

Introduction:

This form contains the common-use supplies and equipment (CSE) carried in stock by the Procurement Service – Department of Budget and Management (PS-DBM) that may be purchased by government agencies. Consistent with the DBM Circular No. 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 (UNSPC). 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 completed 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-philippines.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 APP-CSE form to the Virtual Store account.
- 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 form.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM at (02)-8-689-7750 local 4004, 4005, 4019, or visit the PS-DBM website (www.ps-philippines.gov.ph) for the guide on

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

Department/Bureau/Office: Department of EducationRegion: Caraga Region

Agency Code/UACS: 7

Organization Type: National Government Agency

Contact Person: ZENYLOU FRIAS BUYAN

Position: Administrative Officer V

Telephone/Mobile 9463444427

Item & Specifications		Unit of Measure	Monthly Quantity Requirement												Total Quantity for the Year	Price Category for the Year	Total Amount for the Year									
			Jan	Feb	Mar	Q1 AMOUNT	April	May	June	Q2 AMOUNT	July	Aug	Sept	Q3 AMOUNT				Oct	Nov	Dec	Q4 AMOUNT					
PART 1. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
PESTICIDES OR PEST REPELLENTS																										
1	10191509-IN-A01	INSECTICIDE, aerosol type	can	3	1	1	0	0.00	2	1	1	4	557.44	3	1	5	696.80	2	1	1	4	557.44	13.00	139.36	1811.66	
PERFUMES OR COLOGNES OR FRAGRANCES																										
2	53131626-HS-S01	LIQUID HAND SANITIZER, 500ml	bottle	8	4	4	16	2,422.88	8	4	4	16	2,422.88	8	4	16	2,422.88	8	2	2	12	1,817.16	60.00	151.43	9085.86	
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
3	12191601-AL-E04	ALCOHOL, Ethyl, 68%-72%, 500 ml	bottle	88	68	84	240	15,974.40	80	77	76	233	15,508.48	80	79	76	235	15,641.60	81	77	76	234	15,575.04	942.00	66.56	62699.5
4	12191601-AL-E03	ALCOHOL, ethyl, 68%-72%, 1 Gallon	gallon	20	20	20	60	23,275.20	20	20	20	60	23,275.20	20	20	20	60	23,275.20	20	20	20	60	23,275.20	240.00	387.92	93100.8
5	51471901-AL-I01	ALCOHOL, Isopropyl, 68%-72%, 500ml (-5ml)	bottle	30	18	26	74	3,224.92	22	26	18	66	2,876.28	22	26	18	66	2,876.28	22	26	18	66	2,876.28	272.00	43.58	11853.7
6	51471901-AL-I02	ALCOHOL, Isopropyl, 68%-72%, scented, 3.785 lines	gallon	7	7	7	21	9,555.00	7	7	7	21	9,555.00	7	7	7	21	9,555.00	7	7	7	21	9,555.00	84.00	465.00	38220.0
7	51471505-PC-P01	POVIDONE IODINE, 10 % solution, 120 ml	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	0.00	207.75	0.00
COLOR COMPOUNDS AND DISPERSIONS																										
8	12121703-SI-P01	INK, for stamp pad	bottle	4	3	2	9	283.68	3	2	2	7	220.64	3	3	2	8	252.16	3	2	2	7	220.64	31.00	31.52	977.11
FILMS																										
9	13111203-AC-F01	ACETATE	roll	1	0	0	1	847.82	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	847.82	847.8
10	13111201-CF-P01	CARBON FILM, A4	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	221.00	0.00
11	13111201-CF-P02	CARBON FILM, legal	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	0.00	208.52	0.00
PAPER MATERIALS AND PRODUCTS																										

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																Total Quantity for the Year (Apr 2022)	Price Catalogue (as of 30 Apr 2022)	Total Amount for the Year					
			Monthly Quantity Requirement																							
			Jan	Feb	Mar	Q1 Amount	April	May	June	Q2 Amount	July	Aug	Sept	Q3 Amount	Oct	Nov	Dec	Q4 Amount								
12	1411525-CA-A01	CARTOLINA, assorted colors	pack	14	3	3	20	1,674.40	3	3	3	9	753.48	3	3	3	9	753.48	3	3	3	9	753.48	47.00	83.72	3934.84
13	1411506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280 X 241mm	box	15	15	15	45	39,714.75	15	15	15	45	39,714.75	15	15	15	45	39,714.75	15	15	15	45	39,714.75	180.00	882.55	0.00
14	1411506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280 X 328mm	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	0.00	1029.60	0.00
15	1411506-CF-L22	COMPUTER CONTINUOUS FORM, 2 ply, 280 X 328mm	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	0.00	1528.80	0.00
16	1411506-CF-L21	COMPUTER CONTINUOUS FORM, 2 ply, 280 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	0.00	906.36	0.00
17	1411506-CF-L31	COMPUTER CONTINUOUS FORM, 3 ply, 280 X 241mm	box	13	13	14	40	35,360.00	13	13	14	40	35,360.00	13	13	14	40	35,360.00	13	13	14	40	35,360.00	160.00	884.00	0.00
18	1411506-CF-L32	COMPUTER CONTINUOUS FORM, 3 ply, 280 X 378mm	box	15	15	15	45	67,860.00	15	15	15	45	67,860.00	15	15	15	45	67,860.00	15	15	15	45	67,860.00	180.00	1508.00	0.00
19	1411609-LI-C01	LOOSELEAF COVER, legal	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	794.96	0.00
20	1411514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2' x 3') min	pad	35	22	22	79	2,927.74	27	22	22	71	2,631.26	22	22	22	66	2,445.96	27	22	22	71	2,631.26	287.00	37.06	10536.22
21	1411514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3' x 4') min	pad	30	20	20	70	4,149.60	23	28	18	69	4,090.32	23	28	20	71	4,208.88	3	8	0	11	652.08	221.00	59.28	13100.88
22	1411514-NP-S03	NOTE PAD, stick on, 3' x 3"	pad	20	20	20	60	3,244.80	20	20	20	60	3,244.80	18	20	20	58	3,136.64	18	18	18	54	2,920.32	232.00	54.08	12546.56
23	1411514-NB-S01	NOTEBOOK, stenographer	piece	75	0	0	75	903.00	0	0	0	0	0.00	0	0	0	0	0.00	18	18	18	54	650.16	129.00	12.04	1553.16
24	1411507-PP-M01	PAPER, MULTICOPY, A4, 80 gsm	reams	127	120	120	367	50,154.22	128	130	121	379	51,794.14	132	125	125	382	52,204.12	128	121	121	370	50,564.20	1,498.00	136.66	0.00
25	1411507-PP-M02	PAPER, MULTICOPY, Legal, 80gsm	reams	55	47	46	148	18,901.08	55	47	46	148	18,901.08	126	54	43	223	28,479.33	52	46	46	144	18,390.24	663.00	127.71	84671.73
26	1411507-PP-C01	PAPER, Multi-Purpose, A4, 70 gsm	reams	32	29	29	90	8,843.40	33	29	29	91	8,941.66	33	29	29	91	8,941.66	33	29	29	91	8,941.66	363.00	98.26	35668.38
27	1411507-PP-C02	PAPER, multi-purpose, legal, 70gsm	reams	16	13	13	42	4,975.32	16	13	13	42	4,975.32	16	13	13	42	4,975.32	16	10	10	36	4,264.56	162.00	118.46	19190.52
28	1411531-PP-R01	PAD PAPER, ruled	pad	7	0	0	7	203.84	0	0	0	0	0.00	0	0	0	0	0.00	3	0	0	3	87.36	10.00	29.12	291.20
29	1411503-PA-P01	PAPER, parchment	box	2	0	0	2	196.10	1	0	0	1	98.05	1	0	0	1	98.05	1	0	0	1	98.05	5.00	98.05	490.25
30	1411818-TH-P02	Thermal Paper, 55GSM (-5%), 1/2 Core, 216mm x 30m	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	0.00	55.64	0.00
31	1411531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm	book	37	0	0	37	2,616.64	3	0	0	3	212.16	16	0	0	16	1,131.52	3	0	0	3	212.16	59.00	70.72	4172.48
32	1411531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm	book	38	0	0	38	3,872.96	6	0	0	6	611.52	10	0	0	10	1,019.20	6	0	0	6	611.52	60.00	101.92	6115.20
33	1411704-TT-P02	TOILET TISSUE PAPER, 2-ply, 100% recycled	pack	36	6	6	48	4,168.32	9	6	6	21	1,823.64	9	6	6	21	1,823.64	9	6	6	21	1,823.64	111.00	86.84	9639.24
34	1411704-JFP-T01	TISSUE, interfolded paper towel	pack	3	0	0	3	104.52	3	0	0	3	104.52	3	0	0	3	104.52	3	0	0	3	104.52	12.00	34.84	418.08
35	1411704-TT-P04	TOILET TISSUE PAPER, Interfolded Paper Towel	pack	6	0	0	6	202.80	6	0	0	6	202.80	6	0	0	6	202.80	6	0	0	6	202.80	24.00	33.80	811.20
BATTERIES AND CELLS AND ACCESSORIES																										
36	2611702-BT-A02	BATTERY, dry Cell, size AA	pack	25	0	0	25	907.50	20	0	0	20	726.00	25	0	0	25	907.50	22	0	0	22	798.60	92.00	36.30	3339.60
37	2611702-BT-A01	BATTERY, dry Cell, size AAA	pack	46	1	0	47	927.31	39	1	0	40	789.20	44	1	0	45	887.85	37	1	0	38	749.74	170.00	19.73	3354.10
38	2611702-BT-A03	BATTERY, dry Cell, size D	pack	3	0	0	3	288.60	2	0	0	2	192.40	3	0	0	3	288.60	2	0	0	2	192.40	10.00	96.20	962.00
MANUFACTURING COMPONENTS AND SUPPLIES																										
39	31201610-GI-J01	GLUE, all purpose	jar	41	11	3	55	3,932.50	20	11	3	34	2,431.00	35	11	3	49	3,503.50	20	11	3	34	2,431.00	172.00	71.50	12298.00
40	31151804-SM-H01	STAPLE WIRE, heavy duty, binder type, 23/13	box	11	0	0	11	217.36	9	0	0	9	177.84	9	0	0	9	177.84	9	0	0	9	177.84	38.00	19.76	750.88
41	31151804-SW-S01	STAPLE WIRE, standard	box	68	8	7	83	1,860.03	35	8	7	50	1,120.50	65	12	11	88	1,972.08	35	8	8	51	1,142.91	272.00	22.41	6095.52
42	31201502-TA-E01	TAPE, electrical	roll	9	1	1	11	205.37	9	1	1	11	205.37	9	1	1	11	205.37	9	1	1	11	205.37	44.00	18.67	821.48
43	31201503-TA-H01	TAPE, masking, 24mm	roll	31	2	2	35	1,911.00	9	2	2	13	709.80	17	2	2	21	1,146.60	9	2	2	13	709.80	82.00	54.60	4477.20
44	31201503-TA-H02	TAPE, MASKING, 48mm	roll	33	4	3	40	4,264.00	6	5	4	15	1,599.00	17	5	5	27	2,878.20	8	5	5	18	1,918.80	100.00	106.60	10660.00
45	31201517-TA-P01	TAPE, packaging, 48mm	roll	43	4	2	49	1,095.64	7	6	2	15	335.40	15	6	2	23	514.28	7	6	2	15	335.40	102.00	22.36	2280.72
46	31201512-TA-T01	TAPE, transparent, 24mm	roll	34	7	6	47	474.23	13	7	6	26	262.34	17	6	5	28	282.52	11	6	5	22	221.98	123.00	10.09	1241.07

