Republic of the Philippines

Department of Education

Administrative Service
ASSET MANAGEMENT DIVISION

MEMORANDUM

FOR : **GLORIA JUMAMIL-MERCADO**
Undersecretary for Human Resource and Organizational Development

THRU : **ANNALYN M. SEVILLA**
Undersecretary for Finance

NOLASCO A. MEMPIN
Undersecretary for Administration

ROBERT M. AGUSTIN
Director IV, Administrative Service

7.18.23

FROM : **ALBERT C. ALANO**
Chief Administrative Officer

SUBJECT : **2024 Annual Procurement Plan for Common-Use Supplies and Equipment (APP-CSE)**

DATE : **18 July 2023**

This is to respectfully submit the attached indicative Annual Procurement Plan for Common-Use Supplies and Equipment (APP-CSE) for the year 2024 using the template prescribed by the Procurement Service of the Department of Budget and Management (PS-DBM).

This APP-CSE is based on the previous year's requirements for supplies, materials, and equipment of units/divisions/services/bureaus and executive offices in the Central Office.

The total amount of **Two Billion Two Hundred Thirty-Nine Million Six Hundred Eight Thousand Seventy Pesos and 39/100 (P2,239,608,070.39)** is distributed as follows:

Items	Amount
Items Available at PS-DBM	18,525,736.72
Software	1,961,000,000.00
Items Not Available at PS-DBM but are Regularly Purchased from Other Sources	2,481,600.00
Airline Tickets (Domestic)	52,860,600.00
Airline Tickets (International)	1,139,400.00
Additional Provision for Inflation (10% of Total)	203,600,733.67

For information, in accordance with PS-DBM Advisory 2023-11 and GPPB Resolution No. 20-2018, all government agencies are advised to submit their 2024 APP-CSE to PS-DBM via the modernized Philippine Government Electronic Procurement System (mPhilGEPS) Virtual Store facility on or before **31 July 2023**.

The timely submission of APP-CSE is one of the agency accountabilities stated in the Guidelines on the Grant of the Performance-Based Bonus (PBB) for the fiscal year 2024.

For the kind approval of the Undersecretary.

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ANNUAL PROCUREMENT PLAN - COMMOM-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 25 August 2011 and 28 September 2011, respectively, 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 (VS) 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).

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 (VS) and Downloads page of PS-DBM website (www.ps-philgeps.gov.ph).**
2.0 **All information must be provided accurately.**
3.0 **Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.gov.ph) under the "What We Sell" tab for the detailed technical specifications and sample photo of the items.**
4.0 **Do not delete. add. or revise any items or rows on the PART I of this 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-philgeps.gov.ph) and must be submitted to PS-DBM through this link: https://shorturl.at/hosS8.**
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 Virtual Store (VS) account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.**
7.0 **Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.**
8.0 **For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0927-8478245 (Globe) or 0918-2954426 (Smart), or email appcse.helpdesk@ps-philgeps.gov.ph, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.**

*Note: The APP-CSE for FY 2024 must be submitted on or before **31 July 2023.***

Department/Bureau/Office: Department of Education-Main
Region: Main
Address: DepEd Complex, Meralco Ave., Pasig City

Agency Code/UACS: F001
Organization Type: NGA

Contact Person: Albert C. Alano
Position: Chief Administrative Officer
E-mail : albert.alano@deped.gov.ph
Telephone/Mobile Nos: 286350551

		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			
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																											
ALCOHOL OR ACETONE BASED ANTISEPTICS																											
1	12191601-AL-E04	ALCOHOL, Ethyl, 500 mL	bottle	500	500	500	1500	76,440.00	500	500	500	1500	76,440.00	500	500	500	1500	76,440.00	500	500	500	1500	76,440.00	6000	50.96	305,760.00
2	12191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	100	100	100	300	135,408.00	100	100	100	300	135,408.00	100	100	100	300	135,408.00	100	100	100	300	135,408.00	1200	451.36	541,632.00
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
3	60121413-CB-P01	CLEARBOOK, A4 size	box	50	50	50	150	5,304.00	50	50	50	150	5,304.00	50	50	50	150	5,304.00	50	50	50	150	5,304.00	600	35.36	21,216.00
4	60121413-CB-P02	CLEARBOOK, Legal size	box	50	50	50	150	5,772.00	50	50	50	150	5,772.00	50	50	50	150	5,772.00	50	50	50	150	5,772.00	600	38.48	23,088.00
5	60121534-ER-P01	ERASER, plastic/rubber	piece	10	10	10	30	280.80	10	10	10	30	280.80	10	10	10	30	280.80	10	10	10	30	280.80	120	9.36	1,123.20
6	60121524-SP-G01	SIGN PEN, Extra 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	26.00	0.00
7	60121524-SP-G04	SIGN PEN, Fine Tip, Black	piece	200	200	200	600	26,832.00	200	200	200	600	26,832.00	200	200	200	600	26,832.00	200	200	200	600	26,832.00	2400	44.72	107,328.00
8	60121524-SP-G07	SIGN PEN, Medium Tip, Black	piece	100	100	100	300	17,160.00	100	100	100	300	17,160.00	100	100	100	300	17,160.00	100	100	100	300	17,160.00	1200	57.20	68,640.00
9	60121524-SP-G02	SIGN PEN, Extra 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	26.00	0.00
10	60121524-SP-G05	SIGN PEN, Fine Tip, Blue	piece	200	200	200	600	26,832.00	200	200	200	600	26,832.00	200	200	200	600	26,832.00	200	200	200	600	26,832.00	2400	44.72	107,328.00
11	60121524-SP-G08	SIGN PEN, Medium Tip, Blue	piece	100	100	100	300	17,160.00	100	100	100	300	17,160.00	100	100	100	300	17,160.00	100	100	100	300	17,160.00	1200	57.20	68,640.00
12	60121524-SP-G03	SIGN PEN, 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	60121524-SP-G06	SIGN PEN, Fine Tip, Red	piece	200	200	200	600	27,456.00	200	200	200	600	27,456.00	200	200	200	600	27,456.00	200	200	200	600	27,456.00	2400	45.76	109,824.00
14	60121524-SP-G09	SIGN PEN, Medium Tip, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	57.20	0.00
15	60121124-WR-P01	WRAPPING PAPER	pack	2	2	2	6	1,285.44	2	2	2	6	1,285.44	2	2	2	6	1,285.44	2	2	2	6	1,285.44	24	214.24	5,141.76
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																											
16	45121517-DO-C03	DOCUMENT CAMERA	unit	0	2	0	2	51,072.32	0	1	0	1	25,536.16	0	1	0	1	25,536.16	0	1	0	1	25,536.16	5	25,536.16	127,680.80
17	45111609-MM-P01	MULTIMEDIA PROJECTOR	unit	0	2	0	2	36,940.80	0	2	0	2	36,940.80	0	2	0	2	36,940.80	0	2	0	2	36,940.80	8	18,470.40	147,763.20
BATTERIES AND CELLS AND ACCESSORIES																											
18	26111702-BT-A02	BATTERY, dry cell, size AA	pack	100	150	100	350	7,644.00	100	150	100	350	7,644.00	100	150	100	350	7,644.00	100	150	100	350	7,644.00	1400	21.84	30,576.00
19	26111702-BT-A01	BATTERY, dry cell, size AAA	pack	100	150	100	350	6,916.00	100	150	100	350	6,916.00	100	150	100	350	6,916.00	100	150	100	350	6,916.00	1400	19.76	27,664.00
20	26111702-BT-A03	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	92.56	0.00
CLEANING EQUIPMENT AND SUPPLIES																											
21	47131812-AF-A01	AIR FRESHENER	can	100	100	100	300	26,208.00	100	100	100	300	26,208.00	100	100	100	300	26,208.00	100	100	100	300	26,208.00	1200	87.36	104,832.00
22	47131604-BR-S01	BROOM (Walis Tambo)	piece	10	10	10	30	3,837.60	10	10	10	30	3,837.60	10	10	10	30	3,837.60	10	10	10	30	3,837.60	120	127.92	15,350.40
23	47131604-BR-T01	BROOM (Walis Ting-ting)	piece	10	10	10	30	717.60	10	10	10	30	717.60	10	10	10	30	717.60	10	10	10	30	717.60	120	23.92	2,870.40

