

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 (mPhlGEPS) 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).

Guidelines:

- 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 mPhlGEPS 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/hos58>.
- 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 mPhlGEPS 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 mPhlGEPS 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 apscse.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: Office of the Government Corporate Counsel
 Region: National Capital Region
 Address: 2/F MANS Administration Building
 Kalayaan Road, Bakes, Quezon City

Agency Code/UACS: M012
 Organization Type: National

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

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| 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 | |
| PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS) | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ALCOHOL OR ACETONE BASED ANTISEPTICS | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 | 1218001-4L-E04 | ALCOHOL, Ethyl, 500 mL | bottle | 150 | 0 | 150 | 300 | 15,280.00 | 150 | 0 | 150 | 300 | 15,280.00 | 150 | 0 | 150 | 300 | 15,280.00 | 150 | 0 | 150 | 300 | 15,280.00 | 1,200 | 90.96 | 109,152.00 |
| 2 | 1218001-4L-E03 | ALCOHOL, Ethyl, 1 GM/00 | 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 | 451.36 | 0.00 |
| ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 | 8012143-CD-P03 | CLEARBOOK, A4 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 | 36.50 | 0.00 |
| 4 | 8012143-CD-P02 | CLEARBOOK, 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 | 38.48 | 0.00 |
| 5 | 8012153-ER-P02 | ERASER, plastic/ubber | piece | 0 | 5 | 0 | 5 | 46.60 | 0 | 5 | 0 | 5 | 46.60 | 0 | 5 | 0 | 5 | 46.60 | 0 | 0 | 0 | 0 | 0.00 | 15 | 3.36 | 340.40 |
| 6 | 60121524-SP-G01 | SIGN PEN, Extra Fine Tip, Black | piece | 0 | 50 | 0 | 50 | 1,300.00 | 0 | 50 | 0 | 50 | 1,300.00 | 0 | 50 | 0 | 50 | 1,300.00 | 0 | 50 | 0 | 50 | 1,300.00 | 200 | 26.00 | 5,200.00 |
| 7 | 60121524-SP-G04 | SIGN PEN, Fine Tip, Black | piece | 0 | 50 | 0 | 50 | 2,236.00 | 0 | 50 | 0 | 50 | 2,236.00 | 0 | 50 | 0 | 50 | 2,236.00 | 0 | 50 | 0 | 50 | 2,236.00 | 200 | 44.72 | 8,944.00 |
| 8 | 60121524-SP-G07 | SIGN PEN, Medium Tip, Black | piece | 0 | 50 | 0 | 50 | 2,860.00 | 0 | 50 | 0 | 50 | 2,860.00 | 0 | 50 | 0 | 50 | 2,860.00 | 0 | 50 | 0 | 50 | 2,860.00 | 200 | 57.20 | 11,440.00 |
| 9 | 60121524-SP-G02 | SIGN PEN, Extra Fine Tip, Blue | piece | 0 | 50 | 0 | 50 | 1,300.00 | 0 | 50 | 0 | 50 | 1,300.00 | 0 | 50 | 0 | 50 | 1,300.00 | 0 | 50 | 0 | 50 | 1,300.00 | 200 | 26.00 | 5,200.00 |
| 10 | 60121524-SP-G05 | SIGN PEN, Fine Tip, Blue | piece | 0 | 50 | 0 | 50 | 2,236.00 | 0 | 50 | 0 | 50 | 2,236.00 | 0 | 50 | 0 | 50 | 2,236.00 | 0 | 50 | 0 | 50 | 2,236.00 | 200 | 44.72 | 8,944.00 |
| 11 | 60121524-SP-G08 | SIGN PEN, Medium Tip, Blue | piece | 0 | 50 | 0 | 50 | 2,860.00 | 0 | 50 | 0 | 50 | 2,860.00 | 0 | 50 | 0 | 50 | 2,860.00 | 0 | 50 | 0 | 50 | 2,860.00 | 200 | 57.20 | 11,440.00 |
| 12 | 60121524-SP-G03 | SIGN PEN, Extra Fine Tip, Red | piece | 0 | 50 | 0 | 50 | 1,300.00 | 0 | 50 | 0 | 50 | 1,300.00 | 0 | 50 | 0 | 50 | 1,300.00 | 0 | 50 | 0 | 50 | 1,300.00 | 200 | 26.00 | 5,200.00 |
| 13 | 60121524-SP-G06 | SIGN PEN, Fine Tip, Red | piece | 0 | 50 | 0 | 50 | 2,236.00 | 0 | 50 | 0 | 50 | 2,236.00 | 0 | 50 | 0 | 50 | 2,236.00 | 0 | 50 | 0 | 50 | 2,236.00 | 200 | 44.72 | 8,944.00 |
| 14 | 60121524-SP-G09 | SIGN PEN, Medium Tip, Red | piece | 0 | 50 | 0 | 50 | 2,860.00 | 0 | 50 | 0 | 50 | 2,860.00 | 0 | 50 | 0 | 50 | 2,860.00 | 0 | 50 | 0 | 50 | 2,860.00 | 200 | 57.20 | 11,440.00 |
| 15 | 80121124-WR-P01 | WRAPPING 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 | 214.14 | 0.00 |
| AUDIO AND VISUAL EQUIPMENT AND SUPPLIES | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 16 | 4513157-DO-C02 | 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 | 18,536.16 | 0.00 |
| 17 | 45131829-PM-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 | 18,420.00 | 0.00 |
| BATTERIES AND CELLS AND ACCESSORIES | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 18 | 25111702-BT-A02 | BATTERY, dry cell, Size AA | pack | 0 | 20 | 0 | 20 | 436.00 | 0 | 20 | 0 | 20 | 436.00 | 0 | 20 | 0 | 20 | 436.00 | 0 | 20 | 0 | 20 | 436.00 | 80 | 21.84 | 1,747.20 |
| 19 | 25111702-BT-A01 | BATTERY, dry cell, size AAA | pack | 0 | 10 | 0 | 10 | 157.60 | 0 | 10 | 0 | 10 | 157.60 | 0 | 10 | 0 | 10 | 157.60 | 0 | 10 | 0 | 10 | 157.60 | 40 | 20.76 | 790.40 |

