

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

Introduction:

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

Annexes:

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

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 09182954428 or 09278478345, or email appecs.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: DIVISIONAL OFFICE
Region: III - BULACAN
Address: Bldg. 3, Bulacan, Bulacan
Phone No.: 02-812-1111

Agency Code/UMCI: No Code
Organization Type: National Government Agency (NGA)

Contact Person:
Position:
E-mail:
Telephone/Mobile No.:

MOEL C. BASARIS
District Engineer
Email: basaris.muel@ps-philgeps.gov.ph
Telephone/Mobile No.: +63968533872

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 27 July 2022)	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				
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																											
ALCOHOL OR ACETONE BASED ANTISEPTICS																											
1	1211801-AL-004	ALCOHOL, 70%, 500 mL	bottle	15	15	15	30	1,435.30	0	15	0	15	478.50	15	0	20	35	1,674.75	20	0	15	35	1,674.75	110	47.35		5,200.50
2	1211801-AL-003	ALCOHOL, 70%, 1.000L	gallon	20	0	30	30	9,924.30	25	0	30	35	18,130.25	35	0	5	15	4,958.25	10	0	5	25	4,958.25	110	320.55		35,643.35
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
3	60121413-CP-001	CLEARBOOK, 30 transparent pockets, A4	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	22.81		0.00
4	60121413-CP-002	CLEARBOOK, 20 transparent pockets, legal	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	36.36		0.00
5	6012134-ER-001	ERASER, plastic/rubber	piece	15	15	0	25	115.75	15	0	30	40	179.80	0	15	0	30	44.70	0	0	30	30	134.10	105	4.47		469.25
6	6012134-SP-001	SIGN PEN, black, liquid or gel	piece	30	30	15	60	1,113.00	15	30	10	40	660.00	20	0	30	50	1,118.00	10	0	30	30	660.00	170	22.30		3,774.00
7	6012134-SP-002	SIGN PEN, blue, liquid or gel	piece	30	30	15	60	2,330.00	15	30	30	180	2,880.00	30	30	30	80	1,776.00	50	30	30	80	1,776.00	375	23.30		8,769.00
8	6012134-SP-003	SIGN PEN, red, liquid or gel	piece	30	30	0	60	1,776.00	0	20	0	20	444.00	0	30	0	30	660.00	0	20	0	20	444.00	150	23.30		3,330.00
9	6012134-SP-001	WRAPPING PAPER, kraft, 50 sheets per pack	pack	5	0	5	10	1,612.00	0	10	0	10	1,612.00	0	0	0	5	806.00	0	0	0	5	806.00	30	161.20		4,836.00
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																											
10	4012151700-002	DOCUMENT CAMERA, 8 MP	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	25,821.00		0.00
11	4012180904-001	MULTIMEDIA PROJECTOR, 4000 ANSI Lumens (10A)	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	15,550.00		0.00
BATTERIES AND CELLS AND ACCESSORIES																											
12	2611702-BT-A02	BATTERY, dry cell, size AA, Two (2) pieces per blister pack	pack	0	10	0	10	304.90	0	0	0	0	304.90	0	0	0	0	304.90	0	0	0	0	304.90	30	28.49		854.70
13	2611702-BT-A01	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	pack	0	0	0	10	183.40	0	0	0	0	183.40	0	0	0	10	183.40	0	0	0	0	183.40	30	18.34		550.20
14	2611702-BT-A03	BATTERY, dry cell, size D, Two (2) pieces per blister 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	96.20		0.00
CLEANING EQUIPMENT AND SUPPLIES																											
15	47121812-AP-A01	AIR FRESHENER, Aerosol type, 150g	can	10	10	10	30	2,448.20	10	10	10	30	2,448.20	10	10	10	30	2,448.20	0	0	0	0	0.00	90	81.64		7,347.60
16	47121604-001	BROOM, Soft (Wala Tampo)	piece	0	0	0	10	1,451.32	0	0	0	10	1,451.32	0	0	0	10	1,451.32	0	0	0	0	0.00	34	135.24		4,536.48
17	47121604-001	BROOM, Soft (Wala Tampo)	piece	0	0	0	10	430.04	0	0	0	10	430.04	0	0	0	10	430.04	0	0	0	0	0.00	34	22.76		1,221.16
18	47121604-001	BROOM, Soft (Wala Tampo)	piece	0	0	0	10	1,995.20	0	0	0	10	1,995.20	0	0	0	10	1,995.20	0	0	0	0	0.00	24	41.88		9,952.80

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

The 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. 2019-10 dated 08 November 2019, the APP-CSE that serve as the agency's annual procurement request for all its CSE requirements. Only agencies with updated APP-CSE in the Virtual Store will be able to purchase CSE from the PS-DBM. Note that the items listed on the form have been arranged in accordance with the Unified Modern Standard Products and Services Code (UNSSC) in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

Appendix:
2.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE will be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store.
3.0 Items refer to the CSE catalogue on the PS-DBM website (www.ps-dbm.gov.ph) for the detailed technical specifications and sample photo of the items.
4.0 Additional items for other items may be inserted in PART II, if necessary. Note that this is only applicable in the PART II of the form.
5.0 Do not delete, add, or revise any items or rows on the PART I of the template otherwise the form will be deemed invalid.
6.0 Once itemed and received by the Treasury/Budget Office, 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 PS-DBM website (www.ps-dbm.gov.ph) for the guide on how to fill-out the APP-CSE.
7.0 CSE items will not be served by a supplementary 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 09275478245, or email appcse@ps-phbgps.gov.ph, or visit the PS-DBM website (www.ps-phbgps.gov.ph).

Note: Consistent with the Memorandum Circular 2022-1 issued by the AO 25 dated 28 March 2022, the APP-CSE for FY 2022 must be submitted on or before 30 September 2022.

Department/Bureau/Office: Department of Budget and Management
Address: PS-DBM Building, 1000
City: Manila
Region: Region I
Contact Person: Ms. Grace
Agency Code/Unit: No Code
Organization Type: National Government Agency (NGA)
E-mail: ps-dbm@ps-dbm.gov.ph
Telephone/Mobile No.: +63906531872

Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity Collocated in FY 2022	Price Collocated in FY 2022	Total Amount for the year
		Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Q4	Q4	Q4

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

ALCOHOL OR ALCOHOL-BASED ARTISERIES

ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES

CLAMBOOR, 25 SWAMPWOOD POOL, 44

CLAMBOOR, 25 SWAMPWOOD POOL, 44

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CLAMBOOR, 25 SWAMPWOOD POOL, 44

