

ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2021 FORM

**Introduction:**  
Listed in this template are all the common supplies and equipment (CSE) carried in stock by the Procurement Service (PS) that may be purchased by government agencies. Agencies must accomplish this form and submit in order to purchase CSEs from the PS. Consistent with DBM Circular No. 2018-10 dated November 8, 2018, the APP-CSE shall serve as the agency's APR for all its CSE requirements. Items in the template has been arranged in accordance with UNSPSC coding and this is in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

- Instructions:**
- Download the worksheet file APP-CSE 2021 FORM at [www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph)
  - Indicate the agency's monthly requirement per item in the APP-CSE 2021 form.
  - The agency should indicate zero "0" if an item is not being purchased by the agency or purchased for a particular month.
  - Agency must not delete any item in the template; neither should revise the template.
  - An APP-CSE is considered incorrect or invalid if
    - form used is other than the prescribed format which can be downloaded only at [www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph) and;
    - correct format is used but fields were deleted and/or inserted in PART I of the template

- Fill out the CSE requirements that are available for purchase in the PS under the PART I. For other items that are not available from the PS but is regularly purchased by the agency from other sources, agency must indicate the items in the PART II and indicate likewise the unit prices based on its last purchase. To add or insert items are only applicable in PART II.
- Once accomplished and finalized, the APP-CSE 2021 form should be:
  - Saved using this format: APP2021\_Name of Agency\_Main or Regional Office (e.g. APP2021\_DBM\_Central Office, APP2021\_DBM\_Region IVA).
  - Printed and signed by the agency Property/Supply Officer, Budget Officer and Head of the Procuring Entity. An unsigned APP-CSE or that which lacks any of the three (3) signatures will be considered as an invalid submission. (Only buyer coordinators will be allowed to upload APP-CSEs.)
- The SIGNED COPY of the APP-CSE must be scanned and saved as pdf format for reference of the agency. The file in excel format should be submitted online using the Virtual Store (VS) facility at PhilGEPS website. (Only buyer coordinators will be allowed to upload APP-CSEs.)
- An agency may revise its APP-CSE during the year if there will be changes in its requirements. However, it should submit an original APP-CSE within the prescribed deadline. Agency may follow the same procedure as indicated in No. 7 when submitting the revised copy. All requirements in excess of the quantities indicated in the original APP-CSE will not be served if not covered by a revised APP-CSE.
- For further assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no. 8-290-6300; 8290-6400 Local 8006-8010

Note: Consistent with Memorandum Circular No. 2020 -1 dated 02 June 2020, issued by AO 25, the APP-CSE for FY 2021 must be submitted on or before **December 15, 2020.**

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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year				
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT		
<b>PART I. AVAILABLE AT PROCUREMENT SERVICE STORES</b>																										
<b>PESTICIDES OR PEST REPELLENTS</b>																										
1	10191509-IN-A01	INSECTICIDE, aerosol type, net content: 600ml min	can	20	0	0	20	2,787.20	21	0	0	21	2,926.56	20	0	0	20	2,787.20	21	0	0	21	2,926.56	82.00	139.36	11427.52
<b>PERFUMES OR COLOGNES OR FRAGRANCES</b>																										
2	53131626-HS-501	HAND SANITIZER, 500 ml	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	151.43	0.00
<b>ALCOHOL OR ACETONE BASED ANTISEPTICS</b>																										
3	12191601-AL-E01	ALCOHOL, ethyl, 68%-72%, scented, 500ml (-5ml)	bottle	76	0	0	76	3,312.08	76	0	0	76	3,312.08	76	0	0	76	3,312.08	75	0	0	75	3,268.50	303.00	43.58	13204.74
4	12191601-AL-E02	ALCOHOL, ethyl, 68%-72%, scented, 3.785 liters	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	457.60	0.00
5	51471901-AL-I01	ALCOHOL, isopropyl, 68%-72%, 500ml (-5ml)	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	0.00	43.58	0.00
6	51471901-AL-I02	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	455.00	0.00
7	51471505-PO-P01	POVIDONE IODINE, 10 % solution, 120 ml	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	207.75	0.00
<b>COLOR COMPOUNDS AND DISPERSIONS</b>																										
8	12171703-SI-P01	STAMP PAD INK, purple or violet, 50ml (min.)	bottle	6	0	0	6	189.12	0	0	0	0	0.00	1	0	0	1	31.52	0	0	0	0	0.00	7.00	31.52	220.64
<b>FILMS</b>																										
9	13111203-AC-F01	ACETATE, thickness: 0.075mm min (gauge #3)	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	0.00	847.82	0.00
10	13111201-CF-P01	CARBON FILM, PE, black, size 210mm x 297mm	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	0.00	221.00	0.00
11	13111201-CF-P02	CARBON FILM, PE, black, size 216mm x 330mm	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	0.00	208.52	0.00
<b>PAPER MATERIALS AND PRODUCTS</b>																										
12	14111525-CA-A01	CARTOLINA, assorted colors	pack	2	0	0	2	167.44	0	0	0	0	0.00	2	0	0	2	167.44	0	0	0	0	0.00	4.00	83.72	334.88
13	14111506-CF-L11	CONTINUOUS FORM, 1 PLY, 280 x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	882.55	0.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year				
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT
		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0				0	0	0	0.00
14 14111506-CF-L12 CONTINUOUS FORM, 1 PLY, 280 x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1029.60	0.00
15 14111506-CF-L22 CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	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	0.00	1528.80	0.00
16 14111506-CF-L21 CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	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	0.00	906.36	0.00
17 14111506-CF-L31 CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	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	0.00	894.00	0.00
18 14111506-CF-L32 CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	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	0.00	1508.00	0.00
19 14111609-L1-C01 LOOSELEAF COVER, made of chipboard, for legal	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	794.96	0.00
20 14111514-NP-S02 NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	17	0	0	17	630.02	7	0	0	7	259.42	17	0	0	17	630.02	7	0	0	7	259.42	48.00	37.06	1778.88
21 14111514-NP-S04 NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	13	0	0	13	770.64	8	0	0	8	474.24	13	0	0	13	770.64	8	0	0	8	474.24	42.00	59.28	2489.76
22 14111514-NP-S03 NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad	15	0	0	15	715.95	10	0	0	10	477.30	15	0	0	15	715.95	10	0	0	10	477.30	50.00	47.73	2386.50
23 14111514-NB-S01 NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece	15	0	0	15	180.60	6	0	0	6	72.24	7	0	0	7	84.28	6	0	0	6	72.24	34.00	12.04	409.36
24 14111507-PP-M01 PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	reams	3	0	0	3	511.68	3	0	0	3	511.68	3	0	0	3	511.68	3	0	0	3	511.68	32.00	181.42	5805.44
25 14111507-PP-M02 PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	reams	8	0	0	8	1,451.36	8	0	0	8	1,451.36	8	0	0	8	1,451.36	8	0	0	8	1,451.36	546.00	133.12	72683.52
26 14111507-PP-C01 PAPER, Multi-Purpose (COPY) A4, 70 gsm	reams	135	0	0	135	17,971.20	136	0	0	136	18,104.32	135	0	0	135	17,971.20	140	0	0	140	18,636.80	162.00	138.97	22513.14
27 14111507-PP-C02 PAPER, Multi-Purpose (COPY) Legal, 70 gsm	reams	40	0	0	40	5,558.80	41	0	0	41	5,697.77	40	0	0	40	5,558.80	41	0	0	41	5,697.77	6.00	30.68	184.08
28 14111531-PP-R01 PAPER, PAD, ruled, size: 216mm x 330mm (? 2mm)	pad	2	0	0	2	61.36	1	0	0	1	30.68	1	0	0	1	30.68	2	0	0	2	61.36	6.00	98.05	0.00
29 14111503-PA-P01 PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	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	0.00	55.64	0.00
30 14111818-TH-P02 PAPER, THERMAL, 55gsm, size: 216mm?1mm x 30m-0.3m	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	18.00	70.72	1272.96
31 14111531-RE-B01 RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	6	0	0	6	424.32	4	0	0	4	282.88	3	0	0	3	212.16	5	0	0	5	353.60	17.00	101.92	1732.64
32 14111531-RE-B02 RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	6	0	0	6	611.52	3	0	0	3	305.76	4	0	0	4	407.68	4	0	0	4	407.68	428.00	87.40	37407.20
33 14111704-TT-P02 TOILET TISSUE PAPER, 2-ply, 100% recycled	pack	107	0	0	107	9,351.80	107	0	0	107	9,351.80	107	0	0	107	9,351.80	107	0	0	107	9,351.80	0.00	0.00	0.00
34 14111704-IFPT01 TISSUE, interfolded paper towel	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	34.84	0.00
<b>BATTERIES AND CELLS AND ACCESSORIES</b>																								
35 26111702-BT-A02 BATTERY, dry cell, AA, 2 pieces per blister pack	pack	25	0	0	25	907.50	1	0	0	1	36.30	21	0	0	21	762.30	1	0	0	1	36.30	48.00	36.30	1742.40
36 26111702-BT-A01 BATTERY, dry cell, AAA, 2 pieces per blister pack	pack	35	0	0	35	690.55	1	0	0	1	19.73	31	0	0	31	611.63	1	0	0	1	19.73	68.00	19.73	1341.64
37 26111702-BT-A03 BATTERY, dry cell, D, 1.5 volts, alkaline	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	0.00	96.20	0.00
<b>MANUFACTURING COMPONENTS AND SUPPLIES</b>																								
38 31201610-GL-X01 GLUE, all purpose, gross weight: 200 grams min	jar	3	0	0	3	186.30	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	62.10	186.30
39 31151804-SW-H01 STAPLE WIRE, for heavy duty staplers, (23/13)	box	10	0	0	10	197.60	10	0	0	10	197.60	9	0	0	9	177.84	6	0	0	6	118.56	35.00	19.76	691.60
40 31151804-SW-S01 STAPLE WIRE, STANDARD, (26/6)	box	11	0	0	11	231.99	6	0	0	6	126.54	10	0	0	10	210.90	3	0	0	3	63.27	30.00	21.09	632.70
41 31201502-TA-E01 TAPE, ELECTRICAL, 18mm x 16M min	roll	21	0	0	21	392.07	0	0	0	0	0.00	21	0	0	21	392.07	0	0	0	0	0.00	42.00	18.67	784.14
42 31201503-TA-M01 TAPE, MASKING, width: 24mm (±1mm)	roll	33	0	0	33	1,801.80	2	0	0	2	109.20	31	0	0	31	1,692.60	3	0	0	3	163.80	69.00	54.60	3767.40
43 31201503-TA-M02 TAPE, MASKING, width: 48mm (±1mm)	roll	17	0	0	17	1,812.20	0	0	0	0	0.00	16	0	0	16	1,705.60	0	0	0	0	0.00	33.00	106.60	619.07
44 31201517-TA-P01 TAPE, PACKAGING, width: 48mm (±1mm)	roll	15	0	0	15	299.55	1	0	0	1	19.97	14	0	0	14	279.58	1	0	0	1	19.97	31.00	19.97	619.07
45 31201512-TA-T01 TAPE, TRANSPARENT, width: 24mm (±1mm)	roll	24	0	0	24	242.16	19	0	0	19	191.71	20	0	0	20	201.80	19	0	0	19	191.71	82.00	10.09	827.38
46 31201512-TA-T02 TAPE, TRANSPARENT, width: 48mm (±1mm)	roll	12	0	0	12	239.64	4	0	0	4	79.88	10	0	0	10	199.70	4	0	0	4	79.88	30.00	19.97	599.10
47 31151507-TW-P01 TWINE, plastic, one (1) kilo per roll	roll	1	0	0	1	58.24	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	58.24	2.00	58.24	116.48
<b>HEATING AND VENTILATION AND AIR CIRCULATION</b>																								
48 40101604-EF-G01 ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	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	0.00	0.00	1109.68
49 40101604-EF-C01 ELECTRIC FAN, ORBIT type, ceiling, metal blade	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	0.00	0.00	1369.68
50 40101604-EF-S01 ELECTRIC FAN, STAND type, plastic blade	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	0.00	0.00	856.86

