DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
Provincial Environment and Natural Resources Office
Agusan del Norte

DENR-PENRO-ADN
RELEASED
DATE 30 AUG 2022
BY: jd 3:15PM

August 22, 2022

MEMORANDUM

FOR : THE REGIONAL EXECUTIVE DIRECTOR
DENR Caraga, Ambago, Butuan City

ATTN. : PROPERTY AND GENERAL SERVICES

FROM : THE PENR OFFICER
DENR,agusan del Norte

SUBJECT : SUBMISSION OF ANNUAL PROCUREMENT PLAN FOR COMMON - USE SUPPLIES AND EQUIPMENT (APP-CSE) FOR FY 2023 OF PENRO AGUSAN DEL NORTE.

Respectfully submitted herewith is the Annual Procurement Plan for Common-Use Supplies and Equipment (APP-CSE) for FY 2023 of PENRO Agusan del Norte in compliance with Memorandum Circular No, 2022-1 dated March 24,2022 issued by the AO25 Inter-Agency Task Force on the Harmonization of National Government Performance Monitoring Information Systems.

For information and record.

ACHILLES ANTHONY C. EBRON
PENR Officer

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

Introduction:

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

Reminders:

1.0 **The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store.**
2.0 **All information must be provided accurately.**
3.0 **Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.gov.ph) for the detailed technical specifications and sample photo of the items.**
4.0 **Do not delete, add, or revise any items or rows on the PART I of this template otherwise the form will be deemed invalid.**
5.0 **Additional rows for other items may be inserted in PART II, if necessary. Note that this is only applicable in the PART II of the form.**
6.0 **Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document**
7.0 **Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.**
8.0 **For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 09182954426 or 09278478245, or email appcse.helpdesk@ps-philgeps.gov.ph, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.**

*Note: Consistent with the **Memorandum Circular 2022-1 issued by the AO 25 dated 24 March 2022**, the APP-CSE for FY 2023 must be submitted on or before **30 September 2022**.*

Department/Bureau/Office: DENR-PENRO AGUSAN DEL NORT
Region: CARAGA-13
Address: TINWISAN, BUTUAN CITY

Agency Code/UACS:
Organization Type:

Contact Person: LIZA B. TORRALBA
Position: ADMIN. OFFICER I
E-mail : penro.agno@yahoo.com
Telephone/Mobile Nos: 9193927541

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price Catalogue (as of 30 July 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																											
ALCOHOL OR ACETONE BASED ANTISEPTICS																											
1	12191601-AL-E04	ALCOHOL, Ethyl, 500 mL	bottle	14	17	5	36	1,722.60	2	7	14	23	1,100.55	12	7	0	19	909.15	20	5	0	25	1,196.25	103	47.85	4,928.55
2	12191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	16	37	12	65	21,485.75	0	37	11	48	15,866.40	5	7	22	34	11,238.70	19	2	0	21	6,941.55	168	330.55	55,532.40
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
3	60121413-CB-P01	CLEARBOOK, 20 transparent pockets, A4	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	32.91	0.00
4	60121413-CB-P02	CLEARBOOK, 20 transparent pockets, 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	36.36	0.00
5	60121534-ER-P01	ERASER, plastic/ rubber	piece	0	19	5	24	107.28	0	5	0	5	22.35	0	0	7	7	31.29	0	0	0	0	0.00	36	4.47	160.92
6	60121524-SP-G01	SIGN PEN, Black, liquid or gel	piece	31	52	5	88	1,953.60	23	34	5	62	1,376.40	11	15	16	42	932.40	11	4	0	15	333.00	207	22.20	4,595.40
7	60121524-SP-G02	SIGN PEN, Blue, liquid or gel	piece	15	16	0	31	688.20	15	10	0	25	555.00	3	0	6	9	199.80	3	0	0	3	66.60	68	22.20	1,509.60
8	60121524-SP-G03	SIGN PEN, Red, liquid or gel	piece	14	16	0	30	666.00	0	5	0	5	111.00	0	0	6	6	133.20	0	0	0	0	0.00	41	22.20	910.20
9	60121124-WR-P01	WRAPPING PAPER, kraft, 50 sheets per pack	pack	2	1	0	3	483.60	0	0	0	0	0.00	0	0	1	1	161.20	0	0	0	0	0.00	4	161.20	644.80
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																											
10	45121517-DO-C02	DOCUMENT CAMERA, 8 MP	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	23,623.60	0.00
11	45111609-MM-P01	MULTIMEDIA PROJECTOR, 4000 ANSI Lumens (min.)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	16,588.00	0.00
BATTERIES AND CELLS AND ACCESSORIES																											
12	26111702-BT-A02	BATTERY, dry cell, size AA, Two (2) pieces per blister pack	pack	36	9	0	45	922.05	13	0	0	13	266.37	1	4	0	5	102.45	10	2	0	12	245.88	75	20.49	1,536.75
13	26111702-BT-A01	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	pack	25	9	5	39	715.26	13	2	0	15	275.10	0	6	0	6	110.04	10	2	0	12	220.08	72	18.34	1,320.48
14	26111702-BT-A03	BATTERY, dry cell, size D, Two (2) pieces per blister pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	96.20	0.00
CLEANING EQUIPMENT AND SUPPLIES																											
15	47131812-AF-A01	AIR FRESHENER, Aerosol type, 150g	can	9	10	13	32	2,612.48	7	0	3	10	816.40	7	2	5	14	1,142.96	2	0	0	2	163.28	58	81.64	4,735.12
16	47131604-BR-S01	BROOM, Soft (Walis Tambo)	piece	6	5	4	15	2,043.60	10	4	0	14	1,907.36	1	2	2	5	681.20	0	0	0	0	0.00	34	136.24	4,632.16
17	47131604-BR-T01	BROOM, Stick (Walis Ting-ting)	piece	6	5	0	11	250.58	5	7	0	12	273.36	0	2	5	7	159.46	0	0	0	0	0.00	30	22.78	683.40
18	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal, 900mL - 1000mL	bottle	7	10	0	17	707.20	6	7	0	13	540.80	6	2	5	13	540.80	1	0	0	1	41.60	44	41.60	1,830.40
19	47131805-CL-P01	CLEANSER, Scouring Powder, 350g	can	1	10	0	11	263.12	1	0	0	1	23.92	0	0	10	10	239.20	0	0	0	0	0.00	22	23.92	526.24
20	47131811-DE-B02	DETERGENT BAR, 140g as packed	piece	2	10	0	12	99.60	2	10	0	12	99.60	1	0	10	11	91.30	1	0	0	1	8.30	36	8.30	298.80
21	47131811-DE-P03	DETERGENT POWDER, all purpose, 1kg	pouch	7	18	0	25	1,352.00	1	3	0	4	216.32	4	3	10	17	919.36	0	0	0	0	0.00	46	54.08	2,487.68