	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			
24	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal	bottle	10	10	10	30	1,341.60	10	10	10	30	1,341.60	10	10	10	30	1,341.60	10	10	10	30	1,341.60	120	44.72	5,366.40
25	47131805-CL-P01	CLEANSER, Scouring Powder	can	10	10	10	30	1,080.00	10	10	10	30	1,080.00	10	10	10	30	1,080.00	10	10	10	30	1,080.00	120	36.00	4,320.00
26	47131811-DE-B02	DETERGENT BAR	bar	0	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
27	47131811-DE-P02	DETERGENT POWDER, all purpose	pouch	10	10	10	30	2,652.00	10	10	10	30	2,652.00	10	10	10	30	2,652.00	10	10	10	30	2,652.00	120	88.40	10,608.00
28	47131803-DS-A01	DISINFECTANT SPRAY	can	50	50	50	150	22,620.00	50	50	50	150	22,620.00	50	50	50	150	22,620.00	50	50	50	150	22,620.00	600	150.80	90,480.00
29	47131601-DU-P01	DUST PAN	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	46.80	0.00
30	47131802-FW-P03	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	135.20	0.00
31	47131830-FC-A01	FURNITURE CLEANER	can	50	50	50	150	34,008.00	50	50	50	150	34,008.00	50	50	50	150	34,008.00	50	50	50	150	34,008.00	600	226.72	136,032.00
32	73101612-HS-L01	HAND SOAP, liquid	bottle	50	50	50	150	6,442.50	50	50	50	150	6,442.50	50	50	50	150	6,442.50	50	50	50	150	6,442.50	600	42.95	25,770.00
33	47121804-MP-B01	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	47131613-MP-H02	MOPHANDLE, heavy duty	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	134.16	0.00
35	47131619-MP-R01	MOPHEAD, made of rayon	piece	5	5	5	15	1,710.60	5	5	5	15	1,710.60	5	5	5	15	1,710.60	5	5	5	15	1,710.60	60	114.04	6,842.40
36	47131501-RG-C01	RAGS	kilo	10	10	10	30	1,716.00	10	10	10	30	1,716.00	10	10	10	30	1,716.00	10	10	10	30	1,716.00	120	57.20	6,864.00
37	47131602-SC-N01	SCOURING PAD	pack	10	10	10	30	2,683.20	10	10	10	30	2,683.20	10	10	10	30	2,683.20	10	10	10	30	2,683.20	120	89.44	10,732.80
38	47121701-TB-P04	TRASHBAG, XXL size	pack/roll	50	50	50	150	19,500.00	50	50	50	150	19,500.00	50	50	50	150	19,500.00	50	50	50	150	19,500.00	600	130.00	78,000.00
39	47121701-TB-P05	TRASHBAG, Large size	pack/roll	50	50	50	150	8,892.00	50	50	50	150	8,892.00	50	50	50	150	8,892.00	50	50	50	150	8,892.00	600	59.28	35,568.00
40	47121701-TB-P06	TRASHBAG, XL size	pack/roll	50	50	50	150	13,884.00	50	50	50	150	13,884.00	50	50	50	150	13,884.00	50	50	50	150	13,884.00	600	92.56	55,536.00
41	47121702-WB-P01	WASTEBASKET	piece	10	10	10	30	1,310.40	10	10	10	30	1,310.40	10	10	10	30	1,310.40	10	10	10	30	1,310.40	120	43.68	5,241.60
COLOR COMPOUNDS AND DISPERSIONS																											
42	12171703-SI-P01	INK, for stamp pad	bottle	10	10	10	30	936.00	10	10	10	30	936.00	10	10	10	30	936.00	10	10	10	30	936.00	120	31.20	3,744.00
CONSUMER ELECTRONICS																											
43	52161535-DV-R01	DIGITAL VOICE RECORDER	unit	2	2	2	6	28,822.56	2	2	2	6	28,822.56	2	2	2	6	28,822.56	2	2	2	6	28,822.56	24	4,803.76	115,290.24
FACE MASK																											
44	42131713-SM-M06	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	13111203-AC-F01	ACETATE	roll	5	5	5	15	15,724.80	5	5	5	15	15,724.80	5	5	5	15	15,724.80	5	5	5	15	15,724.80	60	1,048.32	62,899.20
46	13111201-CF-P02	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	46191601-FE-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	1,398.80	0.00
48	46191601-FE-H01	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	55121905-PH-F01	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	56101504-CH-B01	MONOBLOC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	375.44	0.00
51	56101504-CH-W01	MONOBLOC CHAIR, white	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	372.32	0.00
52	56101519-TM-S01	MONOBLOC TABLE, white	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,348.88	0.00
53	56101519-TM-S02	MONOBLOC TABLE, beige	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,348.88	0.00
HEATING AND VENTILATION AND AIR CIRCULATION																											
54	40101604-EF-C01	ELECTRIC FAN, ceiling mount, orbit type	unit	0	2	0	2	2,760.16	0	2	0	2	2,760.16	0	2	0	2	2,760.16	0	2	0	2	2,760.16	8	1,380.08	11,040.64
55	40101604-EF-G01	ELECTRIC FAN, industrial, ground type	unit	2	0	2	4	4,438.72	0	2	0	2	2,219.36	2	0	2	4	4,438.72	0	2	0	2	2,219.36	12	1,109.68	13,316.16
56	40101604-EF-S01	ELECTRIC FAN, stand type	unit	2	2	0	4	4,026.88	2	2	0	4	4,026.88	2	2	0	4	4,026.88	2	2	0	4	4,026.88	16	1,006.72	16,107.52
57	40101604-EF-W01	ELECTRIC FAN, wall mount	unit	0	2	0	2	1,828.32	0	2	0	2	1,828.32	0	2	0	2	1,828.32	0	2	0	2	1,828.32	8	914.16	7,313.28
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																											
58	43211507-DSK003	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	43211507-DSK004	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	43201827-HD-X02	EXTERNAL HARD DRIVE	unit	20	20	20	60	181,084.80	20	20	20	60	181,084.80	20	20	20	60	181,084.80	20	20	20	60	181,084.80	240	3,018.08	724,339.20
61	43202010-FD-U04	FLASH DRIVE	piece	80	80	80	240	53,913.60	80	80	80	240	53,913.60	80	80	80	240	53,913.60	80	80	80	240	53,913.60	960	224.64	215,654.40
62	43211503-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	42,380.00	0.00

