

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

APP-CSE 2023 FORM as of September 14, 2022

Introduction:

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

Reminders:

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

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

Department/Bureau/Office: DPWH Laguna II DEO
 Region: Region IV-A
 Address: Brgy. Baniwang, Los Baños, Laguna

Agency Code/JACS: _____
 Organization Type: _____

Contact Person: Jovan M. Calabia
 Position: District Engineer
 E-mail: _____
 Telephone/Mobile Nos: _____

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																											
ALCOHOL OR ACETONE BASED ANTISEPTICS																											
1	12191601-AL-E04	ALCOHOL, Ethyl, 500 mL	bottle	75	75	75	225	10,766.25	75	75	75	225	10,766.25	75	75	75	225	10,766.25	75	75	75	225	10,766.25	900	47.85		43,065.00
2	12191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	25	25	25	75	24,791.25	25	25	25	75	24,791.25	25	25	25	75	24,791.25	25	25	25	75	24,791.25	300	330.55		99,165.00
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
3	60121413-CB-P01	CLEARBOOK, 20 transparent pockets, A4	piece	34	34	34	102	3,356.82	34	34	34	102	3,356.82	34	34	34	102	3,356.82	34	34	34	102	3,356.82	408	32.91		13,427.28
4	60121413-CB-P02	CLEARBOOK, 20 transparent pockets, legal	piece	20	20	20	60	2,181.60	20	20	20	60	2,181.60	20	20	20	60	2,181.60	20	20	20	60	2,181.60	240	36.36		8,726.40
5	60121534-ER-P01	ERASER, plastic/ rubber	piece	50	50	50	150	670.50	50	50	50	150	670.50	50	50	50	150	670.50	50	50	50	150	670.50	600	4.47		2,682.00
6	60121524-SP-G01	SIGN PEN, Black, liquid or gel	piece	230	230	230	690	15,318.00	230	230	230	690	15,318.00	230	230	230	690	15,318.00	230	230	230	690	15,318.00	2760	22.20		61,272.00
7	60121524-SP-G02	SIGN PEN, Blue, liquid or gel	piece	250	250	250	750	16,650.00	250	250	250	750	16,650.00	250	250	250	750	16,650.00	250	250	250	750	16,650.00	3000	22.20		66,600.00
8	60121524-SP-G03	SIGN PEN, Red, liquid or gel	piece	122	112	112	346	7,681.20	122	112	112	346	7,681.20	122	112	112	346	7,681.20	122	112	112	346	7,681.20	1384	22.20		30,724.80
9	60121124-WR-P01	WRAPPING PAPER, kraft, 50 sheets per pack	pack	4	3	4	11	1,773.20	4	3	4	11	1,773.20	4	3	4	11	1,773.20	4	3	4	11	1,773.20	44	161.20		7,092.80
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																											
10	45121517-DD-C02	DOCUMENT CAMERA, 8 MP	unit	9	0	0	9	212,612.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	9	23,623.60		212,612.40
11	45111609-M4-P01	MULTIMEDIA PROJECTOR, 4000 ANSI Lumens (min.)	unit	4	0	0	4	66,352.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	15,568.00		66,352.00
BATTERIES AND CELLS AND ACCESSORIES																											
12	26111702-BT-A02	BATTERY, dry cell, size AA, Two (2) pieces per blister pack	pack	50	50	50	150	3,073.50	50	50	50	150	3,073.50	50	50	50	150	3,073.50	50	50	50	150	3,073.50	600	20.49		12,294.00
13	26111702-BT-A01	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	pack	75	75	75	225	4,126.50	75	75	75	225	4,126.50	75	75	75	225	4,126.50	75	75	75	225	4,126.50	900	18.34		16,506.00
14	26111702-BT-A03	BATTERY, dry cell, size D, Two (2) pieces per blister pack	pack	20	20	20	60	5,772.00	20	20	20	60	5,772.00	20	20	20	60	5,772.00	20	20	20	60	5,772.00	240	96.20		23,088.00
CLEANING EQUIPMENT AND SUPPLIES																											
15	47131812-AF-A01	AIR FRESHENER, Aerosol type, 150g	can	65	65	65	195	15,919.80	65	65	65	195	15,919.80	65	65	65	195	15,919.80	65	65	65	195	15,919.80	780	91.64		69,679.20
16	47131604-BR-S01	BROOM, Soft (Walls Tambo)	piece	15	15	15	45	6,130.80	15	15	15	45	6,130.80	15	15	15	45	6,130.80	15	15	15	45	6,130.80	180	136.24		24,523.20

