

APP-CSE 2023 FORM  
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. 2016-10 dated 08 November 2016, the APP-CSE shall be 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 prep APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

**Reminders:**

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store.
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website ([www.ps-philgeps.gov.ph](http://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 original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 09182954426 or 09276478245, or email [appcse.helpdesk@ps-philgeps.gov.ph](mailto:appcse.helpdesk@ps-philgeps.gov.ph), or visit the PS-DBM website ([www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph)) for the guide on how to fill-out the APP-CSE.

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

Department/Bureau/Office: DPWH N2, CONSTRUCTION  
Region: ROS  
Address: Brgy. Bureod, Laeang, N. Samar

Agency Code/UACS: \_\_\_\_\_  
Organization Type: \_\_\_\_\_

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

| Item & Specifications                                   |                 |                                                              | Unit of Measure | Monthly Quantity Requirement |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           | Total Quantity for the year | Price Catalogue (as of 26 July 2022) |
|---------------------------------------------------------|-----------------|--------------------------------------------------------------|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----|-----|----|-----------|-----------------------------|--------------------------------------|
|                                                         |                 |                                                              |                 | 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-B04 | ALCOHOL, Ethyl, 500 mL                                       | bottle          | 15                           | 0   | 0   | 15 | 717.75    | 15    | 0   | 0    | 15 | 717.75    | 15   | 0   | 0    | 15 | 717.75    | 15  | 0   | 0   | 15 | 717.75    | 60                          | 47.85                                |
| 2                                                       | 12191601-AL-B03 | ALCOHOL, Ethyl, 1 Gallon                                     | gallon          | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 330.55                               |
| ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES  |                 |                                                              |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |                                      |
| 3                                                       | 60121413-CB-P01 | CLEARBOOK, 20 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                           | 32.91                                |
| 4                                                       | 60121413-CB-P02 | 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                                |
| 5                                                       | 60121534-ER-P01 | ERASER, plastic/ rubber                                      | piece           | 5                            | 0   | 0   | 5  | 22.35     | 5     | 0   | 0    | 5  | 22.35     | 5    | 0   | 0    | 5  | 22.35     | 5   | 0   | 0   | 5  | 22.35     | 20                          | 4.47                                 |
| 6                                                       | 60121524-SP-G01 | SIGN PEN, Black, liquid or gel                               | piece           | 30                           | 0   | 0   | 30 | 666.00    | 30    | 0   | 0    | 30 | 666.00    | 30   | 0   | 0    | 30 | 666.00    | 30  | 0   | 0   | 30 | 666.00    | 120                         | 22.20                                |
| 7                                                       | 60121524-SP-G02 | SIGN PEN, Blue, liquid or gel                                | piece           | 20                           | 0   | 0   | 20 | 444.00    | 20    | 0   | 0    | 20 | 444.00    | 20   | 0   | 0    | 20 | 444.00    | 20  | 0   | 0   | 20 | 444.00    | 80                          | 22.20                                |
| 8                                                       | 60121524-SP-G03 | SIGN PEN, Red, liquid or gel                                 | piece           | 5                            | 0   | 0   | 5  | 111.00    | 5     | 0   | 0    | 5  | 111.00    | 5    | 0   | 0    | 5  | 111.00    | 5   | 0   | 0   | 5  | 111.00    | 20                          | 22.20                                |
| 9                                                       | 60121124-WR-P01 | WRAPPING PAPER, kraft, 50 sheets 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                           | 161.20                               |
| AUDIO AND VISUAL EQUIPMENT AND SUPPLIES                 |                 |                                                              |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |                                      |
| 10                                                      | 45121517-DO-C02 | DOCUMENT CAMERA, 8 MP                                        | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 23,623.60                            |
| 11                                                      | 45111609-MM-P01 | MULTIMEDIA PROJECTOR, 4000 ANSI Lumens (min.)                | 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                            |
| BATTERIES AND CELLS AND ACCESSORIES                     |                 |                                                              |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |                                      |
| 12                                                      | 26111702-BT-A02 | BATTERY, dry cell, size AA, Two (2) pieces per blister pack  | pack            | 3                            | 0   | 0   | 3  | 61.47     | 3     | 0   | 0    | 3  | 102.45    | 3    | 0   | 0    | 3  | 61.47     | 3   | 0   | 0   | 3  | 102.45    | 16                          | 20.49                                |
| 13                                                      | 26111702-BT-A01 | BATTERY, dry cell, size AAA, Two (2) pieces per blister pack | pack            | 3                            | 0   | 0   | 3  | 55.02     | 0     | 0   | 0    | 0  | 0.00      | 3    | 0   | 0    | 3  | 55.02     | 0   | 0   | 0   | 0  | 0.00      | 6                           | 18.34                                |
| 14                                                      | 26111702-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                                |
| CLEANING EQUIPMENT AND SUPPLIES                         |                 |                                                              |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |                                      |



| Item & Specifications           |                 |                                                             | Unit of Measure | Monthly Quantity Requirement |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           | Total Quantity for the year | Price Catalogue (as of 28 July 2020) |
|---------------------------------|-----------------|-------------------------------------------------------------|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----|-----|----|-----------|-----------------------------|--------------------------------------|
|                                 |                 |                                                             |                 | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT |                             |                                      |
| 15                              | 47131812-AP-A01 | AIR FRESHENER, Aerosol type, 150g                           | 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                           | 81.64                                |
| 16                              | 47131604-BR-B01 | BROOM, Soft (Wallis Tambo)                                  | piece           | 3                            | 0   | 0   | 3  | 408.72    | 0     | 0   | 0    | 0  | 0.00      | 3    | 0   | 0    | 3  | 408.72    | 0   | 0   | 0   | 0  | 0.00      | 6                           | 136.24                               |
| 17                              | 47131604-BR-T01 | BROOM, Stick (Wallis Ting-ting)                             | piece           | 2                            | 0   | 0   | 2  | 45.56     | 0     | 0   | 0    | 0  | 0.00      | 2    | 0   | 0    | 2  | 45.56     | 0   | 0   | 0   | 0  | 0.00      | 4                           | 22.78                                |
| 18                              | 47131829-TB-C01 | CLEANER, Toilet Bowl and Urinal, 900mL - 1000mL             | bottle          | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 41.60                                |
| 19                              | 47131805-CL-P01 | CLEANSER, Scouring Powder, 350g                             | can             | 5                            | 0   | 0   | 5  | 119.60    | 5     | 0   | 0    | 5  | 119.60    | 5    | 0   | 0    | 5  | 119.60    | 5   | 0   | 0   | 5  | 119.60    | 20                          | 23.92                                |
| 20                              | 47131811-DE-B02 | DETERGENT BAR, 140g as packed                               | 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                           | 8.30                                 |
| 21                              | 47131811-DE-P03 | DETERGENT POWDER, all purpose, 1kg                          | pouch           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 84.08                                |
| 22                              | 47131803-DS-A01 | DISINFECTANT SPRAY, Aerosol type, 400g                      | can             | 5                            | 0   | 0   | 5  | 699.45    | 5     | 0   | 0    | 5  | 699.45    | 5    | 0   | 0    | 5  | 699.45    | 5   | 0   | 0   | 5  | 699.45    | 20                          | 139.89                               |
| 23                              | 47131601-DU-P01 | DUST PAN, rigid non-breakable plastic                       | 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                           | 27.54                                |
| 24                              | 47131802-FW-P02 | 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                           | 309.76                               |
| 25                              | 47131830-FC-A01 | FURNITURE CLEANER, Aerosol type, 300mL                      | 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                           | 120.12                               |
| 26                              | 73101612-HS-L01 | LIQUID HAND SOAP, 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                           | 42.95                                |
| 27                              | 47121804-MP-B01 | MOP BUCKET, heavy duty, hard plastic, 30 liters capacity    | unit            | 1                            | 0   | 0   | 1  | 2,288.00  | 0     | 0   | 0    | 0  | 0.00      | 1    | 0   | 0    | 1  | 2,288.00  | 0   | 0   | 0   | 0  | 0.00      | 2                           | 2,288.00                             |
| 28                              | 47131613-MP-H02 | MOPHANDLE, heavy duty                                       | piece           | 1                            | 0   | 0   | 1  | 124.80    | 0     | 0   | 0    | 0  | 0.00      | 1    | 0   | 0    | 1  | 124.80    | 0   | 0   | 0   | 0  | 0.00      | 2                           | 124.80                               |
| 29                              | 47131619-MP-R01 | MOPHEAD, made of rayon                                      | piece           | 1                            | 0   | 0   | 1  | 122.51    | 0     | 0   | 0    | 0  | 0.00      | 1    | 0   | 0    | 1  | 122.51    | 0   | 0   | 0   | 0  | 0.00      | 2                           | 122.51                               |
| 30                              | 47131501-RG-C01 | RAGS, all cotton, 1 kilo 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                           | 53.14                                |
| 31                              | 47131602-SC-N01 | 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                           | 57.93                                |
| 32                              | 47121701-TB-P04 | TRASH-BAG, black, 37" x 40", XL, 10 pieces per roll or 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                           | 144.04                               |
| 33                              | 47121702-WB-P01 | WASTEBASKET, rigid plastic                                  | 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                           | 31.91                                |
| COLOR COMPOUNDS AND DISPERSIONS |                 |                                                             |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |                                      |
| 34                              | 12171703-SI-P01 | INK, for stamp pad, 50mL                                    | bottle          | 1                            | 0   | 0   | 1  | 28.91     | 1     | 0   | 0    | 1  | 28.91     | 1    | 0   | 0    | 1  | 28.91     | 1   | 0   | 0   | 1  | 28.91     | 4                           | 28.91                                |
| CONSUMER ELECTRONICS            |                 |                                                             |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |                                      |
| 35                              | 52161535-DV-A01 | 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                           | 7,330.16                             |
| FACE MASK                       |                 |                                                             |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |                                      |
| 36                              | 42131713-SM-M06 | FACE MASK, 3 ply, fifty (50) pieces per box                 | box             | 5                            | 0   | 0   | 5  | 387.50    | 5     | 0   | 0    | 5  | 387.50    | 5    | 0   | 0    | 5  | 387.50    | 5   | 0   | 0   | 5  | 387.50    | 20                          | 77.50                                |
| FILMS                           |                 |                                                             |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |                                      |
| 37                              | 13111203-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  | 0.00      | 0                           | 969.88                               |
| 38                              | 13111201-CF-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                               |
| 39                              | 13111201-CF-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  | 0.00      | 0                           | 238.54                               |
| FIRE FIGHTING EQUIPMENT         |                 |                                                             |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |                                      |
| 40                              | 45191601-FE-N01 | 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                             |
| 41                              | 45191601-FE-N01 | FIRE EXTINGUISHER, pure HCFC                                | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 5,613.25                             |
| FLAG OR ACCESSORIES             |                 |                                                             |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |                                      |
| 42                              | 58121905-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                           | 264.84                               |
| FURNITURE AND FURNISHINGS       |                 |                                                             |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |                                      |
| 43                              | 56101504-CN-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                           | 347.41                               |



