TONER CARTRIDGE, HP CM50A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,403.60	0.00
64	4103103-HP-818	TONER CARTRIDGE, HP CE255A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,942.00	0.00
65	4103103-HP-821	TONER CARTRIDGE, HP CE280A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,741.92	0.00
66	4103103-HP-822	TONER CARTRIDGE, HP CE285A (HP95A), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,942.72	0.00
67	4103103-HP-823	TONER CARTRIDGE, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,350.40	0.00
68	4103103-HP-823	TONER CARTRIDGE, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
69	4103103-HP-823	TONER CARTRIDGE, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
70	4103103-HP-823	TONER CARTRIDGE, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
71	4103103-HP-824	TONER CARTRIDGE, HP CE320A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,392.00	0.00
72	4103103-HP-824	TONER CARTRIDGE, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
73	4103103-HP-824	TONER CARTRIDGE, HP CE322A, Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
74	4103103-HP-824	TONER CARTRIDGE, HP CE323A, Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
75	4103103-HP-823	TONER CARTRIDGE, HP CE390A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,872.00	0.00
76	4103103-HP-826	TONER CARTRIDGE, HP CE400A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,786.00	0.00
77	4103103-HP-826	TONER CARTRIDGE, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.00	0.00
78	4103103-HP-828	TONER CARTRIDGE, HP CE402A, Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,193.00	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 Average	April	May	June	Q2	Q2 Average	July	Aug	Sept	Q3	Q3 Average	Oct	Nov	Dec	Q4	Q4 Average			
79	4102383-HP-H36	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	10,109.00	0.00
80	4102383-HP-H37	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	3,837.09	0.00
81	4102383-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	5,460.03	0.00
82	4102383-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	5,460.03	0.00
83	4102383-HP-H37	TONER CARTRIDGE, HP CE403A, (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	6,014.28	0.00
84	4102383-HP-H30	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	4,050.09	0.00
85	4102383-HP-H36	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	7,301.09	0.00
86	4102383-HP-H32	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	4102383-HP-H32	TONER CARTRIDGE, HP CF226A (HP28A), 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	5,244.00	0.00
88	4102383-HP-H35	TONER CARTRIDGE, HP CF250A, LaserJet Pro #401/#425	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	4,090.40	0.00
89	4102383-HP-H31	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	8,330.52	0.00
90	4102383-HP-H36	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	4102383-HP-H37	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	4102383-HP-H31	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	3,790.00	0.00
93	4102383-HP-H38	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	9,828.90	0.00
94	4102383-HP-H32	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	12,728.00	0.00
95	4102383-HP-H30	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	2,574.80	0.00
96	4102383-HP-C50	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	2,632.00	0.00
97	4102383-HP-Y80	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	2,632.00	0.00
98	4102383-HP-H30	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	2,632.00	0.00
99	4102383-HP-H41	TONER CARTRIDGE, HP CF360A (HP30A), 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	4102383-HP-C81	TONER CARTRIDGE, HP CF361A (HP30A), 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	4102383-HP-Y81	TONER CARTRIDGE, HP CF362A (HP30A), 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	4102383-HP-H48	TONER CARTRIDGE, HP CF363A (HP30A), 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	4102383-HP-H42	TONER CARTRIDGE, HP CF400A (HP20A), 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	4102383-HP-C82	TONER CARTRIDGE, HP CF401A (HP20A), 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	3,099.20	0.00
105	4102383-HP-Y42	TONER CARTRIDGE, HP CF402A (HP20A), 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	3,099.20	0.00
106	4102383-HP-H42	TONER CARTRIDGE, HP CF403A (HP20A), 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	3,099.20	0.00
107	4102383-HP-H43	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	3,000.00	0.00
108	4102383-HP-H54	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	4102383-HP-C53	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	3,038.80	0.00
110	4102383-HP-C54	TONER CARTRIDGE, HP CF412XC (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	8,923.00	0.00
111	4102383-HP-Y53	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	3,038.00	0.00
112	4102383-HP-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	8,523.80	0.00
113	4102383-HP-H53	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	8,038.80	0.00
114	4102383-HP-H54	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	8,523.80	0.00
115	4102383-HP-H34	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	3,794.00	0.00
116	4102383-HP-H36	TONER CARTRIDGE, HP Q2613A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,080.00	0.00
SOFTWARE																										
1	43221513-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	43231862-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	43223004-SFT-003	Computer games 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	43232607-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	43232204-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	43232705-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



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 Average	April	May	June	Q2	Q2 Average	July	Aug	Sept	Q3	Q3 Average	Oct	Nov	Dec	Q4	Q4 Average				
9	4323003-SFT-008	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	4323004-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	4323004-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	4323002-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	4323005-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	4323004-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	4323004-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	4323005-SFT-015	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUY ARE REGULARLY PURCHASED FROM OTHER SOURCES (Notes: Please indicate price of items)																										
1	80141505-TS-001	BALPHEN	piece	20	20	20	60	360.00	20	20	20	60	360.00	20	20	20	60	360.00	20	20	20	60	360.00	240	6.00	1,440.00
2	80141505-TS-002	MULTIFUNCTION PRINTER	unit	2	0	0	2	36,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	6,000.00	10,000.00
3	80141505-TS-003	LAMINATING FILM	pack	1	0	0	1	340.00	1	0	0	1	340.00	1	0	0	1	340.00	1	0	0	1	340.00	4	540.00	2,160.00
4	80141505-TS-004	STICKER PAPER	pack	3	0	0	3	315.00	3	0	0	3	315.00	3	0	0	3	315.00	3	0	0	3	315.00	12	306.00	3,648.00
5	80141505-TS-005	DOUBLE SIDED TAPE	roll	5	5	5	15	330.00	5	5	5	15	330.00	5	5	5	15	330.00	5	5	5	15	330.00	60	22.00	1,320.00
6	80141505-TS-006	PHOTO PAPER	pack	1	1	1	3	135.00	1	1	1	3	135.00	1	1	1	3	135.00	1	1	1	3	135.00	12	45.00	540.00
7	80141505-TS-007	BUNCHING SOLUTION	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
8	80141505-TS-008	CERTIFICATE FRAME	piece	3	0	2	5	750.00	0	0	0	0	0.00	0	3	0	3	450.00	0	0	2	2	300.00	10	150.00	1,500.00
9	80141505-TS-009	CERTIFICATE HOLDER	piece	100	0	0	100	4,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	100	42.00	4,200.00
10	80141505-TS-010	UNINTERRUPTIBLE POWER SUPPLY	unit	5	0	0	5	6,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	1,360.00	6,800.00
11	80141505-TS-011	AIR CONDITIONING UNIT	unit	2	0	0	2	6.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	0.00	0.00
12	80141505-TS-012	SMART TELEVISION	unit	3	0	0	3	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	0.00	0.00
13	80141505-TS-013	WHITE BOARD	piece	5	0	0	5	7,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	1,550.00	7,800.00
14	80141505-TS-014	MICROPHONE	unit	1	0	0	1	2,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	2,200.00	2,200.00
15	80141505-TS-015	NEEDLE	piece	0	0	0	0	0.00	0	0	0	0	0.00	100	0	0	100	4,500.00	0	0	0	0	0.00	100	45.00	4,500.00
16	80141505-TS-016	DETERGENT LIQUID	bottle	1	1	1	3	360.00	1	1	1	3	360.00	1	1	0	2	240.00	1	1	1	3	360.00	11	120.00	1,320.00
17	80141505-TS-017	PLASTIC FISTULER	box	2	2	2	6	240.00	2	2	2	6	240.00	2	2	2	6	240.00	2	2	2	6	240.00	24	40.00	960.00
18	80141505-TS-018	STEEL FILING CABINET	piece	0	2	0	2	0.00	0	0	0	0	0.00	0	2	0	2	0.00	0	0	0	0	0.00	4	0.00	0.00
19	80141505-TS-019	VELLUM BOARD PAPER	pack	2	0	0	2	514.00	1	0	0	1	257.00	2	0	0	2	771.00	1	0	0	1	257.00	7	257.00	1,799.00
20	80141505-TS-020	EXTENSION CORD	piece	1	1	1	3	765.00	1	1	1	3	765.00	1	1	1	3	765.00	1	1	1	3	765.00	12	125.00	3,060.00
21	80141505-TS-021	PAINT	gallon	1	1	2	4	0.00	1	1	1	3	0.00	2	1	1	4	0.00	1	1	1	3	0.00	14	0.00	0.00
22	80141505-TS-022	COLOR PAPER	pack	1	0	1	2	96.00	1	0	1	2	96.00	1	0	1	2	96.00	1	0	0	1	96.00	7	40.00	280.00
23	80141505-TS-023	BOND PAPER	ream	30	0	0	30	5,970.00	0	0	0	0	0.00	30	0	0	30	5,970.00	0	0	0	0	0.00	60	190.00	11,400.00
24	80141505-TS-024	FLUSH PAN	pack	2	0	0	2	36.00	2	0	0	2	36.00	2	0	0	2	36.00	2	0	0	2	36.00	8	36.00	288.00
25	80141505-TS-025	DOOR MAT	piece	5	0	0	5	360.00	5	0	0	5	360.00	5	0	0	5	360.00	5	0	0	5	360.00	20	125.00	2,500.00
26	80141505-TS-026	GLUE STICK (PASTE)	piece	2	0	2	4	145.00	2	0	0	2	70.00	2	0	2	4	140.00	2	0	0	2	70.00	12	35.00	420.00
27	80141505-TS-027	GLUE STICK (FOR GLUE GUN)	pack	1	0	1	2	50.00	1	0	0	1	25.00	1	0	1	2	50.00	1	0	1	2	50.00	8	25.00	200.00
28	80141505-TS-028	DEODORANT CANDLE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
29	80141505-TS-029	DISPOSABLE GLOVES	box	1	0	0	1	180.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	180.00	180.00
30	80141505-TS-030	OFFICE CHAIR	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
31	80141505-TS-031	MANILA PAPER	pack	1	0	1	2	120.00	0	0	0	0	0.00	1	0	1	2	120.00	0	0	0	0	0.00	4	60.00	240.00
32	80141505-TS-032	AUTOMOTIVE BATTERIES	piece	1	0	0	1	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	0.00	0.00
33	80141505-TS-033	FACELOCK	piece	12	0	0	12	600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	50.00	600.00
34	80141505-TS-034	MOBILE PHONE	unit	1	0	0	1	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	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	0.00	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	5	0	0	5	2,250.00	0	0	0	0	0.00	5	0	0	5	2,250.00	0	0	0	0	0.00	10	450.00	4,500.00
38	80141505-TS-038	PLASTIC ENVELOPE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 Actual	April	May	June	Q2	Q2 Actual	July	Aug	Sept	Q3	Q3 Actual	Oct	Nov	Dec	Q4	Q4 Actual			
39	00141505-TS-030	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	00141505-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	00141505-TS-041	PANACETANOL	pack	1	0	0	1	1,300.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,300.00	1,300.00
42	00141505-TS-042	GLUE GUN	unit	5	0	0	5	1,400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	280.00	1,400.00
43	00141505-TS-043	SHOET PRINTER	unit	5	0	0	5	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	0.00	0.00
44	00141505-TS-044	SPEAKERS	unit	2	0	0	2	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	0.00	0.00
45	00141505-TS-045	POVIDONE IODINE	bottle	4	0	0	4	160.00	0	0	0	0	0.00	4	0	0	4	160.00	0	0	0	0	0.00	4	40.00	160.00
46	00141505-TS-046	KEYBOARD	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	00141505-TS-047	DSLR CAMERA	unit	1	0	0	1	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	0.00	0.00
48	00141505-TS-048	STEEL RACE	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	00141505-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	00141505-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
51	00141505-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	00141505-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	00141505-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	00141505-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	00141505-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	00141505-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	00141505-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	00141505-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	00141505-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	00141505-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	00141505-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	00141505-TS-062	ASSEMBLED PASSENGER JEEP/NOV-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	00141505-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	00141505-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	00141505-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		661,915.58
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																								P		66,191.58
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																								P		-
D. GRAND TOTAL (A + B + C)																								P		731,207.14
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:

ANTHONY S. ALBERTO

Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available

PRESSIE E. RECOMENDABLE / DANBY V. SURIO

Accountant / Budget Officer

Approved by:

BERT J. TUGA

Head of Office/Agency

Date Prepared: 8/14/2023

## APP-CSE 2024 FORM - Online Survey

## Introduction

**Reminders:**

1.0 The APP-CSE 2024 Form - Other Items must be accomplished using Microsoft Excel format ONLY. The APP-CSE Form - Other Items shall be deemed incorrect or invalid if the form used is in other than the prescribed format which is downloadable from the Downloads page of P3-D8M website ([www.p3-phillyexp.gov.uk](http://www.p3-phillyexp.gov.uk)).

2.0 AM Information must be provided accurately.  
3.0 To DE-not, cross the list of items indicated in the HARMSEC tab of this form. Otherwise, the items that you will input will not be accepted. Additional items for other items may be inserted if necessary.

4.0 Please upload the soft copy of the APP-CSE Form - Other Items in Microsoft Excel format on or before the prescribed period or deadline through this link: <https://forms.mca.gov.in/Forms/FormsList.aspx> (Please copy the link and paste in your browser)

3.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0927-8472348 (Globe) or 0918-2934428 (Smart), or email [appsales.helpdesk@ps-philpsps.gov.ph](mailto:appsales.helpdesk@ps-philpsps.gov.ph), or visit the PS-DBM website ([www.ps-philspsps.gov.ph](http://www.ps-philspsps.gov.ph)) for the guide on how to fill-out the APP-CSE Form.