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price Catalogue (as of 28 May 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
22	47131803-DS-A01	DISINFECTANT SPRAY, Aerosol type, 400g	can	7	7	1	15	2,098.35	6	0	0	6	839.34	6	0	0	6	839.34	0	0	0	0	0.00	27	139.89	3,777.03
23	47131601-DU-P01	DUST PAN, rigid non-breakable plastic	piece	3	9	2	14	386.96	3	2	0	5	138.20	0	0	0	0	0.00	0	0	0	0	0.00	19	27.64	525.16
24	47131802-FW-P02	FLOOR WAX, paste type, red, 2kg	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	309.76	0.00
25	47131830-FC-A01	FURNITURE CLEANER, Aerosol type, 300mL	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	120.12	0.00
26	73101612-HS-L01	LIQUID HAND SOAP, 500mL	bottle	2	0	0	2	85.90	5	0	0	5	214.75	2	0	5	7	300.65	0	0	0	0	0.00	14	42.95	601.30
27	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic, 30 liters capacity	unit	1	2	0	3	6,864.00	0	0	0	0	0.00	0	0	1	1	2,288.00	0	0	0	0	0.00	4	2,288.00	9,152.00
28	47131613-MP-H02	MOPHANDLE, heavy duty	piece	2	4	0	6	748.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	124.80	748.80
29	47131619-MP-R01	MOPHEAD, made of rayon	piece	2	4	0	6	735.06	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	122.51	735.06
30	47131501-RG-C01	RAGS, all cotton, 1 kilo per bundle	bundle	0	5	0	5	265.70	0	0	0	0	0.00	0	0	5	5	265.70	0	0	0	0	0.00	10	53.14	531.40
31	47131602-SC-N01	SCOURING PAD, 5 pieces per pack	pack	4	10	0	14	811.02	2	2	1	5	289.65	4	0	11	15	868.95	0	0	0	0	0.00	34	57.93	1,969.62
32	47121701-TB-P04	TRASHBAG, black, 37" x 40", XL, 10 pieces per roll or pack	pack	10	1	0	11	1,584.44	0	0	0	0	0.00	0	0	0	0	0.00	5	0	0	5	720.20	16	144.04	2,304.64
33	47121702-WB-P01	WASTEBASKET, rigid plastic	piece	3	2	10	15	478.65	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15	31.91	478.65
COLOR COMPOUNDS AND DISPERSIONS																											
34	12171703-SI-P01	INK, for stamp pad, 50mL	bottle	10	4	6	20	578.20	0	0	0	0	0.00	12	0	0	12	346.92	5	0	0	5	144.55	37	28.91	1,069.67
CONSUMER ELECTRONICS																											
35	52161535-DV-R01	DIGITAL VOICE RECORDER	unit	0	1	1	2	14,678.32	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	7,339.16	14,678.32
FACE MASK																											
36	42131713-SM-M06	FACE MASK, 3 ply, fifty (50) pieces per box	box	2	0	0	2	155.00	80	0	0	80	6,200.00	0	0	2	2	155.00	0	0	0	0	0.00	84	77.50	6,510.00
FILMS																											
37	13111203-AC-F01	ACETATE, 50 meters	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	969.88	0.00
38	13111201-CF-P01	CARBON FILM, A4, 100 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	221.00	0.00
39	13111201-CF-P02	CARBON FILM, Legal, 100 sheets per box	box	0	0	0	0	0.00	0	0	1	1	238.54	0	0	0	0	0.00	0	0	0	0	0.00	1	238.54	238.54
FIRE FIGHTING EQUIPMENT																											
40	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	0	0	1	1	1,144.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,144.00	1,144.00
41	46191601-FE-H01	FIRE EXTINGUISHER, pure HCFC	unit	3	0	1	4	22,453.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	5,613.25	22,453.00
FLAG OR ACCESSORIES																											
42	55121905-PH-F01	PHILIPPINE NATIONAL FLAG	piece	10	15	0	25	7,121.00	5	10	0	15	4,272.60	0	0	10	10	2,848.40	0	0	0	0	0.00	50	284.84	14,242.00
FURNITURE AND FURNISHINGS																											
43	56101504-CM-B01	MONOBLOC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0.00	50	0	0	50	17,370.50	0	0	0	0	0.00	50	347.41	17,370.50
44	56101504-CM-W01	MONOBLOC CHAIR, white	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	344.92	0.00
45	56101519-TM-S01	MONOBLOC TABLE, white, 4 seater capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,248.00	0.00
46	56101519-TM-S02	MONOBLOC TABLE, beige, 4 seater capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,248.00	0.00
HEATING AND VENTILATION AND AIR CIRCULATION																											
47	40101604-EF-C01	ELECTRIC FAN, ceiling mount, orbit type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,222.00	0.00
48	40101604-EF-G01	ELECTRIC FAN, industrial, ground type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,109.68	0.00
49	40101604-EF-S01	ELECTRIC FAN, stand type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	856.86	0.00
50	40101604-EF-W01	ELECTRIC FAN, wall mount	unit	0	0	2	2	1,537.12	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	768.56	1,537.12
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																											
51	43211507-DSK001	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
52	43211507-DSK002	DESKTOP, for Mid-Range Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,390.40	0.00
53	43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB	unit	6	18	3	27	75,394.80	2	1	0	3	8,377.20	1	0	0	1	2,792.40	1	0	0	1	2,792.40	32	2,792.40	89,356.80
54	43211503-LAP001	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
55	43211503-LAP002	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

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
56	43211708-MO-001	MOUSE, OPTICAL, USB connection type	unit	0	17	0	17	2,545.92	6	0	0	6	898.56	0	0	0	0	0.00	0	0	0	0	0.00	23	149.76	3,444.48
57	43212102-PR-D02	PRINTER, Impact, Dot Matrix, 24 pins, 136 columns	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	38,100.97	0.00
58	43212102-PR-D01	PRINTER, Impact, Dot Matrix, 9 pins, 80 columns	unit	0	1	0	1	10,189.92	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	10,189.92	10,189.92
59	43212105-PR-L01	PRINTER, Laser, Monochrome	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,636.89	0.00
LIGHTING AND FIXTURES AND ACCESSORIES																										
60	39101628-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	75.61	0.00
61	39101628-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	11	30	0	41	8,438.62	5	15	10	30	6,174.60	5	0	20	25	5,145.50	10	0	0	10	2,058.20	106	205.82	21,816.92
MANUFACTURING COMPONENTS AND SUPPLIES																										
62	31201610-GL-J01	GLUE, all-purpose, 200 grams	jar	13	18	20	51	3,606.72	0	7	6	13	919.36	8	13	3	24	1,697.28	2	0	0	2	141.44	90	70.72	6,364.80
63	31151804-SW-H01	STAPLE WIRE, heavy duty (binder type), 23/13	box	1	0	0	1	22.55	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	22.55	22.55
64	31151804-SW-S01	STAPLE WIRE, standard	box	49	46	43	138	3,278.88	26	17	17	60	1,425.60	34	27	5	66	1,568.16	24	4	0	28	665.28	292	23.76	6,937.92
65	31201502-TA-E01	TAPE, electrical	roll	5	0	0	5	97.25	0	0	0	0	0.00	1	0	0	1	19.45	0	0	0	0	0.00	6	19.45	116.70
66	31201503-TA-M01	TAPE, masking, 24mm	roll	12	13	4	29	1,794.52	0	0	3	3	185.64	6	2	0	8	495.04	0	0	0	0	0.00	40	61.88	2,475.20
67	31201503-TA-M02	TAPE, masking, 48 mm	roll	11	24	7	42	5,088.72	4	3	8	15	1,817.40	5	5	0	10	1,211.60	0	0	0	0	0.00	67	121.16	8,117.72
68	31201517-TA-P01	TAPE, packaging, 48 mm	roll	7	7	1	15	335.40	0	5	1	6	134.16	3	0	5	8	178.88	0	0	0	0	0.00	29	22.36	648.44
69	31201512-TA-T01	TAPE, transparent, 24mm	roll	16	29	10	55	614.90	3	5	13	21	234.78	12	5	5	22	245.96	0	0	0	0	0.00	98	11.18	1,095.64
70	31201512-TA-T02	TAPE, transparent, 48 mm	roll	10	30	5	45	1,015.65	3	5	11	19	428.83	12	10	5	27	609.39	0	0	0	0	0.00	91	22.57	2,053.87
71	31151507-TW-P01	TWINE, plastic	roll	3	0	0	3	199.86	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	66.62	199.86
MEASURING AND OBSERVING AND TESTING EQUIPMENT																										
72	41111604-RU-P02	RULER, plastic, 450 mm	piece	2	8	0	10	166.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	16.64	166.40
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
73	44121612-BL-H01	BLADE, for general purpose cutter/utility knife, 10 pieces per tube	tube	0	1	0	1	14.82	0	0	1	1	14.82	0	0	0	0	0.00	0	0	0	0	0.00	2	14.82	29.64
74	44101602-PB-M01	BINDING AND PUNCHING MACHINE, 50mm binding capacity	unit	1	0	0	1	9,534.72	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	9,534.72	9,534.72
75	44101807-CA-C01	CALCULATOR, Compact	unit	0	9	2	11	2,928.64	0	1	1	2	532.48	0	0	0	0	0.00	0	0	0	0	0.00	13	266.24	3,461.12
76	44121710-CH-W01	CHALK, white enamel, 100 pieces per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	32.97	0.00
77	44122105-BF-C01	CLIP, backfold, 19mm	box	0	10	0	10	87.20	0	4	0	4	34.88	1	0	3	4	34.88	0	0	0	0	0.00	18	8.72	156.96
78	44122105-BF-C02	CLIP, backfold, 25mm	box	0	16	8	24	354.00	0	3	7	10	147.50	5	2	8	15	221.25	2	0	0	2	29.50	51	14.75	752.25
79	44122105-BF-C03	CLIP, backfold, 32mm	box	5	27	8	40	1,022.40	0	3	7	10	255.60	9	7	8	24	613.44	2	0	0	2	51.12	76	25.56	1,942.56
80	44122105-BF-C04	CLIP, backfold, 50mm	box	4	33	6	43	2,409.72	0	3	7	10	560.40	14	5	3	22	1,232.88	0	0	0	0	0.00	75	56.04	4,203.00
81	44121801-CT-R02	CORRECTION TAPE, 8 meters	piece	67	93	62	222	2,559.66	23	23	21	67	772.51	79	29	35	143	1,648.79	59	20	0	79	910.87	511	11.53	5,891.83
82	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	0	6	3	9	300.87	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	9	33.43	300.87
83	44111515-DF-B01	DATA FILE BOX	piece	3	15	40	58	4,477.60	2	0	5	7	540.40	9	10	0	19	1,466.80	2	0	0	2	154.40	86	77.20	6,639.20
84	44122011-DF-P01	DATA FOLDER	piece	329	276	190	795	54,568.80	110	10	83	203	13,933.92	119	12	0	131	8,991.84	12	100	0	112	7,687.68	1241	68.64	85,182.24
85	44103202-DS-M01	DATING AND STAMPING MACHINE	piece	0	2	1	3	1,361.88	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	453.96	1,361.88
86	44121506-EN-D01	ENVELOPE, Documentary, A4, 500 pieces per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	764.40	0.00
87	44121506-EN-D02	ENVELOPE, Documentary, legal, 500 pieces per box	box	2	1	0	3	2,942.16	0	0	0	0	0.00	2	0	0	2	1,961.44	0	0	0	0	0.00	5	980.72	4,903.60
88	44121506-EN-X01	ENVELOPE, Expanding, Kraft, 100 pieces per box	box	5	7	25	37	27,320.80	0	0	0	0	0.00	1	1	1	3	2,215.20	0	0	0	0	0.00	40	738.40	29,536.00
89	44121506-EN-X02	ENVELOPE, Expanding, Plastic	piece	0	0	25	25	762.25	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	25	30.49	762.25
90	44121506-EN-M02	ENVELOPE, Mailing, 500 pieces per box	box	1	6	2	9	3,892.68	0	0	0	0	0.00	1	0	1	2	865.04	0	0	0	0	0.00	11	432.52	4,757.72
91	44121504-EN-W02	ENVELOPE, Mailing, with window, 500 pieces per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	488.80	0.00
92	44111912-ER-B01	ERASER, felt, for blackboard/whiteboard	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	11.41	0.00
93	44101714-FX-M01	FACSIMILE 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	5,642.00	0.00
94	44122118-FA-P01	FASTENER, metal, non-sharp edges, 50 sets per box	box	42	32	10	84	7,949.76	13	10	21	44	4,164.16	18	10	10	38	3,596.32	5	0	0	5	473.20	171	94.64	16,183.44

