

APP-CSE 2025 FORM
ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2025 FORM

Introduction:

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

Reminders:

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the mPhilGEPS and Downloads page of PS-DBM website (www.ps-philgeps.gov.ph).
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.gov.ph) under the "What We Sell" tab for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on this form, otherwise the form will be deemed invalid.
- 5.0 For items not included on the list of PART II, a separate file, with the file name APP-CSE 2025 Form - Other Items, can be downloaded from the Downloads page of PS-DBM website (www.ps-philgeps.gov.ph) and must be submitted to PS-DBM through this link: <https://shorturl.at/adeq0>. Instructions on how to fill-out is included in the reminders of the form.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's mPhilGEPS account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their mPhilGEPS account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0918-2954426 (Smart) or 0962-8255199 (Smart), or email apccse.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.

Department/Bureau/Office: DPWH
Region: Region IV-A
Address: Brgy. Maricao, Carubang
Interchange, Calamba, Laguna

Agency Code/UA/C: 180010300004
Organization Type:

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

Contact Person:
Position:
E-mail:
Telephone/Mobile Nos:

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
1	12191601-AL-E04	ALCOHOL, Ethyl, 500 mL	bottle	161	161	161	483	24,357.69	156	156	156	468	23,601.24	165	165	165	495	24,962.85	165	165	165	495	24,962.85	1941	50.43	97,884.63
2	12191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	54	54	54	162	57,848.58	51	51	51	153	54,634.77	59	59	59	177	63,204.93	59	59	59	177	63,204.93	669	357.09	238,893.21
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
3	60121413-CB-P01	CLEARBOOK, A4 size	piece	32	32	32	95	3,340.20	30	30	30	90	3,164.40	18	18	18	55	1,933.80	17	17	17	50	1,758.00	290	35.16	10,196.40
4	60121413-CB-P02	CLEARBOOK, Legal size	piece	45	45	45	135	4,908.60	40	40	40	120	4,363.20	35	35	35	105	3,817.80	27	27	27	80	2,908.80	440	36.36	15,998.40
5	60121534-ER-P01	ERASER, plastic/rubber	piece	51	51	51	152	1,255.52	47	47	47	142	1,172.92	56	56	56	167	1,379.42	54	54	54	162	1,338.12	623	8.26	5,145.98
6	60121524-SP-G01	SIGN PEN, Extra Fine Tip, Black	piece	131	131	131	394	8,746.80	90	90	90	270	5,994.00	115	115	115	344	7,636.80	73	73	73	220	4,884.00	1228	22.20	27,261.60
7	60121524-SP-G04	SIGN PEN, Fine Tip, Black	piece	265	265	265	794	35,507.68	240	240	240	720	32,198.40	255	255	255	764	34,166.08	223	223	223	670	29,962.40	2948	44.72	131,834.56
8	60121524-SP-G07	SIGN PEN, Medium Tip, Black	piece	98	98	98	294	16,816.80	127	127	127	380	21,736.00	131	131	131	394	22,536.80	143	143	143	430	24,396.00	1498	57.20	85,685.00
9	60121524-SP-G02	SIGN PEN, Extra Fine Tip, Blue	piece	121	121	121	364	8,080.80	80	80	80	240	5,328.00	138	138	138	414	9,190.80	97	97	97	290	6,438.00	1308	22.20	29,037.60
10	60121524-SP-G05	SIGN PEN, Fine Tip, Blue	piece	255	255	255	764	34,166.08	230	230	230	690	30,856.80	278	278	278	834	37,296.48	247	247	247	740	33,092.80	3028	44.72	135,412.16
11	60121524-SP-G08	SIGN PEN, Medium Tip, Blue	piece	105	105	105	314	17,960.80	133	133	133	400	22,880.00	138	138	138	414	23,680.80	150	150	150	450	25,740.00	1578	57.20	90,261.60
12	60121524-SP-G03	SIGN PEN, Extra Fine Tip, Red	piece	70	70	70	210	4,662.00	53	53	53	160	3,552.00	60	60	60	240	5,328.00	70	70	70	210	4,662.00	820	22.20	18,204.00
13	60121524-SP-G06	SIGN PEN, Fine Tip, Red	piece	120	120	120	360	16,473.60	103	103	103	310	14,185.60	140	140	140	420	19,219.20	120	120	120	360	16,473.60	1450	45.76	66,352.00
14	60121524-SP-G09	SIGN PEN, Medium Tip, Red	piece	67	67	67	200	11,440.00	103	103	103	310	17,732.00	53	53	53	160	9,152.00	103	103	103	310	17,732.00	980	57.20	56,056.00
15	60121124-WR-P01	WRAPPING PAPER	pack	20	20	20	59	9,510.80	20	20	20	59	9,510.80	22	22	22	67	10,800.40	19	19	19	57	9,188.40	242	161.20	39,010.40
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																										
16	45121517-DO-C03	DOCUMENT CAMERA	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	23,623.60	0.00
17	4511609-MM-P01	MULTIMEDIA PROJECTOR	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	16,588.00	0.00
BATTERIES AND CELLS AND ACCESSORIES																										
18	26111702-BT-A02	BATTERY, dry cell, size AA	pack	134	134	134	403	8,257.47	113	113	113	340	6,966.60	128	128	128	385	7,888.65	100	100	100	300	6,147.00	1428	20.49	29,259.72
19	26111702-BT-A01	BATTERY, dry cell, size AAA	pack	128	128	128	383	7,024.22	110	110	110	330	6,052.20	122	122	122	365	6,694.10	93	93	93	280	5,135.20	1358	18.34	24,905.72
CLEANING EQUIPMENT AND SUPPLIES																										
20	47131812-AF-A01	AIR FRESHENER	can	133	133	133	400	34,924.00	127	127	127	380	33,177.80	103	103	103	310	27,066.10	90	90	90	270	23,573.70	1360	87.31	118,741.60