Item & Specifications		Unit of Measure	Monthly Quantity Requirement												Total									
															Quantity	Price								
			Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3	Oct	Nov	Dec	Q4	(as of 30 April 2022)	for the year				
77	43211507-DSK001	DESKTOP FOR BASIC USERS	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0.00	0.00	24,793.60	0.00		
78	43211507-DSK002	DESKTOP FOR MID-RANGE USERS	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0.00	0.00	42,390.40	0.00		
79	43211503-LAP001	LAPTOP FOR MID-RANGE USERS	unit	0	0	0	0	0.00	0	0	0	0	0	0	0	0	0	0	0.00	0.00	41,392.00	0.00		
80	43201827-HD-X02	EXTERNAL HARD DRIVE, 1 TB	piece	8	0	0	8	20,790.72	4	0	0	4	10,395.36	5	0	5	12,994.20	0	0	0	17.00	2598.84	44180.28	
81	43202010-FD-U01	FLASH DRIVE, 16 GB	piece	19	0	0	19	3,181.36	0	0	0	0	0.00	2	0	2	334.88	0	0	0	21.00	167.44	3516.24	
82	43211708-MO-C01	MOUSE, OPTICAL, USB connection type	unit	34	0	0	34	3,784.20	8	0	0	8	890.40	0	0	0	0.00	0	0	0	42.00	111.30	4674.60	
83	43211708-MO-C02	MOUSE, WIRELESS, USB	unit	53	0	0	53	8,162.00	8	0	0	8	1,232.00	0	0	0	0.00	0	0	0	61.00	154.00	9394.00	
84	43212102-PR-D02	PRINTER, impact, dot matrix, 24 pins, 136 columns	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	0.00	0.00	
85	43212102-PR-D01	PRINTER, impact, dot matrix, 9 pins, 80 columns	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	9191.52	0.00	
86	43212105-PR-L01	PRINTER, laser, monochrome	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	724.88	0.00	
87	43212105-PR-L02	PRINTER, laser, colored	unit	8	0	0	8	63,192.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	8.00	7899.00	63192.00	
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																								
88	44121710-CH-W01	CHALK, white enamel	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	29.64	0.00	
89	44122105-BF-C01	CLIP, backfold, 19mm	box	16	3	3	22	192.72	13	1	1	15	131.40	13	4	4	21	183.96	4	1	1	6	52.56	64.00
90	44122105-BF-C02	CLIP, backfold, 25mm	box	27	1	1	29	441.38	27	0	1	28	426.16	23	4	4	31	471.82	14	1	1	16	243.52	104.00
91	44122105-BF-C03	CLIP, backfold, 32mm	box	91	0	2	93	2,079.48	25	0	2	27	603.72	14	0	2	16	357.76	17	0	2	19	424.84	155.00
92	44122105-BF-C04	CLIP, backfold, 50mm	box	64	0	1	65	3,549.00	18	0	1	19	1,037.40	14	0	1	15	819.00	10	0	1	11	600.60	110.00
93	44121801-CT-R02	CORRECTION TAPE, 8m	piece	108	91	79	278	3,247.04	102	76	82	260	3,036.80	117	78	82	277	3,235.36	112	78	82	272	3,176.96	1,087.00
94	44111515-DF-B01	DATA FILE BOX	piece	123	50	50	223	17,215.60	10	0	0	10	772.00	130	0	0	130	10,036.00	10	0	0	310	23,932.00	673.00
95	44122011-DF-F01	DATA FOLDER	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	68.64	0.00
96	44121506-EN-D01	ENVELOPE, documentary, A4	box	8	0	0	8	5,384.72	2	0	0	2	1,346.18	3	0	0	3	2,019.27	2	0	0	2	1,346.18	15.00
97	44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box	12	0	0	12	11,125.92	2	0	0	2	1,854.32	1	0	0	1	927.16	3	0	0	3	2,781.48	18.00
98	44121506-EN-X01	ENVELOPE, expanding, kraft, legal	box	9	0	0	9	6,645.60	2	0	0	2	1,476.80	3	0	0	3	2,215.20	2	0	0	2	1,476.80	16.00
99	44121506-EN-X02	ENVELOPE, expanding, plastic	piece	0	0	0	0	0.00	0	0	0	0	0.00	2	0	0	2	60.98	0	0	0	0	0.00	2.00
100	44121506-EN-H02	ENVELOPE, mailing	box	4	0	0	4	1,512.80	0	0	0	0	0.00	1	0	0	1	378.20	0	0	0	0	0.00	5.00
101	44121504-EN-W02	ENVELOPE, mailing, with window	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	433.68	0.00
102	44119112-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece	2	0	0	2	20.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	2.00	
103	44122118-FA-P01	FASTENER, metal, non-sharp edges	box	42	0	0	42	3,503.22	10	0	0	10	834.10	19	0	0	19	1,584.79	10	0	0	10	834.10	81.00
104	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	18	0	0	18	1,548.72	5	0	0	5	430.20	5	0	5	430.20	5	0	0	5	430.20	33.00	
105	44122018-FT-D01	FILE TAB DIVIDER, Bristol board, for A4	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	11.13	0.00
106	44122018-FT-D02	FILE TAB DIVIDER, legal	set	28	0	0	28	398.44	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	28.00	
107	44122011-FO-F01	FOLDER, fancy, with slide, A4	bundle	11	0	0	11	2,974.40	2	0	0	2	540.80	4	0	0	4	1,081.60	1	0	0	1	270.40	18.00
108	44122011-FO-F02	FOLDER, fancy, with slide, legal	bundle	7	0	1	8	2,495.04	0	0	0	0	0.00	2	0	1	3	935.64	0	0	0	0	0.00	11.00
109	44122011-FO-L01	FOLDER, L-type, A4	pack	6	1	0	7	1,200.01	1	0	0	1	171.43	1	0	0	1	171.43	1	0	0	1	171.43	10.00
110	44122011-FO-L02	FOLDER, L-type, legal	pack	3	1	0	4	972.96	1	0	0	1	243.24	1	0	0	1	243.24	1	0	0	1	243.24	7.00
111	44122027-FO-P01	FOLDER, prestandard	box	2	0	0	2	1,905.28	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	2.00	
112	44122011-FO-T03	FOLDER, with tab, A4	pack	14	1	1	16	4,464.00	1	1	1	3	837.00	3	1	1	5	1,395.00	1	1	1	3	837.00	27.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																Total Quantity for the Year	Price Catalogue for the Year	Total Amount for the Year				
				Jan	Feb	Mar	Q1 Amount	April	May	June	Q2 Amount	July	Aug	Sept	Q3 Amount	Oct	Nov	Dec	Q4 Amount							
113	44122011-FO-T04	FOLDER, with tab, legal	pack	19	2	2	23	7,391.28	2	2	2	6	1,928.16	4	2	2	8	2,570.88	2	2	2	6	1,928.16	43.00	321.36	13818.48
114	44122008-IT-T01	INDEX TAB, self-adhesive, transparent	box	20	0	0	20	1,133.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	20.00	56.68	1133.60
115	44111515-MF-B02	MAGAZINE FILE BOX, large	piece	28	0	0	28	1,164.80	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	28.00	41.60	1164.80
116	44121716-MA-F01	MARKER, fluorescent	set	27	5	10	42	1,539.72	13	5	10	28	1,026.48	27	5	10	42	1,539.72	13	5	10	28	1,026.48	140.00	36.66	5132.40
117	44121708-MW-B01	MARKER, whiteboard, black	piece	18	2	2	22	294.36	2	2	2	6	80.28	10	2	2	14	187.32	2	2	2	6	80.28	48.00	13.38	642.24
118	44121708-MW-B02	MARKER, whiteboard, blue	piece	16	0	0	16	214.08	0	0	0	0	0.00	8	0	0	8	107.04	0	0	0	0	0.00	24.00	13.38	321.12
119	44121708-MW-B03	MARKER, whiteboard, red	piece	14	0	0	14	187.32	0	0	0	0	0.00	7	0	0	7	93.66	0	0	0	0	0.00	21.00	13.38	280.98
120	44121708-MP-B01	MARKER, permanent, black, bullet type	piece	50	5	5	60	538.80	8	5	5	18	161.64	21	5	5	31	278.38	9	6	6	21	188.58	130.00	8.98	1167.40
121	44121708-MP-B02	MARKER, permanent, blue, bullet type	piece	35	1	1	37	332.26	4	1	1	6	53.88	14	1	1	16	143.68	5	2	2	9	80.82	68.00	8.98	610.64
122	44121708-MP-B03	MARKER, permanent, red, bullet type	piece	20	1	1	22	197.56	4	1	1	6	53.88	7	1	1	9	80.82	4	1	1	6	53.88	43.00	8.98	386.14
123	44122104-PC-G01	PAPER CLIP, vinyl/plastic coated, 33mm	box	40	4	3	47	364.72	9	4	3	16	124.16	36	4	3	43	333.68	9	3	2	14	108.64	120.00	7.76	931.20
124	44122104-PC-J02	PAPER CLIP, vinyl/plastic coated, 50mm	box	43	11	11	65	895.70	12	11	11	34	468.52	42	4	4	50	689.00	5	4	4	13	179.14	162.00	13.78	2232.36
125	44121706-PE-L01	PENCIL, lead, with eraser	box	33	3	3	39	810.81	22	3	3	28	582.12	25	3	3	31	644.49	22	3	3	28	582.12	126.00	20.79	2619.54
126	44122037-RB-P10	RING BINDER, plastic, 32mm	bundle	7	0	0	7	1,678.53	0	0	0	0	0.00	5	0	0	5	1,198.95	0	0	0	0	0.00	12.00	239.79	2877.48
127	44122101-RU-B01	RUBBER BAND, No. 18	box	13	0	0	13	1,300.65	1	0	0	1	100.05	5	0	0	5	500.25	1	0	0	1	100.05	20.00	100.05	2001.00
128	44121905-SF-F01	STAMP PAD, felt	piece	6	0	0	6	209.70	0	0	0	0	0.00	2	0	0	2	69.90	0	0	0	0	0.00	8.00	34.95	279.60
129	44121612-BL-H01	BLADE, for general purpose cutter / utility knife	piece	5	0	0	5	74.10	0	0	0	0	0.00	3	0	0	3	44.46	0	0	0	0	0.00	8.00	14.82	118.56
130	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	9	0	0	9	300.87	0	0	0	0	0.00	3	0	0	3	100.29	0	0	0	0	0.00	12.00	33.43	401.16
131	44103202-DS-H01	DATING AND STAMPING MACHINE	piece	6	0	0	6	2,723.76	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	453.96	2723.76
132	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	3	0	0	3	608.01	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	202.67	608.01
133	44101602-PU-F01	PUNCHER, paper, heavy duty	piece	24	0	0	24	3,619.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	24.00	150.80	3619.20
134	44121618-SS-S01	SCISSORS, symmetrical	pair	26	0	0	26	1,054.56	0	0	0	0	0.00	3	0	0	3	121.68	0	0	0	0	0.00	29.00	40.56	1176.24
135	44121615-ST-S01	STAPLER, standard type	piece	20	1	0	21	2,948.40	0	0	0	0	0.00	3	0	0	3	421.20	0	0	0	0	0.00	24.00	140.40	3369.60
136	44121615-ST-B01	STAPLER, heavy duty, binder type	unit	18	0	0	18	16,455.96	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	18.00	914.22	16455.96
137	44121613-SR-P01	STAPLE REMOVER, plier type	piece	12	0	8	20	498.00	0	0	0	0	0.00	1	0	0	1	24.90	0	0	0	0	0.00	21.00	24.90	522.90
138	44121605-TD-T01	TAPE DISPENSER, table top	piece	6	0	0	6	385.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	64.20	385.20
139	44101602-PB-M01	BINDING AND PUNCHING MACHINE, 50mm binding capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	9534.72	0.00
140	44101807-CA-C01	CALCULATOR, compact	unit	16	8	0	24	8,324.40	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	24.00	346.85	8324.40
141	44101714-FX-M01	FACSIMILE MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5642.00	0.00
142	44101601-PT-M01	PAPER TRIMMER / CUTTING MACHINE, table top	unit	5	1	0	6	55,785.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	9297.60	55785.60
143	44101603-PS-M01	PAPER SHREDDER	unit	5	0	0	5	28,496.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	5699.20	28496.00
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES																										
144	44103109-BR-D05	DRUM CART, BROTHER DR-3455, Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6947.20	0.00
145	44103105-BR-B04	INK CART, BROTHER LC678, Black	Cart	1	0	0	1	910.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	910.00	910.00
146	44103105-BR-B05	INK CART, BROTHER LC678/YBK, 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	0.00	1601.60	0.00
147	44103109-BR-D06	Drum Cart, Brother DR-451C, high yield 30000 pages	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6760.00	0.00
148	44103103-BR-B16	Toner Cart, Brother TN-455 BLACK, high yield 6500	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5080.40	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement												Total Quantity (as of 30 April 2022)	Price Catalogue (as of 30 April 2022)	Total								
				Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug				Sept	Q3	Q3 Amount	Oct	Nov	Dec	Q4	Q4 Amount
149	44103103-BR-C03	Toner Cart, Brother TN-456 C/M, high yield 6500	Cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	8569.60	0.00	
150	44103103-BR-M03	Toner Cart, Brother TN-456 MAGENTA, high yield	Cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	8569.60	0.00	
151	44103103-BR-Y03	Toner Cart, Brother TN-456 YELLOW, high yield 6500	Cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	8569.60	0.00	
152	44103103-SA-B03	TONER CART, SAMSUNG ML-D2850B, Black	Cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	5116.80	0.00	
153	44103105-CA-C04	INK CART, CANON CL-741, Colored	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	989.04	0.00	
154	44103105-CA-C02	INK CART, CANON CL-811, Colored	cart	20	8	9	37	38,095.20	20	8	9	37	38,095.20	20	8	9	37	38,095.20	20	8	9	37	38,095.20	148.00	1029.60	#####
155	44103105-CA-B04	INK CART, CANON CG-740, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	754.00	0.00	
156	44103105-CA-B02	INK CART, CANON CG-810, Black	cart	20	8	9	37	28,860.00	20	8	9	37	28,860.00	20	8	9	37	28,860.00	20	8	9	37	28,860.00	148.00	780.00	#####
157	44103105-EP-B17	INK CART, EPSON C13T664100 (T6641), Black	cart	19	13	13	45	11,232.00	16	13	13	42	10,483.20	19	13	13	45	11,232.00	16	13	13	42	10,483.20	174.00	249.60	43430.40
158	44103105-EP-C17	INK CART, EPSON C13T664200 (T6642), Cyan	cart	19	13	13	45	11,232.00	16	13	13	42	10,483.20	19	13	13	45	11,232.00	16	13	13	42	10,483.20	174.00	249.60	43430.40
159	44103105-EP-M17	INK CART, EPSON C13T664300 (T6643), Magenta	cart	19	13	13	45	11,232.00	16	13	13	42	10,483.20	19	13	13	45	11,232.00	16	13	13	42	10,483.20	174.00	249.60	43430.40
