

Instructions:

This form contains the common-use supplies and equipment (CSE) being carried by the Procurement Service – Department of Budget and Management (PS-DBM) that shall be purchased by government agencies. Consistent with the DBM Circular Letter Nos. 2011-6 and 2011-6-A dated 22 August 2011 and 20 September 2011, respectively, the APP-CSE form shall be used as an agency's standard procurement request for all its CSE requirements. Only agencies with updated APP-CSE from the Virtual Store (VS) Website to the APP-CSE form shall be used. CSE items from the PS-DBM, VS Website, and Standard Products and Services Code (UNSPSC). Note that the items listed on this form have been arranged in accordance with the United Nations Standard Products and Services Code (UNSPSC).

ANNUAL ACQUISITION PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2024 FORM

- 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 (VS) and Download page of PS-DBM website (www.ps-phillips.gov.ph).
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-phillips.gov.ph) under the "What We Sell" tab for the detailed technical specifications and sample photos of the items.
- 4.0 Do not delete, add, or revise any items or rows on the PART I of this form, otherwise the form will be deemed invalid.
- 5.0 For items not included on the list of PART II, a separate file, with the file name APP-CSE 2024 Form - Other Items, can be downloaded from the Download page of PS-DBM website (www.ps-phillips.gov.ph) and must be submitted to PS-DBM through this link: <https://shorturl.at/hos8>.
- 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 Pertinax Document format (PDF) to the agency's Virtual Store (VS) account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0927-8478245 (Globe) or 0938-2954426 (Smart), or email address hsphd@ps-phillips.gov.ph, or visit the PS-DBM website (www.ps-phillips.gov.ph) for the guide on how to fill out the APP-CSE.

Department/Division/Office: UNAN-CENTRAL OFFICE
Region: MOR-CENTRAL OFFICE
Address: BOJALDO DRIVE, PORT AREA
MUNICIPALITY: MUNILA

Agency Code/UNSC: 18010100000 Note: The APP-CSE for FY 2024 must be submitted on or before **31 July 2023**
Operation Type: INTERNAL GOVERNMENT AGENCY
Position: Administrative Aide IV
Email: hsphd@ps-phillips.gov.ph
Telephone/Mobile No.: 509-3188

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

ALCOHOL OR ACTION BASED ANTISEPTICS

Item	Material	Unit	Jan	Feb	Mar	Q1	Q1 amount	April	May	June	Q2	Q2 amount	July	Aug	Sept	Q3	Q3 amount	Oct	Nov	Dec	Q4	Q4 amount	Total	Price	Total Amount	
1	101901-A-01	ALCOHOL, 500 mL	bottle	0	0	426	426	225,548.56	0	0	157	157	8,001.72	0	0	271	271	14,241.15	0	0	157	157	8,001.72	7511	50.96	382,791.50
2	101901-A-03	ALCOHOL, 80%, 1 Gallon	gallon	0	0	543	543	275,038.48	0	0	33	33	14,834.88	0	0	280	280	133,834.40	0	0	5	5	2,256.87	871	451.36	391,134.56

ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES

3. 6012143-CP-01 CLEARBOOK, A4 size	box	0	0	383	383	13,613.50	0	0	165	165	5,834.50	0	0	173	173	6,117.28	0	0	153	153	5,410.06	635	35.36	30,975.36
4. 6012143-CP-02 CLEARBOOK, legal size	box	0	0	393	393	15,122.64	0	0	182	182	6,232.76	0	0	165	165	6,349.20	0	0	150	150	5,772.00	670	38.48	33,977.66
5. 601215H-BP-01 BRUSH, paint/roller	piece	0	0	502	502	4,096.77	0	0	28	28	282.68	0	0	319	319	2,565.84	0	0	28	28	281.08	877	9.35	6,268.72
6. 601215S-SP-01 SIGN PEN, Extra Fine Tip, Black	piece	0	0	3186	3186	82,536.00	0	0	255	255	6,639.00	0	0	1760	1760	45,780.00	0	0	75	75	1,950.00	5276	26.00	137,176.00
7. 601215H-SP-04 SIGN PEN, Fine Tip, 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	41.72	0.00
8. 601215H-SP-07 SIGN PEN, Medium Tip, 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	57.20	0.00
9. 601215H-SP-02 SIGN PEN, Extra Fine Tip, Blue	piece	0	0	2975	2975	77,350.00	0	0	338	338	8,788.00	0	0	1699	1699	44,174.00	0	0	33	33	858.00	5945	26.00	151,170.00
10. 601215H-SP-05 SIGN PEN, Fine Tip, 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	44.72	0.00
11. 601215H-SP-08 SIGN PEN, Medium Tip, 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	57.20	0.00
12. 601215H-SP-03 SIGN PEN, Extra Fine Tip, Red	piece	0	0	762	762	19,812.00	0	0	65	65	1,640.00	0	0	341	341	8,586.00	0	0	41	41	1,068.00	1239	26.00	31,934.00
13. 601215H-SP-06 SIGN PEN, Fine Tip, 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	43.75	0.00
14. 601215H-SP-09 SIGN PEN, Medium Tip, 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	57.20	0.00
15. 601212H-NP-01 WRITING PAPER	pack	0	0	48	48	10,283.52	0	0	35	35	7,486.40	0	0	40	40	9,599.60	0	0	35	35	7,486.40	158	244.24	35,579.92

AUDIO AND VISUAL EQUIPMENT AND SUPPLIES

16. 4012157-DO-03 DOCUMENT CAMERA	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	25,535.16	0.00
17. 401109H-PP-01 MULTIMEDIA PROJECTOR	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	7	7	129,299.80	0	0	0	0	0.00	7	18,420.40	129,299.80

BATTERIES AND CELLS AND ACCESSORIES

18. 2011702-BT-02 BATTERY, dry cell, size AA	pack	0	0	631	631	13,781.04	0	0	15	15	327.60	0	0	133	133	2,904.72	0	0	15	15	327.60	264	21.84	17,740.56
19. 2011702-BT-01 BATTERY, dry cell, size AAA	pack	0	0	657	657	12,887.32	0	0	30	30	197.60	0	0	114	114	2,552.64	0	0	10	10	197.60	794	19.76	15,631.16
20. 2011702-BT-03 BATTERY, dry cell, size D	pack	0	0	27	27	2,499.12	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	27	92.56	2,499.12

