Introduction:

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

This form contains the common-use supplies and equipment (CSE) carried in stock by the Procurement Service – Department of Budget and Management (PS-DBM) that may be purchased by government agencies. Consistent with the DBM Circular No. 2018-10 dated 08 November 2018, the APP-CSE shall serve as the agency's annual procurement request for all its CSE requirements. Only agencies with uploaded APP-CSE in the Virtual Store will be able to purchase CSE from the PS-DBM. Note that the items listed on this form have been arranged in accordance with the United Nations Standard Products and Services Code (UNSPSC) in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

Reminders:

1.0 **The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store.**
2.0 **All information must be provided accurately.**
3.0 **Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.gov.ph) for the detailed technical specifications and sample photo of the items.**
4.0 **Do not delete, add, or revise any items or rows on the PART I of this template otherwise the form will be deemed invalid.**
5.0 **Additional rows for other items may be inserted in PART II, if necessary. Note that this is only applicable in the PART II of the form.**
6.0 **Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's Virtual Store 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 09182054426 or 09278478245, 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: Consistent with the ***Memorandum Circular 2022-1 issued by the AO 25 dated 24 March 2022,*** *the APP-CSE for FY 2023 must be submitted on or before* ***30 September 2022.***

Department/Bureau/Office: DepED Division of Misamis Oriental
Region: X - Northern Mindanao
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	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																											
ALCOHOL OR ACETONE BASED ANTISEPTICS																											
1	12191601-AL-E04	ALCOHOL, Ethyl, 500 mL	bottle	1257	1198	673	3128	149,674.80	1039	1235	621	2895	130,525.75	962	1103	760	2825	135,176.25	904	886	464	2254	107,853.90	11102	47.85	531,230.70
2	12191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	755	893	308	1956	646,555.80	615	578	200	1393	460,456.15	537	759	373	1669	551,607.95	761	552	202	1515	500,783.25	6533	330.55	2,159,483.15
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
3	60121413-CB-P01	CLEARBOOK, 20 transparent pockets, A4	piece	46	30	2	78	2,566.98	105	16	12	133	4,377.03	52	134	21	207	6,812.37	33	6	23	62	2,040.42	480	32.91	15,796.80
4	60121413-CB-P02	CLEARBOOK, 20 transparent pockets, legal	piece	87	228	126	441	16,034.76	206	192	66	464	16,871.04	105	249	78	432	15,707.52	158	108	56	322	11,707.92	1659	36.36	60,321.24
5	60121534-ER-P01	ERASER, plastic/ rubber	piece	36	66	80	182	813.54	126	118	12	256	1,144.32	41	72	132	245	1,095.15	30	28	6	64	286.08	747	4.47	3,339.09
6	60121524-SP-G01	SIGN PEN, Black, liquid or gel	piece	2030	2804	1465	6379	141,613.80	1740	1852	969	4561	101,431.80	2465	2381	1106	5952	132,134.40	1705	1890	1002	4597	102,053.40	21497	22.20	477,233.40
7	60121524-SP-G02	SIGN PEN, Blue, liquid or gel	piece	550	977	402	1929	42,823.80	500	390	577	1467	32,567.40	911	916	426	2253	50,016.60	741	522	265	1528	33,921.60	7177	22.20	159,329.40
8	60121524-SP-G03	SIGN PEN, Red, liquid or gel	piece	1227	1845	1452	4524	100,432.80	886	1218	744	2848	63,225.60	1533	1763	1074	4370	97,014.00	1098	1318	887	3303	73,326.60	15045	22.20	333,999.00
9	60121124-WR-P01	WRAPPING PAPER, kraft, 50 sheets per pack	pack	40	29	52	121	19,505.20	12	28	105	145	23,374.00	46	108	40	194	31,272.80	1	28	40	69	11,122.80	529	161.20	85,274.80
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																											
10	45121517-DO-C02	DOCUMENT CAMERA, 8 MP	unit	0	0	0	0	0.00	0	2	0	2	47,247.20	0	0	0	0	0.00	1	2	0	3	70,870.80	5	23,623.60	118,118.00
11	45111609-MM-P01	MULTIMEDIA PROJECTOR, 4000 ANSI Lumens (min.)	unit	3	0	3	6	99,528.00	2	3	0	5	82,940.00	2	3	0	5	82,940.00	2	8	1	11	182,468.00	27	16,588.00	447,876.00
BATTERIES AND CELLS AND ACCESSORIES																											
12	26111702-BT-A02	BATTERY, dry cell, size AA, Two (2) pieces per blister pack	pack	314	470	241	1025	21,002.25	161	224	169	554	11,351.46	312	233	168	713	14,609.37	260	123	141	524	10,736.76	2816	20.49	57,699.84
13	26111702-BT-A01	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	pack	175	169	131	475	8,711.50	160	134	149	443	8,124.62	162	157	100	419	7,684.46	122	125	200	447	8,197.98	1784	18.34	32,718.58
14	26111702-BT-A03	BATTERY, dry cell, size D, Two (2) pieces per blister pack	pack	25	71	38	134	12,890.80	4	25	24	53	5,098.60	19	58	17	94	9,042.80	30	41	6	77	7,407.40	358	96.20	34,439.60
CLEANING EQUIPMENT AND SUPPLIES																											
15	47131812-AF-A01	AIR FRESHENER, Aerosol type, 150g	can	128	189	170	487	39,758.68	146	156	86	388	31,676.32	256	140	111	507	41,391.48	232	185	88	505	41,228.20	1887	81.64	154,054.68
16	47131604-BR-S01	BROOM, Soft (Walis Tambo)	piece	583	654	390	1627	221,662.48	339	465	240	1044	142,234.56	497	591	425	1513	206,131.12	376	440	179	995	135,558.00	5179	136.24	705,586.96
17	47131604-BR-T01	BROOM, Stick (Walis Ting-ting)	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	22.78	0.00
18	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal, 900mL - 1000mL	bottle	719	698	636	2053	85,404.80	506	687	355	1548	66,060.80	706	746	409	1861	77,417.60	593	549	410	1552	64,563.20	7054	41.60	293,446.40
19	47131805-CL-P01	CLEANSER, Scouring Powder, 350g	can	165	130	167	462	11,051.04	178	75	36	289	6,912.88	168	193	67	428	10,237.76	120	104	28	252	6,027.84	1431	23.92	34,229.52
20	47131811-DE-B02	DETERGENT BAR, 140g as packed	piece	383	520	300	1203	9,904.90	645	531	162	1338	11,105.40	475	420	356	1251	10,383.30	655	274	220	1149	9,536.70	4941	8.30	41,010.30