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT
		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0				0	0.00
51 40101604-EF-W01 ELECTRIC FAN, WALL type, plastic blade	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	674.96	0.00	
<b>MEDICAL THERMOMETERS AND ACCESSORIES</b>																					2.00	3068.00	6136.00	
52 41112224-TG-T01 THERMOGUN	piece	1	0	0	1	3,068.00	0	0	0	0	0.00	1	0	0	1	3,068.00	0	0	0	0	0.00	2.00	3068.00	6136.00
<b>LIGHTING AND FIXTURES AND ACCESSORIES</b>																					0.00	205.82	0.00	
53 39101628-LT-L01 LED LINEAR TUBE, 18 WATTS FRO SERIES	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	0.00	82.16	0.00
54 39101628-LB-L01 LIGHT BULB, Light Emitting Diode (LED), 6W	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	0.00	82.16	0.00
<b>MEASURING AND OBSERVING AND TESTING EQUIPMENT</b>																					12.00	17.68	212.16	
55 41111604-RU-P02 RULER, plastic, 450mm (18"), width: 38mm min	piece	12	0	0	12	212.16	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	12.00	17.68	212.16
<b>CLEANING EQUIPMENT AND SUPPLIES</b>																					44.00	90.22	3969.68	
56 47131812-AF-A01 AIR FRESHENER, aerosol, 280ml/150g min	can	11	0	0	11	992.42	11	0	0	11	992.42	11	0	0	11	992.42	11	0	0	11	992.42	44.00	90.22	3969.68
57 47131604-BR-S01 BROOM, soft (tambo)	piece	6	0	0	6	817.44	0	0	0	0	0.00	5	0	0	5	681.20	0	0	0	0	0.00	11.00	136.24	1498.64
58 47131604-BR-T01 BROOM, STICK (TING-TING), usable length: 760mm min	piece	5	0	0	5	91.00	0	0	0	0	0.00	5	0	0	5	91.00	0	0	0	0	0.00	10.00	18.20	182.00
59 47134829-TB-C01 CLEANER,TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle	10	0	0	10	416.00	10	0	0	10	416.00	10	0	0	10	416.00	10	0	0	10	416.00	40.00	41.60	1664.00
60 47131805-CL-P01 CLEANSER, SCOURING POWDER, 350g min./can	can	15	0	0	15	358.80	15	0	0	15	358.80	15	0	0	15	358.80	15	0	0	15	358.80	60.00	23.92	1435.20
61 47131811-DE-B02 DETERGENT BAR, 140 grams as packed	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9.03	0.00
62 47131811-DE-P02 DETERGENT POWDER, all purpose, 1kg	pack	10	0	0	10	374.30	10	0	0	10	374.30	10	0	0	10	374.30	10	0	0	10	374.30	40.00	37.43	1497.20
63 47131803-DS-A01 DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	200	0	0	200	25,792.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	24.83	248.30
64 47131601-DU-P01 DUST PAN, non-rigid plastic, w/ detachable handle	piece	5	0	0	5	124.15	0	0	0	0	0.00	5	0	0	5	124.15	0	0	0	0	0.00	0.00	0.00	131.25
65 51241552-SH-S01 SODIUM HYPOCHLORITE, 3.785 liters	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	24.83	248.30
66 73101612-HS-L01 HAND SOAP, Liquid, 500ml	bottle	22	0	0	22	2,265.12	22	0	0	22	2,265.12	22	0	0	22	2,265.12	22	0	0	22	2,265.12	88.00	88.00	309.76
67 47131802-FW-P02 FLOOR WAX, PASTE, 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	0.00	0.00	309.76
68 47131830-FC-A01 FURNITURE CLEANER, aerosol type, 300ml min per can	can	10	0	0	10	1,155.30	10	0	0	10	1,155.30	10	0	0	10	1,155.30	10	0	0	10	1,155.30	40.00	115.53	4621.20
69 47121804-MP-B01 MOP BUCKET, heavy duty, hard plastic	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	0.00	0.00	2288.00
70 47131613-MP-M02 MOPHANDLE, heavy duty, aluminum, screw type	piece	5	0	0	5	728.00	0	0	0	0	0.00	5	0	0	5	728.00	0	0	0	0	0.00	10.00	145.60	1456.00
71 47131619-MP-R01 MOPHEAD, made of rayon, weight: 400 grams min	piece	5	0	0	5	618.80	0	0	0	0	0.00	5	0	0	5	618.80	0	0	0	0	0.00	10.00	123.76	1237.60
72 47131501-RG-C01 RAGS, all cotton, 32 pieces per kilogram min	bundle	6	0	0	6	322.92	0	0	0	0	0.00	6	0	0	6	322.92	0	0	0	0	0.00	12.00	53.82	645.84
73 47131602-SC-N01 SCOURING PAD, 5 pieces per pack	pack	5	0	0	5	535.60	5	0	0	5	535.60	5	0	0	5	535.60	5	0	0	5	535.60	20.00	107.12	2142.40
74 47121701-TB-P04 TRASHBAG, GPP specs, black, 940mmx1016mm	pack	25	0	0	25	3,367.00	0	0	0	0	0.00	25	0	0	25	3,367.00	0	0	0	0	0.00	50.00	134.68	6734.00
75 47121702-WB-P01 WASTEBASKET, non-rigid plastic	piece	5	0	0	5	139.80	5	0	0	5	139.80	5	0	0	5	139.80	5	0	0	5	139.80	20.00	27.96	559.20
<b>PERSONAL PROTECTIVE EQUIPMENT</b>																					0.00	1144.00	0.00	
76 46181503-CA-C01 COVERALL, non-sterile, protective, medical grade	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	0.00	0.00	1144.00
77 46181702-FSH01 FACE SHIELD, direct splash protection	piece	39	0	0	39	4,867.20	39	0	0	39	4,867.20	39	0	0	39	4,867.20	39	0	0	39	4,867.20	156.00	124.80	19468.80
78 46181804-GG-G01 PROTECTIVE SAFETY GOGGLES	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	0.00	0.00	15.08
79 42131601-PA-A01 Polyethylene Apron (50g)	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	0.00	0.00	299.52
80 42131702-SG-O1 SURGICAL GOWN	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	0.00	0.00	2.60
81 42131711-HC-H01 HEAD COVER, disposable	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	0.00	0.00	8.32
82 42131609-SC-S01 SHOE COVER, disposable	pair	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	3.07
83 42132203-MG-G01 NITRILE GLOVES	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	0.00	0.00	5.02
84 42132203-MG-G02 PREMIUM LATEX GLOVES	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	0.00	0.00	5.02