160	44103105-EP-Y17	INK CART, EPSON C13T664400 (T6644), Yellow	cart	19	13	13	45	11,232.00	16	13	13	42	10,483.20	19	13	13	45	11,232.00	16	13	13	42	10,483.20	174.00	249.60	43430.40
161	44103105-HP-B40	INK Cartridge, HP C2P04AA (HP62) Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	773.76	0.00	
162	44103105-HP-T40	INK Cartridge, HP C2P06AA (HP62) Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	950.56	0.00	
163	44103105-HP-B09	INK CART, HP C9351AA, (HP21), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	795.60	0.00	
164	44103105-HP-T10	INK CART, HP C9352AA, (HP22), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	920.40	0.00	
165	44103105-HP-P48	INK Cartridge, HP C9397A (HP72) 69ml Photo Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	1996.80	0.00	
166	44103105-HP-C48	INK Cartridge, HP C9398A (HP72) 69ml Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	1996.80	0.00	
167	44103105-HP-M48	INK Cartridge, HP C9399A (HP72) 69ml Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	1996.80	0.00	
168	44103105-HP-Y48	INK Cartridge, HP C9400A (HP72) 69ml Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	1996.80	0.00	
169	44103105-HP-G48	INK Cartridge, HP C9401A (HP72) 69ml Gray	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	1996.80	0.00	
170	44103105-HP-B48	INK Cartridge, HP C9403A (HP72) 130ml Matte Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	3016.00	0.00	
171	44103105-HP-B17	INK CART, HP C0640N/A, (HP60), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	769.60	0.00	
172	44103105-HP-T17	INK CART, HP C0643N/A, (HP60), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	915.20	0.00	
173	44103105-HP-B35	INK CART, HP C0887A/A, (HP703), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	366.08	0.00	
174	44103105-HP-T35	INK CART, HP C0888A/A, (HP703), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	366.08	0.00	
175	44103105-HX-C40	INK CART, HP C0972A/A, (HP 920X), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	641.68	0.00	
176	44103105-HX-M40	INK CART, HP C0973A/A, (HP 920X), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	641.68	0.00	
177	44103105-HX-Y40	INK CART, HP C0974A/A, (HP 920X), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	641.68	0.00	
178	44103105-HX-B40	INK CART, HP C0975A/A, (HP 920X), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	1346.80	0.00	
179	44103105-HP-B20	INK CART, HP CH561N/A, (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	756.08	0.00	
180	44103105-HP-T20	INK CART, HP CH562N/A, (HP61), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	931.84	0.00	
181	44103105-HP-B49	INK Cartridge, HP CH565A (HP82) Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	1944.80	0.00	
182	44103105-HP-C49	INK Cartridge, HP CH566A (HP82) Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	1539.20	0.00	
183	44103105-HP-M49	INK Cartridge, HP CH567A (HP82) Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	1539.20	0.00	
184	44103105-HP-Y49	INK Cartridge, HP CH568A (HP82) Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	1539.20	0.00	
185	44103105-HX-B43	INK CART, HP C0454A/A, (HP950X), Black	cart	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	1786.72	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																Total Quantity for the Year	Price Catalogue for the Year	Total Amount for the Year				
				Jan												Feb										
				Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct				Nov	Dec	Q4	Q4 Amount
223	44103103-HP-B22	TONER CART, HP CE285A (HP85A), Black	cart	3	2	2	7	24,024.00	2	2	2	6	20,592.00	3	2	2	7	24,024.00	2	2	2	6	20,592.00	76.00	3432.00	89232.00
224	44103103-HP-B23	TONER CART, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2614.56	0.00
225	44103103-HP-C23	TONER CART, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2542.80	0.00
226	44103103-HP-Y23	TONER CART, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2542.80	0.00
227	44103103-HP-M23	TONER CART, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2542.80	0.00
228	44103103-HP-B24	TONER CART, HP CE320A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2916.16	0.00
229	44103103-HP-C24	TONER CART, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3072.16	0.00
230	44103103-HP-Y24	TONER CART, HP CE322A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3072.16	0.00
231	44103103-HP-M24	TONER CART, HP CE323A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3072.16	0.00
232	44103103-HP-B25	TONER CART, HP CE390A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8476.00	0.00
233	44103103-HP-B26	TONER CART, HP CE400A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6900.40	0.00
234	44103103-HP-C26	TONER CART, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10193.04	0.00
235	44103103-HP-Y26	TONER CART, HP CE402A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10193.04	0.00
236	44103103-HP-M26	TONER CART, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10193.04	0.00
237	44103103-HP-B27	TONER CART, 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	0.00	4201.60	0.00
238	44103103-HP-C27	TONER CART, 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	0.00	6011.20	0.00
239	44103103-HP-Y27	TONER CART, 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	0.00	6011.20	0.00
240	44103103-HP-M27	TONER CART, 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	0.00	6011.20	0.00
241	44103103-HP-B28	TONER CART, 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	0.00	4466.80	0.00
242	44103103-HP-B28	TONER CART, 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	0.00	7332.00	0.00
243	44103103-HP-B52	TONER Cartridge, HP CF217A (HP17A) Black Laser Jet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3044.08	0.00
244	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	0.00	5787.60	0.00
245	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	0.00	5200.00	0.00
246	44103103-HP-B51	TONER CART, HP CF280XC, 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	0.00	9004.32	0.00
247	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	0.00	8606.00	0.00
248	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	0.00	3241.70	0.00
249	44103103-HP-B51	TONER Cartridge, HP CF283XC (HP83X) Black LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4056.00	0.00
250	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	0.00	10051.00	0.00
251	44103103-HP-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	0.00	13156.00	0.00
252	44103103-HP-B60	TONER Cartridge, HP CF350A, Black LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2901.60	0.00
253	44103103-HP-C60	TONER Cartridge, HP CF351A, Cyan LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2953.60	0.00
254	44103103-HP-Y60	TONER Cartridge, HP CF352A, Yellow LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2953.60	0.00
255	44103103-HP-M60	TONER Cartridge, HP CF353A, Magenta LJ	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2953.60	0.00
256	44103103-HP-B61	TONER Cartridge, HP CF360A (HP308A) 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	0.00	7056.40	0.00
257	44103103-HP-C61	TONER Cartridge, HP CF361A (HP308A) 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	0.00	8846.24	0.00
258	44103103-HP-Y61	TONER Cartridge, HP CF362A (HP308A) 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	0.00	8846.24	0.00
259	44103103-HP-M61	TONER Cartridge, HP CF363A (HP308A) 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	0.00	8846.24	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue for the year	Total Amount for the year				
				Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3				Oct	Nov	Dec	Q4
				Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount				
260	44103103-HP-B62	Toner Cartridge, HP CF400A (HP201A) Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3429.78	0.00
261	44103103-HP-C62	Toner Cartridge, HP CF401A (HP201A) Cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4043.83	0.00
262	44103103-HP-Y62	Toner Cartridge, HP CF402A (HP201A) Yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4043.83	0.00
263	44103103-HP-M62	Toner Cartridge, HP CF403A (HP201A) Magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4043.83	0.00
264	44103103-HP-B63	Toner Cartridge, HP CF410A (HP410A) black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4440.80	0.00
265	44103103-HX-B54	Toner Cartridge, HP CF410XC (HP410XC) black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7441.20	0.00
266	44103103-HP-C63	Toner Cartridge, HP CF411A (HP410A) cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5616.00	0.00
267	44103103-HX-C54	Toner Cartridge, HP CF411XC (HP410XC) cyan	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7472.40	0.00
268	44103103-HP-Y63	Toner Cartridge, HP CF412A (HP410A) yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5616.00	0.00
269	44103103-HX-Y54	Toner Cartridge, HP CF412XC (HP410XC) yellow	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7472.40	0.00
270	44103103-HP-M63	Toner Cartridge, HP CF413A (HP410A) magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5616.00	0.00
271	44103103-HX-M54	Toner Cartridge, HP CF413XC (HP410XC) magenta	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7472.40	0.00
272	44103103-HP-B34	TONER CART, HP Q2612A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3900.00	0.00
273	44103103-HP-B48	TONER CART, HP Q7553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4399.20	0.00
274	44103103-SA-B06	TONER CART, SAMSUNG MLT-D101S, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3406.00	0.00
275	44103103-SA-B07	TONER CART, SAMSUNG MLT-D103S, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2350.40	0.00
276	44103103-SA-B08	TONER CART, SAMSUNG MLT-D104S, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2454.40	0.00
277	44103103-SA-B09	TONER CART, SAMSUNG MLT-D105L, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3380.00	0.00
278	44103103-SA-B14	TONER CART, Samsung MLT-D108S, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2875.58	0.00
279	44103103-SA-B21	TONER CART, Samsung MLT-D203E, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7259.20	0.00
280	44103103-SA-B18	TONER CART, Samsung MLT-D203J, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3458.00	0.00
281	44103103-SA-B20	TONER CART, Samsung MLT-D203J, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6442.80	0.00
282	44103103-SA-B12	TONER CART, SAMSUNG MLT-D205E, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7321.14	0.00
283	44103103-SA-B05	TONER CART, SAMSUNG MLT-D205L, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3962.24	0.00
284	44103103-SA-B10	TONER CART, SAMSUNG SCX-D6555A, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4066.40	0.00
285	44103103-BR-B15	TONER CART, BROTHER TN-3478, Black	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6370.00	0.00
286	44103103-CA-B00	TONER CART, CANON CRG 324 II	cart	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	13399.36	0.00
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																						
287	45121517-DO-C02	DOCUMENT CAMERA, 8 MP	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	23623.60	0.00
288	45111609-MM-P01	MULTIMEDIA PROJECTOR	unit	0	0	0	0	0.00	1	0	0	1	17,472.00	0	0	0	0	0	0.00	1.00	17472.00	17472.00
FLAG OR ACCESSORIES																						
289	55121905-PH-F01	PHILIPPINE NATIONAL FLAG	piece	15	0	0	15	4,272.60	0	0	0	0	0	0.00	0	0	0	0	0.00	15.00	284.84	4272.60
PRINTED PUBLICATIONS																						
290	55101524-RA-H01	HANDBOOK (RA 9184), 8th edition	book	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	37.21	0.00
FIRE FIGHTING EQUIPMENT																						
291	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	2	0	0	2	2,288.00	0	0	0	0	0	0.00	0	0	0	0	0.00	2.00	1144.00	2288.00

