



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
LEYTE 4th DISTRICT ENGINEERING OFFICE
Ormoc City, Region VIII



July 25, 2024

ROWENA CANDICE M. RUIZ

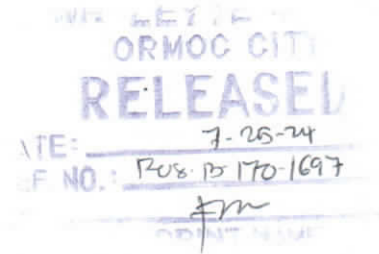
Executive Director V

Government Procurement Policy Board (GPPB)

Unit 2506 Raffles Corporate Center

F. Ortigas Jr. Avenue, Ortigas Center

Pasig City

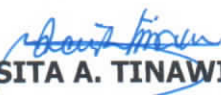


SUBJECT: FY 2025 Annual Procurement Plan (APP) Common-Use Supplies and Equipment (CSE)

In compliance to the Memorandum of Undersecretary MARICHU A. PALAFOX, CESO II, dated July 1, 2024, respectfully submitted is the approve FY 2025 Annual Procurement Plan (APP) Common-Use Supplies and Equipment (CSE) in the prescribed format.

For your information and appropriate action.

Very truly yours,


ROSITA A. TINAWIN
OIC-District Engineer

cc: Procurement Services
DPWH Regional Office VIII
Baras, Palo, Leyte

RO8.14 /PSVS/RAT

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

Introduction:

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

Reminders:

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the mPhilGEPs and Download page of PS-DBM website (www.ps-phillips.gov.ph).
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-phillips.gov.ph) under the "What We Sell" tab for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on this form, otherwise the form will be deemed invalid.
- 5.0 For items not included on the list of PART II, a separate file, with the file name APP-CSE 2023 Form - Other Items, can be downloaded from the Downloads page of PS-DBM website (www.ps-phillips.gov.ph) and must be submitted to PS-DBM through the link: <https://shorturl.at/deg0>. Instructions on how to fill-out is included in the reminders 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 mPhilGEPs account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
- 7.0 Should there be changes in the agency's CSE requirement, the agency may edit their uploaded APP-CSE directly on their mPhilGEPs account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0918-2954426 (Smart) or 0962-8255199 (Smart), or email appschehelpdesk@ps-phillips.gov.ph, or visit the PS-DBM website (www.ps-phillips.gov.ph) for the guide on how to fill-out the APP-CSE.

Department/Bureau/Office: _____
Region: 08
Address: Government Central Plaza
Ortigas City

Agency Code/UNSC: _____
Organization Type: _____

Note: *The APP-CSE for FY 2025 must be submitted on or before 31 July 2024.*

Contact Person: Yanilyn C. Calampunan
Position: Supply Officer II
E-mail: yanilyn.calampunan@dbm.gov.ph
Telephone/mobile No: 52525885

PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)

ALCOHOL OR ACTONE BASED ANTISEPTICS																								
1	12191001-AL-CEM	ALCOHOL, Etyl, 500 mL	bottle	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0.00	
2	12191001-AL-CE3	ALCOHOL, Etyl, 1 Gallon	gallon	0	26	0	26	9,294.34	0	26	0	9,294.34	0	26	0	9,294.34	0	27	0	27	9,641.43	105	37,691.45	
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																								
3	60121413-CH-001	CLEABOOK, A4 size	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	35.16	0.00	
4	60121413-CH-002	CLEABOOK, Legal size	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	36.36	0.00	
5	60121504-ER-001	ERASER, plastic/rubber	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	8.26	0.00	
6	60121504-EP-001	STIGN PEN, Extra Fine Tip, Black	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	22.20	0.00	
7	60121504-EP-004	STIGN PEN, Fine Tip, Black	piece	0	167	0	167	7,468.24	0	167	0	7,468.24	0	167	0	7,468.24	0	168	168	7,512.96	669	44.72	29,917.66	
8	60121504-EP-007	STIGN PEN, Medium Tip, Black	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	57.20	0.00	
9	60121504-EP-002	STIGN PEN, Extra Fine Tip, Blue	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	22.20	0.00	
10	60121504-EP-005	STIGN PEN, Fine Tip, Blue	piece	0	59	0	59	2,658.48	0	59	0	2,658.48	0	59	0	2,658.48	0	60	0	60	2,683.20	237	44.72	
11	60121504-EP-008	STIGN PEN, Medium Tip, Blue	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	57.20	0.00	
12	60121504-EP-003	STIGN PEN, Extra Fine Tip, Red	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	22.20	0.00	
13	60121504-EP-006	STIGN PEN, Fine Tip, Red	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	45.76	0.00	
14	60121504-EP-009	STIGN PEN, Medium Tip, Red	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	57.20	0.00	
15	60121113-4W-001	WRAPPING PAPER	pack	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	161.20	0.00	
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																								
16	40121917-CC-003	DOCUMENT CAMERA	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	224,623.60	0.00	
17	40111609-PM-001	MULTIMEDIA PROJECTOR	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	16,598.00	0.00	
BATTERIES AND CELLS AND ACCESSORIES																								
18	20111902-6T-002	BATTERY, dry cell, size AA	pack	0	0	0	0	0.00	0	49	0	49	1,005.401	0	0	0.00	0	0	0	0.00	49	20.49	1,005.401	
19	20111902-6T-001	BATTERY, dry cell, size AAA	pack	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	18.34	0.00	
CLEANING EQUIPMENT AND SUPPLIES																								
20	40711812-4W-001	AIR FRESHENER	can	0	102	0	102	8,905.62	0	102	0	8,905.62	0	103	0	103	8,992.93	0	103	0	103	8,992.93	410	35,797.10