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year				
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT		
		950	0	0	950	13,338.00	950	0	0	950	13,338.00	950	0	0	950	13,338.00	950	0	0				950	13,338.00		
85	42131713-SM-M01	SURGICAL MASK, 3-ply	piece	950	0	0	950	13,338.00	950	0	0	950	13,338.00	950	0	0	950	13,338.00	950	0	0	950	13,338.00	3,800.00	14.04	53352.00
86	46182008-KN-M01	KN95 FACE MASK	piece	435	0	0	435	45,240.00	435	0	0	435	45,240.00	435	0	0	435	45,240.00	435	0	0	435	45,240.00	1,740.00	104.00	180960.00
<b>INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES</b>																										
87	43211507-DSK001	MITHI DESKTOP, basic	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	24,793.60	0.00
88	43211507-DSK002	MITHI DESKTOP, mid-range	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	42,390.40	0.00
89	43211503-LAP001	MITHI LAPTOP, mid-range	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0.00	41,392.00	0.00
90	43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	piece	5	0	0	5	13,254.15	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	5.00	2650.83	13254.15
91	43202010-FD-U01	FLASH DRIVE, 16 GB capacity	piece	17	0	0	17	2,846.48	0	0	0	0	0.00	6	0	0	6	1,004.64	1	0	0	1	167.44	24.00	167.44	4018.56
92	43211708-MO-O01	MOUSE, OPTICAL, USB CONNECTION TYPE, 1 unit in ind	unit	10	0	0	10	1,113.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	111.30	1113.00
93	43211708-MO-O02	MOUSE, WIRELESS, USB	unit	11	0	0	11	1,694.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	11.00	154.00	1694.00
94	43212102-PR-D02	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column	unit	2	0	0	2	76,201.94	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	38100.97	76201.94
95	43212102-PR-D01	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 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	0.00	724.88	0.00
96	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	0.00	7899.00	0.00
97	43212105-PR-L02	PRINTER, laser, colored	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	0.00	29.64	0.00
<b>OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>																										
98	44121710-CH-W01	CHALK, molded, white, dustless, length: 78mm min	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	0.00	9.05	506.80
99	44122105-BF-C01	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box	14	0	0	14	126.70	14	0	0	14	126.70	14	0	0	14	126.70	14	0	0	14	126.70	56.00	15.27	1007.82
100	44122105-BF-C02	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box	18	0	0	18	274.86	15	0	0	15	229.05	18	0	0	18	274.86	15	0	0	15	229.05	66.00	20.80	1164.80
101	44122105-BF-C03	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box	14	0	0	14	291.20	14	0	0	14	291.20	14	0	0	14	291.20	14	0	0	14	291.20	64.00	47.84	3061.76
102	44122105-BF-C04	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box	18	0	0	18	861.12	14	0	0	14	669.76	18	0	0	18	861.12	14	0	0	14	669.76	188.00	14.02	2635.76
103	44121801-CT-R01	CORRECTION TAPE, film base type, UL 6m min	piece	47	0	0	47	658.94	47	0	0	47	658.94	47	0	0	47	658.94	47	0	0	47	658.94	101.00	77.20	7797.20
104	44111515-DF-B01	DATA FILE BOX, made of chipboard, with closed ends	piece	74	0	0	74	5,712.80	9	0	0	9	694.80	9	0	0	9	694.80	9	0	0	9	694.80	14.00	68.64	960.96
105	44122011-DF-F01	DATA FOLDER, made of chipboard, taglia lock	piece	11	0	0	11	755.04	1	0	0	1	68.64	1	0	0	1	68.64	1	0	0	1	68.64	15.00	673.09	10096.35
106	44121506-EN-D01	ENVELOPE, DOCUMENTARY, for A4 size document	box	5	0	0	5	3,365.45	3	0	0	3	2,019.27	4	0	0	4	2,692.36	3	0	0	3	2,019.27	15.00	927.16	13907.40
107	44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box	5	0	0	5	4,635.80	3	0	0	3	2,781.48	4	0	0	4	3,708.64	3	0	0	3	2,781.48	15.00	927.16	9599.20
108	44121506-EN-X01	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc	box	8	0	0	8	5,907.20	1	0	0	1	738.40	3	0	0	3	2,215.20	1	0	0	1	738.40	13.00	738.40	152.45
109	44121506-EN-X02	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece	5	0	0	5	152.45	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	30.49	4160.20
110	44121506-EN-M02	ENVELOPE, mailing, white, 70gsm	box	4	0	0	4	1,512.80	2	0	0	2	756.40	3	0	0	3	1,134.60	2	0	0	2	756.40	11.00	378.20	6071.52
111	44121504-EN-W02	ENVELOPE, mailing, white, with window	box	6	0	0	6	2,602.08	2	0	0	2	867.36	4	0	0	4	1,734.72	2	0	0	2	867.36	14.00	433.68	10.30
112	44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece	1	0	0	1	10.30	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	10.30	583.87
113	44122118-FA-P01	FASTENER, METAL, 70mm between prongs	box	7	0	0	7	583.87	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	83.41	344.16
114	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, 12 pockets	piece	4	0	0	4	344.16	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	11.13	111.30
115	44122018-FT-D01	FILE TAB DIVIDER, bristol board, for A4	set	10	0	0	10	111.30	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	14.23	142.30
116	44122018-FT-D02	FILE TAB DIVIDER, bristol board, for legal	set	10	0	0	10	142.30	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	14.23	2433.60
117	44122011-FO-F01	FOLDER, FANCY, for A4 size documents	bundle	3	0	0	3	811.20	2	0	0	2	540.80	2	0	0	2	540.80	2	0	0	2	540.80	9.00	270.40	2806.92
118	44122011-FO-F02	FOLDER, FANCY, for legal size documents	bundle	3	0	0	3	935.64	2	0	0	2	623.76	2	0	0	2	623.76	2	0	0	2	623.76	9.00	311.88	0.00
119	44122011-FO-L01	FOLDER, L-TYPE, PLASTIC, for A4 size documents	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	0.00	171.43	0.00
120	44122011-FO-L02	FOLDER, L-TYPE, PLASTIC, for legal size documents	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	0.00	243.24	0.00
121	44122027-FO-P01	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box	10	0	0	10	9,526.40	10	0	0	10	9,526.40	10	0	0	10	9,526.40	10	0	0	10	9,526.40	40.00	952.64	38105.60