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																Total Quantity (for the year)	Price Catalogue (for the year)	Total Amount (for the year)				
			Jan	Feb	Mar	Q1 Amount	April	May	June	Q2 Amount	July	Aug	Sept	Q3 Amount	Oct	Nov	Dec	Q4 Amount							
292	46191601-FE-H01 FIRE EXTINGUISHER, pure HCFC	unit	4	0	0	4	22,453.00	0	0	0	0	0	0.00	0	0	0	0	0.00	4.00	5613.25	22453.00				
CONSUMER ELECTRONICS																									
293	52161535-DV-R01 DIGITAL VOICE RECORDER	unit	1	0	0	1	6,415.64	0	0	0	0	0	0.00	0	0	0	0	0.00	1.00	6415.64	6415.64				
FURNITURE AND FURNISHINGS																									
294	56101504-CN-B01 MONOBILOC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	303.68	0.00				
295	56101504-CN-W01 MONOBILOC CHAIR, white	piece	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	301.60	0.00				
296	56101519-TM-S01 MONOBILOC TABLE, white	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1235.52	0.00				
297	56101519-TM-S02 MONOBILOC TABLE, beige	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1088.88	0.00				
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																									
298	60121413-CB-P01 CLEARBOOK, 20 Transparent pockets, A4	piece	5	0	0	5	185.20	55	0	0	55	2,037.20	5	0	0	5	185.20	5	0	5	70.00	37.04	2592.80		
299	60121413-CB-P02 CLEARBOOK, 20 Transparent pockets, Legal	piece	9	0	0	9	345.69	55	0	0	55	2,112.55	5	0	0	5	192.05	5	0	5	74.00	38.41	2842.34		
300	60121534-ER-P01 ERASER, plastic/rubber	piece	17	0	0	17	74.29	2	0	0	2	8.74	5	0	0	5	21.85	5	0	5	29.00	4.37	126.73		
301	60121524-SP-G01 SIGN PEN, black	piece	57	31	31	119	2,410.94	57	31	119	2,410.94	57	31	119	2,410.94	57	31	119	2,410.94	476.00	20.26	9643.76			
302	60121524-SP-G02 SIGN PEN, blue	piece	123	57	86	266	5,389.16	80	82	61	223	4,517.98	112	57	87	256	5,186.56	106	59	78	243	4,923.18	988.00	20.26	20016.88
303	60121524-SP-G03 SIGN PEN, red	piece	13	18	0	31	628.06	3	0	0	3	60.78	3	0	0	3	60.78	0	0	0	0	0.00	37.00	20.26	749.62
304	60121124-WR-P01 WRAPPING PAPER, kraft	pack	1	18	0	19	2,941.96	0	0	0	0	0.00	1	0	0	1	154.84	0	0	0	0	0.00	20.00	154.84	3096.80
SOFTWARE																									
1	43231513-SFT-001 Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0.00	0.00	0.00	
2	43231602-SFT-002 ERP software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0.00	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	0.00	0.00	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	0.00	0.00	0.00	0.00	
5	43232202-SFT-005 Content management software	license	1	0	0	1	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	1.00	0.00	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	0.00	0.00	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	0.00	0.00	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	0.00	0.00	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	0.00	0.00	0.00	0.00	
10	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	0.00	0.00	0.00	0.00	
11	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	0.00	0.00	0.00	0.00	
12	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	0.00	0.00	0.00	0.00	
13	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	0.00	0.00	0.00	0.00	
14	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	0.00	0.00	0.00	0.00	
15	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	0.00	0.00	0.00	0.00	
16	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	0.00	0.00	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	40101701-AC-W01 Air Conditioning Unit, Window Inverter Type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0.00	0.00	0.00	
2	40101701-AC-S01 Air Conditioning Unit, Split Type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0.00	0.00	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement												Total Price Catalogue for the year (as of 30 April 2021)	Total Amount for the year					
				Jan	Feb	Mar	Q1 Amount	April	May	June	Q2 Amount	July	Aug	Sept	Q3 Amount			Oct	Nov	Dec	Q4 Amount	
3	44111905-WB-N01	White Board	pcs	2	0	0	2	6,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	2.00	3000.00	6000.00
4	44111911-WB-D01	White Board, Digital	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
5	52161505-TV-S01	SMART Television	unit	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
6	52161520-MC-N01	Microphone	pc	0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
7	52161512-SP-K01	Speakers	pc	7	0	0	7	1,400.00	0	0	0	0	0	0.00	0	0	0	0	0.00	7.00	200.00	1400.00
8	32101514-AM-P01	Amplifier		0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
9	52161517-EQ-E01	Equalizer		0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
16	43212104-PI-C01	PRINTER, Inkjet, Color		0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
17	43212105-PP-001	Portable Printer		0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
18	43211509-AT-001	Android Tablet		0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
19	43222610-HS-001	Hub/Switches		0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
20	43222609-NR-001	Network Routers		0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
21	43222640-WA-P01	Wireless Access Point		0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
22	43211711-SF-001	Scanner, Flatbed		0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
23	45111601-WP-P01	Wireless Pointing Device / Laser Pointer		0	0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
24	81112306-MF-P01	Multi Function PRINTER	UNIT	3	0	0	3	42,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	3.00	14000.00	42000.00
25	39121011-UP-S01	UNINTERUPTIBLE POWER SUPPLY (UPS)	UNIT	7	0	0	7	35,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	7.00	5000.00	35000.00
26	43191501-MP-001	Mobile Phone			0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
27	43211711-SC-D01	Scanner, Colored, Double sided, feeder type	UNIT	2	0	0	2	29,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	2.00	14500.00	29000.00
28	53121601-GB-001	GO BAG, for disaster relief, rescue operations			0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
29	60104701-SP-001	Solar Panel			0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
30	46161604-LV-L01	Life Vest / Life Jacket (for emergency purposes / emergency preparedness / for disaster relief / rescue operations)			0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
31	26111607-CC-S01	Charge Controller and DC Inverter for Solar Panel			0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
32	46181502-BF-V01	Bullet proof vest			0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
33	25172502-WM-W01	Wheels, _____ (type of vehicle)	unit	10	0	0	10	#####	0	0	0	0	0	0.00	0	0	0	0	0.00	10.00	20000.00	#####
34	40161513-FF-001	Fuel Filters	unit	20	0	0	20	40,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	20.00	2000.00	40000.00
35	48101710-DW-F01	Drinking Water/ Fountain			0	0	0	0.00	0	0	0	0	0	0.00	0	0	0	0	0.00	0.00	0.00	0.00
36	26111729-AB-001	Auto Battery		6	0	0	6	60,000.00	0	0	0	0	0	0.00	0	0	0	0	0.00	6.00	10000.00	60000.00

