

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

Introduction:

This form contains the common-use supplies and equipment (CSE) being carried by the Procurement Service – Department of Budget and Management (PS-DBM) that shall be purchased by government agencies. Consistent with the DBM Circular Letter Nos. 2011-6 and 2011-6-A dated 25 August 2011 and 28 September 2011, respectively, the APP-CSE shall serve as the agency's annual procurement request for all its CSE requirements. Only agencies with uploaded APP-CSE in the Virtual Store (VS) will be able to purchase CSE from the PS-DBM. Note that the items listed on this form have been arranged in accordance with the United Nations Standard Products and Services Code (UNSPSC).

Reminders:

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store (VS) and Downloads page of PS-DBM website (www.ps-philgeps.gov.ph).
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.gov.ph) under the "What We Sell" tab for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on the PART I of this form, otherwise the form will be deemed invalid.
- 5.0 For items not included on the list of PART II, a separate file, with the file name APP-CSE 2024 Form - Other Items, can be downloaded from the Downloads page of PS-DBM website (www.ps-philgeps.gov.ph) and must be submitted to PS-DBM through this link: <https://shorturl.at/hosS8>.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's Virtual Store (VS) account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0927-8478245 (Globe) or 0918-2954426 (Smart), or email apcse.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.

Department/Bureau/Office: Department of Science and Technology
Region: National Capital Region (NCR)
Address: 4th & 5th Floor Science Heritage Bldg
Gen. Santos Ave., Bicutan, Taguig City

Agency Code/UACS: 0015
Organization Type: National Government Agency (NGA)

Note: The APP-CSE for FY 2024 must be submitted on or before **31 July 2023**.
Contact Person: Lead Martin B. Presado
Position: Administrative Officer V
E-mail: lapresado@ncr.dost.gov.ph
Telephone/Mobile Nos: 837-2071 (cc 2105) 05274957278

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price	Total Amount for the year		
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
1	12191601-AL-ED1	ALCOHOL, Ethyl, 500 mL	bottle	227	150	209	586	29,862.86	207	170	189	566	28,843.36	228	148	212	588	29,964.48	207	171	187	565	28,792.40	2305	50.96	117,462.80
2	12191601-AL-ED3	ALCOHOL, Ethyl, 1 Gallon	gallon	1	1	2	4	1,805.44	0	0	1	1	451.36	0	1	0	1	451.36	0	0	0	0	0.00	6	451.36	2,708.16
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
3	60121413-CB-P01	CLEARBOOK, A4 size	box	106	70	83	259	9,158.24	64	73	60	197	6,965.92	80	83	70	233	8,238.88	77	88	75	240	6,406.40	929	35.26	32,849.44
4	60121413-CB-P02	CLEARBOOK, Legal size	box	316	63	56	433	16,738.80	63	46	43	152	5,848.96	66	96	63	185	7,118.80	51	46	53	150	5,772.00	922	38.48	35,478.56
5	60121534-ER-P01	ERASER, plastic/rubber	piece	46	13	10	69	645.84	12	13	10	35	327.60	40	13	12	65	608.40	10	13	10	33	306.88	202	9.36	1,890.72
6	60121524-SP-G01	SIGN PEN, Extra Fine Tip, Black	piece	151	100	98	349	9,074.00	147	99	100	346	8,996.00	175	119	110	404	10,504.00	147	99	94	340	6,840.00	1439	26.00	37,414.00
7	60121524-SP-G04	SIGN PEN, Fine Tip, Black	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	44.72	0.00
8	60121524-SP-G07	SIGN PEN, Medium Tip, Black	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	57.20	0.00
9	60121524-SP-G02	SIGN PEN, Extra Fine Tip, Blue	piece	261	181	235	677	17,602.00	206	242	191	639	16,614.00	252	188	230	670	17,420.00	207	217	192	636	16,536.00	2622	26.00	68,172.00
10	60121524-SP-G05	SIGN PEN, Fine Tip, Blue	piece				0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	44.72	0.00
11	60121524-SP-G08	SIGN PEN, Medium Tip, Blue	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	57.20	0.00
12	60121524-SP-G03	SIGN PEN, Extra Fine Tip, Red	piece	88	21	27	136	3,536.00	76	27	21	124	3,224.00	80	29	19	128	3,328.00	76	27	21	124	3,224.00	512	26.00	13,312.00
13	60121524-SP-G06	SIGN PEN, Fine Tip, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	45.76	0.00
14	60121524-SP-G09	SIGN PEN, Medium Tip, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	57.20	0.00
15	60121124-WR-P01	WRAPPING PAPER	pack	0	1	0	1	214.24	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	214.24	214.24
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																										
16	45121517-DO-CD3	DOCUMENT CAMERA	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	25,536.16	0.00
17	45111609-MM-P01	MULTIMEDIA PROJECTOR	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	18,470.40	0.00
BATTERIES AND CELLS AND ACCESSORIES																										
18	26111702-BT-AD2	BATTERY, dry cell, size AA	pack	119	72	77	268	5,853.12	122	73	76	271	5,918.64	117	72	77	266	5,809.44	111	78	60	249	5,438.16	1054	21.84	23,019.36

