

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 Modernized Philippine Government Electronic Procurement System (mPhilGEPS) 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 mPhilGEPS 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/hos88>.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency's mPhilGEPS account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their mPhilGEPS account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0927-8478245 (Globe) or 0918-2954426 (Smart), or email appcse.helpdesk@ps-philgeps.gov.ph, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.

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

Department/Bureau/Office: DEPARTMENT OF SOCIAL WELFARE
Region: CARAGA REGION
Address: R. PALMA STREET, CAPITOL SITE
BUTUAN CITY 8600

Agency Code/UAACS: _____
Organization Type: NGA

Contact Person: _____
Position: _____
E-mail: PROCUREMENT.FOCKG@DSWD.GOV.PH
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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT					
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
1	12191601-AL-E04	ALCOHOL, Ethyl, 500 mL	bottle	4	0	550	554	28,231.84	4	0	550	554	28,231.84	0	4	500	504	25,683.84	4	0	500	504	25,683.84	2116	50.96	107,831.36
2	12191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	222	0	36	258	116,450.88	222	0	0	222	100,201.92	222	0	0	222	100,201.92	222	0	0	222	100,201.92	924	451.36	417,056.64
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
3	60121413-CB-P01	CLEARBOOK, A4 size	box	5	0	20	25	884.00	0	0	0	0	0.00	0	1	0	1	35.36	0	0	0	0	0.00	26	35.36	919.36
4	60121413-CB-P02	CLEARBOOK, Legal size	box	55	20	0	75	2,886.00	5	15	5	25	962.00	55	10	0	65	2,501.20	0	0	0	0	0.00	165	38.48	6,349.20
5	60121534-ER-P01	ERASER, plastic/rubber	piece	50	0	0	50	468.00	50	0	0	50	468.00	50	0	0	50	468.00	50	0	0	50	468.00	200	9.36	1,872.00
6	60121524-SP-G01	SIGN PEN, Extra Fine Tip, Black	piece	2335	520	480	3335	86,710.00	1850	930	85	2875	74,750.00	2240	575	638	3453	89,778.00	1840	920	70	2830	73,580.00	12493	26.00	324,818.00
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	374	0	0	374	21,392.80	800	424	0	1224	70,012.80	0	0	0	0	0.00	0	800	0	800	45,760.00	2398	57.20	137,165.60
9	60121524-SP-G02	SIGN PEN, Extra Fine Tip, Blue	piece	2180	420	460	3060	79,560.00	1660	800	130	2590	67,340.00	3305	600	560	3305	85,930.00	1845	870	70	2785	72,410.00	11740	26.00	305,240.00
10	60121524-SP-G05	SIGN PEN, Fine Tip, Blue	piece	0	30	0	30	1,341.60	0	40	0	40	1,788.80	0	0	0	0	0.00	0	0	0	0	0.00	70	44.72	3,130.40
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	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	26.00	0.00
13	60121524-SP-G06	SIGN PEN, Fine Tip, Red	piece	0	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	5	0	5	1,071.20	0	5	0	5	1,071.20	0	5	0	5	1,071.20	0	0	0	0	0.00	15	214.24	3,213.60
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																										
16	45121517-DO-C03	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-A02	BATTERY, dry cell, size AA	pack	78	20	0	98	2,140.32	0	50	0	50	1,092.00	20	0	50	70	1,528.80	0	0	0	0	0.00	218	21.84	4,761.12
19	26111702-BT-A01	BATTERY, dry cell, size AAA	pack	35	30	10	75	1,482.00	0	10	10	20	395.20	20	30	20	70	1,383.20	0	0	5	5	98.80	170	19.76	3,359.20
20	26111702-BT-A03	BATTERY, dry cell, size D	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	92.56	0.00
CLEANING EQUIPMENT AND SUPPLIES																										