CLEANING EQUIPMENT AND SUPPLIES

Item & Specifications			Unit of Measure		Monthly Quantity Requirement												Total Quantity for the year		Total Amount for the year						
			Jan	Feb	Mar	Q1	Q1 Amount	Apr	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount			
21	47131812-MF-001	AIR PRESS-ENER	can	0	0	796	796	69,838.56	0	0	40	40	3,494.40	0	0	414	414	36,167.04	0	0	16	16	1,397.76	1266	87.35
22	47131804-IR-501	BROOM (Wash Timber)	piece	0	0	59	59	7,547.28	0	0	1	1	127.92	0	0	36	36	4,675.12	0	0	1	1	127.92	57	127.92
23	47131804-SR-101	BROOM (Wash Tmp-50g)	piece	0	0	46	46	1,100.32	0	0	0	0	0.00	0	0	35	35	837.20	0	0	0	0	0.00	81	23.92
24	47131820-TB-001	CLEANER, Toilet Bowl and Urinal	bottle	0	0	188	188	8,407.36	0	0	3	3	134.16	0	0	3	3	134.16	0	0	3	3	134.16	197	44.72
25	47131806-CL-001	CLEANER, Scouring Powder	can	0	0	332	332	11,952.00	0	0	215	215	7,746.00	0	0	215	215	7,746.00	0	0	215	215	7,746.00	977	36.00
26	47131811-DE-802	DETERGENT PAD	bar	0	0	289	289	2,255.64	0	0	210	210	1,595.60	0	0	210	210	1,595.60	0	0	210	210	1,595.60	919	9.36
27	47131811-DE-802	DETERGENT POWDER, all purpose	packet	0	0	280	280	22,944.00	0	0	210	210	18,564.00	0	0	252	252	22,276.80	0	0	210	210	18,564.00	912	88.40
28	47131803-ES-601	DISINFECTANT SPRAY	can	0	0	1660	1660	159,648.00	0	0	397	397	59,867.60	0	0	872	872	111,497.60	0	0	465	465	20,122.00	2754	153.80
29	47131804-DU-001	DUST PAN	piece	0	0	21	21	592.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	71	46.80
30	47131802-FM-003	FLOOR WAX, paste type, red	can	0	0	15	15	2,028.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	15	135.20
31	47131835-FC-001	FURNITURE CLEANER	can	0	0	236	236	53,525.92	0	0	5	5	1,113.60	0	0	100	100	22,472.00	0	0	5	5	1,113.60	346	726.72
32	73101214-ES-001	HAND SOAP, liquid	bottle	0	0	604	604	6,498.70	0	0	220	220	9,448.00	0	0	509	509	22,720.55	0	0	220	220	9,448.00	1056	42.95
33	47121804-HP-001	MOP BUCKET	piece	0	0	14	14	30,032.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	14	2,284.00
34	47131813-HP-002	MOP HANDLE, heavy duty	piece	0	0	29	29	3,505.64	0	0	1	1	134.16	0	0	1	1	134.16	0	0	1	1	134.16	32	134.16
35	47131816-PP-601	MOPHEAD, made of rayon	piece	0	0	36	36	4,405.44	0	0	1	1	114.04	0	0	1	1	114.04	0	0	1	1	114.04	39	114.04
36	47131811-RC-001	PADS	box	0	0	243	243	13,399.60	0	0	35	35	2,002.00	0	0	152	152	8,654.40	0	0	35	35	2,002.00	465	57.20
37	47131822-SC-001	SCOURING PAD	pack	0	0	156	156	15,635.84	0	0	210	210	18,792.40	0	0	210	210	18,792.40	0	0	210	210	18,792.40	816	89.44
38	47121801-TB-001	TRASIDBAG, XL size	pack/roll	0	0	396	396	51,480.00	0	0	153	153	19,890.00	0	0	153	153	25,960.00	0	0	153	153	19,890.00	656	133.00
39	47121801-TB-005	TRASIDBAG, large size	pack/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	59.28
40	47121801-TB-006	TRASIDBAG, XL size	pack/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	92.36
41	47121802-NE-001	WASTEBASKET	piece	0	0	64	64	2,795.52	0	0	35	35	1,529.30	0	0	45	45	1,965.60	0	0	35	35	1,528.80	129	42.86
COLOR CHANGING AND DISPENSERS																									
42	12121815-SC-001	INK, for stamp pad	bottle	0	0	293	293	9,114.60	0	0	45	45	1,494.00	0	0	136	136	4,424.20	0	0	37	37	1,154.80	511	31.20
CONSUMER ELECTRONICS																									
43	32161587-DW-801	DIGITAL VOICE RECORDER	unit	0	0	16	16	76,860.16	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	16	4,883.76
FACE MASK																									
44	0131713-SV-105	FACE MASK	box	0	0	466	466	24,320.00	0	0	54	54	2,818.00	0	0	161	161	8,577.00	0	0	54	54	2,818.00	726	52.00
FILMS																									
45	13112012-FC-001	ACETATE	roll	0	0	40	40	41,932.80	0	0	21	21	22,014.72	0	0	22	22	23,053.04	0	0	21	21	22,014.72	194	1,058.32
46	13112012-FC-002	CADRON FILM, large size	box	0	0	35	35	6,950.80	0	0	0	0	0.00	0	0	35	35	6,997.80	0	0	0	0	0.00	70	26.68
FIRE FIGHTING EQUIPMENT																									
47	46191801-FE-001	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	1,380.80
48	46191801-FE-101	FIRE EXTINGUISHER, foam HFC	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,613.25
FLAG ON ACCESSORIES																									
49	15121862-FM-001	PHILIPPINE NATIONAL FLAG	piece	0	0	9	9	2,563.56	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	9	251.64
FURNITURE AND FURNISHINGS																									
50	15121810-KO-001	MONOLOC CHAIR, beige	piece	0	0	20	20	7,508.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20	375.44
51	15121810-KO-001	MONOLOC 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	372.32
52	15121810-KO-001	MONOLOC TABLE, white	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	1,346.88
53	15121810-KO-002	MONOLOC TABLE, beige	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	1,348.38
HEATING AND VENTILATION AND AIR CIRCULATION																									
54	46101804-ET-001	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	1,280.00
55	46101804-ET-001	ELECTRIC FAN, industrial, ground type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,199.68
56	46101804-ET-001	ELECTRIC FAN, stand type	unit	0	0	10	10	10,067.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	1,096.72
57	46101804-ET-001	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	914.16