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
63	43211503-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	43211708-MO-O02	COMPUTER MOUSE, Wireless	unit	20	20	20	60	10,171.20	20	20	20	60	10,171.20	20	20	20	60	10,171.20	20	20	20	60	10,171.20	240	169.52	40,684.80
65	43212102-PR-D02	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	33,015.84	0.00
66	43212102-PR-D01	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	11,014.64	0.00
67	43212105-PR-L01	PRINTER, Laser, Monochrome	unit	1	1	1	3	69,189.12	1	1	1	3	69,189.12	1	1	1	3	69,189.12	1	1	1	3	69,189.12	12	23,063.04	276,756.48
LIGHTING AND FIXTURES AND ACCESSORIES																										
68	39101628-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	81.12	0.00
69	39101628-LT-L01	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	31201610-GL-J01	GLUE, all-purpose	jar	50	50	50	150	10,608.00	50	50	50	150	10,608.00	50	50	50	150	10,608.00	50	50	50	150	10,608.00	600	70.72	42,432.00
71	31151804-SW-H01	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
72	31151804-SW-S01	STAPLE WIRE, standard	box	50	50	50	150	3,564.00	50	50	50	150	3,564.00	50	50	50	150	3,564.00	50	50	50	150	3,564.00	600	23.76	14,256.00
73	31201502-TA-E01	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
74	31201503-TA-M01	TAPE, masking, 24mm	roll	125	125	125	375	23,205.00	125	125	125	375	23,205.00	125	125	125	375	23,205.00	125	125	125	375	23,205.00	1500	61.88	92,820.00
75	31201503-TA-M02	TAPE, masking, 48 mm	roll	125	125	125	375	45,435.00	125	125	125	375	45,435.00	125	125	125	375	45,435.00	125	125	125	375	45,435.00	1500	121.16	181,740.00
76	31201517-TA-P01	TAPE, packaging, 48 mm	roll	125	125	125	375	11,310.00	125	125	125	375	11,310.00	125	125	125	375	11,310.00	125	125	125	375	11,310.00	1500	30.16	45,240.00
77	31201512-TA-T01	TAPE, transparent, 24mm	roll	125	125	125	375	4,290.00	125	125	125	375	4,290.00	125	125	125	375	4,290.00	125	125	125	375	4,290.00	1500	11.44	17,160.00
78	31201512-TA-T02	TAPE, transparent, 48 mm	roll	125	125	125	375	8,970.00	125	125	125	375	8,970.00	125	125	125	375	8,970.00	125	125	125	375	8,970.00	1500	23.92	35,880.00
79	31151507-TW-P01	TWINE, plastic	roll	10	20	10	40	2,828.80	10	20	10	40	2,828.80	10	20	10	40	2,828.80	10	20	10	40	2,828.80	160	70.72	11,315.20
MEASURING AND OBSERVING AND TESTING EQUIPMENT																										
80	41111604-RU-P02	RULER, flexible, plastic, 450mm	piece	2	2	2	6	124.80	2	2	2	6	124.80	2	2	2	6	124.80	2	2	2	6	124.80	24	20.80	499.20
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
81	44121612-BL-H01	BLADE, for general purpose cutter/utility knife	tube	1	1	1	3	48.00	1	1	1	3	48.00	1	1	1	3	48.00	1	1	1	3	48.00	12	16.00	192.00
82	44101602-PB-M01	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	10,104.64	0.00
83	44101807-CA-C01	CALCULATOR, Compact	unit	2	2	2	6	1,722.24	1	1	1	3	861.12	2	2	2	6	1,722.24	1	1	1	3	861.12	18	287.04	5,166.72
84	44121710-CH-W01	CHALK, 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	44122105-BF-C01	CLIP, backfold, 19mm	box	85	85	80	250	2,340.00	85	85	80	250	2,340.00	85	85	80	250	2,340.00	85	85	80	250	2,340.00	1000	9.36	9,360.00
86	44122105-BF-C02	CLIP, backfold, 25mm	box	85	85	80	250	3,900.00	85	85	80	250	3,900.00	85	85	80	250	3,900.00	85	85	80	250	3,900.00	1000	15.60	15,600.00
87	44122105-BF-C03	CLIP, backfold, 32mm	box	85	85	80	250	6,760.00	85	85	80	250	6,760.00	85	85	80	250	6,760.00	85	85	80	250	6,760.00	1000	27.04	27,040.00
88	44122105-BF-C04	CLIP, backfold, 50mm	box	85	85	80	250	15,080.00	85	85	80	250	15,080.00	85	85	80	250	15,080.00	85	85	80	250	15,080.00	1000	60.32	60,320.00
89	44121801-CT-R02	CORRECTION TAPE	piece	130	125	120	375	4,323.75	130	125	120	375	4,323.75	130	125	120	375	4,323.75	130	125	120	375	4,323.75	1500	11.53	17,295.00
90	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	10	10	10	30	951.60	10	10	10	30	951.60	10	10	10	30	951.60	10	10	10	30	951.60	120	31.72	3,806.40
91	44111515-DF-B01	DATA FILE BOX	piece	20	15	15	50	3,860.00	20	15	15	50	3,860.00	20	15	15	50	3,860.00	20	15	15	50	3,860.00	200	77.20	15,440.00
92	44122011-DF-F01	DATA FOLDER	piece	20	15	15	50	3,432.00	20	15	15	50	3,432.00	20	15	15	50	3,432.00	20	15	15	50	3,432.00	200	68.64	13,728.00
93	44103202-DS-M01	DATER STAMP	piece	2	2	2	6	2,818.68	2	2	2	6	2,818.68	2	2	2	6	2,818.68	2	2	2	6	2,818.68	24	469.78	11,274.72
94	44121506-EN-D01	ENVELOPE, Documentary, A4	box	10	10	10	30	25,209.60	10	10	10	30	25,209.60	10	10	10	30	25,209.60	10	10	10	30	25,209.60	120	840.32	100,838.40
95	44121506-EN-D02	ENVELOPE, Documentary, legal,	box	10	5	10	25	26,962.00	10	5	10	25	26,962.00	10	5	10	25	26,962.00	10	5	10	25	26,962.00	100	1,078.48	107,848.00
96	44121506-EN-X01	ENVELOPE, Expanding, Kraft	box	10	10	10	30	41,246.40	10	10	10	30	41,246.40	10	10	10	30	41,246.40	10	10	10	30	41,246.40	120	1,374.88	164,985.60
97	44121506-EN-X02	ENVELOPE, Expanding, Plastic	box	10	10	10	30	914.70	10	10	10	30	914.70	10	10	10	30	914.70	10	10	10	30	914.70	120	30.49	3,658.80
98	44121506-EN-M02	ENVELOPE, Mailing	box	10	10	10	30	14,008.80	10	10	10	30	14,008.80	10	10	10	30	14,008.80	10	10	10	30	14,008.80	120	466.96	56,035.20
99	44121504-EN-W02	ENVELOPE, Mailing, with window	box	10	10	10	30	15,849.60	10	10	10	30	15,849.60	10	10	10	30	15,849.60	10	10	10	30	15,849.60	120	528.32	63,398.40
100	44111912-ER-B01	ERASER, felt, for blackboard/whiteboard	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	12.33	0.00
101	44122118-FA-P01	FASTENER	box	25	25	25	75	7,098.00	25	25	25	75	7,098.00	25	25	25	75	7,098.00	25	25	25	75	7,098.00	300	94.64	28,392.00
102	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	10	10	10	30	2,556.00	10	10	10	30	2,556.00	10	10	10	30	2,556.00	10	10	10	30	2,556.00	120	85.20	10,224.00
103	44122018-FT-D01	FILE TAB DIVIDER, A4	pack	30	30	30	90	2,059.20	30	30	30	90	2,059.20	30	30	30	90	2,059.20	30	30	30	90	2,059.20	360	22.88	8,236.80
104	44122018-FT-D02	FILE TAB DIVIDER, Legal	pack	25	25	25	75	1,950.00	25	25	25	75	1,950.00	25	25	25	75	1,950.00	25	25	25	75	1,950.00	300	26.00	7,800.00
105	44122011-FO-F01	FOLDER, Fancy with slide, A4	bundle	10	10	10	30	8,736.00	10	10	10	30	8,736.00	10	10	10	30	8,736.00	10	10	10	30	8,736.00	120	291.20	34,944.00
106	44122011-FO-F02	FOLDER, Fancy with slide, legal	bundle	5	5	5	15	4,633.20	5	5	5	15	4,633.20	5	5	5	15	4,633.20	5	5	5	15	4,633.20	60	308.88	18,532.80