Item No.	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					
21	47131812-AF-A01	AIR FRESHENER	can	156	15	155	326	28,479.36	6	155	5	166	14,501.76	156	9	155	320	27,955.20	6	155	5	166	14,501.76	978	87.36	85,438.08	
22	47131604-BR-S01	BROOM (Walis Tambo)	piece	160	20	0	180	23,025.60	0	15	0	15	1,918.80	0	0	15	15	1,918.80	0	0	0	0	0.00	210	127.92	26,863.20	
23	47131604-BR-T01	BROOM (Walis Ting-ting)	piece	1	0	0	1	23.92	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	23.92	23.92	
24	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal	bottle	11	0	0	11	491.92	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	11	44.72	491.92	
25	47131805-CL-P01	CLEANSER, Scouring Powder	can	1	0	0	1	36.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	36.00	36.00	
26	47131811-DE-B02	DETERGENT BAR	bar	294	0	30	324	3,032.64	1	30	0	31	290.16	294	0	30	324	3,032.64	1	30	0	31	290.16	710	9.36	6,645.60	
27	47131811-DE-P02	DETERGENT POWDER, all purpose	pouch	46	0	40	86	7,602.40	1	40	5	46	4,066.40	41	0	40	81	7,160.40	1	40	0	41	3,624.40	254	88.40	22,453.60	
28	47131803-DS-A01	DISINFECTANT SPRAY	can	157	55	155	367	55,343.60	6	155	5	166	25,032.80	156	5	155	316	47,652.80	5	155	5	165	24,882.00	1014	150.80	152,911.20	
29	47131601-DU-P01	DUST PAN	piece	145	10	0	155	7,254.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	155	46.80	7,254.00	
30	47131802-FW-P03	FLOOR WAX, paste type, red	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	135.20	0.00	
31	47131830-FC-A01	FURNITURE CLEANER	can	2	0	0	2	453.44	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	226.72	453.44	
32	73101612-HS-L01	HAND SOAP, liquid	bottle	401	0	200	601	25,812.95	201	200	0	401	17,222.95	401	0	200	601	25,812.95	201	200	0	401	17,222.95	2004	42.95	86,071.80	
33	47121804-MP-B01	MOP BUCKET	unit	4	0	0	4	9,152.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4	2,288.00	9,152.00	
34	47131613-MP-H02	MOPHANDLE, heavy duty	piece	31	10	0	41	5,500.56	0	10	0	10	1,341.60	0	10	0	10	1,341.60	0	0	0	0	0.00	61	134.16	8,183.76	
35	47131619-MP-R01	MOPHEAD, made of rayon	piece	145	10	0	155	17,676.20	0	10	0	10	1,140.40	0	10	0	10	1,140.40	0	0	0	0	0.00	175	114.04	19,957.00	
36	47131501-RG-C01	RAGS	kilo	1	0	30	31	1,773.20	0	0	30	30	1,716.00	0	0	30	30	1,716.00	0	0	0	0	0.00	91	57.20	5,206.20	
37	47131602-SC-N01	SCOURING PAD	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	89.44	0.00	
38	47121701-TB-P04	TRASHBAG, XXL size	pack/roll	1	0	0	1	130.00	1	0	0	1	130.00	1	0	0	1	130.00	1	0	0	1	130.00	4	130.00	520.00	
39	47121701-TB-P05	TRASHBAG, Large size	pack/roll	0	50	0	50	2,964.00	0	0	0	0	0.00	0	30	0	30	1,778.40	0	50	0	50	2,964.00	130	59.28	7,706.40	
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	3	0	0	3	131.04	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	43.68	131.04	
COLOR COMPOUNDS AND DISPERSIONS																											
42	12171703-SI-P01	INK, for stamp pad	bottle	278	0	100	373	11,637.60	263	0	50	313	9,765.60	263	0	50	313	9,765.60	163	0	0	163	5,085.60	1162	31.20	36,254.40	
CONSUMER ELECTRONICS																											
43	52161535-DV-R01	DIGITAL VOICE RECORDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,803.76	0.00	
FACE MASK																											
44	42131713-SM-H06	FACE MASK	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	52.00	0.00	
FILMS																											
45	13111203-AC-P01	ACETATE	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,048.32	0.00	
46	13111201-CF-P02	CARBON FILM, Legal size	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00	
FIRE FIGHTING EQUIPMENT																											
47	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,398.80	0.00	
48	46191601-FE-H01	FIRE EXTINGUISHER, pure HCFC	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,613.25	0.00	
FLAG OR ACCESSORIES																											
49	55121905-PH-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	284.84	0.00	
FURNITURE AND FURNISHINGS																											
50	56101504-CM-B01	MONOBLOC CHAIR, beige	piece	0	0	30	30	11,263.20	0	0	0	0	0.00	0	30	0	30	11,263.20	0	0	0	0	0.00	60	375.44	22,526.40	
51	56101504-CM-W01	MONOBLOC CHAIR, white	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	372.32	0.00	
52	56101519-TM-S01	MONOBLOC TABLE, white	unit	300	0	3	303	408,710.64	200	0	3	203	273,822.64	200	0	3	203	273,822.64	100	0	0	100	134,888.00	809	1,348.88	1,091,243.92	
53	56101519-TM-S02	MONOBLOC TABLE, beige	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,348.88	0.00	
HEATING AND VENTILATION AND AIR CIRCULATION																											
54	40101604-EF-C01	ELECTRIC FAN, ceiling mount, orbit type	unit	0	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	9	0	0	9	9,987.12	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	9	1,109.68	9,987.12	
56	40101604-EF-S01	ELECTRIC FAN, stand type	unit	0	2	2	4	4,026.88	0	2	0	2	2,013.44	0	0	0	0	0.00	0	0	0	0	0.00	6	1,006.72	6,040.32	
57	40101604-EF-W01	ELECTRIC FAN, wall mount	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	914.16	0.00	