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
19	26111702-BT-A01	BATTERY, dry cell, size AAA	pack	117	75	67	259	5,117.84	118	78	64	260	5,137.60	115	75	67	257	5,078.32	110	68	58	236	4,663.36	1012	19.76	19,997.12	
20	26111702-BT-A03	BATTERY, dry cell, size D	pack	7	5	5	17	1,373.52	5	5	5	15	1,388.40	5	5	5	15	1,388.40	5	5	5	15	1,388.40	62	92.56	5,738.72	
CLEANING EQUIPMENT AND SUPPLIES																											
21	47131812-AF-A01	AIR FRESHENER	can	20	4	5	29	2,533.44	10	14	5	29	2,533.44	10	14	5	29	2,533.44	10	14	5	29	2,533.44	116	87.36	10,133.76	
22	47131604-BR-S01	BROOM (Walie Tambo)	piece	7	0	0	7	895.44	5	0	0	5	639.60	7	0	0	7	895.44	6	0	0	6	767.52	25	127.92	3,198.00	
23	47131604-BR-T01	BROOM (Walie Ting-ting)	piece	7	0	0	7	167.44	5	0	0	5	119.60	7	0	0	7	167.44	5	0	0	5	119.60	24	23.92	574.08	
24	47131828-TB-C01	CLEANER, Toilet Bowl and Urinal	bottle	11	10	11	32	1,431.04	10	11	10	31	1,386.32	11	10	11	32	1,431.04	10	11	10	31	1,386.32	126	44.72	5,634.72	
25	47131805-CL-P01	CLEANSER, Scouring Powder	can	10	10	10	30	1,080.00	10	10	10	30	1,080.00	10	10	10	30	1,080.00	10	10	10	30	1,080.00	120	36.00	4,320.00	
26	47131811-DE-B02	DETERGENT BAR	bar	4	4	4	12	112.32	4	4	4	12	112.32	4	4	4	12	112.32	4	4	4	12	112.32	48	9.36	449.28	
27	47131811-DE-P02	DETERGENT POWDER, all purpose	pouch	5	4	5	14	1,237.60	4	5	4	13	1,149.20	5	4	5	14	1,237.60	4	5	4	13	1,149.20	54	88.40	4,773.60	
28	47131803-DS-A01	DISINFECTANT SPRAY	can	22	11	2	35	5,278.00	13	1	12	26	3,920.80	33	1	2	36	5,428.80	13	11	2	26	3,920.80	123	150.80	18,548.40	
29	47131601-DU-P01	DUST PAN	piece	3	0	0	3	140.40	0	0	0	0	0.00	3	0	0	3	140.40	0	0	0	0	0.00	6	46.80	280.80	
30	47131802-FW-P03	FLOOR WAX, paste type, red	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	135.20	0.00	
31	47131830-FC-A01	FURNITURE CLEANER	can	12	0	0	12	2,720.64	11	0	0	11	2,493.92	12	0	0	12	2,720.64	11	0	0	11	2,493.92	46	226.72	10,425.12	
32	73101612-HS-L01	HAND SOAP, liquid	bottle	21	0	1	22	944.90	20	1	0	21	901.95	21	0	1	22	944.90	20	1	0	21	901.95	86	42.95	3,693.70	
33	47121804-MP-B01	MOP BUCKET	unit	3	0	0	3	6,864.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	2,288.00	6,864.00	
34	47131613-MP-H02	MOPHANDLE, heavy duty	piece	2	0	0	2	268.32	0	0	0	0	0.00	2	0	0	2	268.32	0	0	0	0	0.00	4	134.16	536.64	
35	47131619-MP-P01	MOPHEAD, made of rayon	piece	5	0	0	5	570.20	0	0	0	0	0.00	5	0	0	5	570.20	0	0	0	0	0.00	10	114.04	1,140.40	
36	47131501-RG-C01	RAGS	kilo	2	1	1	4	228.80	11	1	1	13	743.60	2	1	1	4	228.80	1	1	1	3	171.60	24	57.20	1,372.80	
37	47131602-SC-N01	SCOURING PAD	pack	6	5	5	16	1,431.04	5	6	5	16	1,431.04	5	6	5	16	1,431.04	5	5	5	15	1,341.60	63	89.44	5,634.72	
38	47121701-TB-P04	TRASHBAG, XXL size	pack/roll	7	5	5	17	2,210.00	5	5	5	15	1,950.00	6	5	5	16	2,080.00	5	5	6	16	2,080.00	64	130.00	8,320.00	
39	47121701-TB-P05	TRASHBAG, Large size	pack/roll				0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	59.28	0.00	
40	47121701-TB-P06	TRASHBAG, XL size	pack/roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	92.56	0.00	
41	47121702-WB-P01	WASTEBASKET	piece	20	0	1	21	917.28	0	0	0	0	0.00	23	0	0	23	1,004.64	0	0	0	0	0.00	44	43.68	1,921.92	
COLOR COMPOUNDS AND DISPERSIONS																											
42	12171703-SI-P01	INK, for stamp pad	bottle	17	9	3	29	904.80	9	3	9	21	655.20	16	8	3	27	842.40	10	8	3	21	655.20	98	31.20	3,057.60	
CONSUMER ELECTRONICS																											
43	52161535-DV-R01	DIGITAL VOICE RECORDER	unit	7	1	0	8	38,430.08	1	0	1	2	9,607.52	2	0	0	2	9,607.52	0	0	0	0	0.00	12	4,803.76	57,645.12	
FACE MASK																											
44	42131713-SM-M06	FACE MASK	box	253	134	180	567	29,484.00	162	174	140	476	24,752.00	253	134	180	567	29,484.00	162	174	134	471	24,492.00	2081	52.00	108,212.00	
FILMS																											
45	13111203-AC-P01	ACETATE	roll	1	0	0	1	1,048.32	0	0	0	0	0.00	1	0	0	1	1,048.32	0	0	0	0	0.00	2	1,048.32	2,096.64	
46	13111201-CF-P02	CARBON FILM, Legal size	box	0	1	0	1	256.88	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	256.88	256.88	
FIRE FIGHTING EQUIPMENT																											
47	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	1	0	0	1	1,398.80	0	0	0	0	0.00	1	0	0	1	1,398.80	0	0	0	0	0.00	2	1,398.80	2,797.60	
48	46191601-FE-H01	FIRE EXTINGUISHER, pure HCFC	unit	1	0	0	1	5,613.25	0	0	0	0	0.00	1	0	0	1	5,613.25	0	0	0	0	0.00	2	5,613.25	11,226.50	
FLAG OR ACCESSORIES																											
49	55121905-PH-P01	PHILIPPINE NATIONAL FLAG	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	294.84	0.00	
FURNITURE AND FURNISHINGS																											
50	56101504-CM-B01	MONOBLOC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	375.44	0.00	
51	56101504-CM-W01	MONOBLOC CHAIR, white	piece	0	0	6	6	2,233.92	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6	372.32	2,233.92	
52	56101519-TM-S01	MONOBLOC TABLE, white	unit	0	0	1	1	1,348.88	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,348.88	1,348.88	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
53	56101519-TM-502	MONOBLOC TABLE, beige	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,349.88	0.00
HEATING AND VENTILATION AND AIR CIRCULATION																										
54	40101604-EF-C01	ELECTRIC FAN, ceiling mount, orbit type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,380.08	0.00
55	40101604-EF-G01	ELECTRIC FAN, industrial, ground type	unit	1	0	0	1	1,109.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	1,109.68	1,109.68
56	40101604-EF-S01	ELECTRIC FAN, stand type	unit	0	0	0	0	0.00	0	0	4	4	4,026.88	0	0	0	0	0.00	0	0	0	0	0.00	4	1,006.72	4,026.88
57	40101604-EF-W01	ELECTRIC FAN, wall mount	unit	1	0	0	1	914.16	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	914.16	914.16
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																										
58	43211507-DSK003	DESKTOP, for Basic Users	unit	1	0	0	1	24,793.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	24,793.60	24,793.60
59	43211507-DSK004	DESKTOP, for Mid-Range Users	unit	26	0	2	28	1,196,931.20	3	5	2	10	423,904.00	0	0	3	3	127,171.20	0	0	0	0	0.00	41	42,390.40	1,739,006.40
60	43201827-HD-V02	EXTERNAL HARD DRIVE	unit	18	3	8	29	87,524.32	3	3	4	10	30,180.80	2	2	2	6	18,108.48	2	2	2	6	18,108.48	51	3,018.08	153,922.08
61	43202010-FD-U04	FLASH DRIVE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	224.64	0.00
62	43211503-LAP004	LAPTOP, for Mid-range Users	unit	0	0	3	3	127,140.00	4	2	0	6	254,280.00	2	0	0	2	84,760.00	0	0	0	0	0.00	11	42,380.00	466,180.00
63	43211803-LAP003	LAPTOP, Lightweight	unit	26	0	2	28	1,310,400.00	2	0	2	4	187,200.00	0	0	0	0	0.00	0	0	0	0	0.00	32	46,800.00	1,497,600.00
64	43211708-MO-C02	COMPUTER MOUSE, Wireless	unit	14	2	8	24	4,068.48	2	1	1	4	676.08	2	0	0	2	339.04	2	0	0	2	339.04	32	189.52	5,424.64
65	43212102-PR-C02	PRINTER, Impact, Dot Matrix, 24 pins	unit	1	0	1	2	66,031.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	33,015.84	66,031.68
66	43212102-PR-C01	PRINTER, Impact, Dot Matrix, 9 pins	unit	2	0	0	2	22,029.28	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	11,014.64	22,029.28
67	43212105-PR-L01	PRINTER, Laser, Monochrome	unit	0	0	1	1	23,063.04	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	23,063.04	23,063.04
LIGHTING AND FIXTURES AND ACCESSORIES																										
68	39101628-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	81.12	0.00
69	39101628-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	205.82	0.00
MANUFACTURING COMPONENTS AND SUPPLIES																										
70	31201610-GL-X01	GLUE, all-purpose	jar	43	12	12	67	4,738.24	19	20	10	49	3,465.28	23	10	22	55	3,889.60	17	10	20	47	3,323.84	218	70.72	15,416.96
71	31151804-SW-H01	STAPLE WIRE, heavy duty (binder type), 23/13	box	27	7	7	41	924.56	17	7	8	32	721.60	21	7	7	35	789.28	18	7	7	32	721.60	140	22.55	3,157.00
72	31151804-SW-S01	STAPLE WIRE, standard	box	78	31	46	155	3,682.80	53	32	37	122	2,898.72	65	31	40	136	3,231.36	53	32	33	118	2,803.68	531	23.76	12,616.56
73	31201502-TA-B01	TAPE, electrical	roll	0	0	0	0	0.00	0	0	4	4	77.80	0	0	0	0	0.00	0	0	0	0	0.00	4	19.45	77.80
74	31201503-TA-M01	TAPE, masking, 24mm	roll	47	22	15	84	5,197.92	33	22	19	74	4,579.12	43	22	16	81	5,012.28	30	12	15	65	4,022.20	304	61.88	18,811.52
75	31201503-TA-M02	TAPE, masking, 48 mm	roll	28	8	8	44	5,331.04	8	8	5	21	2,544.36	23	3	6	32	3,877.12	8	3	0	11	1,332.76	106	121.16	13,065.28
76	31201517-TA-P01	TAPE, packaging, 48 mm	roll	22	8	8	38	1,146.08	11	8	5	24	723.84	12	8	6	26	784.16	7	3	5	15	452.40	103	30.16	3,106.48
77	31201512-TA-T01	TAPE, transparent, 24mm	roll	79	29	36	144	1,647.36	49	35	32	116	1,327.04	65	30	36	131	1,498.64	45	30	33	108	1,235.52	499	11.44	5,708.56
78	31201512-TA-T02	TAPE, transparent, 48 mm	roll	14	6	4	24	574.08	8	0	0	8	191.36	13	0	8	21	502.32	8	0	0	8	191.36	61	23.92	1,459.12
79	31131507-TW-P01	TWINE, plastic	roll	5	0	0	5	353.60	0	0	0	0	0.00	5	0	0	5	353.60	0	0	0	0	0.00	10	70.72	707.20
MEASURING AND OBSERVING AND TESTING EQUIPMENT																										
80	41111604-RU-P02	RULER, flexible, plastic, 450mm	piece	50	22	28	100	2,060.00	23	20	53	96	1,996.80	26	25	48	99	2,099.20	26	20	48	94	1,955.20	389	20.80	8,091.20
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
81	44121612-BL-H01	BLADE, for general purpose cutter/utility knife	tube	3	3	0	6	96.00	2	1	0	3	48.00	2	0	1	3	48.00	0	1	0	1	16.00	13	16.00	208.00
82	44101602-PB-M01	BINDING AND PUNCHING MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,104.64	0.00
83	44101807-CA-C01	CALCULATOR, Compact	unit	27	16	3	46	13,203.84	1	1	18	20	5,740.80	11	1	1	13	3,731.52	1	1	6	8	2,296.32	87	287.04	24,972.48
84	44121710-CH-W01	CHALK, white enamel	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	32.97	0.00
85	44122105-BF-C01	CLIP, backfold, 19mm	box	142	93	115	330	3,276.00	56	65	41	162	1,516.32	106	45	61	212	1,994.32	76	45	61	182	1,703.52	906	9.36	8,480.16
86	44122105-BF-C02	CLIP, backfold, 25mm	box	110	45	67	222	3,463.20	76	45	61	182	2,839.20	86	65	61	212	3,307.20	76	45	61	182	2,839.20	798	15.60	12,448.80
87	44122105-BF-C03	CLIP, backfold, 32mm	box	110	45	67	222	6,002.88	56	65	61	182	4,921.28	86	65	61	212	5,732.48	76	45	61	182	4,921.28	798	27.04	21,577.92
88	44122105-BF-C04	CLIP, backfold, 50mm	box	109	44	66	219	13,210.08	75	44	60	179	10,797.28	105	44	60	209	12,606.88	55	64	60	179	10,797.28	786	60.32	47,411.52