Item & Specifications			Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the year												
				Jan	Feb	Mar	Q1	Q1 Average	April	May	June	Q2	Q2 Average	July	Aug				Sept	Q3	Q3 Average	Oct	Nov	Dec	Q4	Q4 Average				
21	4711804-BF-501	BROOM (Wash Turbo)	piece	0	19	0	19	2,371.20	0	19	0	19	2,371.20	0	19	0	19	2,371.20	0	20	0	20	2,496.00	77	124.80	9,609.60				
22	4711804-BF-701	BROOM (Wash Tug-Tug)	piece	0	15	0	15	390.00	0	15	0	15	390.00	0	15	0	15	390.00	0	16	0	16	416.00	61	26.00	1,586.00				
23	4711829-7B-C01	CLEANER, Toilet Bowl and Urinal	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	41.60	0.00				
24	4711805-C-501	CLEANER, Scouring Powder	plastic container	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	23.92	0.00				
25	4711811-CF-802	DETERGENT BAR	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9.24	0.00				
26	4711811-CF-902	DETERGENT POWDER, all purpose	pack	0	61	0	61	3,298.88	0	61	0	61	3,298.88	0	61	0	61	3,298.88	0	62	0	62	3,302.96	245	5,408	1,329,960				
27	4711803-SF-401	DISINFECTANT SPRAY	can	0	24	0	24	3,357.36	0	24	0	24	3,357.36	0	24	0	24	3,357.36	0	24	0	24	3,357.36	96	129.69	13,429.44				
28	4711801-QA-F01	DUST PAN	piece	0	9	0	9	421.20	0	9	0	9	421.20	0	9	0	9	421.20	0	10	0	10	460.00	37	46.80	1,731.60				
29	4711802-W-F03	FLOOR WAX, paste type, red	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	309.76	0.00				
30	4711800-CF-401	FURNITURE CLEANER	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	141.29	0.00				
31	7110812-F-5-01	HAND SOAP, liquid, 500ml	bottle	0	5	0	5	214.75	0	5	0	5	214.75	0	5	0	5	214.75	0	5	0	5	214.75	20	42.95	829.00				
32	4711804-F-801	MOP BUCKET	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,288.00	0.00				
33	4711801-8G-C01	RAGS	kilo	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	69.47	0.00				
34	4711802-CF-401	SCOURING PAD	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	85.63	0.00				
35	4712101-7B-F04	TASSELMAC, XXL size	roll/pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	130.00	0.00				
36	4712101-7B-F05	TASSELMAC, Large size	roll/pack	0	476	0	476	28,217.28	0	476	0	476	28,217.28	0	476	0	476	28,217.28	0	477	0	477	28,276.56	1905	59.28	112,928.40				
37	4712101-7B-F06	TASSELMAC, XL size	roll/pack	0	103	0	103	9,553.68	0	103	0	103	9,553.68	0	103	0	103	9,553.68	0	104	0	104	9,626.24	413	92.56	38,277.28				
38	4712102-WB-F01	WASTERAGET	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	43.68	0.00				
COLOR COMPOUNDS AND DISPENSERS																														
39	12171703-S-801	INK, for stamp pad	box/bble	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	28.79	0.00				
CONSUMER ELECTRONICS																														
40	52161155-0A-F02	DIGITAL VOICE RECORDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,593.16	0.00				
FILMS																														
41	13111203-AC-F01	ACETATE	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,343.84	0.00				
42	13111201-GF-F02	CARBON FILM, Legal size	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	361.83	0.00				
FIRE FIGHTING EQUIPMENT																														
43	46191601-FE-F01	FIRE EXTINGUISHER, dry chemical	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,144.00	0.00				
FLAG OR ACCESSORIES																														
44	55121905-SH-F01	PHILIPPINE NATIONAL FLAG	piece	0	10	0	10	2,848.40	0	10	0	10	2,848.40	0	10	0	10	2,848.40	0	10	0	10	2,848.40	40	284.64	11,385.60				
FURNITURE AND FURNISHINGS																														
45	56101004-CH-B01	MONOBLOC CHAIR, large	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	341.12	0.00				
46	56101004-CH-W01	MONOBLOC CHAIR, white	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	341.12	0.00				
HEATING AND VENTILATION AND AIR CIRCULATION																														
47	40101004-BF-C01	ELECTRIC FAN, ceiling mount, onle type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,222.00	0.00				
48	40101004-BF-G01	ELECTRIC FAN, pedestal, ground type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,109.66	0.00				
49	40101004-BF-F01	ELECTRIC FAN, stand type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,560.00	0.00				
50	40101004-BF-W01	ELECTRIC FAN, wall mount	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	901.68	0.00				
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																														
51	40211507-G9-R03	DESKTOP, for Basic Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	24,793.68	0.00				
52	40211507-G9-R04	DESKTOP, for Mid-Range Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,590.40	0.00				
53	402011027-HD-C02	EXTERNAL HARD DRIVE	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	3,014.96	0.00				
54	40202010-FD-L04	FLASH DRIVE	piece	0	36	0	36	5,498.64	0	37	0	37	5,631.36	0	36	0	36	5,498.64	0	37	0	37	5,631.36	146	132.74	22,300.04				
55	40211503-L87004	LAPTOP COMPUTER, for Mid-range Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,380.00	0.00				
56	40211503-L87003	LAPTOP COMPUTER, lightweight	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	46,800.00	0.00				

