

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

Introduction:

This form contains the common-use supplies and equipment (CSE) being carried by the Procurement Service – Department of Budget and Management (PS-DBM) that shall be purchased by government agencies. Consistent with the DBM Circular Letter Nos. 2011-6 and 2011-6-A dated 29 August 2011 and 29 August 2011, respectively, the APP-CSE shall serve as the agency's annual procurement request for all CSE from the PS-DBM. Only agencies that are required to submit an APP-CSE in the Microsoft Excel format shall be allowed to submit an APP-CSE in the Microsoft Excel format. Note that the items listed on this form have been arranged in accordance with the United Nations Standard Products and Services Code (UNSPSC).

Remarks:

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the mPhilGEPs and Downloads page of PS-DBM website (www.ps-phileps.gov.ph).
- 2.0 Information must be provided according to the PS-DBM website (www.ps-phileps.gov.ph) under the "What We Sell" tab for the detailed technical specifications and sample photo of the items.
- 3.0 Do not delete, add, or revise any items or rows on the PART I of this form, otherwise the form will be deemed invalid.
- 4.0 Do not delete, add, or revise any items or rows on the PART II of this form, otherwise the form will be deemed invalid.
- 5.0 For items not included on the list of PART II, a separate file, with the file name APP-CSE 2024 Form - Other Items, can be downloaded from the Downloads page of PS-DBM website (www.ps-phileps.gov.ph) and must be submitted to PS-DBM through this link: <https://shorturl.at/hos58>.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's mPhilGEPs account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their mPhilGEPs account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0927-8478245 (Globe) or 0918-2954426 (Smart), or email appcsehelpdesk@ps-phileps.gov.ph, or visit the PS-DBM website (www.ps-phileps.gov.ph) for the guide on how to fill-out the APP-CSE.

Department/Bureau/Office: DEPMULT/EXT-ND/REG
Region: VIII
Address: BARANGAY CENTRAL,
CANDIGUA LEYTE

Agency Code(IACS): 09323
Organization Type: GOVERNMENT
Contract Person: RODEL L. ISGOT II
Position: ADMIN. OFFICER III
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Note: The APP-CSE for FY 2024 must be submitted on or before 31 July 2023.

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price	Total Amount for the year							
		Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct				Nov	Dec	Q4	Q4 Amount			
		Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount				Amount	Amount	Amount	Amount			
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOSITS)																											
ALCOHOL OR ACETONE BASED ANTISEPTICS																											
1	12191801 AL-034	ALCOHOL, Ethyl, 500 ml.	bottle	10	20	10	40	2,038.40	10	20	10	40	2,038.40	10	20	10	40	2,038.40	10	10	10	30	1,528.80	150	30.96	7,644.00	0.00
2	12191801 AL-033	ALCOHOL, Ethyl, 1 Gallon	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	451.36	0.00	
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
3	60121413-CE-901	CLEARBOOK, A4 size	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	35.36	0.00	
4	60121413-CE-902	CLEARBOOK, Legal size	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	38.48	0.00	
5	60121324-ER-901	ERASER, plastic/wooder	piece	3	2	3	8	74.88	3	2	3	8	74.88	3	2	3	8	74.88	3	2	3	8	74.88	32	9.36	299.52	0.00
6	60121324-SP-001	SIGN PEXL, Extra Fine Tip, Black	piece	46	46	144	144	3,744.00	46	46	144	144	3,744.00	46	46	144	144	3,744.00	46	46	144	144	3,744.00	576	26.00	14,976.00	0.00
7	60121324-SP-004	SIGN PEXL, Fine Tip, Black	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	44.72	0.00	
8	60121324-SP-002	SIGN PEXL, Medium Tip, Black	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	52.20	0.00	
9	60121324-SP-002	SIGN PEXL, Extra Fine Tip, Blue	piece	46	46	144	144	3,744.00	46	46	144	144	3,744.00	46	46	144	144	3,744.00	46	46	144	144	3,744.00	576	26.00	14,976.00	0.00
10	60121324-SP-005	SIGN PEXL, Fine Tip, Blue	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	44.72	0.00	
11	60121324-SP-008	SIGN PEXL, Medium Tip, Blue	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	52.20	0.00	
12	60121324-SP-003	SIGN PEXL, Extra Fine Tip, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	26.00	0.00	
13	60121324-SP-006	SIGN PEXL, Fine Tip, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	46.36	0.00	
14	60121324-SP-009	SIGN PEXL, Medium Tip, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	52.20	0.00	
15	60121324-WR-901	WRAPPING PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	214.24	0.00	
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																											
16	60121317-DO-001	DOCUMENT CAMERA	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	25,536.16	0.00	
17	60110694-PR-901	MULTIMEDIA PROJECTOR	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	18,470.40	0.00	
BATTERIES AND CELLS AND ACCESSORIES																											
18	36111702-8T-002	BATTERY, dry cell, size AA	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	21.84	0.00	
19	36111702-8T-001	BATTERY, dry cell, size AAA	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	19.76	0.00	
20	36111702-8T-003	BATTERY, dry cell, size D	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	92.36	0.00	
CLEANING EQUIPMENT AND SUPPLIES																											
21	47131812-AF-001	AIR FRESHENER	can	5	5	5	15	1,310.40	5	5	5	15	1,310.40	5	5	5	15	1,310.40	5	5	5	15	1,310.40	60	87.36	5,241.60	0.00
22	47131694-BR-501	BROOM (Wheat Tambo)	piece	2	2	2	6	767.52	2	2	2	6	767.52	2	2	2	6	767.52	2	2	2	6	767.52	24	127.92	3,070.08	0.00