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																	Total Quantity for the year	Price Catalogue (as of 29 July 2022)	Total Amount for the year			
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov				Dec	Q4	Q4 AMOUNT
17	47131604-BR-T01	BROOM, Stick (Walls Ting-ting)	piece	15	15	15	45	1,025.30	15	15	15	45	1,025.30	15	15	15	45	1,025.30	15	15	15	45	1,025.30	180	22.78	4,100.40
18	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal, 900mL - 1000mL	bottle	50	50	50	150	6,240.00	50	50	50	150	6,240.00	50	50	50	150	6,240.00	50	50	50	150	6,240.00	600	41.60	24,960.00
19	47131805-CL-P01	CLEANER, Scouring Powder, 350g	can	96	96	96	288	6,888.96	96	96	96	288	6,888.96	96	96	96	288	6,888.96	96	96	96	288	6,888.96	1152	23.92	27,555.84
20	47131911-DE-B02	DETERGENT BAR, 140g as packed	piece	48	48	48	144	1,195.20	48	48	48	144	1,195.20	48	48	48	144	1,195.20	48	48	48	144	1,195.20	1012	8.30	8,399.60
21	47131911-DE-F03	DETERGENT POWDER, all purpose, 1kg	pouch	50	50	50	150	8,112.00	50	50	50	150	8,112.00	50	50	50	150	8,112.00	80	75	75	230	12,438.40	680	54.08	36,774.40
22	47131803-D5-A01	DISINFECTANT SPRAY, Aerosol type, 400g	can	248	248	248	744	104,078.16	248	248	248	744	104,078.16	248	248	248	744	104,078.16	248	248	248	744	104,078.16	2976	139.89	416,312.64
23	47131601-DU-P01	DUST PAN, rigid non-breakable plastic	piece	60	60	60	180	4,975.20	60	60	60	180	4,975.20	60	60	60	180	4,975.20	54	60	60	174	4,809.36	714	27.64	19,734.96
24	47131802-FW-P02	FLOOR WAX, paste type, red, 3kg	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	309.76	0.00
25	47131830-FC-A01	FURNITURE CLEANER, Aerosol type, 300mL	can	70	75	75	220	26,426.40	75	75	75	225	27,027.00	75	75	75	225	27,027.00	75	75	75	225	27,027.00	895	120.12	107,507.40
26	73101612-H5-L01	LIQUID HAND SOAP, 500mL	bottle	48	48	48	144	6,184.80	48	48	48	144	6,184.80	48	48	48	144	6,184.80	48	48	48	144	6,184.80	576	42.95	24,739.20
27	47121904-MP-B01	MOP BUCKET, heavy duty, hard plastic, 30 liters capacity	unit	24	24	24	72	164,736.00	24	24	24	72	164,736.00	24	24	24	72	164,736.00	24	24	24	72	164,736.00	288	2,288.00	658,944.00
28	47131613-MH-P02	MOP HANDLE, heavy duty	piece	12	12	12	36	4,492.80	12	12	12	36	4,492.80	12	12	12	36	4,492.80	12	12	12	36	4,492.80	168	124.80	20,764.80
29	47131619-MP-P01	MOP HEAD, made of rayon	piece	12	12	12	36	4,410.36	12	12	12	36	4,410.36	12	12	12	36	4,410.36	12	12	12	36	4,410.36	144	122.51	17,641.44
30	47131501-RG-C01	RAGS, all cotton, 1 kilo per bundle	bundle	96	96	96	288	15,304.32	96	96	96	288	15,304.32	96	96	96	288	15,304.32	96	96	96	288	15,304.32	1152	53.14	61,217.28
31	47131502-SC-H01	SCOURING PAD, 5 pieces per pack	pack	96	96	96	288	16,683.84	96	96	96	288	16,683.84	96	96	96	288	16,683.84	96	96	96	288	16,683.84	1152	57.93	66,735.36
32	47121701-TB-P01	TRASH BAG, black, 37" x 40", XL, 10 pieces per roll or pack	pack	240	240	240	720	103,708.80	240	240	240	720	103,708.80	240	240	240	720	103,708.80	240	240	240	720	103,708.80	2880	144.04	414,835.20
33	47121702-WB-P01	WASTEBASKET, rigid plastic	piece	12	12	12	36	1,148.76	12	12	12	36	1,148.76	12	12	12	36	1,148.76	12	12	12	36	1,148.76	144	31.91	4,595.04
COLOR COMPOUNDS AND DISPERSIONS																										
34	12171703-SI-P01	INK, for stamp pad, 50mL	bottle	12	12	12	36	1,040.76	12	12	12	36	1,040.76	12	12	12	36	1,040.76	12	12	12	36	1,040.76	144	28.91	4,163.04
CONSUMER ELECTRONICS																										
35	52161535-DV-R01	DIGITAL VOICE RECORDER	unit	1	0	0	1	7,339.16	1	0	0	1	7,339.16	1	0	0	1	7,339.16	1	0	0	1	7,339.16	4	7,339.16	29,356.64
FACE MASK																										
36	42131713-SM-M06	FACE MASK, 3 ply, fifty (50) pieces per box	box	50	50	50	150	11,625.00	50	50	50	150	11,625.00	50	50	50	150	11,625.00	50	50	50	150	11,625.00	600	77.50	46,500.00
FILMS																										
37	13111203-AC-F01	ACETATE, 50 meters	roll	3	0	0	3	2,909.64	0	0	0	0	0.00	1	0	0	1	969.88	0	0	0	0	0.00	4	969.88	3,879.52
38	13111201-CF-P01	CARBON FILM, A4, 100 sheets per box	box	2	0	0	2	442.00	2	0	0	2	442.00	2	0	0	2	442.00	2	0	0	2	442.00	8	221.00	1,768.00
39	13111201-CF-P02	CARBON FILM, Legal, 100 sheets per box	box	0	6	0	6	1,431.24	0	6	0	6	1,431.24	0	0	6	6	1,431.24	0	0	6	6	1,431.24	24	238.54	5,724.96
FIRE FIGHTING EQUIPMENT																										
40	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	12	0	0	12	13,728.00	12	0	0	12	13,728.00	12	0	0	12	13,728.00	12	0	0	12	13,728.00	48	1,144.00	54,912.00
41	46191601-FE-H01	FIRE EXTINGUISHER, pure HFC	unit	12	0	0	12	67,359.00	12	0	0	12	67,359.00	12	0	0	12	67,359.00	12	0	0	12	67,359.00	48	5,613.26	269,436.00
FLAG OR ACCESSORIES																										
42	55121905-PA-H01	PHILIPPINE NATIONAL FLAG	piece	4	0	4	8	2,278.72	4	0	4	8	2,278.72	4	0	4	8	2,278.72	4	0	4	8	2,278.72	32	284.84	9,114.88
FURNITURE AND FURNISHINGS																										
43	56101504-CH-M01	MONOBLOC CHAIR, beige	piece	100	0	0	100	34,741.00	100	0	0	100	34,741.00	100	0	0	100	34,741.00	100	0	0	100	34,741.00	400	347.41	138,964.00
44	56101504-CH-W01	MONOBLOC CHAIR, white	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	344.92	0.00
45	56101519-TM-S01	MONOBLOC TABLE, white, 4 seater capacity	unit	0	2	0	2	2,496.00	1	0	0	1	1,248.00	1	0	0	1	1,248.00	0	2	0	2	2,496.00	6	1,248.00	7,488.00
46	56101519-TM-S02	MONOBLOC TABLE, beige, 4 seater capacity	unit	2	0	0	2	2,496.00	1	0	0	1	1,248.00	0	0	0	0	0.00	1	0	0	1	1,248.00	4	1,248.00	4,992.00
HEATING AND VENTILATION AND AIR CIRCULATION																										
47	40101604-EF-C01	ELECTRIC FAN, ceiling mount, orbit type	unit	5	0	0	5	6,110.00	5	0	0	5	6,110.00	5	0	0	5	6,110.00	5	0	0	5	6,110.00	20	1,222.00	24,440.00
48	40101604-EF-C01	ELECTRIC FAN, industrial, ground type	unit	1	0	1	2	2,219.36	1	0	1	2	2,219.36	1	0	1	2	2,219.36	1	0	1	2	2,219.36	8	1,109.68	8,877.44