	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			
107	44122011-FO-L01	FOLDER, L-type, A4	pack	10	10	10	30	5,626.20	10	10	10	30	5,626.20	10	10	10	30	5,626.20	10	10	10	30	5,626.20	120	187.54	22,504.80
108	44122011-FO-L02	FOLDER, L-type, Legal	pack	10	10	10	30	7,157.10	10	10	10	30	7,157.10	10	10	10	30	7,157.10	10	10	10	30	7,157.10	120	238.57	28,628.40
109	44122027-FO-P01	FOLDER, pressboard	box	3	3	3	9	8,573.76	3	3	3	9	8,573.76	3	3	3	9	8,573.76	3	3	3	9	8,573.76	36	952.64	34,295.04
110	44122011-FO-T03	FOLDER with tab, A4	pack	3	3	3	9	3,500.64	3	3	3	9	3,500.64	3	3	3	9	3,500.64	3	3	3	9	3,500.64	36	388.96	14,002.56
111	44122011-FO-T04	FOLDER with tab, Legal	pack	2	2	2	6	2,564.64	2	2	2	6	2,564.64	2	2	2	6	2,564.64	2	2	2	6	2,564.64	24	427.44	10,258.56
112	44122008-IT-T01	INDEX TAB	box	3	3	3	9	567.99	3	3	3	9	567.99	3	3	3	9	567.99	3	3	3	9	567.99	36	63.11	2,271.96
113	44111515-MF-B02	MAGAZINE FILE BOX, Large	piece	1	1	1	3	380.64	1	1	1	3	380.64	1	1	1	3	380.64	1	1	1	3	380.64	12	126.88	1,522.56
114	44121716-MA-F01	MARKER, Flourescent	set	85	85	80	250	10,660.00	85	85	80	250	10,660.00	85	85	80	250	10,660.00	85	85	80	250	10,660.00	1000	42.64	42,640.00
115	44121708-MP-B01	MARKER, Permanent, Black	piece	85	85	80	250	3,900.00	85	85	80	250	3,900.00	85	85	80	250	3,900.00	85	85	80	250	3,900.00	1000	15.60	15,600.00
116	44121708-MP-B02	MARKER, Permanent, Blue	piece	85	85	80	250	3,900.00	85	85	80	250	3,900.00	85	85	80	250	3,900.00	85	85	80	250	3,900.00	1000	15.60	15,600.00
117	44121708-MP-B03	MARKER, Permanent, Red	piece	85	85	80	250	3,900.00	85	85	80	250	3,900.00	85	85	80	250	3,900.00	85	85	80	250	3,900.00	1000	15.60	15,600.00
118	44121708-MW-B01	MARKER, Whiteboard, Black	piece	20	20	20	60	624.00	20	20	20	60	624.00	20	20	20	60	624.00	20	20	20	60	624.00	240	10.40	2,496.00
119	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	20	20	20	60	624.00	20	20	20	60	624.00	20	20	20	60	624.00	20	20	20	60	624.00	240	10.40	2,496.00
120	44121708-MW-B03	MARKER, Whiteboard, Red	piece	20	20	20	60	624.00	20	20	20	60	624.00	20	20	20	60	624.00	20	20	20	60	624.00	240	10.40	2,496.00
121	44122104-PC-G01	PAPER CLIP, vinly/plastic coated, 33mm	box	50	50	50	150	1,404.00	50	50	50	150	1,404.00	50	50	50	150	1,404.00	50	50	50	150	1,404.00	600	9.36	5,616.00
122	44122104-PC-J02	PAPER CLIP, vinly/plastic coated, jumbo, 50mm	box	50	50	50	150	3,588.00	50	50	50	150	3,588.00	50	50	50	150	3,588.00	50	50	50	150	3,588.00	600	23.92	14,352.00
123	44101603-PS-M02	PAPER SHREDDER	unit	1	2	1	4	22,796.80	1	2	1	4	22,796.80	1	2	1	4	22,796.80	1	2	1	4	22,796.80	16	5,699.20	91,187.20
124	44101501-PT-M01	PAPER TRIMMER/CUTTING 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	9,297.60	0.00
125	44121706-PE-L01	PENCIL, lead/graphite, with eraser	box	20	20	20	60	2,496.00	20	20	20	60	2,496.00	20	20	20	60	2,496.00	20	20	20	60	2,496.00	240	41.60	9,984.00
126	44121619-PS-M01	PENCIL SHARPENER	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	213.20	0.00
127	44101602-PU-P01	PUNCHER, paper, heavy duty	piece	2	2	2	6	973.44	2	2	2	6	973.44	2	2	2	6	973.44	2	2	2	6	973.44	24	162.24	3,893.76
128	44122037-RB-P10	BINDING RING/COMB, plastic, 32 mm	piece	0	2	0	2	548.46	0	2	0	2	548.46	0	2	0	2	548.46	0	2	0	2	548.46	8	274.23	2,193.84
129	44122101-RU-B01	RUBBER BAND No. 18	box	10	5	10	25	4,134.00	10	5	10	25	4,134.00	10	5	10	25	4,134.00	10	5	10	25	4,134.00	100	165.36	16,536.00
130	44121905-SP-F01	STAMP PAD, felt	piece	5	5	5	15	639.60	5	5	5	15	639.60	5	5	5	15	639.60	5	5	5	15	639.60	60	42.64	2,558.40
131	44121618-SS-S01	SCISSORS, symmetrical/asymmetrical	pair	5	5	5	15	624.00	5	5	5	15	624.00	5	5	5	15	624.00	5	5	5	15	624.00	60	41.60	2,496.00
132	44121615-ST-S01	STAPLER, standard type	piece	5	5	5	15	2,184.00	5	5	5	15	2,184.00	5	5	5	15	2,184.00	5	5	5	15	2,184.00	60	145.60	8,736.00
133	44121615-ST-B01	STAPLER, heavy duty (binder)	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	954.72	0.00
134	44121613-SR-P02	STAPLE REMOVER, plier-type	piece	10	10	10	30	1,435.20	10	10	10	30	1,435.20	10	10	10	30	1,435.20	10	10	10	30	1,435.20	120	47.84	5,740.80
135	44121605-TD-T01	TAPE DISPENSER, table top	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	78.00	0.00
PAPER MATERIALS AND PRODUCTS																										
136	14111525-CA-A01	CARTOLINA, assorted colors	pack	25	25	25	75	6,788.00	25	25	25	75	6,786.00	25	25	25	75	6,786.00	25	25	25	75	6,786.00	300	90.48	27,144.00
137	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm	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	953.68	0.00
138	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm	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	1,260.48	0.00
139	14111506-CF-L22	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm	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	1,652.56	0.00
140	14111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,108.64	0.00
141	14111506-CF-L31	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	853.84	0.00
142	14111506-CF-L32	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm	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	1,629.68	0.00
143	14111609-LL-C01	LOOSELEAF COVER	bundle	1	1	1	3	2,384.88	1	1	1	3	2,384.88	1	1	1	3	2,384.88	1	1	1	3	2,384.88	12	794.96	9,539.52
144	14111514-NP-S02	NOTEPAD, stick-on, 50mm x 76mm	pad	100	100	100	300	11,856.00	100	100	100	300	11,856.00	100	100	100	300	11,856.00	100	100	100	300	11,856.00	1200	39.52	47,424.00
145	14111514-NP-S04	NOTEPAD, stick-on, 76mm x 100mm	pad	100	100	100	300	19,032.00	100	100	100	300	19,032.00	100	100	100	300	19,032.00	100	100	100	300	19,032.00	1200	63.44	76,128.00
146	14111514-NP-S03	NOTEPAD, stick-on, 76mm x 76mm	pad	100	100	100	300	18,096.00	100	100	100	300	18,096.00	100	100	100	300	18,096.00	100	100	100	300	18,096.00	1200	60.32	72,384.00
147	14111514-NB-S02	STENO NOTEBOOK	piece	150	150	100	400	9,568.00	150	150	100	400	9,568.00	150	150	100	400	9,568.00	150	150	100	400	9,568.00	1600	23.92	38,272.00
148	14111507-PP-M01	PAPER, MULTICOPY A4	ream	1000	1000	1000	3000	539,760.00	1000	1000	1000	3000	539,760.00	1000	1000	1000	3000	539,760.00	1000	1000	1000	3000	539,760.00	12000	179.92	2,159,040.00
149	14111507-PP-M02	PAPER, MULTICOPY LEGAL	ream	200	200	200	600	126,672.00	200	200	200	600	126,672.00	200	200	200	600	126,672.00	200	200	200	600	126,672.00	2400	211.12	506,688.00
150	14111507-PP-C01	PAPER, MULTIPURPOSE A4	ream	300	300	300	900	146,952.00	300	300	300	900	146,952.00	300	300	300	900	146,952.00	300	300	300	900	146,952.00	3600	163.28	587,808.00
151	14111507-PP-C02	PAPER, MULTIPURPOSE LEGAL	ream	100	100	100	300	55,536.00	100	100	100	300	55,536.00	100	100	100	300	55,536.00	100	100	100	300	55,536.00	1200	185.12	222,144.00
152	14111531-PP-R01	PAD PAPER, ruled	pad	10	10	10	30	1,060.80	10	10	10	30	1,060.80	10	10	10	30	1,060.80	10	10	10	30	1,060.80	120	35.36	4,243.20
153	14111503-PA-P01	PAPER, parchment	box	5	5	5	15	2,839.20	5	5	5	15	2,839.20	5	5	5	15	2,839.20	5	5	5	15	2,839.20	60	189.28	11,356.80

