

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

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 (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).

- Comments:*
- 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/hoes8>.
 - 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 0927-9478245 (Globe) or 0918-2954426 (Smart), or email appehelpdesk@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: DEPED DIV OF DAVAO DE ORO
 Region: XI
 Agency Code/UNCS: 095/070010325536
 Organization Type: NATIONAL
 Note: The APP-CSE for FY 2024 must be submitted on or before 31 July 2023.
 Contact Person: MARGON A. ESPRENZA
 Position: ADMINISTRATIVE OFFICER IV
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Item #	Item Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the year		
			Jan	Feb	Mar	Q1	Q1 amount	April	May	June	Q2	Q2 amount	July	Aug				Sept	Q3

1	ALCOHOL, Ethyl, 500 mL	bottle	94	77	71	242	12,332.32	69	72	67	208	10,999.68	87	70	65	222	11,313.12	65	70	65	200	10,192.00	872	50.99	44,437.12
2	ALCOHOL, Ethyl, 1 Gallon	gallon	8	4	5	17	7,673.12	10	6	6	22	9,929.92	8	5	4	17	7,673.12	5	2	1	8	3,610.88	64	451.36	28,897.24

ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES

3	CLEARBOOK, A4 size	box	0	15	0	15	530.40	0	15	0	15	530.40	0	15	0	15	530.40	0	15	0	15	530.40	60	35.36	2,121.60
4	CLEARBOOK, Legal size	box	5	15	3	23	885.04	0	15	3	18	692.64	0	15	3	18	692.64	0	15	0	15	577.20	74	38.48	2,847.52
5	ERASER, Plastic/Rubber	piece	0	15	3	18	168.48	0	18	0	18	168.48	0	15	0	15	140.40	0	15	0	15	140.40	66	9.36	617.76
6	SIGN PEN, Extra Fine Tip, Black	piece	209	85	168	462	12,012.00	93	80	137	310	8,060.00	117	80	139	336	8,726.00	82	80	137	299	7,774.00	1,407	26.00	36,582.00
7	SIGN PEN, Fine Tip, Black	piece	6	0	0	6	268.32	6	0	0	6	268.32	6	0	0	6	268.32	6	0	0	6	268.32	24	44.72	1,073.28
8	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	SIGN PEN, Extra Fine Tip, Blue	piece	196	52	119	367	9,542.80	66	67	109	242	6,292.00	86	67	111	264	6,664.00	62	67	109	238	6,188.00	1,111	26.00	28,896.00
10	SIGN PEN, Fine Tip, Blue	piece	6	0	0	6	268.32	6	0	0	6	268.32	6	0	0	6	268.32	6	0	0	6	268.32	24	44.72	1,073.28
11	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	SIGN PEN, Extra Fine Tip, Red	piece	48	15	8	71	1,846.00	4	20	3	27	702.00	4	20	3	27	702.00	4	20	3	27	702.00	152	26.00	3,952.00
13	SIGN PEN, 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	46.76	0.00
14	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	WRAPPING PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	24	0	0	24	5,141.76	0	0	0	0	0.00	24	214.24	5,141.76

AUDIO AND VISUAL EQUIPMENT AND SUPPLIES

16	DOCUMENT CAMERA	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	25,536.16	0.00
17	MULTIMEDIA PROJECTOR	unit	0	0	1	1	18,470.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	18,470.40	18,470.40

BATTERIES AND CELLS AND ACCESSORIES

18	BATTERY, Dry cell, size AA	pack	22	0	14	36	786.24	6	5	6	17	371.28	15	5	6	26	567.84	6	2	5	13	283.92	92	21.84	2,009.28
19	BATTERY, Dry cell, size AAA	pack	14	0	20	34	671.84	2	0	23	25	494.00	9	3	12	24	474.24	2	1	5	8	158.08	91	19.76	1,796.16
20	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