| Item & Specifications                                                                |                  |                                                                     | Unit of Measure | Monthly Quantity Requirement |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           | Total Quantity for the year | Price Catalogue (as of 31 July 2022) |
|--------------------------------------------------------------------------------------|------------------|---------------------------------------------------------------------|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----|-----|----|-----------|-----------------------------|--------------------------------------|
|                                                                                      |                  |                                                                     |                 | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT |                             |                                      |
| 44                                                                                   | 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                           | 344.92                               |
| 45                                                                                   | 56101519-TM-S01  | MONOBLOC 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  | 0.00      | 0                           | 1,246.00                             |
| 46                                                                                   | 56101519-TM-S02  | 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                           | 1,246.00                             |
| 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                             |
| 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                             |
| 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                           | 856.86                               |
| 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                           | 768.56                               |
| INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES |                  |                                                                     |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |                                      |
| 51                                                                                   | 43211507-DS-H01  | 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                            |
| 52                                                                                   | 43211507-DS-H02  | 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                            |
| 53                                                                                   | 43201827-HD-X02  | EXTERNAL HARD DRIVE, 1TB                                            | unit            | 10                           | 0   | 0   | 10 | 27,924.00 | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 10                          | 2,792.40                             |
| 54                                                                                   | 43211503-LAP-001 | 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                           | 42,380.00                            |
| 55                                                                                   | 43211503-LAP-002 | 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                            |
| 56                                                                                   | 43211708-MO-C01  | MOUSE, OPTICAL, USB connection type                                 | unit            | 5                            | 0   | 0   | 5  | 748.80    | 5     | 0   | 0    | 5  | 748.80    | 5    | 0   | 0    | 5  | 748.80    | 5   | 0   | 0   | 5  | 748.80    | 20                          | 149.76                               |
| 57                                                                                   | 43212102-PR-S02  | 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                            |
| 58                                                                                   | 43212102-PR-S01  | PRINTER, Impact, Dot Matrix, 9 pins, 80 columns                     | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 10,189.92                            |
| 59                                                                                   | 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                             |
| LIGHTING AND FIXTURES AND ACCESSORIES                                                |                  |                                                                     |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |                                      |
| 60                                                                                   | 39101628-LB-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                                |
| 61                                                                                   | 39101628-LT-L01  | LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts                    | piece           | 5                            | 0   | 0   | 5  | 1,029.10  | 5     | 0   | 0    | 5  | 1,029.10  | 0    | 5   | 0    | 5  | 1,029.10  | 5   | 0   | 0   | 5  | 1,029.10  | 20                          | 205.82                               |
| MANUFACTURING COMPONENTS AND SUPPLIES                                                |                  |                                                                     |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |                                      |
| 62                                                                                   | 31201610-GL-J01  | GLUE, all-purpose, 200 grams                                        | jar             | 5                            | 0   | 0   | 5  | 353.60    | 5     | 0   | 0    | 5  | 353.60    | 5    | 0   | 0    | 5  | 353.60    | 5   | 0   | 0   | 5  | 353.60    | 20                          | 70.72                                |
| 63                                                                                   | 31151804-SW-H01  | STAPLE WIRE, heavy duty (binder type), 23/13                        | box             | 2                            | 0   | 0   | 2  | 45.10     | 2     | 0   | 0    | 2  | 45.10     | 2    | 0   | 0    | 2  | 45.10     | 2   | 0   | 0   | 2  | 45.10     | 8                           | 22.55                                |
| 64                                                                                   | 31151804-SW-S01  | STAPLE WIRE, standard                                               | box             | 5                            | 0   | 0   | 5  | 118.80    | 5     | 0   | 0    | 5  | 118.80    | 5    | 0   | 0    | 5  | 118.80    | 5   | 0   | 0   | 5  | 118.80    | 20                          | 23.76                                |
| 65                                                                                   | 31201502-TA-S01  | TAPE, electrical                                                    | roll            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 19.45                                |
| 66                                                                                   | 31201503-TA-W01  | TAPE, masking, 24mm                                                 | roll            | 2                            | 0   | 0   | 2  | 123.76    | 0     | 0   | 0    | 0  | 0.00      | 2    | 0   | 0    | 2  | 123.76    | 0   | 0   | 0   | 0  | 0.00      | 4                           | 61.88                                |
| 67                                                                                   | 31201503-TA-W02  | TAPE, masking, 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                           | 121.16                               |
| 68                                                                                   | 31201517-TA-P01  | TAPE, packaging, 48 mm                                              | roll            | 2                            | 0   | 0   | 2  | 44.72     | 0     | 0   | 0    | 0  | 0.00      | 2    | 0   | 0    | 2  | 44.72     | 0   | 0   | 0   | 0  | 0.00      | 4                           | 22.36                                |
| 69                                                                                   | 31201512-TA-T01  | TAPE, transparent, 24mm                                             | 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                           | 11.18                                |
| 70                                                                                   | 31201512-TA-T02  | TAPE, transparent, 48 mm                                            | roll            | 5                            | 0   | 0   | 5  | 112.85    | 5     | 0   | 0    | 5  | 112.85    | 5    | 0   | 0    | 5  | 112.85    | 5   | 0   | 0   | 5  | 112.85    | 20                          | 22.57                                |
| 71                                                                                   | 31151507-TW-P01  | 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                                |
| MEASURING AND OBSERVING AND TESTING EQUIPMENT                                        |                  |                                                                     |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |                                      |
| 72                                                                                   | 41111604-RU-P02  | RULER, plastic, 450 mm                                              | 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                           | 16.64                                |
| OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES                                        |                  |                                                                     |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |                                      |
| 73                                                                                   | 44121612-BL-H01  | BLADE, for general purpose cutter/utility knife, 10 pieces per tube | tube            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 14.82                                |