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																Total Quantity For the Year	Price Catalogue (as of 30 April 2022)	Total Amount For the Year					
			Monthly Quantity Requirement												Q4 Amount											
			Jan	Feb	Mar	Q1 Amount	April	May	June	Q2 Amount	July	Aug	Sept	Q3 Amount		Oct	Nov	Dec				Q4				
37		INK CART, EPSON L3110, Black	piece	3	0	1	4	2,000.00	3	0	1	4	2,000.00	3		1	4	2,000.00	3		1	4	2,000.00	16.00	500.00	8000.00
38		INK CART, EPSON L3110, Cyan	piece	3	0	1	4	2,000.00	3	0	1	4	2,000.00	3		1	4	2,000.00	3		1	4	2,000.00	16.00	500.00	8000.00
39		INK CART, EPSON L3110, Magenta	piece	3	0	1	4	2,000.00	3	0	1	4	2,000.00	3		1	4	2,000.00	3		1	4	2,000.00	16.00	500.00	8000.00
40		INK CART, EPSON L3110, Yellow	piece	3	0	1	4	2,000.00	3	0	1	4	2,000.00	3		1	4	2,000.00	3		1	4	2,000.00	16.00	500.00	8000.00
41		AIRCONDITIONING UNIT, SPLIT TYPE, INVERTER MOUNTED	unit	5	0	0	5	#####	0	0	0	0	0.00				0	0.00			0	0.00	5.00	50000.00	#####	50000.00
42		AIRCONDITIONING UNIT, 3 TONNER, FLOOR MOUNTED	unit	3	0	0	3	#####	0		0	0	0.00				0	0.00			0	0.00	3.00	100000.00	#####	100000.00
43		INK, HP GT52XL (HP INK TANK 315)	pcs	1	0	0	1	500.00	1	0	0	1	500.00	1		1	500.00	1			1	500.00	4.00	500.00	2000.00	
44		INK, HP GT52 C/YAN (HP INK TANK 315)	pcs	1	0	0	1	500.00	1	0	0	1	500.00	1		1	500.00	1			1	500.00	4.00	500.00	2000.00	
45		INK, HP GT52 MAGENTA (HP INK TANK 315)	pcs	1	0	0	1	500.00	1	0	0	1	500.00	1		1	500.00	1			1	500.00	4.00	500.00	2000.00	
46		INK, HP GT52 YELLOW (HP INK TANK 315)	pcs	1	0	0	1	500.00	1	0	0	1	500.00	1		1	500.00	1			1	500.00	4.00	500.00	2000.00	
47		BIOMETRICS MACHINE Fingerprint, Face, RFID and Password 4 Type Verification Mode High-speed Identification Less than 1 Second 7C/7P Port for Internet Connection Access Port Available to control one lock and exit button Easy to install and user friendly USB Host communication method support report downloaded in excel format by USB -disks	unit	1	0	1	14,000.00	0	0	0	0	0.00				0	0.00				0	0.00	1.00	14000.00	14000.00	
48				0		0	0.00		0							0						0			0.00	
49		INK, HP GT52 YELLOW (HP INK TANK 315)		1	0	1	500.00	1	0	1	500.00	1			1	500.00	1			1	500.00	4.00	500.00	2000.00		
50		BIOMETRICS MACHINE Fingerprint, Face, RFID and Password 4 Type Verification Mode High-speed Identification Less than 1 Second 7C/7P Port for Internet Connection Access Port Available to control one lock and exit	unit	1	0	1	14,000.00	0	0	0	0	0.00				0	0.00				0	0.00	1.00	14000.00	14000.00	
51		CANON PAPER, LEGAL SIZE, CREAM COLORED	ream	1	0	1	500.00	0	0	0	0	0.00				0	0.00				0	0.00	1.00	500.00	500.00	
52		UNINTERUPTIBLE POWER SUPPLY (UPS)	unit	1	0	1	5,000.00	0	0	0	0	0.00				0	0.00				0	0.00	1.00	5000.00	5000.00	
53		Maintenance kit Kyocera ECOSYS M2535dn/L TK147	unit	1	0	1	14,500.00	0	0	0	0	0.00				0	0.00				0	0.00	1.00	14500.00	14500.00	
54		Kyocera Toner Cartridge ECOSYS M2535dn/L TK147	unit	1	0	1	7,000.00	0	0	0	0	0.00	1			1	7,000.00				0	0.00	2.00	7000.00	14000.00	
		Sticker paper, A4, 10pcs/pack	pack	5	0	5	229.00	0	0	0	0	0.00				0	0.00				0	0.00	5.00	45.80	229.00	
		FOLDER, TAGBOARD, legal	box	1	0	1	950.00	0	0	0	0	0.00				0	0.00				0	0.00	1.00	950.00	950.00	
		DATA FILE BOX, blue, double, with cover, legal size	pcs	10	0	10	3,550.00	0	0	0	0	0.00				0	0.00				0	0.00	10.00	355.00	3550.00	
		INK CART, BROTHER, BT D60 (Black)	pcs	1	0	1	420.00	1	0	1	420.00	1	1	1	1	3	1,260.00	1			1	420.00	6.00	420.00	2520.00	
		INK CART, BROTHER, BT5000 (M,C,Y)	pcs	1	0	1	1,300.00	1	0	1	1,300.00	1				1	1,300.00	1			1	1,300.00	4.00	1300.00	5200.00	
		RING BINDER, plastic, 28mm/1 1/8", 1.2 meters uncut, 10pcs/bundle	bundle	2	0	2	620.00	0	0	0	0.00					0	0.00				0	0.00	2.00	310.00	620.00	
		RING BINDER, plastic, 25mm/1", 1.2 meters uncut, 10pcs/bundle	bundle	2	0	2	520.00	0	0	0	0.00					0	0.00				0	0.00	2.00	260.00	520.00	