| 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 | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 20 | 28111702-BT-002 | BATTERY, dry cell, size D | pack | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0 | 02.58 | 0.00 | | |
| CLEANING EQUIPMENT AND SUPPLIES | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 21 | 47131812-AF-001 | AIR FRESHENER | can | 0 | 50 | 0 | 50 | 4,368.00 | 0 | 50 | 0 | 50 | 4,368.00 | 0 | 50 | 0 | 50 | 4,368.00 | 0 | 50 | 0 | 50 | 4,368.00 | 200 | 87.36 | 17,572.00 |
| 22 | 47131804-08-500 | BROOM (Wais Tambo) | piece | 0 | 3 | 0 | 3 | 381.76 | 0 | 3 | 0 | 0 | 0.00 | 0 | 3 | 0 | 3 | 381.76 | 0 | 0 | 0 | 0 | 0.00 | 6 | 127.02 | 767.52 |
| 23 | 47131804-08-700 | BROOM (Wais Ting tang) | piece | 0 | 3 | 0 | 3 | 143.52 | 0 | 3 | 0 | 0 | 0.00 | 0 | 3 | 0 | 3 | 143.52 | 0 | 0 | 0 | 0 | 0.00 | 12 | 21.92 | 287.04 |
| 24 | 47131829-TB-001 | CLEANER, Toilet Bowl and Urinal | bottle | 0 | 15 | 0 | 15 | 870.80 | 0 | 10 | 0 | 10 | 447.20 | 0 | 15 | 0 | 15 | 670.80 | 0 | 10 | 0 | 10 | 447.20 | 50 | 44.72 | 2,236.00 |
| 25 | 47131806-CL-001 | CLEANER, Scouring Powder | can | 0 | 10 | 0 | 10 | 360.00 | 0 | 10 | 0 | 10 | 360.00 | 0 | 10 | 0 | 10 | 360.00 | 0 | 10 | 0 | 10 | 360.00 | 40 | 36.00 | 1,440.00 |
| 26 | 47131811-DE-500 | DETERGENT BAR | bar | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 3.35 | 0.00 |
| 27 | 47131813-DE-002 | DETERGENT POWDER, all purpose | pouch | 0 | 20 | 0 | 20 | 1,788.00 | 0 | 20 | 0 | 20 | 1,788.00 | 0 | 20 | 0 | 20 | 1,788.00 | 0 | 20 | 0 | 20 | 1,788.00 | 80 | 88.40 | 3,072.00 |
| 28 | 47131823-06-001 | DISINFECTANT SPRAY | can | 0 | 100 | 0 | 100 | 15,080.00 | 0 | 100 | 0 | 100 | 15,080.00 | 0 | 100 | 0 | 100 | 15,080.00 | 0 | 100 | 0 | 100 | 15,080.00 | 400 | 150.80 | 60,320.00 |
| 29 | 47131801-04-001 | DUST PAIL | piece | 0 | 6 | 0 | 6 | 282.00 | 0 | 6 | 0 | 6 | 282.00 | 0 | 6 | 0 | 6 | 282.00 | 0 | 6 | 0 | 6 | 282.00 | 24 | 86.40 | 1,123.20 |
| 30 | 47131802-FW-001 | FLOOR WAX, paste type, red | can | 0 | 1 | 0 | 1 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 126.20 | 0.00 |
| 31 | 47131803-FC-001 | FURNITURE CLEANER | can | 0 | 15 | 0 | 15 | 2,400.00 | 0 | 15 | 0 | 15 | 2,400.00 | 0 | 15 | 0 | 15 | 2,400.00 | 0 | 15 | 0 | 15 | 2,400.00 | 60 | 126.72 | 13,603.20 |
| 32 | 72018112-HS-001 | HAND SOAP, liquid | bottle | 0 | 20 | 0 | 20 | 859.00 | 0 | 20 | 0 | 20 | 859.00 | 0 | 20 | 0 | 20 | 859.00 | 0 | 20 | 0 | 20 | 859.00 | 80 | 82.95 | 3,438.00 |
| 33 | 47131804-MP-001 | MOP BUCKET | unit | 0 | 1 | 0 | 1 | 2,288.00 | 0 | 1 | 0 | 1 | 2,288.00 | 0 | 1 | 0 | 1 | 2,288.00 | 0 | 1 | 0 | 1 | 2,288.00 | 1 | 2,288.00 | 5,152.00 |
| 34 | 47131813-MP-002 | MOP HANDLE, heavy duty | piece | 0 | 4 | 0 | 4 | 536.64 | 0 | 4 | 0 | 4 | 536.64 | 0 | 4 | 0 | 4 | 536.64 | 0 | 4 | 0 | 4 | 536.64 | 16 | 136.16 | 2,146.56 |
| 35 | 47131813-MP-001 | MOP HEAD, made of nylon | piece | 0 | 10 | 0 | 10 | 1,140.40 | 0 | 10 | 0 | 10 | 1,140.40 | 0 | 10 | 0 | 10 | 1,140.40 | 0 | 10 | 0 | 10 | 1,140.40 | 40 | 115.04 | 4,561.60 |
| 36 | 47131811-HG-001 | RAGS | pkg | 0 | 15 | 0 | 15 | 858.00 | 0 | 15 | 0 | 15 | 858.00 | 0 | 15 | 0 | 15 | 858.00 | 0 | 15 | 0 | 15 | 858.00 | 60 | 57.00 | 3,420.00 |
| 37 | 47131802-SC-001 | SCOURING PAD | pack | 0 | 15 | 0 | 15 | 1,314.00 | 0 | 10 | 0 | 10 | 664.40 | 0 | 15 | 0 | 15 | 1,314.00 | 0 | 10 | 0 | 10 | 664.40 | 50 | 66.44 | 4,473.00 |
| 38 | 47131801-TR-001 | TRASHBAG, 30L size | pack/roll | 0 | 25 | 0 | 25 | 1,250.00 | 0 | 25 | 0 | 25 | 1,250.00 | 0 | 25 | 0 | 25 | 1,250.00 | 0 | 25 | 0 | 25 | 1,250.00 | 100 | 130.00 | 13,000.00 |
| 39 | 47131801-TR-005 | TRASHBAG, large size | pack/roll | 0 | 25 | 0 | 25 | 1,482.00 | 0 | 25 | 0 | 25 | 1,482.00 | 0 | 25 | 0 | 25 | 1,482.00 | 0 | 25 | 0 | 25 | 1,482.00 | 100 | 58.28 | 5,828.00 |
| 40 | 47131801-TR-006 | TRASHBAG, XL size | pack/roll | 0 | 50 | 0 | 50 | 4,628.00 | 0 | 50 | 0 | 50 | 4,628.00 | 0 | 50 | 0 | 50 | 4,628.00 | 0 | 50 | 0 | 50 | 4,628.00 | 200 | 52.58 | 10,516.00 |
| 41 | 47131801-WB-001 | WASTEBASKET | piece | 0 | 20 | 0 | 20 | 873.60 | 0 | 20 | 0 | 20 | 873.60 | 0 | 20 | 0 | 20 | 873.60 | 0 | 20 | 0 | 20 | 873.60 | 80 | 51.64 | 3,494.40 |
| COLOR COMPOUNDS AND DISPERSIONS | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 42 | 12117173-01-001 | INK, for stamp pad | bottle | 0 | 5 | 0 | 5 | 156.00 | 0 | 5 | 0 | 5 | 156.00 | 0 | 5 | 0 | 5 | 156.00 | 0 | 5 | 0 | 5 | 156.00 | 20 | 31.20 | 624.00 |
| CONSUMER ELECTRONICS | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 43 | 82161333-04-001 | DIGITAL VOICE RECORDER | unit | 0 | 2 | 0 | 2 | 9,507.52 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 2 | 4,831.76 | 9,607.52 |
| FACE MASK | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 44 | 45131713-0H-005 | FACE MASK | box | 0 | 50 | 0 | 50 | 2,900.00 | 0 | 25 | 0 | 25 | 1,300.00 | 0 | 25 | 0 | 25 | 1,300.00 | 0 | 25 | 0 | 25 | 1,300.00 | 125 | 52.00 | 6,500.00 |
| FILMS | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 45 | 13111205-AC-001 | ACETATE | roll | 0 | 1 | 0 | 1 | 1,048.32 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 1 | 0 | 1 | 1,048.32 | 1 | 1,048.32 | 2,096.64 |
| 46 | 13111201-CP-002 | 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 | 256.28 | 0.00 |
| FIRE FIGHTING EQUIPMENT | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 47 | 46191805-PE-001 | FIRE EXTINGUISHER, dry chemical | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 16 | 16 | 22,280.80 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 16 | 1,391.80 | 22,280.80 |
| 48 | 46191805-PE-002 | FIRE EXTINGUISHER, pure HFC | 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 | 3,613.25 | 0.00 |
| FLAG OR ACCESSORIES | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 49 | 36121893-0H-001 | PHLOPPINE NATIONAL FLAG | piece | 0 | 1 | 0 | 1 | 284.84 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 1 | 0 | 1 | 284.84 | 1 | 284.84 | 569.68 |
| FURNITURE AND FURNISHINGS | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 50 | 56101504-0H-001 | 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 | 275.44 | 0.00 |
| 51 | 56101504-0H-001 | 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 | 372.12 | 0.00 |
| 52 | 56101519-0H-001 | MONOBLOC TABLE, white | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 1,248.88 | 0.00 |
| 53 | 56101519-0H-002 | 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 | 1,248.88 | 0.00 |
| HEATING AND VENTILATION AND AIR CIRCULATION | | | | | | | | | | | | | | | | | | | | | | | | | | |