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
95	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	5	2	0	7	596.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7	85.20	596.40
96	44122018-FT-D01	FILE TAB/INDEX DIVIDER, bristol board, A4	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	11.13	0.00
97	44122018-FT-D02	FILE TAB/INDEX DIVIDER, bristol board, legal	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	14.23	0.00
98	44122011-FO-P01	FOLDER, Fancy with slide, A4, 50 pieces per bundle	bundle	0	2	0	2	540.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	270.40	540.80
99	44122011-FO-F02	FOLDER, Fancy with slide, legal, 50 pieces per bundle	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	286.52	0.00
100	44122011-FO-L01	FOLDER, L-type, A4, 50 pieces per pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	187.54	0.00
101	44122011-FO-L02	FOLDER, L-type, legal, 50 pieces per pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	238.57	0.00
102	44122027-FO-P01	FOLDER, pressboard, 100 pieces per box	box	7	13	5	25	23,816.00	1	0	0	1	952.64	2	0	0	2	1,905.28	2	0	0	2	1,905.28	30	952.64	28,579.20
103	44122011-FO-T03	FOLDER with tab, A4, 100 pieces per pack	pack	0	0	1	1	289.12	0	0	7	7	2,023.84	0	0	5	5	1,445.60	0	0	0	0	0.00	13	289.12	3,758.56
104	44122011-FO-T04	FOLDER with tab, legal, 100 pieces per pack	pack	13	44	24	81	26,994.06	0	3	8	11	3,665.86	10	12	21	43	14,330.18	3	0	0	3	999.78	138	333.26	45,989.88
105	44122008-IT-T01	INDEX TAB, self-adhesive, transparent, 5 sets per box	box	11	0	20	31	1,956.41	0	0	0	0	0.00	2	0	0	2	126.22	0	0	0	0	0.00	33	63.11	2,082.63
106	44111515-MF-B02	MAGAZINE FILE BOX, Large	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	41.60	0.00
107	44121716-MA-F01	MARKER, Flourescent, 3 colors per set	set	2	16	8	26	953.16	3	0	2	5	183.30	6	0	0	6	219.96	3	0	0	3	109.98	40	36.66	1,466.40
108	44121708-MP-B01	MARKER, Permanent, Black	piece	7	38	18	63	470.61	0	3	18	21	156.87	2	0	20	22	164.34	10	0	0	10	74.70	116	7.47	866.52
109	44121708-MP-B02	MARKER, Permanent, Blue	piece	5	5	7	17	126.99	0	0	5	5	37.35	3	0	5	8	59.76	0	0	0	0	0.00	30	7.47	224.10
110	44121708-MP-B03	MARKER, Permanent, Red	piece	0	8	2	10	74.70	3	0	0	3	22.41	6	0	0	6	44.82	3	0	0	3	22.41	22	7.47	164.34
111	44121708-MW-B01	MARKER, Whiteboard, Black	piece	9	9	9	27	260.55	0	0	0	0	0.00	6	0	0	6	57.90	0	0	0	0	0.00	33	9.65	318.45
112	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	7	5	9	21	202.65	0	0	0	0	0.00	6	0	0	6	57.90	0	0	0	0	0.00	27	9.65	260.55
113	44121708-MW-B03	MARKER, Whiteboard, Red	piece	0	8	2	10	96.50	3	0	0	3	28.95	6	0	0	6	57.90	3	0	0	3	28.95	22	9.65	212.30
114	44122104-PC-G01	PAPER CLIP, vinly/plastic coated, 33mm	box	0	15	10	25	220.50	3	2	4	9	79.38	10	3	6	19	167.58	3	0	0	3	26.46	56	8.82	493.92
115	44122104-PC-J02	PAPER CLIP, vinly/plastic coated, jumbo, 50mm	box	22	28	8	58	799.24	2	12	18	32	440.96	8	3	5	16	220.48	2	0	0	2	27.56	108	13.78	1,488.24
116	44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, table top	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
117	44121706-PE-L01	PENCIL, lead/graphite, with eraser, one (1) dozen per box	box	6	8	10	24	498.96	0	0	6	6	124.74	0	3	2	5	103.95	0	0	0	0	0.00	35	20.79	727.65
118	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	0	1	0	1	212.87	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	212.87	212.87
119	44101602-PU-P01	PUNCHER, paper, heavy duty	piece	3	12	6	21	3,166.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	21	150.80	3,166.80
120	44122037-RB-P10	RING BINDER, plastic, 32 mm, 10 pieces per bundle	bundle	0	3	1	4	1,096.92	0	0	1	1	274.23	0	2	0	2	548.46	0	0	0	0	0.00	7	274.23	1,919.61
121	44122101-RU-B01	RUBBER BAND No. 18, 350g	box	8	9	4	21	2,839.20	1	0	5	6	811.20	5	0	0	5	676.00	1	0	0	1	135.20	33	135.20	4,461.60
122	44121905-SP-F01	STAMP PAD, felt	piece	4	8	0	12	479.04	0	0	1	1	39.92	0	0	0	0	0.00	0	0	0	0	0.00	13	39.92	518.96
123	44121618-SS-S01	SCISSORS, symmetrical or asymmetrical	pair	2	15	9	26	867.62	0	2	2	4	133.48	0	0	2	2	66.74	0	0	0	0	0.00	32	33.37	1,067.84
124	44121615-ST-S01	STAPLER, standard type	piece	7	22	4	33	4,804.80	0	5	2	7	1,019.20	0	2	5	7	1,019.20	2	0	0	2	291.20	49	145.60	7,134.40
125	44121615-ST-B01	STAPLER, heavy duty (binder type), desktop	unit	0	3	0	3	2,664.48	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	888.16	2,664.48
126	44121613-SR-P01	STAPLE REMOVER, plier type	piece	5	2	0	7	195.09	0	0	0	0	0.00	0	0	2	2	55.74	0	0	0	0	0.00	9	27.87	250.83
127	44121605-TD-T01	TAPE DISPENSER, table top	piece	3	0	1	4	291.20	0	0	1	1	72.80	0	0	0	0	0.00	1	0	0	1	72.80	6	72.80	436.80
PAPER MATERIALS AND PRODUCTS																											
128	14111525-CA-A01	CARTOLINA, assorted colors, 20 pieces of assorted colors per pack	pack	1	1	1	3	251.16	0	0	0	0	0.00	1	0	0	1	83.72	0	0	0	0	0.00	4	83.72	334.88
129	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm, 2,000 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	882.55	0.00
130	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm, 2,000 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,166.88	0.00
131	14111506-CF-L22	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm, 1,000 sets per box	box	0	0	1	1	1,528.80	0	0	0	0	0.00	0	1	0	1	1,528.80	0	0	0	0	0.00	2	1,528.80	3,057.60
132	14111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm, 1,000 sets per box	box	0	0	1	1	1,026.48	0	0	0	0	0.00	0	1	0	1	1,026.48	0	0	0	0	0.00	2	1,026.48	2,052.96
133	14111506-CF-L31	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm, 500 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	790.40	0.00
134	14111506-CF-L32	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm, 500 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,508.00	0.00
135	14111609-LL-C01	LOOSELEAF COVER, 50 sets per bundle	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
136	14111514-NP-S02	NOTE PAD, stick on, 2" x 3", 100 sheets per pad	pad	25	25	13	63	2,334.78	5	4	0	9	333.54	9	7	5	21	778.26	2	0	0	2	74.12	95	37.06	3,520.70

