

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

Introduction:

This form contains the common-use supplies and equipment (CSE) carried in stock by the Procurement Service – Department of Budget and Management (PS-DBM) that may be purchased by government agencies. Consistent with the DBM Circular No. 2019-10 dated 09 November 2019, the APP-CSE shall serve as the agency's annual procurement request for all its CSE requirements. Only agencies with uploaded APP-CSE in the Virtual Store will be able to purchase CSE from the PS-DBM. Note that the items listed on this form have been arranged in accordance with the United Nations Standard Products and Services Code (UNSPSC) in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

Reminders:

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store.
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-phillips.gov.ph) for the detailed technical specifications and sample photo of the items.
- 4.0 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.
- 5.0 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
- 6.0 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.
- 7.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 09182954426 or 09278470245, or email apscs.helpdesk@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.

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

Department/Bureau/Office: Department of Public Works and Highways
Region: V
Address: Regional Government Center
Tarlac, Lungsod City

Agency Code/UA/CS: P032

Organization Type: National Government

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Item & Specifications		Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue for FY23 Jan 2023	Total Amount for the year				
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT		
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																											
ALCOHOL OR ACETONE BASED ANTISEPTICS																											
1	ALCOHOL, Ethyl, 500 mL	bottle	17	12	11	40	1,914.00	17	12	11	40	1,914.00	17	12	11	40	1,914.00	17	12	11	40	1,914.00	160	47.25		7,656.00	
2	ALCOHOL, Ethyl, 1 Gallon	gallon	15	15	14	44	14,544.20	15	15	15	45	14,674.75	15	15	14	44	14,544.20	15	15	15	45	14,674.75	170	330.55		56,637.50	
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
3	CLEARBOOK, 20 transparent pockets, A4	piece	10	0	0	10	329.10	20	0	0	20	658.20	10	0	0	10	329.10	10	0	0	10	329.10	50	32.91		1,645.50	
4	CLEARBOOK, 20 transparent pockets, legal	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	36.36		0.00	
5	ERASER, plastic/ rubber	piece	5	5	0	10	44.70	5	5	0	10	44.70	5	0	0	5	22.35	5	0	0	5	22.35	20	4.47		334.10	
6	SIGN PEN, Black, liquid or gel	piece	72	76	62	210	4,651.00	62	62	62	186	4,129.20	62	62	62	186	4,129.20	62	62	62	186	4,129.20	760	22.20		17,049.60	
7	SIGN PEN, Blue, liquid or gel	piece	72	60	62	214	4,750.00	72	62	62	196	4,351.20	72	62	62	196	4,351.20	62	62	62	186	4,129.20	792	22.20		17,582.40	
8	SIGN PEN, Red, liquid or gel	piece	12	12	12	36	799.20	12	12	12	36	799.20	12	12	12	36	799.20	12	12	12	36	799.20	144	22.20		3,196.80	
9	WRAPPING PAPER, kraft, 50 sheets per pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	161.20		0.00	
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																											
10	DOCUMENT CAMERA, 8 MP	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	27,625.60		0.00	
11	MULTIMEDIA PROJECTOR, 4000 ANSI Lumens (min.)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	15,500.00		0.00	
BATTERIES AND CELLS AND ACCESSORIES																											
12	BATTERY, dry cell, size AA, Two (2) pieces per blister pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	20.49		0.00	
13	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	18.34		0.00	
14	BATTERY, dry cell, size D, Two (2) pieces per blister pack	pack	5	5	6	16	1,539.20	5	5	0	10	962.00	5	5	6	16	1,539.20	5	5	0	10	962.00	52	96.20		5,002.40	
CLEANING EQUIPMENT AND SUPPLIES																											
15	AIR FRESHENER, Aerosol type, 150g	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	61.64		0.00	
16	BROOM, Soft (Walls Tanbo)	piece	10	5	4	19	2,589.56	4	10	4	18	2,452.32	10	5	4	19	2,589.56	4	10	4	18	2,452.32	74	136.24		10,091.76	
17	BROOM, Stick (Walls Ting-ling)	piece	4	10	1	15	341.70	7	2	1	10	227.60	4	2	6	12	273.36	7	2	1	10	227.60	47	22.78		1,070.66	
18	CLEANER, Toilet Bowl and Urinal, 900ml - 1000ml	bottle	19	16	12	47	1,955.20	16	15	12	44	1,830.40	19	16	12	47	1,955.20	16	16	12	44	1,830.40	182	41.60		7,571.20	
19	CLEANER, Scouring Powder, 350g	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	23.92		0.00	
20	DETERGENT BAR, 140g as packed	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.30		0.00	
21	DETERGENT POWDER, all purpose, 1kg	pack	9	10	6	27	1,460.16	9	0	6	25	1,352.00	9	10	6	27	1,460.16	9	9	8	26	1,406.00	105	54.00		5,670.40	
22	DISINFECTANT SPRAY, Aerosol type, 400g	can	0	7	7	22	3,077.50	7	7	6	20	2,797.60	7	7	7	21	2,937.69	7	7	6	20	2,797.60	63	139.69		11,610.87	
23	DUST PAN, rigid non-breakable plastic	piece	3	3	0	6	165.04	2	3	0	5	135.20	3	3	0	6	165.04	2	3	0	5	135.20	22	27.64		603.60	

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2021)	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			
24 FLOOR WAX, paste type, red, 2kg	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	209.76	0.00
25 FURNITURE CLEANER, Aerosol type, 300mL	can	2	0	0	2	249.24	0	0	0	0	0.00	1	0	0	1	120.12	0	0	0	0	0.00	3	120.12	360.36
26 LIQUID HAND SOAP, 500mL	bottle	25	10	5	40	1,718.00	25	5	5	35	1,500.25	25	10	5	40	1,718.00	25	5	5	35	1,500.25	150	42.95	6,442.50
27 MOP BUCKET, heavy duty, hard plastic, 30 liters capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,288.00	0.00
28 MOPHANDLE, heavy duty	piece	5	0	0	5	624.00	3	0	0	3	374.40	2	0	0	2	249.60	3	0	0	3	374.40	13	124.00	1,622.40
29 MOPHEAD, made of rayon	piece	10	0	0	10	1,225.10	9	0	0	9	1,102.59	10	0	0	10	1,225.10	9	0	0	9	1,102.59	30	122.51	4,655.38
30 RAGS, all cotton, 1 kilo per bundle	bundle	3	0	0	3	159.42	2	0	0	2	106.26	3	0	0	3	159.42	2	0	0	2	106.26	10	53.14	531.40
31 SCOURING PAD, 5 pieces per pack	pack	1	0	0	1	57.59	0	0	0	0	0.00	1	0	0	1	57.59	0	0	0	0	0.00	2	57.59	115.08
32 TRASHBAGS, black, 37" x 40", XL, 10 pieces per roll or pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	144.04	0.00
33 WASTEBASKET, rigid plastic	piece	0	0	0	0	0.00	3	0	0	3	95.73	0	0	0	0	0.00	3	0	0	3	95.73	6	2.91	191.46
COLOR COMPOUNDS AND DISPERSIONS																								
34 INK, for stamp pad, 50mL	bottle	0	6	5	19	549.29	6	5	5	16	462.56	0	6	3	17	491.47	5	4	5	14	404.74	66	20.91	1,500.06
CONSUMER ELECTRONICS																								
35 DIGITAL VOICE RECORDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,339.15	0.00
FACE MASK																								
36 FACE MASK, 3ply, fifty (50) pieces per box	box	5	15	0	20	1,550.00	5	15	0	20	1,550.00	5	15	0	20	1,550.00	5	15	0	20	1,550.00	80	77.50	6,200.00
FILMS																								
37 ACETATE, 50 meters	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	959.00	0.00
38 CARBON FILM, A4, 100 sheets per box	box	1	0	0	1	221.00	1	1	0	2	442.00	1	0	0	1	221.00	1	1	0	2	442.00	6	221.00	1,326.00
39 CARBON FILM, Legal, 100 sheets per box	box	2	0	0	2	477.00	0	0	0	0	0.00	1	0	0	1	238.54	0	0	0	0	0.00	3	238.54	715.62
FIRE FIGHTING EQUIPMENT																								
40 FIRE EXTINGUISHER, dry chemical	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,144.00	0.00
41 FIRE EXTINGUISHER, pure HCFC	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,612.35	0.00
FLAG OR ACCESSORIES																								
42 PHILIPPINE NATIONAL FLAG	piece	6	0	0	6	1,700.04	6	0	0	6	1,700.04	0	0	0	0	0.00	0	0	0	0	0.00	12	284.01	3,416.08
FURNITURE AND FURNISHINGS																								
43 MONOBLOC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	347.41	0.00
44 MONOBLOC CHAIR, white	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	344.92	0.00
45 MONOBLOC TABLE, white, 4 seater capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,246.00	0.00
46 MONOBLOC TABLE, beige, 4 seater capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,246.00	0.00
HEATING AND VENTILATION AND AIR CIRCULATION																								
47 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	1,212.00	0.00
48 ELECTRIC FAN, industrial, ground type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,109.60	0.00
49 ELECTRIC FAN, stand type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	656.69	0.00
50 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	760.56	0.00
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																								
51 DESKTOP, for Basic Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	24,763.60	0.00
52 DESKTOP, for Mid-Range Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,369.40	0.00
53 EXTERNAL HARD DRIVE, 1TB	unit	10	8	0	26	72,692.40	7	7	0	14	39,093.60	9	0	3	20	55,049.00	7	3	5	15	41,269.00	75	2,792.40	206,490.00
54 LAPTOP, for Mid-range Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,369.00	0.00
55 LAPTOP, Lightweight	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	46,800.00	0.00
56 MOUSE, OPTICAL, USB connection type	unit	2	5	0	7	1,043.32	5	0	0	5	748.00	5	0	0	5	748.00	5	0	0	5	748.00	22	149.76	3,294.72
57 PRINTER, Impact, Dot Matrix, 24 pins, 135 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	25,100.97	0.00
58 PRINTER, Impact, Dot Matrix, 9 pins, 60 columns	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,109.52	0.00
59 PRINTER, Laser, Monochrome	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,636.09	0.00