| 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 | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | |
| 54 4011004-EF-001 | 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 | 1,800.00 | 0.00 |
| 55 4011004-EF-001 | ELECTRIC FAN, industrial, ground 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 | 1,300.00 | 0.00 |
| 56 4011004-EF-001 | ELECTRIC FAN, stand 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 | 1,600.72 | 0.00 |
| 57 4011004-EF-001 | 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 | 94.18 | 0.00 |
| INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES | | | | | | | | | | | | | | | | | | | | | | | | | |
| 58 43211507-060003 | DESKTOP, for Basic Users | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 24,700.00 | 0.00 |
| 59 43211507-060004 | DESKTOP, for Mid-Range Users | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 42,200.40 | 0.00 |
| 60 432010274-0-002 | EXTERNAL HARD DRIVE | unit | 0 | 2 | 0 | 2 | 5,036.33 | 0 | 2 | 2 | 2 | 8,058.16 | 0 | 2 | 0 | 2 | 8,058.16 | 0 | 2 | 0 | 2 | 8,058.16 | 6 | 3,616.90 | 24,194.84 |
| 61 43201010-0D-004 | FLASH DRIVE | piece | 2 | 25 | 0 | 25 | 5,916.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 25 | 0 | 25 | 5,638.00 | 0 | 0 | 0 | 0 | 0.00 | 50 | 29.64 | 1,132.00 |
| 62 43211503-LAP004 | LAPTOP, for Mid-range Users | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 42,800.00 | 0.00 |
| 63 43211503-LAP003 | LAPTOP, lightweight | unit | 0 | 20 | 0 | 20 | 430,000.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 20 | 46,000.00 | 908,000.00 |
| 64 43211506-M0-000 | COMPUTER MOUSE, Wireless | unit | 0 | 5 | 0 | 5 | 847.60 | 0 | 5 | 0 | 5 | 847.60 | 0 | 5 | 0 | 5 | 847.60 | 0 | 5 | 0 | 5 | 847.60 | 20 | 169.52 | 1,390.40 |
| 65 43212102-04-000 | 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 | 352,05.94 | 0.00 |
| 66 43212102-04-000 | 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 | 112,04.94 | 0.00 |
| 67 43212104-04-001 | 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 | 25,003.04 | 0.00 |
| LIGHTING AND FIXTURES AND ACCESSORIES | | | | | | | | | | | | | | | | | | | | | | | | | |
| 68 39101020-L1-001 | 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 | 41.52 | 0.00 |
| 69 39101020-L1-001 | 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 | 205.62 | 0.00 |
| MANUFACTURING COMPONENTS AND SUPPLIES | | | | | | | | | | | | | | | | | | | | | | | | | |
| 70 31201010-04-005 | GLUE, all purpose | jar | 0 | 15 | 0 | 15 | 1,960.80 | 0 | 15 | 0 | 15 | 1,960.80 | 0 | 10 | 0 | 10 | 807.20 | 0 | 10 | 0 | 10 | 717.20 | 50 | 32.72 | 1,536.00 |
| 71 31151004-SW-000 | STAPLE WIRE, heavy duty (binder type), 27/17 | box | 0 | 10 | 0 | 10 | 225.50 | 0 | 10 | 0 | 10 | 225.50 | 0 | 10 | 0 | 10 | 225.50 | 0 | 10 | 0 | 10 | 225.50 | 40 | 22.55 | 902.00 |
| 72 31151004-SW-000 | STAPLE WIRE, standard | box | 0 | 50 | 0 | 50 | 1,300.00 | 0 | 50 | 0 | 50 | 1,300.00 | 0 | 50 | 0 | 50 | 1,300.00 | 0 | 50 | 0 | 50 | 1,300.00 | 200 | 23.75 | 1,272.50 |
| 73 31201023-TA-001 | TAPE, discolor | roll | 0 | 10 | 0 | 10 | 194.50 | 0 | 12 | 0 | 12 | 294.50 | 0 | 10 | 0 | 10 | 194.50 | 0 | 10 | 0 | 10 | 194.50 | 40 | 19.45 | 778.00 |
| 74 31201023-TA-001 | TAPE, masking, 24mm | roll | 0 | 15 | 0 | 15 | 328.20 | 0 | 15 | 0 | 15 | 328.20 | 0 | 15 | 0 | 15 | 328.20 | 0 | 15 | 0 | 15 | 328.20 | 60 | 11.80 | 1,712.80 |
| 75 31201023-TA-002 | TAPE, masking, 48 mm | 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 | 211.28 | 0.00 |
| 76 31201017-TA-001 | TAPE, packaging, 48 mm | roll | 0 | 30 | 0 | 30 | 301.80 | 0 | 30 | 0 | 30 | 301.80 | 0 | 30 | 0 | 30 | 301.80 | 0 | 30 | 0 | 30 | 301.80 | 40 | 30.16 | 1,206.40 |
| 77 31201012-TA-001 | TAPE, transparent, 24mm | roll | 0 | 80 | 0 | 80 | 915.20 | 0 | 80 | 0 | 80 | 915.20 | 0 | 75 | 0 | 75 | 688.00 | 0 | 75 | 0 | 75 | 688.00 | 300 | 11.44 | 1,546.40 |
| 78 31201012-TA-000 | TAPE, transparent, 48 mm | 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 | 23.92 | 0.00 |
| 79 31151007-TW-001 | TWINE, plastic | roll | 0 | 5 | 0 | 5 | 352.00 | 0 | 5 | 0 | 5 | 424.32 | 0 | 6 | 0 | 6 | 424.32 | 0 | 6 | 0 | 6 | 424.32 | 25 | 33.72 | 1,628.50 |
| MEASURING AND OBSERVING AND TESTING EQUIPMENT | | | | | | | | | | | | | | | | | | | | | | | | | |
| 80 41111604-S0-P00 | RULER, flexible, plastic, 400mm | piece | 0 | 5 | 0 | 5 | 104.00 | 0 | 5 | 0 | 5 | 104.00 | 0 | 5 | 0 | 5 | 104.00 | 0 | 5 | 0 | 5 | 104.00 | 20 | 20.80 | 416.00 |
| OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES | | | | | | | | | | | | | | | | | | | | | | | | | |
| 81 44121012-SL-H00 | BLADE, for general purpose cutter, 48 by 5/16 | 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 | 6.00 | 0.00 |
| 82 44101002-04-001 | 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 | 10,000.00 | 0.00 |
| 83 44101002-CA-001 | CALCULATOR, Compact | 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 | 207.04 | 0.00 |
| 84 44121730-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 44122105-04-001 | CLIP, backRAM, 19mm | box | 0 | 50 | 0 | 50 | 468.00 | 0 | 50 | 0 | 50 | 468.00 | 0 | 50 | 0 | 50 | 468.00 | 0 | 50 | 0 | 50 | 468.00 | 200 | 4.50 | 1,672.00 |
| 86 44122105-04-002 | CLIP, backRAM, 25mm | box | 0 | 50 | 0 | 50 | 780.00 | 0 | 50 | 0 | 50 | 780.00 | 0 | 50 | 0 | 50 | 780.00 | 0 | 50 | 0 | 50 | 780.00 | 200 | 15.60 | 1,120.00 |
| 87 44122105-04-003 | CLIP, backRAM, 32mm | box | 0 | 50 | 0 | 50 | 1,352.00 | 0 | 50 | 0 | 50 | 1,352.00 | 0 | 50 | 0 | 50 | 1,352.00 | 0 | 50 | 0 | 50 | 1,352.00 | 200 | 27.04 | 5,408.00 |
| 88 44122105-04-004 | CLIP, backRAM, 50mm | box | 0 | 50 | 0 | 50 | 3,016.00 | 0 | 50 | 0 | 50 | 3,016.00 | 0 | 50 | 0 | 50 | 3,016.00 | 0 | 50 | 0 | 50 | 3,016.00 | 200 | 60.32 | 12,064.00 |
| 89 44122100-CT-H00 | CORRECTION TAPE | piece | 0 | 140 | 0 | 140 | 1,614.20 | 0 | 140 | 0 | 140 | 1,614.20 | 0 | 140 | 0 | 140 | 1,614.20 | 0 | 140 | 0 | 140 | 1,614.20 | 560 | 11.55 | 1,456.80 |
| 90 44121612-04-H00 | CLUTTER/UTILITY KNIFE, for general purpose | piece | 0 | 5 | 0 | 5 | 156.60 | 0 | 5 | 0 | 5 | 156.60 | 0 | 5 | 0 | 5 | 156.60 | 0 | 5 | 0 | 5 | 156.60 | 20 | 31.75 | 634.40 |
| 91 44111515-04-001 | DATA FILE BOX | piece | 0 | 250 | 0 | 250 | 27,030.00 | 0 | 250 | 0 | 250 | 27,030.00 | 0 | 250 | 0 | 250 | 27,030.00 | 0 | 250 | 0 | 250 | 27,030.00 | 1400 | 21.20 | 108,000.00 |

