

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2022 FORM

Introduction:

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

Reminders:

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store.
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.gov.ph) for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on the PART I of this template otherwise the form will be deemed invalid.
- 5.0 Additional rows for other items may be inserted in PART II, if necessary. Note that this is only applicable in the PART II of the form.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency’s Virtual Store
- 7.0 Should there be changes in the agency’s CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM at (02) 8-689-7750 local 4004, 4005, 4019, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.

Note: Consistent with Memorandum Circular No. 2021-1 dated 03 June 2021, issued by AO 25, the APP-CSE for FY 2022 must be submitted on or before 31 August 2021.

Department/Bureau/Office: <u>SUGAR REGULATORY ADMINISTRATION</u>	Agency Code/UACS: <u>X103</u>	Contact Person: <u>ANNABELLE C. GODES</u>
Region: <u>NATIONAL CAPITAL REGION</u>	Organization Type: _____	Position: <u>PROPERTY CUSTODIAN</u>
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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT					
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
PESTICIDES OR PEST REPELLENTS																										
1	10191509-IN-A01	INSECTICIDE, aerosol type	can	5	0	0	5	696.80	5	0	0	5	696.80	5	0	0	5	696.80	5	0	0	5	696.80	20.00	139.36	2787.20
PERFUMES OR COLOGNES OR FRAGRANCES																										
2	53131626-HS-S01	LIQUID HAND SANITIZER, 500ml	bottle	5	0	0	5	757.15	5	0	0	5	757.15	5	0	0	5	757.15	5	0	0	5	757.15	20.00	151.43	3028.60
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
3	12191601-AL-E04	ALCOHOL, Ethyl, 68%-72%, 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	66.56	0.00
4	12191601-AL-E03	ALCOHOL, ethyl, 68%-72%, 1 Gallon	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	387.92	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	300	0	0	300	136,500.00	300	0	0	300	136,500.00	300	0	0	300	136,500.00	300	0	0	300	136,500.00	1,200.00	455.00	546000.00
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
COLOR COMPOUNDS AND DISPERSIONS																										
8	12171703-SI-P01	INK, for stamp pad	bottle	30	0	0	30	945.60	0	0	0	0	0.00	30	0	0	30	945.60	0	20	0	20	630.40	80.00	31.52	2521.60
FILMS																										
9	13111203-AC-F01	ACETATE	roll	0	0	0	0	0.00	2	0	0	2	1,695.64	0	0	0	0	0.00	0	0	0	0	0.00	2.00	847.82	1695.64
10	13111201-CF-P01	CARBON FILM, A4	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	221.00	0.00
11	13111201-CF-P02	CARBON FILM, legal	box	0	0	0	0	0.00	5	0	0	5	1,042.60	0	0	0	0	0.00	0	0	0	0	0.00	5.00	208.52	1042.60
PAPER MATERIALS AND PRODUCTS																										
12	14111525-CA-A01	CARTOLINA, assorted colors	pack	0	0	0	0	0.00	5	0	0	5	418.60	0	0	0	0	0.00	3	0	0	3	251.16	8.00	83.72	669.76
13	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280 X 241mm	box	0	0	0	0	0.00	5	0	0	5	4,412.75	0	0	0	0	0.00	3	0	0	3	2,647.65	8.00	882.55	7060.40
14	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280 X 378mm	box	0	0	0	0	0.00	5	0	0	5	5,148.00	0	0	0	0	0.00	3	0	0	3	3,088.80	8.00	1029.60	8236.80
15	14111506-CF-L22	COMPUTER CONTINUOUS FORM, 2 ply, 280 X 378mm	box	0	0	0	0	0.00	5	0	0	5	7,644.00	0	0	0	0	0.00	3	0	0	3	4,586.40	8.00	1528.80	12230.40
16	14111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 ply, 280 X 241mm	box	0	0	0	0	0.00	5	0	0	5	4,531.80	0	0	0	0	0.00	3	0	0	3	2,719.08	8.00	906.36	7250.88