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
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																										
58	43211507-DSK003	DESKTOP, for Basic Users	unit	0	0	0	0	0.00	0	6	0	6	148,761.60	0	0	0	0	0.00	0	0	0	0	0.00	6	24,793.60	148,761.60
59	43211507-DSK004	DESKTOP, for Mid-Range Users	unit	10	0	0	10	423,904.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	42,390.40	423,904.00
60	43201827-HD-X02	EXTERNAL HARD DRIVE	unit	20	0	0	20	60,361.60	0	23	0	23	69,415.84	0	0	20	20	60,361.60	0	0	0	0	0.00	63	3,018.08	190,139.04
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	100	0	0	100	4,238,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	100	42,380.00	4,238,000.00
63	43211503-LAP003	LAPTOP, Lightweight	unit	36	0	9	45	2,106,000.00	16	2	6	24	1,123,200.00	0	1	1	2	93,600.00	1	1	0	2	93,600.00	73	46,800.00	3,416,400.00
64	43211708-MO-O02	COMPUTER MOUSE, Wireless	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	169.52	0.00
65	43212102-PR-D02	PRINTER, Impact, Dot Matrix, 24 pins	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	33,015.84	0.00
66	43212102-PR-D01	PRINTER, Impact, Dot Matrix, 9 pins	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	11,014.64	0.00
67	43212105-PR-L01	PRINTER, Laser, Monochrome	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	23,063.04	0.00
LIGHTING AND FIXTURES AND ACCESSORIES																										
68	39101628-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	81.12	0.00
69	39101628-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	205.82	0.00
MANUFACTURING COMPONENTS AND SUPPLIES																										
70	31201610-GL-J01	GLUE, all-purpose	jar	671	150	185	1006	71,144.32	455	300	35	790	55,868.80	651	150	185	986	69,729.92	454	250	20	724	51,201.28	3506	70.72	247,944.32
71	31151804-SW-H01	STAPLE WIRE, heavy duty (binder type), 23/13	box	30	100	0	130	2,931.50	30	100	0	130	2,931.50	10	100	0	110	2,480.50	10	0	0	10	225.50	380	22.55	8,569.00
72	31151804-SW-S01	STAPLE WIRE, standard	box	433	100	430	963	22,880.88	133	400	130	663	15,752.88	433	103	430	966	22,952.16	133	403	100	636	15,111.36	3228	23.76	76,697.28
73	31201502-TA-E01	TAPE, electrical	roll	5	30	0	35	680.75	0	30	0	30	583.50	5	30	0	35	680.75	0	30	0	30	583.50	130	19.45	2,528.50
74	31201503-TA-M01	TAPE, masking, 24mm	roll	752	100	70	922	57,053.36	687	110	10	807	49,937.16	747	100	70	917	56,743.96	687	60	0	747	46,224.36	3393	61.88	209,958.84
75	31201503-TA-M02	TAPE, masking, 48 mm	roll	107	100	70	277	33,561.32	41	130	10	181	21,929.96	101	50	70	221	26,776.36	41	90	0	131	15,871.96	810	121.16	98,139.60
76	31201517-TA-P01	TAPE, packaging, 48 mm	roll	83	100	90	273	8,233.68	3	110	10	123	3,709.68	83	100	90	273	8,233.68	3	81	0	84	2,533.44	753	30.16	22,710.48
77	31201512-TA-T01	TAPE, transparent, 24mm	roll	475	70	90	635	7,264.40	390	110	10	510	5,834.40	470	105	90	665	7,607.60	390	80	0	470	5,376.80	2280	11.44	26,083.20
78	31201512-TA-T02	TAPE, transparent, 48 mm	roll	85	50	80	215	5,142.80	0	130	0	130	3,109.60	80	50	80	210	5,023.20	0	80	0	80	1,913.60	635	23.92	15,189.20
79	31151507-TW-P01	TWINE, plastic	roll	50	0	50	100	7,072.00	0	50	0	50	3,536.00	50	0	50	100	7,072.00	0	50	0	50	3,536.00	300	70.72	21,216.00
MEASURING AND OBSERVING AND TESTING EQUIPMENT																										
80	41111604-RU-P02	RULER, flexible, plastic, 450mm	piece	35	0	20	55	1,144.00	0	0	20	20	416.00	0	0	20	20	416.00	0	0	20	20	416.00	115	20.80	2,392.00
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
81	44121612-BL-H01	BLADE, for general purpose cutter/utility knife	tube	30	0	0	30	480.00	20	0	0	20	320.00	20	0	0	20	320.00	10	0	0	10	160.00	80	16.00	1,280.00
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	80	100	0	180	51,567.20	0	0	0	0	0.00	50	100	0	150	43,056.00	0	0	0	0	0.00	330	287.04	94,723.20
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	40	105	5	150	1,404.00	20	75	5	100	936.00	20	55	5	80	748.80	15	5	5	25	234.00	355	9.36	3,322.80
86	44122105-BF-C02	CLIP, backfold, 25mm	box	45	105	5	155	2,418.00	15	30	5	50	780.00	15	55	5	75	1,170.00	5	30	5	40	624.00	320	15.60	4,992.00
87	44122105-BF-C03	CLIP, backfold, 32mm	box	165	105	5	275	7,436.00	145	55	5	205	5,543.20	145	55	5	205	5,543.20	135	55	5	195	5,272.80	880	27.04	23,796.20
88	44122105-BF-C04	CLIP, backfold, 50mm	box	295	105	20	420	25,334.40	295	55	20	370	22,318.40	295	55	20	370	22,318.40	285	55	5	345	20,810.40	1505	60.32	90,781.60
89	44121801-CT-R02	CORRECTION TAPE	piece	1540	250	110	1900	21,907.00	1470	250	110	1830	21,099.90	1510	250	110	1870	21,561.10	1480	250	50	1760	20,292.80	7360	11.53	84,868.80
90	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	52	0	0	52	1,649.44	50	0	0	50	1,586.00	50	0	0	50	1,586.00	40	0	0	40	1,268.80	192	31.72	6,096.24
91	44111515-DF-B01	DATA FILE BOX	piece	50	230	28	308	23,777.60	20	220	20	260	20,072.00	50	180	20	250	19,300.00	20	170	20	210	16,212.00	1028	77.20	79,361.60
92	44122011-DF-F01	DATA FOLDER	piece	20	50	20	90	6,177.60	20	70	20	110	7,550.40	20	70	20	110	7,550.40	20	50	20	90	6,177.60	400	68.64	27,456.00
93	44103202-DS-M01	DATER STAMP	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	469.78	0.00
94	44121506-EN-D01	ENVELOPE, Documentary, A4	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	840.32	0.00
95	44121506-EN-D02	ENVELOPE, Documentary, legal,	box	3	33	3	39	42,060.72	3	33	3	39	42,060.72	3	33	3	39	42,060.72	3	33	3	39	42,060.72	156	1,078.48	168,242.88
96	44121506-EN-X01	ENVELOPE, Expanding, Kraft	box	21	50	0	71	97,616.48	20	0	1	21	28,872.48	21	60	0	81	111,365.28	20	0	0	20	27,497.60	193	1,374.88	265,351.84
97	44121506-EN-X02	ENVELOPE, Expanding, Plastic	box	0	20	0	20	609.80	0	20	0	20	609.80	0	20	0	20	609.80	0	20	0	20	609.80	80	30.49	2,439.20