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																								Total Quantity for the year	Price	Total Amount for the year
				Jan												Feb														
				Jan	Feb	Mar	Q1	Q1 Average	April	May	June	Q2	Q2 Average	July	Aug	Sept	Q3	Q3 Average	Oct	Nov	Dec	Q4	Q4 Average							
57	4321178-A0-C02	COMPUTER MOUSE, Wireless	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	161.92	0.00		
58	4321205-B1-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	0	0	0.00	2,626.89	0.00		
LIGHTING AND FIXTURES AND ACCESSORIES																														
59	3910163-B1-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	pieces	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	75.61	0.00		
60	3910163-B1-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	pieces	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	205.82	0.00		
MANUFACTURING COMPONENTS AND SUPPLIES																														
61	31201010-G1-X02	GLUE, all-purpose	bottle	0	21	0	21	1,204.94	0	21	0	21	1,204.94	0	22	0	22	1,267.08	0	22	0	22	1,367.08	86	62.14	5,344.04				
62	31151804-SW-H01	STAPLE WIRE, heavy duty (blonde type), 23/13	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	36.40	0.00		
63	31151804-SW-S01	STAPLE WIRE, standard	box	0	184	0	184	4,371.84	0	184	0	184	4,371.84	0	184	0	184	4,371.84	0	185	0	185	4,395.60	737	23.76	17,511.12				
64	31201502-7A-B02	TAPE, electrical	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	19.45	0.00			
65	31201503-7A-H01	TAPE, masking, 26mm	roll	0	4	0	4	222.72	0	4	0	4	222.72	0	4	0	4	222.72	0	4	0	4	222.72	16	35.68	569.28				
66	31201503-7A-H02	TAPE, masking, 48 mm	roll	0	2	0	2	242.32	0	2	0	2	242.32	0	2	0	2	242.32	0	2	0	2	242.32	8	121.16	969.28				
67	31201512-7A-H01	TAPE, packing, 48 mm	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	22.36	0.00				
68	31201512-7A-T01	TAPE, transparent, 24mm	roll	0	7	0	7	123.76	0	7	0	7	123.76	0	7	0	7	123.76	0	8	0	8	141.44	29	17.68	512.72				
69	31201512-7A-T02	TAPE, transparent, 48 mm	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	22.57	0.00				
70	31151507-7W-F01	TYNNE, plastic	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	66.62	0.00				
MEASURING AND OBSERVING AND TESTING EQUIPMENT																														
71	41111604-B1-J02	RULER, plastic, 450mm	pieces	24	0	0	24	478.32	0	24	0	24	478.32	0	24	0	24	478.32	0	25	0	25	486.25	97	19.93	1,893.21				
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																														
72	44121612-B1-H01	BLADE, for general purpose cutter/utility knife	tube	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	16.37	0.00			
73	44101602-F9-H01	BINDING AND PUNCHING MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	9,534.72	0.00			
74	44122037-HB-H10	BINDING RING/COMB, plastic, 32 mm	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	259.89	0.00			
