

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2022 FORM

APP-CSE 2022 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. 201 shall serve as the agency's annual procurement request for all its CSE requirements. Only agencies with uploaded APP-CSE in the Virtual Store will be able to purchase CSE from the PS-DBM. Note that the items listed on this form have been arranged in alphabetical order by agency name. Products and Services Code (UNSPSC) in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

Reminders:

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store.
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogues on the PS-DBM website (www.ps-phillips.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 Format (PDF) to the Virtual Store.
- 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 an 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 at (02) 8-689-7739 local 4004, 4005, 4019, or visit the PS-DBM website (www.ps-phillips.gov.ph) for the guide on how to fill-out the APP-CSE.

Note: Consistent with Memorandum Circular No. 2021-1 dated 03 June 2021, issued by MD 25, the APP-CSE for FY 2022 must be submitted on or before 31 August 2021.

Department/Bureau/Office: Department of Public Works and Highways
Region: I
Address: San Pablo, San Nicolas, Ilocos Norte
Agency Code/UNCS: 09071
Organization Type: Government
Contact Person:
Position:
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Item Description		Unit		Quantity		Unit Price		Total Price	
Item No.	Item Description	Unit	Quantity	Unit Price	Total Price	Item No.	Item Description	Unit	Total Price

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

Item No.	Item Description	Unit	Quantity	Unit Price	Total Price
1	10191509-IN-A01 INSECTICIDE, aerosol type	can	19	24	456
2	33131626-HS-S01 LIQUID HAND SANITIZER, 500ml	bottle	21	50	1050

ALCOHOL OR ALCOHOL-BASED ANTISEPTICS

3	12191601-AL-E04 ALCOHOL, Ethyl, 68%-72%, 500 ml	bottle	2	2	4
4	12191601-AL-E03 ALCOHOL, ethyl, 68%-72%, 1 Gallon	gallon	1	0	0
5	51471901-AL-I01 ALCOHOL, isopropyl, 68%-72%, 500ml (5ml)	bottle	45	101	4545
6	51471901-AL-I02 ALCOHOL, isopropyl, 68%-72%, scented, 1.205 liters	gallon	0	0	0
7	51471505-PO-P01 Povidone Iodine, 10 % solution, 120 ml	gallon	0	0	0

COLOR COMPOUNDS AND PIGMENTS

8	12171703-SI-P01 Ink, for stamp pad	bottle	3	8	24
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GLUE

9	13111203-AC-P01 ACETATE	ml	0	0	0
10	13111201-CF-P01 CARBON FILM, A4	box	0	0	0
11	13111201-CF-P02 CARBON FILM, legal	box	0	0	0

PAINTS, MATERIALS AND PRODUCTS

12	14111525-CA-A01 CARTRIDGE, assorted colors	unit	0	0	0
13	14111506-CF-L11 COMPUTER CONTINUOUS FORM, 1 ply, 280 x 241mm	box	0	0	0
14	14111506-CF-L12 COMPUTER CONTINUOUS FORM, 1 ply, 280 x 378mm	box	0	0	0