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

Department/Bureau/Office PHILIPPINE NORMAL UNIVERSITY SOUTH LUZON  
NA

Region: RM  
 Address: Mahara, Ext. Dny 11555555, Loma Cuern

ADDRESS: \_\_\_\_\_

Agency Code/UACS:

**Organization Type:**

**Contact Person:**

Position;

E-mail :  
Tel :

[illegible]

No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q2 JANUARY	Apr	May	June	Q2	Q3 JANUARY	July	Aug	Sept	Q3	Q4 JANUARY	Oct	Nov	Dec	Q4	Q4 JANUARY			
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																										
1	44121000	Office supplies					9	0.00			0	0.00			6	0.00			0	0.00	6			0.00		
2	-	PAPER, MULTICOPIY A4, 500 sheets per ream	ream	10	10	10	30	8,000.00	6	6	6	18	1,000.00	10	10	10	30	5,000.00	6	6	6	18	1,000.00	96	200.00	19,200.00
3	-	PAPER, MULTICOPIY LEGAL, 500 sheets per ream	ream	10	10	10	30	6,000.00	6	6	6	18	1,000.00	10	10	10	30	5,000.00	6	6	6	18	1,000.00	96	200.00	19,200.00
4	-	Magnet, stick-on 2x3	pkg	4	0	0	4	144.00	0	0	0	0	0.00	6	0	0	6	144.00	10	10	10	30	720.00	40	24.00	1,008.00
5	-	Magnet, stick-on 3x3	pkg	6	0	0	6	168.00	0	0	0	0	0.00	6	0	0	6	168.00	8	8	8	24	0.00	12	28.00	336.00
6	-	Magnet, stick-on 3x4	pkg	4	0	0	4	180.00	0	0	0	0	0.00	6	0	0	6	180.00	0	0	0	0	0.00	12	30.00	360.00
7	-	Paper clip vinyl coated 40mm	box	6	0	0	6	144.00	0	0	0	0	0.00	6	0	0	6	144.00	8	0	0	0	0.00	12	24.00	288.00
8	-	Paper clip vinyl coated 32mm	box	6	0	0	6	120.00	0	0	0	0	0.00	6	0	0	6	120.00	0	0	0	0	0.00	12	20.00	240.00
9	-	Paper, Special	pkg	12	0	0	12	456.00	0	0	0	0	0.00	12	0	0	12	456.00	6	0	0	0	0.00	24	38.00	912.00
10	-	Paper, Photo Glossy	pkg	12	0	0	12	540.00	0	0	0	0	0.00	12	0	0	12	540.00	6	0	0	0	0.00	24	45.00	1,080.00
11	-	Paper, Photo Matte	pkg	12	0	0	12	480.00	0	0	0	0	0.00	12	0	0	12	480.00	0	0	0	0	0.00	24	40.00	960.00
12	-	Paper, Striker	pkg	12	0	0	12	552.00	0	0	0	0	0.00	12	0	0	12	552.00	0	0	0	0	0.00	24	46.00	1,104.00
13	-	Push pin	box	6	0	0	6	216.00	0	0	0	0	0.00	6	0	0	6	216.00	6	0	0	0	0.00	12	36.00	432.00
14	-	Tape, masking	roll	6	0	0	6	126.00	0	0	0	0	0.00	6	0	0	6	126.00	6	0	0	0	0.00	12	21.00	252.00
15	-	Tape, Transparent 20mm	roll	6	0	0	6	90.00	0	0	0	0	0.00	6	0	0	6	90.00	0	0	0	0	0.00	12	15.00	180.00
16	-	Tape, Transparent 40mm	roll	6	0	0	6	132.00	0	0	0	0	0.00	6	0	0	6	132.00	0	0	0	0	0.00	12	22.00	264.00
17	-	Thumbtack	box	6	0	0	6	54.00	0	0	0	0	0.00	6	0	0	6	54.00	0	0	0	0	0.00	12	5.00	108.00
18	-	Laminating film	sheet	1	0	0	1	495.00	0	0	0	0	0.00	1	0	0	1	495.00	0	0	0	0	0.00	2	495.00	990.00
19	-	Tape double sided	roll	12	0	0	12	144.00	0	0	0	0	0.00	12	0	0	12	144.00	0	0	0	0	0.00	24	12.00	288.00
20	-	Stapler	unit	12	0	0	12	1,720.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	110.00	1,320.00
21	-	Staple wire #25	box	1	2	0	3	144.00	2	3	1	6	288.00	4	0	2	6	288.00	4	2	3	9	432.00	24	48.00	1,152.00
22	-	Ballpoint pen 0.5 (blue, black, red)	pkg	12	0	0	12	132.00	12	0	0	12	132.00	12	0	0	12	132.00	12	0	0	12	132.00	48	11.00	528.00
23	-	Gel pen 1.0	pkg	6	0	0	6	240.00	6	0	0	6	240.00	6	0	0	6	240.00	6	0	0	6	240.00	24	40.00	960.00
24	-	Fluorescent Marker	pkg	6	0	0	6	210.00	0	0	0	0	0.00	6	0	0	6	210.00	0	0	0	0	0.00	12	35.00	420.00
25	44111701	Facial tissue	bundle	2	0	0	2	286.00	2	0	0	2	286.00	2	0	0	2	286.00	2	0	0	2	286.00	8	143.00	1,144.00
26	44101010	ink cartridges					0	0.00			0	0.00			6	0.00					6			0.00		
27	-	HP Laser Jet Cartridge 65A CE285e	cart	5	0	0	5	6,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	1,200.00	6,000.00
28	-	HP LASER Jet P1102 Cartridge CE2W5 AC	cart	3	0	0	3	4,050.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	1,350.00	4,050.00
29	44121004	ink refill					8	0.00			0	0.00			8	0.00					8			0.00		
30	-	Brother Ink B730000K (cyan)	cart	6	0	0	6	1,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	300.00	1,800.00
31	-	Brother Ink B730000K (magenta)	cart	6	0	0	6	1,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	300.00	1,800.00
32	-	Brother Ink B730000K (yellow)	cart	6	0	0	6	1,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	300.00	1,800.00
33	-	Brother Ink B730000K (black)	cart	6	0	0	6	1,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	300.00	1,800.00
34	-	Epson 003 Black	cart	12	0	0	12	1,428.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	285.00	3,420.00



Line	UNSPSC Code	Item Description	Unit of Measure	Fiscal Year 2019 (0000000000)																				Total Amount for the year
				01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	
35	-	Epson 603 Qm	ink	12	0	0	32	1,420.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3,420.00
36	-	Epson 603 Magenta	ink	12	0	0	32	3,480.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3,480.00
37	-	Epson 603 Yellow	ink	12	0	0	32	1,420.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3,420.00
38	-	Epson Ink 774 (Black)	ink	12	0	0	32	1,420.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3,420.00
39	-	Epson Ink T8641 (Black)	ink	12	0	0	32	1,420.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3,420.00
40	-	Epson Ink T8641 (Blue)	ink	12	0	0	32	1,420.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3,420.00
41	-	Epson Ink T8641 (red)	ink	12	0	0	32	1,420.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3,420.00
42	-	Epson Ink T8641 (yellow)	ink	12	0	0	32	1,420.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3,420.00
43	-	Epson Ink 002 (Black)	ink	12	0	0	32	1,420.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3,420.00
44	-	Epson Ink 002 (Yellow)	ink	12	0	0	32	1,480.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3,480.00
45	-	Epson Ink 032 (Magenta)	ink	12	0	0	32	1,420.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3,420.00
46	-	Epson Ink 002 (Cyan)	ink	12	0	0	32	1,420.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3,420.00
47	4000111	Ink pads					0	0.00				0	0.00				0	0.00				0	0.00	0.00
48	-	Epson Ribbon 12000	ribbon	5	0	0	3	730.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	730.00
49	-	Spectra TK 1147 Toner XL	toner	1	0	0	1	6,800.00	0	0	0	0	0.00	1	0	0	1	6,800.00	0	0	0	0	0.00	6,800.00
50	-	Epson Toner TE- 1147 (Cyan) 1000000000	toner	1	0	0	1	7,000.00	0	0	0	0	0.00	1	0	0	1	7,000.00	0	0	0	0	0.00	7,000.00
51	4000222	Computer cable	int	1	0	0	1	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
52	-	Cablewire (Internet)	int	1	0	0	1	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
53	-	Computer accessories (headphones, mouse, UPS, HDPD)	int	1	0	0	1	50,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	50,000.00
54	4000241	Air conditioners	unit	1	0	0	2	90,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	90,000.00
55	7200151	Air conditioning installation or maintenance or repair service	unit	1	0	0	1	30,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	30,000.00
56	1401100	Clothes or cloth items	unit	2	0	0	3	1,200.00	0	0	0	0	0.00	0	0	1	1	400.00	0	0	0	0	0.00	400.00
57	1401100	Air or gas tanks or cylinders	unit	1	0	0	7	2,300.00	0	0	0	0	0.00	2	0	0	2	2,300.00	0	0	0	0	0.00	2,300.00
58	-	Liquid petroleum gas (LPG)	unit	2	0	0	3	2,500.00	0	0	0	0	0.00	2	0	0	2	2,500.00	0	0	0	0	0.00	2,500.00
59	4013000	Cleaning and janitorial supplies	int	1	0	0	1	25,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	25,000.00
60	3000170	Fluores or sign	pc	6	0	0	0	2,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2,800.00
61	1400105	Fluorescent lamps					0	0.00				0	0.00				0	0.00				0	0.00	0.00
62	-	Fluorescent lamp, tubular, 36 watts	tube	0	0	0	0	0.00	24	0	0	24	2,800.00	0	0	0	0	0.00	0	0	0	0	0.00	2,800.00
63	-	Fluorescent lamp, tubular, 36 watts	tube	0	0	0	0	0.00	24	0	0	24	2,800.00	0	0	0	0	0.00	0	0	0	0	0.00	2,800.00
64	-	Fluorescent lamp, T5 type, 28 watts	tube	0	0	0	0	0.00	24	0	0	24	2,700.00	0	0	0	0	0.00	0	0	0	0	0.00	2,700.00
65	3601075	Fluorescent ballast supply unit	unit	0	0	0	0	0.00	32	0	0	32	1,400.00	0	0	0	0	0.00	0	0	0	0	0.00	1,400.00
66	5000000	Drugs and Pharmaceutical Products	int	1	0	0	1	50,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	50,000.00
67	-						0	0.00				0	0.00				0	0.00				0	0.00	0.00
68	-						0	0.00				0	0.00				0	0.00				0	0.00	0.00
69	-						0	0.00				0	0.00				0	0.00				0	0.00	0.00
70	-						0	0.00				0	0.00				0	0.00				0	0.00	0.00
71	-						0	0.00				0	0.00				0	0.00				0	0.00	0.00
72	-						0	0.00				0	0.00				0	0.00				0	0.00	0.00
73	-						0	0.00				0	0.00				0	0.00				0	0.00	0.00
74	-						0	0.00				0	0.00				0	0.00				0	0.00	0.00
75	-						0	0.00				0	0.00				0	0.00				0	0.00	0.00
76	-						0	0.00				0	0.00				0	0.00				0	0.00	0.00
77	-						0	0.00				0	0.00				0	0.00				0	0.00	0.00
78	-						0	0.00				0	0.00				0	0.00				0	0.00	0.00
79	-						0	0.00				0	0.00				0	0.00				0	0.00	0.00
80	-						0	0.00				0	0.00				0	0.00				0	0.00	0.00
81	-						0	0.00				0	0.00				0	0.00				0	0.00	0.00

No.	URSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AVERAGE	April	May	June	Q2	Q2 AVERAGE	July	Aug	Sept	Q3	Q3 AVERAGE	Oct	Nov	Dec	Q4	Q4 AVERAGE			
03	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
04	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
05	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
06	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
07	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
08	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
09	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
10	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
11	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
12	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
13	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
14	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
15	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
16	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
17	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
18	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
19	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
20	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00

A. TOTAL		P	\$18,113.00
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		P	\$1,806.20
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		P	
D. GRAND TOTAL (A + B + C)		P	\$19,919.20
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:

ANTHONY S. SANCHEZ  
Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

PRESTIE E. BECONEHABLE / DANDY V. SURIO  
Accountant / Budget Officer

Approved by:

BERT J. TUSA  
Head of Office/Agency

Date Prepared: Sept. 17, 2023

**PNU VISAYAS**



**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. 2011-9 and 2011-9-A dated 28 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 (mPHGEPs) 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:**

- 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 mPHGEPs and Downloads page of PS-DBM website ([www.ps-dbm.gov.ph](http://www.ps-dbm.gov.ph)).
- All information must be provided accurately.
- Kindly refer to the CSE catalogues on the PS-DBM website ([www.ps-dbm.gov.ph](http://www.ps-dbm.gov.ph)) under the "What We Sell" tab for the detailed technical specifications and sample photo of the items.
- Do not delete, add, or revise any items or items on the PART I of this form, otherwise the form will be deemed invalid.
- 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-dbm.gov.ph](http://www.ps-dbm.gov.ph)) and must be submitted to PS-DBM through this link: <https://shorturl.at/fovd06>.
- 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 mPHGEPs account on or before the prescribed period in deadline. Any APP-CSE form that is assigned or has incomplete signature shall be deemed invalid.
- Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their mPHGEPs 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.
- For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0927-8478245 (Globe) or 0918-2934426 (Smart), or email [apccs.helpdesk@ps-dbm.gov.ph](mailto:apccs.helpdesk@ps-dbm.gov.ph), or visit the PS-DBM website ([www.ps-dbm.gov.ph](http://www.ps-dbm.gov.ph)) for the guide on how to fill-out the APP-CSE.

Department/Bureau/Office:  
 Region: REGIONAL GOVERNMENT  
 Address: 101 ALBERT ST. CADIZ CITY, NEG

Agency Code/UACS: 2004  
 Organization Type: LGU

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

Contact Person: DERMARD L. YORSON  
 Position: EXECUTIVE DIRECTOR AND PHOTOS  
 E-mail: DERMARD.YORSON@PS-DBM.GOV.PH  
 Telephone/Mobile No.: 497-0156

Item & Specifications	UNIT OF MEASURE	Monthly Quantity Requirement																				Total Quantity for the year	Q123	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 amount	April	May	June	Q2	Q2 amount	July	Aug	Sept	Q3	Q3 amount	Oct	Nov	Dec	Q4	Q4 amount					
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
ALCOHOL AND ALCOHOL-BASED SUPPLIES																										
1	12191001-41-004	ALCOHOL, Ethyl, 500 ml	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
2	12191001-41-002	ALCOHOL, Ethyl, 1 Gallon	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
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
3	60121010-01-001	CLEARBOOK, 14 mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
4	60121010-01-002	CLEARBOOK, Legal size	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
5	60121010-01-003	ERASER, plastic/rubber	piece	12	12	12	36	336.96	12	12	12	36	336.96	12	12	12	36	336.96	12	12	12	36	336.96	144	4,935.36	4,935.36
6	60121010-01-001	SIGN PEN, Extra Fine Tip, Black	piece	10	10	10	30	760.00	10	10	10	30	760.00	10	10	10	30	760.00	10	10	10	30	760.00	120	9,120.00	9,120.00
7	60121010-01-004	SIGN PEN, Fine Tip, Black	piece	10	10	10	30	1,341.60	10	10	10	30	1,341.60	10	10	10	30	1,341.60	10	10	10	30	1,341.60	120	16,099.20	16,099.20
8	60121010-01-007	SIGN PEN, Medium Tip, Black	piece	10	10	10	30	1,716.00	10	10	10	30	1,716.00	10	10	10	30	1,716.00	10	10	10	30	1,716.00	120	20,592.00	20,592.00
9	60121010-01-001	SIGN PEN, Extra Fine Tip, Blue	piece	10	10	10	30	760.00	0	0	0	0	0.00	10	10	10	30	760.00	0	0	0	0	0.00	40	3,040.00	3,800.00
10	60121010-01-001	SIGN PEN, Fine Tip, Blue	piece	10	10	10	30	1,341.60	0	0	0	0	0.00	10	10	10	30	1,341.60	0	0	0	0	0.00	40	5,366.40	5,366.40
11	60121010-01-008	SIGN PEN, Medium Tip, Blue	piece	10	10	10	30	1,716.00	0	0	0	0	0.00	10	10	10	30	1,716.00	0	0	0	0	0.00	40	6,864.00	6,864.00
12	60121010-01-001	SIGN PEN, Extra Fine Tip, Red	piece	10	10	10	30	760.00	0	0	0	0	0.00	10	10	10	30	760.00	0	0	0	0	0.00	40	3,040.00	3,800.00
13	60121010-01-008	SIGN PEN, Fine Tip, Red	piece	10	10	10	30	1,372.80	0	0	0	0	0.00	10	10	10	30	1,372.80	0	0	0	0	0.00	40	5,491.20	5,491.20
14	60121010-01-009	SIGN PEN, Medium Tip, Red	piece	10	10	10	30	1,716.00	0	0	0	0	0.00	10	10	10	30	1,716.00	0	0	0	0	0.00	40	6,864.00	6,864.00
15	60121010-01-001	WRAPPING PAPER	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
REPORTS AND RECORDS EQUIPMENT AND SUPPLIES																										
16	40121010-01-001	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	0.00	0.00
17	40121010-01-001	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	0.00	0.00
BATTERY AND CHARGER AND ACCESSORIES																										
18	26121010-01-001	BATTERY, dry cell, size AA	pack	12	12	12	36	768.24	12	12	12	36	768.24	12	12	12	36	768.24	12	12	12	36	768.24	144	11,078.40	11,078.40
19	26121010-01-001	BATTERY, dry cell, size AAA	pack	12	12	12	36	711.36	12	12	12	36	711.36	12	12	12	36	711.36	12	12	12	36	711.36	144	10,252.80	10,252.80