| Item # | Item Description | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | Total quantity for the year | Price | Total Amount for the year | | | |
|--------|------------------|---|------------------------------|-----|-----|----|-----------|-----------|-----|------|----|-----------|-----------|-----|------|----|-----------|-----------|-----|-----|-----------------------------|-------|---------------------------|-----|-----------|-----------|
| | | | Jan | Feb | Mar | Q1 | Q1 Actual | April | May | June | Q2 | Q2 Actual | July | Aug | Sept | Q3 | Q3 Actual | Oct | Nov | Dec | | | | Q4 | Q4 Actual | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 92 | 4412011-DF-P01 | DATA FOLDER | piece | 0 | 50 | 0 | 50 | 3,432.00 | 0 | 50 | 0 | 50 | 3,432.00 | 0 | 50 | 0 | 50 | 3,432.00 | 0 | 50 | 0 | 50 | 3,432.00 | 200 | 68.64 | 13,728.00 |
| 93 | 4412002-DS-M02 | DATE STAMP | piece | 0 | 0 | 10 | 10 | 4,697.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 10 | 469.70 | 4,697.00 |
| 94 | 4412106-EM-001 | ENVELOPE, Documentary, A4 | box | 0 | 2 | 0 | 2 | 1,660.64 | 0 | 2 | 0 | 2 | 1,660.64 | 0 | 2 | 0 | 2 | 1,660.64 | 0 | 0 | 0 | 0 | 0.00 | 6 | 249.32 | 5,041.52 |
| 95 | 4412106-EM-002 | ENVELOPE, Documentary, legal | box | 0 | 3 | 0 | 3 | 2,225.94 | 0 | 2 | 0 | 2 | 2,156.96 | 0 | 3 | 0 | 3 | 2,156.96 | 0 | 2 | 0 | 2 | 2,156.96 | 10 | 1,676.48 | 31,794.60 |
| 96 | 4412106-EM-001 | ENVELOPE, Expanding, Kraft | box | 0 | 5 | 0 | 5 | 6,874.40 | 0 | 5 | 0 | 5 | 6,874.40 | 0 | 5 | 0 | 5 | 6,874.40 | 0 | 5 | 0 | 5 | 6,874.40 | 20 | 1,718.28 | 27,427.60 |
| 97 | 4412106-EM-002 | ENVELOPE, Expanding, Plastic | 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 |
| 98 | 4412104-EM-P02 | ENVELOPE, Mailing | box | 0 | 50 | 0 | 50 | 23,340.00 | 0 | 50 | 0 | 50 | 23,340.00 | 0 | 50 | 0 | 50 | 23,340.00 | 0 | 50 | 0 | 50 | 23,340.00 | 150 | 465.58 | 55,374.40 |
| 99 | 4412104-EM-W02 | ENVELOPE, Mailing, with window | box | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0.00 | 0.00 |
| 100 | 4411912-DR-B01 | ERASER, flat, for blackboard/whiteboard | piece | 0 | 2 | 0 | 2 | 36.96 | 0 | 2 | 0 | 2 | 36.96 | 0 | 2 | 0 | 2 | 36.96 | 0 | 0 | 0 | 0 | 0.00 | 2 | 12.33 | 36.96 |
| 101 | 4412104-FA-P01 | PASTELER | box | 0 | 25 | 0 | 25 | 2,366.20 | 0 | 25 | 0 | 25 | 2,366.20 | 0 | 25 | 0 | 25 | 2,366.20 | 0 | 25 | 0 | 25 | 2,366.20 | 100 | 94.54 | 3,494.00 |
| 102 | 4412105-FO-K01 | 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 | 0.00 | 0.00 |
| 103 | 4412001-FT-101 | 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 | 22.00 | 0.00 |
| 104 | 4412001-FT-102 | 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 | 25.00 | 0.00 |
| 105 | 4412001-FO-P01 | 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 | 21.00 | 0.00 |
| 106 | 4412001-FO-P02 | FOLDER, Fancy with slide, legal | bundle | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 30.00 | 0.00 |
| 107 | 4412001-FO-L01 | FOLDER, L-type, A4 | piece | 0 | 2 | 0 | 2 | 375.00 | 0 | 2 | 0 | 2 | 375.00 | 0 | 2 | 0 | 2 | 375.00 | 0 | 2 | 0 | 2 | 375.00 | 8 | 187.94 | 1,500.32 |
| 108 | 4412001-FO-L02 | FOLDER, L-type, legal | piece | 0 | 5 | 0 | 5 | 1,192.85 | 0 | 5 | 0 | 5 | 1,192.85 | 0 | 5 | 0 | 5 | 1,192.85 | 0 | 5 | 0 | 5 | 1,192.85 | 20 | 730.57 | 5,731.40 |
| 109 | 4412027-FO-P01 | FOLDER, preinsert | box | 0 | 25 | 0 | 25 | 23,816.00 | 0 | 25 | 0 | 25 | 23,816.00 | 0 | 25 | 0 | 25 | 23,816.00 | 0 | 25 | 0 | 25 | 23,816.00 | 100 | 452.64 | 45,264.00 |
| 110 | 4412001-FO-T01 | FOLDER with tab, A4 | pack | 0 | 5 | 0 | 5 | 1,444.80 | 0 | 5 | 0 | 5 | 2,333.76 | 0 | 5 | 0 | 5 | 1,944.00 | 0 | 0 | 0 | 0 | 0.00 | 22 | 269.96 | 6,557.12 |
| 111 | 4412001-FO-T04 | FOLDER with tab, legal | pack | 0 | 12 | 0 | 12 | 5,129.28 | 0 | 12 | 0 | 12 | 5,129.28 | 0 | 12 | 0 | 12 | 5,129.28 | 0 | 12 | 0 | 12 | 5,129.28 | 48 | 427.94 | 20,517.12 |
| 112 | 4412006-IT-T01 | INDEX TAB | box | 0 | 15 | 0 | 15 | 946.55 | 0 | 15 | 0 | 15 | 946.55 | 0 | 15 | 0 | 15 | 946.55 | 0 | 15 | 0 | 15 | 946.55 | 60 | 85.11 | 3,306.60 |
| 113 | 4411515-MF-002 | MAGAZINE FILE BOX, large | piece | 0 | 3 | 0 | 3 | 300.64 | 0 | 3 | 0 | 3 | 300.64 | 0 | 3 | 0 | 3 | 300.64 | 0 | 3 | 0 | 3 | 300.64 | 6 | 136.08 | 791.28 |
| 114 | 4412176-MA-P02 | MARKER, fluorescent | set | 0 | 50 | 0 | 50 | 2,132.00 | 0 | 50 | 0 | 50 | 2,132.00 | 0 | 50 | 0 | 50 | 2,132.00 | 0 | 50 | 0 | 50 | 2,132.00 | 150 | 47.64 | 5,146.80 |
| 115 | 4412176-MA-P01 | MARKER, Permanent, Black | piece | 0 | 50 | 0 | 50 | 700.00 | 0 | 50 | 0 | 50 | 700.00 | 0 | 50 | 0 | 50 | 700.00 | 0 | 50 | 0 | 50 | 700.00 | 200 | 15.61 | 5,120.00 |
| 116 | 4412176-MA-P02 | MARKER, Permanent, Blue | piece | 0 | 50 | 0 | 50 | 700.00 | 0 | 50 | 0 | 50 | 700.00 | 0 | 50 | 0 | 50 | 700.00 | 0 | 50 | 0 | 50 | 700.00 | 200 | 15.61 | 5,120.00 |
| 117 | 4412176-MA-P03 | MARKER, Permanent, Red | piece | 0 | 50 | 0 | 50 | 700.00 | 0 | 50 | 0 | 50 | 700.00 | 0 | 50 | 0 | 50 | 700.00 | 0 | 50 | 0 | 50 | 700.00 | 200 | 15.61 | 5,120.00 |
| 118 | 4412176-MA-P04 | MARKER, Whiteboard, Black | piece | 0 | 10 | 0 | 10 | 104.00 | 0 | 10 | 0 | 10 | 104.00 | 0 | 10 | 0 | 10 | 104.00 | 0 | 10 | 0 | 10 | 104.00 | 40 | 18.40 | 416.00 |
| 119 | 4412176-MA-P05 | MARKER, Whiteboard, Blue | piece | 0 | 10 | 0 | 10 | 104.00 | 0 | 10 | 0 | 10 | 104.00 | 0 | 10 | 0 | 10 | 104.00 | 0 | 10 | 0 | 10 | 104.00 | 40 | 18.40 | 416.00 |
| 120 | 4412176-MA-P06 | MARKER, Whiteboard, 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 | 0.00 | 0.00 |
| 121 | 4412104-PC-001 | PAPER CLIP, vinyl/plastic coated, 32mm | box | 0 | 35 | 0 | 35 | 327.60 | 0 | 35 | 0 | 35 | 327.60 | 0 | 35 | 0 | 35 | 327.60 | 0 | 35 | 0 | 35 | 327.60 | 140 | 9.36 | 1,310.40 |
| 122 | 4412104-PC-002 | PAPER CLIP, vinyl/plastic coated, Jumbo, 50mm | box | 0 | 85 | 0 | 85 | 2,033.21 | 0 | 85 | 0 | 85 | 2,033.21 | 0 | 85 | 0 | 85 | 2,033.21 | 0 | 85 | 0 | 85 | 2,033.21 | 340 | 23.92 | 5,930.90 |
| 123 | 4412160-PS-P02 | 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 | 5,095.22 | 0.00 |
| 124 | 4412160-PT-P01 | 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 | 5,297.65 | 0.00 |
| 125 | 4412106-PE-001 | PENCIL, lead/graphite, with eraser | box | 0 | 5 | 0 | 5 | 208.00 | 0 | 5 | 0 | 5 | 208.00 | 0 | 5 | 0 | 5 | 208.00 | 0 | 5 | 0 | 5 | 208.00 | 20 | 4.00 | 816.00 |
| 126 | 4412161-PS-V01 | PENCIL SHARPENER | piece | 0 | 2 | 0 | 2 | 426.40 | 0 | 2 | 0 | 2 | 426.40 | 0 | 2 | 0 | 2 | 426.40 | 0 | 0 | 0 | 0 | 0.00 | 0 | 313.33 | 1,279.20 |
| 127 | 4410162-PJ-P01 | PUNCHER, paper, heavy duty | piece | 0 | 0 | 0 | 0 | 975.44 | 0 | 0 | 0 | 0 | 975.44 | 0 | 0 | 0 | 0 | 975.44 | 0 | 0 | 0 | 0 | 0.00 | 0 | 1,135.65 | 5,210.24 |
| 128 | 4412007-RI-P10 | RINDING RING/COMB, plastic, 32 mm | piece | 0 | 5 | 0 | 5 | 1,371.15 | 0 | 5 | 0 | 5 | 1,371.15 | 0 | 5 | 0 | 5 | 1,371.15 | 0 | 5 | 0 | 5 | 1,371.15 | 10 | 274.23 | 2,742.30 |
| 129 | 4412001-RJ-001 | RUBBER BAND No. 18 | box | 0 | 5 | 0 | 5 | 826.80 | 0 | 5 | 0 | 5 | 826.80 | 0 | 5 | 0 | 5 | 826.80 | 0 | 5 | 0 | 5 | 826.80 | 20 | 41.34 | 3,307.20 |
| 130 | 4412104-SR-P01 | STAMP PAD, felt | piece | 0 | 5 | 0 | 5 | 213.20 | 0 | 5 | 0 | 5 | 213.20 | 0 | 5 | 0 | 5 | 213.20 | 0 | 5 | 0 | 5 | 213.20 | 20 | 47.94 | 852.80 |
| 131 | 4412104-SO-001 | SCISSORS, symmetrical/asymmetrical | pair | 0 | 0 | 0 | 0 | 374.40 | 0 | 10 | 0 | 10 | 416.00 | 0 | 9 | 0 | 9 | 374.40 | 0 | 10 | 0 | 10 | 416.00 | 38 | 41.00 | 1,580.80 |
| 132 | 4412104-ST-001 | STAPLER, standard type | piece | 0 | 5 | 0 | 5 | 728.00 | 0 | 5 | 0 | 5 | 728.00 | 0 | 5 | 0 | 5 | 728.00 | 0 | 5 | 0 | 5 | 728.00 | 12 | 165.90 | 2,912.00 |
| 133 | 4412104-ST-001 | STAPLER, heavy duty (Borden) | unit | 0 | 5 | 0 | 5 | 4,772.60 | 0 | 0 | 0 | 0 | 0.00 | 0 | 2 | 0 | 2 | 1,959.44 | 0 | 0 | 0 | 0 | 0.00 | 7 | 354.72 | 6,883.04 |
| 134 | 4412161-SR-P02 | STAPLE REMOVER, pin-type | piece | 0 | 20 | 0 | 20 | 958.00 | 0 | 20 | 0 | 20 | 958.00 | 0 | 20 | 0 | 20 | 958.00 | 0 | 20 | 0 | 20 | 958.00 | 80 | 47.36 | 3,788.80 |