CLEANING EQUIPMENT AND SUPPLIES																									
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Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the year										
			Jan	Feb	Mar	Q1	Q1 amount	April	May	June	Q2	Q2 amount	July	Aug				Sept	Q3	Q3 amount	Oct	Nov	Dec	Q4	Q4 amount		
21	47131812-AE-001	AIR FRESHENER	can	25	14	18	57	4,979.52	16	17	15	48	4,193.28	18	15	15	48	4,193.28	19	16	14	49	4,280.64	202	87.36	17,646.72	
22	47131804-BR-S01	BROOM (Walls Trimble)	piece	7	2	3	12	1,535.04	3	0	3	6	767.52	3	2	3	8	1,023.36	3	0	3	6	767.52	32	127.92	4,093.44	
23	47131804-BR-T01	BROOM (Walls Trimble)	piece	2	1	0	3	71.76	1	0	0	1	23.92	3	0	0	3	71.76	1	0	0	1	23.92	8	23.92	191.36	
24	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal	bottle	11	15	9	35	1,565.20	9	15	9	33	1,475.76	7	13	7	27	1,207.44	6	13	7	26	1,162.72	121	44.72	5,411.12	
25	47131805-CL-P01	CLEANER, Scouring Powder	can	1	7	0	8	288.00	1	7	0	8	288.00	1	7	0	8	288.00	1	7	0	8	288.00	32	36.00	1,152.00	
26	47131811-DE-B02	DETERGENT BAR	bar	5	5	2	12	112.32	3	3	0	6	56.16	6	0	0	6	56.16	6	0	0	6	56.16	30	9.36	280.80	
27	47131811-DE-P02	DETERGENT POWDER, all purpose	pouch	4	4	7	15	1,320.00	2	1	5	8	707.20	2	2	5	9	795.60	2	1	3	6	526.40	38	88.40	3,389.20	
28	47131803-DS-A01	DISINFECTANT SPRAY	can	20	14	13	47	7,087.60	10	11	13	34	5,127.20	10	11	11	32	4,825.60	13	9	11	33	4,976.40	146	150.80	22,016.80	
29	47131801-DU-P01	DUST PAN	piece	4	3	0	7	327.60	2	0	0	2	93.60	2	3	0	5	224.00	2	0	0	2	93.60	16	46.80	748.80	
30	47131802-IV-P03	FLOOR WAX, paste type, red	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
31	47131880-FC-A01	FURNITURE CLEANER	can	10	25	7	42	9,522.24	8	25	7	40	9,068.80	10	25	7	42	9,522.24	7	24	6	37	8,388.64	161	228.72	36,501.92	
32	73016121-SF-U01	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	0.00	0.00	
33	47131804-MP-B01	MOP BUCKET	unit	1	0	3	4	9,152.00	0	0	0	0	0.00	1	0	2	3	6,864.00	0	0	0	0	0.00	7	2,288.00	7	2,288.00
34	47131613-MP-H02	MOPHANDLE, heavy duty	piece	2	0	3	5	670.80	5	0	0	5	670.80	2	3	0	5	670.80	5	0	0	5	670.80	20	134.16	16,016.80	
35	47131619-MP-R01	MOPHEAD, made of rayon	piece	3	0	3	6	684.24	3	5	0	8	912.32	3	3	0	6	684.24	3	0	0	3	342.12	23	114.04	2,622.92	
36	47131801-MG-C01	RAGS	kip	3	0	2	5	286.00	1	0	2	3	121.60	1	0	2	3	174.60	0	0	0	0	0.00	11	57.20	629.20	
37	47131802-SC-N01	SCOURING PAD	pack	6	0	0	6	536.64	1	0	0	1	89.44	1	0	0	1	89.44	1	0	0	1	89.44	9	89.44	804.96	
38	47121701-TB-P04	TRASHBAG, XXL size	pack/roll	34	11	7	52	6,760.00	4	11	16	31	4,030.00	5	11	15	31	4,030.00	13	12	5	30	3,900.00	144	130.00	18,720.00	
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	0.00	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	0.00	0.00	
41	47121702-WB-P01	WASTEBASKET	piece	3	5	0	8	349.44	0	13	0	13	567.84	0	0	0	0	0.00	0	0	0	0	0.00	21	43.68	917.28	
COLOR COMPOUNDS AND DISPENSERS																											
42	12121203-SF-R01	INK, for stamp pad	bottle	12	4	5	21	655.20	8	3	1	12	374.40	10	6	1	17	520.40	8	3	0	11	343.20	61	31.20	1,903.20	
CONSUMER ELECTRONICS																											
43	52161535-OV-R01	DIGITAL VOICE RECORDER	unit	0	1	1	2	9,607.52	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	4,803.76	9,607.52	
FACE MASK																											
44	42131713-SM-M06	FACE MASK	box	10	0	0	10	520.00	10	0	0	10	520.00	10	0	0	10	520.00	10	0	0	10	520.00	40	52.00	2,080.00	
FILMS																											
45	13111203-AC-F01	ACETATE	roll	0	8	0	8	8,386.56	0	8	0	8	8,386.56	0	8	0	8	8,386.56	0	8	0	8	8,386.56	32	1,048.32	33,546.24	
46	13111201-CH-F02	CARBON FILM, Legal size	box	1	0	0	1	256.88	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	256.88	256.88	
FIRE FIGHTING EQUIPMENT																											
47	46191601-FE-K01	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	0.00	0.00	
48	46191601-FE-H01	FIRE EXTINGUISHER, pure HCFC	unit	0	0	3	3	16,839.75	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	5,613.75	16,839.75	
FLAG OR ACCESSORIES																											
49	55121905-HI-F01	PHILIPPINE NATIONAL FLAG	piece	1	1	1	3	854.52	1	1	1	3	854.52	1	1	1	3	854.52	1	1	1	3	854.52	12	284.94	3,418.08	
FURNITURE AND FURNISHINGS																											
50	56101504-CH-R01	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	0.00	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	0.00	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	0.00	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	0.00	0.00	
HEATING AND VENTILATION AND AIR CIRCULATION																											
54	40101604-EF-C01	ELECTRIC FAN, ceiling mount, orb 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	0.00	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	0.00	0.00	
56	40101604-EF-S01	ELECTRIC FAN, stand type	unit	1	2	2	5	5,033.60	0	1	0	1	1,066.72	0	0	0	0	0.00	0	0	0	0	0.00	6	1,066.72	6,040.32	
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	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	Apr	May	June	Q2	July	Aug	Sept	Q3				Oct	Nov	Dec	Q4								
		AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT				AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT							
4321507-OS-K03	DESKTOP, for Basic Users	unit	4	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	24,733.60	99,174.40		
4321507-OS-K04	DESKTOP, for Mid-Range Users	unit	2	0	1	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	42,290.40	127,171.20		