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21	47131811-DE-P03	DETERGENT POWDER, all purpose, 1kg	pouch	758	1039	760	2557	138,282.56	573	769	436	1778	96,154.28	1003	1186	432	2621	141,741.68	735	880	382	1997	107,997.76	8953	54.00	484,178.28
22	47131803-DS-A01	DISINFECTANT SPRAY, Aerosol type, 400g	can	351	576	247	1174	164,230.86	398	277	144	819	114,569.91	345	603	254	1204	168,427.56	424	364	108	896	125,341.44	4093	139.88	572,568.77
23	47131601-DU-P01	DUST PAN, rigid non-breakable plastic	piece	409	356	230	995	27,501.80	280	355	205	840	23,217.60	486	478	328	1292	35,710.88	331	148	122	601	16,611.64	3728	27.64	103,041.93
24	47131802-FW-P02	FLOOR WAX, paste type, red, 2kg	can	3348	2701	1046	7175	2,222,528.00	1842	2411	459	4712	1,459,509.12	2862	2590	966	6408	1,984,942.08	3267	2362	365	5994	1,853,603.04	24279	309.76	7,520,603.04
25	47131830-FC-A01	FURNITURE CLEANER, Aerosol type, 300mL	can	44	60	25	137	16,456.44	13	45	17	75	9,009.00	35	56	20	111	13,333.32	39	37	7	83	9,969.96	406	120.12	48,768.72
26	73101612-HS-L01	LIQUID HAND SOAP, 500mL	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42.95	0.00
27	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic, 30 liters capacity	unit	5	19	13	37	84,656.00	15	5	20	40	91,520.00	5	13	5	23	52,624.00	28	17	22	68	148,720.00	168	2,288.00	377,520.00
28	47131613-MP-H02	MOPHANDLE, heavy duty	piece	63	157	135	355	44,304.00	71	115	42	228	28,454.40	86	44	41	171	21,340.80	50	49	33	132	16,473.60	886	124.80	110,572.80
29	47131639-MP-R01	MOPHEAD, made of rayon	piece	66	178	149	393	40,146.43	70	111	46	227	27,809.77	96	65	51	212	25,972.12	52	36	37	125	15,313.75	957	122.61	117,242.07
30	47131501-RG-C01	RAGS, all cotton, 1 kilo per bundle	bundle	113	275	172	560	29,758.40	104	176	158	438	23,275.32	234	95	144	473	25,135.22	207	110	79	396	21,043.44	1867	53.14	99,252.38
31	47131602-SC-N01	SCOURING PAD, 5 pieces per pack	pack	43	59	5	113	6,546.09	26	10	6	42	2,433.06	14	27	13	54	3,128.22	16	32	10	58	3,359.94	267	57.93	15,467.31
32	47121701-TB-P04	TRASHBAG, black, 37" x 40", XL, 10 pieces per roll or pack	pack	182	243	113	538	77,493.52	128	118	37	283	40,763.32	85	152	60	297	42,283.72	101	160	81	422	60,784.88	1536	144.04	221,245.44
33	47121702-WB-P01	WASTEBASKET, rigid plastic	piece	320	173	84	577	18,412.07	263	269	94	626	19,975.66	140	164	171	475	15,157.25	96	113	103	312	9,955.92	1990	31.91	63,500.90
COLOR COMPOUNDS AND DISPERSIONS																										
34	12171703-SI-P01	INK, for stamp pad, 50mL	bottle	128	99	35	262	7,574.42	30	49	39	118	3,411.38	101	51	12	164	4,741.24	28	21	11	52	1,503.32	596	28.91	17,230.36
CONSUMER ELECTRONICS																										
35	52161535-DV-R01	DIGITAL VOICE RECORDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	7,339.16	1	7,339.16	7,339.16
FACE MASK																										
36	42131713-SM-M06	FACE MASK, 3 ply, fifty (50) pieces per box	box	163	263	99	525	40,687.50	151	277	69	497	38,517.50	133	233	116	482	37,355.00	111	207	61	379	29,372.50	1883	77.50	146,932.50
FILMS																										
37	13111203-AC-P01	ACETATE, 50 meters	roll	71	109	41	221	214,343.48	106	106	47	259	251,198.92	90	79	27	196	190,096.48	34	56	19	109	105,716.92	785	969.08	761,355.89
38	13111201-CF-P01	CARBON FILM, A4, 100 sheets per box	box	0	2	10	12	2,652.00	10	0	0	10	2,210.00	2	1	0	3	663.00	0	0	0	0	0.00	25	221.00	5,525.00
39	13111201-CF-P02	CARBON FILM, Legal, 100 sheets per box	box	0	1	0	1	238.54	0	0	6	6	1,431.24	1	10	2	13	3,101.02	0	0	0	0	0.00	20	238.54	4,770.80
FIRE FIGHTING EQUIPMENT																										
40	46191601-FE-H01	FIRE EXTINGUISHER, dry chemical	unit	19	22	22	63	72,072.00	26	24	8	58	66,352.00	26	32	16	74	84,656.00	23	12	11	46	52,624.00	241	1,144.00	275,704.00
41	46191601-FE-H01	FIRE EXTINGUISHER, pure HCFC	unit	3	5	7	15	84,198.75	2	3	3	8	44,906.00	1	2	2	5	28,066.25	5	4	3	12	67,359.00	40	5,613.25	224,530.00
FLAG OR ACCESSORIES																										
42	55121905-PH-F01	PHILIPPINE NATIONAL FLAG	piece	190	115	113	418	119,063.12	156	160	57	373	106,245.32	96	118	53	267	76,052.28	81	67	12	160	45,574.40	1218	284.84	346,935.12
FURNITURE AND FURNISHINGS																										
43	56101504-CH-B03	MONOBLOC CHAIR, beige	piece	208	82	177	467	162,240.47	921	220	195	1336	464,139.76	113	127	19	259	89,979.19	145	169	108	422	146,607.92	2484	347.41	862,966.64
44	56101504-CH-W01	MONOBLOC CHAIR, white	piece	171	112	80	363	125,205.96	143	377	213	733	252,826.36	178	93	19	290	100,026.80	153	145	10	308	106,235.36	1694	344.92	584,294.48
45	56101519-TM-S01	MONOBLOC TABLE, white, 4 seater capacity	unit	19	2	6	27	33,696.00	23	10	0	33	41,184.00	7	0	3	10	12,480.00	20	5	1	26	32,448.00	96	1,248.00	119,808.00
46	56101519-TM-S02	MONOBLOC TABLE, beige, 4 seater capacity	unit	0	0	1	1	1,248.00	2	11	3	16	19,968.00	3	2	2	7	8,736.00	6	0	2	8	9,984.00	32	1,248.00	39,936.00
HEATING AND VENTILATION AND AIR CIRCULATION																										
47	40101604-EF-C01	ELECTRIC FAN, ceiling mount, orbit type	unit	9	3	11	23	28,106.00	5	5	0	10	12,220.00	23	2	1	26	31,772.00	6	4	1	11	13,442.00	70	1,222.00	85,540.00
48	40101604-EF-G01	ELECTRIC FAN, industrial, ground type	unit	8	9	11	28	31,071.04	51	20	12	83	92,103.44	2	11	32	45	49,935.60	10	10	0	20	22,193.60	176	1,109.68	195,303.68
49	40101604-EF-S01	ELECTRIC FAN, stand type	unit	41	103	68	212	181,654.32	71	59	34	164	140,525.04	22	62	59	163	139,668.18	33	50	24	107	91,604.02	646	856.86	553,531.56
50	40101604-EF-W01	ELECTRIC FAN, wall mount	unit	18	14	12	64	49,187.84	32	20	12	64	49,187.84	17	52	4	73	56,104.88	15	22	4	41	31,510.96	242	768.56	185,991.52
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																										
51	43211507-DSK001	DESKTOP, for Basic Users	unit	0	0	0	0	0.00	1	1	1	3	74,380.80	0	0	0	0	0.00	0	0	0	0	0.00	3	24,793.60	74,380.80
52	43211507-DSK002	DESKTOP, for Mid-Range Users	unit	0	4	0	4	169,561.60	0	4	0	4	169,561.60	4	0	0	4	169,561.60	4	0	0	4	169,561.60	16	42,390.40	678,246.40
53	43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB	unit	32	30	28	90	251,316.00	18	47	35	100	279,240.00	44	41	13	98	273,655.20	49	49	23	121	337,880.40	409	2,792.40	1,142,091.60
54	43211503-LAP001	LAPTOP, for Mid-range Users	unit	0	8	0	8	339,040.00	0	0	0	0	0.00	0	0	0	0	0.00	5	1	0	6	254,280.00	14	42,380.00	593,320.00
55	43211503-LAP002	LAPTOP, Lightweight	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	46,800.00	0.00
56	43211708-MO-O01	MOUSE, OPTICAL, USB connection type	unit	10	17	13	40	5,990.40	17	14	10	41	6,140.16	1	3	10	14	2,096.64	12	7	0	19	2,845.44	114	149.76	17,072.64

		Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (or of 20 July 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
57	43212102-PR-D02	PRINTER, Impact, Dot Matrix, 24 pins, 136 columns	unit	0	0	0	0	0.00	0	1	0	1	38,100.97	10	0	0	10	381,009.70	0	0	0	0	0.00	11	38,100.97	419,110.67
58	43212102-PR-D01	PRINTER, Impact, Dot Matrix, 9 pins, 80 columns	unit	3	0	0	3	30,569.76	0	0	0	0	0.00	6	0	0	6	61,139.52	0	1	4	5	50,949.60	14	10,189.92	142,658.88
59	43212105-PR-L01	PRINTER, Laser, Monochrome	unit	2	0	24	26	68,559.14	0	0	0	0	0.00	0	0	1	1	2,636.89	10	10	10	30	79,106.70	57	2,636.89	150,302.73
LIGHTING AND FIXTURES AND ACCESSORIES																										
60	39101628-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	75	51	47	173	13,080.53	82	138	48	268	20,263.68	84	84	34	202	15,273.22	76	42	92	210	15,879.10	853	75.61	64,496.53
61	39101628-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	145	186	25	336	69,155.52	135	143	37	315	64,833.30	94	139	21	254	52,278.28	120	131	105	356	73,271.92	1261	205.82	259,539.02
MANUFACTURING COMPONENTS AND SUPPLIES																										
62	31201610-GL-J01	GLUE, all-purpose, 200 grams	jar	1078	1317	904	3299	233,305.28	728	600	389	1917	135,578.24	784	1343	554	2681	189,600.32	615	781	355	1751	123,858.72	9648	70.72	682,306.56
63	31151804-SW-H01	STAPLE WIRE, heavy duty (binder type), 23/13	box	388	492	365	1166	26,293.30	233	364	160	757	17,070.35	364	197	186	747	16,844.88	309	156	153	618	13,935.90	3288	22.55	78,144.40
64	31151804-SW-S01	STAPLE WIRE, standard	box	948	1030	635	2613	62,004.88	504	531	360	1395	33,145.20	757	727	513	1997	47,448.72	543	505	298	1346	31,980.96	7351	23.76	174,659.76
65	31201502-TA-E01	TAPE, electrical	roll	51	132	52	235	5,348.75	44	122	63	229	4,454.05	88	103	20	211	4,103.95	73	57	14	144	2,800.80	819	19.65	16,707.55
66	31201503-TA-M01	TAPE, masking, 24mm	roll	179	455	310	948	38,662.24	194	318	112	624	38,613.12	176	405	136	717	44,367.96	246	174	131	551	34,095.08	2840	61.88	175,739.20
67	31201503-TA-M02	TAPE, masking, 48 mm	roll	376	600	417	1393	168,775.08	341	434	242	1017	123,219.72	326	659	301	1286	155,801.76	330	248	194	772	93,535.52	4468	121.16	541,342.88
68	31201517-TA-P01	TAPE, packaging, 48 mm	roll	231	263	231	725	16,215.00	216	293	144	653	14,601.08	287	322	133	742	16,591.12	427	136	101	664	14,847.04	2784	22.36	62,258.24
69	31201512-TA-T01	TAPE, transparent, 24mm	roll	754	1392	709	2855	31,918.90	894	568	325	1787	19,978.66	742	768	667	2177	24,338.06	716	642	409	1767	19,755.06	8586	11.18	95,991.48
70	31201512-TA-T02	TAPE, transparent, 48 mm	roll	1119	1928	933	3980	69,028.60	1052	1122	891	3066	69,199.62	1121	1403	924	3448	77,821.36	993	1135	601	2729	61,593.53	13223	22.57	298,443.11
71	31151507-TW-P01	TWINE, plastic	roll	34	52	27	113	7,528.06	47	64	29	140	9,336.80	57	33	14	104	8,260.88	38	44	17	99	6,595.38	476	66.62	31,711.12
MEASURING AND OBSERVING AND TESTING EQUIPMENT																										
72	41111604-RU-P02	RULER, plastic, 480 mm	piece	92	80	104	276	4,592.64	59	94	49	202	3,361.28	88	612	15	715	11,897.60	103	47	36	186	3,095.04	1379	16.64	22,946.56
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
73	44121612-BL-H01	BLADE, for general purpose cutter/utility knife, 10 pieces per tube	tube	65	107	103	275	4,075.50	13	30	72	115	1,704.30	24	122	63	209	3,097.38	68	75	17	160	2,371.20	759	14.82	11,248.38
74	44101602-PB-M01	BINDING AND PUNCHING MACHINE, 50mm binding capacity	unit	5	2	2	9	85,812.48	4	0	0	4	38,138.88	3	1	1	5	47,673.60	3	5	4	12	114,416.64	30	9,534.72	286,041.60
75	44101807-CA-C01	CALCULATOR, Compact	unit	39	108	44	191	50,851.04	116	71	34	221	58,839.04	63	63	32	164	43,663.36	90	65	50	205	54,579.20	781	266.24	207,933.44
76	44121710-CH-W01	CHALK, white enamel, 100 pieces per box	box	133	143	93	369	12,165.93	171	80	40	291	9,594.27	95	141	55	291	9,594.27	43	24	31	98	3,231.06	1049	32.97	34,586.53
77	44122105-BF-C01	CLIP, backfold, 19mm	box	51	122	28	201	1,752.72	87	119	29	235	2,049.20	32	51	52	135	1,177.20	66	28	13	107	933.04	678	8.72	5,912.16
78	44122105-BF-C02	CLIP, backfold, 25mm	box	57	96	53	206	3,628.50	71	43	74	188	2,773.00	140	53	36	229	3,377.75	72	26	14	112	1,652.00	775	14.75	11,431.25
79	44122105-BF-C03	CLIP, backfold, 32mm	box	26	214	39	279	7,131.24	58	90	3	151	3,859.56	175	54	54	283	7,233.48	31	74	31	136	3,476.16	849	25.56	21,700.44
80	44122105-BF-C04	CLIP, backfold, 50mm	box	53	96	54	203	11,376.12	100	97	32	229	12,853.16	51	62	64	177	9,915.08	77	124	42	243	13,617.72	852	56.04	47,746.08
81	44121801-CT-R02	CORRECTION TAPE, 8 meters	piece	1154	1572	893	3619	42,188.27	869	1232	324	2425	27,960.25	1310	1173	559	3042	35,074.26	939	887	291	2117	24,409.01	11243	11.53	129,631.79
82	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	65	107	103	275	9,193.25	13	30	72	115	3,844.45	24	122	63	209	6,986.87	68	75	17	160	5,348.80	759	33.43	25,373.37
83	44111515-DF-B01	DATA FILE BOX	piece	155	350	165	670	51,724.00	173	376	79	628	48,481.60	273	209	97	679	52,415.80	286	151	120	557	43,000.40	2534	77.20	195,624.80
84	44122011-DF-F01	DATA FOLDER	piece	26	95	1	122	8,374.08	36	19	25	80	5,491.20	23	14	3	40	2,745.60	84	38	15	137	9,403.60	379	68.64	26,014.56
85	44103202-DS-H01	DATING AND STAMPING MACHINE	piece	10	9	4	23	10,441.08	3	1	2	6	2,723.76	2	15	0	17	7,717.32	2	1	1	4	1,815.84	50	453.96	22,698.00
86	44121506-EN-D01	ENVELOPE, Documentary, A4, 500 pieces per box	box	11	19	9	39	29,811.60	10	16	5	31	23,696.40	14	13	5	32	24,460.80	25	13	33	71	54,272.40	173	764.40	132,241.20
87	44121506-EN-D02	ENVELOPE, Documentary, legal, 500 pieces per box	box	17	39	19	95	93,168.40	41	19	27	87	85,322.64	21	49	25	95	93,168.40	2218	13	5	2236	2,192,888.92	2513	980.72	2,464,549.36
88	44121506-EN-X01	ENVELOPE, Expanding, Kraft, 100 pieces per box	box	37	44	47	128	94,515.20	41	42	23	106	78,270.40	28	42	32	102	75,316.80	34	21	19	74	54,661.60	410	738.40	302,744.00
89	44121506-EN-X02	ENVELOPE, Expanding, Plastic	piece	65	135	124	324	8,878.76	129	258	178	565	17,226.85	102	403	253	758	23,111.42	175	233	24	432	13,171.68	2079	30.49	63,388.71
90	44121506-EN-M02	ENVELOPE, Mailing, 500 pieces per box	box	13	18	12	43	18,598.36	22	64	10	96	41,521.92	18	12	22	52	22,491.04	11	12	6	29	12,543.08	220	432.52	95,154.40
91	44121504-EN-W02	ENVELOPE, Mailing, with window, 500 pieces per box	box	16	6	16	38	18,574.40	3	3	0	6	2,932.80	0	14	0	22	10,753.60	6	1	0	7	3,421.60	73	488.80	35,682.40
92	44111912-ER-B01	ERASER, felt, for blackboard/whiteboard	piece	163	78	96	337	3,845.17	92	76	70	238	2,715.58	138	234	98	470	5,268.60	149	55	66	270	3,080.70	1305	11.41	14,890.05
93	44101714-FX-M01	FACSIMILE MACHINE	unit	0	0	0	0	0.00	0	0	9	9	50,778.00	0	0	0	0	0.00	0	0	0	0	0.00	9	5,642.00	50,778.00
94	44122110-FA-P01	FASTENER, metal, non-sharp edges, 50 sets per box	box	688	806	538	2032	192,308.48	340	738	343	1421	134,483.44	538	757	367	1654	156,534.56	472	327	220	1019	96,438.16	6126	94.64	579,764.64
95	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	103	45	25	173	14,739.60	79	78	54	211	17,977.20	36	35	52	123	10,479.60	94	115	43	252	21,470.40	759	85.20	64,666.80
96	44122010-FT-C01	FILE TAB/INDEX DIVIDER, bristol board, A4	set	23	5	8	36	400.68	2	0	41	43	478.59	7	5	0	12	133.56	6	2	5	13	144.69	104	11.13	1,157.52
97	44122010-FT-C02	FILE TAB/INDEX DIVIDER, bristol board, legal	set	11	6	8	25	355.75	2	0	47	49	697.27	16	10	2	36	512.28	14	9	3	26	369.98	136	14.23	1,935.28