Item & Specifications		Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the year									
			Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug				Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount	
23	4711604-68-101	BROOM (Wash Tng-Ing)	piece	3	2	3	8	191.36	3	2	3	8	191.36	3	2	3	8	191.36	3	2	3	8	191.36	32	23.92	765.44
24	4711829-1B-C01	CLEANER, Toilet Bowl and Urinal	bottle	4	2	4	10	447.20	4	2	4	10	447.20	4	2	4	10	447.20	4	2	4	10	447.20	40	44.72	1,788.80
25	4711895-C1-M01	CLEANER, 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	0.00	0	36.00	0.00
26	4711811-0E-002	DETERGENT BAR	bar	3	3	3	9	84.24	3	3	3	9	84.24	3	3	3	9	84.24	3	3	3	9	84.24	36	9.36	336.96
27	4711811-0E-002	DETERGENT POWDER, all purpose	pouch	2	4	4	10	884.00	2	4	4	10	884.00	2	4	4	10	884.00	2	4	4	10	884.00	40	88.40	3,536.00
28	4711883-0S-M01	DISEMECTANT SPRAY	can	3	3	2	8	1,206.40	3	3	2	8	1,206.40	3	3	2	8	1,055.60	2	3	2	7	1,055.60	20	159.80	4,525.60
29	4711601-0U-M01	DUST PAN	piece	1	1	2	4	187.20	1	1	1	3	146.40	2	1	1	4	187.20	2	1	1	4	187.20	15	46.80	702.00
30	4711882-1M-M03	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	0.00	0	132.20	0.00
31	4711883-1C-M01	PLANTUITE CLEANER	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	228.72	0.00
32	7101613-16-101	HAND SOAP, liquid	bottle	3	3	3	9	386.55	3	3	3	9	386.55	3	3	3	9	386.55	3	3	3	9	386.55	36	42.95	1,546.20
33	4711884-1P-M01	MOP BUCKET	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
34	4711613-1P-M02	MOPHANDLE, heavy duty	piece	1	0	1	2	268.32	1	1	1	3	402.48	1	1	1	3	402.48	0	2	0	2	268.32	10	134.16	1,341.60
35	4711613-1P-M02	MOPHANDLE, made of rayon	piece	1	2	1	4	456.16	1	2	1	4	456.16	1	2	1	4	456.16	1	1	1	3	342.12	15	114.04	1,710.60
36	4711501-16-C01	RAGS	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	57.20	0.00
37	4711602-5C-M01	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	0.00	0	89.44	0.00
38	4712101-1B-M04	TRASH-BAG, 20L size	pack/roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	130.00	0.00
39	4712101-1B-M05	TRASH-BAG, Large size	pack/roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	59.28	0.00
40	4712101-1B-M06	TRASH-BAG, XL size	pack/roll	8	8	8	24	2,221.44	8	8	8	24	2,221.44	8	8	8	24	2,221.44	8	8	8	24	2,221.44	96	92.56	8,885.76
41	4712102-1M-M01	WASTEBASKET	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	43.88	0.00
COLOR COMPOUNDS AND DISPENSERS																										
42	1217103-S1-M01	INK, for stamp pad	bottle	1	0	1	2	62.40	0	1	0	1	31.20	0	1	0	1	31.20	0	1	0	1	31.20	5	31.20	156.00
CONSUMER ELECTRONICS																										
43	5216135-MV-M01	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	4,803.76	0.00
FACE MASK																										
44	4211713-SM-F06	FACE MASK	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	52.00	0.00
FILMS																										
45	1311103-AC-F01	ACETATE	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	1,048.32	0.00
46	1311101-CF-M02	CARBON FILM, Legal size	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00
FIRE FIGHTING EQUIPMENT																										
47	4619101-1E-M01	FIRE EXTINGUISHER, dry chemical	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,798.80	0.00
48	4619101-1E-M01	FIRE EXTINGUISHER, pure HCFC	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,613.25	0.00
FLAG OR ACCESSORIES																										
49	5512105-M4-M01	PHILIPPINE NATIONAL FLAG	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	284.84	0.00
FURNITURE AND FURNISHINGS																										
50	5610104-CH-M01	MONOLOC 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	375.44	0.00
51	5610104-CH-M01	MONOLOC CHAIR, white	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	372.32	0.00
52	56101515-1M-M01	MONOLOC TABLE, white	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,348.88	0.00
53	56101515-1M-M02	MONOLOC TABLE, beige	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,348.88	0.00
HEATING AND VENTILATION AND AIR CIRCULATION																										
54	4610104-EF-C01	ELECTRIC FAN, ceiling mount, white 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	1,380.08	0.00
55	4610104-EF-C01	ELECTRIC FAN, industrial, ground type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,109.68	0.00
56	4610104-EF-S01	ELECTRIC FAN, stand type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,006.72	0.00
57	4610104-EF-M01	ELECTRIC FAN, wall mount	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	914.16	0.00
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																										
58	4211510-D5-M03	DESKTOP, for Basic Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	24,793.60	0.00
59	4211510-D5-M04	DESKTOP, for Mid-Range Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,390.40	0.00
60	4210187-40-M02	EXTERNAL HARD DRIVE	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	3,018.96	0.00