30	67130201-001	BATTERY, dry cell, size D	pack	8	8	0	0	0.00	0	0	0	0	0.00	8	8	0	0	0.00	8	8	0	0	0.00	8	8	0	0	0.00	0	0	0.00		0.00
31	67130301-001	AIR FRESHENER	can	8	8	8	24	2,286.84	8	8	8	24	2,286.84	8	8	8	24	2,286.84	8	8	8	24	2,286.84	8	8	8	24	2,286.84	8	8	0.00	0.00	0.00
32	67130401-001	BROOM (Main Tangle)	piece	5	8	3	15	1,858.30	5	5	5	15	1,858.30	5	5	5	15	1,858.30	5	5	5	15	1,858.30	5	5	5	15	1,858.30	5	5	0.00	0.00	0.00
33	67130401-001	BROOM (Main Tangle)	piece	3	3	3	9	215.28	3	3	3	9	215.28	3	3	3	9	215.28	3	3	3	9	215.28	3	3	3	9	215.28	3	3	0.00	0.00	0.00
34	67130501-001	CLEANER, Toilet Bowl and Urinal	bottle	3	3	2	8	257.78	3	3	3	9	357.38	3	3	3	9	357.38	3	3	3	9	357.38	3	3	3	9	357.38	3	3	0.00	0.00	0.00
35	67130501-001	CLEANER, Scouring Powder	can	8	0	10	10	280.00	8	0	0	10	380.00	8	0	0	10	380.00	8	0	0	10	380.00	8	0	0	10	380.00	8	0	0.00	0.00	0.00
36	67130601-001	DETERGENT BAR	bar	8	8	0	0	0.00	8	8	0	0	0.00	8	8	0	0	0.00	8	8	0	0	0.00	8	8	0	0	0.00	8	8	0.00	0.00	0.00
37	67130601-001	DETERGENT POWDER, all purpose	package	8	8	8	24	2,880.00	8	8	8	24	3,880.00	8	8	8	24	3,880.00	8	8	8	24	3,880.00	8	8	8	24	3,880.00	8	8	0.00	0.00	0.00
38	67130601-001	DISINFECTANT SPRAY	can	6	8	6	18	2,714.40	6	6	6	18	2,714.40	6	6	6	18	2,714.40	6	6	6	18	2,714.40	6	6	6	18	2,714.40	6	6	0.00	0.00	0.00
39	67130601-001	DUST PAN	piece	1	1	1	3	702.00	1	1	1	3	702.00	1	1	1	3	702.00	1	1	1	3	702.00	1	1	1	3	702.00	1	1	0.00	0.00	0.00
40	67130601-001	FLOOR WAX, paste type, red	can	1	0	0	0	948.00	1	0	0	0	948.00	1	0	0	0	948.00	1	0	0	0	948.00	1	0	0	0	948.00	1	0	0.00	0.00	0.00
41	67130601-001	FURNITURE CLEANER	can	1	0	0	0	1,887.04	1	0	0	0	1,887.04	1	0	0	0	1,887.04	1	0	0	0	1,887.04	1	0	0	0	1,887.04	1	0	0.00	0.00	0.00
42	67130601-001	HAND SOAP, liquid	bottle	12	12	12	36	1,348.20	12	12	12	36	1,348.20	12	12	12	36	1,348.20	12	12	12	36	1,348.20	12	12	12	36	1,348.20	12	12	0.00	0.00	0.00
43	67130601-001	MOP BLADE	unit	3	8	0	0	4,736.00	3	8	0	0	0.00	3	8	0	0	0.00	3	8	0	0	0.00	3	8	0	0	0.00	3	8	0.00	0.00	0.00
44	67130601-001	MOP HANDLE, heavy duty	piece	1	1	1	3	1,011.40	1	1	1	3	1,011.40	1	1	1	3	1,011.40	1	1	1	3	1,011.40	1	1	1	3	1,011.40	1	1	0.00	0.00	0.00
45	67130601-001	MOP HEAD, made of rayon	piece	8	8	8	24	1,710.80	8	8	8	24	1,710.80	8	8	8	24	1,710.80	8	8	8	24	1,710.80	8	8	8	24	1,710.80	8	8	0.00	0.00	0.00
46	67130601-001	RACE	info	6	8	6	18	1,019.80	6	6	6	18	1,019.80	6	6	6	18	1,019.80	6	6	6	18	1,019.80	6	6	6	18	1,019.80	6	6	0.00	0.00	0.00
47	67130601-001	SCOURING PAD	piece	2	2	2	6	538.64	2	2	2	6	538.64	2	2	2	6	538.64	2	2	2	6	538.64	2	2	2	6	538.64	2	2	0.00	0.00	0.00
48	67130601-001	TRASHBAG, XXL size	package	4	4	4	12	1,880.00	4	4	4	12	1,880.00	4	4	4	12	1,880.00	4	4	4	12	1,880.00	4	4	4	12	1,880.00	4	4	0.00	0.00	0.00
49	67130601-001	TRASHBAG, large size	package	1	1	1	3	511.52	1	1	1	3	511.52	1	1	1	3	511.52	1	1	1	3	511.52	1	1	1	3	511.52	1	1	0.00	0.00	0.00
50	67130601-001	TRASHBAG, XL size	package	4	4	4	12	1,130.72	4	4	4	12	1,130.72	4	4	4	12	1,130.72	4	4	4	12	1,130.72	4	4	4	12	1,130.72	4	4	0.00	0.00	0.00
51	67130601-001	WASTEBASKET	piece	13	0	0	12	529.16	13	0	0	12	529.16	13	0	0	12	529.16	13	0	0	12	529.16	13	0	0	12	529.16	13	0	0.00	0.00	0.00
52	13170001-001	DMR, for camp pool	bottle	0	0	12	12	374.40	0	0	12	12	374.40	0	0	12	12	374.40	0	0	12	12	374.40	0	0	12	12	374.40	0	0	0.00	0.00	0.00
53	67130101-001	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	0	0	0	0.00	0	0	0.00	0.00	0.00
54	43171301-001	FACE PAGE	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0.00	0.00
55	13111001-001	ACETATE	info	0	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	0	0	0.00	0	0	0.00	0.00	0.00
56	13111001-001	CARBON FILM, Legal size	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0.00	0.00
57	44111001-001	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	0.00	0	0	0	0	0.00	0	0	0.00	0.00	0.00
58	44111001-001	FIRE EXTINGUISHER, pump type	unit	0	0	2	2	51,236.80	0	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	0.00	0.00	0.00
59	13111001-001	PHILIPPINE NATIONAL FLAG	piece	2	0	0	2	399.88	2	0	0	0	0.00	2	0	0	0	0.00	2	0	0	0	0.00	2	0	0	0	0.00	2	0	0.00	0.00	0.00
60	13031001-001	MONOBLOC CHAIR, large	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0.00	0.00
61	13031001-001	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	0	0	0	0.00	0	0	0.00	0.00	0.00
62	13031001-001	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	0	0	0	0.00	0	0	0.00	0.00	0.00
63	13031001-001	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	0	0	0	0.00	0	0	0.00	0.00	0.00
64	13031001-001	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	0	0	0	0.00	0	0	0.00	0.00	0.00

Product Code		Description		Unit		QTY		PRICE		TOTAL		QTY		PRICE		TOTAL		QTY		PRICE		TOTAL		QTY		PRICE		TOTAL	
44	44020004-09-001	ELECTRIC FAN, ceiling mount, orbit type	unit	5	5	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0
45	45020004-09-001	ELECTRIC FAN, industrial, ground type	unit	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0
46	46020004-09-001	ELECTRIC FAN, storm type	unit	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0
47	47020004-09-001	ELECTRIC FAN, wall mount	unit	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0
48	48020004-09-001	DESKTOP, for Basic Users	unit	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0
49	49020004-09-001	DESKTOP, for Mid-Range Users	unit	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0
50	50020004-09-001	EXTERNAL HARD DRIVE	unit	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0
51	51020004-09-001	FLASH DRIVE	unit	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0
52	52020004-09-001	LAPTOP, for Mid-range Users	unit	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0
53	53020004-09-001	LAPTOP, lightweight	unit	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0
54	54020004-09-001	COMPUTER MOUSE, Wireless	unit	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0
55	55020004-09-001	PRINTER, Impact, Dot Matrix, 24 pins	unit	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0
56	56020004-09-001	PRINTER, Impact, Dot Matrix, 9 pins	unit	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0
57	57020004-09-001	PRINTER, Laser, Monochrome	unit	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0
58	58020004-09-001	LIGHT-EMITTING DIODE (LED) LIGHT TUBE, 7' w/box	piece	22	22	22	86	1,313.92	22	22	22	86	1,313.92	22	22	22	86	1,313.92	22	22	22	86	1,313.92	22	22	22	86	1,313.92	22
59	59020004-09-001	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18' w/box	piece	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0
60	60020004-09-001	GLUE, all-purpose	lb	10	10	5	25	1,768.00	10	10	5	25	1,768.00	10	10	5	25	1,768.00	10	10	5	25	1,768.00	10	10	5	25	1,768.00	10
61	61020004-09-001	STAPLE WIRE, heavy duty (stapler type), 23/13	box	10	9	0	10	223.90	15	0	0	15	223.90	15	0	0	15	223.90	15	0	0	15	223.90	15	0	0	15	223.90	15
62	62020004-09-001	STAPLE WIRE, standard	box	15	10	10	35	823.80	15	10	10	35	823.80	15	10	10	35	823.80	15	10	10	35	823.80	15	10	10	35	823.80	15
63	63020004-09-001	TAPE, electrical	roll	5	5	5	15	294.75	5	5	5	15	294.75	5	5	5	15	294.75	5	5	5	15	294.75	5	5	5	15	294.75	5
64	64020004-09-001	TAPE, masking, 24mm	roll	5	5	5	15	938.10	5	5	5	15	938.10	5	5	5	15	938.10	5	5	5	15	938.10	5	5	5	15	938.10	5
65	65020004-09-001	TAPE, masking, 48 mm	roll	10	10	10	30	1,634.80	10	10	10	30	1,634.80	10	10	10	30	1,634.80	10	10	10	30	1,634.80	10	10	10	30	1,634.80	10
66	66020004-09-001	TAPE, packaging, 48 mm	roll	10	10	10	30	904.80	10	10	10	30	904.80	10	10	10	30	904.80	10	10	10	30	904.80	10	10	10	30	904.80	10
67	67020004-09-001	TAPE, transparent, 24mm	roll	12	12	12	36	411.84	12	12	12	36	411.84	12	12	12	36	411.84	12	12	12	36	411.84	12	12	12	36	411.84	12
68	68020004-09-001	TAPE, transparent, 48 mm	roll	12	12	12	36	861.12	12	12	12	36	861.12	12	12	12	36	861.12	12	12	12	36	861.12	12	12	12	36	861.12	12
69	69020004-09-001	TYNEX, plastic	roll	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0
70	70020004-09-001	BLADE, double, 6mm, 48mm	piece	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0
71	71020004-09-001	BLADE, for general purpose cutting/utility work	blade	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0
72	72020004-09-001	BENDING AND PUNCHING MACHINE	unit	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0
73	73020004-09-001	CALCULATOR, Compact	unit	5	5	5	15	4,000.00	0	0	0	0	0.00	5	5	5	15	4,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0
74	74020004-09-001	CHALK, white, uncoated	box	5	5	5	15	494.55	5	5	5	15	494.55	5	5	5	15	494.55	5	5	5	15	494.55	5	5	5	15	494.55	5
75	75020004-09-001	CLIP, backfold, 12mm	box	5	5	5	15	140.45	5	5	5	15	140.45	5	5	5	15	140.45	5	5	5	15	140.45	5	5	5	15	140.45	5
76	76020004-09-001	CLIP, backfold, 25mm	box	5	5	5	15	274.00	5	5	5	15	274.00	5	5	5	15	274.00	5	5	5	15	274.00	5	5	5	15	274.00	5
77	77020004-09-001	CLIP, backfold, 12mm	box	5	5	5	15	404.80	5	5	5	15	404.80	5	5	5	15	404.80	5	5	5	15	404.80	5	5	5	15	404.80	5
78	78020004-09-001	CLIP, backfold, 25mm	box	5	5	5	15	904.80	5	5	5	15	904.80	5	5	5	15	904.80	5	5	5	15	904.80	5	5	5	15	904.80	5
79	79020004-09-001	CORRECTION TAPE	piece	22	22	22	86	360.90	22	22	22	86	360.90	22	22	22	86	360.90	22	22	22	86	360.90	22	22	22	86	360.90	22



[illegible]