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price	Total Amount for the year		
				Q1					Q2					Q3					Q4							
				Jan	Feb	Mar	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4				Q4 AMOUNT	
89	44121801-CT-R02	CORRECTION TAPE	piece	107	63	66	236	2,721.08	68	72	56	196	2,259.68	114	72	60	246	2,836.38	74	62	56	192	2,213.76	870	11.53	10,031.10
90	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	13	0	4	17	539.24	1	0	6	7	222.04	6	0	6	12	380.64	1	0	0	1	31.72	37	31.72	1,173.64
91	44111515-DF-B01	DATA FILE BOX	piece	142	105	147	394	30,416.80	95	115	112	322	24,858.40	115	90	132	337	26,016.40	95	90	108	293	22,619.60	1346	77.20	103,911.20
92	44122011-DF-F01	DATA FOLDER	piece	410	175	182	767	52,646.88	175	165	207	547	37,546.08	200	185	216	603	41,389.92	185	175	183	513	35,212.32	2430	68.64	166,795.20
93	44103202-DS-M01	DATER STAMP	piece	4	1	1	6	2,818.68	0	0	5	5	2,348.90	0	0	0	0	0.00	0	0	0	0	0.00	11	469.78	5,167.88
94	44121506-EN-D01	ENVELOPE, Documentary, A4	box	9	2	1	12	10,083.84	10	0	0	10	8,403.20	9	1	0	10	8,403.20	9	0	1	10	8,403.20	42	840.32	35,293.44
95	44121506-EN-D02	ENVELOPE, Documentary, legal,	box	12	2	1	15	16,177.20	9	0	0	9	9,706.32	9	0	0	9	9,706.32	8	1	0	9	9,706.32	42	1,076.48	45,296.16
96	44121506-EN-X01	ENVELOPE, Expanding, Kraft	box	18	1	1	20	27,497.60	15	0	1	16	21,998.08	15	0	1	16	21,998.08	10	1	0	11	15,123.68	63	1,374.88	86,617.44
97	44121506-EN-X02	ENVELOPE, Expanding, Plastic	box	17	25	10	52	1,585.48	12	15	5	32	975.68	12	25	5	42	1,280.58	15	25	5	45	1,372.05	171	30.49	5,213.79
98	44121506-EN-M02	ENVELOPE, Mailing	box	12	0	1	13	6,070.48	12	0	0	12	5,603.52	11	0	0	11	5,136.56	11	0	0	11	5,136.56	47	466.96	21,947.12
99	44121504-EN-W02	ENVELOPE, Mailing, with window	box	11	1	1	13	6,868.16	11	0	0	11	5,811.52	11	0	0	11	5,811.52	11	0	0	11	5,811.52	46	528.32	24,302.72
100	44111912-ER-B01	ERASER, felt, for blackboard/whiteboard	piece	2	0	0	2	24.66	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	12.33	24.66
101	44122118-FA-P01	FASTENER	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	94.84	0.00
102	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	42	26	23	91	7,753.20	34	29	24	87	7,412.40	45	24	22	91	7,753.20	32	29	22	83	7,071.60	352	85.20	29,990.40
103	44122018-FT-D01	FILE TAB DIVIDER, A4	pack	32	25	78	133	3,043.04	76	35	10	121	2,768.48	76	35	10	121	2,768.48	76	35	10	121	2,768.48	496	22.88	11,348.48
104	44122018-FT-D02	FILE TAB DIVIDER, Legal	pack	69	40	35	144	3,744.00	90	50	35	115	2,990.00	55	30	25	130	3,380.00	40	40	35	115	2,990.00	804	26.00	13,104.00
105	44122011-FO-F01	FOLDER, Fancy with slide, A4	bundle	39	20	20	79	23,004.80	25	20	30	75	21,840.00	35	20	20	75	21,840.00	25	20	30	75	21,840.00	304	291.20	88,524.80
106	44122011-FO-F02	FOLDER, Fancy with slide, legal	bundle	16	10	10	36	11,119.68	12	10	10	32	9,884.16	12	10	10	32	9,884.16	12	10	10	32	9,884.16	132	308.68	40,772.16
107	44122011-FO-L01	FOLDER, L-type, A4	pack	22	10	10	42	7,876.68	13	10	10	33	6,188.82	13	10	10	33	6,188.82	13	10	10	33	6,188.82	141	187.54	26,443.14
108	44122011-FO-L02	FOLDER, L-type, Legal	pack	31	16	21	68	16,222.76	19	15	24	58	13,837.06	23	20	21	64	15,268.46	13	15	12	40	9,542.80	230	238.57	54,871.10
109	44122027-FO-P01	FOLDER, pressboard	box	26	19	17	62	59,062.68	19	18	17	54	51,492.56	23	15	20	58	55,253.12	18	10	12	38	36,200.32	212	951.64	201,999.68
110	44122011-FO-T03	FOLDER with tab, A4	pack	22	17	15	54	21,003.84	17	16	15	48	18,670.08	18	16	16	50	19,448.00	11	11	10	32	12,446.72	184	388.96	71,368.64
111	44122011-FO-T04	FOLDER with tab, Legal	pack	9	9	7	25	10,686.00	6	7	7	20	8,548.80	6	7	6	19	8,121.36	1	2	1	4	1,709.76	68	427.44	29,065.92
112	44122008-IT-T01	INDEX TAB	box	11	8	7	26	1,640.86	11	6	6	23	1,451.53	8	9	6	23	1,451.53	2	1	2	5	315.55	77	63.11	4,859.47
113	44111515-MF-B02	MAGAZINE FILE BOX, Large	piece	10	6	10	26	3,288.88	0	5	5	10	1,288.80	5	5	15	25	3,172.00	0	5	5	10	1,288.80	71	126.88	9,008.96
114	44121716-MA-F01	MARKER, Fluorescent	set	28	10	10	48	2,046.72	13	15	15	43	1,833.52	7	21	15	43	1,833.52	2	0	15	17	724.88	151	42.64	6,438.64
115	44121708-MP-B01	MARKER, Permanent, Black	piece	34	25	11	70	1,092.00	38	15	10	63	982.80	40	15	20	75	1,170.00	20	5	0	25	390.00	233	15.60	3,634.80
116	44121708-MP-B02	MARKER, Permanent, Blue	piece	104	30	79	213	3,322.80	96	40	62	198	3,088.80	76	30	84	190	2,964.00	72	20	48	140	2,184.00	741	15.60	11,559.60
117	44121708-MP-B03	MARKER, Permanent, Red	piece	97	30	69	196	3,057.60	75	30	62	167	2,605.20	65	30	58	153	2,386.80	51	20	48	119	1,856.40	635	15.60	9,906.00
118	44121708-MW-B01	MARKER, Whiteboard, Black	piece	29	2	11	42	436.80	57	2	2	61	634.40	23	2	4	29	301.60	21	0	0	21	218.40	153	10.40	1,591.20
119	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	43	32	27	102	1,060.80	30	30	20	80	832.00	26	32	26	84	873.60	26	30	20	76	790.40	342	10.40	3,556.80
120	44121708-MW-B03	MARKER, Whiteboard, Red	piece	40	30	22	92	956.80	24	30	20	74	765.60	20	30	20	70	728.00	20	30	20	70	728.00	306	10.40	3,182.40
121	44122104-PC-G01	PAPER CLIP, vinyl/plastic coated, 33mm	box	4	10	2	16	149.76	0	10	0	10	93.60	0	10	0	10	93.60	0	10	0	10	93.60	46	9.36	430.56
122	44122104-PC-J02	PAPER CLIP, vinyl/plastic coated, jumbo, 50mm	box	124	51	77	252	6,027.84	46	56	76	180	4,305.60	68	51	86	205	4,903.60	24	21	66	111	2,655.12	748	23.92	17,892.16
123	44101603-PS-M02	PAPER SHREDDER	unit	109	66	77	252	1,436,198.40	63	41	48	152	866,278.40	83	51	71	205	1,168,236.00	39	21	51	111	632,611.20	720	5,699.20	4,103,424.00
124	44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE	unit	6	2	5	13	120,868.80	2	3	2	7	65,083.20	2	3	2	7	65,083.20	0	1	0	1	9,297.60	28	9,297.60	260,332.80
125	44121706-PE-L01	PENCIL, lead/graphite, with eraser	box	43	1	29	73	3,036.80	5	1	28	34	1,414.40	12	1	28	41	1,705.60	1	1	28	30	1,248.00	178	41.60	7,404.80
126	44121619-PS-M01	PENCIL SHARPENER	piece	9	1	1	11	2,345.20	0	0	28	28	5,969.60	0	0	0	0	0.00	0	0	0	0	0.00	39	213.20	8,314.80
127	44101602-PJ-P01	PUNCHER, paper, heavy duty	piece	22	8	3	33	5,353.92	2	12	2	16	2,995.84	3	7	2	12	1,946.88	0	5	0	5	811.20	66	162.24	10,707.84
128	44122037-RB-P10	BINDING RING/COMB, plastic, 32 mm	piece	36	10	10	56	15,356.88	31	10	10	51	13,985.73	31	10	10	51	13,985.73	1	0	20	21	5,788.83	179	274.23	49,087.17
129	44122101-RJ-B01	RUBBER BAND No. 18	box	28	16	11	55	9,094.80	11	15	10	36	5,932.96	13	16	10	39	6,449.04	1	5	0	6	992.16	136	165.36	22,488.96
130	44121905-SP-F01	STAMP PAD, felt	piece	17	0	1	18	767.52	5	0	0	5	213.20	5	0	0	5	213.20	5	0	0	5	213.20	33	42.64	1,407.12