Item # Description		Unit of Measure	Inventory Quantity Breakdown																								Total Inventory				
			Inventory Quantity Breakdown																												
			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Q1	Q2	Q3	Q4	YTD	Jan	Feb	Mar	Apr	May	Jun	Jul		Aug	Sep	Oct	Nov
51	4010604-EF-S01	ELECTRIC FAN, stand type	unit	2	0	0	0	2	1,713.22	0	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0.00	2.00
52	4010604-EF-W01	ELECTRIC FAN, wall mount, plastic blade	unit	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0.00	0.00
MEDICAL THERMOMETERS AND ACCESSORIES																															
53	4111224-TG-T02	THERMOCAN	piece	5	0	0	0	5	12,662.00	5	0	0	5	12,662.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0.00	10.00
LIGHTING AND FIXTURES AND ACCESSORIES																															
54	3910628-LT-L01	LINEAR TUBE, Light Emitting Diode (LED), 18 watts	piece	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0.00	0.00
55	3910628-LB-L01	LIGHT BULB, Light Emitting Diode (LED)	piece	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0.00	0.00
MEASURING AND COUNTING AND TESTING EQUIPMENT																															
56	4111604-RU-P02	RULER, plastic, 450mm	piece	8	1	31	40	707.20	6	8	0	14	247.52	1	3	4	70.72	1	0	3	4	70.72	1	0	3	4	70.72	1	0	0.00	62.00
CLEANING EQUIPMENT AND SUPPLIES																															
57	47131612-AF-A01	AIR FRESHENER, aerosol type	can	32	41	36	109	9,833.96	143	27	44	214	19,207.08	87	44	128	259	23,566.98	142	31	26	201	108,134.22	783.00							
58	47131604-BR-S01	BROOM, soft, bamboo	piece	14	1	0	15	2,093.60	68	0	0	68	9,264.32	6	0	0	6	817.44	84	0	2	86	11,716.64	175.00							
59	47131604-BR-T01	BROOM, sick, bag-tie	piece	1	1	0	2	36.40	61	0	0	61	1,110.20	1	0	0	1	18.20	81	0	0	81	1,434.20	145.00							
60	47131629-TB-C01	CLEANER, toilet and urinal	bottle	1	1	1	3	124.80	21	1	4	26	1,081.60	11	1	1	3	124.80	21	4	1	26	1,081.60	58.00							
61	47131805-CL-P01	CLEANSER, scouring powder	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	
62	47131811-DE-B02	DETERGENT BAW, 140g	piece	2	5	2	9	74.20	110	4	0	114	946.20	106	4	0	110	913.00	106	4	2	112	929.60	345.00							
63	47131811-DE-P03	DETERGENT POWDER, all-purpose, 1kg	pack	0	4	0	4	216.32	104	4	0	108	5,840.64	100	4	0	114	5,624.32	104	4	0	108	5,840.64	324.00							
64	47131803-DS-A01	DISINFECTANT SPRAY, aerosol type	can	13	6	27	46	5,932.16	29	13	40	82	10,574.72	122	5	26	153	19,720.88	28	17	34	79	10,187.84	360.00							
65	47131601-DU-P01	DUST PAN, non-rigid plastic	piece	2	1	0	3	74.49	0	0	0	23	371.09	2	0	0	2	48.66	1	20	0	21	521.43	49.00							
66	51241552-SH-S01	SODIUM HYPOCHLORITE, 3.785 liters	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	
67	73101612-HS-L01	LIQUID HAND SOAP, 500ml	bottle	1	6	1	8	822.68	9	1	14	24	2,471.04	0	5	0	5	514.80	8	5	8	21	2,162.16	58.00							
68	47131802-FW-P02	FLOOR WAX, paste type, red	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	
69	47131830-FC-A01	FLUORITURE CLEANER, aerosol type	can	2	3	3	8	960.96	102	2	2	106	12,732.72	53	3	4	60	7,207.20	55	5	0	60	7,207.20	224.00							
70	47131804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit	2	0	0	0	4,575.00	3	0	0	3	6,584.00	0	0	0	0	0.00	3	0	0	3	6,584.00	8.00							
71	47131613-MP-H02	MOP HANDLE, heavy duty, screw type	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	
72	47131619-MP-R01	MOP HEAD, made of rayon	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	
73	47131501-RG-C01	RAGS, all cotton	bundle	21	6	42	69	3,713.58	52	4	13	69	3,713.58	12	4	14	30	1,614.60	42	4	14	60	3,223.20	226.00							
74	47131602-SC-N01	SCOURING PAD	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0.00	
75	47121701-TB-P04	TRANSFER, GPP specs, black, 240mmx1016mm	pack	54	26	75	155	20,875.40	56	36	83	175	23,569.00	56	26	73	155	20,875.40	58	36	81	175	23,569.00	660.00							
76	47121702-WB-P01	WASTEBASKET, non-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	0	0	0	0	0	0	0.00	
ELECTRONICS AND SPECIALIZATION TECHNOLOGY (NOT MEASUREMENT AND TESTING EQUIPMENT AND ACCESSORIES)																															
77	4211507-DSK001	DESKTOP FOR BASIC USERS	unit	0	0	0	0	0.00	2	0	0	2	49,587.20	0	0	0	0	0.00	0	1	0	1	24,793.60	3.00							
78	4211507-DSK002	DESKTOP FOR MID-RANGE USERS	unit	0	2	3	5	211,952.00	7	2	3	12	508,694.80	0	2	0	2	84,780.80	0	2	0	2	84,780.80	21.00							
79	4211503-LAP001	LAPTOP FOR MID-RANGE USERS	unit	1	5	6	12	496,794.00	6	0	5	11	465,312.00	0	0	0	0	0.00	0	5	0	5	206,980.00	28.00							
80	4201627-HD-X02	EXTERNAL HARD DRIVE, 1 TB	piece	3	2	12	17	44,180.26	12	16	10	38	98,755.92	7	12	2	21	54,575.64	11	10	2	23	59,773.32	94.00							
81	4202010-FD-U01	FLASH DRIVE, 16 GB	piece	3	31	5	39	6,530.16	10	34	12	56	9,376.64	4	30	5	39	6,530.16	4	30	5	39	6,530.16	172.00							
82	4201708-MO-O01	MOUSE, OPTICAL, USB connection type	unit	2	15	5	22	2,448.60	17	2	7	26	2,883.80	11	1	5	7	773.10	2	0	5	7	773.10	62.00							
83	4201708-MO-O02	MOUSE, WIRELESS, USB	unit	1	1	1	3	462.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00							
84	42012102-PR-D02	PRINTER, Impact, dot matrix, 24 pins, 136 columns	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00							