	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			
154	14111531-RE-B01	RECORD BOOK, 300 PAGES	book	10	5	5	20	1,456.00	10	5	5	20	1,456.00	10	5	5	20	1,456.00	10	5	5	20	1,456.00	80	72.80	5,824.00
155	14111531-RE-B02	RECORD BOOK, 500 PAGES	book	5	5	5	15	1,575.60	5	5	5	15	1,575.60	5	5	5	15	1,575.60	5	5	5	15	1,575.60	60	105.04	6,302.40
156	14111704-TT-P04	TISSUE, INTERFOLDED PAPER TOWEL	pack	10	10	10	30	873.60	10	10	10	30	873.60	10	10	10	30	873.60	10	10	10	30	873.60	120	29.12	3,494.40
157	14111704-TT-P02	TOILET TISSUE PAPER, 2 ply	pack	250	250	250	750	75,660.00	250	250	250	750	75,660.00	250	250	250	750	75,660.00	250	250	250	750	75,660.00	3000	100.88	302,640.00
PERFUMES OR COLOGNES OR FRAGRANCES																										
158	53131626-HS-S01	HAND SANITIZER	bottle	50	50	50	150	13,104.00	50	50	50	150	13,104.00	50	50	50	150	13,104.00	50	50	50	150	13,104.00	600	87.36	52,416.00
PESTICIDES OR PEST REPELLENTS																										
159	10191509-IN-A01	INSECTICIDE	can	30	30	30	90	23,212.80	30	30	30	90	23,212.80	30	30	30	90	23,212.80	30	30	30	90	23,212.80	360	257.92	92,851.20
PRINTED PUBLICATIONS																										
160	55101524-RA-H01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	10	5	5	20	744.20	10	5	5	20	744.20	10	5	5	20	744.20	10	5	5	20	744.20	80	37.21	2,976.80
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																										
1	44103109-BR-D05	DRUM CARTRIDGE, BROTHER DR-3455, Black	cart	40	45	40	125	868,400.00	40	45	40	125	868,400.00	40	45	40	125	868,400.00	40	45	40	125	868,400.00	500	6,947.20	3,473,600.00
2	44103105-CA-C04	INK CARTRIDGE, CANON CL-741, Colored	cart	10	10	10	30	33,789.60	10	10	10	30	33,789.60	10	10	10	30	33,789.60	10	10	10	30	33,789.60	120	1,126.32	135,158.40
3	44103105-CA-C02	INK CARTRIDGE, CANON CL-811, Colored	cart	40	45	40	125	147,290.00	40	45	40	125	147,290.00	40	45	40	125	147,290.00	40	45	40	125	147,290.00	500	1,178.32	589,160.00
4	44103105-CA-B04	INK CARTRIDGE, CANON PG-740, Black	cart	15	15	15	45	38,750.40	15	15	15	45	38,750.40	15	15	15	45	38,750.40	15	15	15	45	38,750.40	180	861.12	155,001.60
5	44103105-CA-B02	INK CARTRIDGE, CANON PG-810, Black	cart	20	20	20	60	53,539.20	20	20	20	60	53,539.20	20	20	20	60	53,539.20	20	20	20	60	53,539.20	240	892.32	214,156.80
6	44103105-EP-B17	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	50	50	50	150	34,785.00	50	50	50	150	34,785.00	50	50	50	150	34,785.00	50	50	50	150	34,785.00	600	231.90	139,140.00
7	44103105-EP-C17	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	50	50	50	150	36,330.00	50	50	50	150	36,330.00	50	50	50	150	36,330.00	50	50	50	150	36,330.00	600	242.20	145,320.00
8	44103105-EP-M17	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	50	50	50	150	36,330.00	50	50	50	150	36,330.00	50	50	50	150	36,330.00	50	50	50	150	36,330.00	600	242.20	145,320.00
9	44103105-EP-Y17	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	50	50	50	150	36,330.00	50	50	50	150	36,330.00	50	50	50	150	36,330.00	50	50	50	150	36,330.00	600	242.20	145,320.00
10	44103105-HP-B40	INK CARTRIDGE, HP C2P04AA (HP62), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	852.80	0.00
11	44103105-HP-T40	INK CARTRIDGE, HP C2P06AA (HP62), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,048.32	0.00
12	44103105-HP-B09	INK CARTRIDGE, HP C9351AA (HP21), Black	cart	20	20	20	60	54,600.00	20	20	20	60	54,600.00	20	20	20	60	54,600.00	20	20	20	60	54,600.00	240	910.00	218,400.00
13	44103105-HP-T10	INK CARTRIDGE, HP C9352AA (HP22), Tri-color	cart	20	20	20	60	63,211.20	20	20	20	60	63,211.20	20	20	20	60	63,211.20	20	20	20	60	63,211.20	240	1,053.52	252,844.80
14	44103105-HP-B17	INK CARTRIDGE, HP CC640WA (HP60), Black	cart	20	20	20	60	52,852.80	20	20	20	60	52,852.80	20	20	20	60	52,852.80	20	20	20	60	52,852.80	240	880.88	211,411.20
15	44103105-HP-T17	INK CARTRIDGE, HP CC643WA (HP60), Tri-color	cart	20	20	20	60	62,836.80	20	20	20	60	62,836.80	20	20	20	60	62,836.80	20	20	20	60	62,836.80	240	1,047.28	251,347.20
16	44103105-HX-C40	INK CARTRIDGE, HP CD972AA (HP920XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00
17	44103105-HX-M40	INK CARTRIDGE, HP CD973AA (HP920XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00
18	44103105-HX-Y40	INK CARTRIDGE, HP CD974AA (HP920XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00
19	44103105-HX-B40	INK CARTRIDGE, HP CD975AA (HP920XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,541.28	0.00
20	44103105-HP-B20	INK CARTRIDGE, HP CH561WA (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	865.28	0.00
21	44103105-HP-T20	INK CARTRIDGE, HP CH562WA (HP61), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,066.00	0.00
22	44103105-HP-B49	INK CARTRIDGE, HP CH565A (HP82), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	935.00	0.00
23	44103105-HP-C49	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
24	44103105-HX-B43	INK CARTRIDGE, HP CN045AA (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
25	44103105-HX-C43	INK CARTRIDGE, HP CN046AA (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
26	44103105-HX-M43	INK CARTRIDGE, HP CN047AA (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
27	44103105-HX-Y43	INK CARTRIDGE, HP CN048AA (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
28	44103105-HP-B36	INK CARTRIDGE, HP CN692AA (HP704), Black	cart	20	20	20	60	25,147.20	20	20	20	60	25,147.20	20	20	20	60	25,147.20	20	20	20	60	25,147.20	240	419.12	100,588.80
29	44103105-HP-T36	INK CARTRIDGE, HP CN693AA (HP704), Tri-color	cart	20	20	20	60	25,147.20	20	20	20	60	25,147.20	20	20	20	60	25,147.20	20	20	20	60	25,147.20	240	419.12	100,588.80
30	44103105-HP-B33	INK CARTRIDGE, HP CZ107AA (HP678), Black	cart	20	20	20	60	24,273.60	20	20	20	60	24,273.60	20	20	20	60	24,273.60	20	20	20	60	24,273.60	240	404.56	97,094.40
31	44103105-HP-T33	INK CARTRIDGE, HP CZ108AA (HP678), Tri-color	cart	20	20	20	60	24,273.60	20	20	20	60	24,273.60	20	20	20	60	24,273.60	20	20	20	60	24,273.60	240	404.56	97,094.40
32	44103105-HP-B42	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
33	44103105-HP-C33	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	256.88	0.00
34	44103105-HP-M33	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	256.88	0.00
35	44103105-HP-Y33	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	256.88	0.00
36	44103105-HP-T43	INK CARTRIDGE, HP F6V26AA (HP680), Tri-color	cart	20	20	20	60	25,459.20	20	20	20	60	25,459.20	20	20	20	60	25,459.20	20	20	20	60	25,459.20	240	424.32	101,836.80
37	44103105-HP-B43	INK CARTRIDGE, HP F6V27AA (HP680), Black	cart	20	20	20	60	25,459.20	20	20	20	60	25,459.20	20	20	20	60	25,459.20	20	20	20	60	25,459.20	240	424.32	101,836.80