| Item & Specifications |                 |                                                       | Unit of Measure | Monthly Quantity Requirement |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           | Total Quantity for the year | Price Catalogue (as of July 2023) |
|-----------------------|-----------------|-------------------------------------------------------|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----|-----|----|-----------|-----------------------------|-----------------------------------|
|                       |                 |                                                       |                 | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT |                             |                                   |
| 74                    | 44101602-PB-M01 | BINDING AND PUNCHING MACHINE, 50mm binding 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                           | 9,534.72                          |
| 75                    | 44101807-CA-C01 | CALCULATOR, Compact                                   | 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                           | 266.24                            |
| 76                    | 44121710-CH-W01 | CHALK, white enamel, 100 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                           | 32.97                             |
| 77                    | 44122105-BF-C01 | CLIP, backfold, 19mm                                  | box             | 5                            | 0   | 0   | 5  | 43.60     | 5     | 0   | 0    | 5  | 43.60     | 5    | 0   | 0    | 5  | 43.60     | 5   | 0   | 0   | 5  | 43.60     | 20                          | 8.72                              |
| 78                    | 44122105-BF-C02 | CLIP, backfold, 25mm                                  | box             | 5                            | 0   | 0   | 5  | 73.75     | 5     | 0   | 0    | 5  | 73.75     | 5    | 0   | 0    | 5  | 73.75     | 5   | 0   | 0   | 5  | 73.75     | 20                          | 14.75                             |
| 79                    | 44122105-BF-C03 | CLIP, backfold, 32mm                                  | box             | 5                            | 0   | 0   | 5  | 127.80    | 5     | 0   | 0    | 5  | 127.80    | 5    | 0   | 0    | 5  | 127.80    | 5   | 0   | 0   | 5  | 127.80    | 20                          | 25.56                             |
| 80                    | 44122105-BF-C04 | CLIP, backfold, 50mm                                  | box             | 20                           | 0   | 0   | 20 | 1,120.80  | 20    | 0   | 0    | 20 | 1,120.80  | 20   | 0   | 0    | 20 | 1,120.80  | 20  | 0   | 0   | 20 | 1,120.80  | 80                          | 56.04                             |
| 81                    | 44121801-CT-M02 | CORRECTION TAPE, 8 meters                             | piece           | 5                            | 0   | 0   | 5  | 57.65     | 5     | 0   | 0    | 5  | 57.65     | 5    | 0   | 0    | 5  | 57.65     | 5   | 0   | 0   | 5  | 57.65     | 20                          | 11.53                             |
| 82                    | 44121612-CU-W01 | CUTTER/UTILITY KNIFE, for general purpose             | piece           | 5                            | 0   | 0   | 5  | 167.15    | 5     | 0   | 0    | 5  | 167.15    | 5    | 0   | 0    | 5  | 167.15    | 5   | 0   | 0   | 5  | 167.15    | 20                          | 33.43                             |
| 83                    | 44111515-DF-B01 | DATA FILE BOX                                         | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 77.20                             |
| 84                    | 44122011-DF-F01 | DATA FOLDER                                           | 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                           | 68.84                             |
| 85                    | 44103202-DS-M01 | DATING AND STAMPING MACHINE                           | 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                           | 453.96                            |
| 86                    | 44121506-EN-D01 | ENVELOPE, Documentary, A4, 500 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                           | 764.40                            |
| 87                    | 44121506-EN-D02 | ENVELOPE, Documentary, legal, 500 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                           | 980.72                            |
| 88                    | 44121506-EN-M01 | ENVELOPE, Expanding, Kraft, 100 pieces per box        | box             | 2                            | 0   | 0   | 2  | 1,476.80  | 0     | 0   | 0    | 0  | 0.00      | 2    | 0   | 0    | 2  | 1,476.80  | 0   | 0   | 0   | 0  | 0.00      | 4                           | 738.40                            |
| 89                    | 44121506-EN-M02 | ENVELOPE, Expanding, Plastic                          | 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                           | 30.49                             |
| 90                    | 44121506-EN-M02 | ENVELOPE, Mailing, 500 pieces per box                 | box             | 2                            | 0   | 0   | 2  | 865.04    | 0     | 0   | 0    | 0  | 0.00      | 2    | 0   | 0    | 2  | 865.04    | 0   | 0   | 0   | 0  | 0.00      | 4                           | 432.52                            |
| 91                    | 44121504-EN-W02 | ENVELOPE, Mailing, with window, 500 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                           | 488.80                            |
| 92                    | 44111912-ER-B01 | ERASER, felt, for blackboard/whiteboard               | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 11.41                             |
| 93                    | 44101714-FX-M01 | FACSIMILE MACHINE                                     | unit            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 5,642.00                          |
| 94                    | 44122118-FA-P01 | FASTENER, metal, non-sharp edges, 50 sets per box     | box             | 5                            | 0   | 0   | 5  | 473.20    | 5     | 0   | 0    | 5  | 473.20    | 5    | 0   | 0    | 5  | 473.20    | 5   | 0   | 0   | 5  | 473.20    | 20                          | 94.64                             |
| 95                    | 44111515-FO-M01 | FILE ORGANIZER, expanding, plastic, 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                           | 85.20                             |
| 96                    | 44122018-FT-D01 | 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                             |
| 97                    | 44122018-FT-D02 | 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                           | 14.13                             |
| 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                           | 270.40                            |
| 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                           | 286.52                            |
| 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                           | 187.54                            |
| 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                           | 238.57                            |
| 102                   | 44122027-FO-P01 | FOLDER, pressboard, 100 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                           | 952.64                            |
| 103                   | 44122011-FO-T03 | FOLDER with tab, A4, 100 pieces per pack              | pack            | 2                            | 0   | 0   | 2  | 578.24    | 0     | 0   | 0    | 0  | 0.00      | 2    | 0   | 0    | 2  | 578.24    | 0   | 0   | 0   | 0  | 0.00      | 4                           | 289.12                            |
| 104                   | 44122011-FO-T04 | FOLDER with tab, legal, 100 pieces per pack           | pack            | 2                            | 0   | 0   | 2  | 666.52    | 0     | 0   | 0    | 0  | 0.00      | 2    | 0   | 0    | 2  | 666.52    | 0   | 0   | 0   | 0  | 0.00      | 4                           | 333.26                            |
| 105                   | 44122008-IT-T01 | INDEX TAB, self-adhesive, transparent, 5 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                           | 63.11                             |
| 106                   | 44111515-MF-B02 | MAGAZINE FILE BOX, Large                              | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 41.80                             |
| 107                   | 44121716-MA-P01 | MARKER, Fluorescent, 3 colors per set                 | 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                           | 36.66                             |
| 108                   | 44121708-MP-B01 | MARKER, Permanent, Black                              | 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                              |
| 109                   | 44121708-MP-B02 | MARKER, Permanent, Blue                               | 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                              |