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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					
17	14111506-CF-L31	COMPUTER CONTINUOUS FORM, 3 ply, 280 X 241mm	box	0	0	0	0	0.00	5	0	0	5	4,420.00	0	0	0	0	0.00	3	0	0	3	2,652.00	8.00	884.00	7072.00	
18	14111506-CF-L32	COMPUTER CONTINUOUS FORM, 3 ply, 280 X 378mm	box	0	0	0	0	0.00	5	0	0	5	7,540.00	0	0	0	0	0.00	3	0	0	3	4,524.00	8.00	1508.00	12064.00	
19	14111609-LL-C01	LOOSELEAF COVER, legal	bundle	0	0	0	0	0.00	5	0	0	5	3,974.80	0	0	0	0	0.00	5	0	0	5	3,974.80	10.00	794.96	7949.60	
20	14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	0	0	0	0	0.00	30	0	0	30	1,111.80	0	0	0	0	0.00	0	0	0	0	0.00	30.00	37.06	1111.80	
21	14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	0	0	0	0	0.00	30	0	0	30	1,778.40	0	0	0	0	0.00	0	0	0	0	0.00	30.00	59.28	1778.40	
22	14111514-NP-S03	NOTE PAD, stick on, 3" x 3"	pad	0	0	0	0	0.00	30	0	0	30	1,622.40	0	0	0	0	0.00	0	0	0	0	0.00	30.00	54.08	1622.40	
23	14111514-NB-S01	NOTEBOOK, stenographer	piece	0	0	0	0	0.00	30	0	0	30	361.20	0	0	0	0	0.00	0	0	0	0	0.00	30.00	12.04	361.20	
24	14111507-PP-M01	PAPER, MULTICOPY, A4, 80 gsm	reams	100	0	0	100	13,666.00	100	0	0	100	13,666.00	50	0	0	50	6,833.00	50	0	0	50	6,833.00	300.00	136.66	40998.00	
25	14111507-PP-M02	PAPER, MULTICOPY, Legal, 80gsm	reams	100	0	0	100	12,771.00	0	0	0	0	0.00	50	0	0	50	6,385.50	50	0	0	50	6,385.50	200.00	127.71	25542.00	
26	14111507-PP-C01	PAPER, Multi-Purpose, A4, 70 gsm	reams	0	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	98.26	0.00	
27	14111507-PP-C02	PAPER, multi-purpose, legal, 70gsm	reams	0	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	118.46	0.00	
28	14111531-PP-R01	PAD PAPER, ruled	pad	0	0	50	50	1,456.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	50.00	29.12	1456.00	
29	14111503-PA-P01	PAPER, parchment	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	98.05	0.00	
30	14111818-TH-P02	Thermal Paper, 55GSM (-5%) ,1/2 Core, 216mm x 30m	roll	0	0	50	50	2,782.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	50.00	55.64	2782.00	
31	14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	0	0	100	100	7,072.00	0	0	0	0	0.00	0	0	0	0	0.00	25	0	0	25	1,768.00	125.00	70.72	8840.00	
32	14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	0	0	100	100	10,192.00	0	0	0	0	0.00	0	0	0	0	0.00	25	0	0	25	2,548.00	125.00	101.92	12740.00	
33	14111704-TT-P02	TOILET TISSUE PAPER, 2-ply, 100% recycled	pack	50	0	0	50	4,342.00	40	0	0	40	3,473.60	40	0	0	40	3,473.60	40	0	0	40	3,473.60	170.00	86.84	14762.80	
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	
35	14111704-TT-P04	TOILET TISSUE PAPER, 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	33.80	0.00	
BATTERIES AND CELLS AND ACCESSORIES																											
36	26111702-BT-A02	BATTERY, dry Cell, size AA	pack	100	0	0	100	3,630.00	50	0	0	50	1,815.00	50	0	0	50	1,815.00	50	0	0	50	1,815.00	250.00	36.30	9075.00	
37	26111702-BT-A01	BATTERY, dry Cell, size AAA	pack	100	0	0	100	1,973.00	50	0	0	50	986.50	50	0	0	50	986.50	50	0	0	50	986.50	250.00	19.73	4932.50	
38	26111702-BT-A03	BATTERY, dry Cell, size D	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	96.20	0.00	
MANUFACTURING COMPONENTS AND SUPPLIES																											
39	31201610-GL-J01	GLUE, all purpose	jar	25	0	0	25	1,787.50	0	0	0	0	0.00	25	0	0	25	1,787.50	10	0	0	10	715.00	60.00	71.50	4290.00	
40	31151804-SW-H01	STAPLE WIRE, heavy duty, binder type, 23/13	box	5	0	0	5	98.80	5	0	0	5	98.80	5	0	0	5	98.80	0	0	0	0	0.00	15.00	19.76	296.40	
41	31151804-SW-S01	STAPLE WIRE, standard	box	50	0	0	50	1,120.50	50	0	0	50	1,120.50	50	0	0	50	1,120.50	0	0	0	0	0.00	150.00	22.41	3361.50	
42	31201502-TA-E01	TAPE, electrical	roll	25	0	0	25	466.75	0	0	0	0	0.00	25	0	0	25	466.75	0	0	0	0	0.00	50.00	18.67	933.50	
43	31201503-TA-M01	TAPE, masking, 24mm	roll	20	0	0	20	1,092.00	15	0	0	15	819.00	25	0	0	25	1,365.00	20	0	0	20	1,092.00	80.00	54.60	4368.00	
44	31201503-TA-M02	TAPE, MASKING, 48mm	roll	20	0	0	20	2,132.00	15	0	0	15	1,599.00	25	0	0	25	2,665.00	20	0	0	20	2,132.00	80.00	106.60	8528.00	
45	31201517-TA-P01	TAPE, packaging, 48mm	roll	15	0	0	15	335.40	15	0	0	15	335.40	20	0	0	20	447.20	20	0	0	20	447.20	70.00	22.36	1565.20	
46	31201512-TA-T01	TAPE, transparent, 24mm	roll	50	0	0	50	504.50	20	0	0	20	201.80	20	0	0	20	201.80	20	0	0	20	201.80	110.00	10.09	1109.90	
47	31201512-TA-T02	TAPE, transparent, 48mm	roll	15	0	0	15	299.55	10	0	0	10	199.70	15	0	0	15	299.55	15	0	0	15	299.55	55.00	19.97	1098.35	
48	31151507-TW-P01	TWINE, plastic	roll	25	0	0	25	1,456.00	20	0	0	20	1,164.80	0	0	0	0	0.00	25	0	0	25	1,456.00	70.00	58.24	4076.80	
HEATING AND VENTILATION AND AIR CIRCULATION																											
49	40101604-EF-G01	ELECTRIC FAN, industrial, ground type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1109.68	0.00	
50	40101604-EF-C01	ELECTRIC FAN, ceiling mount, orbit type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1369.68	0.00	
51	40101604-EF-S01	ELECTRIC FAN, stand type	unit	0	0	0	0	0.00	4	0	0	4	3,427.44	0	0	0	0	0.00	0	0	0	0	0.00	4.00	856.86	3427.44	
52	40101604-EF-W01	ELECTRIC FAN, wall mount, 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	674.96	0.00	
MEDICAL THERMOMETERS AND ACCESSORIES																											
53	41112224-TG-T02	THERMOGUN	piece	0	0	0	0	0.00	3	0	0	3	7,597.20	0	0	0	0	0.00	0	0	0	0	0.00	3.00	2532.40	7597.20	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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				
LIGHTING AND FIXTURES AND ACCESSORIES																											
54	39101628-LT-L01	LINEAR TUBE, Light Emitting Diode (LED), 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	205.82	0.00	
55	39101628-LB-L01	LIGHT BULB, Light Emitting Diode (LED)	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	
MEASURING AND OBSERVING AND TESTING EQUIPMENT																											
56	41111604-RU-P02	RULER, plastic, 450mm	piece	0	0	0	0	0.00	25	0	0	25	442.00	0	0	0	0	0.00	10	0	0	10	176.80	35.00	17.68	618.80	
CLEANING EQUIPMENT AND SUPPLIES																											
57	47131812-AF-A01	AIR FRESHENER, aerosol type	can	5	0	0	5	451.10	10	0	0	10	902.20	5	0	0	5	451.10	5	0	0	5	451.10	25.00	90.22	2255.50	
58	47131604-BR-S01	BROOM, soft, tambo	piece	0	0	0	0	0.00	6	0	0	6	817.44	0	0	0	0	0.00	0	0	0	0	0.00	6.00	136.24	817.44	
59	47131604-BR-T01	BROOM, stick, ting-ting	piece	0	0	0	0	0.00	6	0	0	6	109.20	0	0	0	0	0.00	0	0	0	0	0.00	6.00	18.20	109.20	
60	47131829-TB-C01	CLEANER, toilet and urinal	bottle	0	0	0	0	0.00	10	0	0	10	416.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	41.60	416.00	
61	47131805-CL-P01	CLEANSER, scouring powder	can	0	0	0	0	0.00	10	0	0	10	239.20	0	0	0	0	0.00	0	0	0	0	0.00	10.00	23.92	239.20	
62	47131811-DE-B02	DETERGENT BAR, 140g	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	8.30	0.00	
63	47131811-DE-P03	DETERGENT POWDER, all-purpose, 1kg	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	54.08	0.00	
64	47131803-DS-A01	DISINFECTANT SPRAY, aerosol type	can	30	0	0	30	3,868.80	30	0	0	30	3,868.80	30	0	0	30	3,868.80	30	0	0	30	3,868.80	120.00	128.96	15475.20	
65	47131601-DU-P01	DUST PAN, non-rigid plastic	piece	0	0	0	0	0.00	10	0	0	10	248.30	0	0	0	0	0.00	0	0	0	0	0.00	10.00	24.83	248.30	
66	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	0.00	131.25	0.00	
67	73101612-HS-L01	LIQUID HAND SOAP, 500mL	bottle	0	0	0	0	0.00	25	0	0	25	2,574.00	0	0	0	0	0.00	0	0	0	0	0.00	25.00	102.96	2574.00	
68	47131802-FW-P02	FLOOR WAX, paste type, red	can	0	0	0	0	0.00	10	0	0	10	3,097.60	0	0	0	0	0.00	0	0	0	0	0.00	10.00	309.76	3097.60	
69	47131830-FC-A01	FURNITURE CLEANER, aerosol type	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	120.12	0.00	
70	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	2288.00	0.00	
71	47131613-MP-H02	MOPHANDLE, heavy duty, screw type	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	124.80	0.00	
72	47131619-MP-R01	MOPHEAD, made of rayon	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	123.76	0.00	
73	47131501-RG-C01	RAGS, all cotton	bundle	0	0	0	0	0.00	15	0	0	15	807.30	15	0	0	15	807.30	0	0	0	0	0.00	30.00	53.82	1614.60	
74	47131602-SC-N01	SCOURING PAD	pack	0	0	0	0	0.00	30	0	0	30	3,369.60	0	0	0	0	0.00	0	0	0	0	0.00	30.00	112.32	3369.60	
75	47121701-TB-P04	TRASHBAG, GPP specs, black, 940mmx1016mm	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	134.68	0.00	
76	47121702-WB-P01	WASTEBASKET, non-rigid plastic	piece	0	0	0	0	0.00	30	0	0	30	838.80	0	0	0	0	0.00	0	0	0	0	0.00	30.00	27.96	838.80	
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																											
77	43211507-DSK001	DESKTOP FOR BASIC USERS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	24,793.60	0.00	
78	43211507-DSK002	DESKTOP FOR MID-RANGE USERS	unit	1	0	0	1	42,390.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	42,390.40	42390.40	
79	43211503-LAP001	LAPTOP FOR MID-RANGE USERS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	41,392.00	0.00	
80	43201827-HD-X02	EXTERNAL HARD DRIVE, 1 TB	piece	0	0	0	0	0.00	15	0	0	15	38,982.60	0	0	0	0	0.00	0	0	0	0	0.00	15.00	2598.84	38982.60	
81	43202010-FD-U01	FLASH DRIVE, 16 GB	piece	0	0	0	0	0.00	25	0	0	25	4,186.00	0	0	0	0	0.00	0	0	0	0	0.00	25.00	167.44	4186.00	
82	43211708-MO-O01	MOUSE, OPTICAL, USB connection type	unit	0	0	0	0	0.00	10	0	0	10	1,113.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	111.30	1113.00	
83	43211708-MO-O02	MOUSE, WIRELESS, USB	unit	0	0	0	0	0.00	30	0	0	30	4,620.00	0	0	0	0	0.00	0	0	0	0	0.00	30.00	154.00	4620.00	