Item & Specifications		Monthly Quantity Requirements														Total Quantity for the Year
		Unit of Measure														
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
85	4321202-RR-D01	PRINTER, impact, dot matrix, 9 pins, 80 columns	unit	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00
86	4321205-RR-L01	PRINTER, laser, monochrome	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00
87	4321205-RR-L02	PRINTER, laser, colored	unit	0	0	2	2	15,798.00	0	0	2	2	15,798.00	0	5	39,495.00
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																
88	4412170-CH-W01	CHALK, white enamel	box	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0.00
89	4412205-BF-C01	CLIP, backfold, 19mm	box	2	0	26	28	245.28	0	0	25	25	219.00	2	0	109.00
90	4412205-BF-C02	CLIP, backfold, 25mm	box	2	0	26	28	426.16	0	0	25	25	380.50	2	0	113.00
91	4412205-BF-C03	CLIP, backfold, 32mm	box	5	4	29	38	849.68	4	9	28	41	916.76	5	6	157.00
92	4412205-BF-C04	CLIP, backfold, 50mm	box	4	5	31	40	2,184.00	5	8	29	42	2,293.20	5	8	166.00
93	44121801-CI-R02	CORRECTION TAPE, 8m	piece	65	49	62	176	2,055.68	76	51	57	184	2,149.12	87	45	729.00
94	4411515-DF-B01	DATA FILE BOX	piece	17	17	16	50	3,660.00	68	43	14	125	9,650.00	23	18	330.00
95	44122011-DF-F01	DATA FOLDER	piece	81	30	30	141	9,678.24	180	30	30	240	16,473.60	80	30	661.00
96	44121506-EN-D01	ENVELOPE, documentary, A4	box	24	12	122	158	106,348.22	26	23	116	165	111,093.85	20	22	140
97	44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box	29	17	27	73	67,862.68	48	26	31	105	97,351.80	09	27	72
98	44121506-EN-X01	ENVELOPE, expanding, kraft, legal	box	1	0	3	4	2,953.60	1	4	0	5	3,692.00	1	0	1
99	44121506-EN-X02	ENVELOPE, expanding, plastic	piece	1	0	0	1	30.49	1	0	0	1	30.49	1	0	1
100	44121506-EN-X02	ENVELOPE, mailing	box	1	0	22	23	8,698.60	1	0	20	21	7,942.20	3	20	23
101	44121504-EN-W02	ENVELOPE, mailing, with window	box	1	0	0	1	433.68	1	0	0	1	433.68	1	0	1
102	44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00
103	4412218-FA-P01	FASTENER, metal, non-sharp edges	box	41	42	45	128	10,676.46	46	44	89	179	14,930.39	46	44	130
104	4411515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	1	5	3	9	774.36	3	3	9	9	774.36	5	5	13
105	4412208-FF-D01	FILE TAB DIVIDER, Bristol board, for A4	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00
106	4412208-FF-D02	FILE TAB DIVIDER, legal	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00
107	44122011-FO-F01	FOLDER, fancy, with slide, A4	bundle	3	2	53	58	15,983.20	5	2	51	58	15,983.20	7	2	51
108	44122011-FO-F02	FOLDER, fancy, with slide, legal	bundle	3	7	53	63	19,648.44	14	2	51	67	20,895.96	5	7	63
109	44122011-FO-L01	FOLDER, L-type, A4	pack	0	0	1	1	171.43	2	0	0	2	342.86	4	0	4
110	44122011-FO-L02	FOLDER, L-type, legal	pack	0	0	1	1	249.24	10	0	0	10	2,432.40	2	0	2
111	44122027-FO-P01	FOLDER, pressboard	box	2	2	2	6	5,715.94	4	4	1	9	8,573.26	4	2	1
112	44122011-FO-T03	FOLDER, with tab, A4	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00
113	44122011-FO-T04	FOLDER, with tab, legal	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00
114	4412208-IT-T01	INDEX TAB, self-adhesive, transparent	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00
115	4411515-MF-B02	MACHINE FILE BOX, large	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00
116	44121716-MA-F01	MARKER, fluorescent	set	3	0	0	3	109.98	5	0	9	14	513.24	3	0	0
117	44121708-MA-W01	MARKER, whiteboard, black	piece	3	3	12	18	240.84	3	1	11	15	200.70	5	3	12
118	44121708-MA-W02	MARKER, whiteboard, blue	piece	2	2	5	9	120.42	1	1	4	6	80.28	2	2	5
119	44121708-MA-W03	MARKER, whiteboard, red	piece	1	1	0	2	26.76	0	0	0	0	0.00	1	1	0
120	44121708-MP-B01	MARKER, permanent, black, bullet type	piece	5	2	18	25	224.50	19	7	16	42	377.16	18	9	44
121	44121708-MP-B02	MARKER, permanent, blue, bullet type	piece	4	2	7	13	116.74	11	7	6	24	215.52	4	8	19
122	44121708-MP-B03	MARKER, permanent, red, bullet type	piece	1	1	1	3	26.94	0	0	0	0	0.00	1	1	3

Item #		Item Description		Monthly Inventory Requirements												Total Inventory		
				Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec			
161	44103105-HP-B40	Ink Cartridge, HP C2P04AA (HP62) Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
162	44103105-HP-T40	Ink Cartridge, HP C2P06AA (HP62) Tri-color	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
163	44103105-HP-B09	INK CART, HP C9351AA, (HP21), Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
164	44103105-HP-T10	INK CART, HP C9352AA, (HP22), Tri-color	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
165	44103105-HP-P48	Ink Cartridge, HP C9397A (HP72) 69ml Photo Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
166	44103105-HP-C48	Ink Cartridge, HP C9398A (HP72) 69ml Cyan	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
167	44103105-HP-M48	Ink Cartridge, HP C9399A (HP72) 69ml Magenta	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
168	44103105-HP-Y48	Ink Cartridge, HP C9400A (HP72) 69ml Yellow	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
169	44103105-HP-C48	Ink Cartridge, HP C9401A (HP72) 69ml Gray	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
170	44103105-HP-B48	Ink Cartridge, HP C9402A (HP72) 130ml Matte Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
171	44103105-HP-B17	INK CART, HP C6640WA, (HP60), Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
172	44103105-HP-T17	INK CART, HP C6643WA, (HP60), Tri-color	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
173	44103105-HP-B35	INK CART, HP C6687AA, (HP703), Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
174	44103105-HP-T35	INK CART, HP C6688AA, (HP703), Tri-color	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
175	44103105-HP-C40	INK CART, HP C6972AA, (HP 920XL), Cyan	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
176	44103105-HP-M40	INK CART, HP C6973AA, (HP 920XL), Magenta	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
177	44103105-HP-Y40	INK CART, HP C6974AA, (HP 920XL), Yellow	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
178	44103105-HP-B40	INK CART, HP C6975AA, (HP 920XL), Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
179	44103105-HP-B20	INK CART, HP C9561WA, (HP61), Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
180	44103105-HP-T20	INK CART, HP C9562WA, (HP61), Tri-color	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
181	44103105-HP-B49	Ink Cartridge, HP C9555A (HP82) Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
182	44103105-HP-C49	Ink Cartridge, HP C9566A (HP82) Cyan	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
183	44103105-HP-M49	Ink Cartridge, HP C9567A (HP82) Magenta	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
184	44103105-HP-Y49	Ink Cartridge, HP C9568A (HP82) Yellow	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
185	44103105-HP-B43	INK CART, HP C9654A, (HP920XL), Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
186	44103105-HP-C43	INK CART, HP C9655A, (HP920XL), Cyan	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
187	44103105-HP-M43	INK CART, HP C9656A, (HP920XL), Magenta	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
188	44103105-HP-Y43	INK CART, HP C9657A, (HP920XL), Yellow	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
189	44103105-HP-B36	INK CART, HP C9692AA, (HP704), Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
190	44103105-HP-T36	INK CART, HP C9693AA, (HP704), Tri-color	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
191	44103105-HP-B33	INK CART, HP C2107AA, (HP678), Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
192	44103105-HP-T33	INK CART, HP C2108AA, (HP678), Tri-color	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
193	44103105-HP-B42	INK CART, HP C2121AA (HP65A), Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
194	44103105-HP-C33	INK CART, HP C2122A (HP65A), Cyan	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
195	44103105-HP-M33	INK CART, HP C2123A (HP65A), Magenta	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
196	44103105-HP-Y33	INK CART, HP C2124A (HP65A), Yellow	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
197	44103105-HP-T43	Ink Cartridge, HP F6V26AA (HP680) Tri-color	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
198	44103105-HP-B43	Ink Cartridge, HP F6V27AA (HP680) Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00
199	44103105-HP-C50	Ink Cartridge, HP U051AA (HP955) Cyan	cart	9	0	0	0	9	8,961.75	9	5	0	14	13,940.50	9	5	0	9,961.75
																	46.00	