Item & Specifications													Monthly Quantity Requirement												Total Quantity for the Year	Price	Total Amount for the Year	
Item #	Item Description	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the Year	Price	Total Amount for the Year											
			Jan	Feb	Mar	Q1	Q1 Amount	Apr	May	June	Q2	Q2 Amount	July	Aug				Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount			
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																												
58	431257-05-003	DESKTOP, for Basic Users	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	24,793.60	0.00	
59	4321507-05-004	DESKTOP, for Mid-Range Users	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	42,380.00	0.00	
60	4330277-14-002	EXTERNAL HARD DRIVE	unit	0	0	208	208	627,706.64	0	0	0	0	0	0	28	84,506.24	0	0	0	0	0	0	0	0	0	3,019.00	712,666.88	
61	4330304-00-004	FLASH DRIVE	piece	0	0	731	731	125,443.84	0	0	32	32	7,188.48	0	294	66,774.16	0	0	20	20	4,392.60	1127	224.64	251,199.20	0.00	251,199.20		
62	4321503-14-004	LAPTOP, for Mid-range Users	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	42,380.00	0.00	
63	4321503-14-003	LAPTOP, Lightweight	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	46,000.00	0.00	
64	4331126-10-002	COMPUTER MOUSE, Wireless	unit	0	0	70	70	11,666.40	0	0	0	0	0	0	10	1,655.20	0	0	0	0	0	0	0	0	0	169.52	13,561.60	
65	4321102-14-002	PRINTER, Impact, Dot Matrix, 24 pins	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	33,016.54	0.00	
66	4323102-14-003	PRINTER, Impact, Dot Matrix, 9 pins	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	18,016.64	0.00	
67	4321105-14-001	PRINTER, Laser, Monochrome	unit	0	0	2	2	46,116.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	2	23,060.04	46,126.08	
LIGHTING AND FIXTURES AND ACCESSORIES																												
68	7910503-14-101	UNDER-COUNTER LIGHT (UC) LIGHT BULB, 7 watts	piece	0	0	10	10	811.20	0	0	0	0	0	0	10	811.20	0	0	0	0	0	0	0	0	0	20	81.12	1,622.40
69	7910503-14-103	UNDER-COUNTER LIGHT (UC) LIGHT BULB, 15 watts	piece	0	0	52	52	10,702.64	0	0	0	0	0	0	50	10,391.00	0	0	0	0	0	0	0	0	0	102	26.82	2,693.54
MANUFACTURING COMPONENTS AND SUPPLIES																												
70	31201610-04-203	GLUE, all-purpose	kg	0	0	252	252	17,821.44	0	0	111	111	7,449.92	0	0	119	8,415.68	0	0	74	74	5,233.28	596	70.72	39,230.32	29,230.32		
71	31151804-00-001	STEEL WIRE, heavy duty (roder type), 24x3	box	0	0	71	71	1,601.08	0	0	51	51	1,159.05	0	0	56	1,263.80	0	0	51	51	1,159.05	229	22.55	5,163.95	5,163.95		
72	31151804-00-001	STEEL WIRE, standard	box	0	0	1333	1333	33,099.28	0	0	76	76	1,867.76	0	0	905	21,902.80	0	0	58	58	1,371.68	2342	23.78	55,645.02	55,645.02		
73	31201902-14-001	WIRE, electrical	roll	0	0	230	230	4,173.50	0	0	38	38	739.10	0	0	92	1,789.40	0	0	38	38	779.10	396	10.45	4,105.02	7,411.38		
74	31201903-14-001	WIRE, medical, 2mm	roll	0	0	704	704	43,545.52	0	0	26	26	1,608.86	0	0	370	22,899.60	0	0	11	11	667.68	1111	81.88	89,786.68	69,786.68		
75	31201503-14-002	WIRE, medical, 48 mm	roll	0	0	602	602	72,938.32	0	0	25	25	3,020.00	0	0	345	41,000.20	0	0	17	17	2,059.72	939	121.16	119,627.24	125,627.24		
76	31201517-14-001	WIRE, medical, 48 mm	roll	0	0	556	556	16,763.66	0	0	18	18	542.88	0	0	322	9,711.52	0	0	10	10	381.60	966	30.16	27,234.96	27,234.96		
77	31201512-14-101	WIRE, transparent, 25mm	roll	0	0	1334	1334	14,917.76	0	0	32	32	366.08	0	0	547	6,557.68	0	0	27	27	328.88	1940	11.44	21,650.40	21,650.40		
78	31201512-14-102	WIRE, transparent, 48 mm	roll	0	0	999	999	22,939.28	0	0	20	20	478.40	0	0	400	9,584.00	0	0	15	15	380.40	1291	23.92	31,341.48	33,341.48		
79	31151507-10-001	WIRE, black	roll	0	0	241	241	37,041.52	0	0	46	46	3,192.40	0	0	162	11,586.64	0	0	46	46	3,182.40	613	70.72	39,644.96	39,644.96		
MEASURING AND TESTING EQUIPMENT																												
80	4111501-14-002	RULER, flexible, plastic, -30cm	piece	0	0	142	142	2,953.60	0	0	5	5	104.00	0	0	36	746.80	0	0	5	5	104.00	138	20.40	2,810.40	3,010.40		
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																												
81	4121612-14-101	BLADE, for general purpose cutting/utility knife	piece	0	0	70	70	1,120.00	0	0	1	1	16.00	0	0	22	352.00	0	0	1	1	16.00	94	16.00	1,504.00	1,504.00		
82	4121602-14-101	BINDING AND PUNCHING MACHINE	unit	0	0	9	9	90,914.76	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0	0	9	18,104.64	90,914.76	
83	4101807-14-101	CALCULATOR, Compact	unit	0	0	55	55	15,797.20	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0	0	0	55	267.04	15,797.20
84	4121710-01-001	CHALK, white standard	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0.00	0.00
85	4122103-14-101	CLIP, bookend, 19mm	box	0	0	1147	1147	10,755.92	0	0	49	49	688.64	0	0	699	6,342.64	0	0	25	25	234.00	1920	9.35	17,971.20	17,971.20		
86	4122105-14-102	CLIP, bookend, 25mm	box	0	0	1207	1207	18,829.20	0	0	49	49	754.40	0	0	723	11,272.80	0	0	25	25	390.00	2004	15.60	31,624.40	31,624.40		
87	4122105-14-103	CLIP, bookend, 25mm	box	0	0	992	992	26,833.68	0	0	37	37	1,000.48	0	0	667	18,035.68	0	0	25	25	678.10	1711	27.04	45,355.84	45,355.84		
88	4122105-14-104	CLIP, bookend, 50mm	box	0	0	775	775	46,748.00	0	0	37	37	2,241.54	0	0	534	32,240.88	0	0	25	25	1,508.80	1371	60.32	82,688.72	82,688.72		
89	4121701-14-102	CORRECTION TAPE	piece	0	0	1626	1626	22,208.76	0	0	433	433	4,992.49	0	0	1513	17,444.69	0	0	499	499	1,508.80	6261	11.53	49,596.93	49,596.93		
90	4121612-01-001	CUTTER/UTILITY KNIFE, for general purpose	piece	0	0	191	191	6,688.52	0	0	1	1	31.72	0	0	56	56	1,776.32	0	0	1	1	31.72	749	31.72	7,798.20	7,798.20	
91	4121515-01-001	DATA FILE BOX	piece	0	0	392	392	30,265.40	0	0	42	42	3,242.40	0	0	181	13,979.20	0	0	30	30	2,316.00	665	77.20	49,794.00	49,794.00		
92	4122011-01-001	DATA FILE BOX	piece	0	0	307	307	21,077.48	0	0	32	32	2,166.48	0	0	70	4,654.00	0	0	20	20	1,372.00	428	68.64	29,446.56	29,446.56		
93	4101302-05-101	DATE STAMP	piece	0	0	94	94	44,159.32	0	0	70	70	32,854.60	0	0	76	35,002.48	0	0	70	70	32,854.60	310	499.78	146,651.80	146,651.80		
94	4121506-01-001	ENVELOPE, Documentery, A4	box	0	0	47	47	28,448.04	0	0	17	17	14,255.44	0	0	25	21,080.00	0	0	16	16	13,445.12	165	62.32	83,233.60	83,233.60		
95	4121506-01-002	ENVELOPE, Documentery, legal	box	0	0	46	46	51,767.04	0	0	17	17	18,334.16	0	0	25	26,942.00	0	0	16	16	17,255.68	106	1,076.48	114,118.68	114,118.68		
96	4121506-01-001	ENVELOPE, Enveloping, Kraft	box	0	0	64	64	87,990.32	0	0	15	15	20,623.20	0	0	31	42,821.28	0	0	15	15	20,623.20	125	1,371.68	171,660.00	171,660.00		
97	4121506-01-002	ENVELOPE, Enveloping, Mask	box	0	0	975	975	20,727.76	0	0	749	749	22,817.01	0	0	869	26,095.81	0	0	725	725	22,165.25	3119	30.49	101,166.82	101,166.82		