Item # Description			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 31 Aug 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			
18	4701805-DU-P01	CLEANER, Scouring Powder, 350g	can	30	18	18	30	717.60	18	18	18	30	717.60	30	30	18	30	717.60	0	0	0	0	90	23.92	1,153.80	
26	4701801-DE-002	DETERGENT SOAP, 140g as packed	piece	24	24	24	72	897.60	24	24	24	72	897.60	24	24	24	72	897.60	0	0	0	0	216	8.30	1,793.80	
31	4701801-DE-P03	DETERGENT POWDER, all purpose, 1kg	bucket	6	6	6	18	573.44	6	6	6	18	573.44	6	6	6	18	573.44	0	0	0	0	54	54.08	1,602.72	
32	4701803-DE-A01	DISINFECTANT SPRAY, aerosol type, 400g	can	24	24	24	72	10,072.00	24	24	24	72	10,072.00	24	24	24	72	10,072.00	0	0	0	0	216	124.89	30,268.24	
33	4701801-DU-P01	DUST PAN, rigid non-breakable plastic	piece	24	24	24	72	1,990.08	24	24	24	72	1,990.08	24	24	24	72	1,990.08	0	0	0	0	216	27.64	5,979.24	
34	4701803-FV-P02	FLOOR WAX, paste type, red, 2kg	can	8	8	0	8	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	304.76	8.00	
35	4701803-FC-A01	FURNITURE CLEANER, aerosol type, 300ml	can	24	24	24	72	8,640.64	24	24	24	72	8,640.64	24	24	24	72	8,640.64	0	0	0	0	216	120.12	25,949.92	
36	4701801-DE-A01	LIQUID HAND SOAP, 300ml	bottle	8	8	0	8	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	40.95	8.00	
37	4701804-PP-001	MOP BUCKET, heavy duty, hard plastic, 30 liter capacity	unit	8	0	0	8	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	2,338.00	8.00	
38	4701803-PP-P02	MOPHEADS, heavy duty	piece	12	12	12	36	4,492.80	12	12	12	36	4,492.80	12	12	12	36	4,492.80	0	0	0	0	108	124.00	13,478.40	
39	4701803-PP-P01	MOPHEAD, made of rayon	piece	12	12	12	36	4,492.36	12	12	12	36	4,492.36	12	12	12	36	4,492.36	0	0	0	0	108	122.51	13,220.08	
40	4701801-DE-Q01	RAGS, all cotton, 1 kilo per bundle	bundle	24	24	24	72	3,835.08	24	24	24	72	3,835.08	24	24	24	72	3,835.08	0	0	0	0	216	83.14	18,178.24	
41	4701803-DE-P01	SCOURING PAD, 5 pieces 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	57.50	8.00	
42	4701801-TP-P04	TRASHBAG, black, 37" x 40", XL, 30 pieces per roll or pack	roll	36	36	36	108	15,556.32	36	36	36	108	15,556.32	36	36	36	108	15,556.32	0	0	0	0	324	144.04	46,668.96	
43	4701803-PP-P01	WASTEBASKET, rigid plastic	piece	12	0	12	24	768.84	12	0	12	24	768.84	12	0	12	24	768.84	0	0	0	0	72	31.91	2,297.52	
COLOR COMPOUNDS AND DISPERSIONS																										
44	12011703-DE-P01	Ink, for stamp pad, 50ml	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	20.51	0.00	
CONSUMER ELECTRONICS																										
45	12011301-DV-R01	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	7,399.18	0.00	
FACE MASK																										
46	12011703-DE-P06	FACE MASK, 3 ply, fifty (50) pieces 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	77.50	0.00	
FILMS																										
47	12011203-AC-P01	ACETATE, 50 meters	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	969.81	0.00	
48	12011201-CP-P01	CARBON FILM, A4, 100 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	221.88	1,905.08	
49	12011201-CP-P02	CARBON FILM, Legal, 100 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	228.54	0.00	
FIRE FIGHTING EQUIPMENT																										
49	4610600-PE-P01	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	1,144.00	0.00	
41	4610600-PE-P01	FIRE EXTINGUISHER, pure HFC	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	5,613.25	0.00	
FLAG OR ACCESSORIES																										
42	5011006-PP-P01	PHILIPPINE NATIONAL FLAG	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	284.84	0.00	
FURNITURE AND FURNISHINGS																										
43	50101504-CH-001	HOMOLOGIC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	347.41	0.00	
44	50101504-CH-001	HOMOLOGIC 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	344.92	0.00	
45	50101519-TM-001	HOMOLOGIC TABLE, white, 4 seater capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	1,348.00	0.00	
46	50101519-TM-002	HOMOLOGIC TABLE, beige, 4 seater capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	1,348.00	0.00	
HEATING AND VENTILATION AND AIR CIRCULATION																										
47	4001004-EP-005	ELECTRIC FAN, ceiling mount, oval 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	1,322.00	0.00	
48	4001004-EP-001	ELECTRIC FAN, industrial, ground type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	1,309.68	0.00	
49	4001004-EP-001	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	888.88	0.00	
50	4001004-EP-006	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	768.58	0.00	
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																										
51	40011007-DK-000	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	24,793.60	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (in M.N. July 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 Amount	Apr	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount			
53	4321187-06-002	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	43,195.40	0.00
53	4321187-06-002	EXTERNAL HARD DRIVE, 1TB	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	2,792.40	0.00
54	4321183-LAP001	LAPTOP, for Mid-Range Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,368.00	0.00
55	4321183-LAP002	LAPTOP, lightweight	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	46,800.00	0.00
56	43211758-06-001	MOUSE, OPTICAL, USB connection 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	149.76	0.00
57	4321193-06-002	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	36,100.57	0.00
58	4321193-06-001	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	15,189.62	0.00
59	4321193-06-001	PRINTER, Laser, Monochrome	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,836.89	0.00
LIGHTING AND FIXTURES AND ACCESSORIES																										
60	3921624-LA-01	LIGHT-EMITTING DIODE (LED) LIGHT TUBE, 7 wets	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	75.61	0.00
61	3921624-LA-01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 wets	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	255.82	0.00
MANUFACTURING COMPONENTS AND SUPPLIES																										
62	3121610-GL-001	GLUE, all-purpose, 200 grams	jar	10	0	10	20	1,798.00	0	0	0	0	999.76	0	10	0	10	799.20	20	0	0	20	1,798.00	60	70.71	4,808.96
63	3121604-06-001	STAPLE WIRE, heavy duty (zinder type), 23/13	box	30	0	30	90	1,127.50	10	0	0	10	338.25	10	0	0	10	338.25	10	0	0	10	338.25	100	22.55	2,255.50
64	3121604-06-001	STAPLE WIRE, standard	box	20	10	0	30	712.80	20	0	10	40	895.40	10	20	0	30	712.80	10	0	0	10	338.25	130	23.76	2,739.40
65	3121583-7A-001	TAPE, electrical	roll	10	0	0	10	292.75	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	19.43	583.50
66	3121583-7A-002	TAPE, masking, 24mm	roll	30	0	10	40	2,475.20	20	0	10	30	1,856.40	0	0	10	15	928.20	30	0	0	30	3,712.80	140	61.88	8,672.60
67	3121583-7A-002	TAPE, masking, 48 mm	roll	0	30	0	30	2,634.80	0	30	0	30	3,624.80	30	0	0	30	3,624.80	10	0	0	10	1,211.60	100	121.16	12,116.00
68	3121537-7A-001	TAPE, packaging, 48 mm	roll	30	0	0	30	672.80	10	0	0	10	223.60	30	0	0	30	447.20	10	0	0	10	223.60	70	22.36	1,565.20
69	3121537-7A-001	TAPE, transparent, 24mm	roll	30	0	0	30	899.00	10	0	0	10	111.60	30	0	0	30	335.40	15	0	0	15	167.70	100	11.16	1,116.00
70	3121537-7A-002	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	0.00	0	22.37	0.00
71	3115307-TW-001	TWINE, plastic	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	66.62	0.00
MEASURING AND OBSERVING AND TESTING EQUIPMENT																										
72	4111804-06-002	RULER, plastic, 450 mm	piece	30	0	0	30	582.40	10	0	15	25	415.00	0	30	0	30	166.40	0	0	0	0	0.00	75	18.64	1,398.00
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
73	4111812-06-001	BLADE, for general purpose utility knife, 10 pieces per tube	tube	10	0	10	20	286.40	10	0	0	10	248.20	10	0	0	10	148.20	10	0	0	10	148.20	50	14.82	741.00
74	4421602-06-001	BINDING AND PUNCHING MACHINE, 50mm binding capacity	unit	1	0	0	1	9,524.72	1	0	0	1	9,524.72	1	0	0	1	9,524.72	1	0	0	1	9,524.72	4	9,524.72	36,138.88
75	4421602-06-001	CALCULATOR, Compact	unit	20	0	0	20	5,324.00	10	0	0	10	2,662.40	10	0	0	10	2,662.40	0	0	0	0	0.00	40	266.24	10,649.60
76	4421710-06-001	CHALK, white enamel, 100 pieces per box	box	1	0	0	1	32.97	1	0	0	1	32.97	1	0	0	1	32.97	1	0	0	1	32.97	4	32.97	131.88
77	4421195-06-001	CLIP, backfold, 19mm	box	30	0	10	40	348.30	0	10	30	40	348.30	20	0	10	30	261.60	30	0	0	30	261.60	140	6.72	1,220.80
78	4421195-06-002	CLIP, backfold, 25mm	box	20	30	0	50	398.00	30	0	50	80	1,188.00	50	30	0	80	1,380.00	20	0	0	20	261.60	230	14.76	3,385.80
79	4421195-06-003	CLIP, backfold, 32mm	box	50	30	0	80	1,532.00	0	20	0	20	511.20	30	0	10	40	1,822.40	10	0	10	20	511.20	140	28.56	3,876.40
80	4421195-06-004	CLIP, backfold, 50mm	box	30	30	10	70	6,243.60	30	0	0	30	3,681.20	80	0	0	80	2,802.00	0	50	0	50	2,802.00	230	56.34	12,925.80
81	4421801-CT-002	CORRECTION TAPE, 8 meters	piece	50	0	10	60	690.00	50	0	80	130	1,498.00	60	0	30	90	1,837.70	50	0	10	60	690.00	240	11.62	2,802.00
82	4421812-06-001	CUTTER/UTILITY KNIFE, for general purpose	piece	15	0	10	25	825.75	10	0	15	25	825.75	10	0	10	20	768.89	0	0	10	10	905.46	60	33.43	2,006.34
83	4413315-06-001	DATA FILE BOX	piece	50	0	100	150	11,980.00	50	0	100	150	11,980.00	50	0	50	50	4,790.00	50	0	50	50	4,790.00	400	37.20	14,912.00
84	4412213-06-001	DATA FOLDER	piece	50	0	50	100	6,864.00	50	0	0	50	3,432.00	50	0	0	50	3,432.00	50	0	50	100	6,864.00	200	68.64	13,728.00
85	4410303-06-001	DATING AND STAMPING MACHINE	piece	10	0	0	10	6,809.40	0	0	10	10	6,809.40	0	0	10	10	6,809.40	10	0	0	10	6,809.40	40	680.94	27,237.60
86	4410309-06-001	ENVELOPE, Documentary, A4, 500 pieces per box	box	10	0	0	10	2,644.00	10	0	0	10	2,644.00	0	0	0	0	2,644.00	0	0	0	0	2,644.00	30	763.20	22,932.00
87	4410309-06-002	ENVELOPE, Documentary, legal, 500 pieces per box	box	0	0	0	0	0.00	10	0	0	10	8,807.20	10	0	0	10	8,807.20	0	0	0	0	8,807.20	30	880.72	26,421.60
88	4410309-06-001	ENVELOPE, Expanding, Kraft, 500 pieces per box	box	20	0	10	30	11,112.00	10	0	10	20	14,758.00	0	0	0	0	14,758.00	10	0	0	10	7,379.00	60	737.90	44,274.00
89	4410309-06-002	ENVELOPE, Expanding, Kraft	piece	50	0	10	60	1,828.40	50	0	50	150	3,949.00	50	0	50	100	3,949.00	50	0	50	100	3,949.00	350	30.49	10,671.50