| Item & Specifications | Unit of Measure | Monthly Quantity Requirement | | | | | | | | | | | | | | | | | | | | Total Quantity for the year | Price | Total Amount for the year | |
|--|-----------------|------------------------------|-----|-----|-----|-----------|-------|-----|------|-----|-----------|------|-----|------|-----|-----------|-----|-----|-----|-----|-----------|-----------------------------|----------|---------------------------|--|
| | | Jan | Feb | Mar | Q1 | Q1 AMOUNT | April | May | June | Q2 | Q2 AMOUNT | July | Aug | Sept | Q3 | Q3 AMOUNT | Oct | Nov | Dec | Q4 | Q4 AMOUNT | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | |
| 135 4412105-TD-T01 TAPE DISPENSER, table top | piece | 0 | 5 | 0 | 5 | 390.00 | 0 | 5 | 0 | 5 | 390.00 | 0 | 5 | 0 | 5 | 390.00 | 0 | 5 | 0 | 5 | 390.00 | 20 | 2.00 | 1,950.00 | |
| PAPER MATERIALS AND PRODUCTS | | | | | | | | | | | | | | | | | | | | | | | | | |
| 136 1411225-CA-R01 CARTRIDGE, assorted colors | 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 | |
| 137 1411506-CP-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 | 63.00 | 0.00 | |
| 138 1411506-CP-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 | 1,363.48 | 0.00 | |
| 139 1411506-CP-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 | 1,052.56 | 0.00 | |
| 140 1411506-CP-L21 COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 245mm | 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 | 1,008.64 | 0.00 | |
| 141 1411506-CP-L31 COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 245mm | 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 | 813.81 | 0.00 | |
| 142 1411506-CP-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 | 1,029.68 | 0.00 | |
| 143 1411609-L-C01 LOOSELEAF COVER | bundle | 0 | 10 | 0 | 10 | 7,946.00 | 0 | 10 | 0 | 10 | 7,946.00 | 0 | 2 | 0 | 2 | 1,589.00 | 0 | 2 | 0 | 2 | 1,589.00 | 26 | 794.60 | 20,570.30 | |
| 144 1411514-HP-S02 NOTEPAD, 80x-cm, 50mm x 76mm | pad | 0 | 50 | 0 | 50 | 1,975.00 | 0 | 50 | 0 | 50 | 1,975.00 | 0 | 50 | 0 | 50 | 1,975.00 | 0 | 50 | 0 | 50 | 1,975.00 | 200 | 39.50 | 7,900.00 | |
| 145 1411514-HP-S04 NOTEPAD, 80x-cm, 76mm x 102mm | pad | 0 | 50 | 0 | 50 | 3,172.00 | 0 | 50 | 0 | 50 | 3,172.00 | 0 | 50 | 0 | 50 | 3,172.00 | 0 | 50 | 0 | 50 | 3,172.00 | 200 | 63.40 | 12,680.00 | |
| 146 1411514-HP-S03 NOTEPAD, 80x-cm, 76mm x 76mm | pad | 0 | 50 | 0 | 50 | 3,016.00 | 0 | 50 | 0 | 50 | 3,016.00 | 0 | 50 | 0 | 50 | 3,016.00 | 0 | 50 | 0 | 50 | 3,016.00 | 200 | 60.30 | 12,060.00 | |
| 147 1411514-HP-S05 STENO NOTEBOOK | piece | 0 | 50 | 0 | 50 | 1,188.00 | 0 | 25 | 0 | 25 | 588.00 | 0 | 50 | 0 | 50 | 1,188.00 | 0 | 25 | 0 | 25 | 588.00 | 150 | 27.90 | 4,185.00 | |
| 148 1411507-PP-R01 PAPER, MULTICOPIY A4 | ream | 0 | 350 | 0 | 350 | 62,872.00 | 0 | 350 | 0 | 350 | 62,872.00 | 0 | 350 | 0 | 350 | 62,872.00 | 0 | 350 | 0 | 350 | 62,872.00 | 1,400 | 45.62 | 25,180.00 | |
| 149 1411507-PP-R02 PAPER, MULTICOPIY LEGAL | ream | 0 | 275 | 0 | 275 | 76,170.00 | 0 | 275 | 0 | 275 | 76,170.00 | 0 | 275 | 0 | 275 | 76,170.00 | 0 | 275 | 0 | 275 | 76,170.00 | 1,100 | 21.12 | 35,550.00 | |
| 150 1411507-PP-C01 PAPER, MULTIPURPOSE A4 | 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 | 63.20 | 0.00 | |
| 151 1411507-PP-C02 PAPER, MULTIPURPOSE LEGAL | 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 | 25.12 | 0.00 | |
| 152 1411531-PP-R03 PVD PAPER, 48x60 | pad | 0 | 25 | 0 | 25 | 894.00 | 0 | 25 | 0 | 25 | 894.00 | 0 | 25 | 0 | 25 | 894.00 | 0 | 25 | 0 | 25 | 894.00 | 114 | 5.36 | 4,931.34 | |
| 153 1411500-PA-P01 PAPER, parchment | box | 0 | 1 | 0 | 1 | 289.28 | 0 | 1 | 0 | 1 | 289.28 | 0 | 1 | 0 | 1 | 289.28 | 0 | 1 | 0 | 1 | 289.28 | 2 | 144.64 | 289.28 | |
| 154 1411531-RE-R01 RECORD BOOK, 300 PAGES | book | 0 | 25 | 0 | 25 | 1,830.00 | 0 | 25 | 0 | 25 | 1,830.00 | 0 | 25 | 0 | 25 | 1,830.00 | 0 | 25 | 0 | 25 | 1,830.00 | 200 | 21.80 | 7,200.00 | |
| 155 1411531-RE-R02 RECORD BOOK, 500 PAGES | book | 0 | 45 | 0 | 45 | 4,726.80 | 0 | 45 | 0 | 45 | 4,726.80 | 0 | 45 | 0 | 45 | 4,726.80 | 0 | 45 | 0 | 45 | 4,726.80 | 180 | 65.04 | 18,907.20 | |
| 156 1411704-TT-P04 TISSUE, INTERFOLDED PAPER TOWEL | pack | 0 | 15 | 0 | 15 | 436.80 | 0 | 10 | 0 | 10 | 291.20 | 0 | 15 | 0 | 15 | 436.80 | 0 | 10 | 0 | 10 | 291.20 | 50 | 28.12 | 1,406.00 | |
| 157 1411704-TT-P02 TOILET TISSUE PAPER, 2 ply | pack | 0 | 90 | 0 | 90 | 9,078.20 | 0 | 90 | 0 | 90 | 9,078.20 | 0 | 90 | 0 | 90 | 9,078.20 | 0 | 90 | 0 | 90 | 9,078.20 | 360 | 190.80 | 38,239.80 | |
| PERFUMES OR COLOGNES OR FRAGRANCES | | | | | | | | | | | | | | | | | | | | | | | | | |
| 158 1312129-PS-S01 HAND SANITIZER | bottle | 0 | 5 | 0 | 5 | 436.80 | 0 | 5 | 0 | 5 | 436.80 | 0 | 5 | 0 | 5 | 436.80 | 0 | 5 | 0 | 5 | 436.80 | 20 | 67.36 | 1,747.20 | |
| PESTICIDES OR PEST REPELLENTS | | | | | | | | | | | | | | | | | | | | | | | | | |
| 159 1011029-PS-A01 INSECTICIDE | can | 0 | 5 | 0 | 5 | 1,283.60 | 0 | 5 | 0 | 5 | 1,283.60 | 0 | 5 | 0 | 5 | 1,283.60 | 0 | 5 | 0 | 5 | 1,283.60 | 20 | 217.92 | 5,153.40 | |
| PRINTED PUBLICATIONS | | | | | | | | | | | | | | | | | | | | | | | | | |
| 160 9531524-PA-R01 HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (PA 2014) | book | 0 | 5 | 0 | 5 | 185.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 5 | 37.21 | 185.00 | |
| PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES) | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 4403109-CP-S05 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 | 5,447.20 | 0.00 | |
| 2 4403105-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 | 1,263.12 | 0.00 | |
| 3 4403105-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 | 1,738.32 | 0.00 | |
| 4 4403105-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 | 841.52 | 0.00 | |
| 5 4403105-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 | 862.32 | 0.00 | |
| 6 4403105-EP-B17 INK CARTRIDGE, EPSON CL37664100 (T6641), 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 | 211.80 | 0.00 | |
| 7 4403105-EP-C17 INK CARTRIDGE, EPSON CL37664200 (T6642), 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 | 242.80 | 0.00 | |
| 8 4403105-EP-M17 INK CARTRIDGE, EPSON CL37664300 (T6643), 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 | 242.80 | 0.00 | |
| 9 4403105-EP-Y17 INK CARTRIDGE, EPSON CL37664400 (T6644), 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 | 242.80 | 0.00 | |