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
21	47131604-BR-S01	BROOM (Walis Tambo)	piece	24	24	24	72	8,985.60	10	10	10	30	3,744.00	10	10	10	29	3,619.20	12	12	12	36	4,492.80	167	124.80	20,841.60
22	47131604-BR-T01	BROOM (Walis Ting-ting)	piece	26	26	26	78	2,028.00	6	6	6	19	494.00	7	7	7	20	520.00	8	8	8	25	650.00	142	26.00	3,692.00
23	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal	bottle	124	124	124	372	15,475.20	107	107	107	322	13,395.20	90	90	90	270	11,232.00	90	90	90	270	11,232.00	1234	41.60	51,334.40
24	47131805-CL-P01	CLEANSER, Scouring Powder	plastic container	131	131	131	392	9,376.64	141	141	141	422	10,094.24	100	100	100	300	7,176.00	123	123	123	370	8,850.40	1484	23.92	35,497.28
25	47131811-DE-R02	DETERGENT BAR	piece	107	107	107	320	2,988.80	112	112	112	335	3,126.90	77	77	77	230	2,148.20	102	102	102	305	2,848.70	1190	9.34	11,114.60
26	47131811-DE-P02	DETERGENT POWDER, all purpose	pouch	110	110	110	330	17,846.40	110	110	110	330	17,846.40	83	83	83	250	13,520.00	97	97	97	290	15,683.20	1200	54.08	64,896.00
27	47131803-DS-A01	DISINFECTANT SPRAY	can	153	153	153	460	64,349.40	168	168	168	505	70,644.45	102	102	102	305	42,666.45	122	122	122	365	51,059.85	1635	139.89	228,720.15
28	47131601-DJ-P01	DUST PAN	piece	23	23	23	70	3,276.00	25	25	25	75	3,510.00	7	7	7	20	936.00	9	9	9	27	1,263.60	192	46.80	8,985.60
29	47131802-FW-P03	FLOOR WAX, paste type, red	can	20	20	20	60	18,585.60	17	17	17	50	15,488.00	0	0	0	0	0.00	0	0	0	0	0.00	110	309.76	34,073.60
30	47131830-FC-A01	FURNITURE CLEANER	can	75	75	75	225	31,812.75	123	123	123	370	52,314.30	87	87	87	260	36,761.40	145	145	145	435	61,504.65	1290	141.39	182,393.10
31	73101612-HS-L01	HAND SOAP, liquid, 500mL	bottle	216	216	216	648	27,831.60	93	93	93	278	11,940.10	166	166	166	498	21,389.10	93	93	93	278	11,940.10	1702	42.95	73,100.90
32	47121804-MP-B01	MOP BUCKET	unit	19	19	19	56	128,128.00	24	24	24	73	167,024.00	15	15	15	44	100,672.00	5	5	5	15	34,320.00	188	2,288.00	430,144.00
33	47131501-RG-C01	RAGS	kilo	122	122	122	365	25,356.55	138	138	138	415	28,830.05	90	90	90	270	18,756.90	132	132	132	395	27,440.65	1445	69.47	100,384.15
34	47131602-SC-N01	SCOURING PAD	pack	56	56	56	168	14,385.84	61	61	61	182	15,584.66	54	54	54	162	13,872.06	47	47	47	142	12,159.46	654	85.63	56,002.02
35	47121701-TB-P04	TRASHBAG, XXL size	roll/pack	205	205	205	615	79,950.00	108	108	108	325	42,250.00	155	155	155	465	60,450.00	112	112	112	335	43,550.00	1740	130.00	226,200.00
36	47121701-TB-P05	TRASHBAG, Large size	roll/pack	190	190	190	570	33,789.60	140	140	140	420	24,897.60	150	150	150	450	26,676.00	143	143	143	430	25,490.40	1870	59.28	110,853.60
37	47121701-TB-P06	TRASHBAG, XL size	roll/pack	190	190	190	570	52,759.20	137	137	137	410	37,949.60	147	147	147	440	40,726.40	140	140	140	420	38,875.20	1840	92.56	170,310.40
38	47121702-WB-P01	WASTEBASKET	piece	26	26	26	77	3,363.36	30	30	30	90	3,931.20	31	31	31	92	4,018.56	20	20	20	60	2,620.80	319	43.68	13,933.92
COLOR COMPOUNDS AND DISPERSIONS																										
39	12171703-SC-P01	INK, for stamp pad	bottle	19	19	19	57	1,641.03	8	8	8	24	690.96	9	9	9	26	748.54	7	7	7	22	633.38	129	28.79	3,713.91
CONSUMER ELECTRONICS																										
40	52161535-DV-R02	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	7,339.16	0.00
FILMS																										
41	13111203-AC-P01	ACETATE	roll	18	18	18	55	68,411.20	4	4	4	13	16,169.92	4	4	4	13	16,169.92	5	5	5	15	18,657.60	96	1,243.84	119,408.64
42	13111201-CF-P02	CARBON FILM, Legal size	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	351.83	0.00
FIRE FIGHTING EQUIPMENT																										
43	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,144.00	0.00
FLAG OR ACCESSORIES																										
44	55121905-PH-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	0.00	0	284.84	0.00
FURNITURE AND FURNISHINGS																										
45	56101504-CM-B01	MONOBLOC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	341.12	0.00
46	56101504-CM-W01	MONOBLOC CHAIR, white	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	341.12	0.00