Item & Specifications										Monthly Quantity Requirements												Total Quantity for this year	Price	Total Amount for this year		
Item No	Item Description	Unit of Measure	Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4				Q4 Amount	
98	ENVELOPE, Manila	box	0	0	36	36	15,810.56	0	0	9	9	4,202.64	0	0	8	8	4,202.64	0	0	8	8	3,735.68	62	66.96	26,951.51	
99	ENVELOPE, Manila, with window	box	0	0	12	12	6,339.84	0	0	7	7	3,699.24	0	0	8	8	4,266.56	0	0	7	7	3,699.24	34	531.32	17,928.28	
100	ERASER, blk, for blackboard/whiteboard	piece	0	0	48	48	591.84	0	0	30	30	399.90	0	0	34	34	419.22	0	0	28	28	365.24	140	12.33	1,726.20	
101	FASTENER	box	0	0	345	345	32,660.00	0	0	16	16	1,700.52	0	0	114	114	10,789.96	0	0	15	15	1,419.60	492	94.04	46,348.08	
102	FILE ORGANIZER, expanding plastic, legal	piece	0	0	332	332	26,286.40	0	0	32	32	2,726.40	0	0	35	35	2,992.00	0	0	20	20	1,704.00	419	65.20	27,468.80	
103	FILE TAB DIVIDER, A4	pack	0	0	504	504	11,531.52	0	0	210	210	4,904.80	0	0	389	389	8,900.32	0	0	210	210	4,804.80	1,313	22.88	30,044.40	
104	FILE TAB DIVIDER, legal	pack	0	0	465	465	10,560.00	0	0	210	210	5,460.00	0	0	245	245	6,200.00	0	0	210	210	5,460.00	1,030	26.10	27,230.00	
105	FOOLDER, Flacy with side, A4	bundle	0	0	110	110	30,000.00	0	0	24	24	6,568.00	0	0	51	51	14,831.20	0	0	23	23	6,669.60	206	291.20	60,669.60	
106	FOOLDER, Flacy with side, legal	bundle	0	0	83	83	25,637.04	0	0	25	25	7,722.00	0	0	50	50	15,444.00	0	0	23	23	7,109.24	151	336.86	50,907.28	
107	FOOLDER, L-type, A4	pack	0	0	97	97	18,191.38	0	0	23	23	4,313.42	0	0	38	38	7,126.82	0	0	23	23	4,313.42	151	187.54	33,944.76	
108	FOOLDER, L-type, legal	pack	0	0	67	67	15,894.19	0	0	23	23	5,489.11	0	0	31	31	7,355.67	0	0	23	23	5,489.11	144	238.57	34,364.08	
109	FOOLDER, prebound	box	0	0	46	46	43,031.44	0	0	16	16	15,347.24	0	0	31	31	29,651.84	0	0	15	15	14,280.60	108	959.64	102,883.12	
110	FOOLDER with tab, A4	pack	0	0	93	93	30,188.08	0	0	21	21	6,168.16	0	0	49	49	18,261.12	0	0	24	24	10,258.56	205	427.44	87,625.20	
111	FOOLDER with tab, legal	pack	0	0	108	108	46,163.52	0	0	24	24	10,258.56	0	0	49	49	20,544.56	0	0	24	24	10,258.56	205	427.44	87,625.20	
112	INDEX TAB	box	0	0	322	322	27,204.42	0	0	140	140	8,835.40	0	0	165	165	10,413.15	0	0	140	140	8,835.40	707	62.11	44,065.17	
113	MAGAZINE FILE BOX, large	piece	0	0	105	105	13,302.40	0	0	30	30	3,900.40	0	0	25	25	3,222.00	0	0	20	20	2,597.60	100	126.88	12,688.00	
114	MARKER, Fluorescent	set	0	0	560	560	23,678.40	0	0	17	17	724.88	0	0	219	219	9,238.16	0	0	5	5	213.20	801	42.64	34,154.60	
115	MARKER, Permanent, Black	piece	0	0	1011	1011	15,771.60	0	0	48	48	749.60	0	0	399	399	5,600.90	0	0	28	28	438.80	1,465	15.60	22,846.72	
116	MARKER, Permanent, Blue	piece	0	0	686	686	10,701.60	0	0	21	21	327.60	0	0	299	299	4,600.40	0	0	16	16	249.60	692	24.90	17,196.40	
117	MARKER, Permanent, Red	piece	0	0	560	560	8,796.00	0	0	16	16	249.60	0	0	105	105	1,638.00	0	0	11	11	171.60	662	15.60	10,395.20	
118	MARKER, Whiteboard, Black	piece	0	0	999	999	9,073.60	0	0	20	20	268.00	0	0	82	82	892.40	0	0	5	5	52.00	1,056	10.40	11,096.40	
119	MARKER, Whiteboard, Blue	piece	0	0	618	618	6,402.20	0	0	15	15	156.00	0	0	75	75	790.40	0	0	5	5	52.00	714	13.40	7,456.60	
120	MARKER, Whiteboard, Red	piece	0	0	518	518	5,383.20	0	0	15	15	156.00	0	0	99	99	613.60	0	0	5	5	52.00	587	10.40	6,104.80	
121	PAPER CLIP, wire/plastic coated, 3mm	box	0	0	1013	1013	9,481.68	0	0	175	175	1,638.00	0	0	546	546	5,110.56	0	0	163	163	1,525.68	1,997	9.36	17,755.08	
122	PAPER CLIP, wire/plastic coated, 5mm	box	0	0	813	813	19,448.96	0	0	155	155	3,703.60	0	0	438	438	10,207.86	0	0	143	143	3,400.56	1,549	23.92	37,026.28	
123	PAPER SHREDDER	unit	0	0	28	28	199,577.60	0	0	2	2	11,388.40	0	0	0	0	0.00	0	0	0	0	0.00	31	5,698.20	176,976.00	
124	PAPER THERMOGRAPHIC MACHINE	unit	0	0	14	14	13,166.40	0	0	1	1	9,297.60	0	0	0	0	0.00	0	0	0	0	0.00	15	9,297.60	139,644.00	
125	PENCIL, lead/graphite, with eraser	box	0	0	368	368	16,556.80	0	0	77	77	3,263.20	0	0	181	181	7,529.60	0	0	75	75	3,120.00	711	41.60	29,609.60	
126	PENCIL SHARPENER	piece	0	0	52	52	11,088.40	0	0	2	2	468.40	0	0	6	6	1,279.20	0	0	0	0	0.00	60	215.20	12,920.00	
127	RUBBER BAND NO. 18	piece	0	0	163	163	26,445.12	0	0	4	4	684.56	0	0	20	20	3,244.80	0	0	0	0	0.00	187	189.24	35,438.88	
128	RUBBER BAND NO. 18	piece	0	0	292	292	80,075.16	0	0	156	156	42,729.80	0	0	194	194	53,200.62	0	0	159	159	41,134.50	742	274.32	204,138.88	
129	RUBBER BAND NO. 18	box	0	0	250	250	41,340.00	0	0	27	27	4,464.72	0	0	95	95	15,199.20	0	0	26	26	4,298.36	388	105.36	40,911.20	
130	STAPLER PWD, 60t	piece	0	0	119	119	5,074.16	0	0	40	40	1,700.60	0	0	61	61	2,600.04	0	0	36	36	1,555.04	265	42.64	11,301.60	
131	SCISSORS, symmetrical/symmetrical	piece	0	0	299	299	12,483.40	0	0	16	16	665.60	0	0	140	140	5,244.00	0	0	10	10	416.00	465	41.60	19,444.00	
132	STAPLER, standard type	piece	0	0	222	222	32,323.20	0	0	4	4	582.40	0	0	104	104	15,142.40	0	0	1	1	145.60	331	145.60	48,193.60	
133	STAPLER, heavy duty (order)	unit	0	0	19	19	18,139.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	19	54.72	1,039.68	
134	STAPLER, heavy duty, plus type	piece	0	0	316	316	15,117.44	0	0	3	3	143.52	0	0	165	165	7,941.44	0	0	0	0	0.00	455	47.84	21,592.40	
135	TAPE DISPENSER, table top	piece	0	0	135	135	10,838.00	0	0	2	2	156.00	0	0	39	39	3,042.00	0	0	0	0	0.00	175	78.00	13,726.00	
PAPER MATERIALS AND PRODUCTS																										
136	CASTOLINA, assorted colors	pack	0	0	73	73	6,606.04	0	0	0	0	0.00	0	0	27	27	3,327.76	0	0	0	0	0.00	110	90.46	9,922.80	
137	COMPUTER CONTINUOUS FORM, 1 PLY, 26mm x 24mm	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	959.66	0.00	
138	COMPUTER CONTINUOUS FORM, 1 PLY, 26mm x 27mm	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	1,200.48	0.00	
139	COMPUTER CONTINUOUS FORM, 2 PLY, 26mm x 27mm	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	1,650.26	0.00	
140	COMPUTER CONTINUOUS FORM, 2 PLY, 26mm x 24mm	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	1,108.64	0.00	
141	COMPUTER CONTINUOUS FORM, 3 PLY, 26mm x 24mm	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	853.84	0.00	