| 10 4403105-HP-B40 INK CARTRIDGE, HP C2P04AA (HP40), 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 | 82.80 | 0.00 | |
| 11 4403105-HP-F40 INK CARTRIDGE, HP C2P06AA (HP40), 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 | 1,948.32 | 0.00 | |
| 12 4403105-HP-R00 INK CARTRIDGE, HP C3P33AA (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 | 440.00 | 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 AVERAGE | April | May | June | Q2 | Q2 AVERAGE | July | Aug | Sept | Q3 | Q3 AVERAGE | Oct | Nov | Dec | Q4 | | | | Q4 AVERAGE | |
| | | | | | | | | | | | | | | | | | | | | | | | | | |
| 13 | 4403105-HP-130 | INK CARTRIDGE, HP C9825AA (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 | 0.00 | 0 | 1,493.52 | 1.00 |
| 14 | 4403105-HP-137 | 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 | 0.00 | 0 | 852.08 | 1.00 |
| 15 | 4403105-HP-137 | INK CARTRIDGE, HP C0640WA (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 | 0.00 | 0 | 1,847.20 | 1.00 |
| 16 | 4403105-HP-140 | 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 | 0.00 | 0 | 823.68 | 1.00 |
| 17 | 4403105-HP-140 | 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 | 0.00 | 0 | 823.68 | 1.00 |
| 18 | 4403105-HP-140 | 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 | 0.00 | 0 | 823.68 | 1.00 |
| 19 | 4403105-HP-140 | 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 | 0.00 | 0 | 1,541.28 | 1.00 |
| 20 | 4403105-HP-150 | INK CARTRIDGE, HP C1561AA (HP61), Black | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0 | 852.08 | 1.00 |
| 21 | 4403105-HP-150 | INK CARTRIDGE, HP C1562AA (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 | 0.00 | 0 | 1,866.00 | 1.00 |
| 22 | 4403105-HP-149 | INK CARTRIDGE, HP C1560A (HP62), Black | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0 | 935.00 | 1.00 |
| 23 | 4403105-HP-149 | INK CARTRIDGE, HP C1566A (HP62), Cyan | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0 | 935.00 | 1.00 |
| 24 | 4403105-HP-149 | INK CARTRIDGE, HP C1565A (HP62), Black | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0 | 1,870.00 | 1.00 |
| 25 | 4403105-HP-149 | INK CARTRIDGE, HP C1564A (HP62), Cyan | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0 | 1,517.36 | 1.00 |
| 26 | 4403105-HP-149 | INK CARTRIDGE, HP C1567AA (HP62), 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 | 1,517.36 | 1.00 |
| 27 | 4403105-HP-149 | INK CARTRIDGE, HP C1568AA (HP62), 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 | 1,517.36 | 1.00 |
| 28 | 4403105-HP-158 | INK CARTRIDGE, HP C1692AA (HP704), Black | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0 | 419.12 | 1.00 |
| 29 | 4403105-HP-136 | INK CARTRIDGE, HP C1693AA (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 | 0.00 | 0 | 419.12 | 1.00 |
| 30 | 4403105-HP-133 | INK CARTRIDGE, HP C2107AA (HP70), 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 | 419.56 | 1.00 |
| 31 | 4403105-HP-133 | INK CARTRIDGE, HP C2108AA (HP70), Tri-color | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0 | 444.56 | 1.00 |
| 32 | 4403105-HP-142 | INK CARTRIDGE, HP C2121A (HP85A), Black | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0 | 312.00 | 1.00 |
| 33 | 4403105-HP-133 | INK CARTRIDGE, HP C2122A (HP85A), 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 | 238.68 | 1.00 |
| 34 | 4403105-HP-133 | INK CARTRIDGE, HP C2123A (HP85A), 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 | 238.68 | 1.00 |
| 35 | 4403105-HP-133 | INK CARTRIDGE, HP C2124A (HP85A), 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 | 238.68 | 1.00 |
| 36 | 4403105-HP-142 | INK CARTRIDGE, HP R0426AA (HP80), Tri-color | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0 | 414.32 | 1.00 |
| 37 | 4403105-HP-142 | INK CARTRIDGE, HP R0427AA (HP80), 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 | 414.32 | 1.00 |
| 38 | 4403105-HP-150 | INK CARTRIDGE, HP L0553AA (HP95), Cyan Original | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0 | 312.64 | 1.00 |
| 39 | 4403105-HP-150 | INK CARTRIDGE, HP L0517AA (HP95), Magenta Original | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0 | 312.64 | 1.00 |
| 40 | 4403105-HP-150 | INK CARTRIDGE, HP L0517AA (HP95), Yellow Original | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0 | 312.64 | 1.00 |
| 41 | 4403105-HP-150 | INK CARTRIDGE, HP L0562AA (HP95), Black Original | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0 | 2,294.20 | 1.00 |
| 42 | 4403105-HP-148 | INK CARTRIDGE, HP L0563AA (HP95), Cyan Original | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0 | 1,336.52 | 1.00 |
| 43 | 4403105-HP-148 | INK CARTRIDGE, HP L0564AA (HP95), 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 | 1,336.52 | 1.00 |
| 44 | 4403105-HP-148 | INK CARTRIDGE, HP L0565AA (HP95), 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 | 1,336.52 | 1.00 |
| 45 | 4403105-HP-140 | INK CARTRIDGE, HP L0572AA (HP559L), Black Original | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0 | 1,817.92 | 1.00 |
| 46 | 4403105-HP-151 | INK CARTRIDGE, HP T6L90AA (HP92), Cyan Original | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0 | 418.00 | 1.00 |
| 47 | 4403105-HP-151 | INK CARTRIDGE, HP T6L91AA (HP92), Magenta Original | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0 | 418.00 | 1.00 |
| 48 | 4403105-HP-151 | INK CARTRIDGE, HP T6L92AA (HP92), Yellow Original | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0 | 418.00 | 1.00 |
| 49 | 4403105-HP-151 | INK CARTRIDGE, HP T6L93AA (HP92), Black Original | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0.00 | 0 | 714.60 | 1.00 |
| 50 | 4403112-EP-406 | RIBBON CARTRIDGE, EPSON C13015536 (48750), 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 | 77.43 | 1.00 |
| 51 | 4403112-EP-411 | RIBBON CARTRIDGE, EPSON C13015612, 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 | 77.94 | 1.00 |
| 52 | 4403112-EP-407 | RIBBON CARTRIDGE, EPSON C13015531 (5015086) | 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 | 812.48 | 1.00 |
| 53 | 4403105-BA-008 | 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 | 0.00 | 0 | 4,362.00 | 1.00 |
| 54 | 4403105-BA-009 | TONER CARTRIDGE, BROTHER TN-330, 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 | 1,567.20 | 1.00 |
| 55 | 4403105-BA-011 | TONER CARTRIDGE, BROTHER TN-330, 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 | 1,567.20 | 1.00 |