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year	
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT
LIGHTING AND FIXTURES AND ACCESSORIES																									
60	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	75.61	0.00
61	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	205.82	0.00
MANUFACTURING COMPONENTS AND SUPPLIES																									
62	GLUE, all-purpose, 200 grams	jar	5	0	2	15	1,060.80	2	3	2	7	495.04	10	3	2	15	1,060.80	2	3	2	7	495.04	44	70.72	3,111.68
63	STAPLE WIRE, heavy duty (binder type), 23/13	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	22.55	0.00
64	STAPLE WIRE, standard	box	40	31	35	105	2,510.56	35	33	35	103	2,447.20	40	31	35	105	2,510.56	35	33	26	94	2,233.44	409	23.76	9,717.84
65	TAPE, electrical	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	19.45	0.00
66	TAPE, masking, 24mm	roll	20	16	21	59	3,650.92	18	10	18	54	3,341.52	20	18	21	59	3,650.92	10	10	10	54	3,341.52	206	61.89	12,564.89
67	TAPE, masking, 48 mm	roll	11	5	0	16	1,939.56	10	5	5	20	2,422.20	11	5	0	16	1,939.56	10	5	5	20	2,422.20	72	121.16	8,723.52
68	TAPE, packaging, 48 mm	roll	11	11	5	27	609.72	7	5	5	17	360.12	6	6	10	22	491.92	7	10	5	22	491.92	89	22.36	1,967.85
69	TAPE, transparent, 24mm	roll	23	26	25	74	827.32	22	22	25	69	771.42	23	26	25	74	827.32	22	22	25	69	771.42	285	11.19	3,197.46
70	TAPE, transparent, 48 mm	roll	5	5	0	10	225.70	5	0	0	5	112.85	5	5	0	10	225.70	5	0	0	5	112.85	30	22.57	677.10
71	TWINE, plastic	roll	3	0	0	3	199.55	3	0	0	3	199.55	3	0	0	3	199.55	3	0	0	3	199.55	12	66.62	799.44
MEASURING AND OBSERVING AND TESTING EQUIPMENT																									
72	RULER, plastic, 450 mm	piece	7	5	3	15	249.00	6	5	2	13	216.32	7	5	3	15	249.00	6	5	2	13	216.32	56	16.64	931.64
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																									
73	BLADE, for general purpose cutter/utility knife, 10 pieces per tube	tube	2	2	3	7	103.74	1	0	0	1	14.82	2	1	3	6	80.92	1	0	0	1	14.82	15	14.82	222.30
74	BINDING AND PUNCHING MACHINE, 50mm binding capacity	unit	0	0	0	0	0.00	2	0	0	2	19,059.44	0	0	0	0	0.00	0	0	0	0	0.00	2	5,534.72	19,059.44
75	CALCULATOR, Compact	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	255.24	0.00
76	CHALK, white enamel, 100 pieces per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	32.97	-0.00
77	CLIP, backfold, 19mm	box	5	5	0	10	87.20	2	2	6	10	87.20	2	7	6	15	130.20	2	7	1	10	87.20	45	0.72	392.40
78	CLIP, backfold, 25mm	box	20	13	15	48	700.00	13	20	12	45	665.75	15	13	20	48	700.00	13	15	12	40	550.00	101	14.75	2,669.75
79	CLIP, backfold, 32mm	box	0	10	10	20	715.68	10	10	7	27	690.12	5	10	10	28	715.68	10	10	7	27	690.12	110	25.96	2,811.60
80	CLIP, backfold, 50mm	box	11	13	0	24	1,759.20	10	13	4	27	1,513.00	11	13	3	27	1,513.00	15	13	3	31	1,737.24	117	56.04	6,556.68
81	CORRECTION TAPE, 8 meters	piece	55	52	56	163	1,679.39	49	47	50	146	1,693.20	55	52	45	152	1,752.56	49	47	50	146	1,693.20	607	11.53	6,990.71
82	CUTTER/UTILITY KNIFE, for general purpose	piece	2	3	0	5	167.15	2	3	0	5	167.15	2	3	0	5	167.15	1	3	0	4	139.72	19	33.43	635.17
83	DATA FILE BOX	piece	20	20	10	50	3,650.00	20	20	10	50	3,650.00	20	20	10	50	3,650.00	20	20	10	50	3,650.00	200	77.20	15,440.00
84	DATA FOLDER	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	68.54	0.00
85	DATING AND STAMPING MACHINE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	452.56	0.00
86	ENVELOPE, Documentary, A4, 500 pieces per box	box	3	2	1	6	4,585.40	2	1	1	4	3,057.60	3	1	1	5	3,622.00	1	1	1	3	2,292.20	10	764.40	13,739.30
87	ENVELOPE, Documentary, legal, 500 pieces per box	box	3	3	2	8	7,846.76	3	2	1	6	5,854.32	3	1	1	5	4,603.60	2	1	1	4	3,922.68	23	980.72	22,555.56
88	ENVELOPE, Expanding, Kraft, 100 pieces per box	box	1	1	1	3	2,215.20	1	0	0	1	726.40	1	1	1	3	2,215.20	1	1	0	2	1,476.00	9	729.40	6,645.60
89	ENVELOPE, Expanding, Plastic	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	30.49	0.00
90	ENVELOPE, Mailing, 500 pieces per box	box	4	4	3	11	4,787.72	4	3	3	10	4,325.20	4	3	3	10	4,325.20	3	2	2	7	3,027.64	38	432.52	16,435.76
91	ENVELOPE, Mailing, with window, 500 pieces per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	488.80	0.00
92	ERASER, felt, for blackboard/whiteboard	piece	3	3	0	6	69.46	3	0	0	3	34.23	3	3	0	6	69.46	3	0	0	3	34.23	18	11.41	205.38
93	FACSIMILE MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,642.00	0.00
94	FASTENER, metal, non-sharp edges, 50 sets per box	box	25	18	25	68	6,435.52	23	10	30	61	5,779.04	25	18	25	68	6,435.52	25	25	20	70	6,624.00	267	94.64	25,288.83
95	FILE ORGANIZER, expanding, plastic, legal	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	85.20	0.00
96	FILE TAB/INDEX DIVIDER, bristol board, A4	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	11.13	0.00
97	FILE TAB/INDEX DIVIDER, bristol board, legal	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	14.23	0.00
98	FOLDER, Fancy with slide, A4, 50 pieces per bundle	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	270.40	0.00
99	FOLDER, Fancy with slide, legal, 50 pieces per bundle	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	205.52	0.00
100	FOLDER, L-type, A4, 50 pieces per pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	127.54	0.00