Item B Specifications		Unit of Measure	Monthly Quantity Requirement																								Total Quantity for the year	Price	Total Amount for the year
			Jan												Feb														
			Jan	Feb	Mar	Q1	Q1 amount	April	May	June	Q2	Q2 amount	July	Aug	Sept	Q3	Q3 amount	Oct	Nov	Dec	Q4	Q4 amount							
61	4120010-FD-004	FLASH DRIVE	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	223.64			0.00	
62	41211001-LAP004	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	42,900.00			0.00	
63	41211001-LAP003	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	
64	41211008-MO-002	COMPUTER MOUSE, Wireless	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	169.32			0.00	
65	41211002-PR-002	PRINTER, Impact, Dot Matrix, 24 pins	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	310.15	84		0.00	
66	41211002-PR-001	PRINTER, Impact, Dot Matrix, 9 pins	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	110.64			0.00	
67	41211005-PR-101	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	23,903.04			0.00	
LIGHTING AND FIXTURES AND ACCESSORIES																													
68	39101028-IL-101	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	81.12			0.00	
69	39101028-IL-101	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																													
70	31201010-CA-201	GLUE, all-purpose	jar	2	2	2	6	454.32	2	2	4	8	565.76	2	2	2	6	454.32	2	2	2	6	454.32	26	70.72			1,618.72	
71	31151004-SW-401	STAPLE WIRE, heavy duty (binder type), 20/13	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	
72	31151004-SW-501	STAPLE WIRE, standard	box	2	5	3	10	217.60	2	5	2	9	213.84	2	5	3	10	217.60	3	5	3	11	261.36	40	23.76			950.40	
73	31201002-IA-601	TAPE, electrical	roll	1	0	0	1	19.45	1	0	0	1	19.45	1	0	0	1	19.45	1	0	0	1	19.45	4	19.45			77.80	
74	31201003-IA-401	TAPE, medical, 26mm	roll	3	3	3	9	556.92	3	3	3	9	556.92	3	3	3	9	556.92	3	3	3	9	556.92	36	61.88			2,222.88	
75	31201003-IA-402	TAPE, medical, 48 mm	roll	4	4	4	12	1,453.92	4	4	4	12	1,453.92	4	4	4	12	1,453.92	4	4	4	12	1,453.92	48	121.16			5,815.68	
76	31201017-IA-401	TAPE, packaging, 48 mm	roll	3	3	3	9	271.44	3	3	3	9	271.44	3	3	3	9	271.44	3	3	3	9	271.44	36	30.16			1,085.76	
77	31201012-IA-101	TAPE, transparent, 24mm	roll	5	5	5	15	171.60	5	5	5	15	171.60	5	5	5	15	171.60	5	5	5	15	171.60	60	11.44			686.40	
78	31201012-IA-102	TAPE, transparent, 48 mm	roll	3	3	3	9	215.28	3	3	3	9	215.28	3	3	3	9	215.28	3	3	3	9	215.28	36	23.92			861.12	
79	31151007-IV-401	TYNNE, plastic	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	70.72			0.00	
MEASURING AND OBSERVING AND TESTING EQUIPMENT																													
80	41110040-PU-002	RULER, flexible, plastic, 450mm	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	20.80			0.00	
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																													
81	41212102-BL-401	BULB, for general purpose cutter/utility knife	tube	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	16.80			0.00	
82	41010002-2B-401	BINDING AND PUNCHING MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,106.64			0.00	
83	41010007-CA-001	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	287.04			0.00	
84	41212101-CH-401	CHAIR, white enamel	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	
85	41212105-BF-001	CLIP, backfold, 19mm	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	9.36			0.00	
86	41212105-BF-002	CLIP, backfold, 25mm	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	15.60			0.00	
87	41212105-BF-003	CLIP, backfold, 37mm	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	22.64			0.00	
88	41212105-BF-004	CLIP, backfold, 50mm	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	60.32			0.00	
89	41211001-CT-402	CORRECTION TAPE	piece	5	5	5	15	172.95	5	5	5	15	172.95	5	5	5	15	172.95	5	5	5	15	172.95	60	11.53			691.80	
90	41210102-CH-401	CUTTER/UTILITY KNIFE, for general purpose	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	31.72			0.00	
91	41111115-DF-401	DATA FILE BOX	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.20			0.00	
92	41212011-DF-101	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	68.64			0.00	
93	41010102-DS-401	DATER STAMP	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	469.78			0.00	
94	4121006-EN-001	ENVELOPE, Documentary, A4	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	840.32			0.00	
95	4121006-EN-002	ENVELOPE, Documentary, legal	box	1	0	0	1	1,078.48	1	0	0	1	1,078.48	0	0	0	0	0.00	0	0	1	1	1,078.48	3	1,078.48			3,215.44	
96	4121006-EN-001	ENVELOPE, Expanding, Kraft	box	1	0	1	2	2,749.76	1	1	1	3	4,124.64	1	0	1	2	2,749.76	1	1	1	3	4,124.64	10	1,319.68			13,746.80	
97	4121006-EN-002	ENVELOPE, Expanding, Plastic	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	36.48			0.00	
98	4121006-EN-402	ENVELOPE, Mailing	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	464.96			0.00	
99	4121004-EN-402	ENVELOPE, Mailing, with window	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	528.32			0.00	
100	41111012-ER-001	ERASER, blk, for blackboard/whiteboard	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	12.33			0.00	
101	41121188-FA-001	FASTENER	box	2	4	3	9	851.76	4	2	4	10	966.40	4	2	1	7	662.48	4	2	4	10	966.40	36	94.64			3,407.04	
102	41111115-FO-001	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	
103	41120188-FT-001	FILE TAB DIVIDER, A4	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	22.88			0.00	