| Item & Specifications        |                 |                                                                      | Unit of Measure | Monthly Quantity Requirement |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           | Total Quantity for the year | Price Catalogue (as of 28 July 2022) |
|------------------------------|-----------------|----------------------------------------------------------------------|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----|-----|----|-----------|-----------------------------|--------------------------------------|
|                              |                 |                                                                      |                 | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT |                             |                                      |
| 110                          | 44121708-MP-803 | 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                                 |
| 111                          | 44121708-MW-801 | MARKER, Whiteboard, Black                                            | 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                                 |
| 112                          | 44121708-MW-802 | MARKER, Whiteboard, Blue                                             | 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                                 |
| 113                          | 44121708-MW-803 | 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                                 |
| 114                          | 44122104-PC-G01 | PAPER CLIP, vinyl/plastic coated, 33mm                               | box             | 2                            | 0   | 0   | 2  | 17.64     | 0     | 0   | 0    | 0  | 0.00      | 2    | 0   | 0    | 2  | 17.64     | 0   | 0   | 0   | 0  | 0.00      | 4                           | 8.82                                 |
| 115                          | 44122104-PC-J02 | PAPER CLIP, vinyl/plastic coated, jumbo, 50mm                        | box             | 2                            | 0   | 0   | 2  | 27.56     | 0     | 0   | 0    | 0  | 0.00      | 2    | 0   | 0    | 2  | 27.56     | 0   | 0   | 0   | 0  | 0.00      | 4                           | 13.78                                |
| 116                          | 44101601-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                           | 9,297.60                             |
| 117                          | 44121705-PE-L01 | PENCIL, lead/graphite, with eraser, one (1) dozen per box            | box             | 2                            | 0   | 0   | 2  | 41.58     | 0     | 0   | 0    | 0  | 0.00      | 2    | 0   | 0    | 2  | 41.58     | 0   | 0   | 0   | 0  | 0.00      | 4                           | 20.79                                |
| 118                          | 44121619-PS-M01 | PENCIL SHARPENER, manual, single cutter head                         | piece           | 5                            | 0   | 0   | 5  | 1,064.35  | 0     | 0   | 0    | 0  | 0.00      | 5    | 0   | 0    | 5  | 1,064.35  | 0   | 0   | 0   | 0  | 0.00      | 10                          | 212.87                               |
| 119                          | 44101602-PJ-F01 | PUNCHER, paper, heavy duty                                           | piece           | 5                            | 0   | 0   | 5  | 754.00    | 0     | 0   | 0    | 0  | 0.00      | 5    | 0   | 0    | 5  | 754.00    | 0   | 0   | 0   | 0  | 0.00      | 10                          | 150.80                               |
| 120                          | 44122037-RB-F10 | RING BINDER, plastic, 32 mm, 10 pieces per bundle                    | bundle          | 5                            | 0   | 0   | 5  | 1,371.15  | 5     | 0   | 0    | 5  | 1,371.15  | 5    | 0   | 0    | 5  | 1,371.15  | 5   | 0   | 0   | 5  | 1,371.15  | 20                          | 274.23                               |
| 121                          | 44122101-RJ-B01 | RUBBER BAND No. 18, 350g                                             | box             | 2                            | 0   | 0   | 2  | 270.40    | 0     | 0   | 0    | 0  | 0.00      | 2    | 0   | 0    | 2  | 270.40    | 0   | 0   | 0   | 0  | 0.00      | 4                           | 135.20                               |
| 122                          | 44121905-SP-F01 | STAMP PAD, felt                                                      | 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                           | 39.92                                |
| 123                          | 44121618-SS-S01 | SCISSORS, symmetrical or asymmetrical                                | pair            | 5                            | 0   | 0   | 5  | 166.85    | 0     | 0   | 0    | 0  | 0.00      | 5    | 0   | 0    | 5  | 166.85    | 5   | 0   | 0   | 5  | 166.85    | 15                          | 33.37                                |
| 124                          | 44121615-ST-S01 | STAPLER, standard type                                               | piece           | 5                            | 0   | 0   | 5  | 728.00    | 0     | 0   | 0    | 0  | 0.00      | 5    | 0   | 0    | 5  | 728.00    | 0   | 0   | 0   | 0  | 0.00      | 10                          | 145.60                               |
| 125                          | 44121615-ST-B01 | 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                           | 888.16                               |
| 126                          | 44121613-SR-F01 | STAPLE REMOVER, plier type                                           | piece           | 5                            | 0   | 0   | 5  | 139.35    | 0     | 0   | 0    | 0  | 0.00      | 5    | 0   | 0    | 5  | 139.35    | 0   | 0   | 0   | 0  | 0.00      | 10                          | 27.87                                |
| 127                          | 44121605-TD-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                           | 72.80                                |
| PAPER MATERIALS AND PRODUCTS |                 |                                                                      |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |                                      |
| 128                          | 14111525-CA-A01 | CARTOLINA, assorted colors, 20 pieces of assorted colors per pack    | pack            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 83.72                                |
| 129                          | 14111506-CF-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                           | 882.55                               |
| 130                          | 14111506-CF-L12 | COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm, 2,000 sheets per box | box             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,166.88                             |
| 131                          | 14111506-CF-L22 | COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm, 1,000 sets per box   | box             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,528.80                             |
| 132                          | 14111506-CF-L21 | COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm, 1,000 sets per box   | box             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,026.48                             |
| 133                          | 14111506-CF-L31 | COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm, 500 sets per box     | box             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 790.40                               |
| 134                          | 14111506-CF-L32 | COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm, 500 sets per box     | box             | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,508.00                             |
| 135                          | 14111609-LL-C01 | LOOSELEAF COVER, 50 sets per bundle                                  | bundle          | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 794.96                               |
| 136                          | 14111514-NP-S02 | NOTE PAD, stick on, 2" x 3", 100 sheets per pad                      | pad             | 5                            | 0   | 0   | 5  | 185.30    | 0     | 0   | 0    | 0  | 0.00      | 5    | 0   | 0    | 5  | 185.30    | 0   | 0   | 0   | 0  | 0.00      | 10                          | 37.06                                |
| 137                          | 14111514-NP-S04 | NOTE PAD, stick on, 3" x 4", 100 sheets per pad                      | pad             | 5                            | 0   | 0   | 5  | 296.40    | 0     | 0   | 0    | 0  | 0.00      | 5    | 0   | 0    | 5  | 296.40    | 0   | 0   | 0   | 0  | 0.00      | 10                          | 59.28                                |
| 138                          | 14111514-NP-S03 | NOTE PAD, stick on, 3" x 3", 100 sheets per pad                      | pad             | 5                            | 0   | 0   | 5  | 260.00    | 0     | 0   | 0    | 0  | 0.00      | 5    | 0   | 0    | 5  | 260.00    | 0   | 0   | 0   | 0  | 0.00      | 10                          | 52.00                                |
| 139                          | 14111514-NB-S01 | NOTEBOOK, stenographer                                               | piece           | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 12.04                                |
| 140                          | 14111507-PP-M01 | PAPER, MULTICOPY 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                           | 165.65                               |
| 141                          | 14111507-PP-M02 | PAPER, MULTICOPY LEGAL, 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                           | 189.18                               |
| 142                          | 14111507-PP-C01 | PAPER, MULTIPURPOSE A4, 500 sheets per ream                          | ream            | 70                           | 0   | 0   | 70 | 9,641.80  | 70    | 0   | 0    | 70 | 9,641.80  | 70   | 0   | 0    | 70 | 9,641.80  | 70  | 0   | 0   | 70 | 9,641.80  | 280                         | 137.74                               |
| 143                          | 14111507-PP-C02 | PAPER, MULTIPURPOSE LEGAL, 500 sheets per ream                       | ream            | 20                           | 0   | 0   | 20 | 3,178.20  | 20    | 0   | 0    | 20 | 3,178.20  | 20   | 0   | 0    | 20 | 3,178.20  | 20  | 0   | 0   | 20 | 3,178.20  | 80                          | 158.91                               |
| 144                          | 14111531-PP-R01 | 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                           | 21.53                                |