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
98	44122011-FO-F01	FOLDER, Fancy with slide, A4, 50 pieces per bundle	bundle	22	52	24	98	26,499.20	46	43	24	113	30,555.20	17	69	21	107	28,932.80	52	37	12	101	27,316.40	419	270.40	113,297.60
99	44122011-FO-F02	FOLDER, Fancy with slide, legal, 50 pieces per bundle	bundle	97	141	68	306	87,531.06	107	121	39	267	76,357.58	65	123	68	256	73,249.12	97	53	47	197	57,017.48	1027	286.52	294,256.04
100	44122011-FO-L01	FOLDER, L-type, A4, 50 pieces per pack	pack	5	5	25	35	8,563.90	5	13	8	26	4,876.04	2	15	3	20	3,750.80	21	12	15	48	9,001.92	129	187.54	24,192.66
101	44122011-FO-L02	FOLDER, L-type, legal, 50 pieces per pack	pack	15	195	15	225	53,678.25	17	15	4	36	8,588.52	9	2	0	11	2,624.27	10	6	2	18	4,294.26	290	238.57	69,185.30
102	44122027-FO-F01	FOLDER, pressboard, 100 pieces per box	box	10	9	13	32	30,404.48	2	10	3	15	14,289.60	2	17	3	22	20,958.08	3	9	1	13	12,384.32	82	952.64	78,116.48
103	44122011-FO-F03	FOLDER with tab, A4, 100 pieces per pack	pack	60	97	48	205	59,269.60	95	74	37	206	59,558.72	33	92	40	165	47,796.80	60	27	59	146	42,211.52	722	289.12	208,744.64
104	44122011-FO-T04	FOLDER with tab, legal, 100 pieces per pack	pack	228	242	203	673	224,283.90	173	200	83	456	151,966.56	189	197	175	561	186,958.86	184	110	100	394	131,304.44	2084	333.26	694,513.84
105	44122008-IT-T01	INDEX TAB, self-adhesive, transparent, 5 sets per box	box	10	34	47	91	5,743.01	8	30	15	53	3,344.83	73	28	27	128	8,078.08	0	19	10	29	1,830.19	301	63.11	18,996.11
106	44111515-MF-B02	MAGAZINE FILE BOX, Large	piece	73	36	4	113	4,700.80	104	18	0	122	5,075.20	25	68	0	93	3,868.80	46	10	0	56	2,329.60	384	41.60	15,974.40
107	44121715-MA-F01	MARKER, Flourescent, 3 colors per set	set	126	155	118	399	14,627.34	266	168	39	473	17,348.18	157	237	80	474	17,376.84	101	87	86	268	9,824.88	1614	36.66	59,169.24
108	44121708-MP-B01	MARKER, Permanent, Black	piece	298	795	418	1511	11,287.17	510	496	219	1225	9,150.75	344	492	333	1169	8,732.43	178	243	273	694	5,184.18	4599	7.47	34,354.23
109	44121708-MP-B02	MARKER, Permanent, Blue	piece	132	240	246	618	4,616.46	236	202	196	634	4,735.98	181	166	113	460	3,436.20	110	157	33	320	2,390.40	2032	7.47	15,179.04
110	44121708-MP-B03	MARKER, Permanent, Red	piece	65	148	135	348	2,599.56	94	143	51	288	2,151.36	182	96	53	331	2,472.57	65	79	139	283	2,114.01	1256	7.47	9,337.50
111	44121708-MW-B01	MARKER, Whiteboard, Black	piece	262	203	211	676	6,523.40	93	144	16	253	2,441.45	219	104	113	507	4,892.55	173	94	39	306	2,952.90	1742	9.65	16,810.30
112	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	80	83	88	251	2,422.15	23	99	15	137	1,322.05	85	40	33	158	1,524.70	16	60	11	87	839.55	633	9.65	6,108.45
113	44121708-MW-B03	MARKER, Whiteboard, Red	piece	67	45	108	220	2,123.00	5	33	7	45	434.25	96	24	26	146	1,408.90	25	20	16	61	588.65	472	9.65	4,554.80
114	44122104-PC-G01	PAPER CLIP, vinyl/plastic coated, 33mm	box	175	258	111	544	4,798.08	105	277	129	511	4,507.02	140	234	66	440	3,880.80	98	224	52	374	3,298.68	1869	8.82	16,484.58
115	44122104-PC-J02	PAPER CLIP, vinyl/plastic coated, jumbo, 50mm	box	255	648	283	1146	15,791.88	232	508	96	836	11,520.08	321	335	175	831	11,451.18	215	336	102	653	8,998.34	3466	13.78	47,761.48
116	44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, table top	unit	0	0	0	0	0.00	1	2	1	4	37,190.40	0	0	0	0	0.00	2	0	0	2	18,595.20	6	9,297.60	55,785.60
117	44121706-PE-L01	PENCIL, lead/graphite, with eraser, one (1) dozen per box	box	108	119	234	461	9,584.19	91	150	63	324	6,735.96	98	447	60	605	12,577.95	75	124	138	337	7,006.23	1727	20.79	35,904.33
118	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	28	10	3	41	8,727.67	6	24	7	37	7,876.19	21	38	6	65	13,836.55	20	16	5	41	8,727.67	184	212.07	39,168.06
119	44101602-PU-P01	PUNCHER, paper, heavy duty	piece	179	156	208	543	81,804.40	101	258	115	474	71,479.20	129	169	109	407	61,375.60	122	99	129	350	52,780.00	1774	150.80	267,519.20
120	44122037-RB-P10	RING BINDER, plastic, 32 mm, 10 pieces per bundle	bundle	117	131	119	367	100,642.41	124	142	158	424	116,273.52	121	147	104	372	102,013.56	188	134	116	438	120,112.74	1601	274.23	439,042.23
121	44122101-RU-B01	RUBBER BAND No. 18, 350g	box	11	11	12	34	4,596.80	3	32	18	53	7,165.60	18	7	2	27	3,650.40	15	11	2	28	3,785.60	142	135.20	19,198.40
122	44121905-SP-P01	STAMP PAD, felt	piece	32	44	123	199	7,944.08	17	49	1	67	2,674.64	7	61	3	71	2,834.32	9	8	3	20	798.40	357	39.92	14,251.44
123	44121618-SS-S01	SCISSORS, symmetrical or asymmetrical	pair	274	294	254	822	27,430.14	279	474	145	898	29,866.26	195	326	181	702	23,425.74	140	121	153	414	13,815.18	2836	33.27	94,637.32
124	44121615-ST-S01	STAPLER, standard type	piece	228	378	166	772	112,403.20	156	281	116	553	80,516.80	257	270	83	610	88,816.00	142	112	89	343	49,940.80	2278	145.60	331,676.80
125	44121615-ST-B01	STAPLER, heavy duty (binder type), desktop	unit	5	10	14	29	25,756.64	1	9	0	10	8,881.60	56	8	16	80	71,052.80	13	35	24	72	63,947.52	191	888.16	169,638.56
126	44121613-SR-P01	STAPLE REMOVER, plier type	piece	28	34	51	110	3,065.70	53	17	24	94	2,619.78	37	68	74	179	4,988.73	64	45	10	119	3,316.53	502	27.87	13,990.74
127	44121605-TD-T01	TAPE DISPENSER, table top	piece	79	89	61	229	16,671.20	95	135	28	258	18,762.40	123	97	62	242	17,617.60	123	41	125	289	21,039.20	1018	72.80	74,110.40
PAPER MATERIALS AND PRODUCTS																											
128	14111525-CA-A01	CARTOLINA, assorted colors, 20 pieces of assorted colors per pack	pack	793	826	411	2030	169,951.60	428	793	446	1667	139,561.24	608	748	421	1777	148,770.44	699	484	226	1409	117,961.48	6883	82.72	576,244.76
129	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm, 2,000 sheets per box	box	5	4	2	11	9,708.05	16	19	15	50	44,127.50	8	0	0	8	7,060.40	26	2	0	28	24,711.40	97	882.55	85,607.35
130	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm, 2,000 sheets per box	box	1	0	0	1	1,166.88	2	1	2	5	5,834.40	3	0	3	6	7,001.28	1	0	0	1	1,166.88	13	1,166.88	15,169.44
131	14111506-CF-L22	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm, 1,000 sets per box	box	5	0	5	10	15,288.00	9	1	0	10	15,288.00	0	5	5	10	15,288.00	0	0	0	0	0.00	30	1,528.80	45,864.00
132	14111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm, 1,000 sets per box	box	1	0	0	1	1,026.48	1	0	0	1	1,026.48	0	0	0	0	0.00	15	1	0	16	16,423.68	18	1,026.48	18,476.64
133	14111506-CF-L31	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm, 500 sets per box	box	4	0	1	5	3,952.00	2	0	0	2	1,580.80	2	1	0	3	2,371.20	2	0	0	2	1,580.80	12	790.40	9,484.80
134	14111506-CF-L32	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm, 500 sets per box	box	0	33	0	33	49,764.00	0	30	0	30	45,240.00	0	32	0	32	48,256.00	1	60	0	61	91,988.00	156	1,508.00	235,248.00
135	14111609-LL-C01	LOOSELEAF COVER, 50 sets per bundle	bundle	3	25	0	28	22,258.88	0	65	3	68	54,057.28	0	23	7	30	23,848.80	1	40	0	41	32,593.36	167	794.96	132,758.32
136	14111514-NP-S02	NOTE PAD, stick on, 2" x 3", 100 sheets per pad	pad	38	159	46	243	9,005.58	123	63	19	205	7,597.30	32	76	69	177	6,559.62	130	43	2	175	6,485.50	800	37.06	29,648.00
137	14111514-NP-S04	NOTE PAD, stick on, 3" x 4", 100 sheets per pad	pad	32	79	23	134	7,943.52	65	52	7	124	7,350.72	17	81	14	112	6,639.36	132	30	11	173	10,255.44	543	59.28	32,189.04
138	14111514-NP-S03	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	pad	48	13	21	82	4,264.00	19	35	10	64	3,328.00	40	46	31	117	6,084.00	70	23	3	96	4,992.00	359	52.00	18,668.00
139	14111514-NB-S01	NOTEBOOK, stenographer	piece	69	19	5	93	1,119.72	258	29	14	301	3,624.04	44	253	25	322	3,876.88	6	32	21	59	710.36	775	12.04	9,331.00
140	14111507-PP-M01	PAPER, MULTICOPY A4, 500 sheets per ream	ream	1459	1508	611	3578	592,695.70	2092	805	700	3577	609,095.05	1115	1597	700	3412	565,157.80	1142	1267	689	3098	513,183.70	13765	165.65	2,280,172.25
141	14111507-PP-M02	PAPER, MULTICOPY LEGAL, 500 sheets per ream	ream	671	750	426	2047	387,251.46	798	360	406	1564	299,661.12	467	1193	363	2023	382,711.14	628	999	327	1946	368,344.28	7600	189.18	1,437,968.00