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price	Total Amount for the year		
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT
131	44121610-S5-S01	SCISSORS, symmetrical/asymmetrical	pair	83	32	13	128	5,324.80	17	30	34	81	3,369.60	18	32	10	60	2,496.00	0	20	0	20	832.00	289	41.60	12,022.40
132	44121615-ST-S01	STAPLER, standard type	piece	92	23	23	138	20,092.80	30	20	48	98	14,268.80	38	30	20	88	12,812.80	0	10	0	10	1,456.00	334	145.60	48,630.40
133	44121615-ST-B01	STAPLER, heavy duty (binder)	unit	19	1	25	45	42,962.40	1	0	0	1	954.72	2	0	0	2	1,909.44	0	0	0	0	0.00	48	954.72	45,826.56
134	44121613-SR-P02	STAPLE REMOVER, plier-type	piece	116	28	22	166	7,941.44	48	20	20	88	4,209.92	37	20	20	77	3,683.68	12	0	0	12	574.08	343	47.84	16,409.12
135	44121605-TD-T01	TAPE DISPENSER, table top	piece	45	26	21	92	7,176.00	26	20	20	66	5,148.00	25	20	20	65	5,070.00	0	0	0	0	0.00	223	78.00	17,394.00
PAPER MATERIALS AND PRODUCTS																										
136	14111523-CA-A01	CARTOLINA, assorted colors	pack	1	2	0	3	271.44	1	0	1	2	180.96	1	0	1	2	180.96	1	1	0	2	180.96	9	90.48	814.32
137	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	953.68	0.00
138	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,260.48	0.00
139	14111506-CF-L22	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,652.56	0.00
140	14111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,108.64	0.00
141	14111506-CF-L31	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	853.94	0.00
142	14111506-CF-L32	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,629.68	0.00
143	14111609-LI-C01	LOOSELEAF COVER	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	794.96	0.00
144	14111514-NP-S02	NOTEPAD, stick-on, 50mm x 76mm	pad	197	78	76	351	13,671.52	129	104	58	291	11,500.32	132	88	74	294	11,618.88	47	44	8	99	3,912.48	1033	39.52	40,903.20
145	14111514-NP-S04	NOTEPAD, stick-on, 76mm x 100mm	pad	177	88	76	341	21,633.04	129	94	58	281	17,826.64	122	78	84	284	18,016.96	37	34	18	89	5,846.16	995	63.44	63,122.80
146	14111514-NP-S03	NOTEPAD, stick-on, 76mm x 76mm	pad	192	95	103	390	23,524.80	98	111	85	294	17,734.08	131	95	75	301	18,156.32	54	35	25	114	6,878.48	1099	60.32	66,291.68
147	14111514-NB-S02	STENO NOTEBOOK	piece	84	38	26	148	3,540.16	32	38	20	90	2,152.80	317	38	20	375	8,970.00	255	18	0	273	6,530.16	886	23.92	21,393.12
148	14111507-PP-M01	PAPER, MULTICOPY A4	ream	133	101	111	345	62,072.40	136	136	111	383	68,809.36	133	121	106	360	64,771.20	106	106	81	293	52,716.55	1381	179.92	248,466.52
149	14111507-PP-M02	PAPER, MULTICOPY LEGAL	ream	73	71	63	207	43,701.84	86	66	46	198	41,801.76	76	66	81	223	47,079.76	51	46	61	158	33,356.96	786	211.12	165,940.32
150	14111507-PP-C01	PAPER, MULTIPURPOSE A4	ream	128	78	83	289	47,187.92	88	83	78	249	40,656.72	128	78	83	289	47,187.92	83	63	58	204	33,309.12	1031	163.28	168,341.68
151	14111507-PP-C02	PAPER, MULTIPURPOSE LEGAL	ream	75	55	50	180	33,321.60	50	55	50	155	28,693.60	75	50	55	180	33,321.60	30	30	35	95	17,586.40	610	185.12	112,923.20
152	14111521-PP-R01	PAD PAPER, ruled	pad	0	0	1	1	35.36	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	35.36	35.36
153	14111503-PA-P01	PAPER, parchment	box	4	1	2	7	1,324.96	4	1	1	6	1,135.68	2	0	1	3	567.84	2	1	0	3	567.84	19	109.28	3,596.32
154	14111531-RE-B01	RECORD BOOK, 300 PAGES	book	26	0	1	27	1,965.60	6	0	0	6	436.80	19	0	0	19	1,383.20	5	5	0	10	728.00	62	72.80	4,513.60
155	14111531-RE-B02	RECORD BOOK, 500 PAGES	book	10	5	0	15	1,575.60	1	5	0	6	830.24	3	0	0	3	315.12	0	0	0	0	0.00	24	105.04	2,520.96
156	14111704-TT-P04	TISSUE, INTERFOLDED PAPER TOWEL	pack	50	38	28	116	3,377.92	54	38	28	120	3,494.40	50	28	38	116	3,377.92	50	38	28	116	3,377.92	468	29.12	13,628.16
157	14111704-TT-P02	TOILET TISSUE PAPER, 2 ply	pack	176	123	139	438	44,185.44	151	127	153	431	43,479.28	157	143	143	443	44,689.84	127	107	133	267	37,022.96	1879	100.88	169,377.82
PERFUMES OR COLOGNES OR FRAGRANCES																										
158	53131626-HS-S01	HAND SANITIZER	bottle	24	29	22	75	6,552.00	26	28	23	77	6,726.72	24	29	22	75	6,552.00	24	28	22	74	6,464.64	301	87.36	26,595.36
PESTICIDES OR PEST REPELLENTS																										
159	10191509-IN-A01	INSECTICIDE	can	11	2	2	15	3,868.80	1	2	1	4	1,031.68	11	2	1	14	3,610.88	1	1	0	2	515.84	35	257.92	9,027.20
PRINTED PUBLICATIONS																										
160	55101524-RA-H01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	1	1	0	2	74.42	1	0	0	1	37.21	0	0	0	0	0.00	0	0	0	0	0.00	3	37.21	111.63
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																										
1	44103109-BR-D05	DRUM CARTRIDGE, BROTHER DR-3455, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,947.20	0.00
2	44103105-CA-C04	INK CARTRIDGE, CANON CL-741, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,126.32	0.00
3	44103105-CA-C02	INK CARTRIDGE, CANON CL-611, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,178.32	0.00
4	44103105-CA-B04	INK CARTRIDGE, CANON PG-740, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	861.12	0.00
5	44103105-CA-B02	INK CARTRIDGE, CANON PG-610, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	892.32	0.00
6	44103105-EP-B17	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	20	20	20	60	13,914.00	20	20	20	60	13,914.00	20	20	20	60	13,914.00	20	20	20	60	13,914.00	240	231.90	55,656.00
7	44103105-EP-C17	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	20	20	20	60	14,532.00	20	20	20	60	14,532.00	20	20	20	60	14,532.00	20	20	20	60	14,532.00	240	242.20	58,128.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
8	44103105-EP-M17	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	20	20	20	60	14,532.00	20	20	20	60	14,532.00	20	20	20	60	14,532.00	20	20	20	60	14,532.00	240	242.20	58,128.00
9	44103105-EP-Y17	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	20	20	20	60	14,532.00	20	20	20	60	14,532.00	20	20	20	60	14,532.00	20	20	20	60	14,532.00	240	242.20	58,128.00
10	44103105-HP-B40	INK CARTRIDGE, HP C2P04AA (HP62), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	852.80	0.00
11	44103105-HP-T40	INK CARTRIDGE, HP C2P06AA (HP62), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,048.32	0.00
12	44103105-HP-B09	INK CARTRIDGE, HP C9351AA (HP21), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	910.00	0.00
13	44103105-HP-T10	INK CARTRIDGE, HP C9352AA (HP22), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,053.52	0.00
14	44103105-HP-B17	INK CARTRIDGE, HP C0640WA (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	890.88	0.00
15	44103105-HP-T17	INK CARTRIDGE, HP C0643WA (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
16	44103105-HX-C40	INK CARTRIDGE, HP C0972AA (HP920XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00
17	44103105-HX-M40	INK CARTRIDGE, HP C0973AA (HP920XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00
18	44103105-HX-Y40	INK CARTRIDGE, HP C0974AA (HP920XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00
19	44103105-HX-B40	INK CARTRIDGE, HP C0975AA (HP920XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,541.28	0.00
20	44103105-HP-B20	INK CARTRIDGE, HP CH961WA (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	865.28	0.00
21	44103105-HP-T20	INK CARTRIDGE, HP CH962WA (HP61), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,066.00	0.00
22	44103105-HP-B49	INK CARTRIDGE, HP CH965A (HP62), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	935.00	0.00
23	44103105-HP-C49	INK CARTRIDGE, HP CH966A (HP62), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	740.00	0.00
24	44103105-HX-B43	INK CARTRIDGE, HP CN045AA (HP950XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,970.80	0.00
25	44103105-HX-C43	INK CARTRIDGE, HP CN046AA (HP951XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
26	44103105-HX-M43	INK CARTRIDGE, HP CN047AA (HP951XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
27	44103105-HX-Y43	INK CARTRIDGE, HP CN048AA (HP951XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
28	44103105-HP-B36	INK CARTRIDGE, HP CN692AA (HP704), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00
29	44103105-HP-T36	INK CARTRIDGE, HP CN693AA (HP704), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00
30	44103105-HP-B33	INK CARTRIDGE, HP CZ107AA (HP678), 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	404.56	0.00
31	44103105-HP-T33	INK CARTRIDGE, HP CZ108AA (HP678), 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	404.56	0.00
32	44103105-HP-B42	INK CARTRIDGE, HP CZ121A (HP685A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	312.00	0.00
33	44103105-HP-C33	INK CARTRIDGE, HP CZ122A (HP685A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.68	0.00
34	44103105-HP-M33	INK CARTRIDGE, HP CZ123A (HP685A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.68	0.00
35	44103105-HP-Y33	INK CARTRIDGE, HP CZ124A (HP685A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.68	0.00
36	44103105-HP-T43	INK CARTRIDGE, HP F6V26AA (HP680), Tri-color	cart	8	3	3	14	5,940.48	8	3	3	14	5,940.48	8	3	3	14	5,940.48	8	3	3	14	5,940.48	56	424.32	23,761.92
37	44103105-HP-B43	INK CARTRIDGE, HP F6V27AA (HP680), Black	cart	15	5	5	25	10,608.00	15	5	5	25	10,608.00	15	0	0	15	6,364.80	10	0	0	10	4,243.20	75	424.32	31,824.00
38	44103105-HP-C50	INK CARTRIDGE, HP L0551AA (HP955), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00
39	44103105-HP-M50	INK CARTRIDGE, HP L0554AA (HP955), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00
40	44103105-HP-Y50	INK CARTRIDGE, HP L0557AA (HP955), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00
41	44103105-HP-B50	INK CARTRIDGE, HP L0560AA (HP955), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,294.80	0.00
42	44103105-HX-C46	INK CARTRIDGE, HP L0563AA (HP955XL), Cyan Original	cart	2	2	3	7	9,376.64	2	2	3	7	9,376.64	2	2	3	7	9,376.64	2	2	3	7	9,376.64	28	1,339.52	37,306.56
43	44103105-HX-M46	INK CARTRIDGE, HP L0566AA (HP955XL), Magenta	cart	2	2	3	7	9,376.64	2	2	3	7	9,376.64	2	2	3	7	9,376.64	2	2	3	7	9,376.64	28	1,339.52	37,306.56
44	44103105-HX-Y46	INK CARTRIDGE, HP L0569AA (HP955XL), Yellow	cart	2	2	3	7	9,376.64	2	2	3	7	9,376.64	2	2	3	7	9,376.64	2	2	3	7	9,376.64	28	1,339.52	37,306.56
45	44103105-HX-B46	INK CARTRIDGE, HP L0572AA (HP955XL), Black Original	cart	3	3	3	9	16,361.28	3	3	3	9	16,361.28	3	3	3	9	16,361.28	3	3	3	9	16,361.28	36	1,817.92	65,445.12
46	44103105-HP-C51	INK CARTRIDGE, HP T6L89AA (HP905), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
47	44103105-HP-M51	INK CARTRIDGE, HP T6L93AA (HP905), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
48	44103105-HP-Y51	INK CARTRIDGE, HP T6L97AA (HP905), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
49	44103105-HP-B51	INK CARTRIDGE, HP T6M01AA (HP905), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	774.60	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sep	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
50	44103112-EP-R05	RIBBON CARTRIDGE, EPSON C135015516 (#8750), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.43	0.00
51	44103112-EP-R13	RIBBON CARTRIDGE, EPSON C135015632, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.94	0.00
52	44103112-EP-R07	RIBBON CARTRIDGE, EPSON C135015531 (5015086)	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	818.48	0.00
53	44103109-BR-D06	TONER CARTRIDGE, BROTHER DR-451CL, High Yield 3000	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,780.00	0.00
54	44103103-BR-809	TONER CARTRIDGE, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,567.20	0.00
55	44103103-BR-B11	TONER CARTRIDGE, BROTHER TN-3350, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,002.40	0.00
56	44103103-BR-B15	TONER CARTRIDGE, BROTHER TN-3478, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,575.44	0.00
57	44103103-BR-B16	TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	cart	1	1	1	3	13,693.68	1	1	1	3	13,693.68	1	1	1	3	13,693.68	1	1	1	3	13,693.68	12	4,364.56	54,774.72
58	44103103-BR-C03	TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield	cart	1	1	1	3	23,150.40	1	1	1	3	23,150.40	1	1	1	3	23,150.40	1	1	1	3	23,150.40	12	7,716.80	92,601.60
59	44103103-BR-M03	TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	cart	1	1	1	3	23,150.40	1	1	1	3	23,150.40	1	1	1	3	23,150.40	1	1	1	3	23,150.40	12	7,716.80	92,601.60
60	44103103-BR-Y03	TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield	cart	1	1	1	3	23,150.40	1	1	1	3	23,150.40	1	1	1	3	23,150.40	1	1	1	3	23,150.40	12	7,716.80	92,601.60
61	44103103-CA-800	TONER CARTRIDGE, CANON CRG-324 II	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13,399.36	0.00
62	44103103-HP-B12	TONER CARTRIDGE, HP CE435A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,099.20	0.00
63	44103103-HP-B14	TONER CARTRIDGE, HP CE340A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,603.60	0.00
64	44103103-HP-B18	TONER CARTRIDGE, HP CE255A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,942.00	0.00
65	44103103-HP-B21	TONER CARTRIDGE, HP CE278A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,741.92	0.00
66	44103103-HP-B22	TONER CARTRIDGE, HP CE285A (HP85A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,242.72	0.00
67	44103103-HP-B23	TONER CARTRIDGE, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,350.40	0.00
68	44103103-HP-C23	TONER CARTRIDGE, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