84	43212102-PR-D02	PRINTER, impact, dot matrix, 24 pins, 136 columns	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	38100.97	0.00	
85	43212102-PR-D01	PRINTER, impact, dot matrix, 9 pins, 80 columns	unit	1	0	0	1	9,191.52	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	9191.52	9191.52	
86	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	724.88	0.00	
87	43212105-PR-L02	PRINTER, laser, colored	unit	0	0	0	0	0.00	5	0	0	5	39,495.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	7999.00	39495.00	
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
88	44121710-CH-W01	CHALK, white enamel	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	29.64	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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
89	44122105-BF-C01	CLIP, backfold, 19mm	box	25	0	0	25	219.00	25	0	0	25	219.00	20	0	0	20	175.20	25	0	0	25	219.00	95.00	8.76	832.20
90	44122105-BF-C02	CLIP, backfold, 25mm	box	25	0	0	25	380.50	25	0	0	25	380.50	25	0	0	25	380.50	25	0	0	25	380.50	100.00	15.22	1522.00
91	44122105-BF-C03	CLIP, backfold, 32mm	box	25	0	0	25	559.00	25	0	0	25	559.00	25	0	0	25	559.00	25	0	0	25	559.00	100.00	22.36	2236.00
92	44122105-BF-C04	CLIP, backfold, 50mm	box	25	0	0	25	1,365.00	0	0	0	0	0.00	25	0	0	25	1,365.00	25	0	0	25	1,365.00	75.00	54.60	4095.00
93	44121801-CT-R02	CORRECTION TAPE, 8m	piece	50	0	0	50	584.00	50	0	0	50	584.00	25	0	0	25	292.00	50	0	0	50	584.00	175.00	11.68	2044.00
94	44111515-DF-B01	DATA FILE BOX	piece	0	0	0	0	0.00	60	0	0	60	4,632.00	0	0	0	0	0.00	0	0	0	0	0.00	60.00	77.20	4632.00
95	44122011-DF-F01	DATA FOLDER	piece	100	0	0	100	6,864.00	100	0	0	100	6,864.00	50	0	0	50	3,432.00	50	0	0	50	3,432.00	300.00	68.64	20592.00
96	44121506-EN-D01	ENVELOPE, documentary, A4	box	5	0	0	5	3,365.45	0	0	0	0	0.00	5	0	0	5	3,365.45	3	0	0	3	2,019.27	13.00	673.09	8750.17
97	44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box	5	0	0	5	4,635.80	0	0	0	0	0.00	5	0	0	5	4,635.80	3	0	0	3	2,781.48	13.00	927.16	12053.08
98	44121506-EN-X01	ENVELOPE, expanding, kraft, legal	box	0	0	0	0	0.00	6	0	0	6	4,430.40	0	0	0	0	0.00	2	0	0	2	1,476.80	8.00	738.40	5907.20
99	44121506-EN-X02	ENVELOPE, expanding, plastic	piece	0	0	0	0	0.00	50	0	0	50	1,524.50	0	0	0	0	0.00	25	0	0	25	762.25	75.00	30.49	2286.75
100	44121506-EN-M02	ENVELOPE, mailing	box	0	0	0	0	0.00	10	0	0	10	3,782.00	0	0	0	0	0.00	0	0	0	0	0.00	10.00	378.20	3782.00
101	44121504-EN-W02	ENVELOPE, mailing, with window	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	433.68	0.00
102	44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10.30	0.00
103	44122118-FA-P01	FASTENER, metal, non-sharp edges	box	0	0	0	0	0.00	50	0	0	50	4,170.50	0	0	0	0	0.00	25	0	0	25	2,085.25	75.00	83.41	6255.75
104	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	0	0	0	0	0.00	50	0	0	50	4,302.00	0	0	0	0	0.00	0	0	0	0	0.00	50.00	86.04	4302.00
105	44122018-FT-D01	FILE TAB DIVIDER, bristol board, for A4	set	0	0	0	0	0.00	50	0	0	50	556.50	0	0	0	0	0.00	25	0	0	25	278.25	75.00	11.13	834.75
106	44122018-FT-D02	FILE TAB DIVIDER, legal	set	0	0	0	0	0.00	50	0	0	50	711.50	0	0	0	0	0.00	0	0	0	0	0.00	50.00	14.23	711.50
107	44122011-FO-F01	FOLDER, fancy, with slide, A4	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	270.40	0.00
108	44122011-FO-F02	FOLDER, fancy, with slide, legal	bundle	0	0	0	0	0.00	50	0	0	50	15,594.00	0	0	0	0	0.00	0	0	0	0	0.00	50.00	311.88	15594.00
109	44122011-FO-L01	FOLDER, L-type, A4	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	171.43	0.00
110	44122011-FO-L02	FOLDER, L-type, legal	pack	0	0	0	0	0.00	30	0	0	30	7,297.20	0	0	0	0	0.00	0	0	0	0	0.00	30.00	243.24	7297.20
111	44122027-FO-P01	FOLDER, pressboard	box	0	0	0	0	0.00	5	0	0	5	4,763.20	0	0	0	0	0.00	0	0	0	0	0.00	5.00	952.64	4763.20
112	44122011-FO-T03	FOLDER, with tab, A4	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	279.00	0.00
113	44122011-FO-T04	FOLDER, with tab, legal	pack	0	0	0	0	0.00	50	0	0	50	16,068.00	0	0	0	0	0.00	50	0	0	50	16,068.00	100.00	321.36	32136.00
114	44122008-IT-T01	INDEX TAB, self-adhesive, transparent	box	0	0	0	0	0.00	50	0	0	50	2,834.00	0	0	0	0	0.00	0	0	0	0	0.00	50.00	56.68	2834.00
115	44111515-MF-B02	MAGAZINE FILE BOX, large	piece	0	0	0	0	0.00	30	0	0	30	1,248.00	0	0	0	0	0.00	0	0	0	0	0.00	30.00	41.60	1248.00
116	44121716-MA-F01	MARKER, fluorescent	set	0	0	0	0	0.00	50	0	0	50	1,833.00	0	0	0	0	0.00	0	0	0	0	0.00	50.00	36.66	1833.00
117	44121708-MW-B01	MARKER, whiteboard, black	piece	0	0	0	0	0.00	50	0	0	50	669.00	0	0	0	0	0.00	50	0	0	50	669.00	100.00	13.38	1338.00
118	44121708-MW-B02	MARKER, whiteboard, blue	piece	0	0	0	0	0.00	50	0	0	50	669.00	0	0	0	0	0.00	50	0	0	50	669.00	100.00	13.38	1338.00
119	44121708-MW-B03	MARKER, whiteboard, red	piece	0	0	0	0	0.00	50	0	0	50	669.00	0	0	0	0	0.00	50	0	0	50	669.00	100.00	13.38	1338.00
120	44121708-MP-B01	MARKER, permanent, black, bullet type	piece	0	0	0	0	0.00	50	0	0	50	449.00	0	0	0	0	0.00	50	0	0	50	449.00	100.00	8.98	898.00
121	44121708-MP-B02	MARKER, permanent, blue, bullet type	piece	0	0	0	0	0.00	50	0	0	50	449.00	0	0	0	0	0.00	50	0	0	50	449.00	100.00	8.98	898.00
122	44121708-MP-B03	MARKER, permanent, red, bullet type	piece	0	0	0	0	0.00	50	0	0	50	449.00	0	0	0	0	0.00	50	0	0	50	449.00	100.00	8.98	898.00
123	44122104-PC-G01	PAPER CLIP, vinyl/plastic coated, 33mm	box	0	0	0	0	0.00	100	0	0	100	776.00	0	0	0	0	0.00	50	0	0	50	388.00	150.00	7.76	1164.00
124	44122104-PC-J02	PAPER CLIP, vinyl/plastic coated, 50mm	box	0	0	0	0	0.00	100	0	0	100	1,378.00	0	0	0	0	0.00	50	0	0	50	689.00	150.00	13.78	2067.00
125	44121706-PE-L01	PENCIL, lead, with eraser	box	0	0	0	0	0.00	60	0	0	60	1,247.40	0	0	0	0	0.00	50	0	0	50	1,039.50	110.00	20.79	2286.90
126	44122037-RB-P10	RING BINDER, plastic, 32mm	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	239.79	0.00
127	44122101-RU-B01	RUBBER BAND, No. 18	box	0	0	0	0	0.00	50	0	0	50	5,002.50	0	0	0	0	0.00	0	0	0	0	0.00	50.00	100.05	5002.50
128	44121905-SP-F01	STAMP PAD, felt	piece	0	0	0	0	0.00	30	0	0	30	1,048.50	0	0	0	0	0.00	0	0	0	0	0.00	30.00	34.95	1048.50
129	44121612-BL-H01	BLADE, for general purpose cutter / utility knife	piece	0	0	0	0	0.00	100	0	0	100	1,482.00	0	0	0	0	0.00	0	0	0	0	0.00	100.00	14.82	1482.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																	Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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	
130	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	0	0	0	0	0.00	40	0	0	40	1,337.20	0	0	0	0	0.00	0	0	0	0	0.00	40.00	33.43	1337.20	
131	44103202-DS-M01	DATING AND STAMPING MACHINE	piece	0	0	0	0	0.00	2	0	0	2	907.92	0	0	0	0	0.00	0	0	0	0	0.00	2.00	453.96	907.92	
132	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	0	0	0	0	0.00	5	0	0	5	1,013.35	0	0	0	0	0.00	0	0	0	0	0.00	5.00	202.67	1013.35	
133	44101602-PU-P01	PUNCHER, paper, heavy duty	piece	0	0	0	0	0.00	15	0	0	15	2,262.00	0	0	0	0	0.00	0	0	0	0	0.00	15.00	150.80	2262.00	
134	44121618-SS-S01	SCISSORS, symmetrical	pair	0	0	0	0	0.00	50	0	0	50	2,028.00	0	0	0	0	0.00	0	0	0	0	0.00	50.00	40.56	2028.00	
135	44121615-ST-S01	STAPLER, standard type	piece	0	0	0	0	0.00	30	0	0	30	4,212.00	0	0	0	0	0.00	0	0	0	0	0.00	30.00	140.40	4212.00	
136	44121615-ST-B01	STAPLER, heavy duty, binder type	unit	0	0	0	0	0.00	3	0	0	3	2,742.66	0	0	0	0	0.00	0	0	0	0	0.00	3.00	914.22	2742.66	
137	44121613-SR-P01	STAPLE REMOVER, plier type	piece	0	0	0	0	0.00	30	0	0	30	747.00	0	0	0	0	0.00	0	0	0	0	0.00	30.00	24.90	747.00	
138	44121605-TD-T01	TAPE DISPENSER, table top	piece	0	0	0	0	0.00	25	0	0	25	1,605.00	0	0	0	0	0.00	0	0	0	0	0.00	25.00	64.20	1605.00	
139	44101602-PB-M01	BINDING AND PUNCHING MACHINE, 50mm binding capacit	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	9534.72	0.00	
140	44101807-CA-C01	CALCULATOR, compact	unit	0	0	0	0	0.00	20	0	0	20	6,937.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	346.85	6937.00	
141	44101714-FX-M01	FACSIMILE MACHINE	unit	0	0	0	0	0.00	2	0	0	2	11,284.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	5642.00	11284.00	
142	44101601-PT-M01	PAPER TRIMMER / CUTTING MACHINE, table top	unit	0	0	0	0	0.00	2	0	0	2	18,595.20	0	0	0	0	0.00	0	0	0	0	0.00	2.00	9297.60	18595.20	
143	44101603-PS-M01	PAPER SHREDDER	unit	0	0	0	0	0.00	2	0	0	2	11,398.40	0	0	0	0	0.00	0	0	0	0	0.00	2.00	5699.20	11398.40	
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES																											
154	44103105-CA-C02	INK CART, CANON CL-811, Colored	cart	0	0	0	0	0.00	10	0	0	10	10,296.00	0	0	0	0	0.00	10	0	0	10	10,296.00	20.00	1029.60	20592.00	
156	44103105-CA-B02	INK CART, CANON PG-810, Black	cart	0	0	0	0	0.00	10	0	0	10	7,800.00	0	0	0	0	0.00	10	0	0	10	7,800.00	20.00	780.00	15600.00	
171	44103105-HP-B17	INK CART, HP CC640WA, (HP60), Black	cart	0	0	0	0	0.00	20	0	0	20	15,392.00	0	0	0	0	0.00	20	0	0	20	15,392.00	40.00	769.60	30784.00	
172	44103105-HP-T17	INK CART, HP CC643WA, (HP60), Tri-color	cart	0	0	0	0	0.00	15	0	0	15	13,728.00	0	0	0	0	0.00	15	0	0	15	13,728.00	30.00	915.20	27456.00	
173	44103105-HP-B35	INK CART, HP CD887AA, (HP703), Black	cart	0	0	0	0	0.00	15	0	0	15	5,491.20	0	0	0	0	0.00	15	0	0	15	5,491.20	30.00	366.08	10982.40	
174	44103105-HP-T35	INK CART, HP CD888AA, (HP703), Tri-color	cart	0	0	0	0	0.00	10	0	0	10	3,660.80	0	0	0	0	0.00	10	0	0	10	3,660.80	20.00	366.08	7321.60	
179	44103105-HP-B20	INK CART, HP CH561WA, (HP61), Black	cart	0	0	0	0	0.00	10	0	0	10	7,560.80	0	0	0	0	0.00	10	0	0	10	7,560.80	20.00	756.08	15121.60	