| Item & Specifications                                      |                 |                                                         | Unit of Measure | Monthly Quantity Requirement |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           | Total Quantity for the year | Price Catalogue (as of 28 July 2022) |  |
|------------------------------------------------------------|-----------------|---------------------------------------------------------|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----|-----|----|-----------|-----------------------------|--------------------------------------|--|
|                                                            |                 |                                                         |                 | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT |                             |                                      |  |
| 145                                                        | 14111503-PA-P01 | PAPER, parchment, 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                           | 98.05                                |  |
| 146                                                        | 14111531-RE-801 | RECORD BOOK, 300 PAGES                                  | book            | 2                            | 0   | 0   | 2  | 124.80    | 0     | 0   | 0    | 0  | 0.00      | 2    | 0   | 0    | 2  | 124.80    | 0   | 0   | 0   | 0  | 0.00      | 4                           | 62.40                                |  |
| 147                                                        | 14111531-RE-802 | RECORD BOOK, 500 PAGES                                  | 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                           | 104.00                               |  |
| 148                                                        | 14111818-TH-P02 | THERMAL PAPER, 216mm                                    | 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                                |  |
| 149                                                        | 14111704-TT-P04 | TISSUE, INTERFOLDED PAPER TOWEL, 150 pulls 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                           | 33.80                                |  |
| 150                                                        | 14111704-TT-P02 | TOILET TISSUE PAPER, 2 ply, 12 rolls in a pack          | pack            | 5                            | 0   | 0   | 5  | 431.60    | 5     | 0   | 0    | 5  | 431.60    | 5    | 0   | 0    | 5  | 431.60    | 5   | 0   | 0   | 5  | 431.60    | 20                          | 86.32                                |  |
| PERFUMES OR COLOGNES OR FRAGRANCES                         |                 |                                                         |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |                                      |  |
| 151                                                        | 53131626-HS-801 | 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                           | 80.85                                |  |
| PESTICIDES OR PEST REPELLENTS                              |                 |                                                         |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |                                      |  |
| 152                                                        | 10191509-IN-A01 | INSECTICIDE, 600mL                                      | 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                           | 139.36                               |  |
| PRINTED PUBLICATIONS                                       |                 |                                                         |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |                                      |  |
| 153                                                        | 55101524-RA-H01 | 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                           | 37.21                                |  |
| PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES) |                 |                                                         |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |                                      |  |
| 1                                                          | 44103105-BR-D05 | DRUM CARTRIDGE, BROTHER DR-3455, Black                  | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 6,947.20                             |  |
| 2                                                          | 44103105-BR-804 | INK CARTRIDGE, BROTHER LC678, 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                               |  |
| 3                                                          | 44103105-BR-805 | INK CARTRIDGE, BROTHER LC67HYBK, Black                  | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,601.60                             |  |
| 4                                                          | 44103105-CA-C04 | INK CARTRIDGE, CANON CL-741, Colored                    | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,126.32                             |  |
| 5                                                          | 44103105-CA-C02 | INK CARTRIDGE, CANON CL-811, Colored                    | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,178.32                             |  |
| 6                                                          | 44103105-CA-804 | 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                               |  |
| 7                                                          | 44103105-CA-802 | INK CARTRIDGE, CANON PG-810, Black                      | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 892.32                               |  |
| 8                                                          | 44103105-EP-817 | INK CARTRIDGE, EPSON C13T664100 (T6641), Black          | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 249.60                               |  |
| 9                                                          | 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                           | 249.60                               |  |
| 10                                                         | 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                           | 249.60                               |  |
| 11                                                         | 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                           | 249.60                               |  |
| 12                                                         | 44103105-HP-840 | 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                               |  |
| 13                                                         | 44103105-HP-T40 | INK CARTRIDGE, HP C2P06AA (HP62), Tri-color             | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,048.32                             |  |
| 14                                                         | 44103105-HP-809 | 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                               |  |
| 15                                                         | 44103105-HP-T10 | INK CARTRIDGE, HP C9352AA (HP22), Tri-color             | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,053.52                             |  |
| 16                                                         | 44103105-HP-P48 | INK CARTRIDGE, HP C9397A (HP72), 69ml, Photo Black      | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,996.80                             |  |
| 17                                                         | 44103105-HP-C48 | INK CARTRIDGE, HP C9398A (HP72), 69ml, Cyan             | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,996.80                             |  |
| 18                                                         | 44103105-HP-M48 | INK CARTRIDGE, HP C9399A (HP72), 69ml, Magenta          | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,996.80                             |  |
| 19                                                         | 44103105-HP-Y48 | INK CARTRIDGE, HP C9400A (HP72), 69ml, Yellow           | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,996.80                             |  |
| 20                                                         | 44103105-HP-G48 | INK CARTRIDGE, HP C9401A (HP72), 69ml, Grey             | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,996.80                             |  |
| 21                                                         | 44103105-HP-B48 | INK CARTRIDGE, HP C9403A (HP72), 130ml, Matte Black     | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 3,016.00                             |  |
| 22                                                         | 44103105-HP-817 | INK CARTRIDGE, HP C9540WA (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                               |  |
| 23                                                         | 44103105-HP-T17 | INK CARTRIDGE, HP C9543WA (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                             |  |



| Item & Specifications |                 |                                                     | Unit of Measure | Monthly Quantity Requirement |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           | Total Quantity for the year | Price Catalogue (as of 20 July 2022) |
|-----------------------|-----------------|-----------------------------------------------------|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----|-----|----|-----------|-----------------------------|--------------------------------------|
|                       |                 |                                                     |                 | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT |                             |                                      |
| 24                    | 44103105-HP-B35 | INK CARTRIDGE, HP C0887AA (HP703), Black            | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 419.12                               |
| 25                    | 44103105-HP-T35 | INK CARTRIDGE, HP C0888AA (HP703), Tri-color        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 419.12                               |
| 26                    | 44103105-HP-C40 | INK CARTRIDGE, HP C0972AA (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                               |
| 27                    | 44103105-HP-M40 | INK CARTRIDGE, HP C0973AA (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                               |
| 28                    | 44103105-HP-Y40 | INK CARTRIDGE, HP C0974AA (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                               |
| 29                    | 44103105-HP-B40 | INK CARTRIDGE, HP C0975AA (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                             |
| 30                    | 44103105-HP-B20 | INK CARTRIDGE, HP C0561WA (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                               |
| 31                    | 44103105-HP-T20 | INK CARTRIDGE, HP C0562WA (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                             |
| 32                    | 44103105-HP-B49 | INK CARTRIDGE, HP C0565AA (HP82), Black             | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 935.00                               |
| 33                    | 44103105-HP-C49 | INK CARTRIDGE, HP C0566AA (HP82), Cyan              | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 740.00                               |
| 34                    | 44103105-HP-M49 | INK CARTRIDGE, HP C0567AA (HP82), Magenta           | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 740.00                               |
| 35                    | 44103105-HP-Y49 | INK CARTRIDGE, HP C0568AA (HP82), Yellow            | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 740.00                               |
| 36                    | 44103105-HP-B43 | INK CARTRIDGE, HP C0045AA (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                             |
| 37                    | 44103105-HP-C43 | INK CARTRIDGE, HP C0046AA (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                             |
| 38                    | 44103105-HP-M43 | INK CARTRIDGE, HP C0047AA (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                             |
| 39                    | 44103105-HP-Y43 | INK CARTRIDGE, HP C0048AA (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                             |
| 40                    | 44103105-HP-B36 | INK CARTRIDGE, HP C0692AA (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                               |
| 41                    | 44103105-HP-T36 | INK CARTRIDGE, HP C0693AA (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                               |
| 42                    | 44103105-HP-B33 | INK CARTRIDGE, HP C2107AA (HP678), Black            | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 404.56                               |
| 43                    | 44103105-HP-T33 | INK CARTRIDGE, HP C2108AA (HP678), Tri-color        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 404.56                               |
| 44                    | 44103105-HP-B42 | INK CARTRIDGE, HP C2121A (HP685A), Black            | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 312.00                               |
| 45                    | 44103105-HP-C33 | INK CARTRIDGE, HP C2122A (HP685A), Cyan             | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 256.88                               |
| 46                    | 44103105-HP-M33 | INK CARTRIDGE, HP C2123A (HP685A), Magenta          | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 256.88                               |
| 47                    | 44103105-HP-Y33 | INK CARTRIDGE, HP C2124A (HP685A), Yellow           | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 256.88                               |
| 48                    | 44103105-HP-T43 | INK CARTRIDGE, HP F6V26AA (HP680), Tri-color        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 424.32                               |
| 49                    | 44103105-HP-B43 | INK CARTRIDGE, HP F6V27AA (HP680), Black            | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 424.32                               |
| 50                    | 44103105-HP-C50 | INK CARTRIDGE, HP L0551AA (HP955), Cyan Original    | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 982.80                               |
| 51                    | 44103105-HP-M50 | INK CARTRIDGE, HP L0554AA (HP955), Magenta Original | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 982.80                               |
| 52                    | 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                               |
| 53                    | 44103105-HP-B50 | INK CARTRIDGE, HP L0560AA (HP955), Black Original   | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,294.80                             |
| 54                    | 44103105-HP-C48 | INK CARTRIDGE, HP L0563AA (HP955XL), 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                           | 1,339.52                             |
| 55                    | 44103105-HP-M48 | INK CARTRIDGE, HP L0566AA (HP955XL), 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                           | 1,339.52                             |
| 56                    | 44103105-HP-Y48 | INK CARTRIDGE, HP L0569AA (HP955XL), 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                           | 1,339.52                             |
| 57                    | 44103105-HP-B48 | INK CARTRIDGE, HP L0572AA (HP955XL), 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                           | 1,817.92                             |
| 58                    | 44103105-HP-C51 | INK CARTRIDGE, HP T6L98AA (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                               |
| 59                    | 44103105-HP-M51 | INK CARTRIDGE, HP T6L93AA (HP905), Magenta Original | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 468.00                               |