69	44103103-HP-Y23	TONER CARTRIDGE, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
70	44103103-HP-M23	TONER CARTRIDGE, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
71	44103103-HP-B24	TONER CARTRIDGE, HP CE320A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,192.80	0.00
72	44103103-HP-C24	TONER CARTRIDGE, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
73	44103103-HP-Y24	TONER CARTRIDGE, HP CE322A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
74	44103103-HP-M24	TONER CARTRIDGE, HP CE323A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
75	44103103-HP-B25	TONER CARTRIDGE, HP CE390A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,872.80	0.00
76	44103103-HP-B26	TONER CARTRIDGE, HP CE400A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,796.00	0.00
77	44103103-HP-C26	TONER CARTRIDGE, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60	0.00
78	44103103-HP-Y26	TONER CARTRIDGE, HP CE402A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,193.04	0.00
79	44103103-HP-M26	TONER CARTRIDGE, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60	0.00
80	44103103-HP-B27	TONER CARTRIDGE, HP CE410A, (HP305), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,837.60	0.00
81	44103103-HP-C27	TONER CARTRIDGE, HP CE411A, (HP305), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,460.00	0.00
82	44103103-HP-Y27	TONER CARTRIDGE, HP CE412A, (HP305), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,460.00	0.00
83	44103103-HP-M27	TONER CARTRIDGE, HP CE413A, (HP305), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,011.20	0.00
84	44103103-HP-B28	TONER CARTRIDGE, HP CE505A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,050.80	0.00
85	44103103-HX-B28	TONER CARTRIDGE, HP CE505X, Black, high cap	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,332.00	0.00
86	44103103-HP-B52	TONER CARTRIDGE, HP CF217A (HP17A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,870.72	0.00
87	44103103-HP-B53	TONER CARTRIDGE, HP CF226A (HP26A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,246.80	0.00
88	44103103-HP-B55	TONER CARTRIDGE, HP CF280A, LaserJet Pro M401/M425	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,690.40	0.00
89	44103103-HP-B51	TONER CARTRIDGE, HP CF280XC	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,359.52	0.00
90	44103103-HP-B56	TONER CARTRIDGE, HP CF281A (HP81A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,800.00	0.00
91	44103103-HP-B57	TONER CARTRIDGE, HP CF283A (HP83A), LaserJet Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,034.72	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
92	44103103-HX-B51	TONER CARTRIDGE, HP CF283XC (HP83X), Black Contract L	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,796.00	0.00	
93	44103103-HP-B98	TONER CARTRIDGE, HP CF287A (HP87), Black	cart	4	3	4	11	108,108.00	4	3	4	11	108,108.00	4	3	4	11	108,108.00	4	3	4	11	108,108.00	44	9,828.00	432,432.00	
94	44103103-HX-B52	TONER CARTRIDGE, HP CF325XC (HP25X), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13,728.00	0.00	
95	44103103-HP-B60	TONER CARTRIDGE, HP CF350A, Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,574.00	0.00	
96	44103103-HP-C60	TONER CARTRIDGE, HP CF351A, Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	0.00	
97	44103103-HP-Y60	TONER CARTRIDGE, HP CF352A, Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	0.00	
98	44103103-HP-M60	TONER CARTRIDGE, HP CF353A, Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	0.00	
99	44103103-HP-B61	TONER CARTRIDGE, HP CF360A (HP608A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,030.40	0.00	
100	44103103-HP-C61	TONER CARTRIDGE, HP CF361A (HP608A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00	
101	44103103-HP-Y61	TONER CARTRIDGE, HP CF362A (HP608A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00	
102	44103103-HP-M61	TONER CARTRIDGE, HP CF363A (HP608A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00	
103	44103103-HP-B62	TONER CARTRIDGE, HP CF400A (HP201A), Black LaserJet	cart	26	1	1	28	96,777.60	16	1	1	18	55,785.60	16	1	1	18	55,785.60	16	1	1	18	55,785.60	82	3,099.20	254,134.40	
104	44103103-HP-C62	TONER CARTRIDGE, HP CF401A (HP201A), Cyan LaserJet	cart	13	11	1	25	91,520.00	13	1	1	15	54,912.00	13	1	1	15	54,912.00	13	1	1	15	54,912.00	70	3,660.80	256,156.00	
105	44103103-HP-Y62	TONER CARTRIDGE, HP CF402A (HP201A), Yellow LaserJet	cart	13	11	1	25	91,520.00	13	1	1	15	54,912.00	13	1	1	15	54,912.00	13	1	1	15	54,912.00	70	3,660.80	256,156.00	
106	44103103-HP-M62	TONER CARTRIDGE, HP CF403A (HP201A), Magenta LaserJet	cart	23	1	1	25	91,520.00	13	1	1	15	54,912.00	13	1	1	15	54,912.00	13	1	1	15	54,912.00	70	3,660.80	256,156.00	
107	44103103-HP-B63	TONER CARTRIDGE, HP CF410A (HP410A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,900.00	0.00	
108	44103103-HX-B54	TONER CARTRIDGE, HP CF410XC (HP410XC), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,848.40	0.00	
109	44103103-HP-C63	TONER CARTRIDGE, HP CF411A (HP410A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,038.80	0.00	
110	44103103-HX-C54	TONER CARTRIDGE, HP CF411XC (HP410XC), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.00	0.00	
111	44103103-HP-Y63	TONER CARTRIDGE, HP CF412A (HP410A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,038.80	0.00	
112	44103103-HX-Y54	TONER CARTRIDGE, HP CF412XC (HP410XC), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.80	0.00	
113	44103103-HP-M63	TONER CARTRIDGE, HP CF413A (HP410A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,038.80	0.00	
114	44103103-HX-M54	TONER CARTRIDGE, HP CF413XC (HP410XC), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.80	0.00	
115	44103103-HP-B34	TONER CARTRIDGE, HP Q2612A, Black	cart	5	5	5	15	56,160.00	5	5	5	15	56,160.00	5	5	5	15	56,160.00	5	5	5	15	56,160.00	60	3,744.00	224,640.00	
116	44103103-HP-B48	TONER CARTRIDGE, HP Q7553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,680.00	0.00	
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	0.00	0	0.00	0.00	
2	43231602-SFT-002	Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
3	43232004-SFT-003	Computer game or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
4	43232107-SFT-004	Content authoring and editing software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
5	43232202-SFT-005	Content management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
6	43232304-SFT-006	Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
7	43232402-SFT-007	Development software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
8	43232505-SFT-008	Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
9	43232603-SFT-009	Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
10	43233501-SFT-016	Information exchange software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
11	43232701-SFT-010	Network applications software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
12	43232802-SFT-011	Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
13	43232905-SFT-012	Networking software	license	3	0	0	3	30,000.00	0	3	0	3	30,000.00	0	0	3	3	30,000.00	0	0	3	3	30,000.00	12	10,000.00	120,000.00	
14	43233004-SFT-013	Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
15	43233205-SFT-014	Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
16	43233405-SFT-015	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price	Total Amount for the year		
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																										
1	80141505-TS-001	BALLPEN	piece	0	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	80141505-TS-002	MULTIFUNCTION PRINTER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
3	80141505-TS-003	LAMINATING FILM	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
4	80141505-TS-004	STICKER PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
5	80141505-TS-005	DOUBLE SIDED TAPE	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
6	80141505-TS-006	PHOTO PAPER	pack	0	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	80141505-TS-007	BLEACHING SOLUTION	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
8	80141505-TS-008	CERTIFICATE FRAME	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
9	80141505-TS-009	CERTIFICATE HOLDER	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
10	80141505-TS-010	UNINTERRUPTIBLE POWER SUPPLY	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
11	80141505-TS-011	AIR CONDITIONING UNIT	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
12	80141505-TS-012	SMART TELEVISION	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
13	80141505-TS-013	WHITE BOARD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
14	80141505-TS-014	MICROPHONE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
15	80141505-TS-015	MEDAL	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
16	80141505-TS-016	DISHWASHING LIQUID	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
17	80141505-TS-017	PLASTIC FASTENER	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
18	80141505-TS-018	STEEL FILING CABINET	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
19	80141505-TS-019	VELLUM BOARD PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
20	80141505-TS-020	EXTENSION CORD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
21	80141505-TS-021	PAINT	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
22	80141505-TS-022	COLORLED PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
23	80141505-TS-023	BOND PAPER	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
24	80141505-TS-024	PUSH PIN	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
25	80141505-TS-025	DOOR MAT	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
26	80141505-TS-026	GLUE STICK (PASTE)	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
27	80141505-TS-027	GLUE STICK (FOR GLUE GUN)	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
28	80141505-TS-028	DEODORANT CAKE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
29	80141505-TS-029	DISPOSABLE GLOVES	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
30	80141505-TS-030	OFFICE CHAIR	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
31	80141505-TS-031	MANILA PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
32	80141505-TS-032	AUTOMOTIVE BATTERIES	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
33	80141505-TS-033	PADLOCK	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
34	80141505-TS-034	MOBILE PHONE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
35	80141505-TS-035	COMPACT DISC	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
36	80141505-TS-036	AMPLIFIER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
37	80141505-TS-037	STORAGE BOX	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
38	80141505-TS-038	PLASTIC ENVELOPE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
39	80141505-TS-039	DOCUMENT SCANNER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
40	80141505-TS-040	WATER DISPENSER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
41	80141505-TS-041	PARACETAMOL	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
42	80141505-TS-042	GLUE GUN	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
43	80141505-TS-043	INKJET PRINTER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
44	80141505-TS-044	SPEAKERS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
45	80141505-TS-045	POVIDONE IODINE	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
46	80141505-TS-046	KEYBOARD	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
47	80141505-TS-047	DSLR CAMERA	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
48	80141505-TS-048	STEEL RACK	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
49	80141505-TS-049	LAMINATING MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
50	80141505-TS-050	FUEL FILTERS	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
51	80141505-TS-051	AIRLINE TICKETS (DOMESTIC)	ticket	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
52	80141505-TS-052	AIRLINE TICKETS (INTERNATIONAL)	ticket	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
53	80141505-TS-053	CAR (Sedan or Hatchback)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
46	80141505-TS-054	MULTI-PURPOSE VEHICLE (MPV)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
47	80141505-TS-055	SPORTS UTILITY VEHICLE (SUV)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
48	80141505-TS-056	PASSENGER VAN	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
49	80141505-TS-057	VAN	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
50	80141505-TS-058	TRI-WHEEL VEHICLE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
51	80141505-TS-059	PICK-UP TRUCK	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
52	80141505-TS-060	ALL-TERRAIN VEHICLE (ATV)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
53	80141505-TS-061	ASSEMBLED OWNER-TYPE JEEP	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
50	80141505-TS-062	ASSEMBLED PASSENGER JEEPNEY-TYPE VEHICLE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
51	80141505-TS-063	MOTORCYCLE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
52	80141505-TS-064	BUS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
53	80141505-TS-065	MINI BUS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00