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 1st 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	
90	4412306-05-M02	ENVELOPE, Manila, 500 pieces per box	box	5	0	0	5	2,152.00	5	0	0	5	2,152.00	5	0	0	5	2,152.00	5	0	0	5	2,152.00	20	431.52	8,604.00	
91	4412304-05-W02	ENVELOPE, Manila, with window, 500 pieces per box	box	0	5	0	5	2,444.00	0	0	5	5	2,444.00	0	5	0	5	2,444.00	5	0	0	5	2,444.00	20	488.80	9,776.00	
92	4411512-05-B01	ERASER, felt, for blackboard/whiteboard	piece	2	0	0	2	22.82	0	0	0	0	0	2	0	0	2	22.82	0	0	0	0	0	24	54.76	109.74	
93	4412314-05-M01	FACEHOLE MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	5	28,210.00	0	0	0	0	0	5	1,462.00	28,210.00	
94	4412313-05-P01	FASTENER, metal, non-sharp edges, 50 sets per box	box	50	0	50	100	9,404.00	50	0	50	100	9,404.00	50	0	50	100	9,404.00	50	0	50	100	9,404.00	400	94.04	37,616.00	
95	4411513-05-M01	FILE ORGANIZER, expanding, plastic, legal	piece	50	50	0	100	8,820.00	50	50	0	100	8,820.00	0	50	50	100	8,820.00	50	0	50	100	8,820.00	400	88.20	34,880.00	
96	4412310-PT-001	FILE TAB/INDEX DIVIDER, Bristol board, A4	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
97	4412310-PT-002	FILE TAB/INDEX DIVIDER, Bristol board, legal	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
98	44122011-FO-P01	FOLDER, Fancy with slide, A4, 50 pieces 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	0.00	0.00	
99	44122011-FO-P02	FOLDER, Fancy with slide, legal, 50 pieces 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	0.00	0.00	
100	44122011-FO-L01	FOLDER, L-type, A4, 50 pieces 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	0.00	0.00	
101	44122011-FO-L02	FOLDER, L-type, legal, 50 pieces 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	0.00	0.00	
102	44122021-FO-P01	FOLDER, president, 100 pieces per box	box	1	1	1	3	2,857.92	1	1	1	3	2,857.92	1	1	1	3	2,857.92	1	1	1	3	2,857.92	12	682.64	11,411.66	
103	44123011-FO-T03	FOLDER with tab, A4, 100 pieces 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	0.00	0.00	
104	44123011-FO-T04	FOLDER with tab, legal, 100 pieces 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	0.00	0.00	
105	44123050-IT-T01	INDEX TAB, self-adhesive, transparent, 5 sets per box	box	10	0	0	10	621.12	0	10	0	10	621.12	10	0	0	10	621.12	10	0	0	10	621.12	40	621.12	2,524.48	
106	4411515-HP-B02	MAGAZINE FILE BOX, Large	piece	30	0	0	30	1,248.00	30	0	0	30	1,248.00	30	0	0	30	1,248.00	30	0	0	30	1,248.00	120	41.60	4,992.00	
107	4412170-HP-P01	MARKER, Fluorescent, 3 colors per set	set	10	0	0	10	366.00	10	0	0	10	366.00	0	10	0	10	366.00	0	10	0	10	366.00	40	36.60	1,464.00	
108	4412170-HP-B01	MARKER, Permanent, Black	piece	20	0	0	20	149.40	20	0	0	20	149.40	20	0	0	20	149.40	20	0	0	20	149.40	80	7.47	597.60	
109	4412170-HP-B02	MARKER, Permanent, Blue	piece	20	0	0	20	149.40	20	0	0	20	149.40	0	20	0	20	149.40	0	20	0	20	149.40	80	7.47	597.60	
110	4412170-HP-B03	MARKER, Permanent, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
111	4412170-HP-B01	MARKER, Whiteboard, Black	piece	20	0	0	20	193.00	0	20	0	20	193.00	0	20	0	20	193.00	20	0	20	0	20	193.00	80	6.65	532.00
112	4412170-HP-B02	MARKER, Whiteboard, Blue	piece	20	0	0	20	193.00	20	0	0	20	193.00	20	0	0	20	193.00	0	20	0	20	193.00	80	6.65	532.00	
113	4412170-HP-B03	MARKER, Whiteboard, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
114	4412304-PC-001	PAPER CLIP, vinyl/plastic coated, 25mm	box	50	0	0	50	264.00	50	0	0	50	264.00	50	0	0	50	264.00	50	0	0	50	264.00	200	6.60	1,320.00	
115	4412304-PC-002	PAPER CLIP, vinyl/plastic coated, jumbo, 50mm	box	100	0	0	100	1,376.00	100	0	0	100	1,376.00	100	0	0	100	1,376.00	100	0	0	100	1,376.00	400	13.76	5,504.00	
116	44121601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, table top	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	
117	4412170-PE-L01	PENCIL, Mac/graphic, with eraser, one (1) dozen per box	box	50	0	0	50	1,039.50	50	0	0	50	1,039.50	50	0	0	50	1,039.50	50	0	0	50	1,039.50	200	25.79	5,158.00	
118	4412303-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	10	0	0	10	212.70	2	0	0	2	425.74	2	0	0	2	425.74	2	0	0	2	425.74	16	212.87	3,405.92	
119	4412302-PC-P01	PUNCHER, paper, heavy duty	piece	15	0	0	15	2,762.00	15	0	0	15	2,762.00	15	0	0	15	2,762.00	15	0	0	15	2,762.00	60	130.80	9,848.00	
120	4412303-AB-P10	RING BINDER, plastic, 32 mm, 10 pieces 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	0.00	0.00	
121	4412310-RU-B01	RUBBER BAND No. 16, 250g	box	10	0	0	10	1,352.00	10	0	0	10	1,352.00	10	0	0	10	1,352.00	10	0	0	10	1,352.00	40	135.20	5,408.00	
122	4412305-SP-P01	STAMP PAD, felt	piece	10	0	0	10	399.20	10	0	0	10	399.20	10	0	0	10	399.20	10	0	0	10	399.20	40	39.92	1,596.80	
123	4412310-SB-S01	SCISSORS, symmetrical or asymmetrical	pair	10	0	0	10	333.70	10	0	0	10	333.70	10	0	0	10	333.70	10	0	0	10	333.70	40	33.37	1,334.80	
124	4412315-ST-S01	STAPLER, standard type	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
125	4412315-ST-S01	STAPLER, heavy duty (brider type), desktop	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	
126	4412313-SR-P01	STAPLE REMOVER, pier type	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
127	4412300-TP-T01	TAPE DISPENSER, table top	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	
PAPER MATERIALS AND PRODUCTS																											
128	14111535-CA-A01	CARTOLINA, assorted colors, 30 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	0.00	0.00	
129	14111008-CP-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm 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	0.00	0.00	
130	14111506-CP-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 278mm, 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	0.00	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
131	1411306-07-120	COMPUTER CONTINUOUS FORM, 2 ply, 250mm x 375mm, 1,000 sets per box	box	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,428.00	0.00		
132	1411306-07-121	COMPUTER CONTINUOUS FORM, 2 ply, 250mm x 241mm, 1,000 sets per box	box	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,028.48	0.00		
133	1411306-07-122	COMPUTER CONTINUOUS FORM, 3 ply, 250mm x 241mm, 500 sets per box	box	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	796.40	0.00		
134	1411306-07-123	COMPUTER CONTINUOUS FORM, 3 ply, 250mm x 375mm, 500 sets per box	box	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,408.00	0.00		
135	1411309A-001	LOOSELEAF COVER, 50 sets per bundle	bundle	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	794.88	0.00		
136	1411314-07-001	NOTE PAD, stick on, 2" x 2", 100 sheets per pad	pad	80	0	80	100	1,706.00	0	80	80	100	1,706.00	0	80	80	1,706.00	50	0	80	100	1,706.00	400	14,824.00		
137	1411314-07-002	NOTE PAD, stick on, 2" x 4", 100 sheets per pad	pad	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	19.20	0.00		
138	1411314-07-003	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	pad	0	10	50	60	1,120.00	50	0	50	100	1,120.00	50	0	50	1,120.00	50	0	50	100	1,120.00	350	10,720.00		
139	1411314-07-004	NOTEBOOK, stenographer	piece	50	0	50	100	1,204.00	50	0	50	100	1,204.00	50	0	50	1,204.00	50	0	50	100	1,204.00	400	4,816.00		
140	1411327-07-001	PAPER, MULTICOPIY A4, 500 sheets per ream	ream	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	150.85	0.00		
141	1411327-07-002	PAPER, MULTICOPIY LEGAL, 500 sheets per ream	ream	5	0	0	5	845.00	5	0	0	5	845.00	0	0	5	845.00	5	0	0	5	845.00	20	1,691.10	3,703.00	
142	1411327-07-003	PAPER, MULTICOPIY A4, 500 sheets per ream	ream	50	0	50	100	13,774.00	50	50	0	100	13,774.00	50	50	0	100	13,774.00	50	50	0	100	13,774.00	400	13,774.00	10,046.00
143	1411327-07-004	PAPER, MULTICOPIY LEGAL, 500 sheets per ream	ream	10	0	0	10	1,589.10	10	0	0	10	1,589.10	10	0	0	1,589.10	10	0	0	10	1,589.10	40	158.31	6,314.40	
144	1411331-07-001	PAD PAPER, ruled	pad	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	21.53	0.00		
145	1411333-07-001	PAPER, parchment, 100 sheets per box	box	5	0	0	5	490.25	0	5	0	5	490.25	0	5	5	490.25	0	5	0	5	490.25	20	98.05	1,961.00	
146	1411331-08-001	RECORD BOOK, 300 PAGES	book	100	0	0	100	6,240.00	100	0	0	100	6,240.00	100	0	0	100	6,240.00	100	0	0	100	6,240.00	400	62.40	24,960.00
147	1411331-08-002	RECORD BOOK, 500 PAGES	book	0	100	0	100	10,400.00	100	0	0	100	10,400.00	0	100	0	100	10,400.00	0	100	0	100	10,400.00	400	104.00	41,600.00
148	1411335-11-002	THERMAL PAPER, 250mm	roll	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	18.64	0.00		
149	1411374-11-004	TISSUE, INTERFOLDED PAPER TOWEL, 150 pulls per pack	pack	24	24	24	72	2,433.00	24	24	24	72	2,433.00	24	24	24	72	2,433.00	0	0	0	0	0.00	216	10.80	7,360.80
150	1411374-11-002	TOILET TISSUE PAPER, 2 ply, 12 rolls in a pack	pack	50	50	50	150	12,942.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	150	66.32	12,948.00	
PERFUMES OR COLOGNES OR FRAGRANCES																										
151	14113626-05-001	LIQUID HAND SANITIZER, 500ml	bottle	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	80.88	0.00		
PESTICIDES OR PEST REPELLENTS																										
152	14113309-04-001	INSECTICIDE, 600ml	can	0	0	0	0	0.00	0	0	0	0.00	0	0	20	20	1,787.20	0	0	0	0	0.00	20	129.26	2,787.20	
PRINTED PUBLICATIONS																										
153	14113324-04-001	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	77.31	0.00		
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																										
1	4400009-07-005	DRUM CARTRIDGE, BROTHER DR-3455, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	6,847.20	0.00		
2	4400009-07-004	INK CARTRIDGE, BROTHER LC576, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	919.00	0.00		
3	4400009-07-003	INK CARTRIDGE, BROTHER LC576N, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,801.60	0.00		
4	4400009-07-004	INK CARTRIDGE, CANON CL-741, Colored	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,125.32	0.00		
5	4400009-07-001	INK CARTRIDGE, CANON CL-811, Colored	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,178.32	0.00		
6	4400009-07-004	INK CARTRIDGE, CANON PG-740, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	865.12	0.00		
7	4400009-07-001	INK CARTRIDGE, CANON PG-810, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	892.32	0.00		
8	4400009-07-017	INK CARTRIDGE, EPSON C13T664000 (T664), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	249.60	0.00		
9	4400009-07-017	INK CARTRIDGE, EPSON C13T664000 (T664), Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	249.60	0.00		
10	4400009-07-017	INK CARTRIDGE, EPSON C13T664000 (T664), Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	249.60	0.00		
11	4400009-07-017	INK CARTRIDGE, EPSON C13T664000 (T664), Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	249.60	0.00		
12	4400009-07-040	INK CARTRIDGE, HP C2P0AAA (HP2), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	812.80	0.00		
13	4400009-07-040	INK CARTRIDGE, HP C2P0AAA (HP2), Tri-color	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,340.32	0.00		
14	4400009-07-009	INK CARTRIDGE, HP C9351AA (HP3), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	919.00	0.00		
15	4400009-07-010	INK CARTRIDGE, HP C9352AA (HP3), Tri-color	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,383.92	0.00		