Item #		Item Description	Unit of Measure	Monthly Quantity Requirements												Total Quantity for the year			
				Jan	Feb	Mar	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9				
200	44103105-HP-M50	Ink Cartridge, HP LOS544A (HP9553) Magenta	cart	9	0	0	9	8,961.75	9	5	0	14	13,940.50	9	5	0	9	8,961.75	46.00
201	44103105-HP-V50	Ink Cartridge, HP LOS574A (HP9553) Yellow	cart	9	0	0	9	8,961.75	9	5	0	14	13,940.50	9	5	0	9	8,961.75	46.00
202	44103105-HP-B50	Ink Cartridge, HP LOS604A (HP9553) Black	cart	19	0	0	19	94,175.40	19	0	0	19	94,175.40	19	0	0	19	94,175.40	76.00
203	44103105-HP-C48	Ink Cartridge, HP LOS634A (HP9553) Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
204	44103105-HP-M48	Ink Cartridge, HP LOS664A (HP9553) Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
205	44103105-HP-Y48	Ink Cartridge, HP LOS694A (HP9553) Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
206	44103105-HP-B48	Ink Cartridge, HP LOS724A (HP9553) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
207	44103105-HP-C51	Ink Cartridge, HP T64894A (HP9505) Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
208	44103105-HP-M51	Ink Cartridge, HP T64934A (HP9505) Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
209	44103105-HP-Y51	Ink Cartridge, HP T64974A (HP9505) Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
210	44103105-HP-B51	Ink Cartridge, HP T64014A (HP9505) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
211	44103112-EP-R05	RIBBON CART, EPSON C13015516 (48750), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
212	44103112-EP-R07	RIBBON CART, EPSON C13015531 (5015006), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
213	44103112-EP-R13	RIBBON CART, EPSON C13015623, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
214	44103103-HP-B03	TONER CART, BROTHER TN-2025, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
215	44103103-HP-B04	TONER CART, BROTHER TN-2130, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
216	44103103-HP-B05	TONER CART, BROTHER TN-2150, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
217	44103103-HP-B09	TONER CART, BROTHER TN-3020, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
218	44103103-HP-B11	TONER CART, BROTHER TN-3550, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
219	44103103-HP-B12	TONER CART, HP CB435A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
220	44103103-HP-B14	TONER CART, HP CB540A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
221	44103103-HP-B18	TONER CART, HP CE235A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
222	44103103-HP-B21	TONER CART, HP CE278A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
223	44103103-HP-B22	TONER CART, HP CE285A (HP955A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
224	44103103-HP-B23	TONER CART, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
225	44103103-HP-C23	TONER CART, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
226	44103103-HP-Y23	TONER CART, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
227	44103103-HP-M23	TONER CART, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
228	44103103-HP-B24	TONER CART, HP CE320A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
229	44103103-HP-C24	TONER CART, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
230	44103103-HP-Y24	TONER CART, HP CE322A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
231	44103103-HP-M24	TONER CART, HP CE323A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
232	44103103-HP-B25	TONER CART, HP CE390A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
233	44103103-HP-B26	TONER CART, HP CE400A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
234	44103103-HP-C26	TONER CART, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
235	44103103-HP-Y26	TONER CART, HP CE402A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
236	44103103-HP-M26	TONER CART, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
237	44103103-HP-B27	TONER CART, HP CE410A (HP9505), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
238	44103103-HP-C27	TONER CART, HP CE411A (HP9505), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00