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 27-9-2022)	Total Amount for the year			
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT	
101	FOLDER, L-type, legal, 50 pieces per pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	229.57	0.00	
102	FOLDER, prestboard, 100 pieces per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	552.64	0.00	
103	FOLDER with tab, A4, 100 pieces per pack	pack	3	2	3	8	2,312.56	3	2	2	7	2,023.04	3	2	2	7	2,023.04	3	2	2	7	2,023.04	29	209.12	8,354.48	
104	FOLDER with tab, legal, 100 pieces per pack	pack	6	5	6	17	5,655.42	6	5	6	17	5,655.42	6	5	5	15	4,999.50	6	5	5	16	5,232.16	65	333.26	21,661.00	
105	INDEX TAB, self-adhesive, transparent, 5 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	63.11	0.00	
106	MAGAZINE FILE BOX, Large	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	41.00	0.00	
107	MARKER, Fluorescent, 3 colors per set	set	11	11	4	26	593.16	9	11	4	24	679.64	11	11	4	26	593.16	9	11	4	24	679.64	100	36.66	3,666.00	
108	MARKER, Permanent, Black	piece	20	24	24	76	567.72	27	30	24	81	605.07	20	24	24	76	567.72	27	30	24	81	605.07	314	7.47	2,345.58	
109	MARKER, Permanent, Blue	piece	10	6	6	22	164.34	9	6	6	21	156.07	10	6	6	22	164.34	9	6	6	21	156.07	66	7.47	642.42	
110	MARKER, Permanent, Red	piece	2	2	2	6	44.62	2	2	2	6	44.62	2	2	2	6	44.62	2	2	2	6	44.62	24	7.47	179.28	
111	MARKER, Whiteboard, Black	piece	33	24	19	76	733.40	33	24	20	77	743.05	33	24	20	77	743.05	33	20	20	63	607.55	293	9.45	2,827.45	
112	MARKER, Whiteboard, Blue	piece	7	4	3	14	135.10	7	3	3	13	125.45	7	3	3	13	125.45	7	3	3	13	125.45	53	9.45	511.45	
113	MARKER, Whiteboard, Red	piece	7	4	3	14	135.10	7	3	3	13	125.45	7	3	3	13	125.45	7	3	3	13	125.45	53	9.45	511.45	
114	PAPER CLIP, vinyl/plastic coated, 33mm	box	10	0	5	23	202.86	9	7	5	21	185.22	10	0	5	23	202.86	9	7	4	20	176.40	67	8.62	767.34	
115	PAPER CLIP, vinyl/plastic coated, Jumbo, 50mm	box	15	15	15	45	620.10	13	13	14	40	551.20	15	15	15	45	620.10	13	13	13	39	537.42	169	13.70	2,320.82	
116	PAPER TRIMMER/CUTTING MACHINE, table top	unit	2	0	0	2	12,565.20	2	0	0	2	12,565.20	1	0	0	1	9,297.60	0	0	0	0	0.00	5	9,297.60	46,460.00	
117	PENCIL, lead/graphite, with eraser, one (1) dozen per box	box	20	23	16	69	1,434.51	27	27	10	70	1,455.30	30	22	16	68	1,413.72	27	27	15	69	1,434.51	376	20.79	5,736.04	
118	PENCIL SHARPENER, manual, single cutter head	piece	6	1	1	8	1,702.55	2	1	1	4	651.40	6	1	1	8	1,702.55	2	1	1	4	651.40	24	212.07	5,109.60	
119	PUNCHER, paper, heavy duty	piece	5	5	5	15	2,262.00	5	5	6	16	2,412.60	5	5	6	16	2,412.60	5	5	5	15	2,262.00	62	150.00	9,349.60	
120	RING BINDER, plastic, 32 mm, 10 pieces per bundle	bundle	1	1	0	2	546.46	1	1	1	3	622.69	1	1	0	2	546.46	1	1	1	3	622.69	10	274.23	2,742.30	
121	RUBBER BAND No. 10, 350g	box	7	4	0	11	1,407.20	7	2	0	9	1,216.60	7	4	0	11	1,407.20	6	2	0	8	1,061.60	39	135.20	5,273.00	
122	STAMP PAD, felt	piece	4	4	5	13	518.96	4	4	3	11	439.12	4	4	5	13	518.96	4	3	3	10	399.20	47	39.92	1,676.24	
123	SCISSORS, symmetrical or asymmetrical	pair	10	9	5	24	600.60	10	5	5	20	667.40	10	9	5	24	600.60	10	5	5	20	667.40	80	33.37	2,668.56	
124	STAPLER, standard type	piece	4	4	3	11	1,691.60	3	3	3	9	1,310.40	3	3	3	9	1,310.40	3	3	3	9	1,310.40	38	145.60	5,532.00	
125	STAPLER, heavy duty (binder type), desktop	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	800.16	0.00	
126	STAPLE REMOVER, plier type	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	27.87	0.00	
127	TAPE DISPENSER, table top	piece	2	0	0	2	145.60	2	0	0	2	145.60	2	0	0	2	145.60	0	0	0	0	0.00	6	72.60	436.00	
PAPER MATERIALS AND PRODUCTS																										
128	CARTOLINA, assorted colors, 20 pieces of assorted colors per pack	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	63.72	0.00	
129	COMPUTER CONTINUOUS FORM, 1 ply, 200mm x 241mm, 2,000 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	682.55	0.00	
130	COMPUTER CONTINUOUS FORM, 1 ply, 200mm x 378mm, 2,000 sheets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,166.60	0.00	
131	COMPUTER CONTINUOUS FORM, 2 ply, 200mm x 378mm, 1,000 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,528.80	0.00	
132	COMPUTER CONTINUOUS FORM, 2 ply, 200mm x 241mm, 1,000 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,026.40	0.00	
133	COMPUTER CONTINUOUS FORM, 3 ply, 200mm x 241mm, 500 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	750.40	0.00	
134	COMPUTER CONTINUOUS FORM, 3 ply, 200mm x 378mm, 500 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,500.00	0.00	
135	LOOSELEAF COVER, 50 sets per bundle	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	794.56	0.00	
136	NOTE PAD, stick on, 2" x 3", 100 sheets per pad	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	37.05	0.00	
137	NOTE PAD, stick on, 3" x 4", 100 sheets per pad	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	59.28	0.00	
138	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	pad	10	9	9	28	1,456.00	9	9	9	27	1,404.00	15	9	9	33	1,716.00	9	9	9	27	1,404.00	115	52.00	5,980.00	
139	NOTEBOOK, stenographer	piece	250	250	250	750	9,030.00	250	250	250	750	9,030.00	250	250	250	750	9,030.00	250	250	250	750	9,030.00	3000	12.04	36,120.00	
140	PAPER, MULTICOPY A4, 500 sheets per ream	ream	294	363	269	1046	*****	294	363	261	1028	*****	394	323	269	1046	*****	394	363	264	1041	*****	4171	165.65	690,926.15	
141	PAPER, MULTICOPY LEGAL, 500 sheets per ream	ream	246	224	151	620	*****	246	224	179	647	*****	244	224	154	622	*****	244	224	151	619	*****	2500	109.18	474,453.44	
142	PAPER, MULTIPURPOSE A4, 500 sheets per ream	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	137.34	0.00	
143	PAPER, MULTIPURPOSE LEGAL, 500 sheets per ream	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	150.91	0.00	
144	PAD PAPER, ruled	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	21.53	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (per 1723 July 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
145	PAPER, parchment, 100 sheets per box		box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	90.05	0.00
146	RECORD BOOK, 300 PAGES		book	35	31	25	91	5,678.40	29	31	30	90	5,616.00	35	31	25	91	5,678.40	29	31	30	90	5,616.00	362	62.40	22,589.80
147	RECORD BOOK, 500 PAGES		book	120	120	102	350	36,400.00	127	120	102	349	36,296.00	125	120	102	347	36,089.00	124	120	102	346	35,904.00	1292	104.00	144,768.00
148	THERMAL PAPER, 216mm		roll	10	10	5	25	1,391.00	10	10	5	25	1,391.00	10	10	5	25	1,391.00	10	10	5	25	1,391.00	100	55.64	5,564.00
149	TISSUE, INTERFOLDED PAPER TOWEL, 150 pulls per pack		pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	33.00	0.00
150	TOILET TISSUE PAPER, 2 ply, 12 rolls in a pack		pack	17	10	16	51	4,402.32	17	13	15	51	4,402.32	17	10	16	51	4,402.32	17	10	16	51	4,402.32	204	86.32	17,609.20
PERFUMES OR COLOGNES OR FRAGRANCES																										
151	LIQUID HAND SANITIZER, 500mL		bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	60.25	0.00
PESTICIDES OR PEST REPELLENTS																										
152	INSECTICIDE, 600mL		can	20	20	16	56	7,804.16	19	17	15	51	7,107.36	20	17	17	54	7,525.44	19	17	12	48	6,609.28	209	139.36	29,126.24
PRINTED PUBLICATIONS																										
153	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9194)		book	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	37.21	0.00
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																										
1	DRUM CARTRIDGE, BROTHER DR-3455, Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,947.20	0.00
2	INK CARTRIDGE, BROTHER LC678, Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	910.00	0.00
3	INK CARTRIDGE, BROTHER LC678YBK, Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,601.60	0.00
4	INK CARTRIDGE, CANON CL-741, Colored		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,126.32	0.00
5	INK CARTRIDGE, CANON CL-611, Colored		cart	1	0	0	1	1,170.32	1	0	0	1	1,170.32	2	0	0	2	2,356.64	1	0	0	1	1,170.32	5	1,170.32	5,671.60
6	INK CARTRIDGE, CANON PG-740, Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	691.12	0.00
7	INK CARTRIDGE, CANON PG-610, Black		cart	1	1	1	3	2,676.95	1	1	0	2	1,704.64	1	1	1	3	2,676.95	1	1	0	2	1,704.64	10	692.32	6,923.20
8	INK CARTRIDGE, EPSON C13T661100 (T6611), Black		cart	51	56	32	140	34,944.00	45	45	43	137	34,195.20	51	45	43	140	34,944.00	40	45	23	127	31,699.20	544	249.60	135,762.40
9	INK CARTRIDGE, EPSON C13T661200 (T6612), Cyan		cart	45	35	40	121	30,201.60	40	40	25	105	26,200.00	45	35	40	121	30,201.60	40	40	25	105	26,200.00	452	249.60	112,819.20
10	INK CARTRIDGE, EPSON C13T661300 (T6613), Magenta		cart	45	35	40	121	30,201.60	40	40	25	105	26,200.00	45	35	40	121	30,201.60	40	40	25	105	26,200.00	452	249.60	112,819.20
11	INK CARTRIDGE, EPSON C13T661400 (T6614), Yellow		cart	45	35	40	121	30,201.60	40	40	25	105	26,200.00	45	35	40	121	30,201.60	40	40	25	105	26,200.00	452	249.60	112,819.20
12	INK CARTRIDGE, HP C2P01AA (HP62), Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	652.00	0.00
13	INK CARTRIDGE, HP C2P05AA (HP62), Tri-color		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,045.32	0.00
14	INK CARTRIDGE, HP C9551AA (HP21), Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	910.00	0.00
15	INK CARTRIDGE, HP C9552AA (HP22), Tri-color		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,057.52	0.00
16	INK CARTRIDGE, HP C9597A (HP72), 60ml, Photo Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,596.00	0.00
17	INK CARTRIDGE, HP C9598A (HP72), 60ml, Cyan		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,596.00	0.00
18	INK CARTRIDGE, HP C9599A (HP72), 60ml, Magenta		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,596.00	0.00
19	INK CARTRIDGE, HP C9400A (HP72), 60ml, Yellow		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,596.00	0.00
20	INK CARTRIDGE, HP C9401A (HP72), 60ml, Gray		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,596.00	0.00
21	INK CARTRIDGE, HP C9402A (HP72), 120ml, Matte Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,596.00	0.00
22	INK CARTRIDGE, HP C0610WA (HP60), Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,016.00	0.00
23	INK CARTRIDGE, HP C0613WA (HP61), Tri-color		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	200.00	0.00
24	INK CARTRIDGE, HP C0607AA (HP703), Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00
25	INK CARTRIDGE, HP C0608AA (HP703), Tri-color		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00
26	INK CARTRIDGE, HP C0972AA (HP920KL), Cyan		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.60	0.00
27	INK CARTRIDGE, HP C0973AA (HP920KL), Magenta		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.60	0.00
28	INK CARTRIDGE, HP C0974AA (HP920KL), Yellow		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.60	0.00
29	INK CARTRIDGE, HP C0975AA (HP920KL), Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,541.20	0.00
30	INK CARTRIDGE, HP C0561WA (HP61), Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	855.20	0.00
31	INK CARTRIDGE, HP C0562WA (HP61), Tri-color		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,056.00	0.00
32	INK CARTRIDGE, HP C0565A (HP62), Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	925.00	0.00