A. TOTAL		P	14,297,579.24
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		P	1,429,757.92
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (if Applicable)			
D. GRAND TOTAL (A + B+ C)		P	15,727,337.16
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:


CONNIE M. ROA
Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:


MARISSA G. DALAY
Accountant / Budget Officer

Approved by:


ENGR. NINALIZA H. ESCORIAL
Deputy Executive Director and
Officer-in-Charge, Office of the Executive Director
Head of Office/Agency

Date Prepared: 7/28/2023

APP-CSE 2024 FORM - Other Items

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

Introduction:
This form shall be utilized by government agencies for items that are not available in the PS-DBM catalogue but are regularly purchased from other sources. Information given in this form will serve as a survey to identify the items that may be considered as CSE by the PS-DBM.

- Reminders:**
- 1.0 The APP-CSE 2024 Form - Other Items must be accomplished using Microsoft Excel format ONLY. The APP-CSE Form - Other Items shall be deemed incorrect or invalid if the form used is in other than the prescribed format which is downloadable from the Downloads page of PS-DBM website (www.ps-nhilnans.gov.ph).
 - 2.0 All information must be provided accurately.
 - 3.0 To fill-out, copy the list of items indicated in the UNSPSC tab of this form. Otherwise, the item that you will input will not be accepted. Additional rows for other items may be inserted if necessary.
 - 4.0 Kindly upload the soft copy of the APP-CSE Form - Other Items in Microsoft Excel format on or before the prescribed period or deadline through this link: <https://shorturl.at/hos58> (Please copy the link and paste in your browser)
 - 5.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0927-8478245 (Globe) or 0918-2954426 (Smart), or email apccse.helpdesk@ps-philgepa.gov.ph, or visit the PS-DBM website (www.ps-philgepa.gov.ph) for the guide on how to fill-out the APP-CSE Form.