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 July 2025)	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			
142	14111507-PP-C01	PAPER, MULTIPURPOSE A4, 500 sheets per ream	ream	8537	8953	6463	21953	3,033,806.22	5551	6873	5106	17610	2,425,601.40	6624	7101	5535	19260	2,652,872.40	7140	7060	4305	18515	2,549,980.63	77336	137.74	10,652,260.65
143	14111507-PP-C02	PAPER, MULTIPURPOSE LEGAL, 500 sheets per ream	ream	3693	5185	3042	11920	1,894,287.20	3542	4136	2293	9971	1,584,491.61	3806	4346	2982	11134	1,769,303.94	3524	4117	2179	9820	1,560,496.20	42845	158.93	6,808,498.93
144	14111530-PP-R01	PAD PAPER, ruled	pad	10	8	4	20	430.60	0	19	0	19	409.07	1	8	390	409	8,805.77	10	19	20	49	1,054.97	497	21.53	10,758.41
145	14111503-PA-P01	PAPER, parchment, 100 sheets per box	box	50	128	70	248	26,316.40	228	365	558	1151	122,055.55	111	83	11	205	20,100.25	39	76	32	147	14,413.35	1751	98.05	171,685.55
146	14111531-RE-B01	RECORD BOOK, 300 PAGES	book	281	128	88	497	31,012.80	107	102	90	299	18,657.60	186	160	89	435	27,144.00	70	66	25	161	10,046.40	1392	62.40	86,860.80
147	14111531-RE-B02	RECORD BOOK, 300 PAGES	book	137	127	40	304	31,616.00	68	73	37	178	18,512.00	86	241	28	356	37,024.00	126	122	34	282	29,328.00	1120	104.00	116,480.00
148	14111828-TH-P02	THERMAL PAPER, 216mm	roll	0	0	0	0	0.00	0	1	3	4	222.56	5	1	0	6	333.84	0	0	0	0	0.00	10	55.64	556.40
149	14111704-TT-P04	TISSUE, INTERFOLDED PAPER TOWEL, 150 pulls per pack	pack	1022	1100	513	2635	89,063.00	732	736	378	1846	62,394.00	929	1175	488	2592	87,609.60	940	645	400	1985	67,093.00	9058	33.80	306,180.40
150	14111704-TT-P02	TOILET TISSUE PAPER, 2 ply, 12 rolls in a pack	pack	106	286	228	620	53,518.40	54	216	34	304	26,241.28	78	300	47	425	36,686.00	131	168	84	383	33,060.56	1732	86.32	149,516.24
PERFUMES OR COLOGNES OR FRAGRANCES																										
151	53131626-HS-S01	LIQUID HAND SANITIZER, 500ml	bottle	598	500	207	1305	105,509.25	349	372	193	914	73,896.90	475	443	217	1135	91,764.75	469	394	151	983	79,475.55	4337	80.85	350,646.45
PESTICIDES OR PEST REPELLENTS																										
152	10191509-IN-A01	INSECTICIDE, 600mL	can	503	407	174	1084	151,066.24	319	248	159	726	101,175.36	335	491	146	972	135,457.92	292	222	132	646	90,026.56	3428	139.36	477,726.08
PRINTED PUBLICATIONS																										
153	55101524-RA-H01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	4	0	1	5	186.05	15	0	0	15	558.15	2	33	0	35	1,302.35	3	0	3	6	223.26	61	37.21	2,269.81
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																										
1	44103103-BR-D05	DRUM CARTRIDGE, BROTHER DR-3455, Black	cart	21	14	48	83	590,512.00	28	3	3	34	236,204.80	37	11	2	50	347,360.00	49	2	11	62	430,726.40	231	6,947.20	1,604,803.20
2	44103103-BR-B04	INK CARTRIDGE, BROTHER LC67B, Black	cart	28	30	11	69	62,790.00	28	12	1	41	37,310.00	30	29	2	61	55,510.00	10	24	2	36	32,760.00	207	910.00	188,370.00
3	44103103-BR-B05	INK CARTRIDGE, BROTHER LC67HYBK, Black	cart	27	7	22	56	69,609.60	29	1	1	31	49,849.60	17	16	22	55	88,088.00	10	24	2	36	57,657.60	178	1,601.60	285,004.80
4	44103103-CA-C04	INK CARTRIDGE, CANON CL-741, Colored	cart	1	9	1	11	12,389.52	4	10	0	14	15,768.48	1	9	1	11	12,389.52	0	6	0	6	6,757.92	42	1,126.32	47,305.44
5	44103103-CA-C02	INK CARTRIDGE, CANON CL-811, Colored	cart	2	2	1	5	5,891.60	6	2	1	9	10,604.88	1	1	0	2	2,356.64	1	0	0	1	1,178.32	17	1,178.32	20,032.44
6	44103103-CA-B04	INK CARTRIDGE, CANON PG-740, Black	cart	1	1	1	3	2,583.36	5	2	1	8	6,888.96	1	4	0	5	4,305.60	2	4	0	6	5,166.72	22	861.12	18,946.64
7	44103103-CA-B02	INK CARTRIDGE, CANON PG-810, Black	cart	0	2	0	2	1,784.64	4	1	0	5	4,461.60	0	1	0	1	892.32	1	1	0	2	1,784.64	10	892.32	8,923.20
8	44103103-EP-B17	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	238	403	325	966	241,113.60	304	310	228	842	210,163.20	249	428	190	867	216,403.20	296	283	129	708	176,716.80	3383	249.60	844,396.80
9	44103103-EP-C17	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	191	348	241	780	194,688.00	269	260	222	751	187,449.60	203	360	163	734	183,206.40	239	238	107	584	145,766.40	2849	249.60	711,110.40
10	44103103-EP-M17	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	199	317	239	755	188,448.00	288	214	200	672	167,731.20	206	361	199	766	191,193.60	223	220	112	555	138,528.00	2748	249.60	685,900.80
11	44103103-EP-Y17	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	203	326	235	764	190,694.40	259	256	188	703	175,468.80	210	356	162	728	181,708.80	220	333	136	589	147,014.40	2784	249.60	694,886.40
12	44103103-HP-B40	INK CARTRIDGE, HP C2P04AA (HP62), Black	cart	0	7	0	7	5,969.60	3	0	0	3	2,558.40	3	5	0	8	6,822.40	0	5	0	5	4,264.00	23	852.80	19,616.40
13	44103103-HP-T40	INK CARTRIDGE, HP C2P06AA (HP62), Tri-color	cart	0	7	0	7	7,338.24	3	0	0	3	3,144.96	3	5	0	8	8,386.56	0	3	0	3	3,144.96	21	1,048.32	22,014.72
14	44103103-HP-B09	INK CARTRIDGE, HP C9351AA (HP22), Black	cart	0	5	0	5	4,550.00	0	0	0	0	0.00	3	0	0	3	2,730.00	0	0	0	0	0.00	8	910.00	7,280.00
15	44103103-HP-T10	INK CARTRIDGE, HP C9352AA (HP22), Tri-color	cart	0	5	0	5	5,267.60	0	0	0	0	0.00	3	0	0	3	3,160.56	0	0	0	0	0.00	8	1,053.52	8,428.16
16	44103103-HP-P48	INK CARTRIDGE, HP C9397A (HP72), 69ml, Photo Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00
17	44103103-HP-C48	INK CARTRIDGE, HP C9398A (HP72), 69ml, 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	1,996.80	0.00
18	44103103-HP-M48	INK CARTRIDGE, HP C9399A (HP72), 69ml, 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	1,996.80	0.00
19	44103103-HP-Y48	INK CARTRIDGE, HP C9400A (HP72), 69ml, 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	1,996.80	0.00
20	44103103-HP-G48	INK CARTRIDGE, HP C9401A (HP72), 69ml, Gray	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,996.80	0.00
21	44103103-HP-B48	INK CARTRIDGE, HP C9403A (HP72), 130ml, Matte Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,016.00	0.00
22	44103103-HP-B17	INK CARTRIDGE, HP CC640WA (HP60), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	880.80	0.00
23	44103103-HP-T17	INK CARTRIDGE, HP CC643WA (HP60), 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
24	44103103-HP-B35	INK CARTRIDGE, HP CD887AA (HP703), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00
25	44103103-HP-T35	INK CARTRIDGE, HP CD888AA (HP703), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00
26	44103103-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
27	44103103-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
28	44103103-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
29	44103103-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