180	44103105-HP-T20	INK CART, HP CH562WA, (HP61), Tricolor	cart	0	0	0	0	0.00	10	0	0	10	9,318.40	0	0	0	0	0.00	10	0	0	10	9,318.40	20.00	931.84	18636.80	
189	44103105-HP-B36	INK CART, HP CN692AA, (HP704), Black	cart	0	0	0	0	0.00	50	0	0	50	18,304.00	0	0	0	0	0.00	50	0	0	50	18,304.00	100.00	366.08	36608.00	
190	44103105-HP-T36	INK CART, HP CN693AA, (HP704), Tri-color	cart	0	0	0	0	0.00	50	0	0	50	18,304.00	0	0	0	0	0.00	50	0	0	50	18,304.00	100.00	366.08	36608.00	
191	44103105-HP-B33	INK CART, HP CZ107AA, (HP678), Black	cart	50	0	0	50	18,304.00	100	0	0	100	36,608.00	25	0	0	25	9,152.00	100	0	0	100	36,608.00	275.00	366.08	100672.00	
192	44103105-HP-T33	INK CART, HP CZ108AA, (HP678), Tricolor	cart	50	0	0	50	18,304.00	100	0	0	100	36,608.00	25	0	0	25	9,152.00	100	0	0	100	36,608.00	275.00	366.08	100672.00	
197	44103105-HP-T43	Ink Cartridge, HP F6V26AA (HP680) Tri-color	cart	50	0	0	50	20,280.00	100	0	0	100	40,560.00	25	0	0	25	10,140.00	100	0	0	100	40,560.00	275.00	405.60	111540.00	
198	44103105-HP-B43	Ink Cartridge, HP F6V27AA (HP680) Black	cart	50	0	0	50	20,280.00	100	0	0	100	40,560.00	25	0	0	25	10,140.00	100	0	0	100	40,560.00	275.00	405.60	111540.00	
211	44103112-EP-R05	RIBBON CART, EPSON C13S015516 (#8750), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	77.43	0.00	
212	44103112-EP-R07	RIBBON CART, EPSON C13S015531 (S015086), Black	cart	0	0	0	0	0.00	10	0	0	10	7,363.20	0	0	0	0	0.00	0	0	0	0	0.00	10.00	736.32	7363.20	
213	44103112-EP-R13	RIBBON CART, EPSON C13S015632, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	77.94	0.00	
219	44103103-HP-B12	TONER CART, HP CB435A, Black	cart	0	0	0	0	0.00	6	0	0	6	20,280.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	3380.00	20280.00	
222	44103103-HP-B21	TONER CART, HP CE278A, Black	cart	0	0	0	0	0.00	6	0	0	6	23,712.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	3952.00	23712.00	
223	44103103-HP-B22	TONER CART, HP CE285A (HP85A), Black	cart	0	0	0	0	0.00	25	0	0	25	85,800.00	0	0	0	0	0.00	0	0	0	0	0.00	25.00	3432.00	85800.00	
256	44103103-HP-B61	Toner Cartridge, HP CF360A (HP508A) Black LaserJet	cart	1	0	0	1	7,056.40	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	7,056.40	2.00	7056.40	14112.80	
257	44103103-HP-C61	Toner Cartridge, HP CF361A (HP508A) Cyan LaserJet	cart	1	0	0	1	8,846.24	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	8,846.24	2.00	8846.24	17692.48	
258	44103103-HP-Y61	Toner Cartridge, HP CF362A (HP508A) Yellow	cart	1	0	0	1	8,846.24	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	8,846.24	2.00	8846.24	17692.48	
259	44103103-HP-M61	Toner Cartridge, HP CF363A (HP508A) Magenta	cart	1	0	0	1	8,846.24	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	8,846.24	2.00	8846.24	17692.48	
272	44103103-HP-B34	TONER CART, HP Q2612A, Black	cart	1	0	0	1	3,900.00	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	3,900.00	2.00	3900.00	7800.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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				
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																											
287	45121517-DO-C02	DOCUMENT CAMERA, 8 MP	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	23623.60	0.00	
288	45111609-MM-P01	MULTIMEDIA PROJECTOR	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	17472.00	0.00	
FLAG OR ACCESSORIES																											
289	55121905-PH-F01	PHILIPPINE NATIONAL FLAG	piece	0	0	0	0	0.00	5	0	0	5	1,424.20	0	0	0	0	0.00	0	0	0	0	0.00	5.00	284.84	1424.20	
PRINTED PUBLICATIONS																											
290	55101524-RA-H01	HANDBOOK (RA 9184), 8th edition	book	0	0	0	0	0.00	5	0	0	5	186.05	0	0	0	0	0.00	0	0	0	0	0.00	5.00	37.21	186.05	
FIRE FIGHTING EQUIPMENT																											
291	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1144.00	0.00	
292	46191601-FE-H01	FIRE EXTINGUISHER, pure HCFC	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5613.25	0.00	
CONSUMER ELECTRONICS																											
293	52161535-DV-R01	DIGITAL VOICE RECORDER	unit	0	0	0	0	0.00	3	0	0	3	19,246.92	0	0	0	0	0.00	0	0	0	0	0.00	3.00	6415.64	19246.92	
FURNITURE AND FURNISHINGS																											
294	56101504-CM-B01	MONOBLOC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	303.68	0.00	
295	56101504-CM-W01	MONOBLOC CHAIR, white	piece	0	0	0	0	0.00	6	0	0	6	1,809.60	0	0	0	0	0.00	0	0	0	0	0.00	6.00	301.60	1809.60	
296	56101519-TM-S01	MONOBLOC TABLE, white	unit	0	0	0	0	0.00	4	0	0	4	4,942.08	0	0	0	0	0.00	0	0	0	0	0.00	4.00	1235.52	4942.08	
297	56101519-TM-S02	MONOBLOC TABLE, beige	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1088.88	0.00	
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
298	60121413-CB-P01	CLEARBOOK, 20 Transparent pockets, A4	piece	0	0	0	0	0.00	25	0	0	25	926.00	0	0	0	0	0.00	10	0	0	10	370.40	35.00	37.04	1296.40	
299	60121413-CB-P02	CLEARBOOK, 20 Transparent pockets, Legal	piece	0	0	0	0	0.00	25	0	0	25	960.25	0	0	0	0	0.00	10	0	0	10	384.10	35.00	38.41	1344.35	
300	60121534-ER-P01	ERASER, plastic/rubber	piece	0	0	0	0	0.00	20	0	0	20	87.40	0	0	0	0	0.00	0	0	0	0	0.00	20.00	4.37	87.40	
301	60121524-SP-G01	SIGN PEN, black	piece	100	0	0	100	2,026.00	100	0	0	100	2,026.00	100	0	0	100	2,026.00	100	0	0	100	2,026.00	400.00	20.26	8104.00	
302	60121524-SP-G02	SIGN PEN, blue	piece	100	0	0	100	2,026.00	100	0	0	100	2,026.00	100	0	0	100	2,026.00	100	0	0	100	2,026.00	400.00	20.26	8104.00	
303	60121524-SP-G03	SIGN PEN, red	piece	60	0	0	60	1,215.60	0	0	0	0	0.00	0	0	0	0	0.00	50	0	0	50	1,013.00	110.00	20.26	2228.60	
304	60121124-WR-P01	WRAPPING PAPER, kraft	pack	0	0	0	0	0.00	10	0	0	10	1,548.40	0	0	0	0	0.00	0	0	0	0	0.00	10.00	154.84	1548.40	
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	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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				
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-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																											
1	40101701-AC-W01	Air Conditioning Unit, Window Inverter Type					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
2	40101701-AC-S01	Air Conditioning Unit, Split Type					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
3	44111905-WB-N01	White Board					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
4	44111911-WB-D01	White Board, Digital					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
5	52161505-TV-S01	SMART Television					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
6	52161520-MC-M01	Microphone					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
7	52161512-SP-K01	Speakers					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
8	32101514-AM-P01	Amplifier					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
9	52161517-EQ-E01	Equalizer					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
10	46171615-HD-C01	HD Camera					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
11	45121504-DS-C01	DSLR Camera					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
12	45121516-VH-C01	HD Video Camera					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
13	45121506-VC-C01	Video Conference Equipment					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
14	39112102-LB-B01	LED bulb					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
15	43212104-PI-M01	PRINTER, Inkjet, Monochrome					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
16	43212104-PI-C01	PRINTER, Inkjet, Color					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
17	43212105-PP-001	Portable Printer					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
18	43211509-AT-001	Android Tablet					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
19	43222610-HS-001	Hub/Switches					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
20	43222609-NR-001	Network Routers					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
21	43222640-WA-P01	Wireless Access Point					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
22	43211711-SF-001	Scanner, Flatbed					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
23	45111601-WP-P01	Wireless Pointing Device / Laser Pointer					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
24	81112306-MF-P01	Multi Function PRINTER					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
25	39121011-UP-S01	UNINTERRUPTIBLE POWER SUPPLY (UPS)					0	0.00	15				15	52,500.00								0	0.00	15.00	3500.00	52500.00	
26	43191501-MP-001	Mobile Phone					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
27	43211711-SC-D01	Scanner, Colored, Double sided, feeder type					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
28	53121601-GB-001	GO BAG, for disaster relief, rescue operations					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
29	60104701-SP-001	Solar Panel					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
30	46161604-LV-L01	Life Vest / Life Jacket (for emergency purposes / emergency preparedness / for disaster relief / rescue operations)					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
31	26111607-CC-S01	Charge Controller and DC Inverter for Solar Panel					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
32	46181502-BF-V01	Bullet proof vest					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
33	25172502-WW-001	Wheels, _____ (type of vehicle)					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
34	40161513-FF-001	Fuel Filters					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	
35	48101710-DW-F01	Drinking Water/ Fountain					0	0.00					0	0.00								0	0.00	0.00	0.00	0.00	