Item & Specifications		Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the year								
			Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug				Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount
104	44122018-FI-002	FILE TAB DIVIDER, Legal	pack	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	76.00	0.00	
105	44122011-FI-001	FOLDER, Fanny with side, A4	bundle	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	291.20	0.00	
106	44122011-FI-002	FOLDER, Fanny with side, legal	bundle	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	308.88	0.00	
107	44122011-FI-001	FOLDER, L-type, A4	pack	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	187.54	0.00	
108	44122011-FI-002	FOLDER, L-type, legal	pack	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	238.57	0.00	
109	44122027-FI-001	FOLDER, prebound	box	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	952.64	0.00	
110	44122011-FI-003	FOLDER with tab, A4	pack	3	4	3	10	3,889.60	3	3	4	1,989.60	3	2	7	2,722.72	3	3	2	8	3,111.68	35	388.96	13,613.60	
111	44122011-FI-004	FOLDER with tab, legal	pack	2	2	0	4	1,799.76	2	2	2	2,564.64	2	2	2	2,564.64	2	0	2	4	1,799.76	20	427.44	8,548.80	
112	44122008-FI-101	INDEX TAB	box	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	61.11	0.00	
113	4411515-WF-002	MAGAZINE FILE BOX, Large	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	126.88	0.00	
114	44121716-WF-001	MARKER, Fluorescent	set	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	42.64	0.00	
115	44121708-WF-001	MARKER, Permanent, Black	piece	12	0	12	24	374.40	0	12	24	374.40	12	0	12	24	374.40	0	12	12	24	374.40	96	15.60	1,497.60
116	44121708-WF-002	MARKER, Permanent, Blue	piece	0	12	0	12	187.20	0	12	0	187.20	0	12	0	12	187.20	12	0	12	24	374.40	60	15.60	936.00
117	44121708-WF-003	MARKER, Permanent, Red	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	15.60	0.00	
118	44121708-WF-001	MARKER, Whiteboard, Black	piece	12	0	0	12	124.80	0	12	0	124.80	0	12	0	12	124.80	0	12	0	12	124.80	48	10.40	499.20
119	44121708-WF-002	MARKER, Whiteboard, Blue	piece	0	12	0	12	124.80	0	12	12	124.80	0	0	12	12	124.80	0	12	0	12	124.80	48	10.40	499.20
120	44121708-WF-003	MARKER, Whiteboard, Red	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	10.40	0.00	
121	44122104-WF-001	PAPER CLIP, vinyl/plastic coated, 30mm	box	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	9.36	0.00	
122	44122104-WF-002	PAPER CLIP, vinyl/plastic coated, jumbo, 50mm	box	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	23.92	0.00	
123	44101603-PS-002	PAPER SHREDDER	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	5,699.20	0.00	
124	44101601-FI-001	PAPER TRIMMER/CUTTING MACHINE	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	9,297.60	0.00	
125	44121708-WF-001	PENCIL, lead/graphite, with eraser	box	1	1	1	3	124.80	1	1	1	124.80	1	1	1	3	124.80	1	1	1	3	124.80	12	41.60	499.20
126	44121619-PS-001	PENCIL SHARPENER	piece	0	1	0	1	213.20	0	1	0	213.20	0	1	0	1	213.20	0	0	1	1	213.20	4	213.20	852.80
127	44101602-FI-001	PUNCHES, paper, heavy duty	piece	2	0	2	4	646.96	0	2	2	646.96	0	2	0	2	324.48	2	0	0	2	324.48	12	162.24	1,966.88
128	44122027-WF-001	BINDING RING/COMB, plastic, 12 mm	piece	0	2	0	2	548.46	0	2	0	548.46	0	2	0	2	548.46	0	2	0	2	548.46	8	274.32	2,339.04
129	44122101-WF-001	RUBBER BAND No. 18	box	2	0	0	2	339.72	0	1	1	165.36	0	0	1	1	165.36	0	1	0	1	165.36	5	165.36	826.80
130	44121905-SP-001	STAPLE PIV, 16#	piece	0	1	0	1	42.64	0	1	0	42.64	0	0	1	1	42.64	0	0	0	0	0.00	3	42.64	127.92
131	44121618-SS-001	SCISSORS, symmetrical/bymetrical	pair	1	1	0	2	83.20	1	1	0	83.20	1	1	0	2	83.20	1	1	0	2	83.20	8	41.60	332.80
132	44121615-ST-001	STAPLER, standard type	piece	2	2	2	6	873.60	2	2	2	873.60	2	2	2	6	873.60	0	2	0	2	291.20	20	145.60	2,912.00
133	44121615-ST-001	STAPLER, heavy duty (binder)	unit	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	954.72	0.00	
134	44121615-SR-002	STAPLE REMOVER, pie-type	piece	1	1	0	2	95.68	0	1	1	95.68	0	1	1	2	95.68	0	1	1	2	95.68	8	42.84	382.72
135	44121605-TD-101	TAPE DISPENSER, table top	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	78.00	0.00	
PAPER MATERIALS AND PRODUCTS																									
136	14111535-CA-001	CARTOLINA, assorted colors	pack	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	90.48	0.00	
137	14111536-CA-111	COMPUTER CONTINUOUS FORM, 1 PV, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	951.68	0.00	
138	14111536-CA-112	COMPUTER CONTINUOUS FORM, 1 PV, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,206.48	0.00	
139	14111536-CA-12	COMPUTER CONTINUOUS FORM, 2 PV, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,652.56	0.00	
140	14111536-CA-121	COMPUTER CONTINUOUS FORM, 2 PV, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,108.64	0.00	
141	14111536-CA-131	COMPUTER CONTINUOUS FORM, 3 PV, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	823.84	0.00	
142	14111536-CA-132	COMPUTER CONTINUOUS FORM, 3 PV, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	1,629.68	0.00	
143	14111609-LI-001	LOOSELEAF COVER	bundle	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	794.66	0.00	
144	14111515-WF-002	NOTEPAD, stick-on, 50mm x 75mm	pad	2	0	2	4	158.88	1	2	2	197.60	1	2	2	5	197.60	0	2	2	4	158.88	18	39.52	711.36
145	14111515-WF-004	NOTEPAD, stick-on, 76mm x 130mm	pad	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	63.44	0.00	
146	14111515-WF-003	NOTEPAD, 76mm x 75mm	pad	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	46.32	0.00	
147	14111515-WF-002	STENO NOTEBOOK	piece	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	23.92	0.00	