HEATING AND VENTILATION AND AIR CIRCULATION																										
47	40101604-EF-C01	ELECTRIC FAN, ceiling mount, orbit type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,222.00	0.00
48	40101604-EF-G01	ELECTRIC FAN, industrial, ground type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,109.68	0.00
49	40101604-EF-S01	ELECTRIC FAN, stand type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,560.00	0.00
50	40101604-EF-W01	ELECTRIC FAN, wall mount	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	901.68	0.00
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																										
51	43211507-DSK003	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
52	43211507-DSK004	DESKTOP, for Mid-Range Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,390.40	0.00
53	43201827-HD-X02	EXTERNAL HARD DRIVE	unit	1	1	1	4	12,059.84	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	3,014.96	12,059.84
54	43202010-FD-U04	FLASH DRIVE	piece	10	10	10	31	4,734.94	22	22	22	65	9,928.10	8	8	8	25	3,818.50	28	28	28	85	12,982.90	206	152.74	31,464.44
55	43211503-LAP004	LAPTOP COMPUTER, for Mid-range Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,380.00	0.00
56	43211503-LAP003	LAPTOP COMPUTER, Lightweight	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	46,808.00	0.00
57	43211708-MO-O02	COMPUTER MOUSE, Wireless	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	161.92	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
58	43212105-PR-L01	PRINTER, Laser, Monochrome	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,636.89	0.00
LIGHTING AND FIXTURES AND ACCESSORIES																										
59	39101628-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	12	12	12	36	2,721.96	0	0	0	0	0.00	2	2	2	6	483.66	0	0	0	0	0.00	42	75.61	3,175.82
60	39101628-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	7	7	7	21	4,322.22	0	0	0	0	0.00	2	2	2	6	1,234.92	0	0	0	0	0.00	27	205.82	5,557.14
MANUFACTURING COMPONENTS AND SUPPLIES																										
61	31201610-GL-X02	GLUE, all-purpose	bottle	68	68	68	205	12,738.70	25	25	25	76	4,722.64	25	25	25	74	4,598.36	12	12	12	35	2,174.00	390	62.14	24,234.60
62	31151804-SW-H01	STAPLE WIRE, heavy duty (binder type), 23/13	box	39	39	39	117	4,258.80	8	8	8	23	837.20	20	20	20	59	2,147.60	6	6	6	19	691.60	218	36.40	7,935.20
63	31151804-SW-S01	STAPLE WIRE, standard	box	123	123	123	368	8,743.68	108	108	108	325	7,722.00	60	50	50	150	3,564.00	132	132	132	395	9,385.20	1238	23.76	29,414.88
64	31201502-TA-E02	TAPE, electrical	roll	36	36	36	109	2,120.05	30	30	30	89	1,731.05	24	24	24	71	1,380.95	32	32	32	95	1,847.75	364	19.45	7,079.80
65	31201503-TA-M01	TAPE, masking, 24mm	roll	143	143	143	428	23,831.04	116	116	116	348	19,376.64	83	83	83	250	13,920.00	83	83	83	250	13,920.00	1276	55.68	71,047.64
66	31201503-TA-M02	TAPE, masking, 48 mm	roll	143	143	143	428	51,856.48	116	116	116	348	42,163.68	80	80	80	240	29,078.40	80	80	80	240	29,078.40	1256	121.16	152,176.86
67	31201517-TA-P01	TAPE, packaging, 48 mm	roll	104	104	104	313	6,998.68	91	91	91	273	6,104.28	38	38	38	115	2,571.40	55	55	55	165	3,689.40	666	22.36	19,363.76
68	31201512-TA-T01	TAPE, transparent, 24mm	roll	114	114	114	343	6,064.24	126	126	126	378	6,683.04	52	52	52	155	2,740.40	88	88	88	265	4,685.20	1141	17.68	20,172.88
69	31201512-TA-T02	TAPE, transparent, 48 mm	roll	121	121	121	363	8,192.91	119	119	119	358	8,080.08	50	50	50	150	3,385.50	85	85	85	255	5,755.35	1126	22.57	25,413.82
70	31151507-TW-P01	TWINE, plastic	roll	24	24	24	72	4,796.64	14	14	14	42	2,798.04	11	11	11	32	2,131.84	22	22	22	67	4,463.54	213	68.82	14,190.06
MEASURING AND OBSERVING AND TESTING EQUIPMENT																										
71	41111604-RU-P02	RULER, plastic, 450mm	piece	15	15	15	45	896.85	6	6	6	17	338.81	13	13	13	38	757.34	2	2	2	7	139.51	107	19.93	2,132.51
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
72	44121612-BL-H01	BLADE, for general purpose cutter/utility knife	tube	28	28	28	85	1,391.45	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	85	16.37	1,391.45