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

INSTRUCTIONS

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 Product and Service Code (UNSPSC) in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

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-phsps.gov.ph) for the detailed technical specifications and sample photo of the items.

4.0 Do not delete, add, or revise any items or notes on the PART I of this template otherwise the form will be deemed invalid.

5.0 Additional items 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 deemed 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 Provide Document

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.

8.0 For further assistance or clarification, agencies may contact the Planning and Sales Division of PS-DBM through its mobile numbers 09182054428 or 09278470245, or email appphps@ps-phsps.gov.ph, or visit the PS-DBM website (www.ps-phsps.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 2022 must be submitted on or before 30 September 2022.

Department/Division/Office: PS-DBM/PLANNING DIVISION
Address: BPO Campus, 2nd floor
Room: 201-BUTRAN (CANAL)
Agency/Office/Unit: PS-DBM/PLANNING DIVISION

Organization Type: National Government Agency (NGA)
Agency Code/Unit Code: PS-DBM/PLANNING DIVISION
Contract Person:
Position:
E-mail:
Telephone/Mobile No.:

NOEL C. BUSTOS
District Engineer
District Office/Unit Code:
E-mail:
Telephone/Mobile No.:

Item & Specifications	Unit of Measure	Monthly Quantity Required												Total Quantity Carried in Stock as of 30 Sep 2022	Price per unit as of 30 Sep 2022	Total Amount for the year
		Jan	Feb	Mar	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1			