130	442515-07-001	STAPLER, heavy duty (border)	unit	0	0	1	1	976.72	0	0	0	0	0.00	0	0	0	0	0.00	1	976.72		976.72
131	442515-02-002	STAPLE REMOVER, plug-type	piece	0	1	0	1	220.20	0	1	0	1	220.20	0	1	0	1	220.20	20	47.84		956.80
132	442515-10-106	TAPE DISPENSER, table top	piece	0	1	0	1	200.00	0	1	0	1	200.00	0	1	0	1	200.00	20	70.00		1,360.00
133	442515-04-001	CARTOLINA, assorted colors	sheet	0	2	0	2	180.00	0	1	0	1	10.00	0	0	0	0	0.00	1	00.00		270.00
137	442515-04-011	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	00.00		0.00
138	442515-04-012	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 278mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,360.40		0.00
139	442515-04-013	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 278mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,657.36		0.00
140	442515-04-015	COMPUTER CONTINUOUS FORM, 2 ply, 300mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,657.36		0.00
141	442515-04-016	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	1,658.64		0.00
142	442515-04-018	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 278mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,658.68		0.00
143	442515-04-020	LOOSELEAF COVER	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	704.00		0.00
144	442515-09-002	NOTEBOOK, wkcd-wk, 30days x 76mm	pad	3	1	1	1	110.00	2	2	2	2	22.00	3	3	3	3	22.00	10	30.00		1,380.00
145	442515-09-004	NOTEBOOK, wkcd-wk, 76mm x 100mm	pad	3	1	1	1	110.00	2	2	2	2	22.00	3	3	3	3	22.00	10	30.00		1,380.00
146	442515-09-001	NOTEBOOK, wkcd-wk, 76mm x 76mm	pad	1	1	1	1	100.00	1	1	1	1	100.00	1	1	1	1	100.00	12	60.00		720.00
147	442515-08-002	STENO NOTEBOOK	piece	0	10	0	10	2.00	0	10	0	10	2.00	0	10	0	10	2.00	40	23.60		936.00
148	442515-09-000	PAPER, MULTICOPIY A4	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	170.00		0.00
149	442515-09-003	PAPER, MULTICOPIY LEGAL	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	230.00		0.00
150	442515-09-001	PAPER, MULTIPURPOSE A4	ream	15	18	15	48	7,347.60	15	18	15	48	7,347.60	15	18	15	48	7,347.60	100	363.00		26,940.00
151	442515-09-002	PAPER, MULTIPURPOSE LEGAL	ream	18	18	18	30	5,553.60	18	18	18	30	5,553.60	18	18	18	30	5,553.60	130	285.00		24,810.00
152	442515-09-001	PAID PAPER, ruled	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	25.00		0.00
153	442515-09-001	PAPER, parchment	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	180.00		0.00
154	442515-02-001	RECORD BOOK, 300 PAGES	book	0	0	0	0	1,002.00	0	0	0	0	1,002.00	0	0	0	0	1,002.00	0	72.00		1,074.00
155	442515-02-002	RECORD BOOK, 300 PAGES	book	0	0	0	0	2,520.00	0	0	0	0	2,520.00	0	0	0	0	2,520.00	0	180.00		2,700.00
156	442515-04-001	TISSUE, INTERFOLDED PAPER TOWEL	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	20.00		0.00
157	442515-04-002	TOILET TISSUE PAPER, 2 ply	pack	0	0	0	0	1,513.04	0	0	0	0	1,513.04	0	0	0	0	1,513.04	0	100.00		6,052.16
158	442515-04-001	WARD SANITIZER	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00		0.00
159	442515-04-001	RESECTIVE	box	3	3	3	3	2,371.36	3	3	3	3	2,371.36	3	3	3	3	2,371.36	30	121.32		2,492.68
160	442515-04-001	WARDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	0	0	0	0	113.43	0	0	0	0	0.00	0	0	0	0	0.00	0	30.00		123.43
1	442515-04-001	INK CARTRIDGE, BROTHER DR-452, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,040.00		0.00
2	442515-04-001	INK CARTRIDGE, CANON CL-701, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,336.32		0.00
3	442515-04-001	INK CARTRIDGE, CANON CL-601, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,176.12		0.00
4	442515-04-001	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	880.00		0.00
5	442515-04-001	INK CARTRIDGE, CANON PG-630, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	880.00		0.00
6	442515-04-001	INK CARTRIDGE, EPSON C13T864000 (T864), Black	cart	10	10	10	10	2,200.00	10	10	10	10	2,200.00	10	10	10	10	2,200.00	100	120.00		2,320.00
7	442515-04-001	INK CARTRIDGE, EPSON C13T864000 (T864), Cyan	cart	10	10	10	10	2,200.00	10	10	10	10	2,200.00	10	10	10	10	2,200.00	100	120.00		2,320.00
8	442515-04-001	INK CARTRIDGE, EPSON C13T864000 (T864), Magenta	cart	10	10	10	10	2,200.00	10	10	10	10	2,200.00	10	10	10	10	2,200.00	100	120.00		2,320.00
9	442515-04-001	INK CARTRIDGE, EPSON C13T864000 (T864), Yellow	cart	10	10	10	10	2,200.00	10	10	10	10	2,200.00	10	10	10	10	2,200.00	100	120.00		2,320.00





[illegible]

Item & Specifications			Unit of Measure	Component Quantity Breakdown																				Sub-assembly Price	Total Price	Availability
				Part 1	Part 2	Part 3	Part 4	Part 5	Part 6	Part 7	Part 8	Part 9	Part 10	Part 11	Part 12	Part 13	Part 14	Part 15	Part 16	Part 17	Part 18	Part 19	Part 20			
90	4002303-HP-001	TONER CARTRIDGE, HP CF231A, Cyan LaserJet	cart	0	1	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,492.00	0.00
91	4002303-HP-001	TONER CARTRIDGE, HP CF231A, Yellow LaserJet	cart	0	1	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,492.00	0.00
92	4002303-HP-008	TONER CARTRIDGE, HP CF253A, 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	2,492.00	0.00
93	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	7,931.40	0.00
94	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
95	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
96	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
97	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,004.00	0.00
98	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
99	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
100	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
101	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,004.00	0.00
102	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
103	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
104	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
105	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,004.00	0.00
106	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
107	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
108	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
109	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,004.00	0.00
110	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
111	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
112	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
113	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,004.00	0.00
114	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
115	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
116	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
117	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,004.00	0.00
118	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
119	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
120	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
121	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,004.00	0.00
122	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
123	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
124	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
125	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,004.00	0.00
126	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
127	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
128	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
129	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,004.00	0.00
130	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
131	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
132	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
133	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,004.00	0.00
134	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
135	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
136	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
137	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,004.00	0.00
138	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
139	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
140	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
141	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,004.00	0.00
142	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
143	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), 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	8,004.00	0.00
144	4002303-HP-001	TONER CARTRIDGE, HP CF381A (HP308A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0																





Item # & Specifications			Unit of Measure	Monthly Quantity Requirements																								Total Quantity for the year	Budget	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 Budget	April	May	June	Q2	Q2 Budget	July	Aug	Sept	Q3	Q3 Budget	Oct	Nov	Dec	Q4	Q4 Budget	Q1	Q2	Q3	Q4			
48	80141305-75-048	STEEL RACK	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	80141305-75-049	LANDING 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	80141305-75-050	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				
51	80141305-75-051	AIRLINE TICKETS (DOMESTIC)	ticket	3	3	3	9	67,500.00	3	3	3	9	67,500.00	3	3	3	9	67,500.00	3	3	3	9	67,500.00	36	7,560.00	170,280.00				
52	80141305-75-052	AIRLINE TICKETS (INTERNATIONAL)	ticket	3	3	3	9	45,000.00	3	3	3	9	45,000.00	3	3	3	9	45,000.00	3	3	3	9	45,000.00	36	17,568.00	336,888.00				
53	80141305-75-053	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				
54	80141305-75-054	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				
55	80141305-75-055	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				
56	80141305-75-056	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				
57	80141305-75-057	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				
58	80141305-75-058	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				
59	80141305-75-059	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				
60	80141305-75-060	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				
61	80141305-75-061	ASSEMBLED OWNER-TYPE 2WD	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				
62	80141305-75-062	ASSEMBLED PASSENGER SEDAN-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				
63	80141305-75-063	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				
64	80141305-75-064	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				
65	80141305-75-065	TRUCK 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				

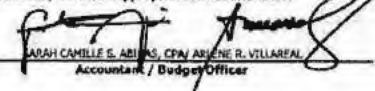
A. TOTAL		
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		
D. GRAND TOTAL (A + B + C)		
E. APPROVED SIGNATURE BY THE AGENCY HEAD In Figure and Word:		

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.

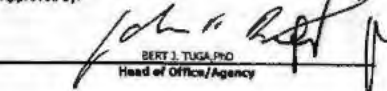
Prepared by:

  
JOAN BARTLAND  
Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

  
SARAH CAMILLE S. ABINS, CPA/ ARNENE R. VILLARAL  
Accountant / Budget Officer

Approved by:

  
BERT J. TUGA, PhD  
Head of Office/Agency

Date Prepared: 19-Aug-23

**RESEARCH DESIGN**

**Abstract**

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

**Abstract**

1.8 The 990-CSE 7024 Form - Other Trusts must be accumulated under Microsoft Excel format ONLY. The 990-CSE Form - Other Trusts shall be created in Microsoft Excel or in any other format which is downloadable from the IRS website [www.irs-efile.com](http://www.irs-efile.com).

**2.9 All information must be provided accurately**

4.4 To be used on the left page of the ABB-COR Form. There is already a vertical format on it before the mentioned mark. The additional mark on the left page of the ABB-COR Form is not used.

For further assistance or clarification, please contact the Publications and Sales Division of AN-IRAM through its website: <http://www.iran-aram.com> or by e-mail: [info@iran-aram.com](mailto:info@iran-aram.com) or by phone: +98 21 8866 6666. <http://www.iran-aram.com>

DATE TIME FILE NAME SOURCE INFORMATION OR COMMENTS BY DATE MESSAGE NO. ROUTING NUMBER(S) STATION AND/OR ADDRESS(ES) PRIORITY OF MESSAGE(S) TRANSMISSION METHOD(S) AND/OR MODE(S) OF COMMUNICATION(S) AND/OR SERVICE(S) USED

**NOTE:** The ABB-CIS for FY 2020 must be submitted on or before 31 July 2022.

Department/Division/Office: 

Received: 2003-07-17

Address: 801 W. 10TH ST. SUITE 2000, DENVER, CO 80202, USA

Access Code: A1145E 2004

Organization Type

### Conclusions

**Appendix 1**

E-mail

DENMARK L. YERSEN

**EXPOSURE: 12/20/2015**

**STUDYING THE PAST**

433-0127

Qty	USP/PC Code	Item Description	Unit of Measure	Monthly Quantity Requirements																				Total Quantity for the year	Price Categories	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 Average	April	May	June	Q2	Q2 Average	July	Aug	Sept	Q3	Q3 Average	Oct	Nov	Dec	Q4	Q4 Average			
OTHER ITEMS NOT AVAILABLE AT PS-OWN BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of item)																										
1	-	Paper, white, multi-weighted applications, 20 grams/ream	box	5	1	1	3	183.00	0	0	0	0	0.00	1	1	2	3	363.00	0	0	0	0	0.00	0	0.00	108.00
2	-	Long folder, 40 sheets, 11" x 16"	piece	30	0	0	30	735.00	10	0	0	10	735.00	10	0	0	10	270.00	30	0	0	30	270.00	00	07.00	1,365.00
3	-	Folder, plastic, 12"	piece	10	0	0	10	135.00	10	0	0	10	135.00	10	0	0	10	135.00	0	0	0	0	0.00	00	12.00	600.00
4	-	Envelope, manila adhesive, 100 mm, 1" x 3 1/4"	roll	100	0	0	10	1,000.00	30	0	0	30	3,000.00	10	0	0	10	1,000.00	10	0	0	10	1,000.00	00	130.00	1,130.00
5	-	Envelope, manila adhesive, 100 mm, 1" x 3 1/4"	roll	100	0	0	10	800.00	10	0	0	10	800.00	10	0	0	10	800.00	10	0	0	10	800.00	00	80.00	1,680.00
6	-	Envelope, manila adhesive, 100 mm, 1" x 3 1/4"	piece	30	30	30	90	3,700.00	20	30	30	80	3,300.00	10	10	10	30	1,630.00	0	0	0	0	0.00	170	30.00	4,770.00
7	-	Paper, multi-weight, 40-117" x 11" (220mm x 270mm), 300 gsm/ream	ream	20	0	0	20	3,000.00	30	0	0	30	9,000.00	30	0	0	30	9,000.00	0	0	0	0	0.00	00	230.00	11,230.00
8	-	ink cartridge, Epson 821, 63 (1000)300, C/Mk, Mag	cartr	10	10	10	30	9,000.00	10	10	10	30	9,000.00	10	10	10	30	9,000.00	10	10	10	30	9,000.00	100	300.00	36,000.00
9	-	ink cartridge, Epson 821, 63 (1000)300, C/Mk, cyan	cartr	10	10	10	30	9,000.00	10	10	10	30	9,000.00	10	10	10	30	9,000.00	10	10	10	30	9,000.00	00	300.00	36,000.00
10	-	ink cartridge, Epson 821, 63 (1000)300, C/Mk, magenta	cartr	10	10	10	30	9,000.00	10	10	10	30	9,000.00	10	10	10	30	9,000.00	10	10	10	30	9,000.00	00	300.00	36,000.00
11	-	ink cartridge, Epson 821, 63 (1000)300, C/Mk, yellow	cartr	10	10	10	30	9,000.00	10	10	10	30	9,000.00	10	10	10	30	9,000.00	10	10	10	30	9,000.00	00	300.00	36,000.00
12	-	ink cartridge, Brother BTX40, black	cartr	5	0	0	5	2,000.00	0	0	0	0	0.00	0	0	0	0	2,000.00	0	0	0	0	0.00	02	300.00	1,300.00
13	-	ink cartridge, Brother BTX40, cyan	cartr	5	0	0	5	1,500.00	1	0	0	1	1,500.00	1	0	0	1	1,500.00	0	0	0	0	0.00	00	300.00	1,800.00
14	-	ink cartridge, Brother BTX40, yellow	cartr	5	0	0	5	1,500.00	1	0	0	1	1,500.00	1	0	0	1	1,500.00	0	0	0	0	0.00	00	300.00	1,800.00
15	-	ink cartridge, Brother BTX40, magenta	cartr	5	0	0	5	1,500.00	1	0	0	1	1,500.00	1	0	0	1	1,500.00	0	0	0	0	0.00	00	300.00	1,800.00
16	-	Toner, Densitec, 300 gsm	cartr	5	0	0	5	1,000.00	0	0	0	0	0.00	0	0	0	0	1,000.00	0	0	0	0	0.00	00	300.00	1,300.00
17	-	Toner, HP 204	cartr	3	2	2	6	30,000.00	2	2	2	6	30,000.00	2	2	2	6	30,000.00	2	2	2	6	30,000.00	00	300.00	1,320.00
18	-	Toner, Densitec, 310	cartr	1	1	1	3	15,000.00	1	1	1	3	15,000.00	1	1	1	3	15,000.00	1	1	1	3	15,000.00	12	1,800.00	49,800.00
19	-	Manila Cover, Legal size	ream	2	0	0	2	1,000.00	2	0	0	2	1,000.00	1	0	0	1	500.00	0	0	0	0	0.00	1	500.00	2,500.00
20	-	Manila Cover, Letter size	ream	2	0	0	2	500.00	2	0	0	2	500.00	1	0	0	1	250.00	0	0	0	0	0.00	1	250.00	1,250.00
21	-	PPE Cloth, Jumbo Roll	ream	2	0	0	2	1,000.00	0	0	1	1	1,000.00	0	0	2	2	1,000.00	0	0	0	0	0.00	1	1,000.00	2,000.00
22	-	PPE Cloth, Letter Size	ream	2	0	0	2	1,000.00	2	0	0	2	1,000.00	1	0	0	1	500.00	0	0	0	0	0.00	1	500.00	1,500.00
23	-	Special Paper, Legal 100-300 gsm, 12x18 inch	ream	20	15	20	55	2,200.00	20	15	20	55	2,200.00	20	15	20	55	2,200.00	20	15	20	55	2,200.00	220	88.00	9,880.00
24	-	Special Paper, Letter Size, 200gsm, 11x17 inch	ream	15	20	15	30	1,200.00	20	15	20	55	1,575.00	15	20	15	50	1,710.00	15	20	20	55	1,825.00	210	55.00	7,155.00
25	-	Self-stick paper, legal	piece	30	0	0	30	600.00	30	0	0	30	900.00	30	0	0	30	900.00	30	0	0	30	900.00	220	12.00	2,640.00
26	-	PAPER, Manilla Legal	ream	0	0	5	5	500.00	0	0	5	5	500.00	0	0	5	5	500.00	0	0	0	0	0.00	15	100.00	1,600.00
27	-	Paper, Manilla Legal, Letter	ream	0	0	5	5	500.00	0	0	5	5	500.00	0	0	5	5	500.00	0	0	0	0	0.00	15	170.00	2,570.00
28	-	Postcards, Not used, assorted color, 5x7 inch	ream	5	5	5	15	750.00	5	5	5	15	750.00	5	5	5	15	750.00	5	5	5	15	750.00	60	30.00	1,800.00
29	-	Manilla Book, 200mm	ream	1	5	5	15	1,000.00	5	5	5	15	1,000.00	5	5	5	15	1,000.00	5	5	5	15	1,000.00	60	80.00	4,800.00
30	-	Manilla Book, 200mm	ream	1	5	5	15	1,000.00	5	5	5	15	1,000.00	5	5	5	15	1,000.00	5	5	5	15	1,000.00	60	80.00	4,800.00
31	-	Expanding Folder, Legal Size, Green	ream	30	0	0	30	1,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	30	25.00	1,275.00
32	-	Expanding Folder, Legal Size, Blue	ream	30	0	0	30	1,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	30	25.00	1,275.00
33	-	Expanding Folder, Legal Size, Yellow	ream	30	0	0	30	1,200.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	30	25.00	1,275.00
34	-							0.00					0.00					0.00					0.00	0	25.00	2.50
35	-							0.00					0.00					0.00					0.00	0	0.00	
36	-							0.00					0.00					0.00					0.00	0	0.00	