	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			
38	44103105-HP-C50	INK CARTRIDGE, HP L0S51AA (HP955), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00
39	44103105-HP-M50	INK CARTRIDGE, HP L0S54AA (HP955), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00
40	44103105-HP-Y50	INK CARTRIDGE, HP L0S57AA (HP955), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00
41	44103105-HP-B50	INK CARTRIDGE, HP L0S60AA (HP955), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,294.80	0.00
42	44103105-HX-C48	INK CARTRIDGE, HP L0S63AA (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
43	44103105-HX-M48	INK CARTRIDGE, HP L0S66AA (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
44	44103105-HX-Y48	INK CARTRIDGE, HP L0S69AA (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
45	44103105-HX-B48	INK CARTRIDGE, HP L0S72AA (HP955XL), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,817.92	0.00
46	44103105-HP-C51	INK CARTRIDGE, HP T6L89AA (HP905), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
47	44103105-HP-M51	INK CARTRIDGE, HP T6L93AA (HP905), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
48	44103105-HP-Y51	INK CARTRIDGE, HP T6L97AA (HP905), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
49	44103105-HP-B51	INK CARTRIDGE, HP T6M01AA (HP905), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	774.80	0.00
50	44103112-EP-R05	RIBBON CARTRIDGE, EPSON C13S015516 (#8750), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.43	0.00
51	44103112-EP-R13	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	77.94	0.00
52	44103112-EP-R07	RIBBON CARTRIDGE, EPSON C13S015531 (S015086)	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	818.48	0.00
53	44103109-BR-D06	TONER CARTRIDGE, BROTHER DR-451CL, High Yield 3000	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,760.00	0.00
54	44103103-BR-B09	TONER CARTRIDGE, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,567.20	0.00
55	44103103-BR-B11	TONER CARTRIDGE, BROTHER TN-3350, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,002.40	0.00
56	44103103-BR-B15	TONER CARTRIDGE, BROTHER TN-3478, Black	cart	25	25	25	75	418,158.00	25	25	25	75	418,158.00	25	25	25	75	418,158.00	25	25	25	75	418,158.00	300	5,575.44	1,672,632.00
57	44103103-BR-B16	TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,564.56	0.00
58	44103103-BR-C03	TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
59	44103103-BR-M03	TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
60	44103103-BR-Y03	TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
61	44103103-CA-B00	TONER CARTRIDGE, CANON CRG-324 II	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13,399.36	0.00
62	44103103-HP-B12	TONER CARTRIDGE, HP CB435A, Black	cart	5	5	5	15	46,488.00	5	5	5	15	46,488.00	5	5	5	15	46,488.00	5	5	5	15	46,488.00	60	3,099.20	185,952.00
63	44103103-HP-B14	TONER CARTRIDGE, HP CB540A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,603.60	0.00
64	44103103-HP-B18	TONER CARTRIDGE, HP CE255A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,942.00	0.00
65	44103103-HP-B21	TONER CARTRIDGE, HP CE278A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,741.92	0.00
66	44103103-HP-B22	TONER CARTRIDGE, HP CE285A (HP85A), Black	cart	10	10	10	30	97,281.60	10	10	10	30	97,281.60	10	10	10	30	97,281.60	10	10	10	30	97,281.60	120	3,242.72	389,126.40
67	44103103-HP-B23	TONER CARTRIDGE, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,350.40	0.00
68	44103103-HP-C23	TONER CARTRIDGE, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	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			
69	44103103-HP-Y23	TONER CARTRIDGE, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
70	44103103-HP-M23	TONER CARTRIDGE, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
71	44103103-HP-B24	TONER CARTRIDGE, HP CE320A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,192.80	0.00
72	44103103-HP-C24	TONER CARTRIDGE, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
73	44103103-HP-Y24	TONER CARTRIDGE, HP CE322A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
74	44103103-HP-M24	TONER CARTRIDGE, HP CE323A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
75	44103103-HP-B25	TONER CARTRIDGE, HP CE390A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,872.80	0.00
76	44103103-HP-B26	TONER CARTRIDGE, HP CE400A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,786.00	0.00
77	44103103-HP-C26	TONER CARTRIDGE, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60	0.00
78	44103103-HP-Y26	TONER CARTRIDGE, HP CE402A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,193.04	0.00
79	44103103-HP-M26	TONER CARTRIDGE, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60	0.00
80	44103103-HP-B27	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	3,837.60	0.00
81	44103103-HP-C27	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	5,460.00	0.00
82	44103103-HP-Y27	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	5,460.00	0.00
83	44103103-HP-M27	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
84	44103103-HP-B28	TONER CARTRIDGE, HP CE505A, 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	4,050.80	0.00
85	44103103-HX-B28	TONER CARTRIDGE, HP CE505X, 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
86	44103103-HP-B52	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	2,878.72	0.00
87	44103103-HP-B53	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	5,246.80	0.00
88	44103103-HP-B55	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
89	44103103-HP-B51	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	8,359.52	0.00
90	44103103-HP-B56	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	7,800.00	0.00
91	44103103-HP-B57	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
92	44103103-HX-B51	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
93	44103103-HP-B58	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	9,828.00	0.00
94	44103103-HX-B52	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	13,728.00	0.00
95	44103103-HP-B60	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
96	44103103-HP-C60	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
97	44103103-HP-Y60	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
98	44103103-HP-M60	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
99	44103103-HP-B61	TONER CARTRIDGE, HP CF360A (HP508A), 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
100	44103103-HP-C61	TONER CARTRIDGE, HP CF361A (HP508A), 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
101	44103103-HP-Y61	TONER CARTRIDGE, HP CF362A (HP508A), 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
102	44103103-HP-M61	TONER CARTRIDGE, HP CF363A (HP508A), 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
103	44103103-HP-B62	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
104	44103103-HP-C62	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
105	44103103-HP-Y62	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
106	44103103-HP-M62	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
107	44103103-HP-B63	TONER CARTRIDGE, HP CF410A (HP410A), 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	3,900.00	0.00
108	44103103-HX-B54	TONER CARTRIDGE, HP CF410XC (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	6,848.40	0.00
109	44103103-HP-C63	TONER CARTRIDGE, HP CF411A (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	5,038.80	0.00
110	44103103-HX-C54	TONER CARTRIDGE, HP CF411XC (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
111	44103103-HP-Y63	TONER CARTRIDGE, HP CF412A (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	5,038.00	0.00
112	44103103-HX-Y54	TONER CARTRIDGE, HP CF412XC (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	8,522.80	0.00
113	44103103-HP-M63	TONER CARTRIDGE, HP CF413A (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	5,038.80	0.00
114	44103103-HX-M54	TONER CARTRIDGE, HP CF413XC (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	8,522.80	0.00
115	44103103-HP-B34	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
116	44103103-HP-B48	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	4,680.00	0.00