Item & Specifications			Monthly Quantity Requirement												Total Quantity for the Year	Price	Total Amount for the Year								
		Unit of Measure	Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount			
142	1411356-CF-L22	COMPUTER CONTINUOUS FORM, 3' W, 26mm x 376mm	box	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,620.55	0.00
143	1411359-L-C01	LOOSELEAF COVER	bundle	0	0	28	28	22,286.88	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	28	794.65	22,255.88
144	1411514-H-522	NOTEPAD, 8 1/2" x 5 1/2" x 76mm	pad	0	0	1314	1314	51,959.26	0	0	105	4,146.60	0	0	619	619	24,922.88	0	45	45	45	1,776.40	7843	98.52	62,200.10
145	1411514-H-524	NOTEPAD, 8 1/2" x 5 1/2" x 100mm	pad	0	0	1282	1282	81,300.08	0	0	125	7,930.00	0	0	566	566	35,907.64	0	65	65	65	4,121.60	2838	61.44	129,290.77
146	1411514-H-503	NOTEPAD, 8 1/2" x 5 1/2" x 76mm	pad	0	0	1033	1033	65,206.56	0	0	0	0.00	0	0	522	522	33,286.54	0	0	0	0	0.00	1655	60.32	96,623.20
147	1411514-H-502	STENO NOTEBOOK	piece	0	0	18525	18525	251,750.00	0	0	143	3,420.56	0	0	315	315	7,531.60	0	0	133	133	4,372.56	1156	23.92	267,290.77
148	1411307-PP-A01	PAPER, MULTICOPIER A4	ream	0	0	11919	11919	2,144,465.46	0	0	1543	277,616.56	0	0	6533	6533	1,175,497.26	0	0	130	130	23,389.60	20125	139.92	3,602,702.00
149	1411307-PP-A02	PAPER, MULTICOPIER LEGAL	ream	0	0	2825	2825	427,518.00	0	0	110	23,223.20	0	0	1035	1035	212,175.60	0	0	70	70	14,778.40	3210	211.12	677,995.26
150	1411307-PP-C01	PAPER, MULTICOPIER A4	ream	0	0	570	570	93,066.60	0	0	48	7,837.44	0	0	1585	1585	324,118.20	0	0	0	0	0.00	2603	163.26	425,017.84
151	1411307-PP-C02	PAPER, MULTICOPIER LEGAL	ream	0	0	315	315	58,312.80	0	0	48	8,285.76	0	0	230	230	49,577.60	0	0	0	0	0.00	593	165.12	97,776.16
152	1411354-PP-A01	PAPER, pre-printed	box	0	0	50	50	9,464.00	0	0	0	0.00	0	0	18	18	3,407.04	0	0	140	140	4,980.40	570	35.36	20,182.40
153	1411354-PP-A01	RECORD BOOK, 500 PAGES	book	0	0	554	554	41,029.20	0	0	142	11,293.60	0	0	299	299	21,797.20	0	0	150	150	10,920.00	1215	72.60	65,540.00
155	1411521-H-502	RECORD BOOK, 500 PAGES	book	0	0	672	672	70,556.88	0	0	150	15,756.00	0	0	344	344	36,120.76	0	0	150	150	15,756.00	1316	106.54	139,732.54
156	1411267-TT-534	TISSUE, ANTI-STATIC PAPER TOWEL	pack	0	0	2685	2685	60,715.20	0	0	197	5,445.44	0	0	1548	1548	45,077.76	0	0	172	172	5,008.64	3992	28.12	115,247.04
157	1411267-TT-492	TOILET TISSUE PAPER, 2 PLY	pack	0	0	3386	3386	392,598.48	0	0	243	24,513.84	0	0	2205	2205	254,646.88	0	0	418	418	40,187.24	6583	100.86	664,917.04
PERFORMERS OR COLLEGES OR FRANCHISES																									
158	1531354-H-501	HAND SANITIZER	bottle	0	0	353	353	30,338.03	0	0	210	18,345.60	0	0	334	334	29,178.24	0	0	210	210	18,345.60	1107	87.36	96,707.52
PESTICIDES OR WEED REPELLENTS																									
159	1501350-PP-A01	INSECTICIDE	can	0	0	570	570	149,077.76	0	0	243	62,474.56	0	0	456	456	117,611.52	0	0	234	234	60,353.28	1511	257.92	389,717.11
PRINTED PUBLICATIONS																									
160	1511354-PP-A01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (6A-516)	book	0	0	16	16	595.35	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	16	32.21	595.36
PRINTERS OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																									
1	440306-PP-C05	DELAN CARTRIDGE, BROTHER DR-345, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,947.20	0.00
2	440306-CA-C04	INK CARTRIDGE, CANON G-74, Colored	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,126.32	0.00
3	440306-CA-C02	INK CARTRIDGE, CANON G-81, Colored	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,170.32	0.00
4	440306-CA-C04	INK CARTRIDGE, CANON G-74, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	861.12	0.00
5	440306-CA-S02	INK CARTRIDGE, CANON PG-810, Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	872.32	0.00
6	440306-EP-B17	INK CARTRIDGE, EPSON C130654100 (T1364), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	231.80	0.00
7	440306-EP-C17	INK CARTRIDGE, EPSON C130654200 (T1364), Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	242.20	0.00
8	440306-EP-M02	INK CARTRIDGE, EPSON C13064400 (T1364), Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	242.20	0.00
9	440306-EP-Y17	INK CARTRIDGE, EPSON C13064400 (T1364), Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	242.20	0.00
10	440306-PP-B03	INK CARTRIDGE, HP C2904A (HP82), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	882.40	0.00
11	440306-PP-B01	INK CARTRIDGE, HP C2904A (HP82), Tri-color	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,048.32	0.00
12	440306-PP-B09	INK CARTRIDGE, HP C2904A (HP82), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	910.00	0.00
13	440306-PP-B10	INK CARTRIDGE, HP C2904A (HP82), Tri-color	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,057.52	0.00
14	440306-PP-B17	INK CARTRIDGE, HP C2904A (HP82), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	830.88	0.00
15	440306-PP-B17	INK CARTRIDGE, HP C2904A (HP82), Tri-color	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,097.28	0.00
16	440306-PP-C03	INK CARTRIDGE, HP C2904A (HP82), Cyan	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00
17	440306-PP-C03	INK CARTRIDGE, HP C2904A (HP82), Magenta	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00
18	440306-PP-C03	INK CARTRIDGE, HP C2904A (HP82), Yellow	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00
19	440306-PP-C03	INK CARTRIDGE, HP C2904A (HP82), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,541.28	0.00
20	440306-PP-B03	INK CARTRIDGE, HP C2904A (HP82), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	865.28	0.00
21	440306-PP-B03	INK CARTRIDGE, HP C2904A (HP82), Tri-color	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,566.00	0.00
22	440306-PP-B03	INK CARTRIDGE, HP C2904A (HP82), Black	cart	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	935.00	0.00