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (or of 20 July 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
49	40101604-EF-S01	ELECTRIC FAN, stand type	unit	12	2	0	14	11,996.04	5	2	0	7	5,998.02	5	2	0	7	5,998.02	5	2	0	7	5,998.02	35	856.86	29,990.10
50	40101604-EF-W01	ELECTRIC FAN, wall mount	unit	2	0	0	2	1,537.12	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	768.56	1,537.12
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																										
51	43211507-DSK001	DESKTOP, for Basic Users	unit	3	0	1	4	99,174.40	3	0	1	4	99,174.40	3	0	0	3	74,380.80	3	0	1	4	99,174.40	15	24,793.60	371,904.00
52	43211507-DSK002	DESKTOP, for Mid-Range Users	unit	3	0	0	3	127,171.20	3	0	0	3	127,171.20	3	0	0	3	127,171.20	3	0	0	3	127,171.20	12	42,390.40	508,684.80
53	43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB	unit	12	0	3	15	41,886.00	12	0	3	15	41,886.00	12	0	1	13	36,301.20	12	0	0	12	33,508.80	55	2,792.40	153,582.00
54	43211503-LAP001	LAPTOP, for Mid-range Users	unit	3	0	1	4	169,520.00	3	0	0	3	127,140.00	3	0	0	3	127,140.00	3	0	0	3	127,140.00	13	42,380.00	550,940.00
55	43211503-LAP002	LAPTOP, Lightweight	unit	3	0	1	4	187,200.00	3	0	1	4	187,200.00	3	0	0	3	140,400.00	3	1	0	4	187,200.00	15	46,800.00	702,000.00
56	43211708-MO-C01	MOUSE, OPTICAL, USB connection type	unit	15	0	0	15	2,246.40	15	5	0	20	2,995.20	15	0	0	15	2,246.40	15	0	0	15	2,246.40	65	149.76	9,734.40
57	43212102-FR-D02	PRINTER, Impact, Dot Matrix, 24 pins, 136 columns	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	38,100.97	0.00
58	43212102-FR-D01	PRINTER, Impact, Dot Matrix, 9 pins, 80 columns	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,189.92	0.00
59	43212105-FR-L01	PRINTER, Laser, Monochrome	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,636.89	0.00
LIGHTING AND FIXTURES AND ACCESSORIES																										
60	39101628-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	96	0	0	96	7,258.56	96	0	0	96	7,258.56	96	0	0	96	7,258.56	96	0	0	96	7,258.56	384	75.61	29,034.24
61	39101628-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	96	0	0	96	19,758.72	96	0	0	96	19,758.72	96	0	0	96	19,758.72	96	0	0	96	19,758.72	384	205.82	79,034.88
MANUFACTURING COMPONENTS AND SUPPLIES																										
62	31201610-GL-X01	GLUE, all-purpose, 200 grams	jar	65	65	65	195	13,790.40	65	65	65	195	13,790.40	65	65	65	195	13,790.40	65	65	65	195	13,790.40	780	70.72	55,161.60
63	31151804-SW-H01	STAPLE WIRE, heavy duty (binder type), 23/13	box	27	20	20	67	1,510.85	27	20	20	67	1,510.85	27	20	20	67	1,510.85	27	20	20	67	1,510.85	268	22.55	6,043.40
64	31151804-SW-S01	STAPLE WIRE, standard	box	96	96	96	288	6,842.88	96	96	96	288	6,842.88	96	96	96	288	6,842.88	96	96	96	288	6,842.88	1152	22.76	27,371.52
65	31201502-TA-E01	TAPE, electrical	roll	20	12	12	44	855.80	17	12	12	41	797.45	17	12	12	41	797.45	17	12	12	41	797.45	157	19.45	3,248.15
66	31201503-TA-M01	TAPE, masking, 24mm	roll	85	60	60	205	12,665.40	75	60	60	195	12,066.60	75	60	60	195	12,066.60	75	60	60	195	12,066.60	780	61.88	48,885.20
67	31201503-TA-M02	TAPE, masking, 48 mm	roll	83	60	60	203	24,595.48	73	60	60	193	23,383.88	73	60	60	193	23,383.88	73	60	60	193	23,383.88	782	121.16	94,747.12
68	31201517-TA-P01	TAPE, packaging, 48 mm	roll	63	35	40	138	3,085.68	48	40	35	123	2,750.28	46	40	35	121	2,705.56	46	40	35	121	2,705.56	503	22.36	11,247.08
69	31201512-TA-T01	TAPE, transparent, 24mm	roll	65	65	65	195	2,180.10	65	65	65	195	2,180.10	65	65	65	195	2,180.10	65	65	65	195	2,180.10	780	11.18	8,720.40
70	31201512-TA-T02	TAPE, transparent, 48 mm	roll	65	65	65	195	4,401.15	65	65	65	195	4,401.15	65	65	65	195	4,401.15	65	65	65	195	4,401.15	780	22.57	17,604.60
71	31151507-TW-P01	TWINE, plastic	roll	3	3	3	9	599.58	3	3	3	9	599.58	3	1	1	5	333.10	3	3	3	9	599.58	32	66.62	2,131.84
MEASURING AND OBSERVING AND TESTING EQUIPMENT																										
72	41111604-RUP02	RULER, plastic, 450 mm	piece	10	10	5	25	416.00	7	10	5	22	366.08	5	5	0	10	166.40	5	0	5	10	166.40	67	16.64	1,114.88
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
73	44121612-BL-H01	BLADE, for general purpose cutter/utility knife, 10 pieces per tube	tube	25	0	0	25	370.50	15	0	0	15	222.30	19	0	0	19	281.58	15	0	0	15	222.30	74	14.82	1,096.08
74	44101602-FB-M01	BINDING AND PUNCHING MACHINE, 50mm binding capacity	unit	2	0	0	2	19,069.44	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	9,534.72	19,069.44
75	44101807-CA-C01	CALCULATOR, Compact	unit	10	10	10	30	7,987.20	10	10	10	30	7,987.20	10	10	10	30	7,987.20	10	10	10	30	7,987.20	120	266.24	31,948.80
76	44121710-CH-W01	CHALK, white enamel, 100 pieces per box	box	4	0	0	4	131.88	0	0	0	0	0.00	2	0	0	2	65.94	0	0	0	0	0.00	6	32.97	197.82
77	44122105-BF-C01	CLIP, backfold, 19mm	box	119	115	115	349	3,043.28	115	115	115	345	3,008.40	117	115	115	347	3,025.84	115	115	115	345	3,008.40	1386	8.72	12,085.92
78	44122105-BF-C02	CLIP, backfold, 25mm	box	119	115	115	349	5,147.75	115	115	115	345	5,088.75	117	115	115	347	5,118.25	115	115	115	345	5,088.75	1386	14.75	20,443.50
79	44122105-BF-C03	CLIP, backfold, 32mm	box	125	115	115	355	9,073.80	121	115	115	351	8,971.56	123	115	115	353	9,022.68	121	115	115	351	8,971.56	1410	25.56	36,039.60
80	44122105-BF-C04	CLIP, backfold, 50mm	box	125	115	115	355	19,894.20	116	115	115	346	19,389.84	123	115	115	353	19,782.12	121	115	115	351	19,670.04	1405	56.04	78,736.20
81	44121801-CT-R02	CORRECTION TAPE, 8 meters	piece	121	100	100	321	3,701.13	116	100	100	316	3,643.48	121	100	100	321	3,701.13	116	100	101	317	3,655.01	1275	11.53	14,700.75
82	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	8	0	0	8	267.44	8	0	0	8	267.44	8	0	0	8	267.44	8	0	0	8	267.44	32	33.43	1,069.76
83	44111515-DF-B01	DATA FILE BOX	piece	83	0	0	83	6,407.60	6	0	0	6	463.20	6	0	0	6	463.20	6	0	0	6	463.20	101	77.20	7,797.20