[illegible]



Bn.	VENDOR Code	Item Description	Unit of Measure	Monthly Quantity Requirements																				Total Quantity for the year	Price Catalogue	Total amount for the year
				Jan	Feb	Mar	Q1	Q1 average	April	May	June	Q2	Q2 average	July	Aug	Sept	Q3	Q3 average	Oct	Nov	Dec	Q4	Q4 average			
83							9	0.00				9	0.00				9	0.00				9	0.00	0	0.00	0.00
84							9	0.00				9	0.00				9	0.00				9	0.00	0	0.00	0.00
85							9	0.00				9	0.00				9	0.00				9	0.00	0	0.00	0.00
86							9	0.00				9	0.00				9	0.00				9	0.00	0	0.00	0.00
87							9	0.00				9	0.00				9	0.00				9	0.00	0	0.00	0.00
88							9	0.00				9	0.00				9	0.00				9	0.00	0	0.00	0.00
89							9	0.00				9	0.00				9	0.00				9	0.00	0	0.00	0.00
90							9	0.00				9	0.00				9	0.00				9	0.00	0	0.00	0.00
91							9	0.00				9	0.00				9	0.00				9	0.00	0	0.00	0.00
92							9	0.00				9	0.00				9	0.00				9	0.00	0	0.00	0.00
93							9	0.00				9	0.00				9	0.00				9	0.00	0	0.00	0.00
94							9	0.00				9	0.00				9	0.00				9	0.00	0	0.00	0.00
95							9	0.00				9	0.00				9	0.00				9	0.00	0	0.00	0.00
96							9	0.00				9	0.00				9	0.00				9	0.00	0	0.00	0.00
97							9	0.00				9	0.00				9	0.00				9	0.00	0	0.00	0.00
98							9	0.00				9	0.00				9	0.00				9	0.00	0	0.00	0.00
99							9	0.00				9	0.00				9	0.00				9	0.00	0	0.00	0.00
100							9	0.00				9	0.00				9	0.00				9	0.00	0	0.00	0.00

A. TOTAL		100,000.00
B. ADDITIONAL PROVISION FOR INFLECTION (10% of TOTAL)		10,000.00
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		0.00
D. GRAND TOTAL (A + B + C)		110,000.00
E. APPROVED TO BUY IN THE AMOUNT OF \$110,000.00		

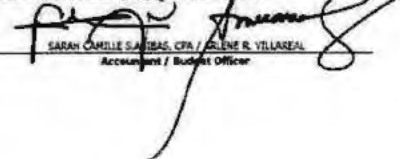
We hereby warrant that the total amount reflected in this Annual Procurement Plan to procure the listed common-use supplies, materials, and equipment has been included in or is within our approved budget for the year.

Prepared by:

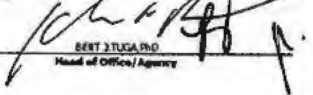
  
 JEAN R. ARRIAGA  
 Property / Supply Officer

Date Prepared: August 16, 2023

Certified Funds Available / Certified Appropriate Funds Available:

  
 SARAH CAMILLE SANTIAGO, CPA / ARLEN R. VILLAREAL  
 Accountant / Budget Officer

Approved by:

  
 BERT J. TUGA, PhD  
 Head of Office/Agency



**PNU MINDANDAO**



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-G-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 (mPHIGEPS) 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 mPHIGEPS 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 mPHIGEPS 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 mPHIGEPS 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 0927-6478245 (Globe) or 0910-2954426 (Smart), or email [apps.cse.helpdesk@ps-philgeps.gov.ph](mailto:apps.cse.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/Division/Office: STATE PRINT NORMAL UNIVERSITY  
Region: REGIONAL  
Address: MOBILACION PROSPERIDAD AGU

Agency Code/UNCS: \_\_\_\_\_  
Organization Type: STATE UNIVERSITY AND COLLEGE(S)UC

Note: The APP-CSE for FY 2024 must be submitted on or before 30 July 2023.

Contact Person: JOYCE L. PANISA  
Position: Administrative Officer I  
E-mail: panisa.joyce@ps-philgeps.gov.ph  
Telephone/Mobile Nos: 0924130611 / 09275142570

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year	
			Jan	Feb	Mar	Q1	Q1 AVERAGE	April	May	June	Q2	Q2 AVERAGE	July	Aug	Sept	Q3	Q3 AVERAGE	Oct	Nov	Dec	Q4	Q4 AVERAGE				
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOSITS)																										
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
1	320101-AL-001	ALCOHOL, Ethyl, 500 ml	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0.00	0	0.00
7	320101-AL-003	ALCOHOL, Ethyl, 1 Gallon	gallon	0	10	0	10	4,513.60	0	10	0	10	4,513.60	0	10	0	10	4,513.60	0	10	0	10	4,513.60	40	491.36	19,654.40
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
3	60121413-CB-001	CLEARBOOK, A4 size	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0.00	0	0.00
4	60121413-CB-002	CLEARBOOK, legal size	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0.00	0	0.00
5	60121514-ER-001	ERASER, plastic/rubber	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0.00	0	0.00
6	60121514-SP-001	SIGN PEN, Extra Fine Tip, Black	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0.00	0	0.00
7	60121514-SP-004	SIGN PEN, Fine Tip, Black	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0.00	0	0.00
8	60121514-SP-007	SIGN PEN, Medium Tip, Black	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0.00	0	0.00
9	60121514-SP-002	SIGN PEN, Extra Fine Tip, Blue	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0.00	0	0.00
10	60121514-SP-003	SIGN PEN, Fine Tip, Blue	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0.00	0	0.00
11	60121514-SP-008	SIGN PEN, Medium Tip, Blue	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0.00	0	0.00
12	60121514-SP-003	SIGN PEN, Extra Fine Tip, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0.00	0	0.00
13	60121514-SP-006	SIGN PEN, Fine Tip, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0.00	0	0.00
14	60121514-SP-009	SIGN PEN, Medium Tip, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0.00	0	0.00
15	60121514-WR-001	WRAPPING PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0.00	0	0.00
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																										
16	45111001-00-003	DOCUMENT CAMERA	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0.00	0	0.00
17	45111001-00-001	MULTIMEDIA PROJECTOR	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0.00	0	0.00
BATTERIES AND CELLS AND ACCESSORIES																										
18	20111702-01-002	BATTERY, dry cell, size AA	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0.00	0	0.00
19	20111702-01-001	BATTERY, dry cell, size AAA	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0.00	0	0.00
20	20111702-01-003	BATTERY, dry cell, size D	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0.00	0	0.00
CLEANING EQUIPMENT AND SUPPLIES																										
21	47111012-01-001	AIR FRESHENER	can	0	12	0	12	1,048.32	0	12	0	12	1,048.32	0	12	0	12	1,048.32	0	12	0	12	1,048.32	48	97.28	4,797.28
22	47111004-GR-003	BROOM (Wala Tambol)	piece	0	24	0	24	1,070.08	0	24	0	24	1,070.08	0	24	0	24	1,070.08	0	24	0	24	1,070.08	96	127.92	12,360.32
23	47111004-GR-001	BROOM (Wala Ting-ting)	piece	0	24	0	24	574.08	0	24	0	24	574.08	0	24	0	24	574.08	0	24	0	24	574.08	96	23.91	2,286.24
24	47111016-TB-001	CLEANER, Toilet Bowl and Urinal	bottle	0	36	0	36	1,629.92	0	36	0	36	1,629.92	0	36	0	36	1,629.92	0	36	0	36	1,629.92	144	44.71	6,429.60



Item & Specifications			Unit of Measure	Monthly Quantity Requirements																			Total Quantity for the year	Price	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 Average	April	May	June	Q2	Q2 Average	July	Aug	Sept	Q3	Q3 Average	Oct	Nov	Dec	Q4				Q4 Average
25	4711103-CL-P01	CLEANSER, Scouring Powder	can	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	36.00	0.00	
26	4711103-DE-P02	DETERGENT BAR	bar	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9.36	0.00	
27	4711103-DE-P02	DETERGENT POWDER, all purpose	pouch	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	26.40	0.00	
28	4711103-DS-A01	DISINFECTANT SPRAY	can	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	120.00	0.00	
29	4711103-DU-P01	DUST PAN	pan/box	0	0	0	0	0.00	0	24	0	24	1,823.20	0	0	0	0	0.00	0	0	0	0	0.00	24	46.80	1,123.20
30	4711103-FH-P01	FLOOR WAX, paste type, red	can	0	12	0	12	3,622.40	0	0	0	0	0.00	0	12	0	12	3,622.40	0	0	0	0	0.00	24	375.20	2,344.80
31	4711103-FC-A01	FURNITURE CLEANER	can	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	226.72	0.00	
32	4711103-HS-A01	HAND SOAP, liquid	bottle	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42.95	0.00	
33	4711103-MP-002	MOP BUCKET	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,201.00	0.00	
34	4711103-MP-P02	MOP/HANDLE, heavy duty	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	134.55	0.00	
35	4711103-MP-P02	MOP/HEAD, made of rayon	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	134.54	0.00	
36	4711103-MS-A01	MATS	doz	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	17.20	0.00	
37	4711103-SC-A01	SCOURING PAD	pack	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	19.44	0.00	
38	4711103-TB-P04	TRASHBAG, 30L size	pack/roll	0	12	0	12	1,560.00	0	12	0	12	1,560.00	0	12	0	12	1,560.00	0	0	0	0	0.00	24	130.00	1,680.00
39	4711103-TB-P04	TRASHBAG, large size	pack/roll	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	19.20	0.00	
40	4711103-TB-P06	TRASHBAG, XL size	pack/roll	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	82.56	0.00	
41	4711103-WB-P01	WASTEBASKET	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	43.68	0.00	
COLOR COMPOUNDS AND DISPERSIONS																										
42	1211703-SI-A01	INK, for stamp pad	bottle	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	21.20	0.00	
CONSUMER ELECTRONICS																										
43	1211103-DV-A01	DIGITAL VOICE RECORDER	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,801.76	0.00	
FACE MASK																										
44	4211713-DM-P08	FACE MASK	box	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	12.00	0.00	
FILMS																										
45	1211103-AC-P01	ACETATE	roll	0	2	0	2	2,076.64	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	1,649.32	2,076.64
46	1211103-CP-P02	CARBON FILM, legal size	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	204.08	0.00
FIRE FIGHTING EQUIPMENT																										
47	4611103-ET-A01	FIRE EXTINGUISHER, dry chemical	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,708.80	0.00	
48	4611103-FE-A01	FIRE EXTINGUISHER, pure H2O	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,613.23	0.00	
FLAG OR ACCESSORIES																										
49	1211103-FN-A01	PHILIPPINE NATIONAL FLAG	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	294.54	0.00	
FURNITURE AND FURNISHINGS																										
50	5611104-CH-A01	MONOLOC CHAIR, beige	chair	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	375.44	0.00	
51	5611104-CH-A01	MONOLOC CHAIR, white	chair	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	372.32	0.00	
52	5611115-TM-A01	MONOLOC TABLE, white	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,748.00	0.00	
53	5611115-TM-A01	MONOLOC TABLE, large	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,348.00	0.00	
HEATING AND VENTILATION AND AIR CIRCULATION																										
54	4011104-ET-A01	ELECTRIC FAN, ceiling mount, orbit type	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,302.00	0.00	
55	4011104-ET-A01	ELECTRIC FAN, industrial, ground type	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,029.68	0.00	
56	4011104-ET-A01	ELECTRIC FAN, stand type	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,008.72	0.00	
57	4011104-ET-A01	ELECTRIC FAN, wall mount	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	914.16	0.00	
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																										
58	4121107-DS-A01	DESKTOP, for Basic Users	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	24,793.60	0.00	
59	4121107-DS-A01	DESKTOP, for Mid-Range Users	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,790.40	0.00	
60	4121107-ED-A01	EXTERNAL HARD DRIVE	unit	0	1	0	1	2,019.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	3,019.00	1,019.00	
61	4121107-ED-A01	FLASH DRIVE	piece	0	2	0	2	449.28	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	224.64	449.28	
62	4121103-LAP-A01	LAPTOP, for Mid-range Users	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,100.00	0.00	
63	4121103-LAP-A01	LAPTOP, lightweight	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	49,800.00	0.00	
64	4121103-MO-A01	COMPUTER MOUSE, Wireless	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	154.52	0.00	