Item & Specifications		Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the year									
			Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug				Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount	
23	440305-HP-CB INK CARTRIDGE, HP C860A (HP82), Cyan	Cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	780.00	0.00	
24	440306-HP-CB INK CARTRIDGE, HP C860A (HP950A), Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	1,670.80	0.00	
25	440305-HP-CB INK CARTRIDGE, HP C860A (HP951X), Cyan	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	1,517.36	0.00	
26	440306-HP-CB INK CARTRIDGE, HP C860A (HP951X), Magenta	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	1,517.36	0.00	
27	440305-HP-CB INK CARTRIDGE, HP C860A (HP952X), Yellow	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	1,517.36	0.00	
28	440305-HP-B36 INK CARTRIDGE, HP C863AA (HP704), Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	419.12	0.00	
29	440305-HP-B36 INK CARTRIDGE, HP C863AA (HP704), Tri-color	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0.00	0	419.12	0.00	
30	440306-HP-B33 INK CARTRIDGE, HP C107AA (HP878), Black	Cart	0	0	42	42	16,991.52	0	0	6	6	2,427.36	0	0	42	42	16,991.52	0	0	5	6	6	2,427.36	94.50	28,837.76	0.00
31	440305-HP-B33 INK CARTRIDGE, HP C108AA (HP878), Tri-color	Cart	0	0	32	32	12,916.92	0	0	8	8	3,238.68	0	0	32	32	12,916.92	0	0	8	8	8	3,238.68	49.56	12,354.88	0.00
32	440305-HP-942 INK CARTRIDGE, HP C123A (HP855A), Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	312.00	0.00	
33	440305-HP-CB INK CARTRIDGE, HP C123A (HP855A), 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	286.88	0.00	
34	440305-HP-M33 INK CARTRIDGE, HP C123A (HP855A), 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	286.88	0.00	
35	440305-HP-Y33 INK CARTRIDGE, HP C123A (HP855A), 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	286.88	0.00	
36	440306-HP-B16 INK CARTRIDGE, HP P607AA (HP890), Tri-color	Cart	0	0	30	30	12,729.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	434.32	12,729.60	
37	440305-HP-B13 INK CARTRIDGE, HP P607AA (HP890), Black	Cart	0	0	20	20	8,365.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	424.32	8,365.40	
38	440305-HP-CB INK CARTRIDGE, HP L8531AA (HP950), 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	982.00	0.00	
39	440305-HP-450 INK CARTRIDGE, HP L8534AA (HP950), 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	982.00	0.00	
40	440305-HP-430 INK CARTRIDGE, HP L8537AA (HP950), 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	982.00	0.00	
41	440305-HP-B20 INK CARTRIDGE, HP L8504AA (HP950), 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	52.00	0.00	
42	440305-HP-CB INK CARTRIDGE, HP L853AA (HP950A), Cyan Original	Cart	0	0	10	10	13,335.20	0	0	0	0	0.00	0	0	5	5	6,697.60	0	0	0	0	0	0.00	15	1,389.52	20,092.80
43	440305-HP-143 INK CARTRIDGE, HP L8565AA (HP950A), Magenta	Cart	0	0	10	10	13,335.20	0	0	0	0	0.00	0	0	5	5	6,697.60	0	0	0	0	0	0.00	15	1,389.52	20,092.80
44	440305-HP-Y36 INK CARTRIDGE, HP L856AA (HP950A), Yellow	Cart	0	0	10	10	13,335.20	0	0	0	0	0.00	0	0	5	5	6,697.60	0	0	0	0	0	0.00	15	1,389.52	20,092.80
45	440305-HP-B43 INK CARTRIDGE, HP L857AA (HP950A), Black Original	Cart	0	0	10	10	18,175.20	0	0	0	0	0.00	0	0	5	5	9,089.60	0	0	0	0	0	0.00	15	1,617.92	27,268.80
46	440306-HP-CB INK CARTRIDGE, HP T613AA (HP900), 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	460.00	0.00	
47	440305-HP-431 INK CARTRIDGE, HP T613AA (HP900), 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	460.00	0.00	
48	440305-HP-Y51 INK CARTRIDGE, HP T613AA (HP900), 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	460.00	0.00	
49	440306-HP-B31 INK CARTRIDGE, HP T613AA (HP900), 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	77.48	0.00	
50	440311-EP-406 RIBBON CARTRIDGE, EPSON C13015516 (48750), 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	77.48	0.00	
51	440311-EP-413 RIBBON CARTRIDGE, EPSON C13015517 (48750), 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	77.48	0.00	
52	440311-EP-417 RIBBON CARTRIDGE, EPSON C13015531 (541986)	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	818.48	0.00	
53	440308-HP-CB TONER CARTRIDGE, BROTHER TN-450, 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	6,360.00	0.00	
54	440308-HP-109 TONER CARTRIDGE, BROTHER TN-310, 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	3,967.20	0.00	
55	440308-HP-311 TONER CARTRIDGE, BROTHER TN-350, Black	Cart	0	0	5	5	25,017.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	5,002.40	25,017.00	
56	440308-HP-315 TONER CARTRIDGE, BROTHER TN-3478, Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,575.44	0.00	
57	440308-HP-815 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	4,555.45	0.00	
58	440308-HP-CB TONER CARTRIDGE, BROTHER TN-455 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	7,714.80	0.00	
59	440308-HP-M33 TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00	
60	440308-HP-Y33 TONER CARTRIDGE, BROTHER TN-458 Yellow, High Yield	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00	
61	440303-CA-100 TONER CARTRIDGE, CANON CRG-321 II	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13,399.36	0.00	
62	440303-HP-B12 TONER CARTRIDGE, HP CE35A, 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	3,679.20	0.00	
63	440303-HP-B13 TONER CARTRIDGE, HP CE35A, 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	3,673.60	0.00	
64	440303-HP-B13 TONER CARTRIDGE, HP CE35A, 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	6,562.40	0.00	
65	440303-HP-821 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	3,379.12	0.00	
66	440303-HP-822 TONER CARTRIDGE, HP CE254A (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	3,282.72	0.00	
67	440303-HP-823 TONER CARTRIDGE, HP CE210A, 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	2,360.40	0.00	