| Item & Specifications |                 |                                                     | Unit of Measure | Monthly Quantity Requirement |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           | Total Quantity for the year | Price Catalogue (as of 30 July 2022) |
|-----------------------|-----------------|-----------------------------------------------------|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----|-----|----|-----------|-----------------------------|--------------------------------------|
|                       |                 |                                                     |                 | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT |                             |                                      |
| 60                    | 44103105-HP-Y51 | INK CARTRIDGE, HP T6L97AA (HP905), Yellow Original  | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 468.00                               |
| 61                    | 44103105-HP-B51 | INK CARTRIDGE, HP T6M01AA (HP905), Black Original   | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 774.80                               |
| 62                    | 44103112-EP-R05 | RIBBON CARTRIDGE, EPSON C13S015516 (#8750), Black   | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 77.43                                |
| 63                    | 44103112-EP-R13 | RIBBON CARTRIDGE, EPSON C13S015532, 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                                |
| 64                    | 44103112-EP-R07 | RIBBON CARTRIDGE, EPSON C13S015531 (S015085)        | 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                               |
| 65                    | 44103109-BR-D06 | TONER CARTRIDGE, BROTHER DR-451CL, High Yield 3000  | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 6,760.00                             |
| 66                    | 44103103-BR-B03 | TONER CARTRIDGE, BROTHER TN-2025, Black             | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 2,685.28                             |
| 67                    | 44103103-BR-B04 | TONER CARTRIDGE, BROTHER TN-2130, Black             | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 1,892.80                             |
| 68                    | 44103103-BR-B05 | TONER CARTRIDGE, BROTHER TN-2150, Black             | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 2,685.28                             |
| 69                    | 44103103-BR-B09 | TONER CARTRIDGE, BROTHER TN-3320, Black             | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 3,567.20                             |
| 70                    | 44103103-BR-B11 | TONER CARTRIDGE, BROTHER TN-3350, Black             | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 5,002.40                             |
| 71                    | 44103103-BR-B15 | TONER CARTRIDGE, BROTHER TN-3478, Black             | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 5,575.44                             |
| 72                    | 44103103-BR-B16 | TONER CARTRIDGE, BROTHER TN-456 Black, High Yield   | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 4,564.56                             |
| 73                    | 44103103-BR-C03 | TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield    | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 7,716.80                             |
| 74                    | 44103103-BR-M03 | TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 7,716.80                             |
| 75                    | 44103103-BR-Y03 | TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield  | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 7,716.80                             |
| 76                    | 44103103-CA-B00 | TONER CARTRIDGE, CANON CRG-324 II                   | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 13,399.36                            |
| 77                    | 44103103-HP-B12 | TONER CARTRIDGE, HP CB435A, Black                   | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 3,099.20                             |
| 78                    | 44103103-HP-B14 | TONER CARTRIDGE, HP CB540A, Black                   | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 3,603.60                             |
| 79                    | 44103103-HP-B18 | TONER CARTRIDGE, HP CE255A, Black                   | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 6,942.00                             |
| 80                    | 44103103-HP-B21 | TONER CARTRIDGE, HP CE278A, Black                   | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 3,741.92                             |
| 81                    | 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                           | 3,242.72                             |
| 82                    | 44103103-HP-B23 | TONER CARTRIDGE, HP CE310A, Black                   | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 2,380.40                             |
| 83                    | 44103103-HP-C23 | TONER CARTRIDGE, HP CE311A, Cyan                    | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 2,610.40                             |
| 84                    | 44103103-HP-Y23 | TONER CARTRIDGE, HP CE312A, Yellow                  | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 2,610.40                             |
| 85                    | 44103103-HP-M23 | TONER CARTRIDGE, HP CE313A, Magenta                 | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 2,610.40                             |
| 86                    | 44103103-HP-B24 | TONER CARTRIDGE, HP CE320A, 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                           | 3,192.80                             |
| 87                    | 44103103-HP-C24 | TONER CARTRIDGE, HP CE321A, 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                           | 3,083.60                             |
| 88                    | 44103103-HP-Y24 | TONER CARTRIDGE, HP CE322A, 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                           | 3,083.60                             |
| 89                    | 44103103-HP-M24 | TONER CARTRIDGE, HP CE323A, 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                           | 3,083.60                             |
| 90                    | 44103103-HP-B25 | TONER CARTRIDGE, HP CE390A, 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                           | 7,872.80                             |
| 91                    | 44103103-HP-B26 | TONER CARTRIDGE, HP CE400A, 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                           | 6,786.00                             |
| 92                    | 44103103-HP-C26 | TONER CARTRIDGE, HP CE401A, 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                           | 10,103.60                            |
| 93                    | 44103103-HP-Y26 | TONER CARTRIDGE, HP CE402A, 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                           | 10,193.04                            |
| 94                    | 44103103-HP-M26 | TONER CARTRIDGE, HP CE403A, 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                           | 10,103.60                            |
| 95                    | 44103103-HP-B27 | TONER CARTRIDGE, HP CE410A, (HP905), 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                           | 3,837.60                             |



| Item & Specifications                                                                                                              |                  |                                                                  | Unit of Measure | Monthly Quantity Requirement |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           | Total Quantity for the year | Price Catalogue (as of 28 July 2022) |
|------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------------------------------------------|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----|-----|----|-----------|-----------------------------|--------------------------------------|
|                                                                                                                                    |                  |                                                                  |                 | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT |                             |                                      |
| 132                                                                                                                                | 44103103-SA-803  | TONER CARTRIDGE, SAMSUNG ML-D2850B, Black                        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 5,116.80                             |
| 133                                                                                                                                | 44103103-SA-806  | TONER CARTRIDGE, SAMSUNG MLT-D101S, Black                        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 3,484.00                             |
| 134                                                                                                                                | 44103103-SA-807  | TONER CARTRIDGE, SAMSUNG MLT-D103S, Black                        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 2,669.44                             |
| 135                                                                                                                                | 44103103-SA-808  | TONER CARTRIDGE, SAMSUNG MLT-D104S, Black                        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 2,454.40                             |
| 136                                                                                                                                | 44103103-SA-809  | TONER CARTRIDGE, SAMSUNG MLT-D105L, Black                        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 3,380.00                             |
| 137                                                                                                                                | 44103103-SA-814  | TONER CARTRIDGE, SAMSUNG MLT-D106S, Black                        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 3,269.52                             |
| 138                                                                                                                                | 44103103-SA-821  | TONER CARTRIDGE, SAMSUNG MLT-D203E, Black                        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 8,304.40                             |
| 139                                                                                                                                | 44103103-SA-818  | TONER CARTRIDGE, SAMSUNG MLT-D203L, Black                        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 3,956.16                             |
| 140                                                                                                                                | 44103103-SA-820  | TONER CARTRIDGE, SAMSUNG MLT-D203U, Black                        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 6,442.80                             |
| 141                                                                                                                                | 44103103-SA-812  | TONER CARTRIDGE, SAMSUNG MLT-D205E, Black                        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 7,321.14                             |
| 142                                                                                                                                | 44103103-SA-805  | TONER CARTRIDGE, SAMSUNG MLT-D205L, Black                        | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 4,533.36                             |
| 143                                                                                                                                | 44103103-SA-810  | TONER CARTRIDGE, SAMSUNG SCX-D6555A, Black                       | cart            | 0                            | 0   | 0   | 0  | 0.00      | 0     | 0   | 0    | 0  | 0.00      | 0    | 0   | 0    | 0  | 0.00      | 0   | 0   | 0   | 0  | 0.00      | 0                           | 4,066.40                             |
| 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                                 |
| 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                                 |
| 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                                 |
| 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                                 |
| 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                                 |
| 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                                 |
| 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                                 |
| 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                                 |
| 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                                 |
| 10                                                                                                                                 | 43232801-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                                 |
| 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                                 |
| 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                                 |
| 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                                 |
| 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                                 |
| 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                                 |
| 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                                 |
| PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items) |                  |                                                                  |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |           |                             |                                      |
| 1                                                                                                                                  |                  | LC3617M, Brother                                                 | cart            | 80                           | 0   | 0   | 80 | 64,000.00 | 80    | 0   | 0    | 80 | 64,000.00 | 80   | 0   | 0    | 80 | 64,000.00 | 80  | 0   | 0   | 80 | 64,000.00 | 320                         | 800.00                               |
| 2                                                                                                                                  |                  | LC3617C, Brother                                                 | cart            | 60                           | 0   | 0   | 60 | 48,000.00 | 60    | 0   | 0    | 60 | 48,000.00 | 60   | 0   | 0    | 60 | 48,000.00 | 60  | 0   | 0   | 60 | 48,000.00 | 240                         | 800.00                               |
| 3                                                                                                                                  |                  | LC3617Y, Brother                                                 | cart            | 60                           | 0   | 0   | 60 | 48,000.00 | 60    | 0   | 0    | 60 | 48,000.00 | 60   | 0   | 0    | 60 | 48,000.00 | 60  | 0   | 0   | 60 | 48,000.00 | 240                         | 800.00                               |
| 4                                                                                                                                  |                  | LC3617BK, Brother                                                | cart            | 60                           | 0   | 0   | 60 | 48,000.00 | 60    | 0   | 0    | 60 | 48,000.00 | 60   | 0   | 0    | 60 | 48,000.00 | 60  | 0   | 0   | 60 | 48,000.00 | 240                         | 800.00                               |
| 5                                                                                                                                  |                  | Epson 1% 001 BK 127ml                                            | bottle          | 60                           | 0   | 0   | 60 | 27,000.00 | 60    | 0   | 0    | 60 | 27,000.00 | 60   | 0   | 0    | 60 | 27,000.00 | 60  | 0   | 0   | 60 | 27,000.00 | 240                         | 450.00                               |
| 6                                                                                                                                  |                  | Epson 1% 001 M 70ml                                              | bottle          | 40                           | 0   | 0   | 40 | 16,000.00 | 40    | 0   | 0    | 40 | 16,000.00 | 40   | 0   | 0    | 40 | 16,000.00 | 40  | 0   | 0   | 40 | 16,000.00 | 160                         | 400.00                               |