Item # Specifications			Unit of Measure	Monthly Quantity Requirements																				Total Quantity for the year	Price	Total Amount for this year
				Jan	Feb	Mar	Q1	Q1 Average	Apr	May	June	Q2	Q2 Average	July	Aug	Sept	Q3	Q3 Average	Oct	Nov	Dec	Q4	Q4 Average			
65	4321252-PR-002	PRINTER, Impact, Dot Matrix, 24 pins	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	23,015.04	0.00
66	4321252-PR-001	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	0.00	0	11,294.64	0.00
67	4321253-PR-001	PRINTER, Laser, Monochrome	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	22,003.04	0.00
LIGHTING AND FIXTURES AND ACCESSORIES																										
68	3915262-LB-001	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	0	20	0	20	1,622.40	0	0	0	0	0.00	0	20	0	20	1,622.40	0	0	0	0	0.00	40	40.12	1,344.80
69	3915262-LB-001	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 13 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	25.62	0.00
MANUFACTURING COMPONENTS AND SUPPLIES																										
70	31251512-CA-001	GLUE, all-purpose	jar	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	70.72	0.00
71	31251504-SW-001	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	31251504-SW-001	STAPLE WIRE, standard	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	11.76	0.00
73	31251512-TA-001	TAPE, electrical	roll	0	24	0	24	466.80	0	0	0	0	0.00	0	24	0	24	466.80	0	0	0	0	0.00	48	19.45	933.60
74	31251512-TA-001	TAPE, masking, 24mm	roll	0	24	0	24	1,463.12	0	24	0	24	1,463.12	0	24	0	24	1,463.12	0	0	0	0	0.00	72	64.00	4,615.36
75	31251512-TA-001	TAPE, masking, 48 mm	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	125.15	0.00
76	31251512-TA-001	TAPE, packaging, 48 mm	roll	0	24	0	24	723.04	0	24	0	24	723.04	0	24	0	24	723.04	0	0	0	0	0.00	72	30.84	2,171.52
77	31251512-TA-001	TAPE, transparent, 24mm	roll	0	24	0	24	274.56	0	24	0	24	274.56	0	24	0	24	274.56	0	0	0	0	0.00	72	61.94	372.60
78	31251512-TA-001	TAPE, transparent, 48 mm	roll	0	24	0	24	574.08	0	24	0	24	574.08	0	24	0	24	574.08	0	0	0	0	0.00	72	23.92	1,722.24
79	31251507-TW-001	THREAD, plastic	roll	0	1	0	1	113.60	0	0	0	0	0.00	0	1	0	1	113.60	0	0	0	0	0.00	10	70.72	707.20
MEASURING AND OBSERVING AND TESTING EQUIPMENT																										
80	41131504-RU-001	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	25.00	0.00
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
81	44122512-BL-001	BLADE, for general purpose cutter/utility knife	knife	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	15.00	0.00
82	44121502-PR-001	BINDING AND PUNCHING MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,104.64	0.00
83	44121507-CA-001	CALCULATOR, Compact	unit	0	3	0	3	1,413.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	387.04	1,413.20
84	44121512-CH-001	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	44122515-BF-001	CLIP, backfold, 19mm	box	0	10	0	10	53.80	0	0	0	0	0.00	0	10	0	10	53.80	0	0	0	0	0.00	30	9.56	187.20
86	44122515-BF-001	CLIP, backfold, 25mm	box	0	10	0	10	116.00	0	0	0	0	0.00	0	10	0	10	116.00	0	0	0	0	0.00	30	15.60	312.00
87	44122515-BF-001	CLIP, backfold, 32mm	box	0	10	0	10	270.40	0	0	0	0	0.00	0	10	0	10	270.40	0	0	0	0	0.00	30	27.04	540.80
88	44122515-BF-001	CLIP, backfold, 50mm	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	60.30	0.00
89	44121509-CY-001	CORRECTION TAPE	piece	0	36	0	36	415.00	0	24	0	24	276.72	0	24	0	24	276.72	0	24	0	24	276.72	120	11.51	1,381.20
90	44121512-CU-001	CUTTER/UTILITY KNIFE, for general purpose	piece	0	12	0	12	300.64	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	25.72	308.64
91	44121513-DF-001	DATA FILE BOX	package	0	48	0	48	1,253.60	0	48	0	48	1,253.60	0	24	0	24	1,852.80	0	0	0	0	0.00	120	77.20	9,264.00
92	44122511-DF-001	DATA FOLDER	piece	0	40	0	40	1,294.72	0	40	0	40	1,294.72	0	0	0	0	0.00	0	0	0	0	0.00	40	62.64	6,259.44
93	44121513-OS-001	DATER STAMP	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	469.76	0.00
94	44121515-EN-001	ENVELOPE, Documentary, A4	box	0	1	0	1	540.32	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	840.32	840.32
95	44121516-EN-001	ENVELOPE, Documentary, legal	box	0	3	0	3	1,235.44	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	1,078.48	1,235.44
96	44121516-EN-001	ENVELOPE, Expanding, Kraft	box	0	1	0	1	1,174.88	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,174.00	1,174.88
97	44121516-EN-001	ENVELOPE, Expanding, Plastic	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	30.49	0.00
98	44121516-EN-001	ENVELOPE, Manila	box	0	0	0	0	0.00	0	1	0	1	466.96	0	0	0	0	0.00	0	0	0	0	0.00	1	466.96	466.96
99	44121516-EN-001	ENVELOPE, Manila, 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	128.72	0.00
100	44121512-ER-001	ERASER, felt, for blackboard/whiteboard	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	11.37	0.00
101	44122119-FA-001	FASTENER	box	0	0	0	0	0.00	0	5	0	5	473.20	0	0	0	0	0.00	0	0	0	0	0.00	5	94.64	473.20
102	44121515-FO-001	FILE ORGANIZER, expanding, plastic, legal	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	91.30	0.00
103	44122518-FT-001	FILE TAB DIVIDER, A4	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	22.80	0.00
104	44122518-FT-001	FILE TAB DIVIDER, legal	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	26.00	0.00
105	44122511-FO-001	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	251.20	0.00
106	44122511-FO-001	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	44122511-FO-001	FOLDER, L-type, A4	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	157.34	0.00
108	44122511-FO-001	FOLDER, L-type, legal	pack	0	0	0	0	755.72	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	711.72	711.72
109	44122517-FO-001	FOLDER, preboard	box	0	1	0	1	912.64	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	932.94	932.94



Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for this year	Price	Total Amount for this year	
				Jan	Feb	Mar	Q1	Q1 Average	April	May	June	Q2	Q2 Average	July	Aug	Sept	Q3	Q3 Average	Oct	Nov	Dec	Q4	Q4 Average				
109	4411011-10-T01	FOLDER with tab, A4	pack	0	1	0	1	308.56	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	308.56	308.56	
111	4411011-10-T04	FOLDER with tab, Legal	pack	0	1	0	1	1,132.32	0	2	0	2	834.88	0	2	0	2	834.88	0	2	0	2	834.88	8	427.44	3,396.00	
112	4411008-11-T01	INDEX TAB	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	61.11	0.00	
113	4411111-10-001	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	126.80	0.00	
114	4411715-10-001	MARKER, Permanent	box	0	0	0	0	0.00	0	12	0	12	816.48	0	0	0	0	0.00	0	0	0	0	0.00	12	42.64	511.68	
115	4411715-10-002	MARKER, Permanent, 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	11.66	0.00	
116	4411715-10-002	MARKER, Permanent, 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	11.66	0.00	
117	4411715-10-003	MARKER, Permanent, 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	11.66	0.00	
118	4411715-10-001	MARKER, Whiteboard, 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	12.40	0.00	
119	4411715-10-002	MARKER, Whiteboard, Blue	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	12.40	0.00	
120	4411715-10-003	MARKER, Whiteboard, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	12.40	0.00	
121	4411204-10-001	PAPER CLIP, vinyl/plastic coated, 33mm	box	0	24	0	24	324.64	0	0	0	0	0.00	0	24	0	24	324.64	0	0	0	0	0.00	48	9.36	449.28	
122	4411204-10-002	PAPER CLIP, vinyl/plastic coated, Jumbo, 50mm	box	0	24	0	24	374.08	0	0	0	0	0.00	0	24	0	24	374.08	0	0	0	0	0.00	48	21.82	1,048.32	
123	4411002-10-002	PAPER SHREDDER	unit	0	1	0	1	1,009.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,009.20	1,009.20	
124	4411002-10-001	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	4411706-10-001	PENCIL, lead/graphite, with eraser	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	41.60	0.00	
126	4411015-10-001	PENCIL SHARPENER	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	233.20	0.00	
127	4411002-10-001	PUNCHER, paper, heavy duty	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	182.24	0.00	
128	4411207-10-001	BINDING RING/COMB, plastic, 32 mm	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	274.23	0.00	
129	4411015-10-001	RUBBER BAND No. 10	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	183.26	0.00	
130	4411701-10-001	STAMP PAD, 6x2	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	42.64	0.00	
131	4411015-10-001	SCISSORS, symmetrical/asymmetrical	pair	0	12	0	12	495.20	0	12	0	12	495.20	0	12	0	12	495.20	0	0	0	0	0.00	36	41.60	1,497.60	
132	4411015-10-001	STAPLER, standard type	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	246.67	0.00	
133	4411015-10-002	STAPLER, heavy duty (border)	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	854.72	0.00	
134	4411015-10-001	STAPLE REMOVER, plier-type	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	47.04	0.00	
135	4411015-10-001	TAPE DISPENSER, table top	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	70.00	0.00	
PAPER MATERIALS AND PRODUCTS																											
136	14111525-CA-001	CARTOLINA, unruled color	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	90.40	0.00	
137	1411106-CP-011	COMPUTER CONTINUOUS FORM, 1 ply, 250mm 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	633.60	0.00	
138	1411106-CP-012	COMPUTER CONTINUOUS FORM, 1 ply, 250mm x 370mm	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	1,250.40	0.00	
139	1411106-CP-013	COMPUTER CONTINUOUS FORM, 2 ply, 250mm x 370mm	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	1,812.36	0.00	
140	1411106-CP-014	COMPUTER CONTINUOUS FORM, 2 ply, 250mm 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	1411106-CP-015	COMPUTER CONTINUOUS FORM, 3 ply, 250mm 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	833.84	0.00	
142	1411106-CP-016	COMPUTER CONTINUOUS FORM, 3 ply, 250mm x 370mm	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	1411106-CP-017	COMPUTER CONTINUOUS FORM, 3 ply, 250mm x 370mm	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	
144	1411106-CP-018	COMPUTER CONTINUOUS FORM, 3 ply, 250mm x 370mm	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	
145	1411106-CP-019	COMPUTER CONTINUOUS FORM, 3 ply, 250mm x 370mm	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	
146	1411106-CP-020	COMPUTER CONTINUOUS FORM, 3 ply, 250mm x 370mm	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	
147	1411106-CP-021	COMPUTER CONTINUOUS FORM, 3 ply, 250mm x 370mm	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	
148	1411107-PP-001	PAPER, MULTICOPY A4	ream	0	50	0	50	8,956.00	0	50	0	50	8,956.00	0	50	0	50	8,956.00	0	50	0	50	8,956.00	500	179.92	89,960.00	
149	1411107-PP-002	PAPER, MULTICOPY LEGAL	ream	0	100	0	100	39,000.00	0	100	0	100	39,000.00	0	100	0	100	39,000.00	0	100	0	100	39,000.00	400	291.12	116,448.00	
150	1411107-PP-001	PAPER, MULTIPURPOSE 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	163.20	0.00	
151	1411107-PP-002	PAPER, MULTIPURPOSE 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	185.12	0.00	
152	1411103-PP-001	PAID 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	21.76	0.00	
153	1411103-PP-002	PAPER, punchcard	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	21.76	0.00	
154	1411103-PP-001	RECORD BOOK, 300 PAGES	book	0	24	0	24	1,747.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	24	72.80	1,747.20	
155	1411103-PP-002	RECORD BOOK, 500 PAGES	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	155.04	0.00	
156	1411104-PP-001	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	1411104-PP-002	TOILET TISSUE PAPER, 2 ply	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	130.08	0.00	



Item & Specifications			Unit of Measure	Monthly Quantity Requirements																				Total Quantity for this year	Price	Total Amount for this year
				Jan	Feb	Mar	Q1	Q1 Average	April	May	Jun	Q2	Q2 Average	July	Aug	Sept	Q3	Q3 Average	Oct	Nov	Dec	Q4	Q4 Average			
43	4410101 HP-001	INK CARTRIDGE, HP L056AA (HP9511), 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	1,329.33	0.00
44	4410103 HP-002	INK CARTRIDGE, HP L059AA (HP9512), 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	1,329.33	0.00
45	4410105 HP-003	INK CARTRIDGE, HP L057AA (HP9501), 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	4410108 HP-004	INK CARTRIDGE, HP T803AA (HP9503), 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	4410109 HP-005	INK CARTRIDGE, HP T802AA (HP9505), 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	4410108 HP-006	INK CARTRIDGE, HP T807AA (HP9503), 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	4410109 HP-007	INK CARTRIDGE, HP T803AA (HP9505), 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	4410111 HP-008	RIBBON CARTRIDGE, EPSON C130015515 (R8750), 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	77.40	0.00
51	4410112 HP-009	RIBBON CARTRIDGE, EPSON C130015012, 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	77.34	0.00
52	4410112 HP-010	RIBBON CARTRIDGE, EPSON C130015511 (S015006)	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	118.48	0.00
53	4410106 HP-006	TONER CARTRIDGE, BROTHER CR-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	6,756.00	0.00
54	4410103 HP-009	TONER CARTRIDGE, BROTHER TN-330, 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	1,567.20	0.00
55	4410103 HP-011	TONER CARTRIDGE, BROTHER TN-330, 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	1,002.40	0.00
56	4410103 HP-011	TONER CARTRIDGE, BROTHER TN-347B, 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	1,575.44	0.00
57	4410103 HP-018	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	4,764.36	0.00
58	4410103 HP-023	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	4410103 HP-023	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	4410103 HP-029	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	4410103 HP-000	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	11,398.36	0.00
62	4410103 HP-012	TONER CARTRIDGE, HP CE401A, 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	1,099.20	0.00
63	4410103 HP-014	TONER CARTRIDGE, HP CE300A, 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	1,807.60	0.00
64	4410103 HP-018	TONER CARTRIDGE, HP CE350A, 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	4410103 HP-021	TONER CARTRIDGE, HP CE270A, 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	1,741.92	0.00
66	4410103 HP-022	TONER CARTRIDGE, HP CE230A (HP95A), 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	1,242.72	0.00
67	4410103 HP-023	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	2,200.48	0.00
68	4410103 HP-023	TONER CARTRIDGE, HP CE310A, 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	4410103 HP-023	TONER CARTRIDGE, HP CE310A, 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	4410103 HP-023	TONER CARTRIDGE, HP CE310A, 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	4410103 HP-024	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	1,192.00	0.00
72	4410103 HP-024	TONER CARTRIDGE, HP CE320A, 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	1,093.60	0.00
73	4410103 HP-024	TONER CARTRIDGE, HP CE320A, 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	1,093.60	0.00
74	4410103 HP-024	TONER CARTRIDGE, HP CE320A, 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	1,093.60	0.00
75	4410103 HP-025	TONER CARTRIDGE, HP CE300A, 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	7,873.60	0.00
76	4410103 HP-025	TONER CARTRIDGE, HP CE300A, 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	6,756.00	0.00
77	4410103 HP-025	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	10,153.60	0.00
78	4410103 HP-025	TONER CARTRIDGE, HP CE401A, 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	10,153.60	0.00
79	4410103 HP-025	TONER CARTRIDGE, HP CE401A, 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	10,153.60	0.00
80	4410103 HP-027	TONER CARTRIDGE, HP CE410A (HP905), 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	1,837.60	0.00
81	4410103 HP-027	TONER CARTRIDGE, HP CE410A (HP905), 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	5,460.80	0.00
82	4410103 HP-027	TONER CARTRIDGE, HP CE410A (HP905), 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	5,460.80	0.00
83	4410103 HP-027	TONER CARTRIDGE, HP CE410A (HP905), 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	4,711.20	0.00
84	4410103 HP-028	TONER CARTRIDGE, HP CE305A, 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	4,076.80	0.00
85	4410103 HP-028	TONER CARTRIDGE, HP CE305A, 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	4410103 HP-032	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	2,876.72	0.00
87	4410103 HP-033	TONER CARTRIDGE, HP CF225A (HP25A), 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	1,248.00	0.00
88	4410103 HP-035	TONER CARTRIDGE, HP CF202A, LaserJet Pro P4015/P4025	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	4,070.40	0.00
89	4410103 HP-036	TONER CARTRIDGE, HP CF202C	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0							