Item # Description		Unit of Measure	Monthly Quantity Requirements												Unit Cost	Total Cost							
			Year																				
			Jan	Feb	Mar	Q1	Apr	May	Jun	Q2	Jul	Aug	Sep	Q3			Oct	Nov	Dec	Q4	Total		
278	44103103-SA-B14	TONER CART, Samsung MLT-D100S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
279	44103103-SA-B21	TONER CART, Samsung MLT-D200E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
280	44103103-SA-B18	TONER CART, Samsung MLT-D200L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
281	44103103-SA-B20	TONER CART, Samsung MLT-D200L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
282	44103103-SA-B12	TONER CART, SAMSUNG MLT-D200E, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
283	44103103-SA-B05	TONER CART, SAMSUNG MLT-D200L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
284	44103103-SA-B10	TONER CART, SAMSUNG SCX-D655SA, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
285	44103103-BR-B15	TONER CART, BROTHER TN-347R, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
286	44103103-CA-B00	TONER CART, CANON CRG 324 II	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																							
287	45121517-DG-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	0.00	0.00		
288	45111609-NM-P01	MULTIMEDIA PROJECTOR	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
PLATE OR ACCESSORIES																							
289	55121805-PH-F01	PHILIPPINE NATIONAL FLAG	piece	0	0	0	0	0.00	40	0	0	40	11,393.60	20	0	0	20	5,696.80	40	0	40	11,393.60	100.00
PRINTING SUPPLIES																							
290	55101524-RA-H01	HANDBOOK (RA 9184), 8th edition	book	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	
FIRE EXTINGUISHMENT																							
291	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	1	0	0	1	1,144.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	1.00	
292	46191601-FE-H01	FIRE EXTINGUISHER, pure HFC	unit	1	0	0	1	5,613.25	0	0	0	0	0.00	0	0	0	0	0.00	0	1	0	5,613.25	2.00
CONSUMER ELECTRONICS																							
293	52161535-DV-R01	DIGITAL VOICE RECORDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	
FURNITURE AND FURNISHINGS																							
294	56101504-CH-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	0.00	
295	56101504-CH-W01	MONOBLOC CHAIR, white	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	
296	56101519-TM-S01	MONOBLOC TABLE, white	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	
297	56101519-TM-S02	MONOBLOC TABLE, beige	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																							
298	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	0.00	
299	60121413-CB-P02	CLEARBOOK, 20 Transparent pockets, Legal	piece	0	0	0	0	0.00	8	0	0	8	307.28	0	0	0	0	0.00	0	0	0	8.00	
300	60121524-ER-P01	ERASER, plastic/rubber	piece	10	0	40	50	218.50	0	0	42	42	183.54	0	0	30	30	131.10	0	30	30	131.10	152.00
301	60121524-SP-G01	SIGN PEN, black	piece	21	7	117	145	2,957.70	41	4	114	159	3,221.34	33	7	117	157	3,180.82	24	4	114	2,876.92	603.00
302	60121524-SP-G02	SIGN PEN, blue	piece	10	6	127	143	2,897.18	33	4	114	151	3,059.26	23	6	115	144	2,917.44	33	4	114	3,059.26	599.00
303	60121524-SP-G03	SIGN PEN, red	piece	5	2	1	8	152.08	3	0	3	60.78	5	2	1	8	162.08	3	0	3	60.78	22.00	
304	60121124-WR-P01	WRAPPING PAPER, kraft	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	
SOFTWARE																							
1	43231513-SFT-001	Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	
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	0.00	
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	0.00	

Item #, Description		Unit of Measure	Monthly Quantity Requirements												Total Price											
			Quantity																							
			Jan	Feb	Mar	Q1	Apr	May	Jun	Q2	Jul	Aug	Sept	Q3			Oct	Nov	Dec	Q4	Year					
4	40001001-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	0.00	0.00			
5	40002002-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	0.00	0.00			
6	40003003-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	0.00	0.00			
7	40004004-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	0.00	0.00			
8	40005005-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	0.00	0.00			
9	40006006-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	0.00	0.00			
10	40007007-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	0.00	0.00			
11	40008008-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	0.00	0.00			
12	40009009-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	0.00	0.00			
13	40010010-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	0.00	0.00			
14	40011011-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	0.00	0.00			
15	40012012-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	0.00	0.00			
16	40013013-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	0.00	0.00			
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DMM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Notes: Prices indicate price of items)																										
1	40010101-MC-001	Air Conditioning Unit, Window Inverter Type						0	0.00				0	0.00				0	0.00			1	1.00			
2	40010101-MC-501	Air Conditioning Unit, Split Type						0	0.00				0	0.00			2			2		3	5.00			
3	44111905-WB-001	White Board						20	20	0.00			15	15	0.00		1			20	21	20	77.00			
4	44111901-WB-001	White Board, Digital							0	0.00				0	0.00					0	0.00		0.00			
5	52161505-TV-501	SMART Television						1	1	0.00				0	0.00					0	0.00		0.00			
6	52161503-MC-001	Microphone							0	0.00				0	0.00					4	0.00		4.00			
7	52161502-SR-001	Speakers							0	0.00				0	0.00					0	0.00		0.00			
8	52101514-AM-001	Amplifier							0	0.00				0	0.00					0	0.00		0.00			
9	52161517-EQ-001	Equalizer							0	0.00				0	0.00					0	0.00		0.00			
10	46171615-HD-001	HD Camera						2	2	2,500.00				0	0.00					0	0.00		0.00			
11	45121504-DS-001	DSLR Camera							0	0.00			2	2	0.00					0	0.00		2.00			
12	45121516-MH-001	HD Video Camera						5	5	15,000.00			5	5	15,000.00			5	5	15,000.00	5	15,000.00	20.00			
13	45121505-WC-001	Video Conference Equipment							0	0.00				0	0.00					0	0.00		0.00			
14	39112102-LB-001	LED bulb							0	0.00				30	0.00					0	0.00		60.00			
15	40012104-PT-001	PRINTER, Inkjet, Monochrome							0	0.00				0	0.00					0	0.00		0.00			
16	40012104-PT-001	PRINTER, Inkjet, Color						2	2	50,000.00			4					7	2	9	225,000.00	1	5	6	150,000.00	23.00
17	40012105-PP-001	Portable Printer							0	0.00				0	0.00					0	0.00		0.00			
18	40011509-MT-001	Android Tablet							0	0.00				0	0.00					0	0.00		0.00			
19	40026109-HS-001	Hub/Switches						5	5	0.00			5	5	0.00					0	0.00		0.00			
20	40026009-WR-001	Network Routers							0	0.00				0	0.00					0	0.00		0.00			
21	40026409-WR-001	Wireless Access Point							0	0.00				0	0.00					0	0.00		0.00			
22	40011711-SF-001	Scanner, Flatbed							0	0.00				0	0.00					0	0.00		0.00			
23	45111601-3P-001	Wireless Printing Device / Laser Printer							0	0.00				0	0.00					0	0.00		0.00			
24	81112306-MF-001	Multi Function PRINTER						2		40,000.00			2	2	0.00			3	6	11	220,000.00	5	5	100,000.00	24.00	
25	39121011-UP-501	UNINTERUPITABLE POWER SUPPLY (UPS)						13	13	0.00			15					10	10	10	0.00		12	60.00		