148	14111501-PP-001	PAPER, MULTICOPY A4	ream	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	179.92	0.00	
149	14111501-PP-002	PAPER, MULTICOPY LEGAL	ream	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	211.12	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the year								
				Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount			
150	14111507-PP-001	PAPER, MULTIPROSE A4	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	160.28	0.00
151	14111507-PP-002	PAPER, MULTIPROSE LEGAL	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	165.12	0.00
152	14111531-PP-001	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	33.36	0.00
153	14111503-PA-001	PAPER, parchment	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	189.28	0.00
154	14111531-HE-001	RECORD BOOK, 300 PAGES	book	2	2	2	6	456.80	2	2	2	6	456.80	2	2	2	6	456.80	2	2	2	6	456.80	24	72.80	1,747.20
155	14111531-HE-002	RECORD BOOK, 500 PAGES	book	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	105.04	0.00
156	14111704-TT-004	TISSUE, INTERFOLDED PAPER TOWEL	pick	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	29.12	0.00
157	14111704-TT-002	TOILET TISSUE, PAPER, 2 ply	pick	5	5	5	15	1,513.20	5	5	5	15	1,513.20	5	5	5	15	1,513.20	5	5	5	15	1,513.20	60	106.88	6,052.80
PERFORMS OR COLOGNES OR FRAGRANCES																										
158	53111606-PP-501	HAND SANITIZER	bottle	1	1	1	3	262.08	1	1	1	3	262.08	1	1	1	3	262.08	1	1	1	3	262.08	12	87.36	1,048.32
PESTICIDES OR PEST REPELLENTS																										
159	10071509-PP-001	INSECTICIDE	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	237.92	0.00
PRINTED PUBLICATIONS																										
160	55101524-PA-001	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (PA 9184)	book	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	37.21	0.00
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																										
1	44101109-PP-005	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	44101105-CA-004	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	1,130.32	0.00
3	44101105-CA-002	INK CARTRIDGE, CANON CL-811, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,178.32	0.00
4	44101105-CA-004	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	864.12	0.00
5	44101105-CA-002	INK CARTRIDGE, CANON PG-810, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	892.32	0.00
6	44101105-EP-017	INK CARTRIDGE, EPSON C13T64400 (T6641), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	231.90	0.00
7	44101105-EP-017	INK CARTRIDGE, EPSON C13T64400 (T6642), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	242.20	0.00
8	44101105-EP-017	INK CARTRIDGE, EPSON C13T64400 (T6643), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	242.20	0.00
9	44101105-EP-017	INK CARTRIDGE, EPSON C13T64400 (T6644), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	242.20	0.00
10	44101105-PP-040	INK CARTRIDGE, HP CM954A (HP92), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	852.80	0.00
11	44101105-PP-140	INK CARTRIDGE, HP CM954A (HP92), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,048.32	0.00
12	44101105-PP-009	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
13	44101105-PP-110	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	1,053.52	0.00
14	44101105-PP-017	INK CARTRIDGE, HP C9640NVA (HP90), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	880.88	0.00
15	44101105-PP-117	INK CARTRIDGE, HP C9640NVA (HP90), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,047.28	0.00
16	44101105-PP-040	INK CARTRIDGE, HP C9727AA (HP920X), 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	823.88	0.00
17	44101105-PP-040	INK CARTRIDGE, HP C9727AA (HP920X), 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	823.88	0.00
18	44101105-PP-040	INK CARTRIDGE, HP C9727AA (HP920X), 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	823.88	0.00
19	44101105-PP-040	INK CARTRIDGE, HP C9737AA (HP920X), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,541.28	0.00
20	44101105-PP-020	INK CARTRIDGE, HP C9651NVA (HP91), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	865.28	0.00
21	44101105-PP-120	INK CARTRIDGE, HP C9652NVA (HP91), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,066.00	0.00
22	44101105-PP-040	INK CARTRIDGE, HP C965A (HP92), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	935.00	0.00
23	44101105-PP-040	INK CARTRIDGE, HP C965A (HP92), 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
24	44101105-PP-040	INK CARTRIDGE, HP C965A (HP92), 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	1,070.80	0.00
25	44101105-PP-040	INK CARTRIDGE, HP CM964AA (HP950X), 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
26	44101105-PP-040	INK CARTRIDGE, HP CM972AA (HP951X), 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
27	44101105-PP-040	INK CARTRIDGE, HP CM964AA (HP951X), 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
28	44101105-PP-006	INK CARTRIDGE, HP CM952AA (HP704), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00
29	44101105-PP-136	INK CARTRIDGE, HP CM953AA (HP704), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00
30	44101105-PP-013	INK CARTRIDGE, HP C1097AA (HP878), 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	464.56	0.00
31	44101105-PP-113	INK CARTRIDGE, HP C1098AA (HP878), 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	464.56	0.00
32	44101105-PP-042	INK CARTRIDGE, HP C1212A (HP955A), 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	312.80	0.00