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept.	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
84	4412011-DF-F01	DATA FOLDER	piece	240	240	240	720	49,420.80	240	240	240	720	49,420.80	240	240	240	720	49,420.80	240	240	240	720	49,420.80	2880	58.64	197,693.20
85	44103202-DS-M01	DATING AND STAMPING MACHINE	piece	24	0	0	24	10,895.04	24	0	0	24	10,895.04	24	0	0	24	10,895.04	24	0	0	24	10,895.04	96	453.96	43,580.16
86	44121506-ENV001	ENVELOPE, Documentary, A4, 500 pieces per box	box	12	12	12	36	27,518.40	12	12	12	36	27,518.40	12	12	12	36	27,518.40	12	12	12	36	27,518.40	144	764.40	110,073.60
87	44121506-ENV002	ENVELOPE, Documentary, legal, 500 pieces per box	box	12	12	12	36	35,305.92	12	12	12	36	35,305.92	12	12	12	36	35,305.92	12	12	12	36	35,305.92	144	980.72	141,223.68
88	44121506-ENV001	ENVELOPE, Expanding, Kraft, 100 pieces per box	box	12	12	12	36	26,582.40	12	12	12	36	26,582.40	12	12	12	36	26,582.40	12	12	12	36	26,582.40	144	738.40	106,329.60
89	44121506-ENV002	ENVELOPE, Expanding, Plastic	piece	51	20	20	91	2,774.59	50	20	20	90	2,744.10	40	20	20	80	2,439.20	20	20	20	60	1,829.40	321	30.49	9,787.29
90	44121506-ENV002	ENVELOPE, Mailing, 500 pieces per box	box	12	0	0	12	5,190.24	12	0	0	12	5,190.24	12	0	0	12	5,190.24	12	0	0	12	5,190.24	48	432.52	20,760.96
91	44121504-ENV002	ENVELOPE, Mailing, with window, 500 pieces per box	box	3	0	0	3	1,466.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	488.80	1,466.40
92	44111912-ER-B01	ERASER, felt, for blackboard/whiteboard	piece	12	0	0	12	136.92	12	0	0	12	136.92	12	0	0	12	136.92	12	0	0	12	136.92	48	11.41	547.68
93	44101714-FX-M01	FACSIMILE MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,642.00	0.00
94	44122118-FA-P01	FASTENER, metal, non-sharp edges, 50 sets per box	box	200	200	200	600	56,784.00	200	200	200	600	56,784.00	200	200	200	600	56,784.00	200	200	200	600	56,784.00	2400	94.64	227,136.00
95	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	5	5	5	15	1,278.00	11	5	5	21	1,789.20	21	5	5	31	2,611.20	11	5	5	21	1,789.20	88	85.20	7,497.60
96	44122018-FT-D01	FILE TAB/INDEX DIVIDER, bristol board, A4	set	6	0	0	6	66.78	6	0	0	6	66.78	6	0	0	6	66.78	6	0	0	6	66.78	24	11.13	267.12
97	44122018-FT-D02	FILE TAB/INDEX DIVIDER, bristol board, legal	set	6	0	0	6	85.38	6	0	0	6	85.38	6	0	0	6	85.38	6	0	0	6	85.38	24	14.23	341.52
98	44122011-FO-F01	FOLDER, Fancy with slide, A4, 50 pieces per bundle	bundle	11	0	0	11	2,974.40	1	0	0	1	270.40	1	0	0	1	270.40	0	0	0	0	0.00	13	270.40	3,515.20
99	44122011-FO-F02	FOLDER, Fancy with slide, legal, 50 pieces per bundle	bundle	12	0	0	12	3,438.24	1	0	0	1	286.52	1	0	0	1	286.52	0	0	0	0	0.00	14	286.52	4,011.28
100	44122011-FO-L01	FOLDER, L-type, A4, 50 pieces per pack	pack	5	5	5	15	2,813.10	5	5	5	15	2,813.10	5	5	5	15	2,813.10	0	0	0	0	0.00	45	187.54	8,439.30
101	44122011-FO-L02	FOLDER, L-type, legal, 50 pieces per pack	pack	17	0	0	17	4,055.69	7	0	0	7	1,669.99	7	0	0	7	1,669.99	5	0	0	5	1,192.85	36	238.57	8,588.52
102	44122027-FO-P01	FOLDER, prestboard, 100 pieces per box	box	3	0	0	3	2,857.92	2	0	0	2	1,905.28	0	0	0	0	0.00	0	0	0	0	0.00	5	952.64	4,763.20
103	44122011-FO-T03	FOLDER with tab, A4, 100 pieces per pack	pack	30	30	30	90	26,020.80	30	30	30	90	26,020.80	30	30	30	90	26,020.80	30	30	30	90	26,020.80	360	269.12	104,083.20
104	44122011-FO-T04	FOLDER with tab, legal, 100 pieces per pack	pack	15	15	15	45	14,996.70	15	15	15	45	14,996.70	15	15	15	45	14,996.70	15	15	15	45	14,996.70	180	333.26	59,986.80
105	44122009-IT-T01	INDEX TAB, self-adhesive, transparent, 5 sets per box	box	10	0	0	10	631.10	10	0	0	10	631.10	10	0	0	10	631.10	10	0	0	10	631.10	40	63.11	2,524.40
106	44111515-MF-B02	MAGAZINE FILE BOX, Large	piece	62	0	0	62	2,579.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	62	41.60	2,579.20
107	44121715-MK-F01	MARKER, Fluorescent, 3 colors per set	set	75	75	75	225	8,248.50	75	75	75	225	8,248.50	75	75	75	225	8,248.50	75	75	75	225	8,248.50	900	36.66	32,994.00
108	44121709-MP-B01	MARKER, Permanent, Black	piece	79	43	43	165	1,232.55	48	43	43	134	1,000.98	50	43	43	136	1,015.92	48	43	43	134	1,000.98	569	7.47	4,250.43
109	44121708-MP-B02	MARKER, Permanent, Blue	piece	69	38	38	145	1,083.15	43	38	38	119	888.93	45	38	38	121	903.87	43	38	38	119	888.93	504	7.47	3,764.88
110	44121708-MP-B03	MARKER, Permanent, Red	piece	10	5	5	20	149.40	10	3	5	18	134.46	10	3	5	18	134.46	10	3	5	18	134.46	74	7.47	552.78
111	44121708-MW-B01	MARKER, Whiteboard, Black	piece	40	38	38	116	1,119.40	38	38	38	114	1,100.10	38	38	38	114	1,100.10	38	38	38	114	1,100.10	458	9.65	4,419.70
112	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	33	33	33	99	955.35	33	33	33	99	955.35	33	33	33	99	955.35	33	33	33	99	955.35	396	9.65	3,821.40
113	44121708-MW-B03	MARKER, Whiteboard, Red	piece	3	3	3	9	86.85	3	3	3	9	86.85	3	3	3	9	86.85	3	3	3	9	86.85	36	9.65	347.40
114	44122104-PC-Q01	PAPER CLIP, vinyl/plastic coated, 33mm	box	125	125	125	375	3,307.50	125	125	125	375	3,307.50	132	120	120	372	3,281.04	132	120	120	372	3,281.04	1494	8.82	13,177.08
115	44122104-PC-Q02	PAPER CLIP, vinyl/plastic coated, Jumbo, 50mm	box	133	121	121	375	5,167.50	133	121	121	375	5,167.50	133	121	121	375	5,167.50	133	121	121	375	5,167.50	1500	13.78	20,670.00
116	44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, table top	unit	5	0	0	5	46,488.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	9,297.60	46,488.00
117	44121706-PE-L01	PENCIL, lead/graphite, with eraser, one (1) dozen per box	box	50	50	50	150	3,118.50	50	50	50	150	3,118.50	50	50	50	150	3,118.50	50	50	50	150	3,118.50	600	20.79	12,474.00
118	44121619-FS-M01	PENCIL SHARPENER, manual, single cutter head	piece	30	30	30	90	19,158.30	0	0	0	0	0.00	30	30	30	90	19,158.30	0	0	0	0	0.00	180	212.87	38,316.60
119	44101602-RU-P01	PUNCHER, paper, heavy duty	piece	34	10	10	54	8,143.20	12	10	5	27	4,071.60	7	0	5	12	1,809.60	7	0	5	12	1,809.60	105	150.80	15,834.00
120	44122037-RB-P10	RING BINDER, plastic, 32 mm, 10 pieces per bundle	bundle	24	0	10	34	9,323.82	10	0	10	20	5,484.60	10	0	10	20	5,484.60	10	0	10	20	5,484.60	94	274.23	25,777.62
121	44122101-RU-B01	RUBBER BAND No. 18, 350g	box	24	1	1	26	3,515.20	10	1	6	17	2,299.40	10	1	1	12	1,622.40	5	1	1	7	946.40	62	135.20	8,382.40
122	44121905-SP-F01	STAMP PAD, felt	piece	28	8	8	44	1,756.48	20	8	8	36	1,437.12	15	3	3	21	838.32	15	3	3	21	838.32	122	39.92	4,870.24
123	44121618-SS-S01	SCISSORS, symmetrical or asymmetrical	pair	20	20	20	60	2,002.20	20	20	20	60	2,002.20	20	20	20	60	2,002.20	20	20	20	60	2,002.20	240	33.37	8,008.80