	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 29 Jun 2022)	Total Amount for the year	
			Jan	Feb	Mar	Q1	Q1 AMOUNT	Apr	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
33	INK CARTRIDGE, HP CH566A (HP82), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	740.00		0.00
34	INK CARTRIDGE, HP CH567A (HP82), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	740.00		0.00
35	INK CARTRIDGE, HP CH568A (HP82), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	740.00		0.00
36	INK CARTRIDGE, HP CM454A (HP950XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,970.80		0.00
37	INK CARTRIDGE, HP CM464A (HP951XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36		0.00
38	INK CARTRIDGE, HP CM474A (HP951XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36		0.00
39	INK CARTRIDGE, HP CM484A (HP951XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36		0.00
40	INK CARTRIDGE, HP CM924A (HP701), Black	cart	5	5	2	12	5,029.44	5	5	2	12	5,029.44	5	4	2	11	4,610.32	5	5	2	12	5,029.44	47	419.12		19,690.64
41	INK CARTRIDGE, HP CM934A (HP701), Tri-color	cart	4	3	3	10	4,191.20	4	3	3	10	4,191.20	3	3	3	9	3,772.00	4	3	3	10	4,191.20	39	419.12		16,345.68
42	INK CARTRIDGE, HP CZ107AA (HP676), Black	cart	12	14	6	34	13,350.40	12	14	7	33	13,350.40	12	14	8	34	13,755.04	12	14	7	33	13,350.40	134	404.56		54,211.04
43	INK CARTRIDGE, HP CZ108AA (HP676), Tri-color	cart	13	12	7	32	12,545.92	13	12	6	31	12,541.36	13	12	7	32	12,845.92	13	12	6	31	12,541.36	126	404.56		50,974.56
44	INK CARTRIDGE, HP CZ121A (HP685A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	312.00		0.00
45	INK CARTRIDGE, HP CZ122A (HP685A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	356.88		0.00
46	INK CARTRIDGE, HP CZ123A (HP685A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	356.88		0.00
47	INK CARTRIDGE, HP CZ124A (HP685A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	356.88		0.00
48	INK CARTRIDGE, HP F6V23AA (HP660), Tri-color	cart	15	14	14	43	10,245.76	14	14	9	37	15,693.04	15	14	14	43	10,245.76	14	14	9	37	15,693.04	160	434.32		67,491.20
49	INK CARTRIDGE, HP F6V27AA (HP660), Black	cart	20	14	18	53	12,400.96	19	14	9	42	17,021.44	20	14	14	42	20,387.36	19	14	9	42	17,021.44	105	424.32		70,491.20
50	INK CARTRIDGE, HP L0551AA (HP955), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	592.00		0.00
51	INK CARTRIDGE, HP L0551AA (HP955), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	592.00		0.00
52	INK CARTRIDGE, HP L0557AA (HP955), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	592.00		0.00
53	INK CARTRIDGE, HP L0560AA (HP955), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,294.00		0.00
54	INK CARTRIDGE, HP L0563AA (HP955XL), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52		0.00
55	INK CARTRIDGE, HP L0566AA (HP955XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52		0.00
56	INK CARTRIDGE, HP L0569AA (HP955XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52		0.00
57	INK CARTRIDGE, HP L0572AA (HP955XL), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,617.92		0.00
58	INK CARTRIDGE, HP T6L09AA (HP905), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	460.00		0.00
59	INK CARTRIDGE, HP T6L93AA (HP905), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	460.00		0.00
60	INK CARTRIDGE, HP T6L97AA (HP905), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	460.00		0.00
61	INK CARTRIDGE, HP T6L101AA (HP905), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	774.00		0.00
62	RIBBON CARTRIDGE, EPSON C13S015516 (HP8750), Black	cart	2	0	0	2	154.05	1	0	0	1	77.43	2	0	0	2	154.05	1	0	0	1	77.43	6	77.43		464.50
63	RIBBON CARTRIDGE, EPSON C13S015632, 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	77.84		0.00
64	RIBBON CARTRIDGE, EPSON C13S015531 (S015080)	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	816.40		0.00
65	TONER CARTRIDGE, BROTHER DR-151CL, High Yield 3000	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,760.00		0.00
66	TONER CARTRIDGE, BROTHER TN-2025, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,605.28		0.00
67	TONER CARTRIDGE, BROTHER TN-2130, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,692.80		0.00
68	TONER CARTRIDGE, BROTHER TN-2150, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,605.28		0.00
69	TONER CARTRIDGE, BROTHER TN-2320, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,567.20		0.00
70	TONER CARTRIDGE, BROTHER TN-2350, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,002.40		0.00
71	TONER CARTRIDGE, BROTHER TN-2470, 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
72	TONER CARTRIDGE, BROTHER TN-450 Black, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,564.56		0.00
73	TONER CARTRIDGE, BROTHER TN-450 Cyan, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.00		0.00
74	TONER CARTRIDGE, BROTHER TN-450 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	7,716.00		0.00
75	TONER CARTRIDGE, BROTHER TN-450 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	7,716.00		0.00
76	TONER CARTRIDGE, CANON CRG-324 II	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13,399.36		0.00
77	TONER CARTRIDGE, HP CB435A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,099.20		0.00