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year		
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT
																						34.00	279.00	9486.00	
																						215.00	321.36	69092.40	
122	44122011-FO-T03	pack	6	0	0	6	1,674.00	5	0	0	0	0	0	0	15	4,185.00	8	0	0	0	0.00	4.00	56.68	226.72	
123	44122011-FO-T04	pack	51	0	0	51	16,389.36	48	0	0	0	0	0	0	5	1,395.00	15	0	0	0	0.00	3.00	41.60	124.80	
124	44122008-IT-T01	box	4	0	0	4	226.72	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	22.00	46.68	1026.96	
125	44111515-MF-B02	piece	3	0	0	3	124.80	0	0	0	0	0	0	0	3	140.04	7	0	0	0	0.00	3.00	13.38	40.14	
126	44121716-MA-F01	set	9	0	0	9	420.12	3	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	13.38	0.00	
127	44121708-MW-B01	piece	3	0	0	3	40.14	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	13.38	0.00	
128	44121708-MW-B02	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	2.00	13.38	26.76	
129	44121708-MW-B03	piece	2	0	0	2	26.76	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	17.00	8.98	152.66	
																						16.00	8.98	143.68	
130	44121708-MP-B01	piece	8	0	0	8	71.84	2	0	0	0	0	0	0	2	17.96	5	0	0	0	0.00	13.00	8.98	116.74	
131	44121708-MP-B02	piece	9	0	0	9	80.82	1	0	0	0	0	0	0	1	8.98	5	0	0	0	0.00	62.00	7.76	481.12	
132	44121708-MP-B03	piece	7	0	0	7	62.86	0	0	0	0	0	0	0	0	0.00	6	0	0	0	0.00	62.00	7.76	481.12	
																						62.00	17.14	1062.68	
133	44122104-PC-G01	box	24	0	0	24	186.24	9	0	0	0	0	0	0	9	69.84	20	0	0	0	0.00	16.00	20.79	332.64	
134	44122104-PC-J02	box	23	0	0	23	394.22	10	0	0	0	0	0	0	10	171.40	19	0	0	0	0.00	0.00	239.79	0.00	
135	44121706-PE-L01	box	9	0	0	9	187.11	1	0	0	0	0	0	0	1	20.79	5	0	0	0	0.00	0.00	109.50	328.50	
136	44122037-RB-P10	bundle	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	3.00	109.50	69.90	
137	44122101-RU-B01	box	2	0	0	2	219.00	0	0	0	0	0	0	0	1	109.50	0	0	0	0	0.00	2.00	34.95	0.00	
138	44121905-SP-F01	piece	2	0	0	2	69.90	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	14.82	0.00	
139	44121612-BL-H01	piece	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	16.00	33.43	534.88	
140	44121612-CU-H01	piece	10	0	0	10	334.30	0	0	0	0	0	0	0	6	200.58	0	0	0	0	0.00	3.00	453.96	1361.88	
141	44103202-DS-M01	piece	3	0	0	3	1,361.88	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	10.00	202.80	2028.00	
142	44121619-PS-M01	piece	10	0	0	10	2,028.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	12.00	131.96	1583.52	
143	44101602-FU-P01	piece	7	0	0	7	923.72	0	0	0	0	0	0	0	5	659.80	0	0	0	0	0.00	7.00	40.56	283.92	
144	44121618-SS-S01	pair	4	0	0	4	162.24	2	0	0	0	0	0	0	1	40.56	0	0	0	0	0.00	5.00	176.80	884.00	
145	44121615-ST-S01	piece	3	0	0	3	530.40	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	1.00	914.16	914.16	
146	44121615-ST-B01	unit	1	0	0	1	914.16	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	8.00	24.90	199.20	
147	44121613-SR-P01	piece	5	0	0	5	124.50	0	0	0	0	0	0	0	3	74.70	0	0	0	0	0.00	1.00	64.20	64.20	
148	44121605-TD-T01	piece	1	0	0	1	64.20	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9534.72	0.00	
149	44101602-PB-M01	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	5.00	346.85	1734.25	
150	44101807-CA-C01	unit	5	0	0	5	1,734.25	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	564.00	0.00	
151	44101714-FX-M01	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9297.60	0.00	
152	44101601-PT-M01	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	5.00	5699.20	28496.00	
153	44101603-PS-M01	unit	5	0	0	5	28,496.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	6947.20	
<b>PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES</b>																						0.00	0.00	0.00	
154	44103109-BR-D05	Cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	910.00	0.00	
155	44103105-BR-B04	Cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1601.60	0.00	
156	44103105-BR-B05	Cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6760.00	0.00	
157	44103109-BR-D06	Cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5080.40	0.00	
158	44103103-BR-B16	Cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8569.60	0.00	
159	44103103-BR-C03	Cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0.00				

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT
		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0				0	0.00
160 44103103-BR-M03 TONER CART, BROTHER TN-456 MAGENTA, high yield 65	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8569.60	0.00
161 44103103-BR-Y03 TONER CART, BROTHER TN-456 YELLOW, high yield 650	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8569.60	0.00
162 44103103-SA-B03 TONER CART, 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	0.00	5116.80	0.00
163 44103105-CA-C04 INK CART, CANON CL-741, Col.	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	989.04	0.00
164 44103105-CA-C02 INK CART, CANON CL-811, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1029.60	0.00
165 44103105-CA-B04 INK CART, 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	0.00	754.00	0.00
166 44103105-CA-B02 INK CART, CANON PG-810, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	780.00	0.00
167 44103105-EP-B17 INK CART, EPSON C13T664100 (T6641), Black	cart	9	0	0	9	2,246.40	1	0	0	1	249.60	9	0	0	9	2,246.40	1	0	0	1	249.60	20.00	249.60	4992.00
168 44103105-EP-C17 INK CART, EPSON C13T664200 (T6642), Cyan	cart	6	0	0	6	1,497.60	0	0	0	0	0.00	6	0	0	6	1,497.60	0	0	0	0	0.00	12.00	249.60	2995.20
169 44103105-EP-M17 INK CART, EPSON C13T664300 (T6643), Magenta	cart	6	0	0	6	1,497.60	0	0	0	0	0.00	6	0	0	6	1,497.60	0	0	0	0	0.00	12.00	249.60	2995.20
170 44103105-EP-Y17 INK CART, EPSON C13T664400 (T6644), Yellow	cart	6	0	0	6	1,497.60	0	0	0	0	0.00	6	0	0	6	1,497.60	0	0	0	0	0.00	0.00	773.76	0.00
171 44103105-HP-B40 INK CART, 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	0.00	950.56	0.00
172 44103105-HP-T40 INK CART, 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	0.00	795.60	0.00
173 44103105-HP-B09 INK CART, 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	0.00	920.40	0.00
174 44103105-HP-T10 INK CART, 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	0.00	1996.80	0.00
175 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	0.00	1996.80	0.00
176 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	0.00	1996.80	0.00
177 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	0.00	1996.80	0.00
178 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	0.00	3016.00	0.00
179 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	0.00	769.60	0.00
180 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	0.00	915.20	0.00
181 44103105-HP-B17 INK CART, 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	0.00	366.08	0.00
182 44103105-HP-T17 INK CART, 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	0.00	366.08	0.00
183 44103105-HP-B35 INK CART, 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	0.00	641.68	0.00
184 44103105-HP-T35 INK CART, 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	0.00	641.68	0.00
185 44103105-HX-C40 INK CART, HP CD972AA, (HP 920XL), 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	0.00	641.68	0.00
186 44103105-HX-M40 INK CART, HP CD973AA, (HP 920XL), 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	0.00	1269.84	0.00
187 44103105-HX-Y40 INK CART, HP CD974AA, (HP 920XL), 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	0.00	656.24	0.00
188 44103105-HX-B40 INK CART, HP CD975AA, (HP 920XL), 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	0.00	821.60	0.00
189 44103105-HP-B20 INK CART, 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	0.00	1944.80	0.00
190 44103105-HP-T20 INK CART, HP CH562WA, (HP61), Tricolor	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1539.20	0.00
191 44103105-HP-B49 INK CART, 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	0.00	1539.20	0.00
192 44103105-HP-C49 INK CART, 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	0.00	1539.20	0.00
193 44103105-HP-M49 INK CART, 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	0.00	1570.40	0.00
194 44103105-HP-Y49 INK CART, 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	0.00	1165.84	0.00
195 44103105-HX-B43 INK CART, 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	0.00	1165.84	0.00
196 44103105-HX-C43 INK CART, 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	0.00	1165.84	0.00
197 44103105-HX-M43 INK CART, 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	0.00	1165.84	0.00
198 44103105-HX-Y43 INK CART, 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	0.00	1165.84	0.00