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (or of 28 July 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
124	44121615-ST-501	STAPLER, standard type	piece	20	20	20	60	8,736.00	20	20	20	60	8,736.00	20	20	20	60	8,736.00	20	20	20	60	8,736.00	240	145.60	34,944.00
125	44121615-ST-B01	STAPLER, heavy duty (binder type), desktop	unit	10	0	0	10	8,881.60	10	0	0	10	8,881.60	10	0	0	10	8,881.60	10	0	0	10	8,881.60	40	888.16	35,526.40
126	44121613-SR-P01	STAPLE REMOVER, plier type	piece	20	20	20	60	1,672.20	20	20	20	60	1,672.20	20	20	20	60	1,672.20	20	20	20	60	1,672.20	240	27.87	6,688.80
127	44121605-TD-T01	TAPE DISPENSER, table top	piece	20	20	20	60	4,368.00	20	20	20	60	4,368.00	20	20	20	60	4,368.00	20	20	20	60	4,368.00	240	72.80	17,472.00
PAPER MATERIALS AND PRODUCTS																										
128	14111525-CA-A01	CARTOLINA, assorted colors, 20 pieces of assorted colors per pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	83.72	0.00
129	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 260mm x 241mm, 2,000 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	882.55	0.00
130	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 260mm x 378mm, 2,000 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,166.88	0.00
131	14111506-CF-L22	COMPUTER CONTINUOUS FORM, 2 ply, 260mm x 378mm, 1,000 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,528.80	0.00
132	14111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 ply, 260mm x 241mm, 1,000 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,026.48	0.00
133	14111506-CF-L31	COMPUTER CONTINUOUS FORM, 3 ply, 260mm x 241mm, 500 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	790.40	0.00
134	14111506-CF-L32	COMPUTER CONTINUOUS FORM, 3 ply, 260mm x 378mm, 500 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,508.00	0.00
135	14111609-LL-C01	LOOSELEAF COVER, 50 sets per bundle	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	794.96	0.00
136	14111514-NP-S02	NOTE PAD, stick on, 2" x 3", 100 sheets per pad	pad	48	48	48	144	5,336.64	48	48	48	144	5,336.64	48	48	48	144	5,336.64	48	48	48	144	5,336.64	576	37.06	21,346.56
137	14111514-NP-S04	NOTE PAD, stick on, 3" x 4", 100 sheets per pad	pad	48	48	48	144	8,536.32	48	48	48	144	8,536.32	48	48	48	144	8,536.32	48	48	48	144	8,536.32	576	59.28	34,145.28
138	14111514-NP-S03	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	pad	48	48	48	144	7,488.00	48	48	48	144	7,488.00	48	48	48	144	7,488.00	48	48	48	144	7,488.00	576	52.00	29,952.00
139	14111514-NB-S01	NOTEBOOK, stenographer	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	12.04	0.00
140	14111507-PP-M01	PAPER, MULTICOPY A4, 500 sheets per ream	ream	500	500	500	1500	248,475.00	500	500	500	1500	248,475.00	500	500	500	1500	248,475.00	500	500	500	1500	248,475.00	6000	165.65	993,900.00
141	14111507-PP-M02	PAPER, MULTICOPY LEGAL, 500 sheets per ream	ream	100	100	100	300	56,754.00	100	100	100	300	56,754.00	100	100	100	300	56,754.00	100	100	100	300	56,754.00	1200	189.18	227,016.00
142	14111507-PP-C01	PAPER, MULTIPURPOSE A4, 500 sheets per ream	ream	496	435	435	1366	188,152.84	496	435	435	1366	188,152.84	496	435	435	1366	188,152.84	496	435	435	1366	188,152.84	5464	137.74	752,611.36
143	14111507-PP-C02	PAPER, MULTIPURPOSE LEGAL, 500 sheets per ream	ream	9	0	0	9	1,430.19	8	0	0	8	1,271.38	2	0	0	2	317.82	2	0	0	2	317.82	21	159.91	3,337.11
144	14111531-PP-R01	PAD PAPER, ruled	pad	3	0	0	3	64.59	3	0	0	3	64.59	3	0	0	3	64.59	3	0	0	3	64.59	12	21.53	259.36
145	14111503-PA-P01	PAPER, parchment, 100 sheets per box	box	1	0	0	1	98.05	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	98.05	98.05
146	14111531-RE-B01	RECORD BOOK, 300 PAGES	book	12	12	12	36	2,246.40	12	12	12	36	2,246.40	12	12	12	36	2,246.40	12	12	12	36	2,246.40	144	62.40	8,985.60
147	14111531-RE-B02	RECORD BOOK, 500 PAGES	book	150	150	150	450	46,800.00	150	150	150	450	46,800.00	150	150	150	450	46,800.00	150	150	150	450	46,800.00	1800	104.00	187,200.00
148	14111818-TH-P02	THERMAL PAPER, 216mm	roll	1	0	0	1	55.64	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	55.64	55.64
149	14111704-TT-P04	TISSUE, INTERFOLDED PAPER TOWEL, 150 pulls per pack	pack	250	250	250	750	25,350.00	250	250	250	750	25,350.00	250	250	250	750	25,350.00	250	250	250	750	25,350.00	3000	33.80	101,400.00
150	14111704-TT-P02	TOILET TISSUE PAPER, 2 ply, 12 rolls in a pack	pack	250	250	250	750	64,740.00	250	250	250	750	64,740.00	250	250	250	750	64,740.00	250	250	250	750	64,740.00	3000	66.32	258,960.00
PERFUMES OR COLOGNES OR FRAGRANCES																										
151	53131626-H5-S01	LIQUID HAND SANITIZER, 500mL	bottle	48	48	48	144	11,642.40	48	48	48	144	11,642.40	48	48	48	144	11,642.40	48	48	48	144	11,642.40	576	80.85	46,569.60
PESTICIDES OR PEST REPELLENTS																										
152	10191509-IN-A01	INSECTICIDE, 600mL	can	30	30	30	90	12,542.40	30	30	30	90	12,542.40	30	30	30	90	12,542.40	30	30	30	90	12,542.40	360	139.36	50,169.60
PRINTED PUBLICATIONS																										
153	55101524-RA-H01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	12	0	0	12	446.52	12	0	0	12	446.52	12	0	0	12	446.52	12	0	0	12	446.52	48	37.21	1,785.08
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																										
1	44103109-BR-D05	DRUM CARTRIDGE, BROTHER DR-3455, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,947.20	0.00
2	44103105-BR-B04	INK CARTRIDGE, BROTHER LC578, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	910.00	0.00
3	44103105-BR-B05	INK CARTRIDGE, BROTHER LC578-MBK, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,601.60	0.00
4	44103105-CA-C04	INK CARTRIDGE, CANON CL-741, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,126.32	0.00
5	44103105-CA-C02	INK CARTRIDGE, CANON CL-811, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,178.32	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT
6	44103105-CA-B04	INK CARTRIDGE, CANON PG-740, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	861.12	0.00
7	44103105-CA-B02	INK CARTRIDGE, CANON PG-810, Black	cart	0	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
8	44103105-EP-B17	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	59	50	50	159	39,686.40	59	50	50	159	39,686.40	59	50	50	159	39,686.40	59	50	50	159	39,686.40	636	249.60	158,745.60
9	44103105-EP-C17	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	56	50	50	156	38,937.60	56	50	50	156	38,937.60	56	50	50	156	38,937.60	56	50	50	156	38,937.60	624	249.60	155,750.40
10	44103105-EP-M17	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	56	50	50	156	38,937.60	56	50	50	156	38,937.60	56	50	50	156	38,937.60	56	50	50	156	38,937.60	624	249.60	155,750.40
11	44103105-EP-Y17	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	56	50	50	156	38,937.60	56	50	50	156	38,937.60	56	50	50	156	38,937.60	56	50	50	156	38,937.60	624	249.60	155,750.40
12	44103105-HP-B40	INK CARTRIDGE, HP C3904AA (HP62), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	852.80	0.00
13	44103105-HP-T40	INK CARTRIDGE, HP C2P06AA (HP62), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,048.32	0.00
14	44103105-HP-B09	INK CARTRIDGE, HP C9351AA (HP21), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	910.00	0.00
15	44103105-HP-T10	INK CARTRIDGE, HP C9352AA (HP22), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,053.52	0.00
16	44103105-HP-F48	INK CARTRIDGE, HP C9397A (HP72), 69ml, Photo Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00
17	44103105-HP-C48	INK CARTRIDGE, HP C9398A (HP72), 69ml, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00
18	44103105-HP-M48	INK CARTRIDGE, HP C9399A (HP72), 69ml, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00