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
30	44102105-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
31	44102105-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	1,064.00	0.00
32	44102105-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	4	0	0	4	3,340.00	4	935.00	3,740.00
33	44102105-HP-C49	INK CARTRIDGE, HP CH568A (HP82), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	0	0	4	2,960.00	4	740.00	2,960.00
34	44102105-HP-M49	INK CARTRIDGE, HP CH567A (HP82), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	0	0	4	2,960.00	4	740.00	2,960.00
35	44102105-HP-Y49	INK CARTRIDGE, HP CH569A (HP82), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	0	0	4	2,960.00	4	740.00	2,960.00
36	44102105-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	1,970.60	0.00
37	44102105-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
38	44102105-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
39	44102105-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
40	44102105-HP-B36	INK CARTRIDGE, HP CN692AA (HP704), Black	cart	5	0	0	5	2,095.60	10	0	0	10	4,191.20	10	0	0	10	4,191.20	10	0	0	10	4,191.20	35	419.12	14,669.20
41	44102105-HP-T36	INK CARTRIDGE, HP CN693AA (HP704), Tri-color	cart	2	0	0	2	838.24	6	0	0	6	2,514.72	6	0	0	6	2,514.72	6	0	0	6	2,514.72	20	419.12	8,382.40
42	44102105-HP-B33	INK CARTRIDGE, HP CZ107AA (HP678), Black	cart	16	1	1	18	7,282.08	1	1	1	3	1,213.68	12	0	0	12	4,854.72	0	0	0	0	0.00	33	404.56	13,350.48
43	44102105-HP-T33	INK CARTRIDGE, HP CZ108AA (HP678), Tri-color	cart	16	1	1	18	7,282.08	1	1	1	3	1,213.68	12	0	0	12	4,854.72	0	0	0	0	0.00	33	404.56	13,350.48
44	44102105-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
45	44102105-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	1	0	0	1	256.88	1	256.88	256.88
46	44102105-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
47	44102105-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
48	44102105-HP-T43	INK CARTRIDGE, HP F6V26AA (HP680), 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	424.32	0.00
49	44102105-HP-B43	INK CARTRIDGE, HP F6V27AA (HP680), 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	424.32	0.00
50	44102105-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
51	44102105-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
52	44102105-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
53	44102105-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
54	44102105-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
55	44102105-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
56	44102105-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
57	44102105-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
58	44102105-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
59	44102105-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
60	44102105-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
61	44102105-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	19	0	0	19	14,721.20	19	774.80	14,721.20
62	44102112-EP-B05	RIBBON CARTRIDGE, EPSON C13S015336 (#8750), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	19	0	0	19	1,471.17	19	77.43	1,471.17
63	44102112-EP-B13	RIBBON CARTRIDGE, EPSON C13S015632, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	19	0	0	19	1,480.86	19	77.94	1,480.86
64	44102112-EP-B07	RIBBON CARTRIDGE, EPSON C13S015531 (S015086)	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	19	0	0	19	15,551.12	19	818.48	15,551.12
65	44102109-BR-D06	TONER CARTRIDGE, BROTHER DR-451CL, High Yield 3000	cart	27	24	11	62	419,120.00	12	23	1	36	243,360.00	36	20	1	57	385,320.00	11	31	4	46	310,960.00	201	6,760.00	1,358,760.00
66	44102103-BR-B03	TONER CARTRIDGE, BROTHER TN-2025, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,685.28	0.00
67	44102103-BR-B04	TONER CARTRIDGE, BROTHER TN-2130, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,892.80	0.00
68	44102103-BR-B05	TONER CARTRIDGE, BROTHER TN-2150, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,685.28	0.00
69	44102103-BR-B09	TONER CARTRIDGE, BROTHER TN-3320, Black	cart	0	1	0	1	3,567.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	3,567.20	3,567.20
70	44102103-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
71	44102103-BR-B15	TONER CARTRIDGE, BROTHER TN-3478, Black	cart	0	3	0	3	16,726.32	5	0	3	8	44,603.52	5	0	0	5	27,877.20	3	0	0	3	16,726.32	19	5,575.44	105,933.36
72	44102103-BR-B16	TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	cart	7	21	22	50	228,238.00	16	22	0	38	173,453.28	29	17	5	51	232,792.56	18	23	1	42	191,711.52	181	4,564.56	826,185.36
73	44102103-BR-C03	TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield	cart	1	6	7	14	108,035.20	6	1	1	8	61,734.40	14	0	0	14	108,035.20	5	0	0	5	38,584.00	41	7,716.80	316,388.80
74	44102103-BR-M03	TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	cart	1	10	0	11	84,884.80	5	0	0	5	38,584.00	9	0	5	14	108,035.20	5	0	0	5	38,584.00	35	7,716.80	270,088.00