4320182-HD-X02	EXTERNAL HARD DRIVE	unit	13	4	10	27	81,488.16	0	2	0	2	6,036.16	0	2	0	2	6,036.16	0	0	0	0	0	0	0	31	3,018.08	93,506.48	
43202010-FO-J04	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	0	0	0	0	0.00	
4321503-LA-904	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	0	0	0	0	0.00	
4321503-LA-903	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	0	0	0	0	0.00	
4321708-NC-002	COMPUTER MOUSE, Wireless	unit	3	0	0	3	598.56	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	3	1,795.68	598.56	
4321202-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	0	0	0	0	0.00	
4321202-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	0	0	0	0	0.00	
4321205-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	0	0	0	0	0.00	
LIGHTING AND FIXTURES AND ACCESSORIES																												
39101629-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	20	0	0	20	1,622.40	20	0	0	20	1,622.40	20	0	0	20	1,622.40	20	0	0	0	0	0	0	80	81.12	6,489.60	
39101628-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	20	0	0	20	4,116.40	20	0	0	20	4,116.40	20	0	0	20	4,116.40	20	0	0	0	0	0	0	0	80	205.82	16,465.60
MANUFACTURING COMPONENTS AND SUPPLIES																												
31201610-GL-201	GLUE, all-purpose	jar	37	17	11	65	4,596.80	3	17	9	29	2,050.88	22	17	4	43	3,040.96	2	23	3	28	1,880.16	165	70.72	11,688.80			
31151804-SM-H01	STAPLE WIRE, heavy duty (brake type), 23/113	box	6	0	7	13	293.15	1	0	5	6	135.30	0	0	5	5	112.75	5	0	0	5	112.75	29	22.55	653.95			
31151804-SM-S01	STAPLE WIRE, standard	box	129	42	16	187	4,441.12	38	42	19	99	2,382.24	51	42	19	112	2,651.12	41	29	23	93	2,209.68	491	23.76	11,665.16			
31201502-TA-E01	TAPE, electrical	roll	5	0	0	5	97.25	5	0	0	5	97.25	5	0	0	5	97.25	5	0	0	5	97.25	20	19.45	389.00			
31201503-TA-M01	TAPE, masking, 24mm	roll	6	16	3	25	1,547.00	4	15	0	19	1,175.72	4	18	0	22	1,351.36	3	15	0	18	1,113.84	84	61.88	5,197.92			
31201503-TA-M02	TAPE, masking, 48 mm	roll	7	18	2	27	3,271.32	5	17	1	23	2,786.68	4	17	0	21	2,844.36	4	16	0	20	2,423.20	91	121.16	11,025.56			
31201517-TA-P01	TAPE, packaging, 48 mm	roll	2	2	2	6	180.96	2	2	2	6	180.96	2	2	2	6	180.96	2	2	2	6	180.96	24	30.15	723.84			
31201512-TA-T01	TAPE, transparent, 24mm	roll	24	26	4	54	617.76	8	33	3	44	503.36	10	26	3	39	446.16	18	16	3	37	423.28	174	11.44	1,990.56			
31201512-TA-T02	TAPE, transparent, 48 mm	roll	6	21	2	29	693.68	3	19	5	27	645.84	5	21	1	27	645.84	3	16	4	23	550.16	106	23.92	2,535.52			
31151907-TH-P01	TYNNE, plastic	roll	9	5	1	15	1,060.80	10	5	0	15	1,060.80	9	5	0	14	990.08	1	5	0	6	424.32	50	70.72	3,536.00			
MEASURING AND OBSERVING AND TESTING EQUIPMENT																												
4111504-RU-P02	RULER, flexible, plastic, 450mm	piece	18	26	0	44	915.20	5	20	0	25	520.00	1	26	0	27	561.60	1	0	0	1	20.80	97	20.80	2,017.60			
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																												
44121812-BL-H01	BLADE, for general purpose cutter/utility knife	tube	3	18	0	21	336.00	0	15	0	15	240.00	1	15	3	19	304.00	0	15	0	15	240.00	70	16.00	1,120.00			
44101602-PR-M01	BINDING AND PUNCHING MACHINE	unit	0	0	1	1	10,104.64	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	1	10,104.64	10,104.64		
44101807-CA-G01	CALCULATOR, Compact	unit	17	21	0	38	10,907.52	5	0	3	8	2,296.32	1	0	0	1	287.04	5	0	0	5	1,435.20	52	287.04	14,926.08			
44121710-CH-W01	CHALK, white enamel	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	
44122105-8F-C01	CLIP, backfold, 19mm	box	80	31	21	132	1,235.52	25	26	16	67	627.12	15	32	2	49	458.64	21	17	17	55	514.80	303	9.36	2,836.08			
44122105-8F-C02	CLIP, backfold, 25mm	box	82	23	21	126	1,985.60	25	21	26	72	1,123.20	15	33	6	54	842.40	25	21	16	62	960.70	314	15.60	4,898.40			
44122105-8F-C03	CLIP, backfold, 32mm	box	103	19	21	155	4,191.20	25	16	16	67	1,811.68	25	36	6	67	1,811.68	25	21	21	67	1,811.68	356	27.04	9,626.24			
44122105-8F-C04	CLIP, backfold, 50mm	box	61	19	19	99	5,971.68	23	19	14	56	3,377.92	16	29	4	49	2,955.84	23	19	14	56	3,377.92	260	62.32	16,633.20			
44121801-CT-R02	CORRECTION TAPE	piece	179	90	90	359	4,130.27	128	95	98	321	3,701.13	92	133	75	300	3,499.00	110	75	93	278	3,205.34	1258	11.53	14,504.76			
44121812-CH-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	12	21	0	33	1,046.76	2	15	0	17	529.24	3	15	4	22	697.84	0	15	0	15	475.80	87	31.72	2,759.64			
44111515-CH-S01	DATA FILE BOX	piece	15	21	8	44	3,396.80	2	17	22	41	3,165.20	2	17	2	21	1,821.20	2	17	2	21	1,821.20	127	77.20	9,804.40			
44122011-OF-R01	DATA FOLDER	piece	14	62	8	84	5,795.76	2	97	2	101	6,931.64	5	62	2	69	4,736.16	2	62	2	66	4,520.24	320	68.64	21,964.80			
44103007-OS-M01	DATER STAMP	piece	9	4	0	13	6,107.14	2	0	16	18	8,460.04	0	0	0	0	0.00	1	0	0	1	469.78	32	469.78	15,032.96			
44121506-EN-D01	ENVELOPE, Documentary, A4	box	2	2	0	4	3,361.28	0	2	0	2	1,680.64	0	2	0	2	1,680.64	0	2	0	2	1,680.64	10	849.32	8,493.20			
44121506-EN-D02	ENVELOPE, Documentary, legal	box	3	3	0	6	6,470.88	0	2	0	2	2,156.96	1	2	0	3	3,235.44	0	2	0	2	2,156.96	13	1,078.48	14,020.24			
44121506-EN-X01	ENVELOPE, Expanding, Kraft	box	4	5	0	9	12,373.82	0	2	0	2	2,749.76	3	0	0	3	4,124.64	1	2	0	3	4,124.64	17	1,374.88	23,372.96			
44121506-EN-X02	ENVELOPE, Expanding, Plastic	box	51	10	0	61	1,893.89	0	0	75	75	2,288.75	0	0	0	0	0.00	0	0	0	0	0.00	136	30.49	4,146.84			