Item & Specifications		Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue for the year (April 2022)	Total Amount for the year						
			Jan	Feb	Mar	Q1 Amount	April	May	June	Q2 Amount	July	Aug	Sept	Q3 Amount				Oct	Nov	Dec	Q4 Amount		
	Photo paper, A4, 210 GSM, 20 sheets/pack	pack	5	0	5	400.00		0		0	0.00			0	0.00			0	0.00	5.00	80.00	400.00	
	TONER, Docuprint M1455	Cart		1	1	4,500.00		1		1	4,500.00		1	1	4,500.00		1	1	4,500.00	4.00	4500.00	18000.00	
	Docuprint M455 Cartridge Drum	drum	1	0	0	14,000.00	1	0	0	1	14,000.00			0	0.00			0	0.00	2.00	14000.00	28000.00	
	Canon Paper, A4 size, cream	ream	1	0	0	960.00	0	0	0	0	0.00			0	0.00			0	0.00	1.00	960.00	960.00	
	INK CART, BROTHER BTD60BK, Black	cart	3	3	3	6,300.00	3	3	3	9	6,300.00	3	3	9	6,300.00	3	3	9	6,300.00	36.00	700.00	25200.00	
	INK CART, BROTHER BT5000Y, Yellow	cart	3	3	3	6,300.00	3	3	3	9	6,300.00	3	3	9	6,300.00	3	3	9	6,300.00	36.00	700.00	25200.00	
	INK CART, BROTHER BT5000C, Cyan	cart	3	3	3	6,300.00	3	3	3	9	6,300.00	3	3	9	6,300.00	3	3	9	6,300.00	36.00	700.00	25200.00	
	INK CART, BROTHER BT5000m, Magenta	cart	3	3	3	6,300.00	3	3	3	9	6,300.00	3	3	9	6,300.00	3	3	9	6,300.00	36.00	700.00	25200.00	
	Face Shield	pc	16	16	16	2,400.00	16	16	16	48	2,400.00	16	16	48	2,400.00	16	16	48	2,400.00	192.00	50.00	9600.00	
	3 M N95 Mask	box of 20	16	16	16	16,800.00	16	16	16	48	16,800.00	16	16	48	16,800.00	16	16	48	16,800.00	192.00	350.00	67200.00	
	Ball pen, blue	pcs	8	8	8	120.00	8	8	8	24	120.00	8	8	24	120.00	8	8	24	120.00	96.00	5.00	480.00	
	FILE BOX WITH COVER, 13cm x 40cm x 30cm	pcs	50	25	25	20,000.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	100.00	200.00	20000.00	
	RUBBER STAMP, CUSTOMIZED	pcs	1	0	0	500.00	0	0	0	0	0.00	0	0	0	0.00	0	0	0	0.00	1.00	500.00	500.00	
	PRINTRONIX P72310, STANDARD LIFE CARTRIDGE RIBBON	pcs	3	3	2	42,000.00	0	0	0	0	0.00	3	3	2	8	42,000.00	0	0	0	0.00	16.00	5250.00	84000.00
	BROTHER INK LC539XL, BK	piece	1	1	1	2,700.00	1	1	1	3	2,700.00	1	1	1	3	2,700.00	1	1	3	2,700.00	12.00	900.00	10800.00
	BROTHER INK LC539XL, (CYAN-MAGENTA-YELLOW)	SET	1	1	1	5,697.00	1	1	1	3	5,697.00	1	1	1	3	5,697.00	1	1	3	5,697.00	12.00	1899.00	22788.00
	BROTHER INK BT D60 (BK)	piece	1	1	1	1,170.00	1	1	1	3	1,170.00	1	1	1	3	1,170.00	1	1	3	1,170.00	12.00	390.00	4680.00
	BROTHER INK BT 5000 (CYAN-MAGENTA-YELLOW)	SET	1	1	1	3,510.00	1	1	1	3	3,510.00	1	1	1	3	3,510.00	1	1	3	3,510.00	12.00	1170.00	14040.00
	EPSON FX 7175 RIBBON	piece	1	0	0	420.00	1	0	0	1	420.00	1	0	1	420.00	1	0	0	1	420.00	4.00	420.00	1680.00
	HP INK TANK 315 (GT 51)	piece	1	1	1	1,170.00	1	1	1	3	1,170.00	1	1	3	1,170.00	1	1	3	1,170.00	12.00	390.00	4680.00	
	HP INK TANK 315 (GT 52) (CYAN-MAGENTA-YELLOW)	SET	1	1	1	3,510.00	1	1	1	3	3,510.00	1	1	3	3,510.00	1	1	3	3,510.00	12.00	1170.00	14040.00	
	HP CE285A LASER CARTRIDGE	piece	1	1	1	11,730.00	1	1	1	3	11,730.00	1	1	3	11,730.00	1	1	3	11,730.00	12.00	3910.00	46920.00	
	antivirus for three laptops/desktop	license	3		3	0.00			0	0.00			0	0.00			0	0.00	0.00	3.00	0.00	4500.00	
	refill for the aerospray humidifier (shade)	piece	2		1	225.00		1		1	75.00	1		1	2	150.00		1	1	75.00	7.00	75.00	4500.00