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
137	14111514-NP-S04	NOTE PAD, stick on, 3" x 4", 100 sheets per pad	pad	33	25	3	61	3,616.08	5	0	10	15	889.20	4	9	0	13	770.64	0	0	0	0	0.00	89	59.28	5,275.92
138	14111514-NP-S03	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	pad	22	18	9	49	2,546.00	5	5	0	10	520.00	15	3	5	23	1,196.00	0	0	0	0	0.00	82	52.00	4,264.00
139	14111514-NB-S01	NOTEBOOK, stenographer	piece	10	136	0	146	1,757.84	10	0	0	10	120.40	10	20	0	30	361.20	0	0	0	0	0.00	186	12.04	2,239.44
140	14111507-PP-M01	PAPER, MULTICOPY A4, 500 sheets per ream	ream	7	132	112	251	41,578.15	57	37	217	311	51,517.15	17	132	62	211	34,952.15	17	7	7	31	5,135.15	804	165.65	133,182.60
141	14111507-PP-M02	PAPER, MULTICOPY LEGAL, 500 sheets per ream	ream	7	122	112	241	45,592.38	57	32	217	306	57,889.08	17	132	52	201	38,025.18	17	7	7	31	5,864.58	779	189.18	147,371.22
142	14111507-PP-C01	PAPER, MULTIPURPOSE A4, 500 sheets per ream	ream	275	233	25	533	73,415.42	153	85	65	303	41,735.22	228	80	5	313	43,112.62	153	0	3	156	21,487.44	1305	137.74	179,750.70
143	14111507-PP-C02	PAPER, MULTIPURPOSE LEGAL, 500 sheets per ream	ream	210	213	25	448	71,191.68	143	95	60	298	47,355.18	148	85	10	243	38,615.13	98	0	3	101	16,049.91	1090	158.91	173,211.90
144	14111531-PP-R01	PAD PAPER, ruled	pad	1	0	0	1	21.53	1	0	0	1	21.53	0	0	0	0	0.00	0	0	0	0	0.00	2	21.53	43.06
145	14111503-PA-P01	PAPER, parchment, 100 sheets per box	box	0	0	1	1	98.05	0	0	0	0	0.00	1	0	0	1	98.05	0	0	0	0	0.00	2	98.05	196.10
146	14111531-RE-B01	RECORD BOOK, 300 PAGES	book	18	15	5	38	2,371.20	0	0	0	0	0.00	0	5	5	10	624.00	0	0	0	0	0.00	48	62.40	2,995.20
147	14111531-RE-B02	RECORD BOOK, 500 PAGES	book	39	22	9	70	7,280.00	0	15	3	18	1,872.00	2	17	10	29	3,016.00	2	0	0	2	208.00	119	104.00	12,376.00
148	14111818-TH-P02	THERMAL PAPER, 216mm	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	55.64	0.00
149	14111704-TT-P04	TISSUE, INTERFOLDED PAPER TOWEL, 150 pulls per pack	pack	13	3	0	16	540.80	10	0	0	10	338.00	7	0	0	7	236.60	10	0	0	10	338.00	43	33.80	1,453.40
150	14111704-TT-P02	TOILET TISSUE PAPER, 2 ply, 12 rolls in a pack	pack	22	23	3	48	4,143.36	15	9	4	28	2,416.96	23	19	5	47	4,057.04	26	0	0	26	2,244.32	149	86.32	12,861.68
PERFUMES OR COLOGNES OR FRAGRANCES																											
151	53131626-HS-S01	LIQUID HAND SANITIZER, 500mL	bottle	3	8	0	11	889.35	0	0	0	0	0.00	6	0	0	6	485.10	0	0	0	0	0.00	17	80.85	1,374.45
PESTICIDES OR PEST REPELLENTS																											
152	10191509-IN-A01	INSECTICIDE, 600mL	can	2	2	0	4	557.44	1	0	0	1	139.36	0	0	0	0	0.00	0	0	0	0	0.00	5	139.36	696.80
PRINTED PUBLICATIONS																											
153	55101524-RA-H01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	0	0	6	6	223.26	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	37.21	223.26
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																											
1	44103109-BR-D05	DRUM CARTRIDGE, BROTHER DR-3455, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,947.20	0.00
2	44103105-BR-B04	INK CARTRIDGE, BROTHER LC67B, 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
3	44103105-BR-B05	INK CARTRIDGE, BROTHER LC67HYBK, 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	1,601.60	0.00
4	44103105-CA-C04	INK CARTRIDGE, CANON CL-741, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,126.32	0.00
5	44103105-CA-C02	INK CARTRIDGE, CANON CL-811, Colored	cart	0	1	0	1	1,178.32	0	1	0	1	1,178.32	0	0	0	0	0.00	0	0	0	0	0.00	2	1,178.32	2,356.64
6	44103105-CA-B04	INK CARTRIDGE, CANON PG-740, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	861.12	0.00
7	44103105-CA-B02	INK CARTRIDGE, CANON PG-810, Black	cart	0	2	0	2	1,784.64	0	1	0	1	892.32	0	0	0	0	0.00	0	0	0	0	0.00	3	892.32	2,676.96
8	44103105-EP-B17	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	93	135	16	244	60,902.40	74	57	0	131	32,697.60	105	61	12	178	44,428.80	37	20	0	57	14,227.20	610	249.60	152,256.00
9	44103105-EP-C17	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	94	84	13	191	47,673.60	56	36	0	92	22,963.20	53	27	6	86	21,465.60	21	10	0	31	7,737.60	400	249.60	99,840.00
10	44103105-EP-M17	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	94	85	13	192	47,923.20	56	36	0	92	22,963.20	53	27	6	86	21,465.60	21	10	0	31	7,737.60	401	249.60	100,089.60
11	44103105-EP-Y17	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	90	87	13	190	47,424.00	52	36	0	88	21,964.80	51	27	6	84	20,966.40	17	10	0	27	6,739.20	389	249.60	97,094.40
12	44103105-HP-B40	INK CARTRIDGE, HP C2P04AA (HP62), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	852.80	0.00
13	44103105-HP-T40	INK CARTRIDGE, HP C2P06AA (HP62), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,048.32	0.00
14	44103105-HP-B09	INK CARTRIDGE, HP C9351AA (HP21), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	910.00	0.00
15	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
16	44103105-HP-P48	INK CARTRIDGE, HP C9397A (HP72), 69ml, Photo 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	1,996.80	0.00
17	44103105-HP-C48	INK CARTRIDGE, HP C9398A (HP72), 69ml, 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	1,996.80	0.00
18	44103105-HP-M48	INK CARTRIDGE, HP C9399A (HP72), 69ml, 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	1,996.80	0.00
19	44103105-HP-Y48	INK CARTRIDGE, HP C9400A (HP72), 69ml, 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	1,996.80	0.00
20	44103105-HP-G48	INK CARTRIDGE, HP C9401A (HP72), 69ml, Gray	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00
21	44103105-HP-B48	INK CARTRIDGE, HP C9403A (HP72), 130ml, Matte 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	3,016.00	0.00
22	44103105-HP-B17	INK CARTRIDGE, HP CC640WA (HP60), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	880.88	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 20 July 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
23	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
24	44103105-HP-B35	INK CARTRIDGE, HP CD887AA (HP703), 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
25	44103105-HP-T35	INK CARTRIDGE, HP CD888AA (HP703), 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
26	44103105-HX-C40	INK CARTRIDGE, HP CD972AA (HP920XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00
27	44103105-HX-M40	INK CARTRIDGE, HP CD973AA (HP920XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00
28	44103105-HX-Y40	INK CARTRIDGE, HP CD974AA (HP920XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00
29	44103105-HX-B40	INK CARTRIDGE, HP CD975AA (HP920XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,541.28	0.00
30	44103105-HP-B20	INK CARTRIDGE, HP CH561WA (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	865.28	0.00
31	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
32	44103105-HP-B49	INK CARTRIDGE, HP CH565A (HP82), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	935.00	0.00
33	44103105-HP-C49	INK CARTRIDGE, HP CH566A (HP82), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	740.00	0.00
34	44103105-HP-M49	INK CARTRIDGE, HP CH567A (HP82), 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	740.00	0.00
35	44103105-HP-Y49	INK CARTRIDGE, HP CH568A (HP82), 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	740.00	0.00
36	44103105-HX-B43	INK CARTRIDGE, HP CN045AA (HP950XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,970.80	0.00
37	44103105-HX-C43	INK CARTRIDGE, HP CN046AA (HP951XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
38	44103105-HX-M43	INK CARTRIDGE, HP CN047AA (HP951XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
39	44103105-HX-Y43	INK CARTRIDGE, HP CN048AA (HP951XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
40	44103105-HP-B36	INK CARTRIDGE, HP CN692AA (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	419.12	0.00
41	44103105-HP-T36	INK CARTRIDGE, HP CN693AA (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	419.12	0.00
42	44103105-HP-B33	INK CARTRIDGE, HP CZ107AA (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
43	44103105-HP-T33	INK CARTRIDGE, HP CZ108AA (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
44	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
45	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
46	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
47	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
48	44103105-HP-T43	INK CARTRIDGE, HP F6V26AA (HP680), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	424.32	0.00
49	44103105-HP-B43	INK CARTRIDGE, HP F6V27AA (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
50	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	982.80	0.00
51	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	982.80	0.00
52	44103105-HP-Y50	INK CARTRIDGE, HP L0S57AA (HP955), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00
53	44103105-HP-B50	INK CARTRIDGE, HP L0S60AA (HP955), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,294.80	0.00
54	44103105-HX-C48	INK CARTRIDGE, HP L0S63AA (HP955XL), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00
55	44103105-HX-M48	INK CARTRIDGE, HP L0S66AA (HP955XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00
56	44103105-HX-Y48	INK CARTRIDGE, HP L0S69AA (HP955XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00
57	44103105-HX-B48	INK CARTRIDGE, HP L0S72AA (HP955XL), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,817.92	0.00
58	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
59	44103105-HP-M51	INK CARTRIDGE, HP T6L93AA (HP905), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
60	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
61	44103105-HP-B51	INK CARTRIDGE, HP T6M01AA (HP905), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	774.80	0.00
62	44103112-EP-R05	RIBBON CARTRIDGE, EPSON C13S015516 (#8750), Black	cart	0	5	6	11	851.73	0	5	0	5	387.15	0	0	0	0	0.00	0	0	0	0	0.00	16	77.43	1,238.88
63	44103112-EP-R13	RIBBON CARTRIDGE, EPSON C13S015632, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.94	0.00
64	44103112-EP-R07	RIBBON CARTRIDGE, EPSON C13S015531 (S015086)	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	818.48	0.00
65	44103109-BR-D06	TONER CARTRIDGE, BROTHER DR-451CL, High Yield 3000	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,760.00	0.00