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 31.03.2022)	Total Amount for the year	
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
70	TONER CARTRIDGE, HP CE540A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,603.60		0.00
79	TONER CARTRIDGE, HP CE255A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,942.00		0.00
80	TONER CARTRIDGE, HP CE278A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,741.92		0.00
81	TONER CARTRIDGE, HP CE285A (HP65A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,242.72		0.00
82	TONER CARTRIDGE, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,350.40		0.00
83	TONER CARTRIDGE, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,510.40		0.00
84	TONER CARTRIDGE, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,510.40		0.00
85	TONER CARTRIDGE, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,510.40		0.00
86	TONER CARTRIDGE, HP CE320A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,192.60		0.00
87	TONER CARTRIDGE, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,003.60		0.00
88	TONER CARTRIDGE, HP CE322A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,003.60		0.00
89	TONER CARTRIDGE, HP CE323A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,003.60		0.00
90	TONER CARTRIDGE, HP CE390A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,672.80		0.00
91	TONER CARTRIDGE, HP CE400A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,706.00		0.00
92	TONER CARTRIDGE, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60		0.00
93	TONER CARTRIDGE, HP CE402A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60		0.00
94	TONER CARTRIDGE, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60		0.00
95	TONER CARTRIDGE, HP CE410A, (HP305), 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	3,637.60		0.00
96	TONER CARTRIDGE, HP CE411A, (HP305), 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	6,011.20		0.00
97	TONER CARTRIDGE, HP CE412A, (HP305), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,450.00		0.00
98	TONER CARTRIDGE, HP CE413A, (HP305), 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	6,011.20		0.00
99	TONER CARTRIDGE, HP CE595A, 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	4,050.00		0.00
100	TONER CARTRIDGE, HP CE595X, Black, high cap	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	7,332.00		0.00
101	TONER CARTRIDGE, HP CF217A (HP17A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,570.72		0.00
102	TONER CARTRIDGE, HP CF226A (HP26A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,245.00		0.00
103	TONER CARTRIDGE, HP CF280A, LaserJet Pro M401/M425	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	4,690.40		0.00
104	TONER CARTRIDGE, HP CF280XC	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	8,389.52		0.00
105	TONER CARTRIDGE, HP CF281A (HP81A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,000.00		0.00
106	TONER CARTRIDGE, HP CF283A (HP83A), LaserJet Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,034.72		0.00
107	TONER CARTRIDGE, HP CF283XC (HP83X), Black Contract L	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	3,796.00		0.00
108	TONER CARTRIDGE, HP CF287A (HP87), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,820.00		0.00
109	TONER CARTRIDGE, HP CF325XC (HP25X), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13,720.00		0.00
110	TONER CARTRIDGE, HP CF350A, Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,574.00		0.00
111	TONER CARTRIDGE, HP CF351A, Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00		0.00
112	TONER CARTRIDGE, HP CF352A, Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00		0.00
113	TONER CARTRIDGE, HP CF353A, Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00		0.00
114	TONER CARTRIDGE, HP CF350A (HP500A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,030.40		0.00
115	TONER CARTRIDGE, HP CF351A (HP500A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00		0.00
116	TONER CARTRIDGE, HP CF352A (HP500A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00		0.00
117	TONER CARTRIDGE, HP CF353A (HP500A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00		0.00
118	TONER CARTRIDGE, HP CF400A (HP201A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,099.20		0.00
119	TONER CARTRIDGE, HP CF401A (HP201A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,660.80		0.00
120	TONER CARTRIDGE, HP CF402A (HP201A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,660.80		0.00
121	TONER CARTRIDGE, HP CF403A (HP201A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,660.80		0.00
122	TONER CARTRIDGE, HP CF410A (HP110A), 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	3,500.00		0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price Catalogue (as of 27 July 2022)	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	Apr	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT					
123	TONER CARTRIDGE, HP CF-110XC (HP410XC), 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	6,640.40	0.00		
124	TONER CARTRIDGE, HP CF-111A (HP410A), Cyan		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,030.80	0.00		
125	TONER CARTRIDGE, HP CF-111XC (HP410XC), 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	8,522.00	0.00		
126	TONER CARTRIDGE, HP CF-112A (HP410A), Yellow		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,030.80	0.00		
127	TONER CARTRIDGE, HP CF-112XC (HP410XC), 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	6,522.80	0.00		
128	TONER CARTRIDGE, HP CF-113A (HP410A), Magenta		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,030.80	0.00		
129	TONER CARTRIDGE, HP CF-113XC (HP410XC), 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	6,522.80	0.00		
130	TONER 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	3,744.00	0.00		
131	TONER CARTRIDGE, HP Q7553A, Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,600.00	0.00		
132	TONER CARTRIDGE, SAMSUNG ML-D2650B, Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,116.00	0.00		
133	TONER CARTRIDGE, SAMSUNG MLT-D101S, Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,464.00	0.00		
134	TONER CARTRIDGE, SAMSUNG MLT-D103S, Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,609.44	0.00		
135	TONER CARTRIDGE, SAMSUNG MLT-D104S, Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,464.40	0.00		
136	TONER CARTRIDGE, SAMSUNG MLT-D109L, 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	3,360.00	0.00		
137	TONER CARTRIDGE, 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	0	0	0.00	0	3,209.52	0.00		
138	TONER CARTRIDGE, 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	0	0	0.00	0	6,304.40	0.00		
139	TONER CARTRIDGE, SAMSUNG MLT-D203L, Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,856.16	0.00		
140	TONER CARTRIDGE, SAMSUNG MLT-D203U, Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,442.00	0.00		
141	TONER CARTRIDGE, 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	0	0	0.00	0	7,321.14	0.00		
142	TONER CARTRIDGE, SAMSUNG MLT-D206L, Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,533.36	0.00		
143	TONER CARTRIDGE, SAMSUNG SCX-D655A, Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,066.40	0.00		
SOFTWARE																												
1	Business function specific software		licence	0	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	Finance accounting and enterprise resource planning ERP software		licence	0	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	Computer game or entertainment software		licence	0	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	Content authoring and editing software		licence	0	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	Content management software		licence	0	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	Data management and query software		licence	0	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	Development software		licence	0	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	Educational or reference software		licence	0	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	Industry specific software		licence	0	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	Information exchange software		licence	0	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	Network applications software		licence	0	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	Network management software		licence	0	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	Networking software		licence	0	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	Operating environment software		licence	0	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	Security and protection software		licence	0	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	Utility and device driver software		licence	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00		
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																												
	ACETATE, A4, 200 MIC, 100/BOX		BOX	1	0	0	1	527.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	527.00	527.00		
	ACETATE, LONG, 200 MIC, 100/BOX		BOX	3	2	1	6	3,293.40	2	2	1	5	2,744.50	2	2	1	5	2,744.50	2	2	1	5	2,744.50	21	540.90	11,526.90		
	BATTERY, AA, ALKALINE, 2 FCS/PACK		PACK	60	72	70	223	19,624.00	60	72	70	222	19,536.00	60	73	70	223	19,624.00	60	71	69	220	19,360.00	600	60.00	70,144.00		
	BATTERY, AAA, ALKALINE, 2 FCS/PACK		PACK	60	50	58	104	25,300.00	60	58	50	104	25,300.00	60	58	50	104	25,300.00	68	50	50	104	25,300.00	736	137.50	101,200.00		
	BALLPEN, FINE POINT, BLACK/BLUE, 12/BOX		BOX	59	54	57	170	57,594.00	50	50	56	164	55,663.20	59	53	57	169	57,257.20	50	50	54	162	54,085.60	665	336.00	225,302.00		
	BALLPEN, FINE POINT, RED, 12/BOX		BOX	5	3	0	0	2,710.40	4	3	0	7	2,371.60	5	3	0	6	2,710.40	4	3	0	7	2,371.60	30	330.00	10,154.00		