73	44101602-PB-M01	BINDING AND PUNCHING MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,534.72	0.00
74	44122037-RB-P10	BINDING RING/COMB, plastic, 32 mm	bundle	7	7	7	22	5,717.58	1	1	1	2	519.78	4	4	4	11	2,858.79	2	2	2	7	1,819.23	42	259.89	10,915.34
75	44101807-CA-C01	CALCULATOR, Compact	unit	27	27	27	82	19,333.14	7	7	7	20	4,713.40	3	3	3	10	2,357.70	11	11	11	32	7,544.64	144	235.77	33,950.68
76	44121710-CH-W01	CHALK, white enamel	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	3	3	8	263.76	8	32.97	263.76
77	44122105-BF-C01	CLIP, backfold, 19mm	box	137	137	137	411	3,846.96	100	100	100	300	2,808.00	159	159	159	478	4,455.36	165	165	165	495	4,633.20	1682	9.36	15,743.52
78	44122105-BF-C02	CLIP, backfold, 25mm	box	137	137	137	411	6,411.60	100	100	100	300	4,680.00	142	142	142	426	6,645.60	165	165	165	495	7,722.00	1632	15.60	25,459.20
79	44122105-BF-C03	CLIP, backfold, 32mm	box	138	138	138	414	13,777.92	100	100	100	300	9,884.00	192	192	192	576	19,169.28	98	98	98	295	9,817.60	1585	33.28	52,748.80
80	44122105-BF-C04	CLIP, backfold, 50mm	box	133	133	133	399	24,067.68	95	95	95	285	17,191.20	177	177	177	531	32,029.92	93	93	93	280	16,889.60	1495	60.32	90,178.40
81	44121801-CT-R02	CORRECTION TAPE	piece	235	235	235	706	9,531.00	112	112	112	335	4,522.50	182	182	182	546	7,371.00	97	97	97	290	3,915.00	1877	13.50	25,339.50
82	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	22	22	22	65	2,061.80	5	5	5	15	475.80	14	14	14	43	1,363.96	10	10	10	30	951.60	153	31.72	4,853.16
83	44111515-DF-B01	DATA FILE BOX	piece	142	142	142	426	82,149.14	37	37	37	110	18,047.90	115	115	115	346	50,477.94	57	57	57	170	24,801.30	1052	145.89	153,476.28
84	44122011-DF-F01	DATA FOLDER	piece	53	53	53	160	13,281.60	53	53	53	160	13,281.60	50	50	50	150	12,451.50	43	43	43	130	10,791.30	600	83.01	49,806.00
85	44103202-DS-M01	DATER STAMP	piece	36	36	36	107	46,539.85	5	5	5	15	6,524.25	5	5	5	14	6,089.30	3	3	3	10	4,349.50	146	434.95	63,502.70
86	44121506-EN-D01	ENVELOPE, Documentary, A4	box	52	52	52	155	128,637.60	12	12	12	36	29,877.12	6	6	6	17	14,108.64	11	11	11	32	26,557.44	240	829.92	199,180.80
87	44121506-EN-D02	ENVELOPE, Documentary, legal,	box	57	57	57	171	180,846.18	19	19	19	56	59,224.48	12	12	12	37	39,130.48	17	17	17	52	54,994.16	316	1,057.58	334,195.28
88	44121506-EN-X01	ENVELOPE, Expanding, Kraft	box	58	58	58	174	163,551.30	15	15	15	46	43,237.70	9	9	9	27	25,378.65	20	20	20	60	56,397.00	307	939.95	288,564.63
89	44121506-EN-X02	ENVELOPE, Expanding, Plastic	piece	31	31	31	93	2,835.57	22	22	22	66	2,012.34	16	16	16	47	1,433.03	21	21	21	64	1,951.36	270	30.49	8,232.30
90	44121506-EN-M02	ENVELOPE, Mailing	box	16	16	16	47	20,328.44	12	12	12	35	15,138.20	7	7	7	22	9,515.44	18	18	18	55	23,788.60	159	432.52	68,770.68
91	44121504-EN-W02	ENVELOPE, Mailing, with window	box	7	7	7	22	11,279.84	8	8	8	25	12,818.00	2	2	2	7	3,589.04	12	12	12	37	18,970.64	91	512.72	46,657.52
92	44111912-ER-B01	ERASER, felt, for blackboard/whiteboard	piece	17	17	17	52	752.98	0	0	0	0	0.00	17	17	17	51	738.48	20	20	20	60	868.80	163	14.48	2,360.24
93	44122118-FA-P01	FASTENER	box	113	113	113	340	32,177.60	128	128	128	385	36,436.40	225	225	225	675	63,862.00	87	87	87	260	24,606.40	1660	94.64	157,102.40
94	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	10	10	10	30	2,706.00	10	10	10	30	2,706.00	3	3	3	10	902.00	10	10	10	30	2,708.00	100	90.20	9,020.00
95	44122018-FT-D01	FILE TAB DIVIDER, A4	set	8	8	8	25	278.25	12	12	12	35	389.55	5	5	5	16	178.08	13	13	13	39	434.07	115	11.13	1,279.95
96	44122018-FT-D02	FILE TAB DIVIDER, Legal	set	7	7	7	20	284.90	12	12	12	35	498.05	5	5	5	16	227.68	12	12	12	35	498.05	108	14.23	1,508.38
97	44122011-FO-P01	FOLDER, Fancy with slide, A4	bundle	8	8	8	24	6,489.60	8	8	8	24	6,489.60	4	4	4	12	3,244.80	8	8	8	24	6,489.60	84	270.40	22,713.60
98	44122011-FO-P02	FOLDER, Fancy with slide, legal	bundle	19	19	19	57	16,598.40	17	17	17	52	15,142.40	14	14	14	42	12,230.40	17	17	17	52	15,142.40	203	291.20	59,113.60