ALCOHOL OR ALCOHOL BASED ANTISEPTICS

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

ITEMS AND CSE/STOCKS EQUIPMENT AND SUPPLIES

1	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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2	ALCOHOL, 60%, 1 gallon	gallon	20	0	18	20	9,915.90	25	18	8	20	11,181.25	10	5	4,958.25	20,112.20
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3	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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4	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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5	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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6	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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7	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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8	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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9	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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10	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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11	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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12	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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13	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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14	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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15	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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16	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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17	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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18	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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19	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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20	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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21	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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22	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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23	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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24	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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25	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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26	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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27	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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28	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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29	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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30	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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31	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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32	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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33	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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34	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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35	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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36	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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37	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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38	ALCOHOL, 60% 500 mL	unit	10	10	10	10	10	10	10	10	10	10	10	10	47.55	5.2025
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Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (in US \$/kg/box)	Total Amount for the year		
				Jan	Feb	Mar	Q1	Q1 Amount	Apr	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct	Nov	Dec				Q4	Q4 Amount
18	4701801-Q1-P01	CLEANER, Solving Powder, 350g	can	30	30	30	90	717.00	30	30	30	90	717.00	30	30	30	90	717.00	0	0	0	0	0.00	90	23.92	2,152.80
19	4701801-Q2-P01	DETERGENT BAR, 140g as packed	piece	24	24	24	72	597.00	24	24	24	72	597.00	24	24	24	72	597.00	0	0	0	0	0.00	216	8.30	1,792.80
20	4701801-Q3-P01	DETERGENT POWDER, all purpose, 1kg	bag	6	6	6	18	973.44	6	6	6	18	973.44	6	6	6	18	973.44	0	0	0	0	0.00	54	94.08	2,820.33
21	4701801-Q4-P01	DISINFECTANT SPRAY, aerosol type, 450g	can	24	24	24	72	10,072.00	24	24	24	72	10,072.00	24	24	24	72	10,072.00	0	0	0	0	0.00	216	170.89	37,218.24
22	4701801-Q5-P01	DUST PAIR, rigid non-breakable plastic	piece	24	24	24	72	1,990.00	24	24	24	72	1,990.00	24	24	24	72	1,990.00	0	0	0	0	0.00	216	27.64	5,970.24
23	4701801-Q6-P01	FLOOR WAX, paste type, red, 2kg	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	308.76	0.00
24	4701801-Q7-P01	FURNITURE CLEANER, Aerosol type, 300ml	can	24	24	24	72	8,648.84	24	24	24	72	8,648.84	24	24	24	72	8,648.84	0	0	0	0	0.00	216	120.12	26,046.80
25	7301801-Q8-P01	LIQUID HAND SOAP, 500ml	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	42.95	0.00
26	4701801-Q9-P01	MOP BUCKET, heavy duty, hard plastic, 30 liters capacity	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	2,289.00	0.00
27	4701801-Q10-P01	MORHANDLE, heavy duty	piece	12	12	12	36	4,492.80	12	12	12	36	4,492.80	12	12	12	36	4,492.80	0	0	0	0	0.00	108	124.80	13,478.40
28	4701801-Q11-P01	MORHANDLE, 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	0	0	0	0	0.00	108	122.51	13,211.58
29	4701801-Q12-P01	RAGS, all colors, 1 kg per bundle	bundle	24	24	24	72	3,826.08	24	24	24	72	3,826.08	24	24	24	72	3,826.08	0	0	0	0	0.00	216	52.34	11,470.24
30	4701801-Q13-P01	SCOURING PAD, 5 pieces 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	97.83	0.00
31	4701801-Q14-P01	TRUS-BAG, black, 37" x 40", XL, 10 pieces per roll or pack	pack	36	36	36	108	15,556.32	36	36	36	108	15,556.32	36	36	36	108	15,556.32	0	0	0	0	0.00	324	144.84	46,866.56
32	4701801-Q15-P01	WASTEBASKET, rigid plastic	piece	12	0	12	24	765.84	12	0	12	24	765.84	12	0	12	24	765.84	0	0	0	0	0.00	72	31.81	2,297.52
COLOR COMPOUNDS AND DISPERSIONS																										
33	1201801-Q16-P01	INK, for stamp pad, 50ml	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	28.91	0.00
CONSUMER ELECTRONICS																										
34	1201801-Q17-P01	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	7,108.18	0.00
FACE MASK																										
35	4201801-Q18-P01	FACE MASK, 3 ply, 50 pieces 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	77.30	0.00
FILMS																										
36	1301801-Q19-P01	ACETATE, 50 meters	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	985.88	0.00
37	1301801-Q20-P01	CARBON FILM, A4, 100 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	221.00	1,180.00
38	1301801-Q21-P01	CARBON FILM, Legal, 100 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	228.54	0.00
FIRE FIGHTING EQUIPMENT																										
39	4801801-Q22-P01	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	1,164.00	0.00
40	4801801-Q23-P01	FIRE EXTINGUISHER, pure HFC	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	5,613.25	0.00
FLAG OR ACCESSORIES																										
41	5001801-Q24-P01	POLYESTER NATIONAL FLAG	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	384.84	0.00
FURNITURE AND FURNISHINGS																										
42	5001801-Q25-P01	MONOBLOC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	347.41	0.00
43	5001801-Q26-P01	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
44	5001801-Q27-P01	MONOBLOC TABLE, vinyl, 4 seater capacity	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	1,240.00	0.00
45	5001801-Q28-P01	MONOBLOC TABLE, beige, 4 seater capacity	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	1,240.00	0.00
HEATING AND VENTILATION AND AIR CIRCULATION																										
46	4001801-Q29-P01	ELECTRIC FAN, ceiling mount, white 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	1,223.30	0.00
47	4001801-Q30-P01	ELECTRIC FAN, industrial, ground type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,109.08	0.00
48	4001801-Q31-P01	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	855.86	0.00
49	4001801-Q32-P01	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	768.56	0.00
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																										
50	4301801-Q33-P01	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	24,793.60	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year		Price Catalogue (as of 30 July 2017)		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						
53	40211807-054002	DESKTOP, for Mid-range Users	unit	8	0	8	8	0.00	0	0	8	0	8.00	8	0	8	0	8.00	0	0	8	0	8.00	0	43,190.40	8.00			
53	40211807-054002	EXTERNAL HARD DRIVE, 1TB	unit	0	0	0	8	0.00	0	0	8	8	0.00	0	0	0	0	8.00	0	0	0	0	8.00	0	2,741.48	0.00			
54	40211803-LAP001	LAPTOP, for Mid-range users	unit	0	0	0	0	0.00	0	0	0	8	0.00	0	0	0	0	8.00	8	0	0	8	8.00	8	42,300.00	0.00			
55	40211803-LAP002	LAPTOP, Lightweight	unit	0	0	0	0	0.00	0	0	0	8	0.00	0	0	0	0	8.00	8	0	0	8	8.00	8	46,800.00	0.00			
56	40211708-MO-001	MOUSE, OPTICAL, USB connection 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	349.76	0.00			
57	40212102-PR-002	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	40212102-PR-001	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	30,181.92	0.00			
59	40212102-PR-001	PRINTER, Laser, Monochrome	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,636.89	0.00			
LIGHTING AND FIXTURES AND ACCESSORIES																													
60	30212628-LT-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	75.61	0.00			
61	30212628-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	205.62	0.00			
MANUFACTURING COMPONENTS AND SUPPLIES																													
62	3120505-054001	GLUE, all-purpose, 200 grams	jar	10	5	10	25	1,768.00	7	8	5	8	565.76	0	10	0	10	707.20	25	0	0	25	1,768.00	68	70.71	4,808.96			
63	30211804-BWA001	STAPLE WIRE, heavy duty (binder type), 23/13	box	30	0	30	30	1,127.50	18	8	5	15	338.25	10	8	5	15	338.25	10	8	8	26	451.00	100	32.55	2,215.00			
64	30211804-BWA001	STAPLE WIRE, standard	box	20	10	0	30	713.80	30	0	10	40	990.40	10	20	0	30	713.80	10	0	5	15	356.40	100	33.74	2,732.40			
65	3120505-TA-001	TAPE, electrical	roll	10	0	5	15	290.75	0	5	0	5	87.25	0	5	0	5	87.25	0	5	0	5	87.25	20	16.45	583.50			
66	3120505-TA-M01	TAPE, masking, 24mm	roll	30	0	10	40	2,475.20	20	0	10	30	1,356.40	5	0	10	15	559.20	30	0	30	60	3,712.80	140	61.58	8,679.60			
67	3120505-TA-M02	TAPE, masking, 40 mm	roll	0	30	0	30	3,634.80	0	30	0	30	3,634.80	30	0	0	30	3,634.80	10	0	0	10	1,211.50	100	121.15	10,136.00			
68	3120505-TA-P01	TAPE, packaging, 40 mm	roll	30	0	0	30	670.80	10	0	0	10	223.60	20	0	0	30	670.80	10	0	0	10	223.60	10	22.36	1,565.20			
69	3120505-TA-T01	TAPE, transparent, 24mm	roll	30	0	0	30	990.20	10	0	0	10	111.80	20	0	0	30	335.40	15	0	0	15	187.75	105	11.35	1,179.90			
70	3120505-TA-T02	TAPE, transparent, 40 mm	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	22.57	0.00			
71	30211804-TWA001	Twine, plastic	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	68.81	0.00			
MEASURING AND OBSERVING AND TESTING EQUIPMENT																													
72	41211804-RU-P02	RULER, plastic, 450 mm	piece	30	0	0	30	583.40	10	0	10	20	418.00	0	10	0	10	166.40	5	0	0	5	60.20	75	15.54	1,248.00			
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																													
73	41211803-BL-H01	BLADE, for general purpose utility knife, 30 pieces per tube	tube	10	0	10	20	296.40	10	0	0	10	148.20	20	0	0	10	148.20	10	0	0	10	148.20	30	14.82	741.30			
74	41211802-BE-M01	BINDING AND PUNCHING MACHINE, 50mm binding capacity	unit	1	0	0	1	9,534.72	1	0	0	1	9,534.72	1	0	0	1	9,534.72	1	0	0	1	9,534.72	4	9,534.72	38,138.88			
75	41211807-CA-001	CALCULATOR, Compact	unit	30	0	0	30	5,324.80	10	0	0	10	2,662.40	10	0	0	10	2,662.40	5	0	0	5	1,331.20	45	266.24	11,980.80			
76	41211710-CH-M01	CHALK, white enamel, 100 pieces per box	box	1	0	0	1	32.97	1	0	0	1	32.97	1	0	0	1	32.97	1	0	0	1	32.97	4	32.97	131.88			
77	41211650-CL-001	CLIP, backfold, 15mm	box	30	0	20	40	948.80	5	10	30	45	348.80	20	0	10	30	281.60	30	0	0	30	281.60	140	5.73	1,120.80			
78	41211808-CL-002	CLIP, backfold, 25mm	box	20	20	0	40	590.00	30	0	30	60	1,380.00	30	30	0	60	1,380.00	20	0	0	20	290.00	220	14.71	3,245.00			
79	41211805-CL-003	CLIP, backfold, 32mm	box	30	10	0	40	1,512.60	0	20	0	20	511.20	30	0	30	40	1,022.40	10	0	10	20	511.20	140	36.58	5,178.40			
80	41211804-CL-004	CLIP, backfold, 50mm	box	20	30	10	60	5,040.80	30	0	0	30	1,581.20	30	0	0	60	2,802.80	0	50	0	50	2,802.80	200	56.54	12,328.80			
81	41211801-CT-M02	CORRECTION TAPE, 8 meters	piece	30	0	10	40	690.80	30	0	30	60	1,488.80	40	0	30	70	1,637.20	30	0	30	60	690.80	340	11.53	3,920.30			
82	41211812-CU-M01	CUTTING/UTILITY KNIFE, for general purpose	piece	10	0	10	20	635.75	10	0	10	20	891.75	10	0	10	20	768.89	0	0	10	10	501.45	60	32.40	2,941.84			
83	41211515-DF-001	DATA FILE BOX	piece	30	0	100	130	11,840.00	40	0	100	140	11,580.00	30	0	10	40	6,576.00	30	0	50	80	6,176.00	440	77.20	21,512.00			
84	41212015-DF-M01	DATA FOLDER	piece	30	0	30	60	6,884.00	30	0	0	30	3,402.00	30	0	0	30	3,402.00	30	0	30	60	6,884.00	300	68.54	20,562.00			
85	41211802-DS-M01	DATING AND STAMPING MACHINE	piece	10	0	0	10	6,808.40	0	0	10	10	8,808.40	0	0	10	10	8,808.40	10	0	0	10	8,808.40	60	488.96	27,237.80			
86	41211806-EN-001	ENVELOPE, Documentary, A4, 500 pieces per box	box	30	0	0	30	7,644.00	10	0	0	10	7,644.00	5	0	0	5	3,822.00	0	0	0	5	3,822.00	30	794.40	23,932.00			
87	41211806-EN-002	ENVELOPE, Documentary, legal, 500 pieces per box	box	0	0	0	0	0.00	0	0	0	0	0.00	10	0	0	10	9,807.30	0	0	0	0	0.00	30	980.72	34,928.20			
88	41211806-EN-M01	ENVELOPE, Expanding, Kraft, 100 pieces per box	box	20	0	10	30	21,152.00	10	0	10	20	14,768.00	0	0	0	0	0.00	10	0	0	10	7,384.00	60	338.40	47,996.00			
89	41211806-EN-M02	ENVELOPE, Expanding, Plastic	piece	30	0	10	40	1,829.40	30	0	30	60	3,044.00	30	0	30	60	3,044.00	30	0	30	60	3,044.00	240	30.44	10,675.40			