75	44101607-C4-H01	CALCULATOR, Compact	unit	0	20	0	20	4,715.40	0	20	0	20	4,715.40	0	20	0	20	4,715.40	0	21	0	21	4,951.17	81	225.77	19,097.27				
76	44121710-CH-W01	CHAUK, white enamel	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	32.97	0.00			
77	44122105-F6-C01	CLIP, bedlock, 19mm	box	0	165	0	165	1,544.40	0	165	0	165	1,544.40	0	165	0	165	1,544.40	0	165	0	165	1,544.40	660	9.36	6,177.60				
78	44122105-F6-C02	CLIP, bedlock, 25mm	box	0	25	0	25	390.00	0	25	0	25	390.00	0	25	0	25	390.00	0	26	0	26	405.60	101	15.60	1,575.60				
79	44122105-F6-C03	CLIP, bedlock, 30mm	box	0	102	0	102	3,394.56	0	102	0	102	3,394.56	0	102	0	102	3,394.56	0	102	0	102	3,394.56	408	33.28	13,578.24				
80	44122105-F6-C04	CLIP, bedlock, 50mm	box	0	94	0	94	5,670.08	0	94	0	94	5,670.08	0	94	0	94	5,670.08	0	94	0	94	5,670.08	376	60.32	22,680.32				
81	44121801-C7-H02	CORRECTION TAPE	pieces	0	340	0	340	4,590.00	0	340	0	340	4,590.00	0	340	0	340	4,590.00	0	340	0	340	4,590.00	1360	13.50	18,360.00				
82	44121612-C4-H01	CUTTER/UTILITY KNIFE, for general purpose	pieces	0	4	0	4	126.88	0	4	0	4	126.88	0	4	0	4	126.88	0	4	0	4	0	16	31.72	145.89				
83	44111515-F9-B01	DATA FILE BOX	pieces	0	62	0	62	9,045.18	0	62	0	62	9,045.18	0	62	0	62	9,045.18	0	62	0	62	9,045.18	248	145.89	36,188.27				
84	44122011-C7-H01	DATA FOLDER	pieces	0	1990	0	1990	165,189.90	0	1990	0	1990	165,189.90	0	1990	0	1990	165,189.90	0	1990	0	1990	165,189.90	7960	83.01	660,735.60				
85	44103022-05-H01	DATER, STAMP	pieces	0	5	0	5	2,174.75	0	5	0	5	2,174.75	0	5	0	5	2,174.75	0	5	0	5	2,174.75	20	434.95	8,699.00				
86	44121506-B1-H01	ENVELOPE, Documentary, A4	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	829.82	0.00				
87	44121506-B1-H02	ENVELOPE, Documentary, legal	box	0	18	0	18	19,026.44	0	18	0	18	19,026.44	0	18	0	18	19,026.44	0	18	0	18	19,026.44	72	1,657.38	76,145.76				
88	44121506-B1-H01	ENVELOPE, Expanding, kraft	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	929.95	0.00				
89	44121506-B1-H02	ENVELOPE, Expanding, Plastic	pieces	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	30.49	0.00				
90	44121506-B1-H02	ENVELOPE, Mailing	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	432.52	0.00				
91	44121504-B1-H02	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	0	512.72	0.00				
92	44111912-F6-B01	ERASER, rub, for blackboard/whiteboard	pieces	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	14.48	0.00				
93	44122118-F4-H01	FASTENER	box	0	73	0	73	6,908.72	0	73	0	73	6,908.72	0	73	0	73	6,908.72	0	73	0	73	6,908.72	292	914.64	27,654.88				
94	44111515-F0-H01	FILE ORGANIZER, expanding, plastic, legal	pieces	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	90.20	0.00				
95	44122018-F7-D01	FILE TAB DIVIDER, A4	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	11.13	0.00				
96	44122018-F7-D02	FILE TAB DIVIDER, legal	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	14.23	0.00				