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 21 July 2022)	Total Amount for the year
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
	CERTIFICATE HOLDER, A4 SIZE, BLUE	PIECE	50	50	50	150	6,055.00	50	50	0	100	5,370.00	50	50	50	150	6,055.00	50	50	0	100	5,390.00	500	53.00	26,550.00
	CLIP, BACK FOLD, 4MM	BOX	2	1	1	4	150.40	2	1	1	4	150.40	2	1	1	4	150.40	1	1	1	3	110.50	15	39.60	594.00
	CORRECTION FLUID, WATER BASED, 15ML	BOTTLE	52	50	50	152	5,183.20	51	50	50	151	5,149.10	51	50	50	151	5,149.10	51	50	50	151	5,149.10	605	34.10	20,620.50
	CORRECTION PEN	PIECE	1	0	0	1	14.30	1	0	0	1	14.30	1	0	0	1	14.30	1	0	0	1	14.30	4	14.30	57.20
	DATA FOLDER, LEVER ARCH-FILE MECHANISM, A4, BLUE	PIECE	40	22	20	82	6,705.00	35	25	15	75	6,187.50	40	20	20	80	6,600.00	35	25	20	80	6,600.00	317	82.50	26,152.50
	DATA FOLDER, LEVER ARCH-FILE MECHANISM, LONG, BLUE	PIECE	60	35	30	125	10,312.50	55	40	30	125	10,312.50	60	35	30	125	10,312.50	55	40	25	120	9,900.00	495	82.50	40,837.50
	DATA FILE BOX, WITH COVER, DARK BLUE	PIECE	25	10	0	35	15,207.50	25	10	0	35	15,207.50	25	10	0	35	15,207.50	10	10	0	20	8,690.00	125	434.50	54,312.50
	DATA FILE BOX, WITH-OUT COVER, BLUE	PIECE	25	25	17	67	16,173.30	25	20	17	62	15,243.00	25	25	17	67	16,173.30	25	25	15	75	14,500.20	334	155.90	62,090.60
	ENVELOPE, DOCUMENTARY, 5-SHORT, 200 LBS 500/BOX	BOX	2	1	1	4	4,400.00	2	1	0	3	3,300.00	2	1	0	3	3,300.00	1	0	0	1	1,100.00	11	1,100.00	12,100.00
	ENVELOPE, CLOTH, WITH HANDLE AND ZIPPER	PIECE	250	250	250	750	99,000.00	250	250	250	750	99,000.00	250	250	250	750	99,000.00	250	250	250	750	99,000.00	3000	132.00	396,000.00
	FOLDER, EXPANDABLE, WITHOUT TAB, LONG, GREEN, 100/PAK	PACK	3	2	1	6	10,220.00	2	2	2	6	10,220.00	2	2	1	5	8,525.00	2	2	0	4	6,820.00	21	1,705.00	35,805.00
	INK, FOR STAMP PAD, GREEN, 20ML	BOTTLE	2	2	2	6	118.80	2	2	2	6	118.80	2	2	2	6	118.80	2	2	2	6	118.80	24	19.80	475.20
	MARKER, PERMANENT, FINE POINT, BLACK, 12/BOX	BOX	2	1	0	3	985.70	2	0	0	2	657.80	2	0	0	2	657.80	2	0	0	2	657.80	9	328.90	2,960.10
	MARKER, PERMANENT, FINE POINT, BLUE, 12/BOX	BOX	1	1	0	2	657.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	328.90	657.80
	PAPER, CONSTRUCTION, LONG, ASSORTED COLORS	REAM	5	5	4	14	3,388.00	5	4	4	13	3,146.00	5	5	4	14	3,388.00	5	4	4	13	3,146.00	54	242.00	13,068.00
	PAPER, CONSTRUCTION, LONG, BLUE	PACK	10	10	5	25	800.00	10	10	5	25	800.00	10	10	5	25	800.00	10	10	5	25	800.00	100	35.20	3,520.00
	PAPER, MULTICOPIER, A3	REAM	109	103	120	510	8888.88	109	103	120	500	8888.88	109	103	120	500	8888.88	109	103	120	500	8888.88	2015	495.00	997,425.00
	PAPER, MANILA	SHEET	10	10	5	25	127.50	10	10	5	25	127.50	10	10	5	25	127.50	10	10	5	25	127.50	100	5.50	550.00
	PAPER, MOROCCO, BOARD, A4, 250GSM, BLUE, 100'S	PACK	3	2	2	7	1,809.60	3	2	2	7	1,809.60	3	2	2	7	1,809.60	3	3	2	8	2,102.40	29	272.00	7,911.20
	PAPER, PARCHMENT, A4, CREAM/YELLOW, 10/PAK	PACK	10	10	0	20	1,130.00	10	10	0	20	1,130.00	10	10	0	20	1,130.00	10	10	0	20	1,130.00	60	56.50	4,552.00
	PAPER, PHOTO, GLOSSY, 100GSM, 20 SHEETS/PAK	PACK	17	12	12	41	5,141.40	16	0	12	36	4,514.40	16	12	12	40	5,016.00	16	0	12	36	4,514.40	153	125.40	19,165.20
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
	PASTE, 20GRAMS, WITH APPLICATOR	JAR	2	2	2	6	277.20	2	2	2	6	277.20	2	2	2	6	277.20	2	2	2	6	277.20	24	45.20	1,100.80
	RECORD BOOK, 200P, 55GSM, 5MYTHS SEW, A4	PIECE	14	9	4	27	1,810.00	12	9	4	26	1,743.04	14	9	4	27	1,810.00	13	9	4	26	1,743.04	105	67.04	7,105.24
	RIBBON, FOR TYPEWRITER	SPOOL	1	1	1	3	115.50	1	1	1	3	115.50	1	1	1	3	115.50	1	1	1	3	115.50	12	20.50	462.00
	RING BINDER, PLASTIC, 1" X 4", BLACK	BUNDLE	15	11	6	34	1,159.40	11	6	6	27	920.70	10	11	6	26	905.90	11	6	6	27	920.70	117	34.10	3,989.70
	RING BINDER, PLASTIC, 2" X 4", BLACK	BUNDLE	15	11	6	34	1,662.66	0	6	6	24	1,107.76	10	6	6	26	1,286.74	0	6	6	24	1,107.76	100	49.49	5,344.92
	SIGNPEN, GEL INK, 0.5MM, NEEDLE TIP, BLACK, 12/BOX	BOX	16	13	12	41	2,641.30	15	11	8	34	2,356.20	16	13	12	41	2,641.30	15	11	6	34	2,356.20	150	69.30	10,395.00
	SIGNPEN, GEL INK, 0.5MM, NEEDLE TIP, BLUE, 12/BOX	BOX	12	9	7	28	1,840.40	12	6	7	27	1,671.30	12	9	7	26	1,840.40	12	8	9	29	2,009.70	112	60.30	7,761.60
	SIGNPEN, GEL INK, 0.7MM, BLUE, 12/BOX	BOX	8	5	2	15	11,692.00	8	5	2	15	11,692.00	8	5	2	15	11,692.00	8	5	2	15	11,692.00	60	776.60	46,728.00
	STAMP PAD, GREEN	PIECE	3	2	0	6	1,056.00	3	2	0	6	1,056.00	3	3	0	6	1,056.00	3	2	0	6	1,056.00	24	176.00	4,224.00
	STICKYNOTES, SIGN HERE, 125 SHEETS/PAK	PACK	2	2	0	4	590.40	2	2	0	4	590.40	2	2	0	4	590.40	2	1	0	3	440.50	15	149.60	2,244.00
	TAPE, MAGIC, 1", 5CM	ROLL	32	26	26	90	24,255.00	32	26	26	84	23,628.00	30	26	26	90	24,255.00	32	26	26	84	23,628.00	340	269.50	93,705.00
	TAPE, DOUBLE-SIDED, FORM, 1", 5M	ROLL	7	5	9	21	1,460.76	6	9	9	24	1,659.44	7	5	9	21	1,460.76	7	10	10	27	1,878.12	93	69.56	6,469.00
	PVC ID CARD, BLANK, 500/PAK	PACK	1	0	0	1	2,150.00	0	0	0	0	0.00	1	0	0	1	2,150.00	0	0	0	0	0.00	2	2,150.00	4,300.00
	LAMINATING FILM, A4 SIZE, 125 MICRONS, 100 SHEETS/PAK	PACK	1	0	0	1	456.50	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	456.50	456.50
	AIR FRESHENER, AEROSOL, 320ML, LEMON SCENT	CAN	25	22	22	69	15,525.00	25	22	17	64	14,400.00	25	22	22	69	15,525.00	25	22	15	63	14,175.00	255	225.00	59,625.00
	AIR FRESHENER, AEROSOL, 320ML, LAVENDER SCENT	CAN	5	5	5	15	3,375.00	5	5	0	10	2,250.00	5	5	5	15	3,375.00	5	5	0	10	2,250.00	50	225.00	11,250.00
	AIR FRESHENER, SCENTED GEL, 160G	PIECE	5	5	5	15	2,550.50	5	5	0	10	1,727.00	5	5	5	15	2,590.50	5	5	0	10	1,727.00	50	172.70	8,635.00
	ALL PURPOSE BLEACH, 1 LITER	BOTTLE	25	20	20	65	3,432.00	25	20	20	65	3,432.00	25	20	20	65	3,432.00	25	20	15	63	3,325.40	250	51.60	12,822.40
	PAPER, MYLAR, 36" X 24 YARDS, 75 MICRON	ROLL	60	50	50	160	8888.88	50	50	0	100	8888.88	50	50	50	150	8888.88	50	50	0	100	8888.88	510	4,520.00	2,356,200.00
	DISH-WASHING SOAP, LIQUID, 250ML	BOTTLE	30	30	37	113	12,430.00	38	38	37	113	12,430.00	38	30	37	113	12,430.00	38	30	37	113	12,430.00	452	110.00	49,720.00
	FLOOR WAX, LIQUID, RED, 500ML	BOTTLE	5	5	5	15	4,201.50	5	5	0	10	3,201.00	5	5	5	15	4,801.50	5	5	0	10	3,201.00	50	320.10	16,005.00
	GLASS CLEANER, 350ML	BOTTLE	7	7	7	21	4,155.00	7	7	7	21	4,155.00	7	7	7	21	4,155.00	7	7	7	21	4,155.00	84	190.00	16,632.00
	MULTI-PURPOSE CLEANER, 1 LITER	BOTTLE	1	1	1	3	4,831.20	1	1	1	3	4,831.20	1	1	1	3	4,831.20	1	1	1	3	4,831.20	12	1,610.40	19,324.80