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																								Total Quantity for the year	Price	Total Amount for the year		
			Jan	Feb	Mar	Q1	Q1 AVERAGE	April	May	June	Q2	Q2 AVERAGE	July	Aug	Sept	Q3	Q3 AVERAGE	Oct	Nov	Dec	Q4	Q4 AVERAGE									
PERSONAL CARE PRODUCTS OR FRAGRANCES																															
129	5012205-HS-021	HAND SANITIZER	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	0	0	0.00	0	97.36	0.00
PROTECTIVE OR FULL RESISTANCE																															
139	5012205-IN-001	INSECTICIDE	box	0	20	0	20	1,153.40	0	0	0	0	0.00	0	30	0	30	1,153.40	0	0	0	0	0.00	40	237.82					10,316.80	0.00
PRINTING SUPPLIES																															
149	5012205-HA-001	HANDBOOK ON POLYMER GOVERNMENT PROCUREMENT (BA 9124)	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	77.21					0.00	0.00
PRINTING OR PACKAGING OR PHOTOGRAPHY SUPPLIES (CONSUMABLES)																															
1	4412205-SA-001	INK CARTRIDGE, BROTHER DR-M15, Black	cartr	0	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	0.00
2	4412205-CA-001	INK CARTRIDGE, CANON CL-M1, Colored	cartr	0	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	0.00
3	4412205-CA-002	INK CARTRIDGE, CANON CL-E11, Colored	cartr	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,176.32					0.00	0.00
4	4412205-CA-004	INK CARTRIDGE, CANON PG-M0, Black	cartr	0	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	0.00
5	4412205-CA-002	INK CARTRIDGE, CANON PG-420, Black	cartr	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	892.21					0.00	0.00
6	4412205-EP-017	INK CARTRIDGE, EPSON C137664100 (T6641), Black	cartr	0	0	0	0	0.00	0	24	0	24	1,263.80	0	0	0	0	0.00	0	0	0	0	0.00	24	221.80					5,364.80	0.00
7	4412205-EP-017	INK CARTRIDGE, EPSON C137664200 (T6642), Cyan	cartr	0	0	0	0	0.00	0	12	0	12	2,008.40	0	0	0	0	0.00	0	0	0	0	0.00	12	242.20					2,908.40	0.00
8	4412205-EP-017	INK CARTRIDGE, EPSON C137664300 (T6643), Magenta	cartr	0	0	0	0	0.00	0	12	0	12	2,008.40	0	0	0	0	0.00	0	0	0	0	0.00	12	242.20					2,908.40	0.00
9	4412205-EP-017	INK CARTRIDGE, EPSON C137664400 (T6644), Yellow	cartr	0	0	0	0	0.00	0	12	0	12	2,008.40	0	0	0	0	0.00	0	0	0	0	0.00	12	242.20					2,908.40	0.00
10	4412205-HP-040	INK CARTRIDGE, HP C1905AA (HP02), Black	cartr	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	632.80					0.00	0.00
11	4412205-HP-040	INK CARTRIDGE, HP C1905AA (HP02), Tri-color	cartr	0	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	0.00
12	4412205-HP-005	INK CARTRIDGE, HP C9351AA (HP21), Black	cartr	0	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	0.00
13	4412205-HP-013	INK CARTRIDGE, HP C9352AA (HP22), Tri-color	cartr	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,051.52					0.00	0.00
14	4412205-HP-017	INK CARTRIDGE, HP C9400AA (HP00), Black	cartr	0	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	0.00
15	4412205-HP-017	INK CARTRIDGE, HP C9401AA (HP00), Tri-color	cartr	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,047.20					0.00	0.00
16	4412205-HP-040	INK CARTRIDGE, HP C9972AA (HP0204), Cyan	cartr	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.08					0.00	0.00
17	4412205-HP-040	INK CARTRIDGE, HP C9973AA (HP0204), Magenta	cartr	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.08					0.00	0.00
18	4412205-HP-040	INK CARTRIDGE, HP C9974AA (HP0204), Yellow	cartr	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.08					0.00	0.00
19	4412205-HP-040	INK CARTRIDGE, HP C9975AA (HP0204), Black	cartr	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,348.20					0.00	0.00
20	4412205-HP-005	INK CARTRIDGE, HP C9450AA (HP01), Black	cartr	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	861.20					0.00	0.00
21	4412205-HP-020	INK CARTRIDGE, HP C9451AA (HP01), Tri-color	cartr	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,058.08					0.00	0.00
22	4412205-HP-040	INK CARTRIDGE, HP C9452AA (HP02), Black	cartr	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	911.20					0.00	0.00
23	4412205-HP-040	INK CARTRIDGE, HP C9453AA (HP02), Cyan	cartr	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	740.20					0.00	0.00
24	4412205-HP-040	INK CARTRIDGE, HP C9454AA (HP0203), Black	cartr	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,970.00					0.00	0.00
25	4412205-HP-040	INK CARTRIDGE, HP C9455AA (HP0203), Cyan	cartr	0	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	0.00
26	4412205-HP-040	INK CARTRIDGE, HP C9456AA (HP0203), Magenta	cartr	0	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	0.00
27	4412205-HP-040	INK CARTRIDGE, HP C9457AA (HP0203), Yellow	cartr	0	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	0.00
28	4412205-HP-026	INK CARTRIDGE, HP C9458AA (HP0204), Black	cartr	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	418.12					0.00	0.00
29	4412205-HP-026	INK CARTRIDGE, HP C9459AA (HP0204), Tri-color	cartr	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	418.12					0.00	0.00
30	4412205-HP-026	INK CARTRIDGE, HP C9460AA (HP0204), Black	cartr	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	404.16					0.00	0.00
31	4412205-HP-026	INK CARTRIDGE, HP C9461AA (HP0204), Tri-color	cartr	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	404.16					0.00	0.00
32	4412205-HP-042	INK CARTRIDGE, HP C9462AA (HP0204), Black	cartr	0	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	0.00
33	4412205-HP-042	INK CARTRIDGE, HP C9463AA (HP0204), Cyan	cartr	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	238.08					0.00	0.00
34	4412205-HP-042	INK CARTRIDGE, HP C9464AA (HP0204), Magenta	cartr	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	238.08					0.00	0.00
35	4412205-HP-042	INK CARTRIDGE, HP C9465AA (HP0204), Yellow	cartr	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	238.08					0.00	0.00
36	4412205-HP-042	INK CARTRIDGE, HP C9466AA (HP0204), Tri-color	cartr	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	424.12					0.00	0.00
37	4412205-HP-040	INK CARTRIDGE, HP C9472AA (HP0204), Black	cartr	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	424.12					0.00	0.00
38	4412205-HP-040	INK CARTRIDGE, HP C9473AA (HP0204), Cyan Original	cartr	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.80					0.00	0.00
39	4412205-HP-040	INK CARTRIDGE, HP C9474AA (HP0204), Magenta Original	cartr	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.80					0.00	







Item & Specifications			Unit of Measure	Monthly Quantity Requirements																				Total Quantity for this year	Price	Total Proposed for this year
				Q1 2023												Q2 2023										
				Jan	Feb	Mar	Q1	Q1 Average	Apr	May	Jun	Q2	Q2 Average	Jul	Aug	Sep	Q3	Q3 Average	Oct	Nov	Dec	Q4	Q4 Average			
7	00141301-TS-007	BLEACHING SOLUTION	bottle	0	0	0	0	320.00	0	0	0	0	320.00	0	0	0	0	0.00	0	0	0	0	0.00	12	12.00	384.00
8	00141302-TS-008	CERTIFICATE FRAME	piece	0	15	0	15	0.00	0	10	0	10	0.00	0	10	0	10	0.00	0	10	0	10	0.00	45	05.00	2,250.00
9	00141303-TS-009	CERTIFICATE HOLDER	piece	0	12	0	12	0.00	0	12	0	12	0.00	0	0	0	0	0.00	0	12	0	12	0.00	36	0.00	0.00
10	00141305-TS-010	UNDERMOUNTABLE POWER SUPPLY	unit	0	1	0	1	0.00	0	1	0	1	0.00	0	0	0	0	0.00	0	1	0	1	0.00	0	0.00	0.00
11	00141305-TS-011	AIR CONDITIONING UNIT	unit	0	0	0	0	0.00	0	2	0	2	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	2	0.00	2,000.00
12	00141301-TS-012	SMART TELEVISION	unit	0	12	0	12	400.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	30.00	420.00
13	00141305-TS-013	WHITE BOARD	piece	0	0	0	0	0.00	0	3	0	3	4,000.00	0	0	0	0	0.00	0	0	0	0	0.00	3	1,500.00	4,500.00
14	00141305-TS-014	MICROPHONE	unit	0	0	0	0	0.00	0	5	0	5	25,000.00	0	0	0	0	0.00	0	0	0	0	0.00	5	5,000.00	25,000.00
15	00141305-TS-015	MUSAL	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	00141301-TS-016	DISINFECTANT LIQUID	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
17	00141305-TS-017	PLASTIC FASTENER	box	0	0	0	0	0.00	0	12	0	12	200.00	0	0	0	0	0.00	0	0	0	0	0.00	12	20.00	240.00
18	00141301-TS-018	STEEL FILING CABINET	piece	0	1	0	1	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	5,000.00	5,000.00
19	00141305-TS-019	VOLCAN BOARD PAPER	pack	0	24	0	24	100.00	0	24	0	24	100.00	0	0	0	0	0.00	0	0	0	0	0.00	48	40.00	1,920.00
20	00141305-TS-020	EXTENSION CORD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
21	00141305-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	00141305-TS-022	COLORADO 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	00141305-TS-023	BOND PAPER	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
24	00141305-TS-024	FLEX FOL	pack	0	0	0	0	0.00	0	12	0	12	400.00	0	0	0	0	0.00	0	0	0	0	0.00	12	30.00	420.00
25	00141305-TS-025	DOOR MAT	piece	0	0	0	0	0.00	0	24	0	24	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	24	65.00	1,560.00
26	00141305-TS-026	GLUE STICK (GLUE)	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	00141305-TS-027	GLUE STICK (FOR GLUE GUN)	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
28	00141305-TS-028	DEODORANT CREAM	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
29	00141305-TS-029	DISPOSABLE GLOVES	box	0	1	0	1	400.00	0	1	0	1	400.00	0	1	0	1	400.00	0	1	0	1	400.00	4	400.00	1,600.00
30	00141305-TS-030	OFFICE CHAIR	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
31	00141305-TS-031	MARLA FABRIC	pack	0	25	0	25	100.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	25	4.00	100.00
32	00141305-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	00141305-TS-033	FABRICE	piece	0	24	0	24	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	24	150.00	3,600.00
34	00141305-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	00141305-TS-035	CONNECT CORD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
36	00141305-TS-036	APPLIANCE	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	00141305-TS-037	STORAGE BOX	piece	0	20	0	20	20,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	1,000.00	20,000.00
38	00141305-TS-038	PLASTIC ENVELOPE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
39	00141305-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	00141305-TS-040	WATER DISPENSER	unit	0	1	0	1	0.00	0	1	0	1	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	0.00	0.00
41	00141305-TS-041	PARACETAMOL	pack	0	120	0	120	500.00	0	0	0	0	0.00	120	0	0	120	500.00	0	120	0	120	500.00	360	5.00	1,800.00
42	00141305-TS-042	GLUE GUN	unit	0	0	0	0	0.00	0	1	0	1	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	0.00	0.00
43	00141305-TS-043	QUALITY 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	00141305-TS-044	SPEAKERS	unit	0	4	0	4	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	30,000.00	60,000.00
45	00141305-TS-045	POISONOUS BOMB	bottle	0	2	0	2	200.00	0	2	0	2	200.00	0	2	0	2	200.00	0	2	0	2	200.00	0	0.00	0.00
46	00141305-TS-046	KEYBOARD	unit	0	12	0	12	4,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	350.00	4,200.00
47	00141305-TS-047	OGRA 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	00141305-TS-048	STEEL RACK	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	00141305-TS-049	LAPTOPING 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	00141305-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
51	00141305-TS-051	APOLINE TICKETS (DOMESTIC)	ticket	5	1	3	15	225,000.00	5	1	3	15	225,000.00	5	1	3	15	225,000.00	5	1	3	15	225,000.00	60	15,000.00	900,000.00
52	00141305-TS-052	APOLINE 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	00141305-TS-053	CAR (Custom or French built)	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
54	00141305-TS-054	MULTI-PURPOSE VEHICLE (HPP)	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
55	00141305-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

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 Average	April	May	June	Q2	Q2 Average	July	Aug	Sept	Q3	Q3 Average	Oct	Nov	Dec	Q4	Q4 Average			
44 00141001 TS-006 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
45 00141001 TS-007 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
46 00141001 TS-008 TWO 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
47 00141001 TS-009 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
48 00141001 TS-010 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
49 00141001 TS-011 ASSEMBLED CHASSIS-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 00141001 TS-012 ASSEMBLED PASSENGER BUS/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 00141001 TS-013 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 00141001 TS-014 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 00141001 TS-015 MOTOR 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
<b>A. TOTAL</b>																						P		1,979,222.67
<b>B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)</b>																						P		197,922.27
<b>C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)</b>																						P		-
<b>D. GRAND TOTAL (A + B + C)</b>																						P		2,177,144.94
<b>E. APPROVED BUDGET BY THE AGENCY HEAD</b> In Figures and Words:																						P		2,177,144.94

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:

*JOYCE I. PANISA*  
JOYCE I. PANISA  
Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

*Adm. Officer - General*  
MARIFE A. MADILLA / AMBER DEJA MARIE D. OPEDA  
Accountant / Budget Officer

Approved by:

*BERT J. TUGA*  
BERT J. TUGA  
Head of Office/Agency

Date Prepared: August 17, 2023



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

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

- Remarks:**
- The APP-CSE 2024 Form - Other Items must be accomplished using Microsoft Excel format ONLY. The APP-CSE Form - Other Items shall be deemed incorrect or invalid if the form used is in other than the prescribed format which is downloadable from the Downloads page of PS-DSM website ([www.ps-shilpans.gov.bd](http://www.ps-shilpans.gov.bd)).
  - All information must be provided accurately.
  - To fill-out, cover the list of items indicated in the UNSPSC tab of this form. Otherwise, the item that you will input will not be accepted. Additional rows for other items may be inserted if necessary.
  - Upload the soft copy of the APP-CSE Form - Other Items in Microsoft Excel format on or before the prescribed period or deadline through this link: <https://forms.gov.bd> (Please copy the link and paste in your browser)
  - For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DSM through its mobile numbers 0217-9478245 (Globe) or 0915-7954428 (Smart), or email [apps@ps-shilpans.gov.bd](mailto:apps@ps-shilpans.gov.bd), or visit the PS-DSM website ([www.ps-shilpans.gov.bd](http://www.ps-shilpans.gov.bd)) for the guide on how to fill-out the APP-CSE Form.