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price Catalogue (as of 28 May 2025)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
66	44103103-BR-B03	TONER CARTRIDGE, BROTHER TN-2025, 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	2,685.28	0.00
67	44103103-BR-B04	TONER CARTRIDGE, BROTHER TN-2130, 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	1,892.80	0.00
68	44103103-BR-B05	TONER CARTRIDGE, BROTHER TN-2150, 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	2,685.28	0.00
69	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
70	44103103-BR-B11	TONER CARTRIDGE, BROTHER TN-3350, Black	cart	0	1	0	1	5,002.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	5,002.40	5,002.40
71	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
72	44103103-BR-B16	TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,564.56	0.00
73	44103103-BR-C03	TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
74	44103103-BR-M03	TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
75	44103103-BR-Y03	TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
76	44103103-CA-B00	TONER CARTRIDGE, CANON CRG-324 II	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13,399.36	0.00
77	44103103-HP-B12	TONER CARTRIDGE, HP CB435A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,099.20	0.00
78	44103103-HP-B14	TONER CARTRIDGE, HP CB540A, 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
79	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	6,942.00	0.00
80	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	3,741.92	0.00
81	44103103-HP-B22	TONER CARTRIDGE, HP CE285A (HP85A), Black	cart	2	1	0	3	9,728.16	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	3,242.72	9,728.16
82	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
83	44103103-HP-C23	TONER CARTRIDGE, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
84	44103103-HP-Y23	TONER CARTRIDGE, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
85	44103103-HP-M23	TONER CARTRIDGE, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
86	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	3,192.80	0.00
87	44103103-HP-C24	TONER CARTRIDGE, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
88	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
89	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
90	44103103-HP-B25	TONER CARTRIDGE, HP CE390A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,872.80	0.00
91	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
92	44103103-HP-C26	TONER CARTRIDGE, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60	0.00
93	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
94	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
95	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	3,837.60	0.00
96	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	6,011.20	0.00
97	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
98	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
99	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
100	44103103-HX-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
101	44103103-HP-B52	TONER CARTRIDGE, HP CF217A (HP17A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,878.72	0.00
102	44103103-HP-B53	TONER CARTRIDGE, HP CF226A (HP26A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,246.80	0.00
103	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	4,690.40	0.00
104	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	8,359.52	0.00
105	44103103-HP-B56	TONER CARTRIDGE, HP CF281A (HP81A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,800.00	0.00
106	44103103-HP-B57	TONER CARTRIDGE, HP CF283A (HP83A), LaserJet Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,034.72	0.00
107	44103103-HX-B51	TONER CARTRIDGE, HP CF283XC (HP83X), Black Contract L	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,796.00	0.00
108	44103103-HP-B58	TONER CARTRIDGE, HP CF287A (HP87), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,828.00	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
109	44103103-HX-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
110	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	2,574.00	0.00
111	44103103-HP-C60	TONER CARTRIDGE, HP CF351A, Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	0.00
112	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
113	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
114	44103103-HP-B61	TONER CARTRIDGE, HP CF360A (HP508A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,030.40	0.00
115	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
116	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
117	44103103-HP-M61	TONER CARTRIDGE, HP CF363A (HP508A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
118	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
119	44103103-HP-C62	TONER CARTRIDGE, HP CF401A (HP201A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,660.80	0.00
120	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
121	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
122	44103103-HP-B63	TONER CARTRIDGE, HP CF410A (HP410A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,900.00	0.00
123	44103103-HX-B54	TONER CARTRIDGE, HP CF410XC (HP410XC), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,048.40	0.00
124	44103103-HP-C63	TONER CARTRIDGE, HP CF411A (HP410A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,038.80	0.00
125	44103103-HX-C54	TONER CARTRIDGE, HP CF411XC (HP410XC), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.00	0.00
126	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	5,038.80	0.00
127	44103103-HX-Y54	TONER CARTRIDGE, HP CF412XC (HP410XC), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.80	0.00
128	44103103-HP-M63	TONER CARTRIDGE, HP CF413A (HP410A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,038.80	0.00
129	44103103-HX-M54	TONER CARTRIDGE, HP CF413XC (HP410XC), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.80	0.00
130	44103103-HP-B34	TONER CARTRIDGE, HP Q2612A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,744.00	0.00
131	44103103-HP-B48	TONER CARTRIDGE, HP Q7553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,680.00	0.00
132	44103103-SA-B03	TONER CARTRIDGE, SAMSUNG ML-D2850B, 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	5,116.80	0.00
133	44103103-SA-B06	TONER CARTRIDGE, SAMSUNG MLT-D101S, 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	3,484.00	0.00
134	44103103-SA-B07	TONER CARTRIDGE, SAMSUNG MLT-D103S, 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	2,689.44	0.00
135	44103103-SA-B08	TONER CARTRIDGE, SAMSUNG MLT-D104S, 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	2,454.40	0.00
136	44103103-SA-B09	TONER CARTRIDGE, SAMSUNG MLT-D105L, 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	3,380.00	0.00
137	44103103-SA-B14	TONER CARTRIDGE, SAMSUNG MLT-D108S, 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	3,289.52	0.00
138	44103103-SA-B21	TONER CARTRIDGE, SAMSUNG MLT-D203E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,304.40	0.00
139	44103103-SA-B18	TONER CARTRIDGE, SAMSUNG MLT-D203L, 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	3,956.16	0.00
140	44103103-SA-B20	TONER CARTRIDGE, SAMSUNG MLT-D203U, 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	6,442.80	0.00
141	44103103-SA-B12	TONER CARTRIDGE, SAMSUNG MLT-D205E, 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	7,321.14	0.00
142	44103103-SA-B05	TONER CARTRIDGE, SAMSUNG MLT-D205L, 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	4,533.36	0.00
143	44103103-SA-B10	TONER CARTRIDGE, SAMSUNG SCX-D6555A, 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	4,066.40	0.00
SOFTWARE																											
1	43231513-SFT-001	Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
2	43231602-SFT-002	Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
3	43232004-SFT-003	Computer game or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
4	43232107-SFT-004	Content authoring and editing software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
5	43232202-SFT-005	Content management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
6	43232304-SFT-006	Data management and query software	license	0	0	0	0	0.00	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