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 01-01-2022)	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
TOILET DEODORANT CAKE	PIECE	14	12	17	44	1,936.00	14	13	17	44	1,936.00	14	13	17	44	1,936.00	14	13	17	44	1,936.00	176	44.00	7,744.00
TRASH BAG, PLASTIC, TRANSPARENT, 10/PACK, XL SIZE	PACK	42	32	27	101	6,443.60	42	32	27	101	6,443.60	42	32	32	106	6,782.60	42	32	22	96	6,124.60	404	63.60	25,775.20
TRASH BAG, PLASTIC, TRANSPARENT, 10/PACK, L SIZE	PACK	5	5	5	15	759.00	5	5	0	10	505.00	5	5	5	15	759.00	5	5	0	10	505.00	50	50.60	2,520.00
TRASH BAG, PLASTIC, TRANSPARENT, 10/PACK, 2XL SIZE	PACK	5	5	5	15	1,267.00	5	5	0	10	650.00	5	5	5	15	1,267.00	5	5	0	10	650.00	50	65.00	4,280.00
TRASH CAN, BIG, WITH COVER	PIECE	2	5	2	9	14,157.00	0	0	0	0	0.00	5	2	0	7	11,011.00	0	0	0	0	0.00	16	1,573.00	25,160.00
CD-RW	PIECE	110	110	110	330	13,794.00	110	110	110	330	13,794.00	110	110	110	330	13,794.00	110	110	110	330	13,794.00	1320	41.80	55,176.00
FLASH DRIVE, USB, 8GB	PIECE	13	10	5	28	2,433.20	13	10	5	28	2,433.20	10	10	5	25	2,172.50	10	10	5	25	2,172.50	105	65.90	9,211.40
FLASH DRIVE, USB, 16GB	PIECE	15	15	9	40	5,016.00	14	10	14	38	4,705.20	11	10	14	35	4,309.00	14	10	9	33	4,196.20	146	125.40	18,306.40
FLASH DRIVE, USB, 32GB	PIECE	10	9	10	29	4,370.30	9	9	5	23	3,456.10	10	9	10	29	4,370.30	9	9	5	23	3,456.10	104	150.70	15,672.60
HARD DISK DRIVE, EXTERNAL, 2TB	PIECE	4	4	0	8	18,136.60	4	3	0	7	15,069.70	4	4	0	8	19,136.60	3	2	0	5	11,335.50	20	2,267.10	63,476.60
INK, EPSON003, BLACK	BOTTLE	51	44	42	137	39,031.30	50	44	43	137	39,031.30	50	44	43	137	39,031.30	50	44	32	126	35,697.40	537	264.90	152,991.30
INK, EPSON003, CYAN	BOTTLE	42	33	26	103	31,724.00	40	33	26	101	31,100.00	42	33	26	103	31,724.00	40	33	26	101	31,100.00	406	308.00	125,664.00
INK, EPSON003, MAGENTA	BOTTLE	42	33	26	103	31,724.00	40	33	26	101	31,100.00	42	33	26	103	31,724.00	40	33	26	101	31,100.00	406	308.00	125,664.00
INK, EPSON003, YELLOW	BOTTLE	42	33	26	103	31,724.00	40	33	26	101	31,100.00	42	33	26	103	31,724.00	40	33	26	101	31,100.00	406	308.00	125,664.00
RIBBONKIT IDP N. 655515	PIECE	2	2	2	6	36,300.00	1	1	1	3	16,150.00	1	1	1	3	16,150.00	1	1	1	3	16,150.00	15	6,050.00	90,750.00
KEYBOARD, ALPHANUMERIC, STANDARD KEYS, USB	PIECE	2	2	0	4	1,667.00	3	1	0	4	1,667.00	2	1	0	3	1,250.70	1	0	0	1	416.90	12	416.90	5,002.00
MOUSE PAD	PIECE	3	3	3	9	97.02	3	3	0	6	64.00	3	3	2	8	63.24	3	3	0	6	64.00	29	10.70	312.62
PRINTER, CONTINUOUS INK SYSTEM, 3-IN-1	UNIT	6	3	2	11	97,000.00	5	5	0	10	97,000.00	6	2	0	8	77,600.00	5	0	0	5	45,500.00	34	9,700.00	329,500.00
UPS, 1000VA	UNIT	2	2	0	4	26,600.00	2	2	0	4	26,600.00	2	1	0	3	27,450.00	2	1	0	3	27,450.00	14	9,150.00	128,100.00
DESKTOP COMPUTER, I5 PROCESSOR, FOR ADMIN USE	UNIT	4	3	2	9	665,000.00	3	2	1	6	665,000.00	3	1	0	4	665,000.00	2	1	0	3	665,000.00	22	115,000.00	2,530,000.00
LAPTOP COMPUTER	UNIT	4	2	0	6	665,000.00	4	5	0	9	665,000.00	2	0	0	2	665,000.00	2	0	0	2	665,000.00	19	91,500.00	1,738,500.00
CHAIR, JR. EXEC. TYPE, W/ARM REST, GAS LIFT, CHROME BASE	UNIT	10	3	0	13	92,090.00	15	0	0	15	665,000.00	14	3	0	17	665,000.00	10	10	0	20	665,000.00	65	7,546.00	490,490.00
CHAIR, SR. EXEC. TYPE, W/ARM REST, GAS LIFT, CHROME BASE	UNIT	3	0	0	3	47,970.00	1	4	0	5	79,950.00	3	0	0	3	47,970.00	3	0	0	3	47,970.00	14	15,990.00	223,860.00
FOLDER, EXPANDABLE, WITH TAB, LONG, GREEN, 100/PACK	PACK	2	1	0	3	6,105.00	2	0	0	2	4,070.00	2	0	0	2	4,070.00	1	0	0	1	2,035.00	6	2,035.00	16,280.00
CHAIR, VISITORS, WITH ARM REST	UNIT	10	4	0	14	37,100.00	2	5	0	7	10,550.00	10	4	0	14	37,100.00	5	0	0	5	13,250.00	40	2,650.00	106,000.00
CHAIR, CLERICAL, WITH ARM REST, CHROME BASE	UNIT	4	0	0	4	31,520.00	4	0	0	4	31,520.00	4	0	0	4	31,520.00	3	0	0	3	23,640.00	15	7,880.00	118,200.00
CABINET, STEEL, 4 DRAWERS, SMOOTH FINISH	UNIT	3	2	0	5	76,700.00	4	2	0	6	94,512.00	5	2	0	7	665,000.00	2	0	0	2	31,504.00	20	15,752.00	315,040.00
ELECTRIC RAN, STAND, METAL BLADE	UNIT	0	0	0	0	0.00	5	0	0	5	15,000.00	0	0	0	0	0.00	0	0	0	0	0.00	5	3,000.00	15,000.00
CALCULATOR, 2-WAY POWER, 14 DIGITS	PIECE	3	0	0	3	1,633.50	6	0	0	6	3,267.00	3	0	0	3	1,633.50	6	0	0	6	3,267.00	10	544.50	9,031.00
STAPLER, WITH REMOVER, HEAVY DUTY	PIECE	11	9	7	27	4,050.00	6	4	2	12	1,000.00	11	9	8	28	4,200.00	6	4	1	11	1,650.00	76	150.00	11,700.00
STAPLE WIRE REMOVER, TWIN JAW	PIECE	2	2	2	6	79.20	2	0	0	2	26.40	2	2	2	6	79.20	2	0	0	2	26.40	16	13.20	211.20
CALCULATOR, SCIENTIFIC	UNIT	2	0	0	2	2,395.00	1	0	0	1	1,199.00	1	0	0	1	1,199.00	1	0	0	1	1,199.00	5	1,199.00	5,995.00
FOLDER, WHITE, ORDINARY, SHORT, 100/PACK	PACK	1	1	0	2	1,100.00	1	1	0	2	1,100.00	1	1	0	2	1,100.00	1	1	0	2	1,100.00	6	550.00	4,400.00
PAPER, STICKER, LONG, 10 SHEETS/PACK	PACK	3	3	2	8	496.00	1	2	1	4	248.00	3	2	2	7	434.00	3	1	0	4	248.00	23	62.00	1,426.00
THUMB TACKS	BOX	1	0	0	1	20.00	1	0	0	1	20.00	0	0	0	0	0.00	0	0	0	0	0.00	2	20.00	40.00
PUSH PIN, 100PCS/BOX	BOX	1	1	1	3	69.10	1	1	1	3	69.10	1	1	1	3	69.10	1	1	1	3	69.10	12	29.70	356.40
PAPER, MYLAR, A2, 24" X 20 METERS	ROLL	55	40	40	135	665,000.00	45	40	40	125	665,000.00	45	40	40	125	665,000.00	45	40	40	125	665,000.00	510	5,390.00	2,745,000.00
ERASER, DUO PLASTIC	BOX	1	0	0	1	1,699.50	3	0	0	2	3,399.00	1	0	0	1	1,699.50	1	0	0	1	1,699.50	5	1,699.50	8,497.50
PAPER FASTENER, HEAVY DUTY, METAL, 2" CAPACITY, 50 SETS/BOX	BOX	20	20	16	56	2,567.20	20	20	16	56	2,567.20	20	20	16	56	2,567.20	20	20	16	56	2,567.20	224	46.20	10,348.80
PAPER FASTENER, PLASTIC, 50 SETS/BOX	BOX	25	23	14	62	2,591.60	25	22	15	62	2,591.60	25	23	14	62	2,591.60	25	22	15	62	2,591.60	248	41.60	10,366.40
ENGINEER'S FIELD BOOK	PIECE	25	20	20	65	5,648.50	25	25	20	70	6,013.00	25	20	20	65	5,640.50	25	25	20	70	6,013.00	270	65.90	23,463.00
PLINK BINDER, PLASTIC, 1/2" X 44", BLACK	PIECE	10	8	8	26	3,433.00	9	8	8	24	3,165.00	10	8	8	26	3,432.00	8	8	8	24	3,165.00	100	132.00	13,200.00
PAPER, PAROCHMENT, WHITE, 5-CHRT, 100SQ, 10 PCS/PACK	PACK	2	2	2	6	270.60	2	2	2	6	270.60	2	2	2	6	270.60	2	2	2	6	270.60	24	45.10	1,082.40
PAPER, STICKER, GLOSSY, A4, 10 SHEETS/PACK	PACK	2	0	0	2	79.20	1	0	0	1	39.60	1	0	0	1	39.60	1	0	0	1	39.60	5	39.60	198.00
PAIL	PIECE	3	0	0	3	200.50	2	0	0	2	187.00	3	0	0	3	200.50	2	0	0	2	187.00	10	93.50	935.00