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total quantity for the year	Price Catalogue (as of 24 July 2012)	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			
90	44121804-BH-002	ENVELOPE, Manila, 500 pieces per box	box	5	0	0	5	2,162.00	5	0	0	5	2,162.00	5	0	0	5	2,162.00	5	0	0	5	2,162.00	30	402.30	8,150.40
91	44121804-BH-002	ENVELOPE, Manila, with window, 500 pieces per box	box	0	5	0	5	2,444.00	0	0	5	5	2,444.00	0	5	0	5	2,444.00	5	0	0	5	2,444.00	30	466.80	9,776.00
92	44111923-OR-001	ERASER, felt, for blackboard/whiteboard	piece	2	0	0	2	22.82	0	0	0	5	27.05	2	0	0	2	22.82	0	0	0	5	27.05	14	11.41	188.74
93	44121754-FH-001	FACSIMILE MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	28,210.00	0	0	0	0	0.00	5	1,843.00	28,210.00
94	44122118-FA-001	FASTENER, metal, non-sharp edges, 50 sets per box	box	50	0	0	100	9,464.00	50	0	0	100	9,464.00	50	0	0	100	9,464.00	50	0	0	100	9,464.00	400	94.64	37,856.00
95	44111314-FO-001	FILE ORGANIZER, expanding, plastic, legal	piece	50	50	0	100	8,120.00	50	50	0	100	8,120.00	0	50	50	100	8,120.00	50	0	50	100	8,120.00	400	81.20	34,880.00
96	FILE TAB/INDEX DIVIDER, Bristol board, A4	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	11.13	0.00	
97	FILE TAB/INDEX DIVIDER, Bristol board, legal	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	11.13	0.00	
98	44122011-FO-001	FOLDER, Fancy with slide, A4, 50 pieces 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	276.40	0.00
99	44122011-FO-001	FOLDER, Fancy with slide, legal, 50 pieces 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	286.52	0.00
100	44122011-FO-001	FOLDER, L-type, A4, 50 pieces 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	187.54	0.00
101	44122011-FO-001	FOLDER, L-type, legal, 50 pieces 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	208.17	0.00
102	44122027-FO-001	FOLDER, pressboard, 100 pieces per box	box	1	1	1	3	2,817.92	1	1	1	3	2,817.92	1	1	1	3	2,817.92	1	1	1	3	2,817.92	12	952.64	15,415.68
103	44122011-FO-001	FOLDER with tab, A4, 100 pieces 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	239.12	0.00
104	44122011-FO-001	FOLDER with tab, legal, 100 pieces 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	330.36	0.00
105	44122006-IT-001	INDEX TAB, self-adhesive, transparent, 5 sets per box	box	10	0	0	10	621.10	0	10	0	10	621.10	10	0	0	10	621.10	10	0	0	10	621.10	40	62.11	2,514.40
106	44111514-MF-002	MAGAZINE FILE BOX, Large	piece	30	0	0	30	1,248.00	30	0	0	30	1,248.00	30	0	0	30	1,248.00	30	0	0	30	1,248.00	120	41.60	4,992.00
107	44121754-MF-001	MARKER, Fluorescent, 3 colors per set	set	10	0	0	10	366.60	10	0	0	10	366.60	0	10	0	10	366.60	0	10	0	10	366.60	40	36.66	1,466.40
108	44121754-MF-001	MARKER, Permanent, Black	piece	20	0	0	20	149.40	20	0	0	20	149.40	20	0	0	20	149.40	20	0	0	20	149.40	80	7.47	597.60
109	44121754-MF-001	MARKER, Permanent, Blue	piece	20	0	0	20	149.40	20	0	0	20	149.40	0	20	0	20	149.40	0	20	0	20	149.40	80	7.47	597.60
110	44121754-MF-001	MARKER, Permanent, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7.47	0.00
111	44121754-MW-001	MARKER, Whiteboard, Black	piece	20	0	0	20	183.00	0	20	0	20	183.00	0	20	0	20	183.00	0	20	0	20	183.00	80	9.65	772.00
112	44121754-MW-001	MARKER, Whiteboard, Blue	piece	20	0	0	20	183.00	20	0	0	20	183.00	20	0	0	20	183.00	20	0	0	20	183.00	80	9.65	772.00
113	44121754-MW-001	MARKER, Whiteboard, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9.65	0.00
114	44122044-PC-001	PAPER CLIP, vinyl/plastic coated, 35mm	box	100	0	0	100	264.50	100	0	0	100	264.50	100	0	0	100	264.50	100	0	0	100	264.50	400	8.82	3,416.00
115	44122044-PC-001	PAPER CLIP, vinyl/plastic coated, 50mm	box	100	0	0	100	1,376.00	100	0	0	100	1,376.00	100	0	0	100	1,376.00	100	0	0	100	1,376.00	400	13.76	5,416.00
116	44121861-PT-001	PAPER TRIMMER/CUTTING MACHINE, table top	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	9,267.00	0.00
117	44121754-PE-001	PENCIL, lead/graphite, with eraser, one (1) dozen per box	box	50	0	0	50	1,039.50	50	0	0	50	1,039.50	50	0	0	50	1,039.50	50	0	0	50	1,039.50	200	20.79	4,158.00
118	44121609-PS-001	PENCIL SHARPENER, manual, single cutter head	piece	10	0	0	10	2,128.70	2	0	0	2	425.74	2	0	0	2	425.74	2	0	0	2	425.74	18	2,128.70	3,831.66
119	44121603-PJ-001	PUNCHER, paper, heavy duty	piece	15	0	0	15	2,282.00	15	0	0	15	2,282.00	15	0	0	15	2,282.00	15	0	0	15	2,282.00	60	150.50	9,246.00
120	44123037-RB-001	RING BINDER, plastic, 32 mm, 10 pieces 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	274.23	0.00
121	44121514-RB-001	RUBBER BAND No. 18, 350g	box	10	0	0	10	1,302.00	10	0	0	10	1,302.00	10	0	0	10	1,302.00	10	0	0	10	1,302.00	40	130.20	5,208.00
122	44121905-SN-001	STAMP PAD, felt	piece	20	0	0	20	399.20	20	0	0	20	399.20	10	0	0	20	399.20	10	0	0	20	399.20	40	39.92	1,596.80
123	44121818-SN-001	SCISSORS, symmetrical or asymmetrical	pair	10	0	0	10	333.70	10	0	0	10	333.70	10	0	0	10	333.70	10	0	0	10	333.70	40	33.37	1,334.80
124	44121818-ST-001	STAPLER, standard type	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	149.60	0.00
125	44121818-ST-001	STAPLER, heavy duty (binder type), desktop	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	558.16	0.00
126	44121613-SR-001	STAPLE REMOVER, pin type	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	27.67	0.00
127	44121803-TD-001	TAB DISPENSER, table top	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	72.80	0.00
PAPER MATERIALS AND PRODUCTS																										
128	44111225-CA-001	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	63.71	0.00
129	44111208-CP-001	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 243mm, 2,500 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	882.89	0.00
130	44111206-CP-001	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 375mm, 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	1,186.00	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 June 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				
131	14111008-CP-023	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 375mm, 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	1,528.50	0.00	
132	14111008-CP-021	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 243mm, 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	1,028.48	0.00	
133	14111008-CP-021	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 243mm, 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	790.48	0.00	
134	14111008-CP-023	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 375mm, 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	1,528.00	0.00	
135	14111009-U-001	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	14111514NP-002	NOTE PAD, stick on, 2" x 3", 300 sheets per pad	pad	90	0	0	90	3,708.00	0	90	90	3,708.00	0	90	90	3,708.00	90	3,708.00	90	0	90	3,708.00	400	37.08	14,824.00	14,824.00	
137	14111514NP-004	NOTE PAD, stick on, 3" x 4", 300 sheets per pad	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	99.28	0.00	
138	14111514NP-003	NOTE PAD, stick on, 3" x 3", 300 sheets per pad	pad	0	18	90	90	3,120.00	90	0	90	90	3,120.00	90	0	90	90	3,120.00	90	0	90	3,120.00	360	52.91	18,720.00	18,720.00	
139	14111514NP-001	NOTEBOOK, stenographer	piece	90	0	90	100	1,204.00	90	0	90	100	1,204.00	90	0	90	100	1,204.00	90	0	90	100	1,204.00	400	13.04	4,816.00	4,816.00
140	141115074P-001	PAPER, MULTICOPIY A4, 500 sheets per ream	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	188.65	0.00	
141	141115074P-002	PAPER, MULTICOPIY LEGAL, 500 sheets per ream	ream	5	0	0	5	945.90	5	0	5	5	945.90	5	0	5	5	945.90	5	0	5	5	945.90	20	189.18	7,567.20	7,567.20
142	141115074P-003	PAPER, MULTIPURPOSE A4, 500 sheets per ream	ream	90	0	90	100	13,774.00	90	90	0	180	13,774.00	90	90	0	180	13,774.00	90	90	0	180	13,774.00	400	137.74	55,096.00	55,096.00
143	141115074P-002	PAPER, MULTIPURPOSE LEGAL, 500 sheets per ream	ream	20	0	0	20	1,588.10	20	0	0	20	1,588.10	20	0	0	20	1,588.10	20	0	0	20	1,588.10	80	158.81	6,352.80	6,352.80
144	14111521-PP-001	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	21.55	0.00	0.00
145	14111503-PA-001	PAPER, parchment, 500 sheets per box	box	5	0	0	5	490.25	0	5	0	5	490.25	0	5	5	490.25	0	5	0	5	490.25	20	98.05	1,961.00	1,961.00	
146	14111503-RE-001	RECORD BOOK, 300 PAGES	book	100	0	0	100	6,240.00	100	0	0	100	6,240.00	100	0	0	100	6,240.00	100	0	0	100	6,240.00	400	62.40	24,960.00	24,960.00