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
SOFTWARE																											
1	43231513-SFT-001	Business function specific software	license	0	1	0	1	1,961,000,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,961,000,000.00	1,961,000,000.00
2	43231602-SFT-002	Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
3	43232004-SFT-003	Computer game or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
4	43232107-SFT-004	Content authoring and editing software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
5	43232202-SFT-005	Content management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
6	43232304-SFT-006	Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
7	43232402-SFT-007	Development software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
8	43232505-SFT-008	Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
9	43232603-SFT-009	Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
10	43233501-SFT-016	Information exchange software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
11	43232701-SFT-010	Network applications software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
12	43232802-SFT-011	Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
13	43232905-SFT-012	Networking software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
14	43233004-SFT-013	Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
15	43233205-SFT-014	Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
16	43233405-SFT-015	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	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	BALLPEN	piece	100	100	100	300	3,000.00	100	100	100	300	3,000.00	100	100	100	300	3,000.00	100	100	100	300	3,000.00	1200	10.00	12,000.00
2	80141505-TS-002	MULTIFUNCTION PRINTER	unit	5	5	5	15	195,000.00	5	5	5	15	195,000.00	5	5	5	15	195,000.00	5	5	5	15	195,000.00	60	13,000.00	780,000.00
3	80141505-TS-003	LAMINATING FILM	pack	5	5	5	15	2,250.00	5	5	5	15	2,250.00	5	5	5	15	2,250.00	5	5	5	15	2,250.00	60	150.00	9,000.00
4	80141505-TS-004	STICKER PAPER	pack	10	10	10	30	4,500.00	10	10	10	30	4,500.00	10	10	10	30	4,500.00	10	10	10	30	4,500.00	120	150.00	18,000.00
5	80141505-TS-005	DOUBLE SIDED TAPE	roll	5	5	5	15	750.00	5	5	5	15	750.00	5	5	5	15	750.00	5	5	5	15	750.00	60	50.00	3,000.00
6	80141505-TS-006	PHOTO PAPER	pack	5	5	5	15	3,000.00	5	5	5	15	3,000.00	5	5	5	15	3,000.00	5	5	5	15	3,000.00	60	200.00	12,000.00
7	80141505-TS-007	BLEACHING 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	10	10	10	30	3,600.00	10	10	10	30	3,600.00	10	10	10	30	3,600.00	10	10	10	30	3,600.00	120	120.00	14,400.00
9	80141505-TS-009	CERTIFICATE HOLDER	piece	10	10	10	30	1,500.00	10	10	10	30	1,500.00	10	10	10	30	1,500.00	10	10	10	30	1,500.00	120	50.00	6,000.00
10	80141505-TS-010	UNINTERRUPTIBLE 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	AIR CONDITIONING UNIT	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
12	80141505-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	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
15	80141505-TS-015	MEDAL	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	DISHWASHING 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	5	5	5	15	11,250.00	5	5	5	15	11,250.00	5	5	5	15	11,250.00	5	5	5	15	11,250.00	60	750.00	45,000.00
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	10	10	10	30	1,500.00	10	10	10	30	1,500.00	10	10	10	30	1,500.00	10	10	10	30	1,500.00	120	50.00	6,000.00
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	10	10	10	30	1,350.00	10	10	10	30	1,350.00	10	10	10	30	1,350.00	10	10	10	30	1,350.00	120	45.00	5,400.00