Item & Specifications			Monthly Quantity Requirement												Total Quantity for this year		Total Amount for this year									
			Unit of Measure	Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount			
44101031-F-C23	TONER CARTRIDGE, HP CE313A, Cyan	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.90	0.00
44102031-F-723	TONER CARTRIDGE, HP CE312A, Yellow	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.45	0.00
44103031-F-423	TONER CARTRIDGE, HP CE313A, Magenta	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
44103031-F-424	TONER CARTRIDGE, HP CE321A, Black	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,410.80	0.00
44101031-F-C24	TONER CARTRIDGE, HP CE321A, Cyan	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,410.60	0.00
44101031-F-724	TONER CARTRIDGE, HP CE321A, Yellow	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,410.60	0.00
44103031-F-424	TONER CARTRIDGE, HP CE321A, Magenta	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,410.60	0.00
44103031-F-425	TONER CARTRIDGE, HP CE303A, Black	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,917.80	0.00
44101031-F-326	TONER CARTRIDGE, HP CE303A, Black	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,766.00	0.00
44101031-F-726	TONER CARTRIDGE, HP CE303A, Cyan	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,013.60	0.00
44103031-F-726	TONER CARTRIDGE, HP CE321A, Yellow	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,013.04	0.00
44101031-F-426	TONER CARTRIDGE, HP CE303A, Magenta	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,010.60	0.00
44101031-F-427	TONER CARTRIDGE, HP CE303A, Black	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,417.60	0.00
44101031-F-C27	TONER CARTRIDGE, HP CE412A, (HP383), Cyan	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,403.00	0.00
44103031-F-727	TONER CARTRIDGE, HP CE412A, (HP383), Yellow	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,560.00	0.00
44101031-F-427	TONER CARTRIDGE, HP CE413A, (HP383), Magenta	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,011.20	0.00
44103031-F-828	TONER CARTRIDGE, HP CE503A, Black	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,950.80	0.00
44101031-F-828	TONER CARTRIDGE, HP CE503A, Black, High Cop	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,302.00	0.00
44101031-F-829	TONER CARTRIDGE, HP CE312A, (HP17A), Black LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,278.72	0.00
44101031-F-830	TONER CARTRIDGE, HP CE312A, (HP28A), Black LaserJet	Cart	0	0	75	75	203,10.00	0	0	0	0	0	0.00	0	0	50	50	202,340.00	0	0	0	0	0.00	125	5,246.10	653,850.30
44101031-F-835	TONER CARTRIDGE, HP CE321A, (HP18A), Black	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,690.40	0.00
44103031-F-834	TONER CARTRIDGE, HP CE281C	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,399.52	0.00
44103031-F-835	TONER CARTRIDGE, HP CE312A, (HP18A), Black LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,810.00	0.00
44101031-F-837	TONER CARTRIDGE, HP CE281A, (HP18A), LaserJet Black	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,034.72	0.00
44101031-F-831	TONER CARTRIDGE, HP CE281C, (HP183), Black Cart/Refill	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,756.00	0.00
44101031-F-838	TONER CARTRIDGE, HP CE281A, (HP18), Black	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,023.00	0.00
44103031-F-834	TONER CARTRIDGE, HP CE281C	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13,726.00	0.00
44103031-F-835	TONER CARTRIDGE, HP CE312A, (HP25A), Black LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,574.00	0.00
44103031-F-860	TONER CARTRIDGE, HP CE312A, Black LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,629.00	0.00
44103031-F-869	TONER CARTRIDGE, HP CE312A, Cyan LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,657.00	0.00
44103031-F-910	TONER CARTRIDGE, HP CE312A, Yellow LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	0.00
44103031-F-960	TONER CARTRIDGE, HP CE312A, Magenta LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	0.00
44101031-F-601	TONER CARTRIDGE, HP CE303A, (HP503A), Black LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,000.40	0.00
44101031-F-601	TONER CARTRIDGE, HP CE303A, (HP503A), Cyan LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
44101031-F-601	TONER CARTRIDGE, HP CE303A, (HP503A), Yellow LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
44101031-F-601	TONER CARTRIDGE, HP CE303A, (HP503A), Magenta LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
44101031-F-601	TONER CARTRIDGE, HP CE303A, (HP503A), Black LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
44101031-F-601	TONER CARTRIDGE, HP CE303A, (HP503A), Cyan LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
44101031-F-601	TONER CARTRIDGE, HP CE303A, (HP503A), Yellow LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
44101031-F-601	TONER CARTRIDGE, HP CE303A, (HP503A), Magenta LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
44101031-F-601	TONER CARTRIDGE, HP CE303A, (HP503A), Black LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
44101031-F-601	TONER CARTRIDGE, HP CE303A, (HP503A), Cyan LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
44101031-F-601	TONER CARTRIDGE, HP CE303A, (HP503A), Yellow LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
44101031-F-601	TONER CARTRIDGE, HP CE303A, (HP503A), Magenta LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
44101031-F-601	TONER CARTRIDGE, HP CE303A, (HP503A), Black LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
44101031-F-601	TONER CARTRIDGE, HP CE303A, (HP503A), Cyan LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
44101031-F-601	TONER CARTRIDGE, HP CE303A, (HP503A), Yellow LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
44101031-F-601	TONER CARTRIDGE, HP CE303A, (HP503A), Magenta LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
44101031-F-601	TONER CARTRIDGE, HP CE303A, (HP503A), Black LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
44101031-F-601	TONER CARTRIDGE, HP CE303A, (HP503A), Cyan LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
44101031-F-601	TONER CARTRIDGE, HP CE303A, (HP503A), Yellow LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
44101031-F-601	TONER CARTRIDGE, HP CE303A, (HP503A), Magenta LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
44101031-F-601	TONER CARTRIDGE, HP CE303A, (HP503A), Black LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
44101031-F-601	TONER CARTRIDGE, HP CE303A, (HP503A), Cyan LaserJet	Cart	0	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
44101031-F-601	TONER CARTRIDGE, HP CE303A, (HP503A), Yellow LaserJet	Cart	0	0	0	0	0	0.00																		