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				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
36	26111729-AB-001	Auto Battery				0	0.00								0	0.00							0	0.00	0.00	0.00	0.00
		HP 682 BLACK		50		50	27,500.00	50						50	27,500.00	50						50	27,500.00	200.00	550.00	110000.00	
		HP 682 COLORED		50		50	27,500.00	50						50	27,500.00	50						50	27,500.00	200.00	550.00	110000.00	
		EPSON L3110 ink refill set			1	1	1,100.00							0	0.00							0	0.00	1.00	1100.00	1100.00	
		Morocco Linen Board, A4			10	10	500.00							0	0.00							0	0.00	10.00	50.00	500.00	
		Morocco Folder (Long)			5	5	250.00							0	0.00							0	0.00	5.00	50.00	250.00	
		Morocco Folder (Short)			5	5	75.00							0	0.00							0	0.00	5.00	15.00	75.00	
		Cloth Tape			2	2	600.00							0	0.00							0	0.00	2.00	300.00	600.00	
		Battery, Dry Cell, 9V			2	2	260.00							0	0.00							0	0.00	2.00	130.00	260.00	
		Respiratory Mask			2	2	1,000.00							0	0.00							0	0.00	2.00	500.00	1000.00	
		3M Gas Mask Cartridge, 60003			10	10	7,000.00							0	0.00							0	0.00	10.00	700.00	7000.00	
		Dishwashing Liquid			3	3	450.00							0	0.00							0	0.00	3.00	150.00	450.00	
		Sharp AR-6023 N Cleaner Blade	piece	0	0	0	0.00	0	1	0	1	2,300.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	2300.00	2300.00		
		Sharp AR-6023 N Developer	piece	0	0	0	0.00	0	1	0	1	1,800.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	1800.00	1800.00		
		Sharp AR-6023 N Drum	piece	0	0	0	0.00	0	1	0	1	2,400.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	2400.00	2400.00		
		Sharp AR-6023 N DV Blade	piece	0	0	0	0.00	0	1	0	1	500.00	0	0	1	1	500.00	0	0	0	0	0.00	2.00	500.00	1000.00		
		Sharp AR-6023 N Toner, Black	cart	0	0	0	0.00	0	0	1	1	4,000.00	0	0	0	0	0.00	1	0	0	1	4,000.00	2.00	4000.00	8000.00		
		EXTENSION CORD, 5 meters long, with on and off switch and LED indicator	unit	0	0	1	1	495.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	495.00	495.00	
		PAPER, Multi-Purpose, 70gsm, Letter	ream	0	3	0	3	600.00	2	0	0	2	400.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	200.00	1000.00	
		STICKER PAPER, HI-gloss white,10s A4	pack	0	3	0	3	150.00	0	2	0	2	100.00	3	0	0	3	150.00	2	0	0	2	100.00	10.00	50.00	500.00	
		STICKY NOTE Sn3, .07"X3" 75 Gsm 100's X 4 Clear Neon Notepad	pack	0	0	5	5	175.00	0	5	0	5	175.00	0	0	5	5	175.00	0	0	0	0	0.00	15.00	35.00	525.00	
		POST-IT/TAPE FLAG PET 1.31"X1.77" 20'S X 8 Clear Index Tab	pack	0	0	5	5	125.00	0	5	0	5	125.00	0	5	0	5	125.00	0	0	0	0	0.00	15.00	25.00	375.00	
		POST-IT/TAPE FLAG PET 2.47"X1.77" 20'S X 5 Clear Index Tab Neon Trans	pack	0	0	5	5	100.00	0	5	0	5	100.00	0	5	0	5	100.00	0	0	0	0	0.00	15.00	20.00	300.00	
		TAPE, double sided adhesive	roll	0	0	2	2	100.00	0	3	0	3	150.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	50.00	250.00	
		DATING AND STAMPING MACHINE, heavy duty	piece	0	0	1	1	1,500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	1500.00	1500.00	
		CATALOG Envelope 250lbs White/Kraft 9X 12"	piece	0	0	0	0	0.00	10	0	0	10	100.00	0	10	0	10	100.00	0	0	0	0	0.00	20.00	10.00	200.00	
		BALLPEN (Black & Blue) fine	piece	100	0	0	100	800.00	100	0	0	100	800.00	100	0	0	100	800.00	100	0	0	100	800.00	400.00	8.00	3200.00	
		BALLPEN, red, fine	piece	0	0	0	0	0.00	5	0	0	5	40.00	5	0	0	5	40.00	0	0	0	0	0.00	10.00	8.00	80.00	
		Push Pin	box	0	0	0	0	0.00	0	0	0	0	0.00	2	0	0	2	100.00	0	0	0	0	0.00	2.00	50.00	100.00	
		Ruler, 12" Metal	piece	0	2	0	2	90.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	45.00	90.00	
		Cell Card	piece	2	2	2	6	1,800.00	2	2	2	6	1,800.00	2	2	2	6	1,800.00	2	2	2	6	1,800.00	24.00	300.00	7200.00	
		Baikbayan/peerless box	piece				0	0.00			20	20	2,200.00				0	0.00				0	0.00	20.00	110.00	2200.00	
		Specialty/multi-colored paper	pack				0	0.00			15	15	750.00				0	0.00				0	0.00	15.00	50.00	750.00	
		Olympia typewriter ribbon	piece				0	0.00			5	5	2,000.00				0	0.00				0	0.00	5.00	400.00	2000.00	