147	14111521-RE-002	RECORD BOOK, 600 PAGES	book	0	100	0	100	10,400.00	100	0	0	100	10,400.00	0	100	0	100	10,400.00	0	100	0	100	10,400.00	400	104.00	41,600.00	41,600.00
148	14111503-TH-002	THERMAL PAPER, 210mm	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	55.64	0.00	0.00
149	14111504-TT-004	TOILET, INTERFOLDED PAPER TOWEL, 150 pulls per pack	pack	24	24	24	72	2,433.60	24	24	24	72	2,433.60	24	24	24	72	2,433.60	0	0	0	0	0.00	216	33.60	7,300.80	7,300.80
150	14111504-TT-002	TOILET TISSUE PAPER, 2 ply, 12 rolls in a pack	pack	50	50	50	150	12,948.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	150	88.72	13,246.80	13,246.80
PERFUMES OR COLOGNES OR FRAGRANCES																											
151	15110628-HS-001	LIQUID HAND SANITIZER, 500mL	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	88.95	0.00	0.00
PESTICIDES OR PEST REPELLENTS																											
152	15110628-IM-001	INSECTICIDE, 600mL	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	20	20	2,787.20	0	0	0	0	0.00	20	139.36	2,787.20	2,787.20
PRINTED PUBLICATIONS																											
153	15110628-PO-001	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	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	37.31	0.00	0.00
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																											
1	4103105-BB-008	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	0.00
2	4103105-BB-004	INK CARTRIDGE, BROTHER LC870, 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	0.00
3	4103105-BB-005	INK CARTRIDGE, BROTHER LC870HYBK, 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	1,861.60	0.00	0.00
4	4103105-CA-004	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	1,329.32	0.00	0.00
5	4103105-CA-002	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	1,379.32	0.00	0.00
6	4103105-CA-004	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	865.12	0.00	0.00
7	4103105-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	892.92	0.00	0.00
8	4103105-EP-017	INK CARTRIDGE, EPSON CL37564350 (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	349.60	0.00	0.00
9	4103105-EP-017	INK CARTRIDGE, EPSON CL37564350 (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	349.60	0.00	0.00
10	4103105-EP-017	INK CARTRIDGE, EPSON CL37564350 (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	349.60	0.00	0.00
11	4103105-EP-017	INK CARTRIDGE, EPSON CL37564400 (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	349.60	0.00	0.00
12	4103105-HP-040	INK CARTRIDGE, HP C2604AA (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	812.00	0.00	0.00
13	4103105-HP-040	INK CARTRIDGE, HP C2604AA (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	1,040.32	0.00	0.00
14	4103105-HP-009	INK CARTRIDGE, HP C8313AA (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	0.00
15	4103105-HP-010	INK CARTRIDGE, HP C8313AA (HP21), 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	1,053.52	0.00	0.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 Sep 2022)	Total Amount for the year
		Jan	Feb	Mar	Q3	Q1 amount	April	May	June	Q2	Q1 amount	July	Aug	Sept	Q3	Q1 amount	Oct	Nov	Dec	Q4	Q1 amount			
16 4410105-HP-F46	INK CARTRIDGE, HP C8367A (HP72), 69ml, Photo Black	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	8	0	8	8.00	8	1,996.80	0.39
17 4410105-HP-F46	INK CARTRIDGE, HP C8368A (HP72), 69ml, Cyan	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	8	0	8	8.00	8	1,996.80	0.39
18 4410105-HP-F46	INK CARTRIDGE, HP C8369A (HP72), 69ml, Magenta	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	8	0	8	8.00	8	1,996.80	0.39
19 4410105-HP-F46	INK CARTRIDGE, HP C8400A (HP72), 69ml, Yellow	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	8	0	8	8.00	8	1,996.80	0.39
20 4410105-HP-F46	INK CARTRIDGE, HP C8401A (HP72), 69ml, Grey	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	8	0	8	8.00	8	1,996.80	0.39
21 4410105-HP-F46	INK CARTRIDGE, HP C8403A (HP72), 130ml, Matte Black	Cart	0	8	0	0	8.00	0	8	0	8.00	8	0	0	0	8.00	0	0	8	0	8.00	0	3,155.00	0.00
22 4410105-HP-F46	INK CARTRIDGE, HP C8404A (HP80), Black	Cart	0	8	0	0	8.00	0	8	0	8.00	8	0	0	0	8.00	0	0	8	0	8.00	0	880.88	0.00
23 4410105-HP-F46	INK CARTRIDGE, HP C8405A (HP80), Tri-color	Cart	0	8	0	0	8.00	0	8	0	8.00	8	0	0	0	8.00	0	0	8	0	8.00	0	1,947.36	0.00
24 4410105-HP-F46	INK CARTRIDGE, HP C8406A (HP70), Black	Cart	0	8	0	0	8.00	0	8	0	8.00	8	0	0	0	8.00	0	0	8	0	8.00	0	419.12	0.00
25 4410105-HP-F46	INK CARTRIDGE, HP C8408A (HP70), Tri-color	Cart	0	8	0	0	8.00	0	8	0	8.00	8	0	0	0	8.00	0	0	8	0	8.00	0	419.12	0.00
26 4410105-HP-F46	INK CARTRIDGE, HP C872AA (HP900X), Cyan	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	813.68	0.00
27 4410105-HP-F46	INK CARTRIDGE, HP C872AA (HP900X), Magenta	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	813.68	0.00
28 4410105-HP-F46	INK CARTRIDGE, HP C872AA (HP900X), Yellow	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	813.68	0.00
29 4410105-HP-F46	INK CARTRIDGE, HP C872AA (HP900X), Black	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	1,941.28	0.00
30 4410105-HP-F46	INK CARTRIDGE, HP C8810A (HP91), Black	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	965.28	0.00
31 4410105-HP-F46	INK CARTRIDGE, HP C8810A (HP91), Tri-color	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	1,056.00	0.00
32 4410105-HP-F46	INK CARTRIDGE, HP C885A (HP92), Black	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	895.28	0.00
33 4410105-HP-F46	INK CARTRIDGE, HP C885A (HP92), Cyan	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	740.00	0.00
34 4410105-HP-F46	INK CARTRIDGE, HP C885A (HP92), Magenta	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	740.00	0.00
35 4410105-HP-F46	INK CARTRIDGE, HP C885A (HP92), Yellow	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	740.00	0.00
36 4410105-HP-F46	INK CARTRIDGE, HP C885A (HP92), Black	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	1,970.80	0.00
37 4410105-HP-F46	INK CARTRIDGE, HP C885A (HP91), Cyan	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	1,517.36	0.00
38 4410105-HP-F46	INK CARTRIDGE, HP C885A (HP91), Magenta	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	1,517.36	0.00
39 4410105-HP-F46	INK CARTRIDGE, HP C885A (HP91), Yellow	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	1,517.36	0.00
40 4410105-HP-F46	INK CARTRIDGE, HP C885A (HP91), Black	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	419.12	0.00
41 4410105-HP-F46	INK CARTRIDGE, HP C885A (HP91), Tri-color	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	419.12	0.00
42 4410105-HP-F46	INK CARTRIDGE, HP C885A (HP91), Black	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	454.56	0.00
43 4410105-HP-F46	INK CARTRIDGE, HP C885A (HP91), Tri-color	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	454.56	0.00
44 4410105-HP-F46	INK CARTRIDGE, HP C885A (HP91), Black	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	312.00	0.00
45 4410105-HP-F46	INK CARTRIDGE, HP C885A (HP91), Cyan	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	258.56	0.00
46 4410105-HP-F46	INK CARTRIDGE, HP C885A (HP91), Magenta	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	258.56	0.00
47 4410105-HP-F46	INK CARTRIDGE, HP C885A (HP91), Yellow	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	258.56	0.00
48 4410105-HP-F46	INK CARTRIDGE, HP C885A (HP91), Tri-color	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	424.32	0.00
49 4410105-HP-F46	INK CARTRIDGE, HP C885A (HP91), Black	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	424.32	0.00
50 4410105-HP-F46	INK CARTRIDGE, HP C885A (HP91), Cyan Original	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	962.60	0.00
51 4410105-HP-F46	INK CARTRIDGE, HP C885A (HP91), Magenta Original	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	962.60	0.00
52 4410105-HP-F46	INK CARTRIDGE, HP C885A (HP91), Yellow Original	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	962.60	0.00
53 4410105-HP-F46	INK CARTRIDGE, HP C885A (HP91), Black Original	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	1,294.80	0.00
54 4410105-HP-F46	INK CARTRIDGE, HP C885A (HP91), Cyan Original	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	1,309.52	0.00
55 4410105-HP-F46	INK CARTRIDGE, HP C885A (HP91), Magenta	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	1,309.52	0.00