Item #		Item Description	Unit of Measure	Monthly Quantity Requirements																				Total Quantity																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																												
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26	4319101-MP-001	Mobile Phone				4	4	0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																												</

Item #		Description		Unit		Quantity		Unit Price		Total Price		Tax		Total Tax		Grand Total	
64		Ring Binder, plastic, 11mm	bundle	0	0	1	1	0.00	0	0	1	1	0.00	0	0	0.00	0.00
65		Ring Binder, plastic, 12.7mm	piece	0	0	1	1	0.00	0	0	1	1	0.00	0	0	0.00	0.00
66		Ring Binder, plastic, 16mm	piece	0	0	1	1	0.00	0	0	1	1	0.00	0	0	0.00	0.00
67		Ring Binder, plastic, 19mm	piece	0	0	1	1	0.00	0	0	1	1	0.00	0	0	0.00	0.00
68		Ring Binder, plastic, 22mm	piece	0	0	1	1	0.00	0	0	1	1	0.00	0	0	0.00	0.00
69		Ring Binder, plastic, 25mm	piece	0	0	1	1	0.00	0	0	1	1	0.00	0	0	0.00	0.00
70		Ring Binder, plastic, 28mm	piece	0	0	1	1	0.00	0	0	1	1	0.00	0	0	0.00	0.00
71		Ring Binder 6mmx 1.12mm, 1" plastic(10 pcs/bundle)	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0.00
72		Ring Binder 6mmx 1.12mm, 3/4" plastic(10 pcs/bundle)	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0.00
73		Ring Binder 19.05mm(3/4")x 1.12mm, 80 rings/plastic(10 pcs/bundle)	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0.00
74		Ring Binder 22mm(3/4")x 1.12mm, plastic(10 pcs/bundle)	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0.00
75		Ring Binder 25.4mm(1")x 1.12mm, 80 rings/plastic(10 pcs/bundle)	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0.00
76		Ring Binder 28mmx 1.12mm, 2" plastic(10 pcs/bundle)	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0.00
77		Ring Binder 31.75mm(1-1/4")x 1.12mm, 80 rings/plastic(10 pcs/bundle)	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0.00
78		Ring Binder 32mm(1-1/4")x 1.12mm, 80 rings/plastic(10 pcs/bundle)	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0.00
79		Ring Binder 50.8mm(2")x 1.12mm, 80 rings/plastic(10 pcs/bundle)	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0.00
80		Ring Binder 50.8mm(2")x 1.12mm, 80 rings/plastic(10 pcs/bundle)	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0.00
81		Ring Binder 50mmx 1.127"x(4)plastic(10 pcs/bundle)	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0.00
82		Scissors, 8-1/2" heavy duty	piece	5	0	0	5	384.00	5	0	3	8	688.00	5	0	5	384.00
83		Scissors (6")	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0.00
84		Staple gun tackler, heavy duty	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0.00	0.00
85		Tape double adhesive 1"	roll	8	0	2	10	642.50	6	0	4	10	640.50	1	0	3	47.50
86		Thumbtacks	box	0	2	0	2	15.00	0	2	0	2	35.00	0	0	0	0.00
87		Bathroom deodorizer, refill 1.00g	piece	21	7	5	33	1,567.50	15	11	7	33	1,567.50	16	8	5	29
88		Bathroom soap, 70g	bar	7	4	4	15	300.00	4	4	4	12	240.00	4	4	4	12
89		Glass Cleaner, 500ml	bottle	16	7	9	32	4,145.00	10	6	6	22	3,036.00	17	9	6	32
90		Lead liquid sinker, 500ml	bottle	2	0	2	4	672.00	0	2	2	4	672.00	0	4	0	4
91		Teller Deodorant Cake, deodorizer/finch powder	box	2	2	2	6	143.94	2	2	2	6	143.94	2	2	6	143.94
92		Teller Plunger, wooden handle	piece	0	0	4	4	448.00	0	3	0	3	336.00	0	0	0	0
93		Scented gel	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00
94		Laptop Computer	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00
95		Desktop Computer	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00
96		Flashdrive 32gb	piece	1	16	5	22	18,256.00	0	0	3	3	210,000.00	0	0	0	0
97		Compact disc, rewritable	piece	15	65	20	100	1,765.00	15	71	26	112	1,999.20	85	65	20	100
98		Compact disc, rewritable, 700mb	piece	0	0	0	0	0.00	0	12	6	18	321.30	0	6	6	107.10