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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
	EPSON LX-300+, cartridge	piece				0	0.00	5			5	600.00				0	0.00				0	0.00	5.00	120.00	600.00
	HP Laserjet Pro M26a (79A) Black		1	1	1	3	2,200.00	1	1	1	3	2,200.00	1	1	1	3	2,200.00	1	1	1	3	2,200.00	12.00	1600.00	19200.00
	Sharp MX 3114 MX-23FT-MA Black		1			1	2,557.00	1			1	2,557.00	1			1	2,557.00	1			1	2,557.00	4.00	2557.00	10228.00
	Sharp MX 3114 MX-23FT-MA Magenta		1			1	2,557.00	1			1	2,557.00	1			1	2,557.00	1			1	2,557.00	4.00	2557.00	10228.00
	Sharp MX 3114 MX-23FT-MA Cyan		1			1	2,557.00	1			1	2,557.00	1			1	2,557.00	1			1	2,557.00	4.00	2557.00	10228.00
	Sharp MX 3114 MX-23FT-MA Yellow		1			1	2,557.00	1			1	2,557.00	1			1		1			1	2,557.00	4.00	2557.00	10228.00
	HP Deskjet GT51 Black	bottle			3	3	1,500.00				0	0.00	3			3	1,500.00				0	0.00	6.00	500.00	3000.00
	HP Deskjet GT52 Magenta	bottle			3	3	1,500.00				0	0.00	3			3	1,500.00				0	0.00	6.00	500.00	3000.00
	HP Deskjet GT52 Yellow	bottle			3	3	1,500.00				0	0.00	3			3	1,500.00				0	500.00	6.00	500.00	3000.00
	HP Deskjet GT52 Cyan	bottle			3	3	1,500.00				0	0.00	3			3	1,500.00				0	500.00	6.00	500.00	3000.00
	Rechargeable Battery (AA)	pcs.	4			4	1,000.00	4			4	1,000.00	4			4	1,000.00				0	0.00	12.00	250.00	3000.00
	Rechargeable Battery (AAA)	pcs.	4			4	800.00				0	0.00	4			4	800.00				0	0.00	8.00	200.00	1600.00
	RING BINDER, plastic, 6mm (1/4inch)	pcs.	6			6	120.00				0	0.00	6			6	120.00	6			6	120.00	18.00	20.00	360.00
	RING BINDER, plastic, 8mm (5/16inch)	pcs.	6			6	0.00				0	0.00	6			6	0.00				0	0.00	12.00	0.00	0.00
	RING BINDER, plastic, 10mm (3/8inch)	pcs.	6			6	0.00				0	0.00	6			6	0.00				0	0.00	12.00	0.00	0.00
	RING BINDER, plastic, 12mm (1/2inch)	pcs.	6			6	0.00				0	0.00	6			6	0.00				0	0.00	12.00	0.00	0.00
	RING BINDER, plastic, 20mm (3/4inch)	pcs.	6			6	0.00				0	0.00	6			6	0.00				0	0.00	12.00	0.00	0.00
	RING BINDER, plastic, 22mm (7/8inch)	pcs.	6			6	0.00				0	0.00	6			6	0.00				0	0.00	12.00	0.00	0.00
	RING BINDER, plastic, 25mm (1inch)	pcs.	6			6	0.00				0	0.00	6			6	0.00				0	0.00	12.00	0.00	0.00
	TONER Sharp MX315FT	pc.	2			2	0.00				0	0.00				0	0.00	3			3	0.00	5.00	0.00	0.00
	Folder 3 ring Long (2 inch)	pc	6			6	2,100.00				0	0.00	6			6	2,100.00				0	0.00	12.00	350.00	4200.00
	Folder 3 ring A4 (2inch)	pc	6			6	1,800.00				0	0.00	6			6	1,800.00				0	0.00	12.00	300.00	3600.00
	Folder 3 ring A4(2 inch)	pc	6			6	1,500.00				0	0.00	6			6	1,500.00				0	0.00	12.00	250.00	3000.00
	Laminating Film	box	2			2	1,400.00				2					2	1,400.00	2				0.00	4.00	700.00	2800.00
	looseleaf transparent sheet A4 3 hole	pack	3			3	210.00	2			2					2	140.00	2					9.00	70.00	630.00
	looseleaf transparent sheet Legal 3 hole	pack	2			2	130.00	2			2					2	130.00	2					8.00	65.00	520.00
	Plastic envelope expandable A4	piece	100			100	30.00				100					100		100					300.00	30.00	9000.00
	BINDING AND PUNCHING MACHINE, 50mm binding capacit	piece	1			1																	1.00		0.00
	ID Printer	unit			1																		1.00	10000.00	10000.00
	Print Cartridge Cyan MPC2011SP (Gestetner)					3	26,670.00				0	0.00				3	26,670.00				0	0.00	6.00	8890.00	53340.00
	Print Cartridge Magenta MPC2011SP(Gestetner)					3	26,670.00				0	0.00				3	26,670.00				0	0.00	6.00	8890.00	53340.00
	Print Cartridge Yellow MPC2011SP (Gestetner)					3	26,670.00				0	0.00				3	26,670.00				0	0.00	6.00	8890.00	53340.00
	Print Cartridge Black MPC2011SP (Gestetner)					3	26,670.00				0	0.00				3	26,670.00				0	0.00	6.00	8890.00	53340.00
	Development Unit Cyan					1	12,299.84				0	0.00				0	0.00				0	0.00	1.00	12299.84	12299.84
	PCU SERVICE PARTS C					1	11,620.00				0	0.00				0	0.00				0	0.00	1.00	11620.00	11620.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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			
		Toner Hopper Toner Supply C.ASSY					1	4,820.48							0	0.00							0	0.00	1.00	4820.48	4820.48		
		KONICA TONER BLACK					2	14,000.00							0	0.00								0	0.00	2.00	7000.00	14000.00	
		DEVELOPER					2	12,000.00							0	0.00								0	0.00	2.00	6000.00	12000.00	
		DRUM					2	18,000.00							0	0.00								0	0.00	2.00	9000.00	18000.00	
		DEVELOPING UNIT					2	30,000.00							0	0.00								0	0.00	2.00	15000.00	30000.00	
		Parchment Paper 110gm 12.48 x 8.04					500	30,000.00							0	0.00								0	0.00	500.00	60.00	30000.00	
		Bond Paper 8.5 X 13, 80gsm				10	10	1,814.20							0	0.00								10	10	1,814.20	20.00	181.42	3628.40
		Bond Paper 8.5 X 11, 80gsm				10	10	1,430.00							0	0.00								10	10	1,430.00	20.00	143.00	2860.00
		Balik Bayan Box (20x20x20)				30	30	3,960.00							0	0.00								0	0.00	30.00	132.00	3960.00	
		Filing Storage Box				50	50	4,675.00							0	0.00								0	0.00	50.00	93.50	4675.00	
		Push Pin				2	2	61.60							0	0.00								0	0.00	2.00	30.80	61.60	
		Rubber Stamp				10	10	2,500.00							0	0.00								0	0.00	10.00	250.00	2500.00	
		Rubber Band #16				10	10	1,133.00							0	0.00								0	0.00	10.00	113.30	1133.00	
		Sign Pen V7, 0.7, Black				40	40	3,400.00							0	0.00								0	0.00	40.00	85.00	3400.00	
		Sign Pen V7, 0.7, Blue				40	40	3,400.00							0	0.00								0	0.00	40.00	85.00	3400.00	
		Sign Pen V7, 0.7, Red				40	40	3,400.00							0	0.00								0	0.00	40.00	85.00	3400.00	
		Gel Pen, 0.5, Black				40	40	480.00							0	0.00								0	0.00	40.00	12.00	480.00	
		Gel Pen, 0.5, Blue				40	40	480.00							0	0.00								0	0.00	40.00	12.00	480.00	
		Gel Pen, 0.5, Red				40	40	480.00							0	0.00								0	0.00	40.00	12.00	480.00	
		Gel Pen, 0.5, Green				40	40	480.00							0	0.00								0	0.00	40.00	12.00	480.00	
		Security Paper A4, 80gsm, Yellow				10	10	40,000.00							0	0.00								0	0.00	10.00	4000.00	40000.00	
		Security Paper A4, 80gsm, Blue				5	5	20,000.00							0	0.00								0	0.00	5.00	4000.00	20000.00	
		Security Paper A4, 80gsm, Green				5	5	20,000.00							0	0.00								0	0.00	5.00	4000.00	20000.00	
		Security Paper A4, 80gsm, Pink				20	20	80,000.00							0	0.00								0	0.00	20.00	4000.00	80000.00	
		Security Paper A4, 80gsm, White				10	10	40,000.00							0	0.00								0	0.00	10.00	4000.00	40000.00	
		Security Paper 8.5 x 13, 80gsm, White				5	5	27,500.00							0	0.00								0	0.00	5.00	5500.00	27500.00	
		HP Toner 107A				2	2	5,160.00							0	0.00								0	0.00	2.00	2580.00	5160.00	
		Toner for Gestetner MPC2003 Yellow				4	4	42,700.00							0	0.00								0	0.00	4.00	10675.00	42700.00	
		Toner for Gestetner MPC2003 Cyan				4	4	42,700.00							0	0.00								0	0.00	4.00	10675.00	42700.00	
		Toner for Gestetner MPC2003 Magenta				4	4	42,700.00							0	0.00								0	0.00	4.00	10675.00	42700.00	
		Toner for Gestetner MPC2003 Black				4	4	21,700.00							0	0.00								0	0.00	4.00	5425.00	21700.00	
		EPSON 001 Ink Bottle (Black)				5	5	2,500.00							0	0.00								0	0.00	5.00	500.00	2500.00	
		EPSON 001 Ink Bottle (Yellow)				5	5	1,750.00							0	0.00								0	0.00	5.00	350.00	1750.00	
		EPSON 001 Ink Bottle (Cyan)				5	5	1,750.00							0	0.00								0	0.00	5.00	350.00	1750.00	
		EPSON 001 Ink Bottle (Magenta)				5	5	1,750.00							0	0.00								0	0.00	5.00	350.00	1750.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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
		Toner for Diveo Ineo + 250i (TN328), Black				3	3	27,750.00				0	0.00			0	0.00			0	0.00	3.00	9250.00	27750.00	
		Toner for Diveo Ineo + 250i (TN328), Cyan				3	3	49,500.00				0	0.00			0	0.00			0	0.00	3.00	16500.00	49500.00	
		Toner for Diveo Ineo + 250i (TN328), Magenta				3	3	49,500.00				0	0.00			0	0.00			0	0.00	3.00	16500.00	49500.00	
		Toner for Diveo Ineo + 250i (TN328), Yellow				3	3	49,500.00				0	0.00			0	0.00			0	0.00	3.00	16500.00	49500.00	
		Toner TN324 Black -For Ineo+308	catridge				0	0.00			4	4	37,000.00			0	0.00			0	0.00	4.00	9250.00	37000.00	
		Toner TN324 Cyan -For Ineo+309	catridge				0	0.00			2	2	33,000.00			0	0.00			0	0.00	2.00	16500.00	33000.00	
		Toner TN324 Magenta -For Ineo+308	catridge				0	0.00			2	2	33,000.00			0	0.00			0	0.00	2.00	16500.00	33000.00	
		Toner TN324 Yellow -For Ineo+308	catridge				0	0.00			2	2	33,000.00			0	0.00			0	0.00	2.00	16500.00	33000.00	
		Toner TN324 Black -For Ineo 368/308/258	catridge				0	0.00			2	2	19,000.00			0	0.00			0	0.00	2.00	9500.00	19000.00	
		Toner TN324 Cyan -For Ineo 368/308/259	catridge				0	0.00			2	2	33,000.00			0	0.00			0	0.00	2.00	16500.00	33000.00	
		Toner TN324 Magenta -For Ineo 368/308/260	catridge				0	0.00			2	2	33,000.00			0	0.00			0	0.00	2.00	16500.00	33000.00	
		Toner TN324 Yellow -For Ineo 368/308/261	catridge				0	0.00			2	2	33,000.00			0	0.00			0	0.00	2.00	16500.00	33000.00	
		Bring Your Own Device (BYOD) for Video Conferencing	set				0	0.00				0	0.00		5	5	50,000.00			0	0.00	5.00	10000.00	50000.00	
		Specialty paper - A3	ream				0	0.00				0	0.00		5	5	5,500.00		5	5	5,500.00	10.00	1100.00	11000.00	
		Specialty paper - A4	ream				0	0.00				0	0.00		5	5	5,500.00		5	5	5,500.00	10.00	1100.00	11000.00	
		Specialty paper - letter	ream				0	0.00				0	0.00		5	5	5,445.00		5	5	5,445.00	10.00	1089.00	10890.00	
		Specialty pape CS2 -	ream				0	0.00				0	0.00	10		10	10,000.00		10		10	10,000.00	20.00	1000.00	20000.00
		Specialty paper CS2 -	ream				0	0.00	10			10	9,000.00	10		10	9,000.00		10		10	9,000.00	30.00	900.00	27000.00
		EXTERNAL HARD DRIVE, 2TB	unit				0	0.00	2			2	14,000.00			0	0.00			0	0.00	2.00	7000.00	14000.00	
		Fold over clipbord (long)	pcs					0.00	25			25	2,500.00			0	0.00			0	0.00	25.00	100.00	2500.00	
		Gun Tacker	unit				0	0.00				0	0.00	1		1	2,500.00			0	0.00	1.00	2500.00	2500.00	
		Gun tacker wire	pack				0	0.00				0	0.00	25		25	12,500.00			0	0.00	25.00	500.00	12500.00	
		label tape replacement	unit				0	0.00				0	0.00	10		10	2,000.00			0	0.00	10.00	200.00	2000.00	
		Bionic twine	kgs				0	0.00				0	0.00	25		25	7,500.00			0	0.00	25.00	300.00	7500.00	
		HP 206A BLACK	CART	1			1	3,600.00				0	0.00			1	1	3,600.00			0	0.00	2.00	3600.00	7200.00
		HP 206A CYAN	CART	1			1	4,300.00				0	0.00			1	1	4,300.00			0	0.00	2.00	4300.00	8600.00
		HP 206A YELLOW	CART	1			1	4,300.00				0	0.00			1	1	4,300.00			0	0.00	2.00	4300.00	8600.00
		HP 206A MAGENTA	CART	1			1	4,300.00				0	0.00			1	1	4,300.00			0	0.00	2.00	4300.00	8600.00
		HP 202A BLACK	CART				0	0.00	1			1	3,600.00			1	1	3,600.00	0		0	0.00	2.00	3600.00	7200.00
		HP 202A CYAN	CART				0	0.00	1			1	4,000.00			1	1	4,000.00	0		0	0.00	2.00	4000.00	8000.00
		HP 202A YELLOW	CART				0	0.00	1			1	4,000.00			1	1	4,000.00	0		0	0.00	2.00	4000.00	8000.00
		HP 202A MAGENTA	CART				0	0.00	1			1	4,000.00			1	1	4,000.00	0		0	0.00	2.00	4000.00	8000.00
		EPSON INK BLACK 008	BOTTLE				1	1	910.00		1	1	910.00	1		1	910.00		1	1	910.00	4.00	910.00	3640.00	
		EPSON INK CYAN 008	BOTTLE				1	1	750.00		1	1	750.00	1		1	750.00		1	1	750.00	4.00	750.00	3000.00	
		EPSON INK YELLOW 008	BOTTLE				1	1	750.00		1	1	750.00	1		1	750.00		1	1	750.00	4.00	750.00	3000.00	