Item Specifications

Monthly Quantity Requirement

Total Quantity for the year

Price

Total Amount for the year

Item #	Item Description	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the year												
			Jan	Feb	Mar	Q1	1st Month	April	May	June	Q2	2nd Month	July	Aug				Sept	Q3	3rd Month	Oct	Nov	Dec	Q4	4th Month				
98	4412109-EN-W02	ENVELOPE, Mailing	box	10	1	0	11	5,138.56	0	0	1	0	1	466.56	1	933.92	0	1	0	1	666.56	15	466.56	7,004.40					
99	4412109-EN-W02	ENVELOPE, Mailing, with window	box	7	1	0	8	4,228.56	0	0	1	0	1	528.32	0	528.32	0	1	0	1	528.32	11	528.32	5,814.52					
100	4411912-ER-801	ERASER, felt, for blackboard/whiteboard	piece	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00	0	0	0	0	0.00	0	0.00	0.00					
101	4412118-FR-P01	FASTENER	box	21	17	0	38	3,996.32	3	15	5	23	2,176.72	3	15	1,703.52	3	15	0	18	1,703.52	97	94.64	9,180.08					
102	4411115-FQ-201	FILE ORGANIZER, expanding, plastic, legal	piece	3	0	0	3	255.60	0	0	0	20	1,704.00	0	0	0.00	0	0	0	2	46.76	0	0	0	0	0.00	23	65.20	1,599.60
103	44122018-FQ-001	FILE TAB DIVIDER, A4	pack	3	10	3	16	366.08	0	0	0	0	0.00	0	0	0.00	0	0	0	2	46.76	0	0	0	0	0.00	18	22.88	411.84
104	44122018-FQ-002	FILE TAB DIVIDER, Legal	pack	1	10	1	12	312.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12	26.00	312.00
105	44122011-FQ-R01	FOLDER, Fenny with slide, A4	bundle	3	2	0	5	1,664.00	0	2	0	2	612.76	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7	291.20	2,004.40
106	44122011-FQ-R02	FOLDER, Fenny with slide, legal	bundle	3	2	0	5	1,544.40	0	2	0	2	612.76	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7	308.88	2,161.16
107	44122011-FQ-L01	FOLDER, L-type, A4	pack	4	0	0	4	750.16	0	0	0	0	0.00	0	0	0.00	0	0	0	2	375.08	0	0	0	0	0.00	6	187.54	1,125.24
108	44122011-FQ-L02	FOLDER, L-type, Legal	pack	5	0	1	6	1,431.42	0	0	0	0	0.00	1	2	954.28	0	0	0	4	954.28	0	0	0	0	0.00	10	238.57	2,385.70
109	44122027-FQ-P01	FOLDER, preboard	box	2	2	0	4	3,810.56	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	952.64	3,810.56
110	44122011-FQ-T03	FOLDER with tab, A4	pack	4	4	0	8	3,111.68	1	2	1	3	1,166.88	0	4	1,555.84	0	2	0	4	777.92	0	0	2	0	0.00	17	388.96	6,611.32
111	44122011-FQ-T04	FOLDER with tab, Legal	pack	5	4	0	9	3,846.96	1	2	1	4	1,709.76	1	4	2,137.20	1	2	0	3	1,282.32	21	427.44	8,576.24					
112	4412209-IT-T01	INDEX TAB	box	4	6	0	10	631.10	3	0	10	13	820.43	3	0	1,268.88	1	0	0	1	126.88	1	0	0	0	0.00	40	631.11	2,524.40
113	4411515-ME-B02	MAGAZINE FILE BOX, Large	piece	2	3	0	5	634.40	1	2	1	4	597.52	1	0	1,268.88	1	0	0	1	126.88	1	0	0	0	0.00	11	186.88	2,055.68
114	44121716-MA-R01	MARKER, Fluorescent	set	44	20	14	78	3,232.92	30	20	14	64	2,728.96	53	25	3,709.48	17	20	9	46	1,261.44	275	42.64	11,726.00					
115	44121708-ME-801	MARKER, Permanent, Black	piece	49	43	45	137	2,137.20	10	23	8	51	795.60	17	33	1,138.80	8	23	8	39	698.40	300	15.60	4,680.00					
116	44121708-ME-802	MARKER, Permanent, Blue	piece	44	7	19	70	1,092.00	17	2	2	21	327.60	32	2	36	561.60	22	2	2	26	405.60	153	15.60	2,386.80				
117	44121708-ME-803	MARKER, Permanent, Red	piece	27	2	12	41	639.60	17	2	2	21	327.60	17	12	31	483.60	17	2	2	21	327.60	114	15.60	1,776.40				
118	44121708-MW-801	MARKER, Whiteboard, Black	piece	2	19	12	33	343.20	2	17	2	21	218.40	2	27	322.40	2	17	2	21	218.40	106	10.40	1,101.40					
119	44121708-MW-802	MARKER, Whiteboard, Blue	piece	2	19	12	33	343.20	2	17	2	21	218.40	2	27	322.40	2	17	2	21	218.40	106	10.40	1,101.40					
120	44121708-MW-803	MARKER, Whiteboard, Red	piece	2	24	2	28	291.20	2	17	2	21	218.40	2	17	218.40	2	22	2	26	270.40	96	10.40	998.40					
121	4412104-PC-001	PAPER CLIP, vinyl/plastic coated, Jumbo, 50mm	box	60	18	13	91	851.76	19	13	16	48	449.28	34	13	50	468.00	19	13	3	35	327.60	224	9.36	2,096.64				
122	4412104-PC-002	PAPER CLIP, vinyl/plastic coated, Jumbo, 50mm	box	66	18	17	101	2,415.92	24	12	16	52	1,343.84	44	3	17	64	1,530.88	19	12	3	34	812.28	251	23.92	6,001.92			
123	4410603-PS-M02	PAPER SHREDDER	unit	1	0	0	1	5,699.20	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	1	5,699.20	5,699.20	
124	4410601-FT-M01	PAPER TRIMMER/CUTTING MACHINE	unit	0	1	0	1	9,297.60	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	1	9,297.60	9,297.60	
125	44121706-PE-L01	PENCIL, lead/graphite, with eraser	box	18	15	1	34	1,414.40	0	18	0	18	748.80	10	16	1	27	1,123.20	2	15	0	17	707.20	96	41.60	3,993.60			
126	44121819-PS-M01	PENCIL, SHARPER	piece	9	15	0	24	5,116.80	0	17	0	17	3,624.40	14	15	0	29	6,182.80	0	15	0	15	3,196.00	85	213.20	18,122.00			
127	4410602-FU-P01	RUNNER, paper, heavy duty	piece	18	15	2	35	5,678.40	0	0	0	0	0.00	5	0	811.20	0	0	0	0	0.00	0	0	0	0.00	40	162.24	6,489.60	
128	44122027-RE-910	BINDING RING/COMB, Polycr- 32 mm	piece	1	0	0	1	274.23	5	5	0	10	2,742.30	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	11	274.23	3,016.53	
129	4412101-RA-801	RUBBER BAND No. 18	box	9	15	1	25	4,134.00	2	15	1	18	2,976.48	4	15	1	20	3,307.20	1	15	0	16	2,645.76	79	165.36	13,061.44			
130	44121905-SP-R01	STAMP PAD, felt	piece	60	15	6	81	3,453.84	3	15	0	18	767.52	6	15	0	21	895.44	3	15	0	18	767.52	138	42.64	5,884.32			
131	44121618-SS-901	SCISSORS, symmetrical/symmetrical	pair	29	23	3	55	2,888.00	14	3	0	17	707.20	6	0	249.60	0	3	0	3	124.80	81	41.60	3,369.60					
132	44121615-ST-501	STAPLER, standard type	piece	35	21	6	62	9,027.20	14	0	3	17	2,475.20	18	15	3	36	5,241.60	3	0	0	3	458.80	118	145.60	17,180.80			
133	44121615-ST-801	STAPLER, heavy duty (binder)	unit	3	3	0	6	5,728.32	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	6	354.72	5,728.32	
134	44121613-SR-P02	STAPLE REMOVER, pile-type	piece	3	15	2	20	956.80	13	2	0	15	712.60	3	15	0	18	861.12	0	0	0	0	0	0	0.00	53	47.84	2,535.52	
135	44121605-TD-T01	TAPE DISPENSER, label top	piece	6	15	4	25	1,950.00	0	0	0	0	0.00	1	0	78.00	0	0	0	0	0.00	0	0	0	0.00	26	78.00	2,028.00	