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
8	43232505-SFT-008	Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
9	43232603-SFT-009	Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
10	43233501-SFT-016	Information exchange software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
11	43232701-SFT-010	Network applications software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
12	43232802-SFT-011	Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
13	43232905-SFT-012	Networking software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
14	43233004-SFT-013	Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
15	43233205-SFT-014	Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
16	43233405-SFT-015	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																										
		BALLPEN, Matrix, Oil Gel - 8, 0.5mm, Black, 50pcs/tube,good quality	box	3	14	9	26	10,400.00	0	0	2	2	800.00	2	0	1	3	1,200.00	1	0	0	1	400.00	32	400.00	12,800.00
		BALLPEN, Matrix, Oil Gel - 8, 0.5mm, Blue, 50pcs/tube, good quality	box	1	6	2	9	3,600.00	0	0	0	0	0.00	0	0	0	0	0.00	2	0	0	2	800.00	11	400.00	4,400.00
		BALLPEN, Matrix, Oil Gel - 8, 0.5mm, Red, 50pcs/tube, good quality	dozen	0	5	0	5	360.00				0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	72.00	360.00
		Jotter Ballpoint Sign Pen; 1.0 Medium(Black); ideal for tracing/map paper	piece	0	3	0	3	5,100.00	0	2	0	2	3,400.00	0	0	0	0	0.00	0	0	0	0	0.00	5	1,700.00	8,500.00
		SIGN PEN .07,BLACK	box	1	3	0	4	1,000.00	0	0	0	0	0.00	0	0	2	2	500.00	1	0	0	1	250.00	7	250.00	1,750.00
		SIGN PEN .07,BLUE	box	0	1	0	1	250.00	0	1	0	1	250.00	0	0	0	0	0.00	0	0	0	0	0.00	2	250.00	500.00
		SIGN PEN, BLACK, liquid/gel ink, 0.5mm ;black,needle tip	box	5	4	15	24	6,000.00	0	15	0	15	3,750.00	0	10	0	10	2,500.00	0	0	0	0	0.00	49	250.00	12,250.00
		SIGN PEN, RED, liquid/gel ink, 0.5mm ,Red,needle tip	box	0	1	0	1	180.00	0	0	0	0	0.00	0	0	3	3	540.00	0	0	0	0	0.00	4	180.00	720.00
		SIGN PEN, BLACK, liquid/gel ink, 0.4mm needle tip	box	0	2	1	3	750.00	0	0	0	0	0.00	1	0	0	1	250.00	0	0	0	0	0.00	4	250.00	1,000.00
		SIGN PEN, BLUE, liquid/gel ink, 0.4mm needle tip	box	0	0	1	1	250.00	0	0	0	0	0.00	1	0	0	1	250.00	0	0	0	0	0.00	2	250.00	500.00
		SIGN PEN, GREEN, liquid/gel ink, 0.4mm needle tip	box	0	0	1	1	250.00	0	0	0	0	0.00	1	0	0	1	250.00	0	0	0	0	0.00	2	250.00	500.00
		SIGN PEN, RED, liquid/gel ink, 0.4mm needle tip	box	0	0	1	1	250.00	0	0	0	0	0.00	1	0	0	1	250.00	0	0	0	0	0.00	2	250.00	500.00
		SIGN PEN, REFILL BLACK, liquid/gel ink, 0.4mm needle tip	box	0	8	1	9	2,250.00	0	0	0	0	0.00	1	0	0	1	250.00	0	0	0	0	0.00	10	250.00	2,500.00
		SIGN PEN, REFIL BLUE, liquid/gel ink, 0.4mm needle tip	box	0	0	1	1	250.00	0	0	0	0	0.00	1	0	0	1	250.00	0	0	0	0	0.00	2	250.00	500.00
		SIGN PEN, REFIL GREEN, liquid/gel ink, 0.4mm needle tip	box	0	0	1	1	250.00	0	0	0	0	0.00	1	0	0	1	250.00	0	0	0	0	0.00	2	250.00	500.00
		SIGN PEN,REFILL RED, liquid/gel ink, 0.4mm needle tip	box	0	1	1	2	500.00	0	0	0	0	0.00	1	0	0	1	250.00	0	0	0	0	0.00	3	250.00	750.00
		SIGN PEN, REFILL .05,BLACK (MYGEL)	box	8	24	13	45	10,350.00	1	4	2	7	1,610.00	9	7	7	23	5,290.00	5	0	0	5	1,150.00	80	230.00	18,400.00
		SIGN PEN,REFILL .05,BLUE (MYGEL)	box	7	0	0	7	1,610.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7	230.00	1,610.00
		SIGN PEN,REFILL .05,RED (MYGEL)	box	1	0	0	1	230.00	0	0	0	0	0.00	1	0	0	1	230.00	0	0	0	0	0.00	2	230.00	460.00
		SIGN PEN,REFILL .05,green (MYGEL)	box	1	0	0	1	230.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	230.00	230.00
		SIGN PEN,REFILL .07,BLACK (MYGEL)	box	5	20	9	34	7,480.00	5	3	2	10	2,200.00	5	0	7	12	2,640.00	5	0	0	5	1,100.00	61	220.00	13,420.00
		SIGN PEN,REFILL .07,BLUE (MYGEL)	box	0	2	0	2	360.00	0	2	0	2	360.00	0	2	0	2	360.00	0	0	0	0	0.00	6	180.00	1,080.00
		CORRECTION PEN, Rolling Ball metal tip	piece	10	16	2	28	3,360.00	0	15	2	17	2,040.00	5	0	8	13	1,560.00	0	0	0	0	0.00	58	120.00	6,960.00
		PENCIL, model 482 # 2, hex with metal ferrule & eraser	dozen	0	4	0	4	300.00	0	1	0	1	75.00	0	1	0	1	75.00	0	1	0	1	75.00	7	75.00	525.00
		Technical Pen, 0.2	piece	0	1	0	1	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,500.00	1,500.00
		MARKER: permanent,SUPER COLOR MARKER,broad COLOR BLACK-refillable	box	1	8	5	14	6,720.00	0	0	0	0	0.00	0	2	0	2	960.00	0	0	0	0	0.00	16	480.00	7,680.00
		MARKER: REFILL INK SUPER COLOR MARKER, FINE COLOR BLACK 1 OUNCE BOTTLE WITH DROPPER	bottle	2	7	0	9	900.00	0	5	0	5	500.00	0	2	0	2	200.00	0	2	0	2	200.00	18	100.00	1,800.00
		ENVELOPE WITH STRING, PLASTIC,VERTICAL-BLUE	piece	0	0	100	100	2,000.00	0	0	300	300	6,000.00	0	0	0	0	0.00	0	0	0	0	0.00	400	20.00	8,000.00
		ENVELOPE WITH STRING, PLASTIC,VERTICAL-YELLOW	piece	0	0	400	400	8,000.00	0	0	0	0	0.00	0	200	0	200	4,000.00	0	0	0	0	0.00	600	20.00	12,000.00
		ENVELOPE WITH STRING, PLASTIC,VERTICAL-Red	piece	0	0	200	200	4,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	200	20.00	4,000.00
		ENVELOPE WITH STRING, PLASTIC,VERTICAL-Green	piece	0	0	200	200	4,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	200	20.00	4,000.00
		ENVELOPE WITH STRING, PLASTIC,VERTICAL-White	piece	0	0	200	200	4,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	200	20.00	4,000.00
		Envelope, Plastic transparent, Legal (snap button closure)	piece	0	0	100	100	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	100	10.00	1,000.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue as of 28 July 2023	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			
Glue-Washable Clear Glue,147ml	piece	3	0	1	4	200.00	0	0	0	0	0.00	1	0	0	1	50.00	0	0	0	0	0.00	5	50.00	250.00
Paste	jar	3	6	6	15	975.00	1	6	0	7	455.00	1	1	0	2	130.00	0	0	0	0	0.00	24	65.00	1,560.00
INDEX CARD 1/2"	pack	10	0	0	10	500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	50.00	500.00
INDEX CARD 4x6	pack	0	10	0	10	350.00	0	20	0	20	700.00	0	0	0	0	0.00	0	0	0	0	0.00	30	35.00	1,050.00
PUSH PIN, ROUND HEAD	pack	2	0	1	3	225.00	0	0	0	0	0.00	1	0	0	1	75.00				0	0.00	4	75.00	300.00
SPLIT PINS PAPERFASTENER 20MM	box	1			1	75.00				0	0.00				0	0.00				0	0.00	1	75.00	75.00
Fastener, Plastic	box			5	5	200.00				0	0.00				0	0.00				0	0.00	5	40.00	200.00
Long Fastener, Plastic 8.5 inches,70mm between prongs	box	2	27	2	31	6,510.00	11			11	2,310.00	2			2	420.00	2			2	420.00	46	210.00	9,660.00
PVC COVER, A4	box	1	13	1	15	12,000.00	2			2	1,600.00	5			5	4,000.00	1			1	800.00	23	800.00	18,400.00
PVC COVER, LONG	box		8	1	9	9,000.00	1			1	1,000.00	4			4	4,000.00				0	0.00	14	1,000.00	14,000.00
Laminating Film- Thickness 250micron;Width 9" ; Length 50meters; Good resistance to scuff,scratch and tear	roll				0	0.00	1			1	3,000.00		1		1	3,000.00				0	0.00	2	3,000.00	6,000.00
RING BINDER, 80 rings, plastic, 18mm x 1.12m	bundle			2	2	350.00			7	7	1,225.00	5		2	7	1,225.00				0	0.00	16	175.00	2,800.00
RING BINDER, 80 rings, plastic, 25mm x 1.12m	piece				0	0.00				0	0.00	5			5	125.00				0	0.00	5	25.00	125.00
RING BINDER 16mm x1.12m (Black)	piece				0	0.00			7	7	105.00	5		2	7	105.00				0	0.00	14	15.00	210.00
RING BINDER 12mm x1.12m (Black)	piece		20		20	700.00			10	10	350.00	20		10	30	1,050.00				0	0.00	60	35.00	2,100.00
RING Binder, (1/4")	piece		22	10	32	480.00				0	0.00	16			16	240.00				0	0.00	48	15.00	720.00
RING BINDER 1/2"	piece		25	10	35	700.00				0	0.00	16			16	320.00				0	0.00	51	20.00	1,020.00
RING BINDER 3/4'	piece		20	10	30	870.00				0	0.00	16			16	464.00				0	0.00	46	29.00	1,334.00
RING BINDER 1"	piece		33	10	43	1,505.00	8			8	280.00	26			26	910.00	6			6	210.00	83	35.00	2,905.00
RING BINDER 1.5"	piece		22	10	32	1,600.00				0	0.00	10			10	500.00				0	0.00	42	50.00	2,100.00
RING BINDER 2"	piece		16	10	26	1,690.00				0	0.00	10			10	650.00				0	0.00	36	65.00	2,340.00