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00			
199	44103105-HP-B36	INK CART, HP CN692AA, (HP704), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	366.08	0.00	
200	44103105-HP-T36	INK CART, HP CN693AA, (HP704), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	366.08	0.00	
201	44103105-HP-B33	INK CART, HP CZ107AA, (HP678), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	366.08	0.00	
202	44103105-HP-T33	INK CART, HP CZ108AA, (HP678), Tricolor	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	366.08	0.00	
203	44103105-HP-B42	INK CART, HP CZ121A (HP685A), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	249.60	0.00	
204	44103105-HP-C33	INK CART, HP CZ122A (HP685A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	249.60	0.00	
205	44103105-HP-M33	INK CART, HP CZ123A (HP685A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	249.60	0.00	
206	44103105-HP-Y33	INK CART, HP CZ124A (HP685A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	405.60	0.00	
207	44103105-HP-T43	Ink Cartridge, HP F6V26AA (HP680) Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	405.60	0.00	
208	44103105-HP-B43	Ink Cartridge, HP F6V27AA (HP680) Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	995.75	0.00	
209	44103105-HP-C50	Ink Cartridge, HP L0551AA (HP955) Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	995.75	0.00	
210	44103105-HP-M50	Ink Cartridge, HP L0554AA (HP955) Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	995.75	0.00	
211	44103105-HP-Y50	Ink Cartridge, HP L0557AA (HP955) Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	4956.60	0.00	
212	44103105-HP-B50	Ink Cartridge, HP L0560AA (HP955) Black Original	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	1212.64	0.00	
213	44103105-HX-C48	Ink Cartridge, HP L0563AA (HP955XL) Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	1212.64	0.00	
214	44103105-HX-M48	Ink Cartridge, HP L0566AA (HP955XL) Magenta Origin	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	1212.64	0.00	
215	44103105-HX-Y48	Ink Cartridge, HP L0569AA (HP955XL) Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	1644.24	0.00	
216	44103105-HX-B48	Ink Cartridge, HP L0572AA (HP955XL) Black Original	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	453.62	0.00	
217	44103105-HP-C51	Ink Cartridge, HP T6L89AA (HP905) Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	453.62	0.00	
218	44103105-HP-M51	Ink Cartridge, HP T6L93AA (HP905) Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	453.62	0.00	
219	44103105-HP-Y51	Ink Cartridge, HP T6L97AA (HP905) Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	741.28	0.00	
220	44103105-HP-B51	Ink Cartridge, HP T6M01AA (HP905) Black Original	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	77.43	0.00	
221	44103112-EP-R05	RIBBON CART, EPSON C135015516 (#8750), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	736.32	0.00	
222	44103112-EP-R07	RIBBON CART, EPSON C135015531 (S015086), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	77.94	0.00	
223	44103112-EP-R13	RIBBON CART, EPSON C135015632, Black, for LX-310	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	2685.28	0.00	
224	44103103-BR-B03	TONER CART, BROTHER TN-2025, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	1892.80	0.00	
225	44103103-BR-B04	TONER CART, BROTHER TN-2130, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	2685.28	0.00	
226	44103103-BR-B05	TONER CART, BROTHER TN-2150, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	3567.20	0.00	
227	44103103-BR-B09	TONER CART, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	27.00	5002.40	
228	44103103-BR-B11	TONER CART, BROTHER TN-3350, Black, for HL5450DN	cart	16	0	0	16	80,038.40	0	0	0	0	0	0	0.00	11	0	0	11	55,026.40	0	0.00	0.00	3380.00	0.00
229	44103103-HP-B12	TONER CART, HP CB435A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	0.00	3337.36	
230	44103103-HP-B14	TONER CART, HP CB540A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	0.00	7332.00	
231	44103103-HP-B18	TONER CART, HP CE255A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	0.00	3952.00	
232	44103103-HP-B21	TONER CART, HP CE278A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	0.00	3432.00	
233	44103103-HP-B22	TONER CART, HP CE285A (HP85A), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	0.00	2360.80	
234	44103103-HP-B23	TONER CART, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	0.00	2542.80	
235	44103103-HP-C23	TONER CART, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	0.00	2542.80	
236	44103103-HP-Y23	TONER CART, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	0.00	2542.80	
237	44103103-HP-M23	TONER CART, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	0.00	2542.80	

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00			
238 44103103-HP-B24 TONER CART, 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	0.00	2916.16	0.00
239 44103103-HP-C24 TONER CART, 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	0.00	3072.16	0.00
240 44103103-HP-Y24 TONER CART, 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	0.00	3072.16	0.00
241 44103103-HP-M24 TONER CART, 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	0.00	7856.16	0.00
242 44103103-HP-B25 TONER CART, 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	0.00	6900.40	0.00
243 44103103-HP-B26 TONER CART, 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	0.00	10193.04	0.00
244 44103103-HP-C26 TONER CART, 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	0.00	10193.04	0.00
245 44103103-HP-Y26 TONER CART, 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	0.00	10193.04	0.00
246 44103103-HP-M26 TONER CART, 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	0.00	4201.60	0.00
247 44103103-HP-B27 TONER CART, 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	0.00	6011.20	0.00
248 44103103-HP-C27 TONER CART, 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	0.00	6011.20	0.00
249 44103103-HP-Y27 TONER CART, 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	0.00	6011.20	0.00
250 44103103-HP-M27 TONER CART, 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	0.00	4466.80	0.00
251 44103103-HP-B28 TONER CART, 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	0.00	7332.00	0.00
252 44103103-HX-B28 TONER CART, 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	0.00	3044.01	0.00
253 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	0.00	5787.60	0.00
254 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	0.00	5200.00	0.00
255 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	0.00	7112.56	0.00
256 44103103-HP-B51 HP Toner 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	0.00	8506.00	0.00
257 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	0.00	3241.70	0.00
258 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	0.00	4056.00	0.00
259 44103103-HX-B51 Toner Cartridge, HP CF283XC (HP83X) Bk 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	0.00	10051.00	0.00
260 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	0.00	2901.60	0.00
261 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	0.00	2953.60	0.00
262 44103103-HP-B60 Toner Cartridge, HP CF350A Black LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2953.60	0.00
263 44103103-HP-C60 Toner Cartridge, HP CF351A Cyan LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2953.60	0.00
264 44103103-HP-Y60 Toner Cartridge, HP CF352A Yellow LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7056.40	0.00
265 44103103-HP-M60 Toner Cartridge, HP CF353A Magenta LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8846.24	0.00
266 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	0.00	8846.24	0.00
267 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	0.00	8846.24	0.00
268 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	0.00	3429.78	0.00
269 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	0.00	4043.83	0.00
270 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	0.00	4043.83	0.00
271 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	0.00	4043.83	0.00
272 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	0.00	4440.80	0.00
273 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	0.00	7441.20	0.00
274 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	0.00	5616.00	0.00
275 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	0.00		
276 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	0.00		



Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year			
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT	
		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0				0	0.00	
277	44103103-HX-C54	Toner Cartridge, HP CF411XC (HP410XC) cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7472.40	0.00		
278	44103103-HP-Y63	Toner Cartridge, HP CF412A (HP410A) yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5616.00	0.00		
279	44103103-HX-Y54	Toner Cartridge, HP CF412XC (HP410XC) yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7472.40	0.00		
280	44103103-HP-M63	Toner Cartridge, HP CF413A (HP410A) magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5616.00	0.00		
281	44103103-HX-M54	Toner Cartridge, HP CF413XC (HP410XC) magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7472.40	0.00		
282	44103103-HP-B34	TONER CART, HP Q2612A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3900.00	0.00		
283	44103103-HP-B48	TONER CART, HP Q2553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4399.20	0.00		
284	44103103-SA-B06	TONER CART, SAMSUNG MLT-D101S, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2350.40	0.00		
285	44103103-SA-B07	TONER CART, SAMSUNG MLT-D103S, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2454.40	0.00		
286	44103103-SA-B08	TONER CART, SAMSUNG MLT-D104S, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3380.00	0.00		
287	44103103-SA-B09	TONER CART, SAMSUNG MLT-D105L, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2875.58	0.00		
288	44103103-SA-B14	TONER CART, SAMSUNG MLT-D108S, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7259.20	0.00		
289	44103103-SA-B21	TONER CART, SAMSUNG MLT-D203E, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3458.00	0.00		
290	44103103-SA-B18	TONER CART, SAMSUNG MLT-D203L, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6442.80	0.00		
291	44103103-SA-B20	TONER CART, SAMSUNG MLT-D203U, black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7321.14	0.00		
292	44103103-SA-B12	TONER CART, SAMSUNG MLT-D205E, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3962.24	0.00		
293	44103103-SA-B05	TONER CART, SAMSUNG MLT-D205L, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4066.40	0.00		
294	44103103-SA-B10	TONER CART, SAMSUNG SCX-D6555A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6370.00	0.00		
295	44103103-BR-B15	TONER CART, BROTHER TN-3478 Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	13399.36	0.00		
296	44103103-CA-B00	TONER CART, CANON CRG 324 II	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	23623.60	0.00		
<b>AUDIO AND VISUAL EQUIPMENT AND SUPPLIES</b>																							0.00	23623.60	0.00
297	45121517-DO-C02	DOCUMENT CAMERA	unit	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	17472.00	0.00		
298	45111609-MM-P01	MULTIMEDIA PROJECTOR, 4000 min ANSI Lumens	unit	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	17472.00	0.00		
<b>FLAG OR ACCESSORIES</b>																							20.00	284.84	5696.80
299	55121905-PH-F01	PHILIPPINE NATIONAL FLAG, 100% polyester	piece	10	0	0	10	2,848.40	0	0	0	0	0	0	0.00	10	0	0	0	0	0.00	20.00	284.84	5696.80	
<b>PRINTED PUBLICATIONS</b>																							2.00	37.21	74.42
300	55101524-RA-H01	HANDBOOK (RA 9184), 7th Edition	book	2	0	0	2	74.42	0	0	0	0	0	0	0.00	0	0	0	0	0.00	2.00	37.21	74.42		
<b>FIRE FIGHTING EQUIPMENT</b>																							0.00	1144.00	0.00
301	46191601-FE-M01	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	unit	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1144.00	0.00		
302	46191601-FE-H01	FIRE EXTINGUISHER, PURE HCFC 123, 4.5kgs	unit	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5613.25	0.00		
<b>CONSUMER ELECTRONICS</b>																							1.00	6415.64	6415.64
303	52161535-DV-R01	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit	1	0	0	1	6,415.64	0	0	0	0	0	0	0.00	0	0	0	0	0.00	1.00	6415.64	6415.64		
<b>FURNITURE AND FURNISHINGS</b>																							0.00	303.68	0.00
304	56101504-CH-B01	CHAIR, monobloc, beige, with backrest, w/o armrest	piece	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	303.68	0.00		
305	56101504-CH-W01	CHAIR, monobloc, white, with backrest, w/o armrest	piece	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	301.60	0.00		
306	56101519-TM-S01	TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")mm	unit	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1336.40	0.00		
307	56101519-TM-S02	TABLE, MONOBLOC, BEIGE, 889 x 889mm (35" x 35")mm	unit	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1315.60	0.00		
<b>ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>																							5.00	39.78	198.90
308	60121413-CB-P01	CLEARBOOK, 20 transparent pockets, for A4 size	piece	5	0	0	5	198.90	0	0	0	0	0	0	0.00	0	0	0	0	0.00	5.00	39.78	198.90		

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue	Total Amount for the year	
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT
		0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0				0.00
309 60121413-CB-P02 CLEARBOOK, 20 transparent pockets, for LEGAL size	piece	5	0	0	5	211.90	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	42.38	211.90
310 60121534-ER-P01 ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece	7	0	0	7	30.94	0	0	0	0	0.00	5	0	0	5	22.10	0	0	0	0	0.00	12.00	4.42	53.04
311 60121524-SP-G01 SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	49	0	0	49	1,695.89	22	0	0	22	761.42	46	0	0	46	1,592.06	22	0	0	22	761.42	139.00	34.61	4810.79
312 60121524-SP-G02 SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	44	0	0	44	1,522.84	24	0	0	24	830.64	41	0	0	41	1,419.01	24	0	0	24	830.64	133.00	34.61	4603.13
313 60121524-SP-G03 SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	16	0	0	16	553.76	5	0	0	5	173.05	15	0	0	15	519.15	5	0	0	5	173.05	41.00	34.61	1419.01
314 60121124-WR-P01 WRAPPING PAPER, kraft, 65gsm (-5%)	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	0.00	154.84	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	0.00	0.00	0.00
2 43231602-SFT-002 Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
3 43232004-SFT-003 Computer game or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
4 43232107-SFT-004 Content authoring and editing software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
5 43232202-SFT-005 Content management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
6 43232304-SFT-006 Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
7 43232402-SFT-007 Development software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
8 43232505-SFT-008 Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
9 43232603-SFT-009 Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
10 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	0.00	0.00	0.00
11 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	0.00	0.00	0.00
12 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	0.00	0.00	0.00
13 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	0.00	0.00	0.00
14 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	0.00	0.00	0.00
15 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	0.00	0.00	0.00
16 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	0.00	0.00	0.00