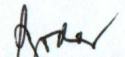
Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT
		EPSON INK MAGENTA 008	BOTTLE			1	1	750.00		1		1	750.00	1		1	750.00		1		1	750.00	4.00	750.00	3000.00	
		SHARP TONER FOR HEAVY DUTY PHOTOCOPIER MACHINE	CART		1		1	8,300.00					0	0.00			1	1	8,300.00			0	0.00	2.00	8300.00	16600.00
		CLEAR SHEETS PROTKTORO,A4 SEE, 3HOLE, IOSHEETS PER PACK	PACK				0	0.00				0	0.00	50			50	1,500.00			0	0.00	50.00	30.00	1500.00	
		2" RING BINDER FOLDER A4, WITH 3RINGS (D-SHAPED)	PC				0	0.00				0	0.00	10			10	2,000.00			0	0.00	10.00	200.00	2000.00	
		1" RING BINDER FOLDER A4. WITH 3RINGS (D-SHAPED)	PC				0	0.00				0	0.00	10			10	1,800.00			0	0.00	10.00	180.00	1800.00	
		TONER FOR KYOCERA FS-1125 MFP PRINTER	PC			1	1	3,700.00				0	0.00			0	0	0.00			0	0.00	1.00	3700.00	3700.00	
		DOUBLE-SIDED ADHESIVE TAPE	ROLL	10	5	5	20	600.00	5	5	5	15	450.00	5		5	10	300.00		5		5	150.00	50.00	30.00	1500.00
		KEY TAGS, ASSTD COLORS, O-HOOKS, IOPCS.PER PACK	PACK		1		1	85.00				0	0.00				0	0.00			0	0.00	1.00	85.00	85.00	
		SHARP DRUM - FOR IAD HEAVY DUTY PHOTOCOPIER	PC				0	0.00		1		1	2,300.00				0	0.00			0	0.00	1.00	2300.00	2300.00	
		SHARP DEVELOPER - FOR IAD HEAVY DUTY PHOTOCOPIER	PC				0	0.00		1		1	1,800.00				0	0.00			0	0.00	1.00	1800.00	1800.00	
		BALLPEN, BLACK	PC	100			100	800.00	100		0	100	800.00	100		0	100	800.00	100		0	100	800.00	400.00	8.00	3200.00
		PLASTIC RINGBINDER PRB 5/16" 8MM	PC	10	10	10	30	240.00	10	10	10	30	240.00	10	10	5	25	200.00	5	5	5	15	120.00	100.00	8.00	800.00
		PLASTIC RINGBINDER PRB 3/8" 10MM	PC	10	10	10	30	300.00	10	10	10	30	300.00	10	10	5	25	250.00	5	5	5	15	150.00	100.00	10.00	1000.00
		PLASTIC RINGBINDER PRB 5/8" 16MM	PC	10	10	10	30	360.00	10	10	10	30	360.00	10	10	5	25	300.00	5	5	5	15	180.00	100.00	12.00	1200.00
		PLASTIC RINGBINDER PRB 3/4" 20MM	PC	5	5	5	15	225.00	5	5	5	15	225.00	5	5	5	15	225.00	5	5	5	15	225.00	60.00	15.00	900.00
		PLASTIC RINGBINDER PRB 1" 25MM	PC	2	2	2	6	120.00	2	2	2	6	120.00	2	2	2	6	120.00	1	1	1	3	60.00	21.00	20.00	420.00
		PLASTIC RINGBINDER PRB 2" 50MM	PC		3		3	90.00				0	0.00		3		3	90.00			0	0.00	6.00	30.00	180.00	
		BOARD PAPER, A4 SIZE, ASSORTED PASTEL/LIGHT COLORS	PACK	20		30	50	2,500.00		25		25	1,250.00	20		20	40	2,000.00	10	15		25	1,250.00	140.00	50.00	7000.00
		OTHER OFFICE SUPPLIES (IAD/QMS)	LOT		1		1	2,000.00		2		2	4,000.00		2		2	4,000.00		1		1	2,000.00	6.00	2000.00	12000.00
		PVC COVER, A4 SIZE, 200MICRONS, CLEAR, 100S/PACK OR BOX	BOX		3		3	1,350.00		3		3	1,350.00		3		3	1,350.00		3		3	1,350.00	12.00	450.00	5400.00
		Toner for Gestetner MP C2011 (Black)		1			1	7,700.00				0	0.00		1		1	7,700.00			0	0.00	2.00	7700.00	15400.00	
		Toner for Gestetner MP C2011 (Cyan)		1			1	7,700.00				0	0.00		1		1	7,700.00			0	0.00	2.00	7700.00	15400.00	
		Toner for Gestetner MP C2011 (Yellow)		1			1	7,700.00				0	0.00		1		1	7,700.00			0	0.00	2.00	7700.00	15400.00	
		Toner for Gestetner MP C2011 (Magenta)		1			1	7,700.00				0	0.00		1		1	7,700.00			0	0.00	2.00	7700.00	15400.00	
		Toner for HP Jet Laser Pro200 CF210A (Black)		1			1	3,104.40				0	0.00		1		1	3,104.40			0	0.00	2.00	3104.40	6208.80	
		Toner for HP Jet Laser Pro200 CF211A (Cyan)		1			1	3,104.40				0	0.00		1		1	3,104.40			0	0.00	2.00	3104.40	6208.80	
		Toner for HP Jet Laser Pro200 CF212A (Yellow)		1			1	3,104.40				0	0.00		1		1	3,104.40			0	0.00	2.00	3104.40	6208.80	
		Toner for HP Jet Laser Pro200 CF213A (Magenta)		1			1	3,104.40				0	0.00		1		1	3,104.40			0	0.00	2.00	3104.40	6208.80	
		MARKER, permanent, Green, bullet type	piece	12			12	540.00				0	0.00	12			12	540.00			0	0.00	24.00	45.00	1080.00	
		RIBBON CART, EPSON S015584 (FX-2175)	piece	12			12	4,200.00				0	0.00				0	0.00			0	0.00	12.00	350.00	4200.00	
		Inventory Tag	piece				0	0	0			0	0	5000			5000	25000			0	0	5000	5.00	25,000.00	
		Brother Ink BTD60 BK	cart	1			1	400.00				0	400.00	1		1	2	800.00			0	0.00	3.00	400.00	1200.00	
		Brother Ink BT5000M	cart	1			1	400.00				0	400.00	1		1	2	800.00			0	0.00	3.00	400.00	1200.00	
		Brother Ink BT5000C	cart	1			1	400.00				0	400.00	1		1	2	800.00			0	0.00	3.00	400.00	1200.00	
		Brother Ink BT5000Y	cart	1			1	400.00				0	400.00	1		1	2	800.00			0	0.00	3.00	400.00	1200.00	