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price	Total Amount for the year						
				Jan	Feb	Mar	Q1	Q1 Average	April	May	June	Q2	Q2 Average	July	Aug	Sept	Q3	Q3 Average	Oct				Nov	Dec	Q4	Q4 Average		
97	4412011-FD-E01	FOLDER, Fancy with side, 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	270.40		0.00	
98	4412011-FD-E02	FOLDER, Fancy with side, 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	291.20		0.00	
99	4412011-FD-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	200.28		0.00	
100	4412011-FD-L02	FOLDER, L-type, legal	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	249.08		0.00	
101	4412037-FD-E01	FOLDER, preboard	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	952.64		0.00	
102	4412011-FD-T01	FOLDER with tab, A4	pack	0	4	0	4	1,518.40	0	4	0	4	1,518.40	0	4	0	4	1,518.40	0	4	0	4	4	1,518.40	16	379.60		6,077.60
103	4412011-FD-T02	FOLDER with tab, legal	pack	0	9	0	9	3,725.28	0	9	0	9	3,725.28	0	9	0	9	3,725.28	0	9	0	9	9	3,725.28	36	413.92		14,901.12
104	4412008-T-T01	INDEX TAB	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	67.60		0.00	
105	4412176-A4-F01	MARKER, Fluorescent	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	31.11		0.00	
106	4412170-A4-F01	MARKER, Permanent, Black	pieces	0	297	0	297	2,456.19	0	297	0	297	2,456.19	0	297	0	297	2,456.19	0	298	0	298	2,464.46	1189	8.27		9,833.03	
107	4412170-A4-F02	MARKER, Permanent, Blue	pieces	0	59	0	59	487.93	0	59	0	59	487.93	0	59	0	59	487.93	0	59	0	59	59	487.93	286	8.27		1,951.72
108	4412170-A4-F03	MARKER, Permanent, Red	pieces	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8.27		0.00	
109	4412170-A4-B01	MARKER, Whiteboard, Black	pieces	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9.65		0.00	
110	4412170-A4-B02	MARKER, Whiteboard, Blue	pieces	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9.65		0.00	
111	4412170-A4-B03	MARKER, Whiteboard, Red	pieces	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9.65		0.00	
112	4412104-EC-G01	PAPER, CLP, vhty/plastic coated, 33mm	box	0	148	0	148	1,305.36	0	148	0	148	1,305.36	0	148	0	148	1,305.36	0	148	0	148	148	1,305.36	592	8.02		5,227.14
113	4412104-EC-X02	PAPER, CLP, vhty/plastic coated, Junior, 50mm	box	0	166	0	166	3,230.36	0	166	0	166	3,230.36	0	166	0	166	3,230.36	0	166	0	166	166	3,230.36	664	19.46		12,921.44
114	44101603-F5-A02	PAPER, SHREDDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	18,718.96		0.00	
115	44101601-F7-A02	PAPER, TRIMMER/CUTTING MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,297.60		0.00	
116	4412170-EC-L01	PENCIL, lead/graphite, with eraser	box	0	59	0	59	2,657.89	0	59	0	59	2,657.89	0	59	0	59	2,657.89	0	60	0	60	2,682.60	237	44.71		10,596.27	
117	44121619-F5-A01	PENCIL, SHARPENER	pieces	0	3	0	3	708.24	0	3	0	3	708.24	0	3	0	3	708.24	0	4	0	4	4	944.32	13	226.08		3,059.04
118	44101602-FU-A01	PUNCHER, paper, heavy duty	pieces	0	12	0	12	1,847.04	0	12	0	12	1,847.04	0	12	0	12	1,847.04	0	12	0	12	12	1,847.04	40	153.92		7,588.16
119	44122101-RL-B01	RUBBER BAND No. 18	box	0	13	0	13	1,757.60	0	13	0	13	1,757.60	0	13	0	13	1,757.60	0	13	0	13	13	1,757.60	52	135.20		7,051.40
120	44121005-S-P01	STAMP PAD, Ink	pieces	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	39.82		0.00	
121	44121618-S5-S01	SCISSORS, symmetrical/asymmetrical	pair	0	17	0	17	1,113.84	0	17	0	17	1,113.84	0	17	0	17	1,113.84	0	17	0	17	17	1,113.84	68	65.52		4,455.36
122	44121615-S7-S01	STAPLER, standard type	pieces	0	21	0	21	4,419.60	0	21	0	21	4,419.60	0	21	0	21	4,419.60	0	22	0	22	22	4,347.20	85	197.60		16,798.00
123	44121615-S7-B01	STAPLER, heavy duty (brake)	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	603.15		0.00	
124	44121613-S9-A02	STAPLE REMOVER, pier-type	pieces	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	46.51		0.00	
125	44121605-TD-T01	TAPE DISPENSER, table top	pieces	0	7	0	7	543.06	0	7	0	7	543.06	0	7	0	7	543.06	0	7	0	7	7	543.06	28	77.58		2,172.24
PAPER MATERIALS AND PRODUCTS																												
126	3411325-CA-A01	CARTOLINA, assorted colors	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	83.72		0.00	
127	3411306-CE-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	945.36		0.00	
128	3411306-CE-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,973.92		0.00	
129	3411314-H-P-E02	NOTEPAID, add-on, 50mm x 76mm	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	37.06		0.00	
130	3411314-H-P-E04	NOTEPAID, add-on, 76mm x 100mm	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	59.28		0.00	
131	3411314-H-P-E03	NOTEPAID, add-on, 76mm x 76mm	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	52.80		0.00	
132	3411314-H-E-S02	STENO NOTEBOOK	pieces	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	14.04		0.00	
133	3411307-S-P-A01	PAPER, MULTICOPY A4	ream	0	934	0	934	199,689.20	0	934	0	934	199,689.20	0	934	0	934	199,689.20	0	935	0	935	935	199,970.10	3737	213.80		798,970.60
134	3411307-S-P-A02	PAPER, MULTICOPY LEGAL	ream	0	131	0	131	30,517.76	0	131	0	131	30,517.76	0	131	0	131	30,517.76	0	131	0	131	131	30,517.76	524	222.86		122,071.04
135	3411307-S-P-C01	PAPER, MULTIPURPOSE A4	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	158.91		0.00	
136	3411307-S-P-C02	PAPER, MULTIPURPOSE LEGAL	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	34.82		0.00	
137	3411351-EP-B01	PAD PAPER, ruled	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	154.21		0.00	
138	3411303-A4-B01	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	154.21		0.00	
139	3411351-RE-B01	RECORD BOOK, 300 PAGES	book	0	19	0	19	1,742.30	0	19	0	19	1,742.30	0	19	0	19	1,742.30	0	0	0	20	20	1,834.00	77	91.70		7,064.90