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year		
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT					
98	44121506-EN-M02	ENVELOPE, Mailing	box	21	60	10	91	42,493.36	11	20	20	51	23,814.96	10	20	10	40	18,678.40	11	10	10	31	14,475.76	213	466.96	99,462.48	
99	44121504-EN-W02	ENVELOPE, Mailing, with window	box	0	20	0	20	10,566.40	0	10	0	10	5,283.20	0	10	0	10	5,283.20	0	0	0	0	0.00	40	528.32	21,132.80	
100	44111912-ER-B01	ERASER, felt, for blackboard/whiteboard	piece	3	0	0	3	36.99	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	12.33	36.99	
101	44122118-FA-P01	FASTENER	box	300	200	0	500	47,320.00	350	200	50	600	56,784.00	300	250	0	550	52,052.00	350	50	50	450	42,588.00	2100	94.64	198,744.00	
102	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	85.20	0.00	
103	44122018-FT-D01	FILE TAB DIVIDER, A4	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	22.88	0.00	
104	44122018-FT-D02	FILE TAB DIVIDER, Legal	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	26.00	0.00	
105	44122011-FO-F01	FOLDER, Fancy with slide, A4	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	291.20	0.00	
106	44122011-FO-F02	FOLDER, Fancy with slide, legal	bundle	0	100	0	100	30,888.00	0	100	0	100	30,888.00	0	80	0	80	24,710.40	0	70	0	70	21,621.60	350	308.88	108,108.00	
107	44122011-FO-L01	FOLDER, L-type, A4	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	187.54	0.00	
108	44122011-FO-L02	FOLDER, L-type, Legal	pack	0	700	0	700	166,999.00	0	500	0	500	119,285.00	0	500	0	500	119,285.00	0	700	0	700	166,999.00	2400	238.57	572,568.00	
109	44122027-FO-P01	FOLDER, pressboard	box	117	150	0	267	254,354.88	17	0	0	17	16,194.88	16	0	0	16	15,242.24	0	0	0	115	109,553.60	415	952.64	395,345.60	
110	44122011-FO-T03	FOLDER with tab, A4	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	388.96	0.00	
111	44122011-FO-T04	FOLDER with tab, Legal	pack	150	100	0	250	106,860.00	0	50	0	50	21,372.00	150	100	0	250	106,860.00	0	70	0	70	29,920.80	620	427.44	265,012.80	
112	44122008-IT-T01	INDEX TAB	box	0	10	0	10	631.10	0	10	0	10	631.10	0	0	0	0	0.00	0	10	0	10	631.10	30	63.11	1,893.30	
113	44111515-MF-B02	MAGAZINE FILE BOX, Large	piece	0	100	0	100	12,688.00	0	100	0	100	12,688.00	0	100	0	100	12,688.00	0	100	0	100	12,688.00	400	126.88	50,752.00	
114	44121716-MA-F01	MARKER, Fluorescent	set	250	50	0	300	12,792.00	220	0	0	220	9,380.80	210	50	0	260	11,086.40	210	0	0	210	8,954.40	990	42.64	42,213.60	
115	44121708-MP-B01	MARKER, Permanent, Black	piece	1190	100	0	1290	20,124.00	840	50	0	890	13,884.00	930	50	0	980	15,288.00	830	50	0	880	13,728.00	4040	15.60	63,024.00	
116	44121708-MP-B02	MARKER, Permanent, Blue	piece	10	100	0	110	1,716.00	10	50	0	60	936.00	0	50	0	50	780.00	0	50	0	50	780.00	270	15.60	4,212.00	
117	44121708-MP-B03	MARKER, Permanent, 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	15.60	0.00	
118	44121708-MW-B01	MARKER, Whiteboard, Black	piece	595	179	50	824	8,569.60	654	50	50	754	7,841.60	590	150	50	790	8,216.00	589	70	110	769	7,997.60	3137	10.40	32,624.80	