Blade (Razor Blade, Double Edge)	box			1	1	50.00				0	0.00				0	0.00				0	0.00	1	50.00	50.00
Duct Tape,gray, green and black width:48mm	roll	6	3	7	16	1,600.00		2	2	4	400.00	3		5	8	800.00				0	0.00	28	100.00	2,800.00
Double sided tape with foam(1/2")	roll	4			4	200.00	1			1	50.00	1			1	50.00	1			1	50.00	7	50.00	350.00
Double sided tape without foam(1/2")	roll		5		5	100.00				0	0.00	4			4	80.00				0	0.00	9	20.00	180.00
Double sided tape without foam(1")	roll		11		11	550.00		3		3	150.00				0	0.00				0	0.00	14	50.00	700.00
Double sided tape without foam(2")	roll		3		3	240.00				0	0.00				0	0.00				0	0.00	3	80.00	240.00
Carbon Film, Long, Color Blue and Black,good quality	box	4		1	5	5,000.00				0	0.00	1	1		2	2,000.00				0	0.00	7	1,000.00	7,000.00
Stapler,no. 10, small , best quality	box	1			1	200.00				0	0.00				0	0.00				0	0.00	1	200.00	200.00
Stapler with remover,heavy duty, best quality,branded	piece		5	6	11	5,500.00				0	0.00				0	0.00				0	0.00	11	500.00	5,500.00
Electric Heavy Duty Stapler (100 pages Capacity)	piece			1	1	10,000.00				0	0.00				0	0.00				0	0.00	1	10,000.00	10,000.00
NAME BADGE HOLDER, plastic,with sling	piece	200			200	13,000.00				0	0.00				0	0.00				0	0.00	200	65.00	13,000.00
Battery AA-Rechargeable 2pcs/pack, good quality	pack	2	6		8	4,000.00				0	0.00	2			2	1,000.00				0	0.00	10	500.00	5,000.00
Battery AA-Rechargeable 2pcs/pack, good quality	pack		3		3	1,050.00		3		3	1,050.00		2		2	700.00				0	0.00	8	350.00	2,800.00
Battery AAA-Rechargeable 2pcs/pack, good quality	pack	2			2	1,000.00				0	0.00	2			2	1,000.00				0	0.00	4	500.00	2,000.00
Alcaline 9 Volt Batteries	pack		2		2	400.00		2		2	400.00				0	0.00				0	0.00	4	200.00	800.00
Battery -Rachargeable 9 Volt Batteries	pack	1			1	1,500.00				0	0.00				0	0.00				0	0.00	1	1,500.00	1,500.00
Compact Charger for AAA battery	piece		1		1	1,500.00				0	0.00				0	0.00				0	0.00	1	1,500.00	1,500.00
Executive Notebook/Planner	piece			25	25	11,250.00				0	0.00				0	0.00				0	0.00	25	450.00	11,250.00
Data File box with Cover,color red	piece	5		15	20	4,400.00				0	0.00				0	0.00				0	0.00	20	220.00	4,400.00
Canon Board,Cream color, 20pcs/pack, Legal	pack	16		20	36	2,880.00				0	0.00	4		20	24	1,920.00				0	0.00	60	80.00	4,800.00
Canon Board Legal Off White	box		8		8	2,400.00				0	0.00	2			2	600.00	2			2	600.00	12	300.00	3,600.00
Canon Board,White color, 20pcs/pack, legal	pack	20			20	1,400.00	20			20	1,400.00			20	20	1,400.00				0	0.00	60	70.00	4,200.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue as of 20 Mar 2022	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
CANON BOARD for certificate subs., color: yellow, A4	pack				0	0.00			5	5	500.00			5	5	500.00				0	0.00	10	100.00	1,000.00
CANON BOARD, for certificate subs.color: Pink, A4	pack				0	0.00			5	5	500.00			5	5	500.00				0	0.00	10	100.00	1,000.00
CANON BOARD, for certificate subs. color: Blue, A4	pack				0	0.00			5	5	500.00			5	5	500.00				0	0.00	10	100.00	1,000.00
Canon Board assorted color, 20pcs/pack, Legal	pack		17		17	3,060.00				0	0.00		5		5	900.00				0	0.00	22	180.00	3,960.00
Canon Paper, Legal -Cream 20pcs/pack	pack	4	13	4	21	1,155.00	13		4	17	935.00	9	4		13	715.00	7			7	385.00	58	55.00	3,190.00
Canon Paper, Legal (Pink,)	pack		10		10	200.00				0	0.00				0	0.00				0	0.00	10	20.00	200.00
Canon Paper, Legal (Yellow)	pack		10		10	200.00				0	0.00				0	0.00				0	0.00	10	20.00	200.00
Canon Paper, Legal (Blue,)	pack		10		10	200.00				0	0.00				0	0.00				0	0.00	10	20.00	200.00
Canon Paper, long (assorted colors)	pack			5	5	275.00				0	0.00	2			2	110.00				0	0.00	7	55.00	385.00
Canon Paper, A4 (assorted colors)	pack			6	6	300.00				0	0.00	6			6	300.00				0	0.00	12	50.00	600.00
CANON PAPER for certificate sub. 20, color light green A-4	pack			10	10	1,000.00			5	5	500.00			5	5	500.00				0	0.00	20	100.00	2,000.00
Construction Paper,assorted color	ream		4		4	1,280.00				0	0.00				0	0.00				0	0.00	4	320.00	1,280.00
PhotoPaper,matte A4,20pcs/pack	pack		10	1	11	1,100.00	10	0	1	11	1,100.00	2	0	1	3	300.00				0	0.00	25	100.00	2,500.00
Photo Paper, Inkjet Glossy 20s (A4/021gsm	pack	6	25	9	40	4,800.00		1	6	7	840.00	5	7	2	14	1,680.00	2			2	240.00	63	120.00	7,560.00
Photo Paper, Inkjet Glossy 20s (long/021gsm	pack			3	3	360.00				0	0.00	3			3	360.00				0	0.00	6	120.00	720.00
Photo Sticker, Inkjet Glossy 20s (A4/021gsm	pack		3	5	8	800.00			1	1	100.00	5	3		8	800.00				0	0.00	17	100.00	1,700.00
Photo Sticker, Inkjet Glossy 20s (LEGAL/021gsm	pack	3	0		3	360.00				0	0.00				0	0.00				0	0.00	3	120.00	360.00
Sticker Paper,Legal,white,20's	pack	2	27	2	31	3,720.00		13	0	13	1,560.00	4	0	15	19	2,280.00				0	0.00	63	120.00	7,560.00
Sticker PaperA4,assorted color,20's	ream	6	6		12	6,000.00				0	0.00	2			2	1,000.00				0	0.00	14	500.00	7,000.00
Paper, Newsprint,Long	ream	12	10		22	2,640.00	5			5	600.00	5			5	600.00	5			5	600.00	37	120.00	4,440.00
Dater Stamp	piece		2		2	160.00				0	0.00				0	0.00				0	0.00	2	80.00	160.00
Rubber Stamps (customized)	piece				0	0.00	5			5	2,500.00				0	0.00				0	0.00	5	500.00	2,500.00
White Board with stand movable	piece		1		1	8,000.00				0	0.00				0	0.00				0	0.00	1	8,000.00	8,000.00
White Board with frame 3x4ft	piece			1	1	3,000.00				0	0.00				0	0.00				0	0.00	1	3,000.00	3,000.00
Cork Board 30x40 inches	piece			1	1	1,000.00				0	0.00		1		1	1,000.00				0	0.00	2	1,000.00	2,000.00
Drinking Water/ Fountain	bottle	230	230	230	690	24,150.00	230	230	230	690	24,150.00	230	230	230	690	24,150.00	230	230	230	690	24,150.00	2760	35.00	96,600.00
Oil for Typewriter	bottle	2			2	200.00				0	0.00	1			1	100.00				0	0.00	3	100.00	300.00
Toner, Gestetner MP1800L2	tube	5	1	1	7	21,000.00		1	1	2	6,000.00	3	2	1	6	18,000.00	1			1	3,000.00	16	3,000.00	48,000.00
Toner, Gestetner2212	tube	3	2		5	20,000.00				0	0.00		2		2	8,000.00				0	0.00	7	4,000.00	28,000.00
Lumber Crayon	box			2	2	400.00			2	2	400.00		2		2	400.00	2			2	400.00	8	200.00	1,600.00
UNINTERRUPTIBLE POWER SUPPLY (UPS)	pcs	3	2	3	8	32,000.00	1			1	4,000.00				0	0.00				0	0.00	9	4,000.00	36,000.00
UNINTERRUPTIBLE POWER SUPPLY (UPS) Output Capacity: 625VA/325 Watts; Output Voltage/Frequency (on utility:230V/45-65Hz;Output Connection:3 Asia universal outlets (all with battery backup and surge protection: Input voltage /Frequency:230V/45-65Hz AC Power Surge Protection: All outlets	piece			5	5	22,500.00				0	0.00				0	0.00				0	0.00	5	4,500.00	22,500.00
Laser Range Finder/ Digital Distance Measurer: Laser diode*635nm, < 1 mW, Measurement Range *0.05-40.0m, Weight Approx.* 0.1kg, Measurement Accuracy *typical 1.5mm, Power supply *2 x 1.5 V LR03 (AAA), Automatic Deactivation 0 min, Dust and Splash Protection IP 54 ,Tripod thread 1/4"	piece		2		2	14,000.00				0	0.00				0	0.00				0	0.00	2	7,000.00	14,000.00
Biometric device	set			1	1	14,500.00				0	0.00				0	0.00				0	0.00	1	14,500.00	14,500.00
Biometric Software & maintenance	piece		1	1	2	17,000.00				0	0.00				0	0.00		1		1	8,500.00	3	8,500.00	25,500.00
Printer software	piece		1	1	2	10,000.00				0	0.00				0	0.00		1		1	5,000.00	3	5,000.00	15,000.00
SOLID STATE DRIVE[SSD] Storage Capacity:2TB;;HDDInterface:PCIEx4;;Specific Usage:Mapping & other media files.;;Connectivity Technology:-SATA ;;Dimensions:-3.16x0.07x0.14inches	piece			2	2	10,000.00				0	0.00				0	0.00				0	0.00	2	5,000.00	10,000.00
OTG DUAL FLASH DRIVE, TYPE C, 128 GB	piece		7		7	14,000.00				0	0.00				0	0.00				0	0.00	7	2,000.00	14,000.00
FLASH DRIVE, 128 GB capacity, USB 3.0	piece	5			5	8,000.00				0	0.00				0	0.00				0	0.00	5	1,600.00	8,000.00
FLASH DRIVE 32GB	piece		6	2	8	6,400.00			2	2	1,600.00				0	0.00	2			2	1,600.00	12	800.00	9,600.00
FLASH DRIVE 16GB	piece	11	9		20	3,348.80	5	1		6	1,004.64	5		1	6	1,004.64	4			4	669.76	36	167.44	6,027.84