| Item & Specifications |  |                                                  | Unit of Measure | Monthly Quantity Requirement |     |     |     |           |       |     |      |     |           |      |     |      |     |            |     |     |     |     |           | Total Quantity for the year | Price Catalogue (as of 28 July 2022) |  |
|-----------------------|--|--------------------------------------------------|-----------------|------------------------------|-----|-----|-----|-----------|-------|-----|------|-----|-----------|------|-----|------|-----|------------|-----|-----|-----|-----|-----------|-----------------------------|--------------------------------------|--|
|                       |  |                                                  |                 | Jan                          | Feb | Mar | Q1  | Q1 AMOUNT | April | May | June | Q2  | Q2 AMOUNT | July | Aug | Sept | Q3  | Q3 AMOUNT  | Oct | Nov | Dec | Q4  | Q4 AMOUNT |                             |                                      |  |
| 7                     |  | Epson Ink 001 Y 70 ml.                           | bottle          | 40                           | 0   | 0   | 40  | 16,000.00 | 40    | 0   | 0    | 40  | 16,000.00 | 40   | 0   | 0    | 40  | 16,000.00  | 40  | 0   | 0   | 40  | 16,000.00 | 160                         | 400.00                               |  |
| 8                     |  | Epson Ink 001 C 70ml.                            | bottle          | 40                           | 0   | 0   | 40  | 16,000.00 | 40    | 0   | 0    | 40  | 16,000.00 | 40   | 0   | 0    | 40  | 16,000.00  | 40  | 0   | 0   | 40  | 16,000.00 | 160                         | 400.00                               |  |
| 9                     |  | Photopaper A4 (210x297mm) (RC Rough photo paper) | packs           | 80                           | 0   | 0   | 80  | 16,400.00 | 80    | 0   | 0    | 80  | 16,400.00 | 80   | 0   | 0    | 80  | 16,400.00  | 80  | 0   | 0   | 80  | 16,400.00 | 320                         | 205.00                               |  |
| 10                    |  | Ring Binder, plastic, 8mm                        | bundle          | 5                            | 0   | 0   | 5   | 700.00    | 5     | 0   | 0    | 5   | 700.00    | 5    | 0   | 0    | 5   | 700.00     | 5   | 0   | 0   | 5   | 700.00    | 20                          | 140.00                               |  |
| 11                    |  | Ring Binder, plastic, 12mm                       | bundle          | 5                            | 0   | 0   | 5   | 800.00    | 5     | 0   | 0    | 5   | 800.00    | 5    | 0   | 0    | 5   | 800.00     | 5   | 0   | 0   | 5   | 800.00    | 20                          | 160.00                               |  |
| 12                    |  | Ring Binder, plastic, 16mm                       | bundle          | 5                            | 0   | 0   | 5   | 900.00    | 5     | 0   | 0    | 5   | 900.00    | 5    | 0   | 0    | 5   | 900.00     | 5   | 0   | 0   | 5   | 900.00    | 20                          | 180.00                               |  |
| 13                    |  | Ring Binder, plastic, 20mm                       | bundle          | 5                            | 0   | 0   | 5   | 1,000.00  | 5     | 0   | 0    | 5   | 1,000.00  | 5    | 0   | 0    | 5   | 1,000.00   | 5   | 0   | 0   | 5   | 1,000.00  | 20                          | 200.00                               |  |
| 14                    |  | L3110BK EPSON 65ml.                              | bottle          | 5                            | 0   | 0   | 5   | 2,750.00  | 5     | 0   | 0    | 5   | 2,750.00  | 5    | 0   | 0    | 5   | 2,750.00   | 5   | 0   | 0   | 5   | 2,750.00  | 20                          | 550.00                               |  |
| 15                    |  | L3110C EPSON 65ml.                               | bottle          | 5                            | 0   | 0   | 5   | 2,500.00  | 5     | 0   | 0    | 5   | 2,500.00  | 5    | 0   | 0    | 5   | 2,500.00   | 5   | 0   | 0   | 5   | 2,500.00  | 20                          | 500.00                               |  |
| 16                    |  | L3110M EPSON 65ml.                               | bottle          | 5                            | 0   | 0   | 5   | 2,500.00  | 5     | 0   | 0    | 5   | 2,500.00  | 5    | 0   | 0    | 5   | 2,500.00   | 5   | 0   | 0   | 5   | 2,500.00  | 20                          | 500.00                               |  |
| 17                    |  | L3110Y EPSON 65ml.                               | bottle          | 5                            | 0   | 0   | 5   | 2,500.00  | 5     | 0   | 0    | 5   | 2,500.00  | 5    | 0   | 0    | 5   | 2,500.00   | 5   | 0   | 0   | 5   | 2,500.00  | 20                          | 500.00                               |  |
| 18                    |  | Bond Paper (A3 Size)                             | ream            | 5                            | 0   | 0   | 5   | 2,499.90  | 5     | 0   | 0    | 5   | 2,499.90  | 5    | 0   | 0    | 5   | 2,499.90   | 5   | 0   | 0   | 5   | 2,499.90  | 20                          | 499.98                               |  |
| 19                    |  | Sticky note Sign Here 125 sheets/pad             | packs           | 10                           | 0   | 0   | 10  | 448.00    | 10    | 0   | 0    | 10  | 448.00    | 10   | 0   | 0    | 10  | 448.00     | 10  | 0   | 0   | 10  | 448.00    | 40                          | 44.80                                |  |
| 20                    |  | Photopaper A4 (210x297mm) (RC Rough photo paper) | packs           | 50                           | 0   | 0   | 50  | 10,250.00 | 50    | 0   | 0    | 50  | 10,250.00 | 50   | 0   | 0    | 50  | 10,250.00  | 50  | 0   | 0   | 50  | 10,250.00 | 200                         | 205.00                               |  |
| 21                    |  | Fastener Plastic                                 | box             | 5                            | 0   | 0   | 5   | 467.10    | 5     | 0   | 0    | 5   | 467.10    | 5    | 0   | 0    | 5   | 467.10     | 5   | 0   | 0   | 5   | 467.10    | 20                          | 93.42                                |  |
| 22                    |  | Ordinary Ballpen, Black                          | piece           | 30                           | 0   | 0   | 30  | 300.00    | 30    | 0   | 0    | 30  | 300.00    | 30   | 0   | 0    | 30  | 300.00     | 30  | 0   | 0   | 30  | 300.00    | 120                         | 10.00                                |  |
| 23                    |  | Legal Size, Customized Doc. Binder w/ DPWH Logo  | piece           | 100                          | 0   | 0   | 100 | 41,998.00 | 100   | 0   | 0    | 100 | 41,998.00 | 100  | 0   | 0    | 100 | 41,998.00  | 100 | 0   | 0   | 100 | 41,998.00 | 400                         | 419.98                               |  |
| 24                    |  | Acetate LCT, (PVC Cover)                         | piece           | 5                            | 0   | 0   | 5   | 7,699.00  | 0     | 0   | 0    | 0   | 0.00      | 0    | 0   | 0    | 0   | 0.00       | 0   | 0   | 0   | 0   | 0.00      | 5                           | 1,539.80                             |  |
| 25                    |  | Acetate LCT, A4 Size (PVC Cvrer)                 | piece           | 5                            | 0   | 0   | 5   | 8,120.00  | 0     | 0   | 0    | 0   | 0.00      | 0    | 0   | 0    | 0   | 0.00       | 0   | 0   | 0   | 0   | 0.00      | 5                           | 1,624.00                             |  |
| 26                    |  | Acetate LCT, A4 Size (PVC Cvrer)                 | piece           | 5                            | 0   | 0   | 5   | 8,120.00  | 0     | 0   | 0    | 0   | 0.00      | 0    | 0   | 0    | 0   | 0.00       | 0   | 0   | 0   | 0   | 0.00      | 5                           | 1,624.00                             |  |
| 27                    |  | Toner Cartridge, INEO+ 226i (TN 228) - Cyan      | cart            | 0                            | 0   | 0   | 0   | 0.00      | 2     | 0   | 0    | 2   | 40,720.00 | 1    | 0   | 0    | 1   | 20,360.00  | 1   | 0   | 0   | 1   | 20,360.00 | 4                           | 20,360.00                            |  |
| 28                    |  | Toner Cartridge, INEO+ 226i (TN 228) - Magenta   | cart            | 0                            | 0   | 0   | 0   | 0.00      | 2     | 0   | 0    | 2   | 40,720.00 | 1    | 0   | 0    | 1   | 20,360.00  | 1   | 0   | 0   | 1   | 20,360.00 | 4                           | 20,360.00                            |  |
| 29                    |  | Toner Cartridge, INEO+ 226i (TN 228) - Yellow    | cart            | 0                            | 0   | 0   | 0   | 0.00      | 2     | 0   | 0    | 2   | 40,720.00 | 1    | 0   | 0    | 1   | 20,360.00  | 1   | 0   | 0   | 1   | 20,360.00 | 4                           | 20,360.00                            |  |
| 30                    |  | Toner Cartridge, INEO+ 226i (TN 228) - Black     | cart            | 0                            | 0   | 0   | 0   | 0.00      | 2     | 0   | 0    | 2   | 25,040.00 | 2    | 0   | 0    | 2   | 25,040.00  | 2   | 0   | 0   | 2   | 25,040.00 | 6                           | 12,520.00                            |  |
| 31                    |  | Imaging Unit Housing - A1XU-R700-00 (INEO 226)   | unit            | 0                            | 0   | 0   | 0   | 0.00      | 1     | 0   | 0    | 1   | 9,245.00  | 0    | 0   | 0    | 0   | 0.00       | 0   | 0   | 0   | 0   | 0.00      | 1                           | 9,245.00                             |  |
| 32                    |  | Drum DR114 (INEO 226)                            | unit            | 0                            | 0   | 0   | 0   | 0.00      | 1     | 0   | 0    | 1   | 10,000.00 | 0    | 0   | 0    | 0   | 0.00       | 0   | 0   | 0   | 0   | 0.00      | 1                           | 10,000.00                            |  |
| 33                    |  | Developer DV116 (INEO 226)                       | unit            | 0                            | 0   | 0   | 0   | 0.00      | 1     | 0   | 0    | 1   | 1,570.00  | 0    | 0   | 0    | 0   | 0.00       | 0   | 0   | 0   | 0   | 0.00      | 1                           | 1,570.00                             |  |
| 34                    |  | Transfer Roller - A0XX-PP6h-01                   | unit            | 0                            | 0   | 0   | 0   | 0.00      | 1     | 0   | 0    | 1   | 4,517.00  | 0    | 0   | 0    | 0   | 0.00       | 0   | 0   | 0   | 0   | 0.00      | 1                           | 4,517.00                             |  |
| 35                    |  | Fusing Unit - A3PE-PP3V-01                       | unit            | 0                            | 0   | 0   | 0   | 0.00      | 1     | 0   | 0    | 1   | 17,000.00 | 0    | 0   | 0    | 0   | 0.00       | 0   | 0   | 0   | 0   | 0.00      | 1                           | 17,000.00                            |  |
| 36                    |  | Air Conditioner, 2.0HP (Branded)                 | unit            | 0                            | 0   | 0   | 0   | 0.00      | 0     | 0   | 0    | 0   | 0.00      | 2    | 0   | 0    | 2   | 220,000.00 | 0   | 0   | 0   | 0   | 0.00      | 2                           | 110,000.00                           |  |
| 37                    |  | Crayons                                          | box             | 0                            | 0   | 0   | 0   | 0.00      | 2     | 0   | 0    | 2   | 70.00     | 0    | 0   | 0    | 0   | 0.00       | 0   | 0   | 0   | 0   | 0.00      | 2                           | 35.00                                |  |
| 38                    |  |                                                  |                 |                              |     |     | 0   | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0   | 0.00       |     |     |     | 0   | 0.00      | 0                           | 0.00                                 |  |
| 39                    |  |                                                  |                 |                              |     |     | 0   | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0   | 0.00       |     |     |     | 0   | 0.00      | 0                           | 0.00                                 |  |
| 40                    |  |                                                  |                 |                              |     |     | 0   | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0   | 0.00       |     |     |     | 0   | 0.00      | 0                           | 0.00                                 |  |
| 41                    |  |                                                  |                 |                              |     |     | 0   | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0   | 0.00       |     |     |     | 0   | 0.00      | 0                           | 0.00                                 |  |
|                       |  |                                                  |                 |                              |     |     | 0   | 0.00      |       |     |      | 0   | 0.00      |      |     |      | 0   | 0.00       |     |     |     | 0   | 0.00      | 0                           | 0.00                                 |  |