**PART II. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)**

Office Supplies		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT	Total Quantity for the year	Price Catalogue	Total Amount for the year
1	ALCOHOL, 1gal	15	0	0	15	7,128.00	0	0	0	0	0.00	15	0	0	15	7,128.00	0	0	0	0	0.00	30.00	475.20	14256.00
2	MAGNIFYING GLASS, small	4	0	0	4	272.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	68.00	272.00
3	MAGNIFYING GLASS, medium	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	83.00	0.00
4	MAGNIFYING GLASS, large	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	98.00	0.00
Cleaning Equipment and Supplies		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT	Total Quantity for the year	Price Catalogue	Total Amount for the year
1	AIR FRESHENER, GEL TYPE, 70g/can	10	0	0	10	1,178.60	0	0	0	0	0.00	10	0	0	10	1,178.60	0	0	0	0	0.00	20.00	117.86	2357.20
2	DETERGENT BAR	15	0	0	15	129.30	10	0	0	10	86.20	15	0	0	15	129.30	10	0	0	10	86.20	50.00	8.62	431.00
3	DISHWASHING PASTE	15	0	0	15	495.00	10	0	0	10	330.00	15	0	0	15	495.00	10	0	0	10	330.00	50.00	33.00	1650.00
4	GLASS CLEANER, 500ml	15	0	0	15	1,289.55	0	0	0	0	0.00	15	0	0	15	1,289.55	0	0	0	0	0.00	30.00	85.97	2579.10
5	MULTI-PURPOSE BLEACH FOR HOME AND LAUNDRY, 1gal	15	0	0	15	2,925.00	10	0	0	10	1,950.00	15	0	0	15	2,925.00	10	0	0	10	1,950.00	50.00	195.00	9750.00
6	PAIL, WITH COVER	2	0	0	2	290.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	145.00	290.00
Paper Materials and Products		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT	Total Quantity for the year	Price Catalogue	Total Amount for the year
1	NOTE PAD, stick on, 38mm x 51mm (2" x 2") min	20	0	0	20	330.60	8	0	0	8	132.24	67	0	0	67	1,107.51	8	0	0	8	132.24	103.00	16.53	1702.59
2	PAPER, YELLOW, A4, 80gsm	6	0	0	6	1,320.00	3	0	0	3	660.00	6	0	0	6	1,320.00	3	0	0	3	660.00	18.00	220.00	3960.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																											
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
<b>Computer Supplies</b>																									1	PRINTER RIBBON, #5015086, LQ2170/2180	piece	3	0	0	3	1,995.29	0	0	0	0	0.00	3	0	0	3	1,995.29	0	0	0	0	0.00	6.00	531.76	3190.58	2	PRINTER RIBBON, EPSON RN 8750	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	0.00	150.00	0.00	3	PRINTER RIBBON, LQ-300-II	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	10.00	7886.00	7886.00	4	DRUM UNIT FOR BROTHER HL-5450	unit	10	0	0	10	78,860.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	6318.54	37911.24	5	TONER FOR KYOCERA COPIER KM-1620	cart	3	0	0	3	18,955.62	0	0	0	0	0.00	3	0	0	3	18,955.62	0	0	0	0	0.00	0.00	11150.00	0.00	6	TONER FOR KONICA MINOLTA PAGEPRO PP9100 COPIER	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	11150.00	0.00	7	TONER FOR KYOCERA FS-6970DN PRINTER	cart	17	0	0	17	149,593.20	3	0	0	3	26,398.80	16	0	0	16	140,793.60	4	0	0	4	35,198.40	40.00	8799.60	351984.00	8	INK for HP Ink Tank 315, HP GT51 Black Ink Bottle (90CC)	bottle	0	0	0	0	0.00	2	0	0	2	600.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	275.00	275.00	9	INK for HP Ink Tank 315, HP GT52 Cyan Ink Bottle (70CC)	bottle	0	0	0	0	0.00	1	0	0	1	275.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	275.00	275.00	10	INK for HP Ink Tank 315, HP GT52 Magenta Ink Bottle (70CC)	bottle	0	0	0	0	0.00	1	0	0	1	275.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	275.00	275.00	11	INK for HP Ink Tank 315, HP GT52 Yellow Ink Bottle (70CC)	bottle	0	0	0	0	0.00	1	0	0	1	275.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	275.00	275.00	<b>Office Equipment and Accessories</b>																									1	BALLPEN, BLACK	piece	35	0	0	35	146.65	18	0	0	18	75.42	35	0	0	35	146.65	18	0	0	18	75.42	106.00	4.19	444.14	2	BALLPEN, BLUE	piece	33	0	0	33	136.29	20	0	0	20	82.60	33	0	0	33	136.29	19	0	0	19	78.47	105.00	4.13	433.65	3	BALLPEN, RED	piece	20	0	0	20	93.00	1	0	0	1	4.65	20	0	0	20	93.00	1	0	0	1	4.65	42.00	4.65	195.30	4	CORRECTION PEN	piece	11	0	0	11	216.37	0	0	0	0	0.00	11	0	0	11	216.37	0	0	0	0	0.00	22.00	19.67	432.74	5	FILE HOLDER WITH COVER	piece	8	0	0	8	3,120.00	0	0	0	0	0.00	8	0	0	8	3,120.00	0	0	0	0	0.00	16.00	390.00	6240.00	6	FOLDER, GREEN W/ TAB	piece	8	0	0	8	3,120.00	0	0	0	0	0.00	8	0	0	8	3,120.00	0	0	0	0	0.00	16.00	390.00	6240.00	7	FOLDER, GREEN W/ TAB	piece	370	0	0	370	5,002.40	95	0	0	95	1,284.40	135	0	0	135	1,825.20	145	0	0	145	1,960.40	745.00	13.52	10072.40	8	INDEX CARD ,100S	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	0.00	53.30	0.00	9	PAPER FASTENER ,PLASTIC	box	27	0	0	27	810.00	21	0	0	21	630.00	26	0	0	26	780.00	21	0	0	21	630.00	95.00	30.00	2850.00	10	PENCIL, MECHANICAL	box	27	0	0	27	810.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	50.00	500.00	11	PENCIL, MECHANICAL, LEAD	tube	10	0	0	10	500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	16.00	32.00	12	PUSH PIN	box	2	0	0	2	32.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	25.70	25.70	13	STAPLE WIRE ,#10	box	1	0	0	1	25.70	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	19.00	19.00	14	STAPLER, #10	piece	8	0	0	8	25.20	2	0	0	2	6.30	8	0	0	8	25.20	1	0	0	1	3.15	19.00	3.15	59.85	15	STAPLER, #10	piece	1	0	0	1	60.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	60.00	60.00	<b>Lighting and fixtures and accessories</b>																									1	BULB, INCANDESCENT, 18 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	65.00	0.00	2	BULB, LED, 7 watts	piece	20	0	0	20	1,706.40	0	0	0	0	0.00	20	0	0	20	1,706.40	0	0	0	0	0.00	40.00	85.32	3412.80	3	BULB, CFL, 18 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	123.80	0.00	4	FLOURESCENT TUBE, 36 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	10	0	0	10	850.00	0	0	0	0	0.00	20.00	85.00	1700.00	5	FLOURESCENT TUBE, 36 watts	piece	10	0	0	10	850.00	0	0	0	0	0.00	10	0	0	10	850.00	0	0	0	0	0.00	0.00	5.00	2500.00	12500.00	<b>Common ICT Equipment</b>																									1	UNINTERRUPTIBLE POWER SUPPLY (UPS)	unit	5	0	0	5	12,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	2800.00	2800.00	2	COMPUTER MONITOR, flat screen, LED	unit	1	0	0	1	2,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	800.00	2400.00	<b>Other Categories</b>																									1	MDS CHECKBOOKLET	stub	1	0	0	1	800.00	0	0	0	0	0.00	2	0	0	2	1,600.00	0	0	0	0	0.00	3.00	800.00	2400.00
1	PRINTER RIBBON, #5015086, LQ2170/2180	piece	3	0	0	3	1,995.29	0	0	0	0	0.00	3	0	0	3	1,995.29	0	0	0	0	0.00	6.00	531.76	3190.58																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
2	PRINTER RIBBON, EPSON RN 8750	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	0.00	150.00	0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
3	PRINTER RIBBON, LQ-300-II	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	10.00	7886.00	7886.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
4	DRUM UNIT FOR BROTHER HL-5450	unit	10	0	0	10	78,860.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	6318.54	37911.24																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
5	TONER FOR KYOCERA COPIER KM-1620	cart	3	0	0	3	18,955.62	0	0	0	0	0.00	3	0	0	3	18,955.62	0	0	0	0	0.00	0.00	11150.00	0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
6	TONER FOR KONICA MINOLTA PAGEPRO PP9100 COPIER	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	11150.00	0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
7	TONER FOR KYOCERA FS-6970DN PRINTER	cart	17	0	0	17	149,593.20	3	0	0	3	26,398.80	16	0	0	16	140,793.60	4	0	0	4	35,198.40	40.00	8799.60	351984.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
8	INK for HP Ink Tank 315, HP GT51 Black Ink Bottle (90CC)	bottle	0	0	0	0	0.00	2	0	0	2	600.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	275.00	275.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
9	INK for HP Ink Tank 315, HP GT52 Cyan Ink Bottle (70CC)	bottle	0	0	0	0	0.00	1	0	0	1	275.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	275.00	275.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
10	INK for HP Ink Tank 315, HP GT52 Magenta Ink Bottle (70CC)	bottle	0	0	0	0	0.00	1	0	0	1	275.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	275.00	275.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
11	INK for HP Ink Tank 315, HP GT52 Yellow Ink Bottle (70CC)	bottle	0	0	0	0	0.00	1	0	0	1	275.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	275.00	275.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