PAPER MATERIALS AND PRODUCTS

136	4411525-CA-M01	CARTON/LIN, assorted colors	pack	2	15	0	17	1,538.16	1	15	0	16	1,447.88	2	15	0	17	1,538.16	1	15	0	16	1,447.88	66	90.48	5,971.68		
137	4411506-CA-111	COMPUTER CONTINUOUS FORM, 1 Ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	953.88	953.88
138	4411506-CA-112	COMPUTER CONTINUOUS FORM, 1 Ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	1,266.48	1,266.48
139	4411506-CA-122	COMPUTER CONTINUOUS FORM, 2 Ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	1,652.56	1,652.56
140	4411506-CA-121	COMPUTER CONTINUOUS FORM, 2 Ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	1	0	1,108.64	0	0	0	1	1,108.64	0	0	0	0.00	1	1,108.64	1,108.64
141	4411506-CA-131	COMPUTER CONTINUOUS FORM, 3 Ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	853.84	853.84

Item #	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			
			Q1 amount	Q2 amount	Q3 amount	Q4 amount	Q1 amount	Q2 amount	Q3 amount	Q4 amount														
23	4410105-HK-49	INK CARTRIDGE, HP CE564A (HP82), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	740.00	0.00		
24	4410105-HK-943	INK CARTRIDGE, HP CE484A (HP950A), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,970.80	0.00		
25	4410105-HK-C49	INK CARTRIDGE, HP CE484A (HP951X), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00		
26	4410105-HK-M43	INK CARTRIDGE, HP CE484A (HP951X), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00		
27	4410105-HK-V43	INK CARTRIDGE, HP CE484A (HP951X), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00		
28	4410105-HP-B38	INK CARTRIDGE, HP CE693AA (HP701), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00		
29	4410105-HP-T38	INK CARTRIDGE, HP CE693AA (HP701), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00		
30	4410105-HP-B33	INK CARTRIDGE, HP CE217AA (HP678), Black	cart	4	4	4	12	4,854.72	4	4	4	12	4,854.72	4	4	4	12	4,854.72	4	4	4	12	4,854.72	19,418.88
31	4410105-HP-T33	INK CARTRIDGE, HP CE217AA (HP678), Tri-color	cart	4	4	4	12	4,854.72	4	4	4	12	4,854.72	4	4	4	12	4,854.72	4	4	4	12	4,854.72	19,418.88
32	4410105-HP-B42	INK CARTRIDGE, HP CE212A (HP685A), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	312.00	0.00		
33	4410105-HP-C33	INK CARTRIDGE, HP CE212A (HP685A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00		
34	4410105-HP-M33	INK CARTRIDGE, HP CE212A (HP685A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00		
35	4410105-HP-Y33	INK CARTRIDGE, HP CE212A (HP685A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00		
36	4410105-HP-V43	INK CARTRIDGE, HP CE212A (HP685A), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	424.32	0.00		
37	4410105-HP-B43	INK CARTRIDGE, HP CE212A (HP685A), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	424.32	0.00		
38	4410105-HP-C50	INK CARTRIDGE, HP CE212A (HP955), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00		
39	4410105-HP-M50	INK CARTRIDGE, HP CE212A (HP955), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00		
40	4410105-HP-Y50	INK CARTRIDGE, HP CE212A (HP955), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00		
41	4410105-HP-B50	INK CARTRIDGE, HP CE212A (HP955), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,394.80	0.00		
42	4410105-HK-C48	INK CARTRIDGE, HP CE564A (HP955X), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,394.80	0.00		
43	4410105-HK-M48	INK CARTRIDGE, HP CE564A (HP955X), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,394.80	0.00		
44	4410105-HK-V48	INK CARTRIDGE, HP CE564A (HP955X), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,394.80	0.00		
45	4410105-HK-948	INK CARTRIDGE, HP CE564A (HP955X), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	1,817.92	0.00		
46	4410105-HP-C51	INK CARTRIDGE, HP CE693AA (HP905), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00		
47	4410105-HP-M51	INK CARTRIDGE, HP CE693AA (HP905), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00		
48	4410105-HP-Y51	INK CARTRIDGE, HP CE693AA (HP905), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00		
49	4410105-HP-B51	INK CARTRIDGE, HP CE693AA (HP905), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	774.80	0.00		
50	4410112-EP-R05	RIBBON CARTRIDGE, EPSON C13015516 (F81920), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	774.80	0.00		
51	4410112-EP-R13	RIBBON CARTRIDGE, EPSON C13015516 (F81920), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	774.80	0.00		
52	4410112-EP-R07	RIBBON CARTRIDGE, EPSON C13015531 (S015088)	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	774.80	0.00		
53	4410109-8R-098	TONER CARTRIDGE, BROTHER DR-45(C), High Yield 3000	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	6,790.00	0.00		
54	4410103-8R-099	TONER CARTRIDGE, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,567.20	0.00		
55	4410103-8R-811	TONER CARTRIDGE, BROTHER TN-3350, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	5,002.40	0.00		
56	4410103-8R-815	TONER CARTRIDGE, BROTHER TN-3478, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	5,575.44	0.00		
57	4410103-8R-816	TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	4,564.56	0.00		
58	4410103-8R-033	TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	2,716.80	0.00		
59	4410103-8R-M03	TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	2,716.80	0.00		
60	4410103-8R-Y03	TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	2,716.80	0.00		
61	4410103-CA-600	TONER CARTRIDGE, CANON CRG-324 II	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	13,999.36	0.00		
62	4410103-HP-B12	TONER CARTRIDGE, HP CE435A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,099.20	0.00		
63	4410103-HP-B14	TONER CARTRIDGE, HP CE435A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,033.60	0.00		
64	4410103-HP-B18	TONER CARTRIDGE, HP CE555A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	6,942.00	0.00		