| 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 ANNUAL | April | May | June | Q2 | Q1 ANNUAL | July | Aug | Sept | Q3 | Q3 ANNUAL | Oct | Nov | Dec | | | | Q4 | Q4 ANNUAL | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 56 | 4403100-08-015 | TONER CARTRIDGE, BROTHER TN-3475, 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 | 4403100-08-016 | TONER CARTRIDGE, BROTHER TN-450 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 | 4,574.56 | 0.00 |
| 58 | 4403100-08-020 | 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 | 7,766.80 | 0.00 |
| 59 | 4403100-08-040 | 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 | 7,766.80 | 0.00 |
| 60 | 4403100-08-013 | 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 | 7,766.80 | 0.00 |
| 61 | 4403100-CA-000 | TONER CARTRIDGE, CANON CRG-324 J | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 11,599.36 | 0.00 |
| 62 | 4403100-HP-612 | TONER CARTRIDGE, HP CE150A, Black | Cart | 0 | 15 | 0 | 15 | 46,488.00 | 0 | 15 | 0 | 15 | 46,488.00 | 0 | 15 | 0 | 15 | 46,488.00 | 0 | 15 | 0 | 15 | 46,488.00 | 60 | 3,099.20 | 185,952.00 |
| 63 | 4403100-HP-614 | TONER CARTRIDGE, HP CE150A, Black | Cart | 0 | 3 | 0 | 3 | 10,010.00 | 0 | 3 | 0 | 3 | 10,010.00 | 0 | 3 | 0 | 3 | 10,010.00 | 0 | 3 | 0 | 3 | 10,010.00 | 12 | 3,003.60 | 42,043.20 |
| 64 | 4403100-HP-610 | 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 | 6,902.00 | 0.00 |
| 65 | 4403100-HP-621 | TONER CARTRIDGE, HP CE270A, 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 | 3,719.32 | 0.00 |
| 66 | 4403100-HP-622 | TONER CARTRIDGE, HP CE285A (HP854), Black | Cart | 0 | 35 | 0 | 35 | 112,995.20 | 0 | 35 | 0 | 35 | 112,995.20 | 0 | 35 | 0 | 35 | 112,995.20 | 0 | 35 | 0 | 35 | 112,995.20 | 140 | 3,224.72 | 451,805.20 |
| 67 | 4403100-HP-623 | 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 | 2,380.40 | 0.00 |
| 68 | 4403100-HP-622 | TONER CARTRIDGE, HP CE310A, 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 | 3,040.40 | 0.00 |
| 69 | 4403100-HP-623 | TONER CARTRIDGE, HP CE310A, 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 | 3,040.40 | 0.00 |
| 70 | 4403100-HP-623 | TONER CARTRIDGE, HP CE310A, 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 | 3,040.40 | 0.00 |
| 71 | 4403100-HP-624 | 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 | 1,102.60 | 0.00 |
| 72 | 4403100-HP-624 | TONER CARTRIDGE, HP CE320A, 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 | 1,031.60 | 0.00 |
| 73 | 4403100-HP-624 | TONER CARTRIDGE, HP CE320A, 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 | 1,031.60 | 0.00 |
| 74 | 4403100-HP-624 | TONER CARTRIDGE, HP CE320A, 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 | 1,031.60 | 0.00 |
| 75 | 4403100-HP-625 | TONER CARTRIDGE, HP CE300A, 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 | 7,872.60 | 0.00 |
| 76 | 4403100-HP-626 | 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 | 3,735.00 | 0.00 |
| 77 | 4403100-HP-626 | TONER CARTRIDGE, HP CE400A, 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 | 10,800.60 | 0.00 |
| 78 | 4403100-HP-626 | TONER CARTRIDGE, HP CE400A, 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 | 10,800.60 | 0.00 |
| 79 | 4403100-HP-626 | TONER CARTRIDGE, HP CE400A, 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 | 10,800.60 | 0.00 |
| 80 | 4403100-HP-627 | TONER CARTRIDGE, HP CE410A (HP306), 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 | 3,917.00 | 0.00 |
| 81 | 4403100-HP-627 | TONER CARTRIDGE, HP CE410A (HP306), 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 | 5,901.00 | 0.00 |
| 82 | 4403100-HP-627 | TONER CARTRIDGE, HP CE410A (HP306), 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 | 5,901.00 | 0.00 |
| 83 | 4403100-HP-627 | TONER CARTRIDGE, HP CE410A (HP306), 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 | 4403100-HP-628 | TONER CARTRIDGE, HP CE500A, 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 | 4,000.80 | 0.00 |
| 85 | 4403100-HP-628 | TONER CARTRIDGE, HP CE500A, 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 | 7,312.00 | 0.00 |
| 86 | 4403100-HP-650 | 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 | 2,076.72 | 0.00 |
| 87 | 4403100-HP-650 | TONER CARTRIDGE, HP CF220A (HP20A), 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 | 4403100-HP-650 | TONER CARTRIDGE, HP CF280A, LaserJet Pro HP100/10425 | Cart | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 4,000.80 | 0.00 |
| 89 | 4403100-HP-650 | 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 | 4,899.52 | 0.00 |
| 90 | 4403100-HP-658 | TONER CARTRIDGE, HP CF201A (HP10A), 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 | 7,280.00 | 0.00 |
| 91 | 4403100-HP-657 | TONER CARTRIDGE, HP CF201A (HP10A), 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 | 5,074.72 | 0.00 |
| 92 | 4403100-HP-650 | TONER CARTRIDGE, HP CF203XC (HP103), 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 | 4403100-HP-558 | TONER CARTRIDGE, HP CF207A (HP107), 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 | 5,020.00 | 0.00 |
| 94 | 4403100-HP-552 | TONER CARTRIDGE, HP CF250XC (HP250), 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 | 13,700.40 | 0.00 |
| 95 | 4403100-HP-660 | 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 | 22,740.00 | 0.00 |
| 96 | 4403100-HP-600 | 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 | 2,610.00 | 0.00 |
| 97 | 4403100-HP-600 | 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 | 2,610.00 | 0.00 |
| 98 | 4403100-HP-600 | 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 | 2,610.00 | 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 | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 99 | 44103103-HP-061 | TONER CARTRIDGE, HP CF365A (HP365A), 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 | 2,000.00 | 0.00 | | |
| 100 | 44103103-HP-064 | TONER CARTRIDGE, HP CF361A (HP361A), 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 | 3,150.00 | 0.00 | | |
| 101 | 44103103-HP-063 | TONER CARTRIDGE, HP CF362A (HP362A), 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 | 3,150.00 | 0.00 | | |
| 102 | 44103103-HP-062 | TONER CARTRIDGE, HP CF363A (HP363A), 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 | 3,150.00 | 0.00 | | |
| 103 | 44103103-HP-062 | TONER CARTRIDGE, HP CF400A (HP400A), 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 | 3,090.00 | 0.00 | | |
| 104 | 44103103-HP-062 | TONER CARTRIDGE, HP CF401A (HP401A), 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 | 3,090.00 | 0.00 | | |
| 105 | 44103103-HP-062 | TONER CARTRIDGE, HP CF402A (HP402A), 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 | 3,090.00 | 0.00 | | |
| 106 | 44103103-HP-062 | TONER CARTRIDGE, HP CF403A (HP403A), 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 | 3,090.00 | 0.00 | | |
| 107 | 44103103-HP-063 | 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 | 0.00 | 0 | 3,000.00 | 0.00 | | |
| 108 | 44103103-HP-054 | 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 | 0.00 | 0 | 6,740.40 | 0.00 | | |
| 109 | 44103103-HP-063 | TONER CARTRIDGE, HP CF411A (HP411A), 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 | 5,070.00 | 0.00 | | |
| 110 | 44103103-HP-054 | TONER CARTRIDGE, HP CF411XC (HP411XC), 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 | 6,520.00 | 0.00 | | |
| 111 | 44103103-HP-053 | TONER CARTRIDGE, HP CF412A (HP412A), 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 | 5,070.00 | 0.00 | | |
| 112 | 44103103-HP-054 | TONER CARTRIDGE, HP CF412XC (HP412XC), 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 | 6,520.00 | 0.00 | | |
| 113 | 44103103-HP-063 | TONER CARTRIDGE, HP CF413A (HP413A), 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 | 5,070.00 | 0.00 | | |
| 114 | 44103103-HP-054 | TONER CARTRIDGE, HP CF413XC (HP413XC), 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 | 6,520.00 | 0.00 | | |
| 115 | 44103103-HP-034 | TONER CARTRIDGE, HP Q6012A, Black | cart | 0 | 4 | 0 | 4 | 14,976.00 | 0 | 4 | 0 | 4 | 14,976.00 | 0 | 4 | 0 | 4 | 14,976.00 | 0 | 4 | 0 | 4 | 14,976.00 | 16 | 3,994.00 | 55,968.00 | |
| 116 | 44103103-HP-040 | TONER CARTRIDGE, HP Q7551A, 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 | 4321011-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 | 4321012-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 | 4321013-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 | 4321017-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 | 4321200-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 | 4321204-SFT-004 | 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 | 4321240-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 | 4321255-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 | 4321261-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 | 4321261-SFT-010 | 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 | 4321261-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 | 4321261-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 | 4321261-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 | 4321261-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 | 4321261-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 | 4321261-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 | 80141506-TS-001 | BALLPEN | piece | 0 | 275 | 0 | 275 | 2,750.00 | 0 | 275 | 0 | 275 | 2,750.00 | 0 | 275 | 0 | 275 | 2,750.00 | 0 | 275 | 0 | 275 | 2,750.00 | 1100 | 0.00 | 11,000.00 | |
| 2 | 80141506-TS-002 | MULTIFUNCTION PRINTER | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 5 | 0 | 5 | 75,000.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 5 | 50,000.00 | 75,000.00 | |
| 3 | 80141506-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 | 80141506-TS-004 | STICKER PAPER | pack | 0 | 30 | 0 | 30 | 1,950.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 30 | 0 | 30 | 1,950.00 | 0 | 0 | 0 | 0 | 0.00 | 60 | 65.00 | 3,900.00 | |
| 5 | 80141506-TS-005 | DOUBLE SIDED TAPE | roll | 0 | 10 | 0 | 10 | 1,050.00 | 0 | 5 | 0 | 5 | 525.00 | 0 | 10 | 0 | 10 | 1,050.00 | 0 | 5 | 0 | 5 | 525.00 | 30 | 195.00 | 1,575.00 | |
| 6 | 80141506-TS-006 | PHOTO PAPER | pack | 0 | 5 | 0 | 5 | 750.00 | 0 | 5 | 0 | 5 | 750.00 | 0 | 5 | 0 | 5 | 750.00 | 0 | 5 | 0 | 5 | 750.00 | 10 | 190.00 | 3,000.00 | |
| 7 | 80141506-TS-007 | BLEACHING SOLUTION | bottle | 0 | 10 | 0 | 10 | 500.00 | 0 | 15 | 0 | 15 | 900.00 | 0 | 10 | 0 | 10 | 500.00 | 0 | 10 | 0 | 10 | 500.00 | 42 | 60.00 | 2,000.00 | |