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
75	44103103-BR-Y03	TONER CARTRIDGE, BROTHER TN-436 Yellow, High Yield	cart	5	6	0	11	84,884.00	5	0	0	5	78,584.00	14	0	0	14	188,035.28	5	0	0	5	38,584.00	35	7,716.80	270,088.00
76	44103103-CA-B00	TONER CARTRIDGE, CANON CRG-324 II	cart	2	7	25	34	455,578.24	12	4	7	23	308,165.28	12	16	4	32	428,779.52	5	16	4	25	334,984.00	114	13,399.36	1,527,527.04
77	44103103-HP-B12	TONER CARTRIDGE, HP CB435A, Black	cart	1	0	0	1	3,099.20	1	0	0	1	3,099.20	1	0	0	1	3,099.20	1	0	0	1	3,099.20	4	3,099.20	12,396.80
78	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
79	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
80	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
81	44103103-HP-B22	TONER CARTRIDGE, HP CE285A (HP85A), Black	cart	3	0	0	3	9,728.16	1	0	0	1	3,242.72	1	0	0	1	3,242.72	3	0	0	3	9,728.16	8	3,242.72	25,941.76
82	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
83	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
84	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
85	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
86	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	3,192.00	0.00
87	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
88	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
89	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
90	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
91	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	6,706.00	0.00
92	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
93	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
94	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
95	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
96	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	6,011.20	0.00
97	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
98	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
99	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
100	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	7,232.00	0.00
101	44103103-HP-B32	TONER CARTRIDGE, HP CF217A (HP17A), Black LaserJet	cart	1	0	0	1	2,878.72	0	0	0	0	0.00	0	0	0	0	0.00	2	0	0	2	5,757.44	3	2,878.72	8,636.16
102	44103103-HP-B33	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
103	44103103-HP-B35	TONER CARTRIDGE, HP CF280A, LaserJet Pro M401/M425	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,690.40	0.00
104	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
105	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
106	44103103-HP-B57	TONER CARTRIDGE, HP CF283A (HP83A), LaserJet Black	cart	3	0	0	3	9,104.16	1	0	0	1	3,034.72	1	0	0	1	3,034.72	3	0	0	3	9,104.16	8	3,034.72	24,277.76
107	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
108	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
109	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
110	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
111	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
112	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
113	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
114	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
115	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
116	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
117	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
118	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
119	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