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price	Total Amount for the year		
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT	
99	44122011-FO-L01	FOLDER, L-type, A4	pack	7	7	7	20	4,005.60	5	5	5	15	3,004.20	5	5	5	15	3,004.20	5	5	5	15	3,004.20	65	200.28	13,018.20	
100	44122011-FO-L02	FOLDER, L-type, Legal	pack	7	7	7	20	4,981.60	5	5	5	15	3,736.20	5	5	5	15	3,736.20	5	5	5	15	3,736.20	65	249.08	16,190.20	
101	44122027-FO-P01	FOLDER, pressboard	box	16	16	16	49	46,679.36	21	21	21	63	60,016.32	10	10	10	30	28,579.20	21	21	21	63	60,016.32	205	952.64	195,291.20	
102	44122011-FO-T01	FOLDER with tab, A4	pack	8	8	8	25	9,490.00	23	23	23	70	26,572.00	8	8	8	24	9,110.40	23	23	23	70	26,572.00	189	379.60	71,744.40	
103	44122011-FO-T02	FOLDER with tab, Legal	pack	15	15	15	45	18,626.40	30	30	30	90	37,252.80	13	13	13	40	16,556.80	30	30	30	90	37,252.80	265	413.92	109,688.80	
104	44122008-IT-T01	INDEX TAB	box	18	18	18	55	3,718.00	13	13	13	40	2,704.00	13	13	13	40	2,704.00	13	13	13	40	2,704.00	175	67.60	11,830.00	
105	44121716-MA-F01	MARKER, Fluorescent	set	43	43	43	130	4,044.30	47	47	47	140	4,355.40	30	30	30	90	2,799.90	50	50	50	150	4,666.50	510	31.11	15,866.10	
106	44121708-MP-B01	MARKER, Permanent, Black	piece	60	60	60	240	1,984.80	74	74	74	221	1,827.67	35	35	35	105	868.35	64	64	64	191	1,579.57	757	8.27	6,260.39	
107	44121708-MP-B02	MARKER, Permanent, Blue	piece	80	80	80	240	1,984.80	74	74	74	221	1,827.67	35	35	35	105	868.35	64	64	64	191	1,579.57	757	8.27	6,260.39	
108	44121708-MP-B03	MARKER, Permanent, Red	piece	63	63	63	190	1,571.30	59	59	59	176	1,455.52	28	28	28	83	686.41	59	59	59	176	1,455.52	625	8.27	5,168.75	
109	44121708-MW-B01	MARKER, Whiteboard, Black	piece	78	78	78	235	2,267.75	52	52	52	156	1,505.40	32	32	32	95	916.75	42	42	42	126	1,215.90	612	9.65	5,905.80	
110	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	75	75	75	225	2,171.25	49	49	49	146	1,408.90	28	28	28	85	820.25	39	39	39	116	1,119.40	572	9.65	5,519.80	
111	44121708-MW-B03	MARKER, Whiteboard, Red	piece	61	61	61	182	1,756.30	37	37	37	111	1,071.15	25	25	25	75	723.75	37	37	37	111	1,071.15	479	9.65	4,622.35	
112	44122104-PC-G01	PAPER CLIP, vinyl/plastic coated, 33mm	box	103	103	103	310	2,734.20	143	143	143	430	3,792.60	27	27	27	80	705.60	127	127	127	380	3,351.60	1200	8.82	10,584.00	
113	44122104-PC-J02	PAPER CLIP, vinyl/plastic coated, Jumbo, 50mm	box	113	113	113	340	6,616.40	153	153	153	460	8,951.60	37	37	37	110	2,140.60	137	137	137	410	7,978.60	1320	19.46	25,687.20	
114	44101603-PS-M02	PAPER SHREDDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	18,718.96	0.00	
115	44101601-PT-M02	PAPER TRIMMER/CUTTING MACHINE	unit	1	1	1	4	37,190.40	0	0	0	0	0.00	0	0	0	1	9,297.60	0	0	0	0	0.00	5	9,297.60	46,488.00	
116	44121706-PE-L01	PENCIL, lead/graphite, with eraser	box	165	165	165	494	22,086.74	32	32	32	95	4,247.45	57	57	57	170	7,600.70	28	28	28	85	3,800.35	844	44.71	37,735.24	
117	44121619-PS-M01	PENCIL SHARPENER	piece	8	8	8	23	5,429.84	3	3	3	8	1,888.64	6	6	6	17	4,013.36	4	4	4	12	2,832.96	60	236.08	14,164.80	
118	44101602-PU-P01	PUNCHER, paper, heavy duty	piece	16	16	16	47	7,234.24	21	21	21	63	9,696.96	8	8	8	25	3,848.00	7	7	7	20	3,078.40	155	153.92	23,857.60	