| Item & Specifications                                                  |  |  | Unit of Measure | Monthly Quantity Requirement |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    | Total Quantity for the year | Price Catalogue (as of 20 July 2022) |           |
|------------------------------------------------------------------------|--|--|-----------------|------------------------------|-----|-----|----|-----------|-------|-----|------|----|-----------|------|-----|------|----|-----------|-----|-----|-----|----|-----------------------------|--------------------------------------|-----------|
|                                                                        |  |  |                 | Jan                          | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 |                             |                                      | Q4 AMOUNT |
|                                                                        |  |  |                 |                              |     |     | 0  | 0.00      |       |     |      | 0  | 0.00      |      |     |      | 0  | 0.00      |     |     |     | 0  | 0.00                        | 0                                    | 0.00      |
|                                                                        |  |  |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    |                             |                                      |           |
| A. TOTAL                                                               |  |  |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    | P                           |                                      |           |
| B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)                   |  |  |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    | P                           |                                      |           |
| C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable) |  |  |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    | P                           |                                      |           |
| D. GRAND TOTAL (A + B + C)                                             |  |  |                 |                              |     |     |    |           |       |     |      |    |           |      |     |      |    |           |     |     |     |    | P                           |                                      |           |
| E. APPROVED BUDGET BY THE AGENCY HEAD<br>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.

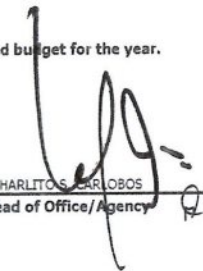
Prepared by:

  
 GIL D. HERRERA, JR.  
 Chief, Construction Section  
 Date Prepared: \_\_\_\_\_

Certified Funds Available / Certified Appropriate Funds Available:

  
 MA. LOURDES L. SEBANES  
 Budget Officer

Approved by:

  
 CHARLITOS CARLOBOS  
 Head of Office/Agency