| # | 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 | 80141505-TS-000 | CERTIFICATE FRAME | piece | 0 | 10 | 2 | 20 | 1,200.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 10 | 0 | 10 | 1,500.00 | 0 | 0 | 0 | 0 | 0.00 | 20 | 30.00 | 3,000.00 |
| 9 | 80141505-TS-009 | CERTIFICATE HOLDER | piece | 0 | 0 | 2 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 6.00 | 6.00 |
| 10 | 80141505-TS-010 | UNINTERRUPTIBLE POWER SUPPLY | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 2 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 6.00 | 6.00 |
| 11 | 80141505-TS-011 | AIR CONDITIONING UNIT | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 3 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 6.00 | 6.00 |
| 12 | 80141505-TS-012 | SMART TELEVISION | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 3 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 6.00 | 6.00 |
| 13 | 80141505-TS-013 | WHITE BOARD | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 3 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 6.00 | 6.00 |
| 14 | 80141505-TS-014 | HEADPHONE | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 3 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 6.00 | 6.00 |
| 15 | 80141505-TS-015 | HEADPHONE | piece | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 3 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 6.00 | 6.00 |
| 16 | 80141505-TS-016 | DISHWASHING LIQUID | bottle | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 3 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 6.00 | 6.00 |
| 17 | 80141505-TS-017 | PLASTIC FASTENER | box | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 3 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 6.00 | 6.00 |
| 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 | 6.00 | 6.00 |
| 19 | 80141505-TS-019 | WELLUM 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 | 6.00 | 6.00 |
| 20 | 80141505-TS-020 | EXTENSION CORD | piece | 0 | 5 | 0 | 5 | 2,575.00 | 0 | 5 | 0 | 5 | 2,575.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 10 | 5,150.00 | 5,150.00 |
| 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 | 6.00 | 6.00 |
| 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 | 6.00 | 6.00 |
| 23 | 80141505-TS-023 | BOND PAPER | ream | 0 | 200 | 0 | 100 | 25,000.00 | 0 | 150 | 0 | 100 | 25,000.00 | 0 | 200 | 0 | 200 | 25,000.00 | 0 | 200 | 0 | 200 | 25,000.00 | 800 | 10,000.00 | 105,000.00 |
| 24 | 80141505-TS-024 | PUSH PIN | pack | 0 | 10 | 0 | 10 | 500.00 | 0 | 10 | 0 | 10 | 500.00 | 0 | 10 | 0 | 10 | 500.00 | 0 | 10 | 0 | 10 | 500.00 | 40 | 2,000.00 | 2,100.00 |
| 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 | 6.00 | 6.00 |
| 26 | 80141505-TS-026 | GLUE STICK (PASTE) | piece | 0 | 10 | 0 | 10 | 150.00 | 0 | 5 | 0 | 5 | 175.00 | 0 | 5 | 0 | 5 | 175.00 | 0 | 5 | 0 | 5 | 175.00 | 25 | 3,750.00 | 3,750.00 |
| 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 | 6.00 | 6.00 |
| 28 | 80141505-TS-028 | DOODLEBOMBS CAKE | piece | 0 | 0 | 0 | 0 | 300.00 | 0 | 0 | 0 | 0 | 300.00 | 0 | 0 | 0 | 0 | 300.00 | 0 | 0 | 0 | 0 | 300.00 | 32 | 9,600.00 | 12,360.00 |
| 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 | 6.00 | 6.00 |
| 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 | 6.00 | 6.00 |
| 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 | 6.00 | 6.00 |
| 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 | 6.00 | 6.00 |
| 33 | 80141505-TS-033 | PAOLOX | 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 | 6.00 | 6.00 |
| 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 | 6.00 | 6.00 |
| 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 | 6.00 | 6.00 |
| 36 | 80141505-TS-036 | AMPLIFIES | 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 | 6.00 | 6.00 |
| 37 | 80141505-TS-037 | STORAGE BOX | piece | 0 | 50 | 0 | 50 | 5,150.00 | 0 | 50 | 0 | 50 | 5,150.00 | 0 | 50 | 0 | 50 | 5,150.00 | 0 | 50 | 0 | 50 | 5,150.00 | 200 | 10,300.00 | 21,600.00 |
| 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 | 6.00 | 6.00 |
| 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 | 6.00 | 6.00 |
| 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 | 6.00 | 6.00 |
| 41 | 80141505-TS-041 | FRUITBAMBL | pack | 0 | 40 | 0 | 40 | 200.00 | 0 | 40 | 0 | 40 | 200.00 | 0 | 40 | 0 | 40 | 200.00 | 0 | 40 | 0 | 40 | 200.00 | 160 | 800.00 | 800.00 |
| 42 | 80141505-TS-042 | GLUE GUN | unit | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 | 0 | 0 | 0.00 | 0 | 6.00 | 6.00 |
| 43 | 80141505-TS-043 | MARKET 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 | 6.00 | 6.00 |
| 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 | 6.00 | 6.00 |
| 45 | 80141505-TS-045 | POPODOME LIDPSE | 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 | 6.00 | 6.00 |
| 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 | 6.00 | 6.00 |
| 47 | 80141505-TS-047 | COLOR 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 | 6.00 | 6.00 |
| 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 | 6.00 | 6.00 |
| 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 | 6.00 | 6.00 |
| 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 | 6.00 | 6.00 |

| 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 | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | |
| 80141305-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 |
| 80141305-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 |
| 80141305-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 |
| 80141305-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 |
| 80141305-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 |
| 80141305-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 |
| 80141305-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 |
| 80141305-TS-058 | 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 |
| 80141305-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 |
| 80141305-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 |
| 80141305-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 |
| 80141305-TS-062 | ASSEMBLED PASSENGER JEEP/TY- 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 |
| 80141305-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 |
| 80141305-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 |
| 80141305-TS-065 | HEN 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 | | 1,482,266.18 | |
| B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL) | | | | | | | | | | | | | | | | | | | | | | P | | 348,226.93 | |
| C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable) | | | | | | | | | | | | | | | | | | | | | | P | | | |
| D. GRAND TOTAL (A + B + C) | | | | | | | | | | | | | | | | | | | | | | P | | 1,830,493.10 | |
| 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: 
 MARIA CRISTINA A. BATUNG
 Administrative Officer V
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

 RYAN JOSEPH C. RODRIGUEZ
 Supervising Administrative Officer
 Accountant/Budget Officer

Approved by: 
 RODOLFO S. QUINTERO
 Government Corporate Counsel
 Head of Office/Agency

Date Prepared: 26-Jul-23