119	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	150	50	50	250	2,600.00	150	50	50	250	2,600.00	150	50	50	250	2,600.00	149	50	50	249	2,589.60	999	10.40	10,389.60	
120	44121708-MW-B03	MARKER, Whiteboard, Red	piece	150	50	50	250	2,600.00	150	50	50	250	2,600.00	150	50	50	250	2,600.00	149	50	50	249	2,589.60	999	10.40	10,389.60	
121	44122104-PC-G01	PAPER CLIP, vinyl/plastic coated, 33mm	box	110	80	80	270	2,527.20	45	80	30	155	1,450.80	100	81	80	261	2,442.96	40	100	30	170	1,591.20	856	9.36	8,012.16	
122	44122104-PC-J02	PAPER CLIP, vinyl/plastic coated, jumbo, 50mm	box	95	80	80	255	6,099.60	45	80	30	155	3,707.60	95	78	80	253	6,051.76	45	80	30	155	3,707.60	818	23.92	19,566.56	
123	44101603-PS-M02	PAPER SHREDDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,699.20	0.00	
124	44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,297.60	0.00	
125	44121706-PE-L01	PENCIL, lead/graphite, with eraser	box	741	5	5	751	31,241.60	355	380	5	740	30,784.00	365	5	5	375	15,600.00	355	5	5	365	15,184.00	2231	41.60	92,808.60	
126	44121619-PS-M01	PENCIL SHARPENER	piece	5	0	20	25	5,330.00	0	0	20	20	4,264.00	0	0	20	20	4,264.00	0	0	0	0	0.00	65	213.20	13,858.00	
127	44101602-PU-P01	PUNCHER, paper, heavy duty	piece	52	30	0	82	13,303.68	51	20	0	71	11,519.04	51	20	0	71	11,519.04	51	0	0	51	8,274.24	275	162.24	44,616.00	
128	44122037-RB-P10	BINDING RING/COMB, plastic, 32 mm	piece	0	7	0	7	1,919.61	0	5	0	5	1,371.15	0	5	0	5	1,371.15	0	0	0	0	0.00	17	274.23	4,661.91	
129	44122101-RU-B01	RUBBER BAND No. 18	box	51	0	10	61	10,086.96	51	0	10	61	10,086.96	51	0	10	61	10,086.96	51	0	10	61	10,086.96	244	165.36	40,347.84	
130	44121905-SP-F01	STAMP PAD, felt	piece	130	0	0	130	5,543.20	70	0	0	70	2,984.80	60	0	0	60	2,558.40	70	0	0	70	2,984.80	330	42.64	14,071.20	
131	44121618-SS-S01	SCISSORS, symmetrical/asymmetrical	pair	120	100	0	220	9,152.00	110	0	0	110	4,576.00	110	48	0	158	6,572.80	110	0	0	110	4,576.00	598	41.60	24,876.80	
132	44121615-ST-S01	STAPLER, standard type	piece	100	0	0	100	14,560.00	100	0	0	100	14,560.00	100	0	0	100	14,560.00	100	0	0	100	14,560.00	400	145.60	58,240.00	
133	44121615-ST-B01	STAPLER, heavy duty (binder)	unit	15	0	0	15	14,320.80	15	0	0	15	14,320.80	0	1	0	1	954.72	0	0	0	0	0.00	31	954.72	29,596.32	
134	44121613-SR-P02	STAPLE REMOVER, plier-type	piece	6	0	0	6	287.04	5	0	0	5	239.20	5	0	0	5	239.20	5	0	0	5	239.20	21	47.84	1,004.64	
135	44121605-TD-T01	TAPE DISPENSER, table top	piece	10	0	0	10	780.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	10	78.00	780.00	
PAPER MATERIALS AND PRODUCTS																											
136	14111525-CA-A01	CARTOLINA, assorted colors	pack	383	120	23	526	47,592.48	386	170	23	579	52,387.92	360	70	20	450	40,716.00	358	135	24	517	46,778.16	2072	90.48	187,474.56	
137	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	953.68	0.00	
138	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,260.48	0.00	
139	14111506-CF-L22	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,652.56	0.00	
140	14111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,108.64	0.00	
141	14111506-CF-L31	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	853.84	0.00	