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00

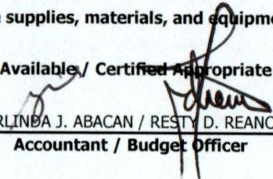
Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT
					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
A. TOTAL																						P	4,247,439.42	
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																						P	424,743.94	
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																						P	-	
D. GRAND TOTAL (A + B+ C)																						P	4,672,183.36	
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																								

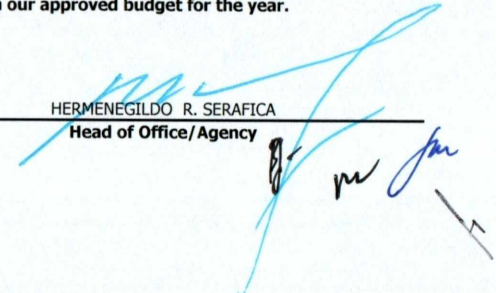
We hereby warrant that the total amount reflected in this Annual Procurement Plan to procure the listed common-use supplies, materials, and equipment has been included in or is within our approved budget for the year.

Prepared by:


 ANNABELLE C. GODES
 Property/Supply Officer

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


 ERLINDA J. ABACAN / RESTY D. REANO
 Accountant / Budget Officer


 HERMENEGILDO R. SERAFICA
 Head of Office/Agency

Date Prepared: AUGUST 20, 2021