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 27 July 2022)	Total Amount for the year
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
	DUST PAN, STAINLESS	PIECE	3	0	0	3	524.70	2	0	0	2	349.60	3	0	0	3	524.70	2	0	0	2	349.60	10	174.50	1,749.00
	MOUSE, WIRELESS, USB RECEIVER	PIECE	3	0	0	3	950.40	4	0	0	4	1,267.20	4	0	0	4	1,267.20	4	0	0	4	1,267.20	15	316.60	4,752.00
	BATTERY, RECHARGEABLE, SIZE AA	PACK	5	0	0	5	924.00	0	0	0	0	0.00	5	0	0	5	924.00	0	0	0	0	0.00	10	154.80	1,548.00
	BATTERY CHARGER, FOR SIZE AA BATTERY	UNIT	0	0	0	0	0.00	2	0	0	2	349.60	0	0	0	0	0.00	0	0	0	0	0.00	2	174.90	349.80
	AIR	UNIT	2	0	0	3	609.50	2	0	0	2	539.00	3	0	0	3	609.50	2	0	0	2	539.00	10	269.50	2,695.00
	DOOR MAT, RUBBER	PIECE	2	0	0	2	151.80	0	0	0	0	0.00	2	0	0	2	151.80	0	0	0	0	0.00	4	75.90	303.60
	MOUSE, USB	PIECE	2	0	0	2	363.00	0	0	0	0	0.00	2	0	0	2	363.00	0	0	0	0	0.00	4	181.50	726.00
	DVD-RW, 10/PACK	PACK	11	10	10	31	13,469.50	10	10	10	30	13,035.00	11	10	10	31	13,469.50	10	10	10	30	13,035.00	122	434.50	53,039.00
	PADLOCK, HEAVY DUTY	PIECE	5	0	0	5	550.00	0	0	0	0	0.00	5	0	0	5	550.00	0	0	0	0	0.00	10	110.00	1,100.00
	INK REFILL, GEL, BLUE	BOX	2	2	2	6	2,799.40	2	2	2	6	2,799.40	2	2	2	6	2,799.40	2	2	2	6	2,799.40	24	466.40	11,193.60
	INK REFILL, GEL, BLACK	BOX	2	2	2	6	2,799.40	2	2	2	6	2,799.40	2	2	2	6	2,799.40	2	2	2	6	2,799.40	24	466.40	11,193.60
	CHIPBOARD, GLOSSY	PIECE	0	0	0	0	0.00	100	0	0	100	2,750.00	100	0	0	100	2,750.00	100	0	0	100	2,750.00	300	27.50	8,250.00
	INK, FOR NUMBERING MACHINE, 40ML	BOTTLE	3	0	0	3	199.00	0	0	0	0	0.00	3	0	0	3	199.00	0	0	0	0	0.00	6	66.00	396.00
	STAMP PAD, DIG	PIECE	2	5	0	7	320.95	2	5	0	7	320.95	2	5	0	7	320.95	5	0	0	5	229.25	26	45.85	1,192.10
	PAPER, RULED, YELLOW, 100 SHEETS/PAD	PAD	3	0	0	3	234.30	2	0	0	2	156.20	3	0	0	3	234.30	2	0	0	2	156.20	10	76.10	761.00
	MOUSE, PS II	PIECE	3	3	0	6	1,504.00	3	3	0	6	1,504.00	3	3	0	6	1,504.00	3	3	0	6	1,504.00	24	254.00	6,336.00
	MAGNIFYING GLASS, 100MM	PIECE	3	0	0	3	217.00	3	0	0	3	217.00	3	0	0	3	217.00	3	0	0	3	217.00	12	72.60	871.20
	PLUG, COTTON	PIECE	3	0	0	3	75.01	0	0	0	0	0.00	3	0	0	3	75.01	0	0	0	0	0.00	6	25.27	151.62
	BATH SOAP	PIECE	3	3	0	6	231.00	3	3	0	6	231.00	3	3	0	6	231.00	3	3	0	6	231.00	24	30.50	924.00
	BRUSH, W/ LONG HANDLE	PIECE	2	0	0	2	770.00	2	0	0	2	770.00	2	0	0	2	770.00	2	0	0	2	770.00	8	385.00	3,080.00
	CABINET, STEEL, 2 DRAWERS, SMOOTH FINISH	UNIT	3	0	0	3	25,500.00	2	0	0	2	17,000.00	0	0	0	0	0.00	0	0	0	0	0.00	5	8,500.00	42,500.00
	DOCUMENT TRAYS LAYERS METAL	PIECE	3	0	0	3	1,914.00	0	0	0	0	0.00	3	0	0	3	1,914.00	0	0	0	0	0.00	6	630.00	3,620.00
	SIGN PEN, BLACK, LIQUID INK, ROLLERBALL, 1 CMH	PIECE	20	20	20	60	3,950.00	20	20	20	60	3,950.00	20	20	20	60	3,950.00	20	20	20	60	3,950.00	240	66.00	15,840.00
	MARKER, FLUORESCENT, ORANGE, 3PCS/PACK	PACK	1	0	0	1	139.60	1	0	0	1	139.60	1	0	0	1	139.60	1	0	0	1	139.60	4	139.60	558.40
	MARKER, PERMANENT, FINE POINT, RED, 12/BOX	BOX	1	0	0	1	320.90	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	320.90	320.90
	FOLDER, WHITE, ORDINARY, LONG, 100/PACK	PACK	2	0	0	2	1,135.00	1	0	0	1	627.00	1	0	0	1	627.00	1	0	0	1	627.00	5	627.00	3,135.00
	PAPER, ORANGE, 8.5" X 11", 10/PACK	PACK	3	0	0	3	52.80	2	0	0	2	35.20	3	0	0	3	52.80	2	0	0	2	35.20	10	17.60	176.00
	MAGAZINE FILE HOLDER, VERTICAL, FOLDABLE, LONG, BLUE	PIECE	5	0	0	5	1,210.00	5	0	0	5	1,210.00	0	0	0	0	0.00	0	0	0	0	0.00	10	242.00	2,420.00
	DOCUMENT BOX, SINGLE, WITH COVER, BLUE	PIECE	5	0	0	5	1,149.50	5	0	0	5	1,149.50	0	0	0	0	0.00	0	0	0	0	0.00	10	229.90	2,299.00
	SPIN TOP, WITH SPINNER AND BUCKET	PIECE	2	0	0	2	631.40	0	0	0	0	0.00	2	0	0	2	631.40	0	0	0	0	0.00	4	315.70	1,262.80
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0																			

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 31.12.2022)	Total Amount for the year
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogus (as of 1/23 Jan 2022)	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00

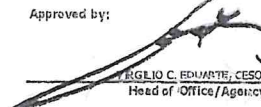
A. TOTAL		P	17,701,519.08
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		P	1,770,151.91
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		P	-
D. GRAND TOTAL (A + B + C)		P	19,471,670.99
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:			

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: 
 MARIA LOURDES SOCORRO JACINTA O. ALVAREZ
 Property/Supply Officer
 Date Prepared: 9/20/2022

Certified Funds Available / Certified Appropriate Funds Available:

 AMY J. LONGOS
 Accountant / Budget Officer
 9/20/2022 4:18 pm

Approved by: 
 VERGLIO C. EDUARTE, CESO III
 Head of Office/Agency