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year		
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT					
142	1411506-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	1411609-LI-CD1	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	1411514-NP-S02	NOTEPAD, stick-on, 50mm x 76mm	pad	617	0	370	987	39,006.24	15	0	20	35	1,383.20	460	2	0	462	18,258.24	330	0	0	330	13,041.60	1814	39.52	71,689.28	
145	1411514-NP-S04	NOTEPAD, stick-on, 76mm x 100mm	pad	115	100	100	315	19,983.60	15	105	5	125	7,930.00	110	102	100	312	19,793.28	10	100	0	110	6,978.40	862	63.44	54,685.28	
146	1411514-NP-S03	NOTEPAD, stick-on, 76mm x 76mm	pad	15	0	0	15	904.80	15	0	0	15	904.80	10	2	0	12	723.84	10	0	0	10	603.20	52	60.32	3,136.64	
147	1411514-NB-S02	STENO NOTEBOOK	piece	0	0	200	200	4,784.00	0	0	200	200	4,784.00	0	0	200	200	4,784.00	0	0	200	200	4,784.00	800	23.92	19,136.00	
148	1411507-PP-M01	PAPER, MULTICOPY A4	ream	2037	0	1065	3102	558,111.84	750	1000	65	1815	326,554.80	1050	0	1095	2145	385,928.40	50	1500	45	1595	286,972.40	8657	179.92	1,557,567.44	
149	1411507-PP-M02	PAPER, MULTICOPY LEGAL	ream	1565	0	1055	2620	553,134.40	65	1000	55	1120	236,454.40	1050	0	1055	2105	444,407.60	50	1500	30	1580	333,569.60	7425	211.12	1,567,566.00	
150	1411507-PP-C01	PAPER, MULTIPURPOSE A4	ream	130	1600	10	1740	284,107.20	0	1500	10	1510	246,552.80	130	1500	15	1645	268,595.60	0	1625	15	1640	267,779.20	6535	163.28	1,067,034.80	
151	1411507-PP-C02	PAPER, MULTIPURPOSE LEGAL	ream	135	0	0	135	24,991.20	5	0	0	5	925.60	130	0	0	130	24,065.60	0	125	0	125	23,140.00	395	185.12	73,122.40	
152	1411531-PP-R01	PAD PAPER, ruled	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	35.36	0.00	
153	1411503-PA-P01	PAPER, parchment	box	2	0	0	2	378.56	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2	189.28	378.56	
154	1411531-RE-B01	RECORD BOOK, 300 PAGES	book	20	100	0	120	8,736.00	0	0	0	0	0.00	20	100	0	120	8,736.00	0	0	0	0	0.00	240	72.80	17,472.00	
155	1411531-RE-B02	RECORD BOOK, 500 PAGES	book	77	770	7	282	29,621.28	77	770	7	55	5,777.20	77	770	7	161	16,911.44	77	770	7	5	525.20	503	105.04	52,835.12	
156	1411704-TT-P04	TISSUE, INTERFOLDED PAPER TOWEL	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	29.12	0.00	
157	1411704-TT-P02	TOILET TISSUE PAPER, 2 ply	pack	10	0	0	10	1,008.80	10	0	0	10	1,008.80	10	0	0	10	1,008.80	10	0	0	10	1,008.80	40	100.88	4,035.20	
PERFUMES OR COLOGNES OR FRAGRANCES																											
158	53131626-HS-001	HAND SANITIZER	bottle	0	0	0	0	0.00	0	0	5	5	436.80	5	0	0	5	436.80	0	0	0	0	0.00	10	87.36	873.60	
PESTICIDES OR PEST REPELLENTS																											
159	10191509-IN-A01	INSECTICIDE	can	110	0	80	190	49,004.80	10	80	0	90	23,212.80	80	0	80	170	43,846.40	10	80	0	90	23,212.80	540	257.92	139,276.80	
PRINTED PUBLICATIONS																											
160	55101524-RA-H01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	37.21	0.00	
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																											
1	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-811, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,178.32	0.00	
4	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-810, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	892.32	0.00	
6	44103105-EP-B17	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	1	400	0	401	92,991.90	0	200	0	200	46,380.00	0	100	0	100	23,190.00	0	150	0	150	34,785.00	851	231.90	197,346.90	
7	44103105-EP-C17	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	1	150	0	151	36,572.20	0	60	0	60	14,532.00	0	60	0	60	14,532.00	0	60	0	60	14,532.00	331	242.20	80,168.20	
8	44103105-EP-M17	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	1	150	0	151	36,572.20	0	60	0	60	14,532.00	0	60	0	60	14,532.00	0	60	0	60	14,532.00	331	242.20	80,168.20	
9	44103105-EP-Y17	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	1	150	0	151	36,572.20	0	60	0	60	14,532.00	0	60	0	60	14,532.00	0	60	0	60	14,532.00	331	242.20	80,168.20	
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 CC640WA (HP60), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	880.88	0.00	
15	44103105-HP-T17	INK CARTRIDGE, HP CC643WA (HP60), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,047.28	0.00	
16	44103105-HX-C40	INK CARTRIDGE, HP CD972AA (HP920XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00	
17	44103105-HX-M40	INK CARTRIDGE, HP CD973AA (HP920XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00	
18	44103105-HX-Y40	INK CARTRIDGE, HP CD974AA (HP920XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00	
19	44103105-HX-B40	INK CARTRIDGE, HP CD975AA (HP920XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,541.28	0.00	
20	44103105-HP-B20	INK CARTRIDGE, HP CH561WA (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	865.28	0.00	
21	44103105-HP-T20	INK CARTRIDGE, HP CH562WA (HP61), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,066.00	0.00	
22	44103105-HP-B49	INK CARTRIDGE, HP CH565A (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	