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																								Total Quantity for the year	Price	Total Amount for the year
			Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount							
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1						
140	3411531-RE-820	RECORD BOOK, 500 PAGES	book	0	30	0	30	3,726.80	0	30	0	30	3,726.80	0	30	0	30	3,726.80	0	31	0	31	3,861.36	121	124.56	15,071.76			
141	3411204-TT-004	TISSUE, INTERFOLDED PAPER TOWEL	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	33.80	0.00			
142	3411204-TT-002	TOILET TISSUE PAPER, 2 ply	pack	0	100	0	100	18,969.60	0	100	0	100	18,969.60	0	100	0	100	18,969.60	0	101	0	101	19,069.44	761	99.84	75,978.24			
PERFUMES OR COLOGNES OR FRAGRANCES																													
143	5313105-PE-201	HAND SANITIZER	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	85.08	0.00			
PESTICIDES OR PEST REPELLENTS																													
144	1019100-N-A01	INSECTICIDE	can	0	4	0	4	557.44	0	4	0	4	557.44	0	4	0	4	557.44	0	4	0	4	557.44	16	139.36	2,279.76			
PRINTED PUBLICATIONS																													
145	5510105-HA-01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (PA 9184 and Its IPR)	book	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	37.21	0.00			
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																													
1	4410309-PR-005	DRUM CARTRIDGE, BROTHER DR-3455, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,947.20	0.00			
2	4410305-CA-04	INK CARTRIDGE, CANON CL-741, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,126.52	0.00			
3	4410305-CA-02	INK CARTRIDGE, CANON CL-811, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,179.52	0.00			
4	4410305-CA-04	INK CARTRIDGE, CANON PG-740, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	861.12	0.00			
5	4410305-CA-002	INK CARTRIDGE, CANON PG-810, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	892.32	0.00			
6	4410305-EP-817	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	231.90	0.00			
7	4410305-EP-117	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	242.20	0.00			
8	4410305-EP-117	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	242.20	0.00			
9	4410305-EP-117	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	242.20	0.00			
10	4410305-FP-840	INK CARTRIDGE, HP C2P04AA (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	852.80	0.00			
11	4410305-FP-740	INK CARTRIDGE, HP C2P04AA (HP82), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,048.32	0.00			
12	4410305-FP-809	INK CARTRIDGE, HP C2P31AA (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	910.00	0.00			
13	4410305-FP-710	INK CARTRIDGE, HP C2P32AA (HP82), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,053.52	0.00			
14	4410305-FP-817	INK CARTRIDGE, HP C2P40AA (HP80), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	880.88	0.00			
15	4410305-FP-717	INK CARTRIDGE, HP C2P43AA (HP80), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,047.28	0.00			
16	4410305-FP-820	INK CARTRIDGE, HP C2P72AA (HP920X), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00			
17	4410305-FP-840	INK CARTRIDGE, HP C2P73AA (HP920X), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00			
18	4410305-FP-840	INK CARTRIDGE, HP C2P74AA (HP920X), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00			
19	4410305-FP-840	INK CARTRIDGE, HP C2P75AA (HP920X), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,541.28	0.00			
20	4410305-FP-820	INK CARTRIDGE, HP CH611WA (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	865.28	0.00			
21	4410305-FP-720	INK CARTRIDGE, HP CH621WA (HP61), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,066.00	0.00			
22	4410305-FP-843	INK CARTRIDGE, HP C2H45AA (HP950X), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,970.80	0.00			
23	4410305-FP-823	INK CARTRIDGE, HP C2H45AA (HP951X), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00			
24	4410305-FP-843	INK CARTRIDGE, HP C2H47AA (HP951X), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00			
25	4410305-FP-843	INK CARTRIDGE, HP C2H48AA (HP951X), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00			
26	4410305-FP-838	INK CARTRIDGE, HP C2H52AA (HP734), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00			
27	4410305-FP-738	INK CARTRIDGE, HP C2H53AA (HP734), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00			
28	4410305-FP-033	INK CARTRIDGE, HP C2107AA (HP678), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	404.56	0.00			
29	4410305-FP-133	INK CARTRIDGE, HP C2108AA (HP678), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	404.56	0.00			
30	4410305-FP-143	INK CARTRIDGE, HP F5V23AA (HP680), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	424.32	0.00			
31	4410305-FP-843	INK CARTRIDGE, HP F5V27AA (HP680), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	424.32	0.00			
32	4410305-FP-030	INK CARTRIDGE, HP L0551AA (HP955), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00			
33	4410305-FP-050	INK CARTRIDGE, HP L0554AA (HP955), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00			
34	4410305-FP-150	INK CARTRIDGE, HP L0557AA (HP955), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00			