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

Department/Bureau/Office: Department of Science and Technology (DOST)

Region: National Capital Region (NCR)

Address: 4th & 5th Floor Science Heritage Bldg., Gen Santos Ave., Alabang, Taguig City

Agency Code/UACS: Q015

Organization Type: National Government Agency (NGA)

Contact Person: Lead Martin B. Presado

Position: Administrative Officer V

E-mail: leadmartin.bpresado@science.dost.gov.ph

Telephone/Mobile Nos: 837-2071 (loc 2105)/09274967278

No.	UNSPSC Code	Item Description	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
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																										
1	43191625	Headset with Microphone	piece	52000			52000	52,000.00				0	0.00				0	0.00			0	0.00	52000	1.00	52,000.00	
2	43210000	Computer Equipment and Accessories	piece	6000			6000	6,000.00				0	0.00				0	0.00			0	0.00	6000	1.00	6,000.00	
3	44120000	Office supplies	ream	2880	1920	1920	6720	6,720.00	2360	1920	1920	6400	6,400.00	2690	1920	1920	6720	6,720.00	2360	1920	1920	6400	6,400.00	26240	1.00	26,240.00
4	44101603	Paper shredding machines or accessories	unit	80000			80000	80,000.00				0	0.00				0	0.00			0	0.00	80000	1.00	80,000.00	
5	-	Other Professional	lot	966816	963816	963816	2898448	2,898,448.00	966416	963816	963816	2898048	2,898,048.00	966416	963816	963816	2898048	2,898,048.00	966416	963816	963816	2898048	2,898,048.00	11,592,592	1.00	11,592,592.00
6	86101802	Re training or re-educating training services	lot	40300	167000	92500	300000	300,000.00	383000	199000	60300	642500	642,500.00	82500	134500	60000	277000	277,000.00	870000	167000	18000	268000	268,000.00	1,487,500	1.00	1,487,500.00
7	90101900	Food and beverage equipment rental or leasing and maintenance services	lot	53360	4360	15360	73170	73,170.00	32360	30360	4360	67170	67,170.00	38360	24360	10360	73170	73,170.00	32360	30360	4360	67170	67,170.00	280680	1.00	280,680.00
8	82121500	Printing	lot	230000	250000	230000	730000	730,000.00	250000	250000	250000	750000	750,000.00	250000	250000	290000	750000	750,000.00	250000	250000	250000	750000	750,000.00	3000000	1.00	3,000,000.00
9	44121904	Ink refills	piece	900			900	900.00	900			900	900.00	900			900	900.00	900			900	900.00	3600	1.00	3,600.00
10	44103105	Ink cartridges	piece	12000	12000	12000	36000	36,000.00	12000	12000	12000	36000	36,000.00	12000	12000	12000	36000	36,000.00	12000	12000	12000	36000	36,000.00	144000	1.00	144,000.00
11	44103105	Ink cartridges	piece	480775	210650	428400	1119625	1,119,625.00	210650	428400	210650	849700	849,700.00	480775	210650	428400	1119625	1,119,625.00	210650	428400	210650	849700	849,700.00	3939050	1.00	3,939,050.00
12	-	Other supplies and materials	piece	6000	6000	11000	23000	23,000.00	6000	11000	6000	23000	23,000.00	6000	11000	8000	23000	23,000.00	11000	6000	6000	23000	23,000.00	92000	1.00	92,000.00
13	-	Laptop Computers	unit	240000			240000	240,000.00				0	0.00				0	0.00			0	0.00	240000	1.00	240,000.00	
14	43211507	Desktop Computers	unit	240000			240000	240,000.00				0	0.00				0	0.00			0	0.00	240000	1.00	240,000.00	
15	42231505	External feeding ink adapters or connectors or extensions	piece		3000		3000	3,000.00	4500			4500	4,500.00				0	0.00			0	0.00	7500	1.00	7,500.00	
16	44120000	Office supplies	lot	4000	6500	4000	14500	14,500.00	2000	2000	4500	8500	8,500.00	2000	4500	2000	8500	8,500.00	2000	2000	2500	6500	6,500.00	38000	1.00	38,000.00
17	11162109	Lock	lot				0	0.00				0	0.00		150000		150000	150,000.00			0	0.00	150000	1.00	150,000.00	
18	35121807	Identification product holders or accessories	lot				0	0.00				0	0.00		50000		50000	50,000.00			0	0.00	50000	1.00	50,000.00	
19	80120000	LEGAL SERVICES	lot	100000			100000	100,000.00				0	0.00	100000			100000	100,000.00			0	0.00	200000	1.00	200,000.00	
20	44103105	Ink cartridges	piece	24000	24000	24000	72000	72,000.00	24000	24000	24000	72000	72,000.00	24000	24000	24000	72000	72,000.00	24000	24000	24000	72000	72,000.00	288000	1.00	288,000.00
21	44121904	Ink refills	piece	2900			2900	2,900.00	2900			2900	2,900.00	2900			2900	2,900.00	2900			2900	2,900.00	11600	1.00	11,600.00
22	44103105	Ink cartridges	piece	523500	6000	6000	535500	535,500.00	6000	6000	6000	18000	18,000.00	343500	6000	6000	355500	355,500.00	6000	6000	6000	18000	18,000.00	927000	1.00	927,000.00
23	43211711	Scanners	unit	400000			400000	400,000.00				0	0.00				0	0.00			0	0.00	400000	1.00	400,000.00	
24	44120000	Office supplies	ream	500			500	500.00				0	0.00				0	0.00			0	0.00	500	1.00	500.00	
25	76110000	Cleaning and janitorial services	lot	70000	70000	70000	210000	210,000.00	70000	70000	70000	210000	210,000.00	70000	70000	70000	210000	210,000.00	70000	70000	70000	210000	210,000.00	840000	1.00	840,000.00
26	92121700	Security systems services	lot	90000	90000	90000	270000	270,000.00	90000	90000	90000	270000	270,000.00	90000	90000	90000	270000	270,000.00	90000	90000	90000	270000	270,000.00	1080000	1.00	1,080,000.00
27	72100000	Building and facility maintenance and repair services	lot	100000	100000	100000	300000	300,000.00	100000	100000	100000	300000	300,000.00	100000	100000	100000	300000	300,000.00	100000	100000	100000	300000	300,000.00	1,200000	1.00	1,200,000.00
28	81116112	Computer hardware maintenance support service	lot	23000	23000	23000	69000	69,000.00	23000	23000	23000	69000	69,000.00	23000	23000	23000	69000	69,000.00	23000	23000	23000	69000	69,000.00	276000	1.00	276,000.00
29	72100000	Building and facility maintenance and repair services	lot	50000	50000	50000	150000	150,000.00	50000	50000	50000	150000	150,000.00	50000	50000	50000	150000	150,000.00	50000	50000	50000	150000	150,000.00	600000	1.00	600,000.00
30	78181500	Vehicle maintenance and repair services	lot	100000	100000	100000	300000	300,000.00	100000	100000	100000	300000	300,000.00	100000	100000	100000	300000	300,000.00	100000	100000	100000	300000	300,000.00	1,200000	1.00	1,200,000.00
31	25170000	Transportation components and systems	lot	100000	100000	100000	300000	300,000.00	100000	100000	100000	300000	300,000.00	100000	100000	100000	300000	300,000.00	100000	100000	100000	300000	300,000.00	1,200000	1.00	1,200,000.00
32	15101505	Gasoline or Petrol	lot	180000	180000	180000	540000	540,000.00	180000	180000	180000	540000	540,000.00	180000	180000	180000	540000	540,000.00	180000	180000	180000	540000	540,000.00	2,160000	1.00	2,160,000.00
33	72100000	Building and facility maintenance and repair services	lot	25000	25000	25000	75000	75,000.00	25000	25000	25000	75000	75,000.00	25000	25000	25000	75000	75,000.00	25000	25000	25000	75000	75,000.00	300000	1.00	300,000.00
34	72103301	Parking lot or road maintenance or repairs or services	lot				0	0.00	200000	200000	200000	600000	600,000.00	200000	200000		400000	400,000.00			0	0.00	1000000	1.00	1,000,000.00	
35	72101500	Building maintenance and repair services	lot				0	0.00				0	0.00	633000	633000	633000	1905000	1,905,000.00	633000	633000	633000	1905000	1,905,000.00	3810000	1.00	3,810,000.00