56 4410105-HP-F46	INK CARTRIDGE, HP C885A (HP91), Yellow	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	1,309.52	0.00
57 4410105-HP-F46	INK CARTRIDGE, HP C885A (HP91), Black Original	Cart	8	0	0	0	8.00	8	0	8	8.00	8	0	8	8	8.00	8	0	0	8	8.00	8	1,817.32	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 31 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			
58	44103105-HP-C31	INK CARTRIDGE, HP T6500A (HP905), Cyan Original	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	0	468.00	8.00
59	44103105-HP-M01	INK CARTRIDGE, HP T6500A (HP905), Magenta Original	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	0	468.00	8.00
60	44103105-HP-Y01	INK CARTRIDGE, HP T6500A (HP905), Yellow Original	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	0	468.00	8.00
61	44103105-HP-B01	INK CARTRIDGE, HP T6500A (HP905), Black Original	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	0	774.00	8.00
62	44023112-HP-R01	RIBBON CARTRIDGE, EPSON C130015015 (48700), 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	0	77.40	0.00
63	44023112-HP-R11	RIBBON CARTRIDGE, EPSON C130015012, 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	0	77.40	0.00
64	44103112-EP-R07	RIBBON CARTRIDGE, EPSON C130015011 (5015085)	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	0	918.48	0.00
65	44103125-B0-006	TONER CARTRIDGE, BROTHER DR-4510, High Yield 3000	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	0	5,780.00	0.00
66	44103125-B0-002	TONER CARTRIDGE, BROTHER TN-2025, 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	0	2,685.28	0.00
67	44103125-B0-004	TONER CARTRIDGE, BROTHER TN-2130, 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	0	1,892.80	0.00
68	44103125-B0-005	TONER CARTRIDGE, BROTHER TN-2150, 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	0	2,685.28	0.00
69	44103125-B0-009	TONER CARTRIDGE, BROTHER TN-3220, 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	0	2,685.28	0.00
70	44103125-B0-011	TONER CARTRIDGE, BROTHER TN-3250, 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	0	2,685.28	0.00
71	44103125-B0-015	TONER CARTRIDGE, BROTHER TN-3470, 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	0	5,275.44	0.00
72	44103125-B0-018	TONER CARTRIDGE, BROTHER TN-455 Black, High Yield	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	0	4,584.56	0.00
73	44103125-B0-020	TONER CARTRIDGE, BROTHER TN-455 Cyan, High Yield	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	0	7,718.80	0.00
74	44103125-B0-023	TONER CARTRIDGE, BROTHER TN-455 Magenta, High Yield	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	0	7,718.80	0.00
75	44103125-B0-025	TONER CARTRIDGE, BROTHER TN-455 Yellow, High Yield	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	0	7,718.80	0.00
76	44103125-CA-002	TONER CARTRIDGE, CANON CRG-324 II	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	0	12,998.56	0.00
77	44103125-HP-012	TONER CARTRIDGE, HP CE415A, 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	0	3,099.20	0.00
78	44103125-HP-024	TONER CARTRIDGE, HP CE415A, 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	0	3,099.20	0.00
79	44103125-HP-028	TONER CARTRIDGE, HP CE215A, 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	0	6,842.26	0.00
80	44103125-HP-029	TONER CARTRIDGE, HP CE215A, 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	0	3,741.82	0.00
81	44103125-HP-022	TONER CARTRIDGE, HP CE215A (HP981), 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	0	3,242.72	0.00
82	44103125-HP-023	TONER CARTRIDGE, HP CE315A, 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	0	2,250.40	0.00
83	44103125-HP-025	TONER CARTRIDGE, HP CE311A, 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	0	2,425.40	0.00
84	44103125-HP-026	TONER CARTRIDGE, HP CE312A, 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	0	2,425.40	0.00
85	44103125-HP-027	TONER CARTRIDGE, HP CE313A, 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	0	3,418.40	0.00
86	44103125-HP-024	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	0	3,182.80	0.00
87	44103125-HP-026	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	0	3,053.80	0.00
88	44103125-HP-024	TONER CARTRIDGE, HP CE321A, 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	0	3,053.80	0.00
89	44103125-HP-024	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	0	3,052.80	0.00
90	44103125-HP-025	TONER CARTRIDGE, HP CE325A, 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	0	7,872.80	0.00
91	44103125-HP-026	TONER CARTRIDGE, HP CE405A, 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	0	6,786.56	0.00
92	44103125-HP-028	TONER CARTRIDGE, HP CE405A, 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	0	10,203.68	0.00
93	44103125-HP-028	TONER CARTRIDGE, HP CE405A, 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	0	10,203.68	0.00
94	44103125-HP-026	TONER CARTRIDGE, HP CE405A, 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	0	10,167.68	0.00
95	44103125-HP-027	TONER CARTRIDGE, HP CE405A (HP905), 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	0	3,627.60	0.00
96	44103125-HP-027	TONER CARTRIDGE, HP CE411A (HP905), 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	0	6,511.20	0.00
97	44103125-HP-027	TONER CARTRIDGE, HP CE411A (HP905), 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	0	5,480.00	0.00
98	44103125-HP-027	TONER CARTRIDGE, HP CE411A (HP905), 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	0	6,511.20	0.00
99	44103125-HP-028	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	0	4,584.56	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 24 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			
142	H431123-5A-001	TONER CARTRIDGE, SAMSUNG MLT-D005L, Black	cart	8	0	0	8	8.00	0	0	0	8	8.00	0	0	8	8.00	8	0	0	8	8.00	0	4,130.36	0.00	
143	H431123-5A-002	TONER CARTRIDGE, SAMSUNG SCX-0655SA, Black	cart	8	0	0	8	8.00	0	0	0	8	8.00	0	0	8	8.00	8	0	0	8	8.00	0	4,066.40	0.00	
SOFTWARES																										
1	4321103-SPT-001	Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
2	4321103-SPT-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	0.00	0	0	0	0	0.00	0	0.00	0.00	
3	4321094-SPT-003	Computer game or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
4	4321137-SPT-004	Content authoring and editing software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
5	4321052-SPT-005	Content management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
6	4321034-SPT-006	Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
7	4321403-SPT-007	Development software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
8	4321035-SPT-008	Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
9	4321063-SPT-009	Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
10	4321030-SPT-010	Information exchange software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
11	4321070-SPT-011	Network applications software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
12	4321082-SPT-012	Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
13	4321068-SPT-013	Networking software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
14	4321094-SPT-014	Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
15	4321035-SPT-014	Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
16	4321040-SPT-015	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
PART 12. OTHER ITEMS NOT AVAILABLE AT PS-DEM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																										
		Turntable Map, Heavy Duty, 180 Degrees (rotator) (Map Buckle, Map Head and Handle) (55)per	Set	5	5	5	15	0.00	5	5	5	15	0.00	5	5	5	15	0.00	5	5	5	15	0.00	50	0.00	0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
A. TOTAL																										
																						P	929,843.25			
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																										
																						P	93,884.33			
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																										
																						P	-			
D. GRAND TOTAL (A + B + C)																										
																						P	1,012,648.58			
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:

EMILY LITA P. LARON
Property/Supply Officer

Date Prepared: January 12, 2023

Certified Funds Available / Certified Appropriate Funds Available:

HAZEL G. DALANGIN
Accountant / Budget Officer

Approved by:

NOEL G. DALANGIN
Head of Office / Agency