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price	Total Amount for the year						
			Jan												Feb												
			Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct				Nov	Dec	Q4	Q4 Amount		
33	4410105-HP-C33	INK CARTRIDGE, HP C2122A (HP855A), Cyan	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	256.88	0.00
34	4410105-HP-M33	INK CARTRIDGE, HP C2123A (HP855A), Magenta	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	256.88	0.00
35	4410105-HP-Y33	INK CARTRIDGE, HP C2124A (HP855A), Yellow	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	256.88	0.00
36	4410105-HP-T4	INK CARTRIDGE, HP F0V26AA (HP908), Tri-color	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	424.32	0.00
37	4410105-HP-B40	INK CARTRIDGE, HP F0V27AA (HP908), Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	424.32	0.00
38	4410105-HP-C50	INK CARTRIDGE, HP U0S11AA (HP955), Cyan Original	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	862.80	0.00
39	4410105-HP-B50	INK CARTRIDGE, HP U0S14AA (HP955), Magenta Original	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	862.80	0.00
40	4410105-HP-Y50	INK CARTRIDGE, HP U0S17AA (HP955), Yellow Original	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	862.80	0.00
41	4410105-HP-B50	INK CARTRIDGE, HP U0S60AA (HP955), Black Original	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	1,294.80	0.00
42	4410105-HP-C48	INK CARTRIDGE, HP U0S61AA (HP955X), Cyan Original	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	1,319.52	0.00
43	4410105-HP-B48	INK CARTRIDGE, HP U0S64AA (HP955X), Magenta	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	1,319.52	0.00
44	4410105-HP-Y48	INK CARTRIDGE, HP U0S69AA (HP955X), Yellow	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	1,417.92	0.00
45	4410105-HP-B48	INK CARTRIDGE, HP T0L89AA (HP905), Cyan Original	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	466.00	0.00
46	4410105-HP-C51	INK CARTRIDGE, HP T0L89AA (HP905), Cyan Original	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	466.00	0.00
47	4410105-HP-M51	INK CARTRIDGE, HP T0L93AA (HP905), Magenta Original	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	466.00	0.00
48	4410105-HP-Y51	INK CARTRIDGE, HP T0L97AA (HP905), Yellow Original	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	466.00	0.00
49	4410105-HP-B51	INK CARTRIDGE, HP T0W01AA (HP905), Black Original	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	714.80	0.00
50	4410112-EP-B05	RIBBON CARTRIDGE, EPSON C1301516 (#48750), Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	77.43	0.00
51	4410112-EP-R13	RIBBON CARTRIDGE, EPSON C13015632, Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	77.54	0.00
52	4410112-EP-R07	RIBBON CARTRIDGE, EPSON C1301531 (S015085)	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	818.48	0.00
53	4410109-BK-006	TONER CARTRIDGE, BROTHER DR-451CL, High Yield 3000	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	6,790.00	0.00
54	4410103-BK-809	TONER CARTRIDGE, BROTHER TN-320, Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	3,567.20	0.00
55	4410103-BK-811	TONER CARTRIDGE, BROTHER TN-330, Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	5,002.40	0.00
56	4410103-BK-815	TONER CARTRIDGE, BROTHER TN-378, Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	5,575.44	0.00
57	4410103-BK-816	TONER CARTRIDGE, BROTHER TN-455, Black, High Yield	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	4,564.56	0.00
58	4410102-BK-003	TONER CARTRIDGE, BROTHER TN-455 Cyan, High Yield	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	7,716.80	0.00
59	4410103-BK-403	TONER CARTRIDGE, BROTHER TN-455 Magenta, High Yield	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	7,716.80	0.00
60	4410103-BK-703	TONER CARTRIDGE, BROTHER TN-455 Yellow, High Yield	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	13,399.36	0.00
61	4410103-C4-B00	TONER CARTRIDGE, CANON CRG324 II	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	3,999.20	0.00
62	4410103-HP-B12	TONER CARTRIDGE, HP C8435A, Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	3,603.60	0.00
63	4410103-HP-B14	TONER CARTRIDGE, HP C8540A, Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	6,542.00	0.00
64	4410103-HP-B18	TONER CARTRIDGE, HP C8255A, Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	3,741.92	0.00
65	4410103-HP-B21	TONER CARTRIDGE, HP C8278A, Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	3,242.72	0.00
66	4410103-HP-B22	TONER CARTRIDGE, HP C8285A (HP85A), Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	2,359.40	0.00
67	4410103-HP-B23	TONER CARTRIDGE, HP C8310A, Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	2,610.40	0.00
68	4410103-HP-C23	TONER CARTRIDGE, HP C8311A, Cyan	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	2,610.40	0.00
69	4410103-HP-C23	TONER CARTRIDGE, HP C8312A, Yellow	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	2,610.40	0.00
70	4410103-HP-M23	TONER CARTRIDGE, HP C8313A, Magenta	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	2,610.40	0.00
71	4410103-HP-B24	TONER CARTRIDGE, HP C8320A, Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	3,182.80	0.00
72	4410103-HP-C24	TONER CARTRIDGE, HP C8321A, Cyan	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	3,083.60	0.00
73	4410103-HP-Y24	TONER CARTRIDGE, HP C8322A, Yellow	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	3,083.60	0.00
74	4410103-HP-M24	TONER CARTRIDGE, HP C8323A, Magenta	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	3,083.60	0.00
75	4410103-HP-B25	TONER CARTRIDGE, HP C8390A, Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	7,492.80	0.00
76	4410103-HP-B26	TONER CARTRIDGE, HP C8400A, Black	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	6,796.00	0.00
77	4410103-HP-C26	TONER CARTRIDGE, HP C8401A, Cyan	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	10,033.60	0.00
78	4410103-HP-Y26	TONER CARTRIDGE, HP C8402A, Yellow	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	10,033.64	0.00
79	4410103-HP-P06	TONER CARTRIDGE, HP CE403A, Magenta	cart	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0.00	0	10,033.60	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																								Total Quantity for the year	Price	Total Amount for the year																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																					
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				Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																												
80	4410103-HP-827	TONER CARTRIDGE, HP CE410A (HP205), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0.00	0	3,837.60		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
81	4410103-HP-C27	TONER CARTRIDGE, HP CE411A (HP205), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0.00	0	3,460.00		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																					
82	4410103-HP-727	TONER CARTRIDGE, HP CE412A (HP205), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0.00	0	3,460.00		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																					
83	4410103-HP-427	TONER CARTRIDGE, HP CE413A (HP205), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0.00	0	4,611.20		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																					
84	4410103-HP-828	TONER CARTRIDGE, HP CE505A Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	4,050.80		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
85	4410103-HP-828	TONER CARTRIDGE, HP CE505X Black, high cap	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	7,315.00		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
86	4410103-HP-852	TONER CARTRIDGE, HP G2121A (HP17A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	2,679.72		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
87	4410103-HP-853	TONER CARTRIDGE, HP G2224A (HP25A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	3,246.80		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
88	4410103-HP-855	TONER CARTRIDGE, HP G2380A LaserJet Pro M401M425	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	4,690.40		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
89	4410103-HP-851	TONER CARTRIDGE, HP G2380XC	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	6,135.52		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
90	4410103-HP-856	TONER CARTRIDGE, HP G2381A (HP81A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	7,800.00		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
91	4410103-HP-857	TONER CARTRIDGE, HP G2383A (HP83A), LaserJet Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	3,014.72		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
92	4410103-HP-851	TONER CARTRIDGE, HP G2383XC (HP83X), Black Contract L	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	3,796.80		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
93	4410103-HP-858	TONER CARTRIDGE, HP G2381A (HP81), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	9,828.00		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
94	4410103-HP-852	TONER CARTRIDGE, HP G2325XC (HP25X), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	13,778.00		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
95	4410103-HP-860	TONER CARTRIDGE, HP G2350A Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	2,574.00		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
96	4410103-HP-600	TONER CARTRIDGE, HP G2351A Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	2,452.00		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
97	4410103-HP-900	TONER CARTRIDGE, HP G2352A Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	2,452.00		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
98	4410103-HP-860	TONER CARTRIDGE, HP G2353A Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	2,652.00		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
99	4410103-HP-861	TONER CARTRIDGE, HP G2360A (HP50A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	7,930.40		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
100	4410103-HP-601	TONER CARTRIDGE, HP G2361A (HP50A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	8,814.00		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
101	4410103-HP-161	TONER CARTRIDGE, HP G2362A (HP50A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	8,814.00		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
102	4410103-HP-161	TONER CARTRIDGE, HP G2363A (HP50A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	8,814.00		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
103	4410103-HP-862	TONER CARTRIDGE, HP G2400A (HP201A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	3,999.20		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
104	4410103-HP-602	TONER CARTRIDGE, HP G2401A (HP201A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	3,660.80		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
105	4410103-HP-162	TONER CARTRIDGE, HP G2402A (HP201A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	3,660.80		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
106	4410103-HP-862	TONER CARTRIDGE, HP G2403A (HP201A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	3,660.80		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
107	4410103-HP-863	TONER CARTRIDGE, HP G2410A (HP410A), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	3,900.00		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
108	4410103-HP-854	TONER CARTRIDGE, HP G2410XC (HP410XC), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	4,486.40		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
109	4410103-HP-603	TONER CARTRIDGE, HP G2411A (HP410A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	5,078.80		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
110	4410103-HP-604	TONER CARTRIDGE, HP G2411XC (HP410XC), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	4,522.40		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
111	4410103-HP-163	TONER CARTRIDGE, HP G2412A (HP410A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	5,522.40		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
112	4410103-HP-164	TONER CARTRIDGE, HP G2412XC (HP410XC), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	5,522.40		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
113	4410103-HP-863	TONER CARTRIDGE, HP G2413A (HP410A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	5,078.80		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
114	4410103-HP-854	TONER CARTRIDGE, HP G2413XC (HP410XC), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	4,522.40		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
115	4410103-HP-834	TONER CARTRIDGE, HP Q2612A Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	3,744.00		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
116	4410103-HP-848	TONER CARTRIDGE, HP Q7553A Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0	4,680.00		0.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
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Item & Specifications		Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the year								
			Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug				Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount
10	4323501-SFT-016	Information exchange software	license	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		
11	4323201-SFT-010	Network applications software	license	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		
12	4323802-SFT-011	Network management software	license	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		
13	4323905-SFT-012	Networking software	license	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		
14	4323804-SFT-013	Operating environment software	license	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		
15	4323505-SFT-014	Security and protection software	license	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		
16	4323505-SFT-015	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		