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT					
23	44103105-HP-C49	INK CARTRIDGE, HP CH566A (HP82), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	740.00	0.00
24	44103105-HX-B43	INK CARTRIDGE, HP CN045AA (HP950XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,970.80	0.00
25	44103105-HX-C43	INK CARTRIDGE, HP CN046AA (HP951XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
26	44103105-HX-M43	INK CARTRIDGE, HP CN047AA (HP951XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
27	44103105-HX-Y43	INK CARTRIDGE, HP CN048AA (HP951XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
28	44103105-HP-B06	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	256.88	0.00
34	44103105-HP-M33	INK CARTRIDGE, HP CZ123A (HP685A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00
35	44103105-HP-Y33	INK CARTRIDGE, HP CZ124A (HP685A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00
36	44103105-HP-T43	INK CARTRIDGE, HP F6V26AA (HP680), Tri-color	cart	1	1	1	3	1,272.96	1	1	1	3	1,272.96	1	1	1	3	1,272.96	1	1	1	3	1,272.96	12	424.32	5,091.84
37	44103105-HP-B43	INK CARTRIDGE, HP F6V27AA (HP680), Black	cart	1	1	1	3	1,272.96	1	1	1	3	1,272.96	1	1	1	3	1,272.96	1	1	1	3	1,272.96	12	424.32	5,091.84
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-C48	INK CARTRIDGE, HP L0563AA (HP955XL), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00
43	44103105-HX-M48	INK CARTRIDGE, HP L0566AA (HP955XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00
44	44103105-HX-Y48	INK CARTRIDGE, HP L0569AA (HP955XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00
45	44103105-HX-B48	INK CARTRIDGE, HP L0572AA (HP955XL), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,817.92	0.00
46	44103105-HP-C51	INK CARTRIDGE, HP T6L89AA (HP905), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
47	44103105-HP-M51	INK CARTRIDGE, HP T6L93AA (HP905), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
48	44103105-HP-Y51	INK CARTRIDGE, HP T6L97AA (HP905), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
49	44103105-HP-B51	INK CARTRIDGE, HP T6M01AA (HP905), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	774.80	0.00
50	44103112-EP-R05	RIBBON CARTRIDGE, EPSON 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 (S015086)	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	818.48	0.00
53	44103109-BR-D06	TONER CARTRIDGE, BROTHER DR-451CL, High Yield 3000	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,760.00	0.00
54	44103103-BR-B09	TONER CARTRIDGE, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,567.20	0.00
55	44103103-BR-B11	TONER CARTRIDGE, BROTHER TN-3350, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,002.40	0.00
56	44103103-BR-B15	TONER CARTRIDGE, BROTHER TN-3478, Black	cart	0	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	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,564.56	0.00
58	44103103-BR-C03	TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
59	44103103-BR-M03	TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
60	44103103-BR-Y03	TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
61	44103103-CA-B00	TONER CARTRIDGE, CANON CRG-324 II	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13,399.36	0.00
62	44103103-HP-B12	TONER CARTRIDGE, HP CB435A, Black	cart	0	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 CB540A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,603.60	0.00
64	44103103-HP-B18	TONER CARTRIDGE, HP CE255A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,942.00	0.00
65	44103103-HP-B21	TONER CARTRIDGE, HP CE278A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,741.92	0.00
66	44103103-HP-B22	TONER CARTRIDGE, HP CE285A (HP85A), Black	cart	0	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