Item & Specifications		Unit of Measure	Monthly Quantity Requirement												Total Quantity Category for the year	Price Amount (as of 30 April 2021)	Total Amount for the year							
			Jan	Feb	Mar	Q1 Amount	April	May	June	Q2 Amount	July	Aug	Sept	Q3 Amount				Oct	Nov	Dec	Q4 Amount			
	HP Smart Tank 515 Ink black	bottle	3		2	5	1,750.00		4		4	1,400.00	3		4	7	2,450.00		3	1,050.00	19.00	350.00	4500.00	
	HP Smart Tank 515 Ink cyan	bottle	3		2	5	1,750.00		4		4	1,400.00	3		4	7	2,450.00		3	1,050.00	19.00	350.00	4500.00	
	HP Smart Tank 515 Ink magenta	bottle	3		2	5	1,750.00		4		4	1,400.00	3		4	7	2,450.00		3	1,050.00	19.00	350.00	4500.00	
	HP Smart Tank 515 Ink yellow	bottle	3		2	5	1,750.00		4		4	1,400.00	3		4	7	2,450.00		3	1,050.00	19.00	350.00	4500.00	
	Fuji Xerox DCSC 2022 (K) Toner	Toner	1			1	5,800.00					0	0.00			0	0.00			0	0.00	1.00	5800.00	5800.00
	Fuji Xerox DCSC 2022 (C) Toner	Toner	1			1	6,200.00					0	0.00			0	0.00			0	0.00	1.00	6200.00	6200.00
	Fuji Xerox DCSC 2022 (M) Toner	Toner	1			1	6,200.00					0	0.00			0	0.00			0	0.00	1.00	6200.00	6200.00
	Fuji Xerox DCSC 2022 (Y) Toner	Toner	1			1	6,200.00					0	0.00			0	0.00			0	0.00	1.00	6200.00	6200.00
	Fuji Xerox DCSC 2022, Drum Cartridge (CMYK)	Drum Cart	1			1	13,500.00					0	0.00			0	0.00			0	0.00	1.00	13500.00	13500.00
	Fuji Xerox DCSC 2022, Waste Toner Bottle	bottle	1			1	3,500.00					0	0.00			0	0.00			0	0.00	1.00	3500.00	3500.00
	Digital Camera with Kit Lens (Zoom Lens)	unit	1			1	#####					0	0.00			0	0.00			0	0.00	1.00	178000.00	#####
	Camera Microphone	unit	1			1	1,000.00					0	0.00			0	0.00			0	0.00	1.00	1000.00	1000.00
	Drone	unit	1			1	54,000.00					0	0.00			0	0.00			0	0.00	1.00	54000.00	54000.00
	Ring Light	unit	4			4	12,000.00					0	0.00			0	0.00			0	0.00	4.00	3000.00	12000.00
	Tripod	unit	2			2	17,400.00					0	0.00			0	0.00			0	0.00	2.00	8700.00	17400.00
	Regional Office banner	piece	2			2	17,000.00					0	0.00			0	0.00				0.00	2.00	8500.00	17000.00
	Battery for Digital Camera with Kit Lens (Zoom Lens)	unit	3			3	14,700.00					0	0.00			0	0.00			0	0.00	3.00	4900.00	14700.00
	Battery for Digital Camera with Kit Lens (Prime Lens)	unit	3			3	14,700.00					0	0.00			0	0.00			0	0.00	3.00	4900.00	14700.00
	Ring Light Kit:18"/48cm	unit	10			10	20,000.00					0	0.00			0	0.00			0	0.00	10.00	2000.00	20000.00
	USB Extension 3.0 Male to Female 5 Meters	unit	20			20	30,000.00					0	0.00			0	0.00			0	0.00	20.00	1500.00	30000.00
	USB to LAN port adaptor	unit	20			20	40,000.00					0	0.00			0	0.00			0	0.00	20.00	2000.00	40000.00
	Uninterrupted Power Supply	unit	15			15	45,000.00					0	0.00			0	0.00			0	0.00	15.00	3000.00	45000.00
	RJ45 Passthrough 100pcs/box	box	3			3	6,000.00					0	0.00			0	0.00			0	0.00	3.00	2000.00	6000.00
	Cat6 UTP cable 305 meters	box	4			4	48,000.00					0	0.00			0	0.00			0	0.00	4.00	12000.00	48000.00
	250 GB Solid State Drive	unit	10			10	60,000.00					0	0.00			0	0.00			0	0.00	10.00	6000.00	60000.00
	8 GB RAM	unit	10			10	20,000.00					0	0.00			0	0.00			0	0.00	10.00	2000.00	20000.00
	CMOS Battery	unit	10			10	1,000.00					0	0.00			0	0.00			0	0.00	10.00	100.00	1000.00
	SSD HDDto 3.5 Mounting Adapter Bracket	unit	2			2	13,000.00					0	0.00			0	0.00			0	0.00	2.00	6500.00	13000.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement												Total Quantity Catalogue Amount (as of 30 April 2022)	Price Total Amount (as of 30 April 2022)									
				Jan	Feb	Mar	Q1 Amount	April	May	June	Q2 Amount	July	Aug	Sept	Q3 Amount			Oct	Nov	Dec	Q4 Amount					
	Universal Portable Teleprompter	unit	2				2	20,000.00				0	0.00				0	0.00		0	0.00	2.00	10000.00	20000.00		
	Maintenance Bk, Epson L6170	unit	2				2	3,000.00	2			2	3,000.00	2			2	3,000.00	2		2	3,000.00	8.00	1500.00	12000.00	
	Wristwatch	pc					0	0.00				0	0.00				0	0.00	2		2	4,998.00	2.00	2499.00	4998.00	
	Wristwatch	pc					0	0.00				0	0.00				0	0.00	7		7	24,493.00	7.00	3499.00	24493.00	
	Jewelry	pc					0	0.00				0	0.00				0	0.00	9		9	44,991.00	9.00	4999.00	44991.00	
	Jewelry	pc					0	0.00				0	0.00				0	0.00	3		3	17,997.00	3.00	5999.00	17997.00	
	Jewelry	pc					0	0.00				0	0.00				0	0.00	2		2	13,998.00	2.00	6999.00	13998.00	
	Ring	pc					0	0.00				0	0.00				0	0.00	3		3	90,000.00	3.00	30000.00	90000.00	
	Plaque	pc					0	0.00				0	0.00				0	0.00	120		120	144,000.00	120.00	1200.00	#####	
	Trophies	pc					0	0.00				0	0.00				0	0.00	45		45	157,500.00	45.00	3500.00	#####	
	Blanket, fleece, piece	pc					0	0.00	5			5	3,000.00	5			5	3,000.00		0	0.00	10.00	600.00	6000.00	#####	
	T-shirt	pc					0	0.00				0	0.00	140			140	70,000.00		0	0.00	140.00	500.00	70000.00	#####	
	Cultural Attire	pc					0	0.00				0	0.00	140			140	#####		0	0.00	140.00	1000.00	#####	#####	
	Embroidered Towel	pc					0	0.00				0	0.00	140			140	70,000.00		0	0.00	140.00	500.00	70000.00	#####	
	Executive Planner	pc					0	0.00				0	0.00	60			60	15,000.00		0	0.00	60.00	250.00	15000.00	#####	
	Extension wire w/ convenience outlet; 5 meters	unit	3				3	900.00				0	0.00	2			2	600.00		0	0.00	5.00	300.00	1500.00	#####	
	FASTENER, plastic; 70mm between prongs	box	5	3	2	10	420.00	5	3	2	10	420.00	5	3	2	10	420.00	5	3	2	10	420.00	40.00	42.00	1680.00	#####
	BOOK PAPER, Letter, Substance 20	ream	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	60.00	200.00	12000.00	#####
	BALLPEN, Blue, Ballpoint 0.5 (12pcs/box)	box	8				8	872.00	8			8	872.00	8			8	872.00	8		8	872.00	32.00	109.00	3488.00	#####
	BALLPEN, Black, Ballpoint 0.5 (12pcs/box)	box	11				11	1,199.00	11			11	1,199.00	11			11	1,199.00	11		11	1,199.00	44.00	109.00	4796.00	#####
	BALLPEN, Red, Ballpoint 0.5 (12pcs/box)	box	2				2	218.00				0	0.00	2			2	218.00		0	0.00	4.00	109.00	436.00	#####	
	Push Pin	box	2				2	70.00				0	0.00	2			2	70.00		0	0.00	4.00	35.00	140.00	#####	
	SIGN PEN, Green, Liquid/Gel Ink, 0.5mm needle tip	box	1				1	250.00				0	0.00	1			1	250.00		0	0.00	2.00	250.00	500.00	#####	
	CERTIFICATE PAPER, A4	pack					0	0.00			15	15	2,400.00				0	0.00		15	15	2,400.00	30.00	160.00	4800.00	#####
	CERTIFICATE HOLDER, A4	pc					0	0.00			120	120	8,400.00				0	0.00		120	120	8,400.00	240.00	70.00	16800.00	#####
	GLOSSY PHOTO PAPER, A4	pack					0	0.00			10	10	1,700.00				0	0.00		10	10	1,700.00	20.00	170.00	3400.00	#####
	64 GB FLASH DRIVE	pc					0	0.00			80	80	64,000.00				0	0.00		80	80	64,000.00	160.00	800.00	#####	#####
	NUMERIC KEYPAD for LAPTOP	pc	8				8	1,080.00				0	0.00				0	0.00		0	0.00	8.00	135.00	1080.00	#####	#####
	BACK UPS 650	unit	5				5	19,995.00				0	0.00				0	0.00		0	0.00	5.00	3999.00	19995.00	#####	#####
	TONER, Oki BLACK ECOS162	cart	1				1	2	6,400.00	1		1	3,200.00	1			2	6,400.00		1	1	3,200.00	6.00	3200.00	19200.00	#####
	TONER CART, KYOCERA PRINTER TK-135	cart	1				1	2	6,400.00	1		1	3,200.00	1			2	6,400.00		1	1	3,200.00	6.00	3200.00	19200.00	#####
	EPSON ECO TANK L3110 003-BLACK	bottle	1				1	2	590.00	1		1	295.00	1			2	590.00		1	1	295.00	6.00	295.00	1770.00	#####