119	44122101-RU-B01	RUBBER BAND No. 18	box	14	14	14	43	5,813.60	40	40	40	120	16,224.00	8	8	8	24	3,244.80	42	42	42	125	16,900.00	312	135.20	42,182.40	
120	44121905-SP-P01	STAMP PAD, felt	piece	8	8	8	25	998.00	1	1	1	2	79.84	4	4	4	11	439.12	2	2	2	7	279.44	45	39.92	1,796.40	
121	44121618-SS-S01	SCISSORS, symmetrical/asymmetrical	pair	37	37	37	110	7,207.20	10	10	10	30	1,965.60	25	25	25	74	4,848.48	12	12	12	35	2,293.20	249	65.52	16,314.48	
122	44121615-ST-S01	STAPLER, standard type	piece	58	58	58	173	34,184.80	18	18	18	55	10,868.00	20	20	20	60	11,856.00	18	18	18	55	10,868.00	343	197.60	67,776.80	
123	44121615-ST-B01	STAPLER, heavy duty (binder)	unit	11	11	11	33	22,873.95	0	0	0	0	0.00	7	7	7	20	13,863.00	2	2	2	5	3,465.75	58	693.15	40,202.70	
124	44121613-SR-P02	STAPLE REMOVER, plier-type	piece	41	41	41	122	5,674.22	7	7	7	20	930.20	11	11	11	34	1,581.34	8	8	8	25	1,162.75	201	46.51	9,348.51	
125	44121605-TD-T01	TAPE DISPENSER, table top	piece	7	7	7	22	1,706.76	2	2	2	6	465.48	2	2	2	6	465.48	1	1	1	2	155.16	36	77.58	2,792.88	
PAPER MATERIALS AND PRODUCTS																											
126	14111525-CA-A01	CARTOLINA, assorted colors	pack	2	2	2	7	586.04	2	2	2	5	418.60	2	2	2	5	418.60	2	2	2	5	418.60	22	83.72	1,841.64	
127	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	945.36	0.00	
128	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,973.92	0.00	
129	14111514-NP-S02	NOTEPAD, stick-on, 50mm x 76mm	pad	180	180	180	540	20,012.40	170	170	170	510	18,900.60	107	107	107	320	11,859.20	170	170	170	510	18,900.60	1880	37.06	69,672.80	
130	14111514-NP-S04	NOTEPAD, stick-on, 76mm x 100mm	pad	157	157	157	470	27,861.60	153	153	153	460	27,268.80	90	90	90	270	16,005.60	153	153	153	460	27,268.80	1660	59.28	98,404.80	
131	14111514-NP-S03	NOTEPAD, stick-on, 76mm x 76mm	pad	180	180	180	540	28,080.00	170	170	170	510	26,520.00	107	107	107	320	16,640.00	170	170	170	510	26,520.00	1880	52.00	97,760.00	
132	14111514-NB-S02	STENO NOTEBOOK	piece	25	25	25	75	1,053.00	5	5	5	15	210.60	32	32	32	95	1,333.80	13	13	13	40	561.60	225	14.04	3,159.00	
133	14111507-PP-M01	PAPER, MULTICOPY A4	ream	335	335	335	1005	214,869.00	442	442	442	1325	283,285.00	442	442	442	1325	283,285.00	475	475	475	1425	304,665.00	5080	213.80	1,086,104.00	
134	14111507-PP-M02	PAPER, MULTICOPY LEGAL	ream	88	88	88	265	61,734.40	242	242	242	725	168,896.00	235	235	235	705	164,236.80	238	238	238	715	166,566.40	2410	232.96	561,433.60	
135	14111507-PP-C01	PAPER, MULTIPURPOSE A4	ream	435	435	435	1305	179,750.70	392	392	392	1175	161,844.50	488	488	488	1465	201,789.10	392	392	392	1175	161,844.50	5120	137.74	705,226.80	
136	14111507-PP-C02	PAPER, MULTIPURPOSE LEGAL	ream	122	122	122	365	58,002.15	268	268	268	805	127,922.55	242	242	242	725	115,209.75	268	268	268	805	127,922.55	2700	158.91	429,057.00	
137	14111531-PP-R01	PAD PAPER, ruled	pad	48	48	48	145	5,048.90	43	43	43	130	4,526.60	43	43	43	130	4,526.60	45	45	45	135	4,700.70	540	34.82	18,802.80	
138	14111503-PA-P01	PAPER, parchment	box	5	5	5	15	2,313.15	5	5	5	15	2,313.15	1	1	1	4	616.84	1	1	1	4	616.84	38	154.21	5,859.98	
139	14111531-RE-B01	RECORD BOOK, 300 PAGES	book	18	18	18	55	5,043.50	30	30	30	90	8,253.00	17	17												