Item & Specifications		Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the year				
			Q1				Q2				Q3							Q4			
			Jan	Feb	Mar	Q1 Average	April	May	June	Q2 Average	July	Aug	Sept	Q3 Average					Oct	Nov	Dec
35	44103103-P-F-930	INK CARTRIDGE, HP U0660AA (HP955), Black Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,291.80		0.00
36	44103105-R-C-66	INK CARTRIDGE, HP U0663AA (HP955SL), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,359.52		0.00
37	44103105-R-Y-66	INK CARTRIDGE, HP U0664AA (HP955SL), Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,359.52		0.00
38	44103105-R-Y-66	INK CARTRIDGE, HP U0660AA (HP955SL), Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,359.52		0.00
39	44103103-R-C-66	INK CARTRIDGE, HP U0672AA (HP955SL), Black Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	468.00		0.00
40	44103105-P-C-51	INK CARTRIDGE, HP T6480AA (HP905), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	468.00		0.00
41	44103105-P-M-51	INK CARTRIDGE, HP T6493AA (HP905), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	468.00		0.00
42	44103105-P-Y-51	INK CARTRIDGE, HP T6497AA (HP905), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	468.00		0.00
43	44103105-P-F-851	INK CARTRIDGE, HP T64901AA (HP905), Black Original	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	774.80		0.00
44	44103112-P-F-605	RIBBON CARTRIDGE, EPSON C135015516 (HP750), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	77.94		0.00
45	44103112-P-F-613	RIBBON CARTRIDGE, EPSON C135015632, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	77.94		0.00
46	44103112-P-F-607	RIBBON CARTRIDGE, EPSON C135015531 (S015066)	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	818.48		0.00
47	44103103-R-F-000	TONER CARTRIDGE, BROTHER TN-320, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	3,567.20		0.00
48	44103103-R-F-611	TONER CARTRIDGE, BROTHER TN-3260, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	5,007.40		0.00
49	44103103-R-F-615	TONER CARTRIDGE, BROTHER TN-3716, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	5,575.44		0.00
50	44103103-R-F-616	TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	4,564.56		0.00
51	44103103-R-F-623	TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80		0.00
52	44103103-R-F-623	TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80		0.00
53	44103103-R-F-703	TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80		0.00
54	44103103-CA-000	TONER CARTRIDGE, CANON C60-324 II	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	13,399.36		0.00
55	44103103-P-F-612	TONER CARTRIDGE, HP CE435A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	3,459.28		0.00
56	44103103-P-F-618	TONER CARTRIDGE, HP CE355A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	7,705.36		0.00
57	44103103-P-F-621	TONER CARTRIDGE, HP CE375A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	4,152.72		0.00
58	44103103-P-F-622	TONER CARTRIDGE, HP CE380A (HP85A), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	3,598.40		0.00
59	44103103-P-F-623	TONER CARTRIDGE, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	2,608.32		0.00
60	44103103-P-F-623	TONER CARTRIDGE, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	2,697.44		0.00
61	44103103-P-F-623	TONER CARTRIDGE, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	2,697.44		0.00
62	44103103-P-F-623	TONER CARTRIDGE, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	2,697.44		0.00
63	44103103-P-F-628	TONER CARTRIDGE, HP CE350A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	4,895.92		0.00
64	44103103-P-F-652	TONER CARTRIDGE, HP CE317A (HP17A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	3,194.88		0.00
65	44103103-P-F-653	TONER CARTRIDGE, HP CE326A (HP26A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	5,622.96		0.00
66	44103103-P-F-656	TONER CARTRIDGE, HP CE381A (HP81A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	6,658.00		0.00
67	44103103-P-F-657	TONER CARTRIDGE, HP CE383A (HP83A), LaserJet Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	3,367.52		0.00
68	44103103-P-F-659	TONER CARTRIDGE, HP CE387A (HP87), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	10,906.56		0.00
69	44103103-P-F-660	TONER CARTRIDGE, HP CE350A, Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	2,656.88		0.00
70	44103103-P-F-660	TONER CARTRIDGE, HP CE351A, Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	2,643.20		0.00
71	44103103-P-F-660	TONER CARTRIDGE, HP CE352A, Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	2,643.20		0.00
72	44103103-P-F-660	TONER CARTRIDGE, HP CE353A, Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	2,643.20		0.00
73	44103103-P-F-661	TONER CARTRIDGE, HP CE360A (HP60A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	7,803.12		0.00
74	44103103-P-F-661	TONER CARTRIDGE, HP CE361A (HP60A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	9,783.28		0.00
75	44103103-P-F-661	TONER CARTRIDGE, HP CE362A (HP60A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	9,783.28		0.00
76	44103103-P-F-661	TONER CARTRIDGE, HP CE363A (HP60A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	9,783.28		0.00
77	44103103-P-F-662	TONER CARTRIDGE, HP CE400A (HP201A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	3,459.28		0.00
78	44103103-P-F-662	TONER CARTRIDGE, HP CE401A (HP201A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	4,063.28		0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the year								
				Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug				Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount
19	80141505-15-019	VELLIN BOARD PAPER	pack	0	7	0	7	2,450.00	0	7	0	7	2,450.00	0	7	0	7	2,450.00	0	7	0	7	2,450.00	28	350.00	9,800.00
20	80141505-15-020	EXTENSION CORD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
21	80141505-15-021	PAINT	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
22	80141505-15-022	COLORCD PAPER	pack	0	50	0	50	10,000.00	0	50	0	50	10,000.00	0	50	0	50	10,000.00	0	50	0	50	10,000.00	200	200.00	40,000.00
23	80141505-15-023	BOLD PAPER	ream	0	500	0	500	225,000.00	0	500	0	500	225,000.00	0	500	0	500	225,000.00	0	0	500	500	225,000.00	2000	450.00	900,000.00
24	80141505-15-024	PUSH PIN	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
25	80141505-15-025	DOOR MAT	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
26	80141505-15-026	GLE STICK (PAPER)	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
27	80141505-15-027	GLE STICK (FOR GLE GLN)	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
28	80141505-15-028	DECOUANT CAME	piece	0	300	0	300	45,000.00	0	30	0	30	4,500.00	0	30	0	30	4,500.00	0	0	30	30	4,500.00	390	150.00	58,500.00
29	80141505-15-029	DISPOSABLE GLOVES	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
30	80141505-15-030	OFFICE CHAIR	piece	0	20	0	20	50,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	2,500.00	50,000.00
31	80141505-15-031	MANILA PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
32	80141505-15-032	AUTOMOTIVE BATTERIES	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
33	80141505-15-033	POLYCOOL	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
34	80141505-15-034	MOBILE PHONE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
35	80141505-15-035	COMPACT DISC	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
36	80141505-15-036	APPLETIP	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
37	80141505-15-037	STORAGE BOX	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
38	80141505-15-038	PLASTIC BOWLS	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
39	80141505-15-039	DOCK-BERT SCANNER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
40	80141505-15-040	WATER DISPENSER	unit	0	2	0	2	20,000.00	0	2	0	2	20,000.00	0	0	0	0	0.00	0	0	0	0	0.00	4	10,000.00	40,000.00
41	80141505-15-041	PARADE PAPER	pack	0	100	0	100	900.00	0	100	0	100	900.00	0	0	0	0	0.00	0	0	0	0	0.00	200	5.00	1,000.00
42	80141505-15-042	GLE GLN	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
43	80141505-15-043	INKJET PRINTER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
44	80141505-15-044	GREASERS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
45	80141505-15-045	POV/DOME ICONS	bottle	0	20	0	20	2,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	100.00	2,000.00
46	80141505-15-046	RETROCARD	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
47	80141505-15-047	DSLR CAMERA	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
48	80141505-15-048	STEEL RACK	set	0	20	0	20	200,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	10,000.00	200,000.00
49	80141505-15-049	MINIATING MACHINE	unit	0	1	0	1	20,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	20,000.00	20,000.00
50	80141505-15-050	FUEL FILTERS	piece	0	20	0	20	60,000.00	0	0	0	0	0.00	0	20	0	20	60,000.00	0	0	0	0	0.00	40	3,000.00	120,000.00
51	80141505-15-051	AIRLINE TICKETS (DOMESTIC)	board	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
52	80141505-15-052	AIRLINE TICKETS (INTERNATIONAL)	board	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
53	80141505-15-053	CAR (SEMI-TRAILER)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
46	80141505-15-054	MULTI-PURPOSE VEHICLE (PMP)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
47	80141505-15-055	SPORTS UTILITY VEHICLE (SUV)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
48	80141505-15-056	PASSENGER VAN	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
49	80141505-15-057	VAN	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
50	80141505-15-058	TW-WHEEL VEHICLE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
51	80141505-15-059	PICK-UP TRUCK	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	2	0	2	5,000,000.00	0	0	0	0	0.00	2	2,500,000.00	3,000,000.00
52	80141505-15-060	ALL-TERRAIN VEHICLE (ATV)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
53	80141505-15-061	ASSEMBLED OWNER-TIME JEEP	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
50	80141505-15-062	ASSEMBLED PASSENGER, SEVEN-TIME VEHICLE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00

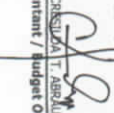
Item & Specifications		Unit of Measure	Monthly Quantity Requirement																								Total Quantity for the year	Price	Total Amount for the year
			Jan	Feb	Mar	Q1	Q1 Average	April	May	June	Q2	Q2 Average	July	Aug	Sept	Q3	Q3 Average	Oct	Nov	Dec	Q4	Q4 Average							
51	80141205-15-003	NOTION/CLE	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00		0.00			
52	80141205-15-004	B.S.	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00		0.00			
53	80141205-15-005	MON B.S.	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00		0.00			
A. TOTAL																										9,138,5296.42			
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																										913,8509.64			
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																										-			
D. GRAND TOTAL (A + B + C)																										10,052,385.06			
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:


VANLUN C. CHANTAPATTAN
Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:


CHASUDA T. ABOLU
Accountant / Budget Officer

Approved by:


ROSITA A. THIRAPH
Head of Office/Agency

Date Prepared: _____