65	4410103-HP-B21	TONER CARTRIDGE, HP CE278A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	3,741.92	0.00		
66	4410103-HP-B22	TONER CARTRIDGE, HP CE385A (HP85A), Black	cart	76	24	29	129	413,210.88	45	23	28	96	311,301.12	47	24	28	99	321,029.28	50	26	28	104	337,242.88	1,387,864.16
67	4410103-HP-B23	TONER CARTRIDGE, HP CE310A, Black	cart	3	0	0	3	7,051.20	3	0	0	3	7,051.20	3	0	0	3	7,051.20	3	0	0	3	7,051.20	2,504.80

Item & Specifications

Monthly Quantity Requirement

Total Quantity for the year

Price

Total Amount for the year

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the year								
			Jan	Feb	Mar	Q1	Q1 amount	April	May	June	Q2	Q2 amount	July	Aug				Sept	Q3	Q3 amount	Oct	Nov	Dec	Q4	Q4 amount
68	4410103-HP-C23 TONER CARTRIDGE, HP CE131A, Cyan	cart	2	0	0	2	5,220.80	2	0	0	2	5,220.80	2	0	0	2	5,220.80	2	0	0	2	5,220.80	8	2,610.40	20,883.20
69	4410103-HP-Y23 TONER CARTRIDGE, HP CE121A, Yellow	cart	2	0	0	2	5,220.80	2	0	0	2	5,220.80	2	0	0	2	5,220.80	2	0	0	2	5,220.80	8	2,610.40	20,883.20
70	4410103-HP-M23 TONER CARTRIDGE, HP CE131A, Magenta	cart	2	0	0	2	5,220.80	2	0	0	2	5,220.80	2	0	0	2	5,220.80	2	0	0	2	5,220.80	8	2,610.40	20,883.20
71	4410103-HP-B24 TONER CARTRIDGE, HP CE121A, 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	4410103-HP-C24 TONER CARTRIDGE, HP CE121A, 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	3,093.60	0.00
73	4410103-HP-Y24 TONER CARTRIDGE, HP CE121A, 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	3,093.60	0.00
74	4410103-HP-M24 TONER CARTRIDGE, HP CE121A, 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	3,093.60	0.00
75	4410103-HP-B25 TONER CARTRIDGE, HP CE121A, 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	3,093.60	0.00
76	4410103-HP-C25 TONER CARTRIDGE, HP CE121A, 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	3,093.60	0.00
77	4410103-HP-Y25 TONER CARTRIDGE, HP CE121A, 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	3,093.60	0.00
78	4410103-HP-M25 TONER CARTRIDGE, HP CE121A, 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	3,093.60	0.00
79	4410103-HP-B26 TONER CARTRIDGE, HP CE110A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60	0.00
80	4410103-HP-C27 TONER CARTRIDGE, HP CE111A, 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
81	4410103-HP-Y27 TONER CARTRIDGE, HP CE111A, 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	3,857.60	0.00
82	4410103-HP-M27 TONER CARTRIDGE, HP CE112A, 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	5,460.00	0.00
83	4410103-HP-B27 TONER CARTRIDGE, HP CE113A, 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	5,460.00	0.00
84	4410103-HP-C28 TONER CARTRIDGE, HP CE114A, 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
85	4410103-HP-Y28 TONER CARTRIDGE, HP CE115A, 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	4,050.80	0.00
86	4410103-HP-M28 TONER CARTRIDGE, HP CE116A, 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	7,132.00	0.00
87	4410103-HP-B28 TONER CARTRIDGE, HP CE117A, 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	2,878.72	0.00
88	4410103-HP-C29 TONER CARTRIDGE, HP CE225A, 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	5,246.80	0.00
89	4410103-HP-Y29 TONER CARTRIDGE, HP CE280A, 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	4,690.40	0.00
90	4410103-HP-M29 TONER CARTRIDGE, HP CE281A, 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	8,359.52	0.00
91	4410103-HP-B29 TONER CARTRIDGE, HP CE282A, 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	7,800.00	0.00
92	4410103-HP-C30 TONER CARTRIDGE, HP CE283A, 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	3,034.72	0.00
93	4410103-HP-Y30 TONER CARTRIDGE, HP CE284A, 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	3,796.00	0.00
94	4410103-HP-M30 TONER CARTRIDGE, HP CE285A, 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	9,828.00	0.00
95	4410103-HP-B30 TONER CARTRIDGE, HP CE286A, 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	13,728.00	0.00
96	4410103-HP-C31 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	2,574.00	0.00
97	4410103-HP-Y31 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	2,652.00	0.00
98	4410103-HP-M31 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	2,652.00	0.00
99	4410103-HP-B31 TONER CARTRIDGE, HP CE314A, 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	2,652.00	0.00
100	4410103-HP-C32 TONER CARTRIDGE, HP CE315A, 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	7,030.40	0.00
101	4410103-HP-Y32 TONER CARTRIDGE, HP CE316A, 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	8,814.00	0.00
102	4410103-HP-M32 TONER CARTRIDGE, HP CE317A, 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	8,814.00	0.00
103	4410103-HP-B32 TONER CARTRIDGE, HP CE318A, 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	8,814.00	0.00
104	4410103-HP-C33 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	3,099.20	0.00
105	4410103-HP-Y33 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	3,660.80	0.00
106	4410103-HP-M33 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	3,660.80	0.00
107	4410103-HP-B33 TONER CARTRIDGE, HP CE404A, 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	3,660.80	0.00
108	4410103-HP-C34 TONER CARTRIDGE, HP CE411A, 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	3,900.00	0.00
109	4410103-HP-Y34 TONER CARTRIDGE, HP CE412A, 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	6,844.40	0.00
110	4410103-HP-M34 TONER CARTRIDGE, HP CE413A, 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
111	4410103-HP-B34 TONER CARTRIDGE, HP CE414A, 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	8,522.00	0.00
112	4410103-HP-C35 TONER CARTRIDGE, HP CE421A, 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	5,038.00	0.00