19	44103105-HP-Y48	INK CARTRIDGE, HP C9400A (HP72), 69ml, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00
20	44103105-HP-G48	INK CARTRIDGE, HP C9401A (HP72), 69ml, Gray	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00
21	44103105-HP-B48	INK CARTRIDGE, HP C9403A (HP72), 130ml, Matte Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,016.00	0.00
22	44103105-HP-B17	INK CARTRIDGE, HP C6540WA (HP60), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	880.88	0.00
23	44103105-HP-T17	INK CARTRIDGE, HP C6543WA (HP60), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,047.38	0.00
24	44103105-HP-B35	INK CARTRIDGE, HP C687AA (HP703), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00
25	44103105-HP-T35	INK CARTRIDGE, HP C688AA (HP703), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00
26	44103105-HK-C40	INK CARTRIDGE, HP C6972AA (HP920XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00
27	44103105-HK-M40	INK CARTRIDGE, HP C6973AA (HP920XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00
28	44103105-HK-Y40	INK CARTRIDGE, HP C6974AA (HP920XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00
29	44103105-HK-B40	INK CARTRIDGE, HP C6975AA (HP920XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,541.28	0.00
30	44103105-HP-B20	INK CARTRIDGE, HP C6561WA (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	865.28	0.00
31	44103105-HP-T20	INK CARTRIDGE, HP C6562WA (HP61), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,066.00	0.00
32	44103105-HP-B49	INK CARTRIDGE, HP C6565A (HP62), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	935.00	0.00
33	44103105-HP-C49	INK CARTRIDGE, HP C6566A (HP62), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	740.00	0.00
34	44103105-HP-M49	INK CARTRIDGE, HP C6567A (HP62), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	740.00	0.00
35	44103105-HP-Y49	INK CARTRIDGE, HP C6568A (HP62), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	740.00	0.00
36	44103105-HK-B43	INK CARTRIDGE, HP C6945AA (HP950XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,570.80	0.00
37	44103105-HK-C43	INK CARTRIDGE, HP C6946AA (HP951XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
38	44103105-HK-M43	INK CARTRIDGE, HP C6947AA (HP951XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
39	44103105-HK-Y43	INK CARTRIDGE, HP C6948AA (HP951XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
40	44103105-HP-B56	INK CARTRIDGE, HP C6952AA (HP704), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00
41	44103105-HP-T56	INK CARTRIDGE, HP C6953AA (HP704), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00
42	44103105-HP-B33	INK CARTRIDGE, HP 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
43	44103105-HP-T33	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
44	44103105-HP-B42	INK CARTRIDGE, HP C2121A (HP685A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	312.00	0.00
45	44103105-HP-C33	INK CARTRIDGE, HP C2122A (HP685A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (or of 29.11.2022)	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT
46	44103105-HP-M3	INK CARTRIDGE, HP CZ123A (HP685A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00
47	44103105-HP-Y3	INK CARTRIDGE, HP CZ124A (HP685A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00
48	44103105-HP-T43	INK CARTRIDGE, HP F6V26AA (HP680), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	424.32	0.00
49	44103105-HP-B43	INK CARTRIDGE, HP F6V27AA (HP680), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	424.32	0.00
50	44103105-HP-C50	INK CARTRIDGE, HP 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
51	44103105-HP-M50	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
52	44103105-HP-Y50	INK CARTRIDGE, HP L0557AA (HP955), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	5	0	0	5	4,914.00	0	0	0	0	0.00	5	982.80	4,914.00
53	44103105-HP-B50	INK CARTRIDGE, HP L0560AA (HP955), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,294.80	0.00
54	44103105-HP-C48	INK CARTRIDGE, HP L0563AA (HP955XL), Cyan Original	cart	27	22	22	71	95,105.92	27	22	22	71	95,105.92	27	22	22	71	95,105.92	27	22	22	71	95,105.92	284	1,339.52	380,423.68
55	44103105-HP-M48	INK CARTRIDGE, HP L0566AA (HP955XL), Magenta	cart	27	22	22	71	95,105.92	27	22	22	71	95,105.92	27	22	22	71	95,105.92	27	22	22	71	95,105.92	284	1,339.52	380,423.68
56	44103105-HP-Y48	INK CARTRIDGE, HP L0569AA (HP955XL), Yellow	cart	27	22	22	71	95,105.92	27	22	22	71	95,105.92	27	22	22	71	95,105.92	27	22	22	71	95,105.92	284	1,339.52	380,423.68
57	44103105-HP-B48	INK CARTRIDGE, HP L0572AA (HP955XL), Black Original	cart	38	33	33	104	189,063.68	38	33	33	104	189,063.68	38	33	33	104	189,063.68	38	33	33	104	189,063.68	416	1,817.92	756,254.72
58	44103105-HP-C51	INK CARTRIDGE, HP T6L89AA (HP905), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
59	44103105-HP-M51	INK CARTRIDGE, HP T6L93AA (HP905), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
60	44103105-HP-Y51	INK CARTRIDGE, HP T6L97AA (HP905), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
61	44103105-HP-B51	INK CARTRIDGE, HP T6M01AA (HP905), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	774.80	0.00
62	44103112-EP-R05	RIBBON CARTRIDGE, EPSON C135015516 (#9750), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.43	0.00
63	44103112-EP-R13	RIBBON CARTRIDGE, EPSON C135015632, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.94	0.00
64	44103112-EP-R07	RIBBON CARTRIDGE, EPSON C135015531 (5015066)	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	818.48	0.00
65	44103109-BR-D06	TONER CARTRIDGE, BROTHER DR-451CL, High Yield 3000	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,760.00	0.00
66	44103103-BR-B03	TONER CARTRIDGE, BROTHER TN-2025, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,685.28	0.00
67	44103103-BR-B04	TONER CARTRIDGE, BROTHER TN-2130, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,892.80	0.00
68	44103103-BR-B05	TONER CARTRIDGE, BROTHER TN-2150, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,685.28	0.00
69	44103103-BR-B09	TONER CARTRIDGE, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,567.20	0.00
70	44103103-BR-B11	TONER CARTRIDGE, BROTHER TN-3350, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,002.40	0.00
71	44103103-BR-B15	TONER CARTRIDGE, BROTHER TN-3478, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,575.44	0.00
72	44103103-BR-B16	TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,554.56	0.00
73	44103103-BR-C03	TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
74	44103103-BR-M03	TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
75	44103103-BR-Y03	TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
76	44103103-CA-B00	TONER CARTRIDGE, CANON CRG-324 II	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13,399.36	0.00
77	44103103-HP-B12	TONER CARTRIDGE, HP CB435A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,099.20	0.00
78	44103103-HP-B14	TONER CARTRIDGE, HP CB540A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,603.60	0.00
79	44103103-HP-B18	TONER CARTRIDGE, HP CE255A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,942.00	0.00
80	44103103-HP-B21	TONER CARTRIDGE, HP CE278A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,741.92	0.00
81	44103103-HP-B22	TONER CARTRIDGE, HP CE285A (HP685A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,242.72	0.00
82	44103103-HP-B23	TONER CARTRIDGE, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,350.40	0.00
83	44103103-HP-C23	TONER CARTRIDGE, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
84	44103103-HP-Y23	TONER CARTRIDGE, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
85	44103103-HP-M23	TONER CARTRIDGE, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00