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price	Total Amount for the year		
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT
PERFUMES OR COLOGNES OR FRAGRANCES																										
143	53131626-HS-501	HAND SANITIZER	bottle	127	127	127	382	32,500.56	74	74	74	222	18,887.76	67	67	67	202	17,186.16	74	74	74	222	18,887.76	1028	85.08	87,462.24
PESTICIDES OR PEST REPELLENTS																										
144	10191509-IN-A01	INSECTICIDE	can	86	86	86	257	35,815.52	74	74	74	222	30,937.92	61	61	61	182	25,383.52	76	76	76	227	31,634.72	888	139.36	123,751.68
PRINTED PUBLICATIONS																										
145	55101524-RA-H01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184 and its IRR)	book	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	37.21	0.00
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																										
1	44103109-BR-D05	DRUM CARTRIDGE, BROTHER DR-3455, Black	cart	7	7	7	21	145,891.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	21	6,947.20	145,891.20
2	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
3	44103105-CA-C02	INK CARTRIDGE, CANON CL-811, Colored	cart	18	17	17	52	61,272.64	18	17	17	52	61,272.64	18	17	17	52	61,272.64	18	17	17	52	61,272.64	208	1,178.32	245,090.56
4	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
5	44103105-CA-B02	INK CARTRIDGE, CANON PG-810, Black	cart	18	17	17	52	46,400.64	18	17	17	52	46,400.64	18	17	17	52	46,400.64	18	17	17	52	46,400.64	208	892.32	185,602.56
6	44103105-EP-B17	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	231.90	0.00
7	44103105-EP-C17	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	242.20	0.00
8	44103105-EP-M17	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	242.20	0.00
9	44103105-EP-Y17	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	242.20	0.00
10	44103105-HP-B40	INK CARTRIDGE, HP C2P04AA (HP62), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	852.80	0.00
11	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
12	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
13	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
14	44103105-HP-B17	INK CARTRIDGE, HP CC640WA (HP60), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	880.88	0.00
15	44103105-HP-T17	INK CARTRIDGE, HP CC643WA (HP60), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,047.28	0.00
16	44103105-IX-C40	INK CARTRIDGE, HP CD972AA (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
17	44103105-IX-M40	INK CARTRIDGE, HP CD973AA (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
18	44103105-IX-Y40	INK CARTRIDGE, HP CD974AA (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
19	44103105-IX-B40	INK CARTRIDGE, HP CD975AA (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
20	44103105-HP-B20	INK CARTRIDGE, HP CH561WA (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	865.28	0.00
21	44103105-HP-T20	INK CARTRIDGE, HP CH562WA (HP61), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,066.00	0.00
22	44103105-IX-B43	INK CARTRIDGE, HP CN045AA (HP950XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,970.80	0.00
23	44103105-IX-C43	INK CARTRIDGE, HP CN046AA (HP951XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
24	44103105-IX-M43	INK CARTRIDGE, HP CN047AA (HP951XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
25	44103105-IX-Y43	INK CARTRIDGE, HP CN048AA (HP951XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
26	44103105-HP-B36	INK CARTRIDGE, HP CN692AA (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
27	44103105-HP-T36	INK CARTRIDGE, HP CN693AA (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
28	44103105-HP-B33	INK CARTRIDGE, HP CZ107AA (HP678), Black	cart	2	2	2	6	2,427.36	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	404.56	2,427.36
29	44103105-HP-T33	INK CARTRIDGE, HP CZ108AA (HP678), Tri-color	cart	2	2	2	6	2,427.36	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	404.56	2,427.36
30	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
31	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
32	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
33	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
34	44103105-HP-Y50	INK CARTRIDGE, HP L0557AA (HP955), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00
35	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
36	44103105-IX-C48	INK CARTRIDGE, HP L0563AA (HP955XL), Cyan Original	cart	10	10	10	30	40,185.60	10	0	0	10	13,395.20	10	10	10	30	40,185.60	10	0	0	10	13,395.20	80	1,339.52	107,161.60
37	44103105-IX-M48	INK CARTRIDGE, HP L0566AA (HP955XL), Magenta	cart	10	10	10	30	40,185.60	10	0	0	10	13,395.20	10	10	10	30	40,185.60	10	0	0	10	13,395.20	80	1,339.52	107,161.60
38	44103105-IX-Y48	INK CARTRIDGE, HP L0569AA (HP955XL), Yellow	cart	10	10	10	30	40,185.60	10	0	0	10	13,395.20	10	10	10	30	40,185.60	10	0	0	10	13,395.20	80	1,339.52	107,161.60