		Item & Specifications	Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price Catalogue as of 18 July 2022	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
120	44103103-HP-Y02	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	3,605.00	0.00
121	44103103-HP-M02	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	3,605.00	0.00
122	44103103-HP-B03	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	3,005.00	0.00
123	44103103-HX-B04	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	6,896.60	0.00
124	44103103-HP-C03	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	5,038.00	0.00
125	44103103-HX-C04	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	8,622.00	0.00
126	44103103-HP-Y03	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
127	44103103-HX-Y04	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	8,622.00	0.00
128	44103103-HP-M03	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	5,038.00	0.00
129	44103103-HX-M04	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	8,622.00	0.00
130	44103103-HP-B04	TONER CARTRIDGE, HP Q2612A, Black	cart	0	0	0	0	0.00	1	0	0	1	3,744.00	1	0	0	1	3,744.00	3	0	0	3	11,232.00	5	3,744.00	18,720.00
131	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
132	44103103-SA-B03	TONER CARTRIDGE, SAMSUNG ML-D2850B, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,116.80	0.00
133	44103103-SA-B06	TONER CARTRIDGE, SAMSUNG MLT-D102S, 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	3,484.00	0.00
134	44103103-SA-B07	TONER CARTRIDGE, SAMSUNG MLT-D103S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,688.44	0.00
135	44103103-SA-B08	TONER CARTRIDGE, SAMSUNG MLT-D104S, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,454.40	0.00
136	44103103-SA-B09	TONER CARTRIDGE, SAMSUNG MLT-D109L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,280.00	0.00
137	44103103-SA-B14	TONER CARTRIDGE, SAMSUNG MLT-D108S, 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	3,289.52	0.00
138	44103103-SA-B21	TONER CARTRIDGE, SAMSUNG MLT-D203E, 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	8,204.40	0.00
139	44103103-SA-B18	TONER CARTRIDGE, SAMSUNG MLT-D203L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,956.16	0.00
140	44103103-SA-B20	TONER CARTRIDGE, SAMSUNG MLT-D203U, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	1	0	0	1	6,442.00	0	0	0	0	0.00	1	6,442.00	6,442.00
141	44103103-SA-B12	TONER CARTRIDGE, SAMSUNG MLT-D205E, Black	cart	0	12	0	12	87,853.68	5	12	0	17	124,459.38	0	12	0	12	87,853.68	0	12	0	12	87,853.68	53	7,321.14	388,020.42
142	44103103-SA-B05	TONER CARTRIDGE, SAMSUNG MLT-D205L, Black	cart	0	3	0	3	15,600.00	15	0	3	18	81,600.48	15	0	0	15	68,000.40	3	0	0	3	13,600.00	39	4,533.36	176,801.04
143	44103103-SA-B10	TONER CARTRIDGE, SAMSUNG SCY-D6555A, Black	cart	0	3	0	3	12,199.20	30	0	3	33	134,191.20	30	0	0	30	121,992.00	3	0	0	3	12,199.20	69	4,066.40	280,581.60
SOFTWARE																											
1	43231513-SPT-001	Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
2	43231602-SPT-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-SPT-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-SPT-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-SPT-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-SPT-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-SPT-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-SPT-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-SPT-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-SPT-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-SPT-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-SPT-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-SPT-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-SPT-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-SPT-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-SPT-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	51471501-AL-I01	ALCOHOL, isopropyl, 68%- 72%, 500ml (-5ml)	bottle	273	355	103	811	35,343.30	259	202	135	596	25,973.68	302	249	219	770	33,556.60	213	212	118	543	23,663.94	2720	43.58	118,537.60
2	51471501-AL-I02	ALCOHOL, isopropyl, 68%- 72%, scented, 3.785 liters	gallon	180	120	56	356	161,900.00	148	121	61	330	150,150.00	126	98	99	323	146,965.00	111	159	55	325	147,875.00	1334	455.00	606,970.00
3	51471505-PO-P01	POVIDONE IODINE, 10 % solution, 120 ml	gallon	46	47	17	110	22,852.50	31	46	11	88	18,282.00	42	65	11	118	24,514.50	41	15	11	67	13,919.25	383	207.75	79,568.25

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	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			
4	41112224-TG-T01	THERMOGUN	piece	6	29	9	44	134,992.00	13	8	1	22	67,496.00	8	11	4	23	70,564.00	3	7	1	11	33,748.00	100	3,068.00	306,800.00
5	46181503-CA-C01	COVERALL, non-sterile, protective, medical grade	piece	2	40	0	42	48,048.00	1	0	0	1	1,144.00	0	0	1	1	1,144.00	14	0	0	14	16,016.00	58	1,144.00	66,352.00
6	46181702-FSH01	FACE SHIELD, direct splash protection	piece	162	19	27	108	23,462.40	9	16	0	25	3,120.00	16	43	10	109	13,603.20	68	9	0	77	9,609.60	299	124.80	49,795.20
7	46181804-GG-G01	PROTECTIVE SAFETY GOGGLES	piece	8	3	3	14	2,184.00	15	4	0	19	2,964.00	3	0	0	3	468.00	0	0	0	0	0.00	36	156.00	5,616.00
8	42131601-PA-A01	Polyethylene Apron (50g)	piece	4	11	3	18	271.44	42	4	0	46	693.68	0	8	0	8	120.64	0	0	9	9	135.72	81	15.08	1,221.48
9	42131702-SG-01	SURGICAL GOWN	piece	11	0	0	11	3,294.72	10	4	2	16	4,792.32	2	2	0	4	1,198.08	2	0	0	2	599.04	33	299.52	9,884.16
10	42131711-HC-H01	HEAD COVER, disposable	piece	3	0	0	3	7.80	501	5	0	506	1,315.60	1	0	1	2	5.20	0	0	0	0	0.00	511	2.60	1,328.60
11	42131609-SC-S01	SHOE COVER, disposable	pair	2	0	0	2	16.64	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	8.32	16.64
12	42132203-NG-G01	NITRILE GLOVES	piece	8	2	0	10	30.70	500	0	0	500	1,535.00	10	1	0	11	33.77	0	0	0	0	0.00	521	3.07	1,599.47
13	42132203-HG-G02	PREMIUM LATEX GLOVES	piece	74	162	50	286	1,435.72	115	0	0	115	577.30	10	86	7	103	517.06	206	0	65	271	1,360.42	775	5.02	3,890.50
14	46182008-KN-M01	KN95 FACE MASK	piece	332	692	719	1743	181,272.00	201	513	620	1334	138,736.00	358	571	456	1385	144,040.00	192	447	176	815	84,760.00	5277	104.00	548,808.00
15	43202010-FD-U01	FLASH DRIVE, 16 GB capacity	piece	137	171	92	400	66,976.00	107	95	59	261	43,701.84	82	58	48	188	31,478.72	101	133	31	265	44,371.60	1114	167.44	186,528.16
16	43211708-MO-O02	MOUSE, WIRELESS, USB	unit	22	7	22	51	7,854.00	8	13	16	37	5,698.00	5	17	6	28	4,312.00	12	14	12	38	5,852.00	154	154.00	23,716.00
17	44101603-PS-M01	PAPER SHREDDER, cutting width: 3mm-4mm (Entry Level)	unit	1	1	1	3	17,097.60	0	0	1	1	5,699.20	1	1	0	2	11,398.40	0	0	0	0	0.00	6	5,699.20	34,195.20
A. TOTAL																								P		70,716,292.11
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																								P		7,071,610.21
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																								P		-
D. GRAND TOTAL (A + B+ C)																								P		77,787,921.32
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:

ELEONOR S. CRUZ
Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

ELMAR C. NIOC, CPA / MARK LORREN T. TEMPO
Accountant / Budget Officer

Approved by:

JONATHAN S. DELA PEÑA, PhD, CESO V
Head of Office/Agency

Date Prepared: September 23, 2022