	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (or 27.01.2022)	Total Amount for the year
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
86	44103103-P-B24	TONER CARTRIDGE, HP CE320A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,192.80	0.00
87	44103103-P-C24	TONER CARTRIDGE, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
88	44103103-P-Y24	TONER CARTRIDGE, HP CE322A, Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
89	44103103-P-M24	TONER CARTRIDGE, HP CE323A, Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
90	44103103-P-B25	TONER CARTRIDGE, HP CE300A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,872.80	0.00
91	44103103-P-B26	TONER CARTRIDGE, HP CE400A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,786.00	0.00
92	44103103-P-C26	TONER CARTRIDGE, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60	0.00
93	44103103-P-Y26	TONER CARTRIDGE, HP CE402A, Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,193.04	0.00
94	44103103-P-M26	TONER CARTRIDGE, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60	0.00
95	44103103-P-B27	TONER CARTRIDGE, HP CE410A, (P-305), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,937.60	0.00
96	44103103-P-C27	TONER CARTRIDGE, HP CE411A, (P-305), Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,011.20	0.00
97	44103103-P-Y27	TONER CARTRIDGE, HP CE412A, (P-305), Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,460.00	0.00
98	44103103-P-M27	TONER CARTRIDGE, HP CE413A, (P-305), Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,011.20	0.00
99	44103103-P-B28	TONER CARTRIDGE, HP CE505A, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,050.80	0.00
100	44103103-H-B28	TONER CARTRIDGE, HP CE505X, Black, High cap	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,332.00	0.00
101	44103103-P-B52	TONER CARTRIDGE, HP CF217A (P-17A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,878.72	0.00
102	44103103-P-B53	TONER CARTRIDGE, HP CF226A (P-26A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,246.80	0.00
103	44103103-P-B55	TONER CARTRIDGE, HP CF280A, LaserJet Pro M401/M425	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,690.40	0.00
104	44103103-P-B51	TONER CARTRIDGE, HP CF280XC	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,359.52	0.00
105	44103103-P-B56	TONER CARTRIDGE, HP CF281A (P-81A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,800.00	0.00
106	44103103-P-B57	TONER CARTRIDGE, HP CF283A (P-83A), LaserJet Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,034.72	0.00
107	44103103-H-B51	TONER CARTRIDGE, HP CF283XC (P-83X), Black Contract L	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,796.00	0.00
108	44103103-P-B58	TONER CARTRIDGE, HP CF287A (P-87), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,828.00	0.00
109	44103103-H-B52	TONER CARTRIDGE, HP CF325XC (P-25X), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13,728.00	0.00
110	44103103-P-B60	TONER CARTRIDGE, HP CF350A, Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,574.00	0.00
111	44103103-P-C60	TONER CARTRIDGE, HP CF351A, Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	0.00
112	44103103-P-Y60	TONER CARTRIDGE, HP CF352A, Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	0.00
113	44103103-P-M60	TONER CARTRIDGE, HP CF353A, Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	0.00
114	44103103-P-B61	TONER CARTRIDGE, HP CF360A (P-508A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,030.40	0.00
115	44103103-P-C61	TONER CARTRIDGE, HP CF361A (P-508A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
116	44103103-P-Y61	TONER CARTRIDGE, HP CF362A (P-508A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
117	44103103-P-M61	TONER CARTRIDGE, HP CF363A (P-508A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
118	44103103-P-B62	TONER CARTRIDGE, HP CF400A (P-201A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,099.20	0.00
119	44103103-P-C62	TONER CARTRIDGE, HP CF401A (P-201A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,660.80	0.00
120	44103103-P-Y62	TONER CARTRIDGE, HP CF402A (P-201A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,660.80	0.00
121	44103103-P-M62	TONER CARTRIDGE, HP CF403A (P-201A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,660.80	0.00
122	44103103-P-B63	TONER CARTRIDGE, HP CF410A (P-410A), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,900.00	0.00
123	44103103-H-B54	TONER CARTRIDGE, HP CF410XC (P-410XC), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,848.40	0.00
124	44103103-P-C63	TONER CARTRIDGE, HP CF411A (P-410A), Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,038.80	0.00
125	44103103-H-C54	TONER CARTRIDGE, HP CF411XC (P-410XC), Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,522.00	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 29 July 2022)	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
126	44103103-HP-Y53	TONER CARTRIDGE, HP CF412A (HP410A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,039.80	0.00	
127	44103103-HP-Y54	TONER CARTRIDGE, HP CF412XC (HP410XC), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.80	0.00	
128	44103103-HP-M53	TONER CARTRIDGE, HP CF413A (HP410A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,039.80	0.00	
129	44103103-HP-M54	TONER CARTRIDGE, HP CF413XC (HP410XC), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.80	0.00	
130	44103103-HP-B94	TONER CARTRIDGE, HP Q2612A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,744.00	0.00	
131	44103103-HP-B98	TONER CARTRIDGE, HP Q7553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,680.00	0.00	
132	44103103-SA-B03	TONER CARTRIDGE, SAMSUNG MLT-D2850B, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,116.80	0.00	
133	44103103-SA-B06	TONER CARTRIDGE, SAMSUNG MLT-D101S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,484.00	0.00	
134	44103103-SA-B07	TONER CARTRIDGE, SAMSUNG MLT-D103S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,689.44	0.00	
135	44103103-SA-B08	TONER CARTRIDGE, SAMSUNG MLT-D104S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,454.40	0.00	
136	44103103-SA-B09	TONER CARTRIDGE, SAMSUNG MLT-D105, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,380.00	0.00	
137	44103103-SA-B14	TONER CARTRIDGE, SAMSUNG MLT-D106S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,289.52	0.00	
138	44103103-SA-B21	TONER CARTRIDGE, SAMSUNG MLT-D203E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,304.40	0.00	
139	44103103-SA-B18	TONER CARTRIDGE, SAMSUNG MLT-D203, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,956.36	0.00	
140	44103103-SA-B20	TONER CARTRIDGE, SAMSUNG MLT-D203J, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,442.80	0.00	
141	44103103-SA-B12	TONER CARTRIDGE, SAMSUNG MLT-D205E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,321.14	0.00	
142	44103103-SA-B05	TONER CARTRIDGE, SAMSUNG MLT-D205, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,533.36	0.00	
143	44103103-SA-B10	TONER CARTRIDGE, SAMSUNG SCX-D6555A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,066.40	0.00	
SOFTWARE																											
1	43231513-SFT-001	Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
2	43231602-SFT-002	Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
3	43232004-SFT-003	Computer game or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
4	43232107-SFT-004	Content authoring and editing software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
5	43232202-SFT-005	Content management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
6	43232204-SFT-006	Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
7	43232402-SFT-007	Development software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
8	43232505-SFT-008	Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
9	43232603-SFT-009	Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
10	43233901-SFT-015	Information exchange software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
11	43232701-SFT-010	Network applications software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
12	43232802-SFT-011	Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