<b>Office Equipment and Accessories</b>																									1	BALLPEN, BLACK	piece	35	0	0	35	146.65	18	0	0	18	75.42	35	0	0	35	146.65	18	0	0	18	75.42	106.00	4.19	444.14	2	BALLPEN, BLUE	piece	33	0	0	33	136.29	20	0	0	20	82.60	33	0	0	33	136.29	19	0	0	19	78.47	105.00	4.13	433.65	3	BALLPEN, RED	piece	20	0	0	20	93.00	1	0	0	1	4.65	20	0	0	20	93.00	1	0	0	1	4.65	42.00	4.65	195.30	4	CORRECTION PEN	piece	11	0	0	11	216.37	0	0	0	0	0.00	11	0	0	11	216.37	0	0	0	0	0.00	22.00	19.67	432.74	5	FILE HOLDER WITH COVER	piece	8	0	0	8	3,120.00	0	0	0	0	0.00	8	0	0	8	3,120.00	0	0	0	0	0.00	16.00	390.00	6240.00	6	FOLDER, GREEN W/ TAB	piece	8	0	0	8	3,120.00	0	0	0	0	0.00	8	0	0	8	3,120.00	0	0	0	0	0.00	16.00	390.00	6240.00	7	FOLDER, GREEN W/ TAB	piece	370	0	0	370	5,002.40	95	0	0	95	1,284.40	135	0	0	135	1,825.20	145	0	0	145	1,960.40	745.00	13.52	10072.40	8	INDEX CARD ,100S	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	0.00	53.30	0.00	9	PAPER FASTENER ,PLASTIC	box	27	0	0	27	810.00	21	0	0	21	630.00	26	0	0	26	780.00	21	0	0	21	630.00	95.00	30.00	2850.00	10	PENCIL, MECHANICAL	box	27	0	0	27	810.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	50.00	500.00	11	PENCIL, MECHANICAL, LEAD	tube	10	0	0	10	500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	16.00	32.00	12	PUSH PIN	box	2	0	0	2	32.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	25.70	25.70	13	STAPLE WIRE ,#10	box	1	0	0	1	25.70	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	19.00	19.00	14	STAPLER, #10	piece	8	0	0	8	25.20	2	0	0	2	6.30	8	0	0	8	25.20	1	0	0	1	3.15	19.00	3.15	59.85	15	STAPLER, #10	piece	1	0	0	1	60.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	60.00	60.00	<b>Lighting and fixtures and accessories</b>																									1	BULB, INCANDESCENT, 18 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	65.00	0.00	2	BULB, LED, 7 watts	piece	20	0	0	20	1,706.40	0	0	0	0	0.00	20	0	0	20	1,706.40	0	0	0	0	0.00	40.00	85.32	3412.80	3	BULB, CFL, 18 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	123.80	0.00	4	FLOURESCENT TUBE, 36 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	10	0	0	10	850.00	0	0	0	0	0.00	20.00	85.00	1700.00	5	FLOURESCENT TUBE, 36 watts	piece	10	0	0	10	850.00	0	0	0	0	0.00	10	0	0	10	850.00	0	0	0	0	0.00	0.00	5.00	2500.00	12500.00	<b>Common ICT Equipment</b>																									1	UNINTERRUPTIBLE POWER SUPPLY (UPS)	unit	5	0	0	5	12,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	2800.00	2800.00	2	COMPUTER MONITOR, flat screen, LED	unit	1	0	0	1	2,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	800.00	2400.00	<b>Other Categories</b>																									1	MDS CHECKBOOKLET	stub	1	0	0	1	800.00	0	0	0	0	0.00	2	0	0	2	1,600.00	0	0	0	0	0.00	3.00	800.00	2400.00																																																																																																																																																																																																																																																																																																																							
1	BALLPEN, BLACK	piece	35	0	0	35	146.65	18	0	0	18	75.42	35	0	0	35	146.65	18	0	0	18	75.42	106.00	4.19	444.14																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
2	BALLPEN, BLUE	piece	33	0	0	33	136.29	20	0	0	20	82.60	33	0	0	33	136.29	19	0	0	19	78.47	105.00	4.13	433.65																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
3	BALLPEN, RED	piece	20	0	0	20	93.00	1	0	0	1	4.65	20	0	0	20	93.00	1	0	0	1	4.65	42.00	4.65	195.30																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
4	CORRECTION PEN	piece	11	0	0	11	216.37	0	0	0	0	0.00	11	0	0	11	216.37	0	0	0	0	0.00	22.00	19.67	432.74																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
5	FILE HOLDER WITH COVER	piece	8	0	0	8	3,120.00	0	0	0	0	0.00	8	0	0	8	3,120.00	0	0	0	0	0.00	16.00	390.00	6240.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
6	FOLDER, GREEN W/ TAB	piece	8	0	0	8	3,120.00	0	0	0	0	0.00	8	0	0	8	3,120.00	0	0	0	0	0.00	16.00	390.00	6240.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
7	FOLDER, GREEN W/ TAB	piece	370	0	0	370	5,002.40	95	0	0	95	1,284.40	135	0	0	135	1,825.20	145	0	0	145	1,960.40	745.00	13.52	10072.40																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
8	INDEX CARD ,100S	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	0.00	53.30	0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
9	PAPER FASTENER ,PLASTIC	box	27	0	0	27	810.00	21	0	0	21	630.00	26	0	0	26	780.00	21	0	0	21	630.00	95.00	30.00	2850.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
10	PENCIL, MECHANICAL	box	27	0	0	27	810.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	50.00	500.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
11	PENCIL, MECHANICAL, LEAD	tube	10	0	0	10	500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	16.00	32.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
12	PUSH PIN	box	2	0	0	2	32.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	25.70	25.70																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
13	STAPLE WIRE ,#10	box	1	0	0	1	25.70	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	19.00	19.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
14	STAPLER, #10	piece	8	0	0	8	25.20	2	0	0	2	6.30	8	0	0	8	25.20	1	0	0	1	3.15	19.00	3.15	59.85																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
15	STAPLER, #10	piece	1	0	0	1	60.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	60.00	60.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
<b>Lighting and fixtures and accessories</b>																									1	BULB, INCANDESCENT, 18 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	65.00	0.00	2	BULB, LED, 7 watts	piece	20	0	0	20	1,706.40	0	0	0	0	0.00	20	0	0	20	1,706.40	0	0	0	0	0.00	40.00	85.32	3412.80	3	BULB, CFL, 18 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	123.80	0.00	4	FLOURESCENT TUBE, 36 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	10	0	0	10	850.00	0	0	0	0	0.00	20.00	85.00	1700.00	5	FLOURESCENT TUBE, 36 watts	piece	10	0	0	10	850.00	0	0	0	0	0.00	10	0	0	10	850.00	0	0	0	0	0.00	0.00	5.00	2500.00	12500.00	<b>Common ICT Equipment</b>																									1	UNINTERRUPTIBLE POWER SUPPLY (UPS)	unit	5	0	0	5	12,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	2800.00	2800.00	2	COMPUTER MONITOR, flat screen, LED	unit	1	0	0	1	2,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	800.00	2400.00	<b>Other Categories</b>																									1	MDS CHECKBOOKLET	stub	1	0	0	1	800.00	0	0	0	0	0.00	2	0	0	2	1,600.00	0	0	0	0	0.00	3.00	800.00	2400.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
1	BULB, INCANDESCENT, 18 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	65.00	0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
2	BULB, LED, 7 watts	piece	20	0	0	20	1,706.40	0	0	0	0	0.00	20	0	0	20	1,706.40	0	0	0	0	0.00	40.00	85.32	3412.80																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
3	BULB, CFL, 18 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	123.80	0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
4	FLOURESCENT TUBE, 36 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	10	0	0	10	850.00	0	0	0	0	0.00	20.00	85.00	1700.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
5	FLOURESCENT TUBE, 36 watts	piece	10	0	0	10	850.00	0	0	0	0	0.00	10	0	0	10	850.00	0	0	0	0	0.00	0.00	5.00	2500.00	12500.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																							
<b>Common ICT Equipment</b>																									1	UNINTERRUPTIBLE POWER SUPPLY (UPS)	unit	5	0	0	5	12,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	2800.00	2800.00	2	COMPUTER MONITOR, flat screen, LED	unit	1	0	0	1	2,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	800.00	2400.00	<b>Other Categories</b>																									1	MDS CHECKBOOKLET	stub	1	0	0	1	800.00	0	0	0	0	0.00	2	0	0	2	1,600.00	0	0	0	0	0.00	3.00	800.00	2400.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		
1	UNINTERRUPTIBLE POWER SUPPLY (UPS)	unit	5	0	0	5	12,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	2800.00	2800.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
2	COMPUTER MONITOR, flat screen, LED	unit	1	0	0	1	2,800.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	800.00	2400.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
<b>Other Categories</b>																									1	MDS CHECKBOOKLET	stub	1	0	0	1	800.00	0	0	0	0	0.00	2	0	0	2	1,600.00	0	0	0	0	0.00	3.00	800.00	2400.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
1	MDS CHECKBOOKLET	stub	1	0	0	1	800.00	0	0	0	0	0.00	2	0	0	2	1,600.00	0	0	0	0	0.00	3.00	800.00	2400.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue	Total Amount for the year					
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct				Nov	Dec	Q4	Q4 AMOUNT	
<b>A. TOTAL</b>																							P		1,563,637.64
<b>B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)</b>																							P		156,363.76
<b>C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)</b>																							P		-
<b>D. GRAND TOTAL (A + B + C)</b>																							P		1,720,001.41
<b>E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:</b>		ONE MILLION SEVEN HUNDRED TWENTY THOUSAND TWO PESOS ONLY																							
<b>F. MONTHLY CASH REQUIREMENTS</b>																							P		1,720,002.00
G.1 Available at Procurement Service Stores					448,187.71				153,659.64					251,767.29						155,245.71		P		1,008,860.35	
G.2 Other Items not available at PS but regularly purchased from other sources					293,186.17				33,065.61					187,416.58						41,108.93		P		554,777.29	
<b>TOTAL MONTHLY CASH REQUIREMENTS</b>					741,373.88				186,725.25					439,183.87						196,354.64		P		1,563,637.64	

\*Agency must put the monthly requirement for air tickets both local and international.

We hereby warrant that the total amount reflected in this Annual Supplies/ Equipment 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.

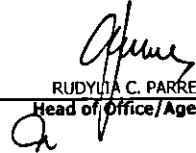
Prepared by:

  
**MELFRE J. REGUALOS**  
 Property/Supplier Officer

Date Prepared: November 27, 2020

Certified Funds Available / Certified Appropriate Funds Available: Approved by:

  
**AGNES CARYL P. RENDAL**  
 Accountant / Local Budget Officer

  
**RUDYLLA C. PARREL**  
 Head of Office/Agency