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q3 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
39	44103105-HX-B48	INK CARTRIDGE, HP L0572AA (HP955XL), Black Original	cart	20	20	20	60	109,075.20	20	0	0	20	36,358.40	20	20	20	60	109,075.20	20	0	0	20	36,358.40	160	1,817.92	290,867.20
40	44103105-HP-C51	INK CARTRIDGE, HP T6L69AA (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
41	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
42	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
43	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
44	44103112-EP-R05	RIBBON CARTRIDGE, EPSON C135015516 (#8750), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.43	0.00
45	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
46	44103112-EP-R07	RIBBON CARTRIDGE, EPSON C135015531 (S015086)	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
47	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
48	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
49	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
50	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	4,564.56	0.00
51	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
52	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
53	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
54	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
55	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	3,439.28	0.00
56	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	7,705.36	0.00
57	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	4,152.72	0.00
58	44103103+HP-B22	TONER CARTRIDGE, HP CE285A (HP85A), 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	3,598.40	0.00
59	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	2,608.32	0.00
60	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	2,897.44	0.00
61	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	2,897.44	0.00
62	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	2,897.44	0.00
63	44103103+HP-B28	TONER CARTRIDGE, HP CE505A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,495.92	0.00
64	44103103+HP-B52	TONER CARTRIDGE, HP CF217A (HP17A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,194.88	0.00
65	44103103+HP-B53	TONER CARTRIDGE, HP CF226A (HP26A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,822.96	0.00
66	44103103+HP-B56	TONER CARTRIDGE, HP CF261A (HP81A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,658.00	0.00
67	44103103+HP-B57	TONER CARTRIDGE, HP CF283A (HP83A), LaserJet Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,367.52	0.00
68	44103103+HP-B58	TONER CARTRIDGE, HP CF287A (HP87), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,908.56	0.00
69	44103103+HP-B60	TONER CARTRIDGE, HP CF350A, Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,856.88	0.00
70	44103103+HP-C60	TONER CARTRIDGE, HP CF351A, Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,943.20	0.00
71	44103103+HP-Y60	TONER CARTRIDGE, HP CF352A, Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,943.20	0.00
72	44103103+HP-M60	TONER CARTRIDGE, HP CF353A, Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,943.20	0.00
73	44103103+HP-B61	TONER CARTRIDGE, HP CF360A (HP508A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,803.12	0.00
74	44103103+HP-C61	TONER CARTRIDGE, HP CF361A (HP508A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,783.28	0.00
75	44103103+HP-Y61	TONER CARTRIDGE, HP CF362A (HP508A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,783.28	0.00
76	44103103+HP-M61	TONER CARTRIDGE, HP CF363A (HP508A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,783.28	0.00
77	44103103+HP-B62	TONER CARTRIDGE, HP CF400A (HP201A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,438.28	0.00
78	44103103+HP-C62	TONER CARTRIDGE, HP CF401A (HP201A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,063.28	0.00
79	44103103+HP-Y62	TONER CARTRIDGE, HP CF402A (HP201A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,063.28	0.00
80	44103103+HP-M62	TONER CARTRIDGE, HP CF403A (HP201A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,063.28	0.00
81	44103103+HP-B63	TONER CARTRIDGE, HP CF410A (HP410A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,328.48	0.00
82	44103103+HP-C63	TONER CARTRIDGE, HP CF411A (HP410A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,592.08	0.00
83	44103103+HP-Y63	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	5,592.08	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
84	44103103-HP-M63	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	5,592.08	0.00
85	44103103-HP-B34	TONER CARTRIDGE, HP Q2612A, Black	cart	3	3	3	9	37,402.56	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	9	4,155.84	37,402.56
86	44103103-HP-B48	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
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	43232304-SFT-006	Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	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	43233501-SFT-016	Information exchange software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	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	80141505-TS-001	BALLPEN	piece	188	188	188	565	0.00	67	67	67	200	0.00	67	67	67	200	0.00	68	68	68	205	0.00	1170	0.00	0.00
2	80141505-TS-002	MULTIFUNCTION PRINTER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
3	80141505-TS-003	LAMINATING FILM	pack	8	8	8	25	0.00	3	3	3	10	0.00	3	3	3	10	0.00	7	7	7	20	0.00	65	0.00	0.00
4	80141505-TS-004	STICKER PAPER	pack	7	7	7	20	0.00	23	23	23	70	0.00	7	7	7	20	0.00	23	23	23	70	0.00	180	0.00	0.00
5	80141505-TS-005	DOUBLE SIDED TAPE	roll	68	68	68	205	0.00	25	25	25	75	0.00	8	8	8	25	0.00	25	25	25	75	0.00	380	0.00	0.00
6	80141505-TS-006	PHOTO PAPER	pack	25	25	25	75	0.00	13	13	13	40	0.00	7	7	7	20	0.00	13	13	13	40	0.00	175	0.00	0.00
7	80141505-TS-007	BLEACHING SOLUTION	bottle	22	22	22	65	0.00	20	20	20	60	0.00	20	20	20	60	0.00	20	20	20	60	0.00	245	0.00	0.00
8	80141505-TS-008	CERTIFICATE FRAME	piece	7	7	7	20	0.00	23	23	23	70	0.00	7	7	7	20	0.00	23	23	23	70	0.00	180	0.00	0.00
9	80141505-TS-009	CERTIFICATE HOLDER	piece	7	7	7	20	0.00	23	23	23	70	0.00	7	7	7	20	0.00	23	23	23	70	0.00	180	0.00	0.00
10	80141505-TS-010	UNINTERRUPTIBLE POWER SUPPLY	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
11	80141505-TS-011	AIR CONDITIONING UNIT	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
12	80141505-TS-012	SMART TELEVISION	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
13	80141505-TS-013	WHITE BOARD	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
14	80141505-TS-014	MICROPHONE	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
15	80141505-TS-015	MEDAL	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
16	80141505-TS-016	DISHWASHING LIQUID	bottle	85	85	85	255	0.00	55	55	55	165	0.00	23	23	23	70	0.00	57	57	57	170	0.00	660	0.00	0.00
17	80141505-TS-017	PLASTIC FASTENER	box	27	27	27	80	0.00	27	27	27	80	0.00	25	25	25	75	0.00	25	25	25	75	0.00	310	0.00	0.00
18	80141505-TS-018	STEEL FILING CABINET	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
19	80141505-TS-019	VELLUM BOARD PAPER	pack	3	3	3	10	0.00	20	20	20	60	0.00	3	3	3	10	0.00	20	20	20	60	0.00	140	0.00	0.00
20	80141505-TS-020	EXTENSION CORD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
21	80141505-TS-021	PAINT	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
22	80141505-TS-022	COLORLED PAPER	pack	8	8	8	25	0.00	22	22	22	65	0.00	5	5	5	15	0.00	22	22	22	65	0.00	170	0.00	0.00
23	80141505-TS-023	BOND PAPER	ream	7	7	7	20	0.00	3	3	3	10	0.00	3	3	3	10	0.00	7	7	7	20	0.00	60	0.00	0.00
24	80141505-TS-024	PUSH PIN	pack	3	3	3	10	0.00	7	7	7	20	0.00	3	3	3	10	0.00	5	5	5	15	0.00	55	0.00	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year						
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT									
S0	80141505-TS-062	ASSEMBLED PASSENGER JEEPNEY-TYPE VEHICLE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00						
S1	80141505-TS-063	MOTORCYCLE	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						
S2	80141505-TS-064	BUS	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						
S3	80141505-TS-065	MINI BUS	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						
A. TOTAL																								P								11,705,023.68
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																								P								1,120,502.31
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																								P								-
D. GRAND TOTAL (A + B+ C)																								P								13,825,525.37
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:


SHERRYLOU M. MANTINGO
Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:


JOYCE ANNE C. VALDESTAMON
Accountant / Budget Officer

Approved by:


JONEL G. MENDOZA, CESO III
Head of Office/Agency

Date Prepared: _____