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

Department/Division: THE PEOPLE'S MOVEMENT UNIVERSITY LIBRARY  
Function: LIBRARY  
Address: PO BOX 1000, PROGRESS ROAD, DAKSHIN KOPAL

Agency Code/UNICS:                       
Organization Type: TATE UNIVERSITY AND COLLEGES

Contact Person: JOYCE L. PAREIRA  
Position: Administrative Officer I  
E-mail: JOYCE.L.PAREIRA@PS-DSM.GOV.BD  
Telephone/Mobile No: 96511021 / 96511022

Sl.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price / Catalogue	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 Average	April	May	June	Q2	Q2 Average	July	Aug	Sept	Q3	Q3 Average	Oct	Nov	Dec	Q4	Q4 Average				
OTHER ITEMS NOT AVAILABLE AT PS-DSM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of Rates)																											
1	-	Al purpose pen, 120gms	box	0	12	0	11	720.00	0	0	0	0	0.00	0	12	0	11	720.00	0	0	0	0	0.00	36	42.00	1,440.00	
2	-	Decorative pen	box	0	24	0	24	254.00	0	0	0	0	0.00	0	24	0	24	254.00	0	0	0	0	0.00	48	11.00	528.00	
3	-	Penal Item	pc	0	23	0	20	809.00	0	0	0	0	0.00	0	23	0	20	809.00	0	0	0	0	0.00	43	43.00	1,843.00	
4	-	Ball pen, 0.5mm gk	piece	0	2	0	2	2,000.00	0	0	0	0	0.00	0	2	0	2	2,000.00	0	0	0	0	0.00	4	1,000.00	4,000.00	
5	-	Marker, Ball, Royal Blue, 75cm	roll	0	3	0	3	900.00	0	0	0	0	0.00	3	0	0	3	900.00	0	0	0	0	0.00	6	300.00	1,800.00	
6	-	Marker, Ball, Golden Yellow, 50cm	roll	0	3	0	3	900.00	0	0	0	0	0.00	3	0	0	3	900.00	0	0	0	0	0.00	6	300.00	1,800.00	
7	-	Marker, Ball, Golden Yellow/Royal Blue, 1.5"	roll	0	4	0	4	1,250.00	0	0	0	0	0.00	2	0	0	2	500.00	0	0	0	0	0.00	8	200.00	1,600.00	
8	-	Marker, Ball, Golden Yellow/Royal Blue, 1/2"	roll	0	4	0	4	120.00	0	0	0	0	0.00	2	0	0	2	40.00	0	0	0	0	0.00	7	120.00	840.00	
9	-	Thermometer	box	0	21	0	21	365.00	0	0	0	0	0.00	21	0	0	21	365.00	0	0	0	0	0.00	42	15.00	720.00	
10	-	Male Cards	pack	0	24	0	24	1,040.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	24	40.00	960.00	
11	-	Pen for E.D. signature	pc	0	12	0	12	140.00	0	0	0	0	0.00	12	0	0	12	540.00	0	0	0	0	0.00	24	15.00	360.00	
12	-	Air Freshener, 200ml	box	0	12	0	12	3,000.00	0	0	0	0	0.00	12	0	0	12	3,000.00	0	0	0	0	0.00	24	300.00	7,200.00	
13	-	Bleaching Solution, 1000ml for Table cloth & curtains	box	0	0	0	0	775.00	0	0	0	0	0.00	0	0	0	0	275.00	0	0	0	0	0.00	19	55.00	1,045.00	
14	-	Bath soap Heavy duty	pc	0	0	0	0	1,250.00	0	0	0	0	0.00	0	0	0	0	1,250.00	0	0	0	0	0.00	19	220.00	4,180.00	
15	-	Chopsticks (plastic)	kg	0	0	0	0	1,250.00	0	0	0	0	0.00	0	0	0	0	1,250.00	0	0	0	0	0.00	14	150.00	2,100.00	
16	-	Emergency power with battery, 60g	module	0	348	0	348	2,240.00	0	0	0	0	0.00	348	0	0	348	2,240.00	0	0	0	0	0.00	1000	4.00	4,000.00	
17	-	Disposable cloth	pc	0	12	0	12	140.00	0	0	0	0	0.00	12	0	0	12	540.00	0	0	0	0	0.00	24	50.00	1,200.00	
18	-	Hydrochloric	gal	0	0	0	0	10,000.00	0	0	0	0	0.00	0	0	0	0	10,000.00	0	0	0	0	0.00	12	1,000.00	12,000.00	
19	-	Empty soap for garbage	pc	0	300	0	300	2,500.00	0	0	0	0	0.00	300	0	0	300	2,500.00	0	0	0	0	0.00	300	25.00	7,500.00	
20	-	Feather Duster	pc	0	10	0	10	800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	50.00	500.00	
21	-	Power Map Assembly	pc	0	0	0	0	2,044.00	0	0	0	0	0.00	0	0	0	0	2,044.00	0	0	0	0	0.00	16	340.00	5,440.00	
22	-	Plumwood Red Oak, 180 gms	box	0	20	0	20	1,014.00	0	0	0	0	0.00	20	0	0	20	1,014.00	0	0	0	0	0.00	10	35.00	3,500.00	
23	-	Postage Stamp	pc	0	12	0	12	2,000.00	0	0	0	0	0.00	12	0	0	12	4,000.00	0	0	0	0	0.00	35	700.00	24,500.00	
24	-	Garbage can	pc	0	12	0	12	21,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	1,750.00	21,000.00	
25	-	Chopsticks for wedding, 1000ml	box	0	20	0	20	1,000.00	0	0	0	0	0.00	19	0	0	19	500.00	0	0	0	0	0.00	39	90.00	3,510.00	
26	-	Handkerchief, 1000ml, 1000ml, Heavy duty	pc	0	10	0	10	850.00	0	0	0	0	0.00	10	0	0	10	850.00	0	0	0	0	0.00	20	90.00	1,800.00	
27	-	Ball pen	box	0	10	0	10	11,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	18	1,000.00	18,000.00	
28	-	Laundry basket	pc	0	4	0	4	600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	150.00	600.00	
29	-	1kg plastic 200ml	box	0	0	0	0	450.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	75.00	375.00	
30	-	Multi-Purpose Cleaner	box	0	100	0	100	10,000.00	0	0	0	0	0.00	100	0	0	100	10,000.00	0	0	0	0	0.00	200	100.00	20,000.00	
31	-	Machine for processing 1000	kg	0	20	0	20	17,000.00	0	0	0	0	0.00	12	0	0	12	8,200.00	0	0	0	0	0.00	32	430.00	13,760.00	
32	-	Post plastic, 1000ml, 1000ml	pc	0	12	0	12	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	100.00	1,200.00	
33	-	Ball pen	box	0	10	0	10	8,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15	400.00	6,000.00	
34	-	For Map, 7 inch, 1000ml, 1000ml	pc	0	4	0	4	4,000.00	0	0	0	0	0.00	0	0	0	0	4,000.00	0	0	0	0	0.00	8	1,000.00	8,000.00	
35	-	Thermometer, Heavy duty	pc	0	0	0	0	4,000.00	0	0	0	0	0.00	0	0	0	0	4,000.00	0	0	0	0	0.00	18	600.00	10,800.00	
36	-	Food food items	pc	0	12	0	12	1,200.00	0	0	0	0	0.00	12	0	0	12	1,200.00	0	0	0	0	0.00	24	100.00	2,400.00	
37	-	Food items	pc	0	0	0	0	500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	100.00	500.00	
38	-	Food items	box	0	0	0	0	1,170.00	0	0	0	0	0.00	0	0	0	0	1,170.00	0	0	0	0	0.00	12	195.00	2,340.00	
39	-	Water Filter	pc	0	12	0	12	420.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	35.00	420.00	
40	-	Polymyl Milk 2%	piece	0	22	0	22	5,000.00	0	20	0	25	5,000.00	0	19	0	19	2,500.00	0	19	0	19	2,500.00	60	250.00	15,000.00	
41	-	Polymyl Milk 2%	box	0	10	0	10	1,350.00	0	10	0	10	1,350.00	0	10	0	10	1,350.00	0	0	0	0	0.00	70	195.00	4,550.00	
42	-	Polymyl Milk 2%	piece	0	10	0	10	1,350.00	0	10	0	10	1,350.00	0	10	0	10	1,350.00	0	0	0	0	0.00	70	195.00	4,550.00	
43	-	Polymyl Milk 2%	piece	0	10	0	10	1,350.00	0	10	0	10	1,350.00	0	10	0	10	1,350.00	0	0	0	0	0.00	70	195.00	4,550.00	
44	-	Polymyl Milk 2%	piece	0	10	0	10	1,350.00	0	10	0	10	1,350.00	0	10	0	10	1,350.00	0	0	0	0	0.00	70	195.00	4,550.00	
45	-	Polymyl Milk 2%	piece	0	10	0	10	1,350.00	0	10	0	10	1,350.00	0	10	0	10	1,350.00	0	0	0	0	0.00	70	195.00	4,550.00	
46	-	Polymyl Milk 2%	piece	0	10	0	10	1,350.00	0	10	0	10	1,350.00	0	10	0	10	1,350.00	0	0	0	0	0.00	70	195.00	4,550.00	
47	-	Polymyl Milk 2%	piece	0	10	0	10	1,350.00	0	10	0	10	1,350.00	0	10	0	10	1,350.00	0	0	0	0	0.00	70	195.00	4,550.00	
48	-	Polymyl Milk 2%	piece	0	10	0	10	1,350.00	0	10	0	10	1,350.00	0	10	0	10	1,350.00	0	0	0	0	0.00	70	195.00	4,550.00	
49	-	Polymyl Milk 2%	piece	0	10	0	10	1,350.00	0	10	0	10	1,350.00	0	10	0	10	1,350.00	0	0	0	0	0.00	70	195.00	4,550.00	
50	-	Polymyl Milk 2%	piece	0	10	0	10	1,350.00	0	10	0	10	1,350.00	0	10	0	10	1,350.00	0	0	0	0	0.00	70	195.00	4,550.00	
51	-	Polymyl Milk 2%	piece	0	10	0	10	1,350.00	0	10	0	10	1,350.00	0	10	0											



Sl. No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Rate Contract/Quota	Total Amount for the year
				Jan	Feb	Mar	Q1	Q2	Apr	May	Jun	Q3	Q4	Jul	Aug	Sep	Q3	Q4	Oct	Nov	Dec	Q4	Q4			
43	-	Cement (Best Quality)	Unit	0	24	0	24	168.00	0	0	0	0	0.00	0	24	0	24	168.00	0	0	0	0.00	48	7.00	336.00	
44	-	Cement (Best Quality)	Unit	0	24	0	24	168.00	0	0	0	0	0.00	0	24	0	24	168.00	0	0	0	0.00	48	7.00	336.00	
45	-	Cement (Best Quality)	Unit	0	1	0	1	72,000.00	0	0	0	0	0.00	0	0	0	0	9.00	0	0	0	0.00	1	72,000.00	72,000.00	
46	-	Cement (Best Quality)	Unit	0	12	0	12	3,600.00	0	12	0	12	3,600.00	0	12	0	12	3,600.00	0	0	0	0.00	36	300.00	10,800.00	
47	-	Cement (Best Quality)	Unit	0	12	0	12	3,600.00	0	12	0	12	3,600.00	0	12	0	12	3,600.00	0	0	0	0.00	36	300.00	10,800.00	
48	-	Cement (Best Quality)	Unit	0	12	0	12	3,600.00	0	12	0	12	3,600.00	0	12	0	12	3,600.00	0	0	0	0.00	36	300.00	10,800.00	
49	-	Cement (Best Quality)	Unit	0	24	0	24	7,200.00	0	24	0	24	7,200.00	0	24	0	24	7,200.00	0	0	0	0.00	72	300.00	21,600.00	
50	-	Cement (Best Quality)	Unit	0	2	0	2	960.00	0	0	0	0	0.00	0	2	0	2	960.00	0	0	0	0.00	4	480.00	1,920.00	
51	-	Cement (Best Quality)	Unit	0	1	0	1	480.00	0	0	0	0	0.00	0	1	0	1	480.00	0	0	0	0.00	2	480.00	960.00	
52	-	Cement (Best Quality)	Unit	0	1	0	1	480.00	0	0	0	0	0.00	0	1	0	1	480.00	0	0	0	0.00	2	480.00	960.00	
53	-	Cement (Best Quality)	Unit	0	1	0	1	480.00	0	0	0	0	0.00	0	1	0	1	480.00	0	0	0	0.00	2	480.00	960.00	
54	-	Cement (Best Quality)	Unit	0	2	0	2	960.00	0	0	0	0	0.00	0	2	0	2	960.00	0	0	0	0.00	4	480.00	1,920.00	
55	-	Cement (Best Quality)	Unit	0	1	0	1	480.00	0	0	0	0	0.00	0	1	0	1	480.00	0	0	0	0.00	2	480.00	960.00	
56	-	Cement (Best Quality)	Unit	0	1	0	1	480.00	0	0	0	0	0.00	0	1	0	1	480.00	0	0	0	0.00	2	480.00	960.00	
57	-	Cement (Best Quality)	Unit	0	1	0	1	480.00	0	0	0	0	0.00	0	1	0	1	480.00	0	0	0	0.00	2	480.00	960.00	
58	-	Cement (Best Quality)	Unit	0	2	0	2	960.00	0	0	0	0	0.00	0	2	0	2	960.00	0	0	0	0.00	4	480.00	1,920.00	
59	-	Cement (Best Quality)	Unit	0	24	0	24	7,200.00	0	12	0	12	3,600.00	0	12	0	12	3,600.00	0	0	0	0.00	48	300.00	14,400.00	
60	-	Cement (Best Quality)	Unit	0	24	0	24	7,200.00	0	12	0	12	3,600.00	0	12	0	12	3,600.00	0	0	0	0.00	48	300.00	14,400.00	
61	-	Cement (Best Quality)	Unit	0	24	0	24	7,200.00	0	12	0	12	3,600.00	0	12	0	12	3,600.00	0	0	0	0.00	48	300.00	14,400.00	
62	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
63	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
64	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
65	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
66	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
67	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
68	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
69	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
70	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
71	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
72	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
73	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
74	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
75	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
76	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
77	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
78	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
79	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
80	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
81	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
82	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
83	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
84	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
85	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
86	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
87	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
88	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
89	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
90	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
91	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
92	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
93	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
94	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
95	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
96	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
97	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
98	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
99	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	
100	-	Cement (Best Quality)	Unit	0	10	0	10	3,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0.00	0.00	

No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q3	Q3 Average	April	May	June	Q3	Q3 Average	July	Aug	Sept	Q3	Q3 Average	Oct	Nov	Dec	Q4	Q4 Average			
59	-	Envelope, 10x15 cm, Brown	prs	0	1500	0	1500	1,500.00	0	0	0	0	0.00	1500	0	0	1500	1,500.00	0	0	0	0	0.00	3000	4.00	12,000.00
99	-	Envelope, mailing, 10x15 cm, White	prs	0	4	0	4	1,600.00	0	0	0	0	0.00	3	0	0	3	1,200.00	3	0	0	3	1,200.00	10	400.00	4,000.00
100	-	Ball tip pen marker, Blue/Red	prs	0	3	0	3	120.00	0	3	0	3	120.00	3	0	0	3	120.00	0	0	0	0	0.00	9	40.00	360.00
		REPELL DINK 157 (Black)	prs	0	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
		REPELL DINK 157 (Cyan, Magenta, Yellow)	prs	0	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
		REPELL DINK 157 (Cyan, Magenta, Yellow)	prs	0	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
		REPELL DINK 157 (Cyan, Magenta, Yellow)	prs	0	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		614,123.00
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																								P		61,412.30
C. ADDITIONAL PROVISION FOR TRANSPORT AND FLIGHT COST (If Applicable)																								P		-
D. GRAND TOTAL (A + B + C)																								P		675,535.30
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																								P		675,535.30

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

Prepared by:

*JOE L. RAMISA*  
JOE L. RAMISA  
Procurement/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

*MAHINE C. MACIELA / ANITA D. MACIELA*  
MAHINE C. MACIELA / ANITA D. MACIELA  
Accountant / Budget Officer

Approved by:

*JOHN P. TUGA*  
JOHN P. TUGA  
Head of Office/Agency

Date Prepared: August 17, 2013