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
Mouse Wireless USB	piece			2	2	308.00				0	0.00				0	0.00				0	0.00	2	154.00	308.00
Wireless Mouse and Keyboard (Combo) wireless with free battery	set		3		3	4,500.00				0	0.00				0	0.00				0	0.00	3	1,500.00	4,500.00
Keyboard USB Type	piece		5		5	10,000.00			5	5	10,000.00				0	0.00				0	0.00	10	2,000.00	20,000.00
Printer: 3 in 1 Feature: Print, Scan and Copy Paper Size: A4, Letter, Legal	piece	1	0	11	12	179,400.00	2	1		3	44,850.00		1		1	14,950.00				0	0.00	16	14,950.00	239,200.00
Printer- 3 in 1 Ecotank Printers- (Print,scan,copy with 1 year service warranty, with free 1 set ink (CMYK	piece				0	0.00		5		5	67,500.00				0	0.00				0	0.00	5	13,500.00	67,500.00
All-in-One Colored Printer, Ink jet,60 ppm, A4 & Legal scanner, network-ready, with ready tank	piece	0	4	3	7	104,300.00				0	0.00			2	2	29,800.00				0	0.00	9	14,900.00	134,100.00
Multi-media Projector- Native resolution:WUXGA;Max. resolution:1920X1200;Aspect Ratio:4:3,16:9,Throw Ration:1270mm@2000mm,Digital Zoom:2x,Lamp	piece				0	0.00				0	0.00		1		1	20,000.00				0	0.00	1	20,000.00	20,000.00
Laptop -Operating system Windows 10; Home Processor type: Intel Core15,	piece			2	2	100,000.00				0	0.00				0	0.00				0	0.00	2	50,000.00	100,000.00
USB Computer Headset	piece			2	2	12,000.00				0	0.00				0	0.00				0	0.00	2	6,000.00	12,000.00
Computer Head Set: USB-A type connection with atleast 150 cm cable chord, bi-directional/flexible microphone, adjustable headband; with noice cancelling mic & digital	piece				0	0.00	5			5	7,500.00				0	0.00				0	0.00	5	1,500.00	7,500.00
USB - LAN Adapter: USB 3.0, Support full-duplex and half-duplex operation of Fast Ethernet, Plug and play installation, Windows compatibility	piece				0	0.00	3			3	2,400.00				0	0.00				0	0.00	3	800.00	2,400.00
Web Camera for Computer PC Laptop	piece			2	2	10,000.00				0	0.00				0	0.00				0	0.00	2	5,000.00	10,000.00
MS Windows		1			1	15,000.00				0	0.00				0	0.00				0	0.00	1	15,000.00	15,000.00
Printer Ink (Epson L310-003) Black	piece	11	24	30	65	29,250.00	5	8	20	33	14,850.00	14	21	5	40	18,000.00	5			5	2,250.00	143	450.00	64,350.00
Printer Ink (Epson L310-003) Yellow	piece	5	20	28	53	23,850.00	5	6	20	31	13,950.00	13	16	5	34	15,300.00	5			5	2,250.00	123	450.00	55,350.00
Printer Ink Epson L310-003) Magenta	piece	5	20	28	53	23,850.00	5	6	20	31	13,950.00	13	16	5	34	15,300.00	5			5	2,250.00	123	450.00	55,350.00
Printer Ink Epson L310-003) Cyan	piece	5	20	28	53	23,850.00	5		20	25	11,250.00	13	16	5	34	15,300.00	5			5	2,250.00	117	450.00	52,650.00
Printer Ribbon refill (Epson LQ300+II)	piece	4		6	10	1,600.00				0	0.00	2			2	320.00				0	0.00	12	160.00	1,920.00
L-Shaped sofa (Leather) w/ standard foam,Gray	set			1	1	25,000.00				0	0.00				0	0.00				0	0.00	1	25,000.00	25,000.00
Purchase of office table, Gmeline (20x24x30, 4 lock & key drawers) with standard chair	set				0	0.00			2	2	17,000.00				0	0.00				0	0.00	2	8,500.00	17,000.00
Steel Cabinet (4 drawers), white, common lock	piece		3		3	27,000.00	2		2	4	36,000.00				0	0.00		1		1	9,000.00	8	9,000.00	72,000.00
Steel mobile Cabinet	piece				0	0.00			1	1	6,000.00				0	0.00				0	0.00	1	6,000.00	6,000.00
LAlerallSteel Cabinet (4 drawers), white, common lock	piece		3		3	45,000.00				0	0.00				0	0.00				0	0.00	3	15,000.00	45,000.00
Sofa Bed	piece			2	2	27,000.00				0	0.00				0	0.00				0	0.00	2	13,500.00	27,000.00
Computer Table- wooden material, L - 50 cm x W - 90 cm x H - 75 cm dimension; with 1 sliding keyboard drawer & 1 cabinet	piece				0	0.00			4	4	20,000.00				0	0.00				0	0.00	4	5,000.00	20,000.00
Office Chair- Midback chair with armrest: mesh back; fabric seat; rotating chair; adjustable gasiff; with base wheels	piece				0	0.00			2	2	9,000.00				0	0.00		4		4	18,000.00	6	4,500.00	27,000.00
DISHWASHING SOAP,LIQUID,500ml	bottle	12	21	5	38	7,030.00	0	16	3	19	3,515.00	21	6	14	41	7,585.00	10	0	3	13	2,405.00	111	185.00	20,535.00
MURIATIC Acid	galon		6	1	7	3,850.00		2	1	3	1,650.00			2	2	1,100.00				0	0.00	12	550.00	6,600.00
Disinfectant- Liquid Antibacterial protection -1gal	galon	1	4	5	10	1,600.00	0	6	5	11	1,760.00			12	12	1,920.00	4			4	640.00	37	160.00	5,920.00
Disinfectant- color safe -900ml	bottle				0	0.00		3		3	690.00				0	0.00				0	0.00	3	230.00	690.00
Door Rag	pcs	1		24	25	2,500.00			4	4	400.00			4	4	400.00				0	0.00	33	100.00	3,300.00
TOILET DEODORANT CAKE (Lemon,big)	piece	14	21		35	3,500.00		16		16	1,600.00	7	6		13	1,300.00	2			2	200.00	66	100.00	6,600.00
VEHICLE AIR FRESHENER	piece	6			6	1,080.00				0	0.00	6			6	1,080.00				0	0.00	12	180.00	2,160.00
Bathroom Soap, family size	piece	2			2	121.00		5		5	302.50				0	0.00				0	0.00	7	60.50	423.50
Trash Bins (4 bins per set)	set			1	1	5,000.00			1	1	5,000.00				0	0.00				0	0.00	2	5,000.00	10,000.00
LED bulb 20watts- branded, good quality	piece	24			24	8,400.00	10			10	3,500.00	10			10	3,500.00	10			10	3,500.00	54	350.00	18,900.00
LED bulb 20watts- branded, good quality	piece		6		6	720.00		6		6	720.00				0	0.00				0	0.00	12	120.00	1,440.00
LED bulb 10watts- branded, good quality	piece		8	25	33	6,600.00	0	5	5	10	2,000.00	10	0	15	25	5,000.00				0	0.00	68	200.00	13,600.00
LED Bulb 18watt,branded good quality	piece			10	10	2,000.00			10	10	2,000.00			10	10	2,000.00				0	0.00	30	200.00	6,000.00
FLOURESCENT Assembly (40 watts)	tube		6		6	2,100.00		26	5	31	10,850.00				0	0.00				0	0.00	37	350.00	12,950.00
FLOURESCENT Assembly (20 watts)	tube		6		6	1,500.00		26		26	6,500.00				0	0.00				0	0.00	32	250.00	8,000.00
EXTENSION WIRE (10meter),with 4 socket assembled,heavy duty	piece			2	2	2,000.00				0	0.00				0	0.00				0	0.00	2	1,000.00	2,000.00
EXTENSION WIRE (4meter),with 4 socket assembled,heavy duty	piece	3	1		4	2,000.00				0	0.00				0	0.00				0	0.00	4	500.00	2,000.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
Index Tab 4x6	pack	0	0	30	30	900.00	0	0	0	0	0.00	5	0	0	5	150.00	5			5	150.00	40	30.00	1,200.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
A. TOTAL																						₱		3,701,178.59

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																						P		370,117.86
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																						P		-
D. GRAND TOTAL (A + B+ C)																						P		4,071,296.43
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:

LIZA B. TORRALBA
Property/Supply Officer

Date Prepared: August 22,2022

Certified Funds Available / Certified Appropriate Funds Available:

REYNALDO R. PLAZA
Accountant / Budget Officer

Approved by:

ACHILLES ANTHONY C. EBRON
Head of Office/Agency