PART II. OTHER ITEMS NOT AVAILABLE AT PS DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)

1	80141505-TS-001	MULTIFUN	piece	2	2	2	6	0.00	2	2	2	6	0.00	2	2	2	6	0.00	2	2	2	6	0.00	24	0.00	0.00
2	80141505-TS-002	MULTIFUNCTION PRINTER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
3	80141505-TS-003	IMAGING FILM	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
4	80141505-TS-004	STICKER PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
5	80141505-TS-005	DOUBLE SIDED TAPE	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
6	80141505-TS-006	PHOTO PAPER	pack	3	4	5	12	0.00	3	4	5	12	0.00	4	4	5	13	0.00	4	4	5	13	0.00	50	0.00	0.00
7	80141505-TS-007	RELOADING SOLUTION	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
8	80141505-TS-008	CERTIFICATE FRAME	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
9	80141505-TS-009	CERTIFICATE HOLDER	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
10	80141505-TS-010	UNREVERSIBLE POWER SUPPLY	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
11	80141505-TS-011	ARM COMBINATION UNIT	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
12	80141505-TS-012	SMART TELEVISION	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
13	80141505-TS-013	WHITE BOARD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
14	80141505-TS-014	MICROPHONE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
15	80141505-TS-015	MEDICAL	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
16	80141505-TS-016	DETERMINING LIQUID	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
17	80141505-TS-017	PLASTIC FASTENER	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
18	80141505-TS-018	STEEL FILING CABINET	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
19	80141505-TS-019	VELLUM BOARD PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
20	80141505-TS-020	EXTENSION CORD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
21	80141505-TS-021	PAINT	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
22	80141505-TS-022	COLORED PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
23	80141505-TS-023	BOND PAPER	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
24	80141505-TS-024	PUSH PIN	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
25	80141505-TS-025	DOOR MAT	piece	2	2	0	4	0.00	2	2	0	4	0.00	0	2	2	4	0.00	0	2	2	4	0.00	35	0.00	0.00
26	80141505-TS-026	GLUE STICK (PASTE)	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
27	80141505-TS-027	GLUE STICK (FROM GLUE GUN)	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
28	80141505-TS-028	DECOUPAGE CAKE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
29	80141505-TS-029	DISPOSABLE GLOVES	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
30	80141505-TS-030	OFFICE CHAIR	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
31	80141505-TS-031	MANUAL PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
32	80141505-TS-032	AUTOMOTIVE BATTERIES	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
33	80141505-TS-033	PAULOCK	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
34	80141505-TS-034	MOBILE PHONE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
35	80141505-TS-035	COMPACT DISC	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
36	80141505-TS-036	AMP-RTIR	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
37	80141505-TS-037	STORAGE BOX	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
38	80141505-TS-038	PLASTIC ENVELOPE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
39	80141505-TS-039	DOCUMENT SCANNER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00