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price	Total Amount for the year			
			Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT	
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	0.00	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	0.00	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	0.00	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	0.00	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	0.00	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	0.00	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	0.00	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	0.00	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	0.00	0	6,786.00	0.00	
77	44103103-HP-C26	TONER CARTRIDGE, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	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	0.00	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	0.00	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	0.00	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	0.00	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	0.00	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	0.00	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	0.00	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	0.00	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	0.00	0	2,878.72	0.00	
87	44103103-HP-B53	TONER CARTRIDGE, HP CF226A (HP26A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	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	0.00	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	0.00	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	0.00	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	0.00	0	3,034.72	0.00	
92	44103103-HX-B51	TONER CARTRIDGE, HP CF283XC (HP83X), Black Contract L	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,796.00	0.00	
93	44103103-HP-B58	TONER CARTRIDGE, HP CF287A (HP87), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	9,828.00	0.00	
94	44103103-HX-B52	TONER CARTRIDGE, HP CF325XC (HP25X), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	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	0.00	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	0.00	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	0.00	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	0.00	0	2,652.00	0.00	
99	44103103-HP-B61	TONER CARTRIDGE, HP CF360A (HP508A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	7,030.40	0.00	
100	44103103-HP-C61	TONER CARTRIDGE, HP CF361A (HP508A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	8,814.00	0.00	
101	44103103-HP-Y61	TONER CARTRIDGE, HP CF362A (HP508A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	8,814.00	0.00	
102	44103103-HP-M61	TONER CARTRIDGE, HP CF363A (HP508A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	8,814.00	0.00	
103	44103103-HP-B62	TONER CARTRIDGE, HP CF400A (HP201A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,099.20	0.00	
104	44103103-HP-C62	TONER CARTRIDGE, HP CF401A (HP201A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,660.80	0.00	
105	44103103-HP-Y62	TONER CARTRIDGE, HP CF402A (HP201A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,660.80	0.00	
106	44103103-HP-M62	TONER CARTRIDGE, HP CF403A (HP201A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	3,660.80	0.00	
107	44103103-HP-B63	TONER CARTRIDGE, HP CF410A (HP410A), Black	cart	0	0	400	400	1,560,000.00	0	0	0	0	0.00	0	200	0	200	780,000.00	0	100	0	100	390,000.00	700	3,900.00	2,730,000.00
108	44103103-HX-B54	TONER CARTRIDGE, HP CF410XC (HP410XC), Black	cart	0	0	150	150	1,027,260.00	0	0	0	0	0.00	0	50	0	50	342,420.00	0	0	0	0	0.00	200	6,848.40	1,369,680.00
109	44103103-HP-C63	TONER CARTRIDGE, HP CF411A (HP410A), Cyan	cart	0	0	150	150	755,820.00	0	0	0	0	0.00	0	50	0	50	251,940.00	0	0	0	0	0.00	200	5,038.80	1,007,760.00
110	44103103-HX-C54	TONER CARTRIDGE, HP CF411XC (HP410XC), Cyan	cart	0	0	150	150	1,278,300.00	0	0	0	0	0.00	0	50	0	50	426,100.00	0	0	0	0	0.00	200	8,522.00	1,704,400.00
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	0.00	0	5,038.00	0.00	
112	44103103-HX-Y54	TONER CARTRIDGE, HP CF412XC (HP410XC), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0.00	0	8,522.80	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				
113	44103103-HP-M63	TONER CARTRIDGE, HP CF413A (HP410A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,038.80	0.00	
114	44103103-HX-M54	TONER CARTRIDGE, HP CF413XC (HP410XC), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.80	0.00	
115	44103103-HP-B34	TONER CARTRIDGE, HP Q2612A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,744.00	0.00	
116	44103103-HP-B48	TONER CARTRIDGE, HP Q7553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,680.00	0.00	
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	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
14	43233004-SFT-013	Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
15	43233205-SFT-014	Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
16	43233405-SFT-015	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																											
1	80141505-TS-001	BALLPEN	piece	0	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	COLORED PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
23	80141505-TS-023	BOND PAPER	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	

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				
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																							P		-
D. GRAND TOTAL (A + B + C)																							P		29,949,817.35
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:


 ELIZABETH C. LIPA
 Property Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:


 RYAN Y. PLAMONTE
 Accountant / Budget Officer

Approved by:


 MARI-FLOR A. DOLLAGA-LIBANG
 Head of Office/Agency

Date Prepared: 29-Aug-23