	Item 8 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								
							Q1 Amount					Q2 Amount									Q3 Amount					Q4 Amount							
113	4410103-HP-M83 TONER CARTRIDGE, HP-CE11A (HP1410), ~Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,038.80	0.00							
114	4410103-HP-M84 TONER CARTRIDGE, HP-CE13C (HP1410C), Magenta	cart	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8,522.80	0.00							
115	4410103-HP-B34 TONER CARTRIDGE, HP-Q2412A, Black	cart	15	5	5	25	53,600.00	8	5	5	18	67,392.00	8	5	5	18	67,392.00	7	5	5	17	53,848.00	78	3,747.00	297,031.00								
116	4410103-HP-B48 TONER CARTRIDGE, HP-Q753A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,660.00	0.00							
SOFTWARE																																	
1	4321515-SFT-001 Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00					
2	4321605-SFT-002 Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00					
3	4323004-SFT-003 Computer game or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00					
4	4323101-SFT-004 Content authoring and editing software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00					
5	4323201-SFT-005 Content management software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00					
6	4323304-SFT-006 Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00					
7	4323403-SFT-007 Development software	license	0	0	1	1	40,720.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	40,720.00	40,720.00					
8	4323505-SFT-008 Educational or reference software	license	0	0	1	1	40,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	40,000.00	40,000.00					
9	4323603-SFT-009 Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00					
10	4323301-SFT-010 Intranet/extranet software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00					
11	4323201-SFT-011 Network applications software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00					
12	4323201-SFT-011 Network management software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00					
13	4323905-SFT-012 Networking software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00					
14	4323904-SFT-013 Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00					
15	4323205-SFT-014 Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00					
16	4323405-SFT-015 Utility and device driver software	license	0	0	0	0	2,000.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	3,590.00	7,000.00					
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																																	
1	80141505-1S-001 BALLPEN	piece	12	0	0	0	120.00	12	0	0	0	120.00	12	0	0	0	120.00	12	0	0	0	12	120.00	12	0	0	0	12	120.00	48	10.00	480.00	
2	80141505-1S-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	0	0	0	0	0	0	0	0.00	0	0.00	0.00
3	80141505-1S-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	0	0	0	0	0	0	0	0.00	0	0.00	0.00
4	80141505-1S-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	0	0	0	0	0	0	0	0.00	0	0.00	0.00
5	80141505-1S-005 DOUBLE SIDED TAPE	roll	22	0	0	15	37	1,665.00	15	0	15	30	1,350.00	15	0	15	30	1,350.00	15	0	15	30	1,350.00	15	0	15	30	1,350.00	127	45.00	5,715.00		
6	80141505-1S-006 PHOTO PAPER	pack	15	0	25	40	4,800.00	15	0	15	30	3,600.00	15	0	15	30	3,600.00	15	0	15	30	3,600.00	15	0	15	30	3,600.00	130	120.00	15,600.00			
7	80141505-1S-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	0	0	0	0	0	0	0.00	0	0.00	0.00	
8	80141505-1S-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	0	0	0	0	0	0	0.00	0	0.00	0.00	
9	80141505-1S-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	0	0	0	0	0	0	0.00	0	0.00	0.00	
10	80141505-1S-010 UNINTERUPTIBLE POWER SUPPLY	unit	9	0	0	0	21,600.00	9	0	0	0	0.00	9	0	0	0	0.00	9	0	0	0	0	0	0	0	0	0	0	0.00	9	2,400.00	21,600.00	
11	80141505-1S-011 AIR-COOLING UNIT	unit	3	0	0	0	147,000.00	3	0	0	0	0.00	3	0	0	0	0.00	3	0	0	0	0	0	0	0	0	0	0	0.00	3	49,000.00	147,000.00	
12	80141505-1S-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	0	0	0	0	0	0	0.00	0	0.00	0.00	
13	80141505-1S-013 WHITE BOARD	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0.00	
14	80141505-1S-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	0	0	0	0	0	0	0.00	0	0.00	0.00	
15	80141505-1S-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	0	0	0	0	0	0	0.00	0	0.00	0.00	
16	80141505-1S-016 DISHWASHING 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	0	0	0	0	0	0	0.00	0	0.00	0.00	
17	80141505-1S-017 PLASTIC FASTENER	box	19	0	0	15	34	1,580.00	15	0	18	33	1,485.00	15	0	18	34	1,530.00	15	0	15	30	1,350.00	15	0	15	30	1,350.00	131	45.00	5,895.00		
18	80141505-1S-018 STEEL FILMS CABINET	piece	1	0	0	1	12,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	1	12,000.00	12,000.00	
19	80141505-1S-019 YELLOW 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	0	0	0	0	0	0	0.00	0	0.00	0.00	
20	80141505-1S-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	0	0	0	0	0	0	0.00	0	0.00	0.00	
21	80141505-1S-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	0	0	0	0	0	0	0.00	0	0.00	0.00	
22	80141505-1S-022 COLORED 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	0	0	0	0	0	0	0.00	0	0.00	0.00	