Item & Specifications		Unit	Monthly Quantity Requirements																Total		
			Jan		Feb		Mar		Apr		May		Jun		Jul		Aug				
			Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max			
139	FAUCET, goose neck, stainless	pieces	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2.00
140	Brother Toner Cartridge TN-3448	cart.		4		4		32,000.00		4		32,000.00		4		32,000.00		4		32,000.00	16.00
141	Dream Unit (Develop INEO+224e) - Yellow	unit				0	0.00		2			50,000.00		2		50,000.00		0		0.00	2.00
142	Dream Unit (Develop INEO+224e) - magenta	unit				0	0.00		2			50,000.00		2		50,000.00		0		0.00	2.00
143	Dream Unit (Develop INEO+224e) - cyan	unit				0	0.00		2			50,000.00		2		50,000.00		0		0.00	2.00
144	Dream Unit (Develop INEO+224e) - black	unit				0	0.00		3			45,000.00		3		45,000.00		0		0.00	3.00
145	HP Officejet Pro 7740 Ink (995 Black)	piece	13	1	2	16	32,000.00	13	1	2	16	32,000.00	13	1	2	16	32,000.00	14	2	16	64.00
146	HP Officejet Pro 7740 Ink (995 Cyan)	piece	13	1	2	16	28,800.00	13	1	2	16	28,800.00	13	1	2	16	28,800.00	14	2	16	64.00
147	HP Officejet Pro 7740 Ink (995 Magenta)	piece	13	1	2	16	0.00	13	1	2	16	0.00	13	1	2	16	0.00	14	2	16	64.00
148	HP Officejet Pro 7740 Ink (995 Yellow)	piece	13	1	2	16	0.00	13	1	2	16	0.00	13	1	2	16	0.00	14	2	16	64.00
149	Sticker Paper, matte 105pack	pack	4		4	218.40	10	5		16	873.60		4		4	218.40	10		10	34.00	
150	Toner (Develop INEO+ 224e) - Magenta	tube			0	0.00	4		4		4	96,000.00			4	0.00			0	4.00	
151	Toner (Develop INEO+ 224e) - Cyan	tube			0	0.00	4		4		4	96,000.00			4	0.00			0	4.00	
152	Toner (Develop INEO+ 224e) - Yellow	tube			0	0.00	4		4		4	96,000.00			4	0.00			0	4.00	
153	Toner (Develop INEO+ 224e) - Black	tube			0	0.00	4		4		4	96,000.00			4	0.00			0	4.00	
154	BOND PAPER, premium grade, longA3 (16 1/4" x 11 3/4"), sub6, 24, 80gsm	reams	60	110	160	330	165,000.00	60	110	160	330	165,000.00	60	110	160	330	165,000.00	60	110	330	1,320.00
155	AC POWER PLUG ADAPTOR	piece			0	0.00					0	0.00	5		5	500.00			0	5.00	
156	ELECTRIC PLUG (500 METERS)	piece			0	0.00					0	0.00	5		5	5,000.00	5		5	10.00	
157	SWITCHING POWER SUPPLY	piece			0	0.00					0	0.00	5	5		10	150,000.00			0	10.00
158	UNINTERRUPTIBLE POWER SUPPLY BATTERY (12V, 7AH)	piece			0	0.00					0	0.00	3		3	3,600.00	3		3	6.00	
159	MARKING PEN, CHISEL TYPE, BLACK	each			0	0.00	5		5	10	124.50				0	0.00	5		5	20.00	
160	MOUSE PAD	piece	10	1	11		7,355.04	1		1	668.64	13		13	8,692.32	3		3		28.00	
161	TRACKING PAPER, (80/65) grain 42"x20 yards	tubes	2		2		3,000.00	2			2	420.00	2	16	5	23	1,380.00	1	5	7	57.00
162	VACUUM CLEANER	piece			0	0.00					0	0.00			2	3,000.00	2		2	8.00	
163	TONER (DEVELOP INEO+221) - Black	bottle	10	11	1	22	377,850.00	20	1	2	23	395,025.00	15	1	2	18	309,150.00	22	1	1	1.00
164	TONER (DEVELOP INEO+221) - Cyan	bottle	4	7	1	12	265,800.00	8	6	2	16	354,400.00	6	6	2	14	310,100.00	8	2	1	87.00
165	TONER (DEVELOP INEO+221) - Magenta	bottle	4	7	1	12	265,800.00	8	6	2	16	354,400.00	6	6	2	14	310,100.00	8	2	1	53.00
166	TONER (DEVELOP INEO+221) - Yellow	bottle	4	7	1	12	265,800.00	8	6	2	16	354,400.00	6	6	2	14	310,100.00	8	2	1	53.00
167	TRODAT PRINTY (STAMP) SIZE 4911	piece	1	1	2		0.00	1	1		2	0.00	1	1		2	0.00	1	1	1	8.00
168	TRODAT PRINTY (STAMP) SIZE 4912	piece	1	1	2		0.00	1	1		2	0.00	1	1		2	0.00	1	1	2	8.00
169	TRODAT PRINTY (STAMP) SIZE 4913	piece	1	1	2		0.00	1	1		2	0.00	1	1		2	0.00	1	1	2	8.00
170	Tape Transparek 1"	roll	2	2	2		0.00			2	2	0.00	2	2		4	0.00	2	2	4	12.00
171	Bond paper (Green) legal, 80 gsm	ream	5	5	10	20	0.00	5	5	0	10	0.00	5	5	10	20	0.00	30	0	20	70.00
172	Bond paper (Pink) legal, 80 gsm	ream	5	5	10	20	0.00	5	5	0	10	0.00	5	5	10	20	0.00	30	0	20	70.00
173	CLIP, backfold, 73 mm	box	2	1	3		0.00	2	1		3	0.00	2	1	1	4	0.00	2	2	4	14.00