	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			
25	80141505-TS-025	DOOR MAT	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
26	80141505-TS-026	GLUE STICK (PASTE)	piece	10	10	10	30	2,400.00	10	10	10	30	2,400.00	10	10	10	30	2,400.00	10	10	10	30	2,400.00	120	80.00	9,600.00
27	80141505-TS-027	GLUE STICK (FOR 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	DEODORANT 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	MANILA PAPER	pack	10	10	10	30	300.00	10	10	10	30	300.00	10	10	10	30	300.00	10	10	10	30	300.00	120	10.00	1,200.00
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	PADLOCK	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	AMPLIFIER	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	10	10	10	30	15,000.00	10	10	10	30	15,000.00	10	10	10	30	15,000.00	10	10	10	30	15,000.00	120	500.00	60,000.00
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	5	5	5	15	375,000.00	5	5	5	15	375,000.00	5	5	5	15	375,000.00	5	5	5	15	375,000.00	60	25,000.00	1,500,000.00
40	80141505-TS-040	WATER DISPENSER	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
41	80141505-TS-041	PARACETAMOL	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
42	80141505-TS-042	GLUE GUN	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
43	80141505-TS-043	INKJET 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
44	80141505-TS-044	SPEAKERS	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
45	80141505-TS-045	POVIDONE IODINE	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
46	80141505-TS-046	KEYBOARD	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
47	80141505-TS-047	DSLR 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	0.00	0.00
48	80141505-TS-048	STEEL RACK	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	0.00	0.00
49	80141505-TS-049	LAMINATING 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	0.00	0.00
50	80141505-TS-050	FUEL FILTERS	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
51	80141505-TS-051	AIRLINE TICKETS (DOMESTIC)	ticket	1	1	1	3	13,215,150.00	1	1	1	3	13,215,150.00	1	1	1	3	13,215,150.00	1	1	1	3	13,215,150.00	12	4,405,050.00	52,860,600.00
52	80141505-TS-052	AIRLINE TICKETS (INTERNATIONAL)	ticket	1	1	1	3	284,850.00	1	1	1	3	284,850.00	1	1	1	3	284,850.00	1	1	1	3	284,850.00	12	94,950.00	1,139,400.00
53	80141505-TS-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	0.00	0.00
46	80141505-TS-054	MULTI-PURPOSE VEHICLE (MPV)	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
47	80141505-TS-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	0.00	0.00
48	80141505-TS-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	0.00	0.00
49	80141505-TS-057	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	0.00	0.00
50	80141505-TS-058	TRI-WHEEL 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	0.00	0.00
51	80141505-TS-059	PICK-UP 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	0.00	0.00
52	80141505-TS-060	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	0.00	0.00
53	80141505-TS-061	ASSEMBLED OWNER-TYPE JEEP	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
50	80141505-TS-062	ASSEMBLED PASSENGER JEEPNEY-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	0.00	0.00
51	80141505-TS-063	MOTORCYCLE	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
52	80141505-TS-064	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	0.00	0.00
53	80141505-TS-065	MINI 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	0.00	0.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
A. TOTAL																							₱	2,036,007,336.72
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																							₱	203,600,733.67
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																							₱	-
D. GRAND TOTAL (A + B+ C)																							₱	2,239,608,070.39
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:

ALBERT C. ALAMO
Property/Supply Officer

Date Prepared: 7.18.23

Certified Funds Available / Certified Appropriate Funds Available: various PPAs per FY 2024 DEP

CHOLITA F. TIONG
Accountant / Budget Officer

Approved by:

GLORIA JUMAMIL-MERCADO
Head of Office/Agency

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			
A. TOTAL																						₱		2,036,007,336.72
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																						₱		203,600,733.67
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																						₱		-
D. GRAND TOTAL (A + B+ C)																						₱		2,239,608,070.39
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:

ALBERT C. ALANO
Property/Supply Officer

Date Prepared: 7.18.23

Certified Funds Available / Certified Appropriate Funds Available: Pending PPAs per. FY 2024

CHOLITA F. TIONG
Accountant / Budget Officer

Approved by:

GLORIA [illegible]AMIL-MERCADO
Head of Office/Agency