Item & Specifications			Monthly Quantity Requirement																Total Quantity for the Year	Price Catalogue for the Year	Total Amount for the Year				
			Jan	Feb	Mar	Q1 Amount	April	May	June	Q2 Amount	July	Aug	Sept	Q3 Amount	Oct	Nov	Dec	Q4 Amount							
	EPSON ECO TANK L3110 003-YELLOW	bottle	1		1	2	590.00		1		1	295.00	1		1	2	590.00	1		1	295.00	6.00	295.00	1770.00	
	EPSON ECO TANK L3110 003-MAGENTA	bottle	1		1	2	590.00		1		1	295.00	1		1	2	590.00	1		1	295.00	6.00	295.00	1770.00	
	EPSON ECO TANK L3110 003-CYAN	bottle	1		1	2	590.00		1		1	295.00	1		1	2	590.00	1		1	295.00	6.00	295.00	1770.00	
	CANON INK 35, BLACK	pc	4	4	4	12	8,400.00	4	4	4	12	8,400.00	4	4	4	12	8,400.00	4	4	4	12	8,400.00	48.00	700.00	33600.00
	TONER CART, HP85A, BLACK	cart	3	3	3	9	18,450.00	3	3	3	9	18,450.00	3	3	3	9	18,450.00	3	3	3	9	18,450.00	36.00	2050.00	73800.00
	TONER CARTRIDGE FOR FUJI XEROX DOCUMINT M455P4554 Series High	cart	1		1	2	10,000.00		1		1	5,000.00	1		1	2	10,000.00		1		1	5,000.00	6.00	5000.00	30000.00
	BROTHER PRINTER INK REFILL, D60BK	set	3		3	6	13,800.00		3		3	6,900.00	3		3	6	13,800.00		3		3	6,900.00	18.00	2300.00	41400.00
	Toner Develop INEO+281 BLACK	tube	4	0	0	4	40000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	10000	40000
	Toner Develop INEO+281 CYAN	tube	4	0	0	4	72000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	18000	72000	
	Toner Develop INEO+281 MAGENTA	tube	4	0	0	4	72000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	18000	72000	
	Toner Develop INEO+281 YELLOW	tube	4	0	0	4	72000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	18000	72000	
	Brother Ink (BT500) Black	bottle	4	0	0	4	1800	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	1800	1800	
	Brother Ink (BT500) Magenta	bottle	4	0	0	4	1800	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	1800	1800	
	Brother Ink (BT500) Cyan	bottle	4	0	0	4	1800	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	1800	1800	
	Brother Ink (BT500) Yellow	bottle	4	0	0	4	1800	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	1800	1800	
	Develop INEO TH230K Toner	tube	4			4	37000				0	0			0	0	0			0	0	4	9250	37000	
	Develop INEO TH230Y Yellow Toner	tube	4			4	66000				0	0			0	0	0			0	0	4	16500	66000	
	Develop INEO TH230C Cyan Toner	tube	4			4	66000				0	0			0	0	0			0	0	4	16500	66000	
	Develop INEO TH230M Magenta Toner	tube	4			4	66000				0	0			0	0	0			0	0	4	16500	66000	
	Docuprint TonerM455dr	Tube	10			10	75000				0	0			0	0	0			0	0	10	7500	75000	
	TONER, FUJI DOCUMINT M455	cart	4			4	18000				0	0			0	0	0			0	0	4	4500	18000	
	Drum Cartridge, Fuji Xerox, Docuprint M455	Cartridge	1			1	15,000.00				0	0.00			0	0.00				0	0.00	1.00	15000.00	15000.00	
	Supply and Delivery of Black Toner Cartridge Docuprint M455 (Fuji Xerox)	Cartridge	1	1	1	3	15,000.00	1	1	1	3	15,000.00	1	1	1	3	15,000.00	1	1	1	3	15,000.00	12.00	5000.00	60000.00
	Canon Paper A4 size	box	1	1	1	3	3,000.00	1			1	1,000.00			0	0.00			0	0.00	4.00	1000.00	4000.00		
	Canon Paper Long size	box	1	1	1	3	3,000.00	1			1	1,000.00			0	0.00			0	0.00	4.00	1000.00	4000.00		
	Laminating Roll	roll	1			1	600.00	1			1	600.00	1		1	600.00	1		1	600.00	4.00	600.00	2400.00		
	Paste	jar	7			7	175.00				0	0.00	7		7	175.00			0	0.00	14.00	25.00	350.00		
	Ring binder- 1/4, 1/2, 3/4 and 1"	roll	30			30	1,200.00				0	0.00			0	0.00			0	0.00	30.00	40.00	1200.00		
	Strata Paper (Long)	pack	10			10	1,200.00				0	0.00			0	0.00			0	0.00	10.00	120.00	1200.00		
	Strata Paper (A4)	pack	10			10	1,200.00				0	0.00			0	0.00			0	0.00	10.00	120.00	1200.00		
	Board Paper (Long)	pack	10			10	500.00				0	0.00			0	0.00			0	0.00	10.00	50.00	500.00		
	Board Paper (A4)	pack	10			10	500.00				0	0.00			0	0.00			0	0.00	10.00	50.00	500.00		

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price (as of 30 April 2021)	Total Amount for the year				
		Jan	Feb	Mar	Q1	Q1 Amount	April	May	June	Q2	Q2 Amount	July	Aug	Sept	Q3	Q3 Amount	Oct				Nov	Dec	Q4	Q4 Amount
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

Prepared by: 
ZENYLO S. FRIAS BUYAN
Property/Supply Officer
Administrative Officer V

Certified Funds Available / Certified Appropriate Funds Approved by: 
for: NOIME A. PLAZON
Accountant / Budget Officer


EVELYN R. FETALVERO, CESO IV
Head of Office/Agency
Director IV

Date Prepared: August 27, 2021