23	80141505-1S-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	0	0	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 Amount	April	May	June	Q2	Q2 Amount	July	Aug				Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount		
24	80141505-75-024	FISH PIN	pack	0	15	0	0	15	750.00	0	0	0	15	750.00	0	0	0	15	750.00	0	0	15	750.00	60	50.00	3,000.00	
25	80141505-75-025	DOOR MAT	piece	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
26	80141505-75-026	GLUE STICK (PASTE)	piece	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
27	80141505-75-027	GLUE STICK (FOR GLUE GUN)	pack	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
28	80141505-75-028	DECORATIVE CAKE	piece	5	0	0	5	400.00	5	0	0	5	400.00	5	0	0	5	400.00	5	0	0	5	400.00	20	80.00	1,600.00	
29	80141505-75-029	DISPOSABLE GLOVES	box	5	0	0	5	1,150.00	5	0	0	5	1,150.00	5	0	0	5	1,150.00	5	0	0	5	1,150.00	20	230.00	4,600.00	
30	80141505-75-030	OFFICE CHAIR	piece	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	0.00	0.00
31	80141505-75-031	MANILA PAPER	pack	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	0.00	0.00
32	80141505-75-032	AUTOMOTIVE BATTERIES	piece	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	0.00	0.00
33	80141505-75-033	PA LOCK	piece	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	0.00	0.00
34	80141516-75-034	MOBILE PHONE	piece	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	0.00	0.00
35	80141505-75-035	COMPACT DISC	piece	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	0.00	0.00
36	80141505-75-036	AMBI JETER	unit	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	0.00	0.00
37	80141505-75-037	STORAGE BOX	piece	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	0.00	0.00
38	80141505-75-038	PLASTIC ENVELOPE	piece	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	0.00	0.00
39	80141505-75-039	DOCUMENT SCANNER	piece	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	0.00	0.00
40	80141505-75-040	WATER DISPENSER	unit	1	0	0	1	35,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	35,000.00	35,000.00
41	80141505-75-041	PARACTHON	pack	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	0.00	0.00
42	80141505-75-042	GLUE GUN	unit	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	0.00	0.00
43	80141505-75-043	INKJET PRINTER	unit	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	0.00	0.00
44	80141505-75-044	SPEAKERS	unit	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	0.00	0.00
45	80141505-75-045	POVIDONE IODINE	bottle	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	0.00	0.00
46	80141505-75-046	KEYBOARD	unit	4	15	0	19	7,220.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	380.00	1,520.00
47	80141505-75-047	DSLR CAMERA	unit	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	0.00	0.00
48	80141505-75-048	STEEL BACK	set	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	0.00	0.00
49	80141505-75-049	LAMINATING MACHINE	unit	0	1	0	1	5,000.00	0	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
50	80141505-75-050	FUEL FILTERS	piece	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	0.00	0.00
51	80141505-75-051	AIRLINE TICKETS (DOMESTIC)	ticket	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	0.00	0.00
52	80141505-75-052	AIRLINE TICKETS (INTERNATIONAL)	ticket	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	0.00	0.00
53	80141505-75-053	CAR (Sedan or Hatchback)	unit	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	0.00	0.00
46	80141505-75-054	MULTI-PURPOSE VEHICLE (MPV)	unit	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	0.00	0.00
47	80141505-75-055	SPORTS UTILITY VEHICLE (SUV)	unit	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	0.00	0.00
48	80141505-75-056	PASSENGER VAN	unit	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	0.00	0.00
49	80141505-75-057	VAN	unit	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	0.00	0.00
50	80141505-75-058	TWO-WHEEL VEHICLE	unit	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	0.00	0.00
51	80141505-75-059	PICKUP TRUCK	unit	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	0.00	0.00
52	80141505-75-060	ALL-TERRAIN VEHICLE (ATV)	unit	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	0.00	0.00
53	80141505-75-061	ASSEMBLED OWNER-TYPE JEP	unit	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	0.00	0.00
50	80141505-75-062	ASSEMBLED PASSENGER JEEP	unit	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	0.00	0.00
51	80141505-75-063	MOTORCYCLE	unit	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	0.00	0.00
52	80141505-75-064	BUS	unit	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	0.00	0.00
53	80141505-75-065	MINI BUS	unit	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	0.00	0.00
A. TOTAL																											
B. ADDITIONAL PROVISION FOR INFLATION (10% of 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
D. GRAND TOTAL (A + B + C) E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																								4,548,274.15

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:


 MARCEL A. ESTENIZA
 Property/Supply Officer

Date Prepared: 7/24/2023

Certified Funds Available / Certified Appropriate Funds Available:


 NISAM TEANNA, CL
 Accountant / Budget Officer

Approved by:


 CRISTY C. EPE
 Head of Office/Agency