Item #	Item Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price	Total Amount for the year						
			Jan	Feb	Mar	Q1	Q1 amount	April	May	June	Q2	Q2 amount	July	Aug				Sept	Q3	Q3 amount	Oct	Nov	Dec
40	80141005 15-040 WHITE EQUIPMENT	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
41	80141005 15-041 PAPER TOWELS	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	0.00
42	80141005 15-042 OIL CAN	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
43	80141005 15-043 BUCKET PARTS	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
44	80141005 15-044 SPAREPARTS	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
45	80141005 15-045 POWERSCREW	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
46	80141005 15-046 ACETON	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
47	80141005 15-047 OIL CAN	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
48	80141005 15-048 STEEL BUCK	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
49	80141005 15-049 LAMP/THIN 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	0.00
50	80141005 15-050 FUEL TITERS	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	0.00
51	80141005 15-051 ABLINE TICKETS (CONCRETE)	ticket	0	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
52	80141005 15-052 ABLINE TICKETS (PIT/PAVING)	ticket	0	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
53	80141005 15-053 CAR (Sedan or Hatchback)	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
54	80141005 15-054 TRAILER/WORK VEHICLE (heavy)	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
55	80141005 15-055 SPORTS UTILITY VEHICLE (SUV)	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
56	80141005 15-056 PASSENGER VAN	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
57	80141005 15-057 TRAVEL VEHICLE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
58	80141005 15-058 PICKUP TRUCK	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
59	80141005 15-059 ALL-TERRAIN VEHICLE (ATV)	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
60	80141005 15-060 ASSIGNED OWNER TYPE VEHICLE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
61	80141005 15-061 ASSIGNED PASSENGER REPAIR TYPE VEHICLE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
62	80141005 15-062 BUS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
63	80141005 15-063 HIGH BUS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00
A. TOTAL																						\$15,294.24	
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																						\$1,529.42	
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																						-	
D. GRAND TOTAL (A + B + C)																						\$16,823.66	
E. APPROVED BUDGET BY THE AGENCY HEAD																							
In Figures and Words:																							

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

Prepared by:

Certified Funds Available / Certified Appropriate Funds Available:

Approved by:

ROSEL L. IGOT II

Accountant / Budget Officer

LEO EDWARD L. OPRISA

Head of Office / Agency

Date Prepared: August 30, 2023