Item & Specifications										Unit of Measure	Monthly Quantity Requirement												Total Quantity for the Year	Price	Total Amount for the Year	
			Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount				
113	4403030-HP-N63 TOKER CARTRIDGE, HP Q7413A (44-140A), Magenta	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,028.00	0.00	
114	4403030-HP-N64 TOKER CARTRIDGE, HP Q7413A/C (44-140C), Magenta	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,592.00	0.00	
115	4403030-HP-N64 TOKER CARTRIDGE, HP Q2612A, Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,714.00	0.00	
116	4403030-HP-N68 TOKER CARTRIDGE, HP Q753A, 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	4,452.00	0.00	
SOFTWARE																										
1	4423515-SFT-001 Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
2	4423502-SFT-002 Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
3	4423004-SFT-003 Computer game or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
4	4423180-SFT-004 Content editing and editing software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
5	4423202-SFT-005 Content management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
6	4423204-SFT-006 Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
7	4423402-SFT-007 Development software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
8	4423502-SFT-008 Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
9	4423503-SFT-009 Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
10	4423350-SFT-015 Inter-network exchange software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
11	4423201-SFT-010 Network applications software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
12	4423002-SFT-011 Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
13	4423006-SFT-012 Networking software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
14	4423004-SFT-013 Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
15	4423305-SFT-014 Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
16	4423305-SFT-015 Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Notes: Please indicate price of items)																										
1	80141505-15-001 BATTERY	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
2	80141505-15-002 MULTI-FUNCTION PRINTER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
3	80141505-15-003 LUMINATING FILM	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
4	80141505-15-004 STICKER PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
5	80141505-15-005 DOUBLE SIDED TYPE	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	0.00	0.00	
6	80141505-15-006 PHOTO PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
7	80141505-15-007 READING SOLUTION	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	0.00	0.00	
8	80141505-15-008 CERTIFICATE FRAME	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
9	80141505-15-009 CERTIFICATE HOLDER	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
10	80141505-15-010 UNIVERSAL PRINTER POWER SUPPLY	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
11	80141505-15-011 AIR CONDITIONING UNIT	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
12	80141505-15-012 SMART TELEVISION	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
13	80141505-15-013 WHITE BOARD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
14	80141505-15-014 MICROPHONE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
15	80141505-15-015 HEAD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
16	80141505-15-016 DECONTAMINANT LIQUID	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	0.00	0.00	
17	80141505-15-017 PLASTIC FENDER	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
18	80141505-15-018 STEEL FILING CABINET	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
19	80141505-15-019 VALUUM BOARD PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
20	80141505-15-020 EXTENSION CORD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
21	80141505-15-021 PRINT	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
22	80141505-15-022 COLORED PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
23	80141505-15-023 BOOK PAPER	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	0.00	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement												Total Quantity for the Year	Price	Total Amount for the Year						
				Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug				Sept	Q3	Q3 Amount	Oct	Nov	Dec
24	80141505-15-004	PAPER PEN	pack	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
25	80141505-15-005	DOOR MAT	piece	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
26	80141505-15-006	GLUE STICK (PASTE)	piece	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
27	80141505-15-007	GLUE STICK (FOR GLUE GUN)	pack	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
28	80141505-15-008	RECORDING CASE	piece	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
29	80141505-15-008	PROFORME GLOVES	box	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
30	80141505-15-000	OFFICE CHAIR	piece	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
31	80141505-15-001	HYDRA PAPER	pack	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
32	80141505-15-002	AUTOCOLLING BATTERIES	piece	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
33	80141505-15-003	PRODUC	piece	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
34	80141505-15-004	MOBILE PHONE	unit	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
35	80141505-15-005	CDMP92.1 BLOC	piece	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
36	80141505-15-006	WEIGHER	unit	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
37	80141505-15-007	STORAGE BOX	piece	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
38	80141505-15-008	PLASTIC ENVELOPE	piece	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
39	80141505-15-009	DOCUMENT SCANNER	unit	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
40	80141505-15-010	WATER DISPENSER	unit	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
41	80141505-15-011	PHARMACINOL	pack	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
42	80141505-15-012	GLUE GUN	unit	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
43	80141505-15-013	BOX-ET PRINTER	unit	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
44	80141505-15-014	STROMERS	unit	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
45	80141505-15-015	FOURDRIVE ROONE	boite	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
46	80141505-15-016	KENOSARD	unit	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
47	80141505-15-017	OSAR CAYE304	unit	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
48	80141505-15-018	STERIL PACK	cat	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
49	80141505-15-019	LABORATORY MACHINE	unit	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
50	80141505-15-020	RED FILTERS	piece	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
51	80141505-15-021	ARMED TICKETS (G0/ESTIG)	boxes	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
52	80141505-15-022	ARMED TICKETS (G0/ESTIG)	boxes	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
53	80141505-15-023	CAK (Section or Notebook)	unit	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
54	80141505-15-024	MULTI-SPRAYER VEHICLE (P/P)	unit	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
55	80141505-15-025	SPORTS UTILITY VEHICLE (SUU)	unit	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
56	80141505-15-026	PASSENGER VAN	unit	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
57	80141505-15-027	VAN	unit	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
58	80141505-15-028	TRUCK-HEEL VEHICLE	unit	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
59	80141505-15-029	PICKUP TRUCK	unit	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
60	80141505-15-030	MULTI-SPRAYER VEHICLE (P/P)	unit	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
61	80141505-15-031	ARMED PASSENGER REPERATIVE VEHICLE	unit	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
62	80141505-15-032	MOTORCYCLE	unit	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
63	80141505-15-033	B.S	unit	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
64	80141505-15-035	NON BUS	unit	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
A. TOTAL																							14,709,996.16	
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																							1,470,996.62	

Items & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the year			
		Jan	Feb	Mar	Q1 amount	April	May	June	Q2 amount	July	Aug	Sept	Q3 amount				Oct	Nov	Dec
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																		P	
D. GRAND TOTAL (A + B + C)																		P	\$6,189,944.68
E. APPROVED BUDGET BY THE AGENCY HEAD																			
In Figures and Words:																			

We hereby warrant that the total amount reflected in this Annual Procurement Plan to procure the listed common-use supplies, materials, and equipment has been included in or is within our approved budget for the year.

Prepared by:

Certified Funds Available / Certified Appropriate Funds Available:

Approved by:

MA. VICTORIA S. CRESCINO

DEBORAH S. STANLEY

ARACELIA R. HERNANDEZ, CEO I

Property/Supply Officer

Accountant / Budget Officer

Head of Office/Agency

Date Prepared: 07/25/2023