No.	UNSPSC Code	Item Description	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				
36	40151510	Water pumps	lot		530000	530000	1060000	1,060,000.00	530000			530000	530,000.00				0	0.00				0	0.00	1990000	1.00	1,990,000.00	
37	44000000	Office Equipment and Accessories and Supplies	lot		2500000	2500000	5000000	5,000,000.00				0	0.00				0	0.00				0	0.00	5000000	1.00	5,000,000.00	
38	73171506	Communication equipment manufacture services	lot	560000	560000	560000	1680000	1,680,000.00	560000	560000		1120000	1,120,000.00				0	0.00				0	0.00	2800000	1.00	2,800,000.00	
39	44120000	Office supplies	piece		11500		11500	11,500.00		11500		11500	11,500.00		11500		11500	11,500.00		11500		11500	11,500.00	46000	1.00	46,000.00	
40	44121904	ink refills	piece	20825		14875	35700	35,700.00		14875		14875	14,875.00	20825		14875	35700	35,700.00		14875		14875	14,875.00	101150	1.00	101,150.00	
41	44121506	Standard envelopes	box	2000			2000	2,000.00				0	0.00				0	0.00				0	0.00	2000	1.00	2,000.00	
42	81162000	Cloud-based software as a service	lot			90302.75	90303	90,302.75			90302.75	90303	90,302.75			90302.75	90303	90,302.75			90302.75	90303	90,302.75	361211	1.00	361,211.00	
43	57050107	Primary healthcare kit	lot		5000		5000	5,000.00			5000	5000	5,000.00				0	0.00				0	0.00	10000	1.00	10,000.00	
44	44103103	ink cartridges	piece	29600	21800	21800	73200	73,200.00	19800	12000	12000	43800	43,800.00	19800	12000	12000	43800	43,800.00	19800	12000	12000	43800	43,800.00	204600	1.00	204,600.00	
45	44103103	ink cartr idges	piece	26525	14400	23155	64080	64,080.00	14400	23155	14400	51955	51,955.00	26525	14400	23155	64080	64,080.00	14400	23155	14400	51955	51,955.00	232070	1.00	232,070.00	
46	44121904	ink refills	piece	7380		5940	13320	13,320.00		5940		5940	5,940.00	7380		5940	13320	13,320.00		5940		5940	5,940.00	38520	1.00	38,520.00	
48	81162000	Cloud-based software as a service	lot	10000	10000	10000	30000	30,000.00	10000	10000	10000	30000	30,000.00	10000	10000	10000	30000	30,000.00	10000	10000	10000	30000	30,000.00	120000	1.00	120,000.00	
49	43210000	Computer Equipment and Accessories	lot	95300	500	500	96300	96,300.00	500	500	500	1500	1,500.00	500	500	500	1500	1,500.00	500	500	500	1500	1,500.00	101000	1.00	101,000.00	
50	81162000	Cloud-based software as a service	lot				0	0.00				0	0.00	5000000			8000000	5,000,000.00				0	0.00	3000000	1.00	5,000,000.00	
51	81162000	Cloud-based software as a service	lot				0	0.00				0	0.00				0	0.00			5400000	5400000	5,400,000.00	5400000	1.00	5,400,000.00	
52	56101702	Filing cabinets or accessories	unit	3000	3000	3000	9000	9,000.00	3000	3000		6000	6,000.00				0	0.00				0	0.00	15000	1.00	15,000.00	
53	31201505	Double sided tape	lot	150			150	150.00	150			150	150.00	150			150	150.00	150			150	150.00	600	1.00	600.00	
54	44120000	Office supplies	ream	3600	3600	3600	10800	10,800.00	3600	3600	3600	9600	9,600.00	3600	3600	3600	10200	10,200.00	3600	3600	3600	9600	9,600.00	39600	1.00	39,600.00	
55	44121506	Standard envelopes	box	1000	1000	1000	3000	3,000.00	1000	1000	1000	3000	3,000.00	1000	1000	1000	3000	3,000.00	1000	1000	1000	3000	3,000.00	12000	1.00	12,000.00	
56	44120000	Office supplies	pad	2000	2000	2000	6000	6,000.00	2000	2000	2000	6000	6,000.00	2000	2000	2000	6000	6,000.00	2000	2000	2000	6000	6,000.00	24000	1.00	24,000.00	
57	43210000	Computer Equipment and Accessories	unit	1000	1000	1000	3000	3,000.00	1000	1000	1000	3000	3,000.00	1000	1000	1000	3000	3,000.00	1000	1000	1000	3000	3,000.00	12000	1.00	12,000.00	
58	90101603	Catering services	lot	400500	549300	367500	1627300	1,627,300.00	589300	707500	564300	1861100	1,861,100.00	550500	906300	595500	2052300	2,052,300.00	829300	542500	490300	1862100	1,862,100.00	7402800	1.00	7,402,800.00	
59	44120000	Office supplies	piece		80		80	80.00				0	0.00				0	0.00				0	0.00	80	1.00	80.00	
60	44120000	Office supplies	box		160		160	160.00				0	0.00				0	0.00				0	0.00	160	1.00	160.00	
61	53101600	Shirts and blouses	lot		207000		207000	207,000.00				0	0.00				0	0.00				0	0.00	207000	1.00	207,000.00	
62	-	Tokens	lot		713000		713000	713,000.00				0	0.00				0	0.00				0	0.00	713000	1.00	713,000.00	
63	44121904	ink refills	piece	10000	10000	10000	30000	30,000.00	10000	10000	10000	30000	30,000.00	10000	10000	10000	30000	30,000.00	10000	10000	10000	30000	30,000.00	120000	1.00	120,000.00	
64	44103103	ink cartridges	piece	18600	18600	18600	55800	55,800.00	18600	18600	18600	55800	55,800.00	18600	18600	18600	55800	55,800.00	18600	18600	18600	55800	55,800.00	223200	1.00	223,200.00	
65	-	Tokens	lot	20000	306000		326000	326,000.00		200000		200000	200,000.00		200000		200000	200,000.00		200000		200000	200,000.00	926000	1.00	926,000.00	
66	24141506	Tarpaulins	lot		1500		1500	1,500.00		1500		1500	1,500.00		1500		1500	1,500.00		1500		1500	1,500.00	6000	1.00	6,000.00	
67	57030105	Emergency health kit	lot			230000	230000	230,000.00				0	0.00				0	0.00				0	0.00	230000	1.00	230,000.00	
68	86101902	Ra training or refreshing training services	lot	1600	80000	1600	83200	83,200.00	80000	1600	1600	83200	83,200.00	1600	80000	1600	83200	83,200.00	1600	80000	1600	83200	83,200.00	332800	1.00	332,800.00	
69	-	Honoraria		11200	11200	22400	44800	44,800.00	22400	22400	22400	67200	67,200.00	22400	22400	22400	67200	67,200.00	22400	22400	22400	67200	67,200.00	246400	1.00	246,400.00	
70	-	Other Professional Services - (SRA- Project Administrative Assistant II, SO-11)	lot	64800	64800	64800	194400	194,400.00	64800	64800	64800	194400	194,400.00	64800	64800	64800	194400	194,400.00	64800	64800	64800	194400	194,400.00	777600	1.00	777,600.00	
71	72100000	Building and facility maintenance and repair services	lot				0	0.00				0	0.00	300000			300000	300,000.00				0	0.00	300000	1.00	300,000.00	
72	72100000	Building and facility maintenance and repair services	lot				0	0.00	375000			375000	375,000.00		375000		375000	375,000.00				0	0.00	750000	1.00	750,000.00	
73	56101700	Office furniture	lot				0	0.00	50000			50000	50,000.00			50000	50,000.00				0	0.00	100000	1.00	100,000.00		
74	44103103	ink cartridges	piece	18600	18600	18600	55800	55,800.00	18600	18600	18600	55800	55,800.00	18600	18600	18600	55800	55,800.00	18600	18600	18600	55800	55,800.00	223200	1.00	223,200.00	
75	78111500	Passenger air transportation	lot		35000	70000	105000	105,000.00	140000	140000	70000	350000	350,000.00	140000	140000	420000	420,000.00	70000	70000				140000	140,000.00	1015000	1.00	1,015,000.00
76	-	Other supplies and materials	lot	260000	260000	260000	780000	780,000.00	260000	260000	260000	780000	780,000.00	260000	260000	260000	780000	780,000.00	260000	260000	260000	780000	780,000.00	3120000	1.00	3,120,000.00	
77	73171506	Communication equipment manufacture services	lot	125300	125300	125300	375900	375,900.00	125300	125300	125300	375900	375,900.00	125300	125300	125300	375900	375,900.00	125300	125300	125300	375900	375,900.00	1503600	1.00	1,503,600.00	
78	90110000	Hotels and lodging and meeting facilities	lot	260000	260000	260000	780000	780,000.00	260000	260000	260000	780000	780,000.00	260000	260000	260000	780000	780,000.00	260000	260000	260000	780000	780,000.00	3120000	1.00	3,120,000.00	
79	80131500	Lease and rental of property or building	lot	750000	825000	850000	2425000	2,425,000.00	330000	1250000	850000	2450000	2,450,000.00	350000	425000	850000	1625000	1,625,000.00	350000	525000	750000	1625000	1,625,000.00	8123000	1.00	8,125,000.00	
80	86152102	Training planning and development consultancy service	lot	380000	242000	242000	864000	864,000.00	422000	242000	242000	906000	906,000.00	422000	242000	242000	906000	906,000.00	422000	1775000	242000	242000	2,439,000.00	5115000	1.00	5,115,000.00	
81	78111500	Passenger air transportation	lot	250000	250000	250000	750000	750,000.00	250000	250000	250000	750000	750,000.00	250000	250000	250000	750000	750,000.00	250000	250000	250000	750000	750,000.00	3000000	1.00	3,000,000.00	
82	78111500	Passenger air transportation	lot	423000	385000	446200	1,254200	1,254,200.00	393000	392200	425000	1,214200	1,214,200.00	380200	365000	436200	1,181400	1,181,400.00	447000	383000	355000	1187000	1,187,000.00	4836800	1.00	4,836,800.00	
83	78111500	Passenger air transportation	lot	778000	578000	670000	2010000	2,010,000.00	670000	630000	630000																

No.	UNSPSC Code	Item Description	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
84	78111500	Passenger air transportation	lot	807500	597500	647500	2052500	2,052,500.00	657500	674500	997500	1929500	1,929,500.00	857500	615500	647500	2120500	2,120,500.00	702500	597500	597500	1897500	1,897,500.00	6000000	1.00	6,000,000.00
85	-	Repair and maintenance - Equipment (aircon - GAD Nook)	lot				0	0.00	150000			150000	150,000.00		150000		150000	150,000.00				0	0.00	300000	1.00	300,000.00
86	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
87	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
88	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
89	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
90	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
91	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
92	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
93	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
94	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
95	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
96	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
97	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
98	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
99	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
100	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00

A. TOTAL																										118,565,565.00
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																										11,856,565.50
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																										-
D. GRAND TOTAL (A + B+ C)																										130,322,130.50
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:

Ms. CONNIE M. ROA
Property/Supply Officer

Date Prepared: 7/28/2023

Certified Funds Available / Certified Appropriate Funds Available:

Ms. MARISSE G. DALAY
Accountant / Budget Officer

Approved by:

ENR. NIÑALIZA H. ESCORIAL
Deputy Executive Director and Officer-in-Charge, Office of the Executive Director
Head of Office/Agency