Item #		Description	Unit of Measure	Monthly Quantity/Requirement																								Total Quantity for the Year																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
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Item # Description		Unit of Measure	Inventory Quantity Description																Total Quantity On Hand	
			Inventory Quantity Description																	
			Inv	Sub	Inv	QTY	Unit	Cost	Unit	Inv	QTY	Unit	Cost	Unit	Inv	QTY	Unit			
215	IP Phone - Alcatel				2	2	0.00													
216	Binder, 3 Ring, D-Type, 64mm (2.5"), A4 size	pcs			20	20	2,343.00			20	20	2,343.00			20	20	2,343.00			2.00
217	Binder, 3 Ring, D-Type, 64mm (2.5"), Legal size	pcs			20	20	2,450.00			20	20	2,450.00			20	20	2,450.00			80.00
218	Calculator, scientific	unit			30	30	33,000.00			0	0	0.00			0	0	0.00			60.00
219	Ruler	piece			10	10	2,000.00			10	0	10	2,000.00		10	0	10	2,000.00		40.00
220	Pranley, 12x12	piece			4	4	200.00			0	4	4	200.00		0	4	4	200.00		16.00
221	Technical pen	sets			0	0	0.00			0	0	0	0.00		0	0	0	0.00		1.00
222	75 Mylar Micron (24"x20m)	roll			0	0	0.00			100	0	100	440,000.00		100	0	100	440,000.00		300.00
223	HP Tank 315 (Black)	bottle			20	20	8,400.00			0	20	20	8,400.00		20	0	20	8,400.00		80.00
224	HP Tank 315 (Cyan)	bottle			15	15	6,300.00			0	15	15	6,300.00		15	0	15	6,300.00		60.00
225	HP Tank 315 (Magenta)	bottle			15	15	6,300.00			0	15	15	6,300.00		15	0	15	6,300.00		60.00
226	HP Tank 315 (Yellow)	bottle			15	15	6,300.00			0	15	15	6,300.00		15	0	15	6,300.00		60.00
227	HP Designjet 7795 Ink (Photo Black)	toner			5	5	20,417.20			5	0	5	20,417.20		5	0	5	20,417.20		20.00
228	HP Designjet 7795 Ink (Photo Black)	toner			5	5	20,417.20			5	0	5	20,417.20		5	0	5	20,417.20		20.00
229	HP Designjet 7795 Ink (Grey)	toner			5	5	20,417.20			5	0	5	20,417.20		5	0	5	20,417.20		20.00
230	HP Designjet 7795 Ink (Yellow)	toner			5	5	20,417.20			5	0	5	20,417.20		5	0	5	20,417.20		20.00
231	HP Designjet 7795 Ink (Magenta)	toner			5	5	20,417.20			5	0	5	20,417.20		5	0	5	20,417.20		20.00
232	HP Designjet 7795 Ink (Cyan)	toner			5	5	20,417.20			5	0	5	20,417.20		5	0	5	20,417.20		20.00
233	HP Designjet 1120 Ink (Cyan)	toner			5	5	15,000.00			5	0	5	15,000.00		5	0	5	15,000.00		20.00
234	HP Designjet 1120 Ink (Yellow)	toner			5	5	15,000.00			5	0	5	15,000.00		5	0	5	15,000.00		20.00
235	HP Designjet 1120 Ink (Magenta)	toner			5	5	15,000.00			5	0	5	15,000.00		5	0	5	15,000.00		20.00
236	HP Designjet 1120 Ink (Black)	toner			5	5	15,000.00			5	0	5	15,000.00		5	0	5	15,000.00		20.00
237	Canon Image Runner 2002 Toner (NPG-59)	toner			0	0	0.00			0	0	0	0.00		0	0	0	0.00		2.00
238	Power Bank (3000mah quick charge 3.0)	unit			5	5	17,500.00			5	5	5	17,500.00		0	0	0	0.00		10.00
239	LAN Cable Crossover Plier and Hardware Tool Kit	sets			2	2	8,000.00			0	0	0	0.00		0	0	0	0.00		2.00
240	Silicon Thermal Heat sink Compound	piece			1	1	200.00			0	0	0	0.00		0	0	0	0.00		1.00
241	Electric Blower 800watts	unit			1	1	3,000.00			0	0	0	0.00		0	0	0	0.00		1.00
242	Image Capturing Device w/ tripod	sets			1	1	2,000.00			0	0	0	0.00		0	0	0	0.00		1.00
243	Signature Capturing Pad	unit			1	1	2,000.00			0	0	0	0.00		0	0	0	0.00		1.00
244	HDMI 4k Splitter (4 ports)	unit			2	2	2,800.00			0	0	0	0.00		0	0	0	0.00		1.00
245	HDMI over Ethernet Extenders	sets			2	2	3,400.00			0	0	0	0.00		0	0	0	0.00		2.00
246	HDMI to RJ45 Extender Jack	unit			4	4	1,400.00			0	0	0	0.00		0	0	0	0.00		2.00
247	HDMI Cables (10mtrs)	piece			4	4	2,400.00			0	0	0	0.00		0	0	0	0.00		4.00
248	Power Cord Adapter (for Alcatel Lucent Telephone)	unit			2	2	2,900.00			0	0	0	0.00		0	0	0	0.00		2.00

Item Description		Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year								
Item No.	Description		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec									
249	HP 770 Toner	toner				0	0.00				0	0.00				0	0.00			3	3	27,000.00	3.00
A. TOTAL																							
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																							
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (if Applicable)																							
D. GRAND TOTAL (A + B + C)																							
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: Anna F. Anacleto Certified Funds Available / Certified Appropriate Funds Available: ROJANEH M. RAKI-JIN Approved by: REYNALDO S. ORGANO, MBA
Property/Supply Officer Accountant / Budget Officer Head of Office/Agency

Date Prepared: _____