13	43232905-SFT-012	Networking software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
14	43233004-SFT-013	Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
15	43233205-SFT-014	Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
16	43233405-SFT-015	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																											
1		Flash Drive, 16GB	piece	200	0	0	200	120,000.00	0	0	0	0	0.00	<5	0	0	<5	27,000.00	0	0	0	0	0.00	245	600.00	147,000.00	
2		Lexmark CX921DE, (Black), 8600H0	toner	8	8	8	24	715,200.00	8	8	8	24	715,200.00	8	8	8	24	715,200.00	8	8	8	24	715,200.00	96	29,800.00	2,860,800.00	
3		Lexmark CX921DE, (Cyan), 7600H0	toner	4	4	4	12	627,600.00	4	4	4	12	627,600.00	4	4	4	12	627,600.00	4	4	4	12	627,600.00	48	52,300.00	2,510,400.00	
4		Lexmark CX921DE, (Magenta), 7600H0	toner	4	4	4	12	627,600.00	4	4	4	12	627,600.00	4	4	4	12	627,600.00	4	4	4	12	627,600.00	48	52,300.00	2,510,400.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 29 July 2022)	Total Amount for the year		
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT					
5		Lexmark CX92IDE, (Yellow), 76CDH10	toner	4	4	4	12	627,600.00		4	4	4	12	627,600.00		4	4	4	4	12	627,600.00	48	52,300.00	2,510,400.00				
6		Photo paper	pack	50	50	50	150	30,000.00		50	50	50	150	30,000.00		50	50	50	50	150	30,000.00	600	200.00	120,000.00				
7		CONSTRUCTION PAPER (MINT GREEN)	pack	20	20	20	60	3,000.00		20	20	20	60	3,000.00		20	20	20	20	60	3,000.00	240	50.00	12,000.00				
8		BLUE FOLDER	pcs	100	100	100	300	118,500.00		100	100	100	300	118,500.00		100	100	100	100	300	118,500.00	1200	395.00	474,000.00				
9		Ballpen black	pcs	150	150	150	450	16,650.00		150	150	150	450	16,650.00		150	150	150	150	450	16,650.00	1800	37.00	66,600.00				
10		Ballpen blue	pcs	100	100	100	300	11,100.00		100	100	100	300	11,100.00		100	100	100	100	300	11,100.00	1200	37.00	44,400.00				
11		Paper clip big (pc)	box	48	48	48	144	6,552.00		48	48	48	144	6,552.00		48	48	48	48	144	6,552.00	576	45.50	26,208.00				
12		HD Camera	pcs	5	0	0	5	117,000.00		5	0	0	5	117,000.00		5	0	0	0	5	117,000.00	20	23,400.00	468,000.00				
13		DSLR Camera	pcs	2	0	0	2	52,800.00		0	0	0	0	0.00		0	0	0	0	0	0.00	2	26,400.00	52,800.00				
14		Smartphone for Gostagging	pcs	10	0	0	10	490,000.00		10	0	0	10	490,000.00		10	0	0	0	0	0.00	30	49,000.00	1,470,000.00				
15		Epson L14150 (Black)	bottle	30	30	30	90	63,180.00		30	30	30	90	63,180.00		30	30	30	30	90	63,180.00	360	702.00	252,720.00				
16		Epson L14150 (Cyan)	bottle	25	25	25	75	34,425.00		25	25	25	75	34,425.00		25	25	25	25	75	34,425.00	300	459.00	137,700.00				
17		Epson L14150 (Magenta)	bottle	25	25	25	75	34,425.00		25	25	25	75	34,425.00		25	25	25	25	75	34,425.00	300	459.00	137,700.00				
18		Epson L14150 (Yellow)	bottle	25	25	25	75	34,425.00		25	25	25	75	34,425.00		25	25	25	25	75	34,425.00	300	459.00	137,700.00				
19		HP Ink Tank 115 series (Black)	bottle	20	20	20	60	21,450.00		20	20	20	60	21,450.00		20	20	20	20	60	21,450.00	240	357.50	85,800.00				
20		HP Ink Tank 115 series (Cyan)	bottle	20	20	20	60	21,450.00		20	20	20	60	21,450.00		20	20	20	20	60	21,450.00	240	357.50	85,800.00				
21		HP Ink Tank 115 series (Magenta)	bottle	20	20	20	60	21,450.00		20	20	20	60	21,450.00		20	20	20	20	60	21,450.00	240	357.50	85,800.00				
22		HP Ink Tank 115 series (Yellow)	bottle	20	20	20	60	21,450.00		20	20	20	60	21,450.00		20	20	20	20	60	21,450.00	240	357.50	85,800.00				
23		HDMI cable	pcs	10	0	0	10	7,735.00		0	0	0	0	0.00		0	0	63	63	48,730.50	0	0	0	73	773.50	56,465.50		
24		Sticker paper	pack	20	20	20	60	11,310.00		20	20	20	60	11,310.00		20	20	220	260	49,010.00	20	20	60	11,310.00	440	188.50	82,940.00	
25		Paper A3	ream	30	30	30	90	88,312.50		30	30	30	90	88,312.50		30	30	30	30	90	88,312.50	360	981.25	353,250.00				
26		FLOURESCENT TUBE, LIGHT 18WATTS	piece	20	20	20	60	38,922.00		20	20	20	60	38,922.00		20	20	20	20	60	38,922.00	240	648.70	155,688.00				
27		Tires FB 195 R 14	pcs	12	0	0	12	91,884.00		0	0	0	0	0.00		0	0	0	0	0	0.00	12	7,657.00	91,884.00				
28		Tires pick - up 234/75R15	pcs	12	0	0	12	158,652.00		0	0	0	0	0.00		0	0	0	0	0	0.00	12	13,221.00	158,652.00				
29		Tires pick - up 265/65R17	pcs	12	0	0	12	212,160.00		0	0	0	0	0.00		0	0	0	0	0	0.00	12	17,680.00	212,160.00				
30		Gasoline	LTS	440	440	440	1320	129,360.00		440	440	440	1320	129,360.00		440	440	440	1320	129,360.00	5280	98.00	517,440.00					
31		Diesel	Ltrs.	5042	5042	5042	15126	1,512,600.00		5042	5042	5042	15126	1,512,600.00		5042	5042	5042	15126	1,512,600.00	60504	100.00	6,050,400.00					
32		DIESEL ENGINE OIL	ltrs.	40	0	0	40	33,600.00		40	0	0	40	33,600.00		40	0	0	40	33,600.00	40	0	1	41	34,440.00	161	840.00	135,240.00
33		FILTER OIL	lrs.	0	0	1	1	1,300.00		0	0	1	1	1,300.00		0	0	1	1	1,300.00	0	0	1	1	1,300.00	4	1,300.00	5,200.00
34		XR ENGINE TREATMENT	pc.	0	0	1	1	1,276.78		0	0	1	1	1,276.78		0	0	1	1	1,276.78	0	0	1	1	1,276.78	4	1,276.78	5,107.12
35		GASKET/DRLUM PLUG	set	0	0	1	1	2,400.00		0	0	1	1	2,400.00		0	0	1	1	2,400.00	0	0	1	1	2,400.00	4	2,400.00	9,600.00
36		FUEL SYSTEM TREATMENT	pc.	0	0	1	1	2,410.20		0	0	1	1	2,410.20		0	0	1	1	2,410.20	0	0	1	1	2,410.20	4	2,410.20	9,640.80
37		ANTI BACTERIAL SYSTEM	pc.	0	0	1	1	1,761.50		0	0	1	1	1,761.50		0	0	1	1	1,761.50	0	0	1	1	1,761.50	4	1,761.50	7,046.00
38		EPSON Y50007062 (BLACK, YELLOW/MAGENTA,CYAN)	set	20	20	20	60	88,140.00		20	20	20	60	88,140.00		20	20	20	20	60	88,140.00	240	1,469.00	352,560.00				
39		UPS (for Workstation)	pc	0	0	0	0	0.00		40	0	0	40	10,800,000.00		0	0	0	0	0.00	0	0	0	0	0.00	40	270,000.00	10,800,000.00
40		MJ15 Function Printer/Copier (A3)	pc	0	0	0	0	0.00		8	0	0	8	112,000.00		0	0	0	0	0.00	0	0	0	0	0.00	8	14,000.00	112,000.00
41		Smartphones	pc	0	0	0	0	0.00		20	0	0	20	800,000.00		0	0	0	0	0.00	0	0	0	0	0.00	20	40,000.00	800,000.00
42		Projector	pc	0	0	0	0	0.00		3	0	0	3	150,000.00		0	0	0	0	0.00	0	0	0	0	0.00	3	50,000.00	150,000.00
43		CAT5e Cable (305 meters)	pc	0	0	0	0	0.00		0	0	0	0	0.00		0	0	0	0	0.00	0	0	0	0	0.00	0	85,000.00	0.00
44		Telescopic Ladder (3.6 meters)	pc	2	0	0	2	16,000.00		0	0	0	0	0.00		0	0	0	0	0.00	0	0	0	0	0.00	2	8,000.00	16,000.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (or of 28 July 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
45		RJ-45 connector (pass thru- shielded) 100pcs/box	box	3	0	0	3	24,000.00	3	0	0	3	24,000.00	3	0	0	3	24,000.00	3	0	0	3	24,000.00	12	8,000.00	96,000.00
46		Crimping Tool (Pass thru)	pc.	2	0	0	2	1,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	500.00	1,000.00
47		HDD Docking Station	pc	2	0	0	2	2,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	1,000.00	2,000.00
48		Self Adhesive Plastic Cable/Wire Clips/Organizer	pc	200	0	0	200	300,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	200	1,500.00	300,000.00
49		VGA Cable (1.5 meters) Heavy duty	pc	20	0	0	20	4,020.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	201.00	4,020.00
50		Extension Cord (6 gauge) 5 meters	pc	12	0	0	12	3,600.00	2	0	0	2	600.00	2	0	0	2	600.00	2	0	0	2	600.00	18	300.00	5,400.00
51		External Hard Drive (2TB)	pc	4	0	0	4	4,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	1,000.00	4,000.00
52		Keyboard (USB Type)	pc	10	0	0	10	80,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	8,000.00	80,000.00
53		Webcam (1080p)	pc	10	0	0	10	5,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	500.00	5,000.00
54		Headset	pc	10	0	0	10	15,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	1,500.00	15,000.00
55		DVD (RW) 4.7 GB	pc	200	0	0	200	160,000.00	200	0	0	200	160,000.00	200	0	0	200	160,000.00	200	0	0	200	160,000.00	800	800.00	640,000.00
A. TOTAL																							P	48,378,014.78		
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																							P	4,837,801.48		
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																							P			
D. GRAND TOTAL (A + B + C)																							P	53,215,816.26		
E. APPROVED BUDGET BY THE AGENCY HEAD																							P			
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:

LENY M. CAMBOS
Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

APRILINE E. VALENCIANO
Accountant / Budget Officer

Approved by:

JOVEN M. CALABIA
Head of Office/Agency

Date Prepared: September 20, 2022