

ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2019 FORM

Introduction:

Listed in this template are all the common supplies and equipment (CSE) carried in stock by the Procurement Service (PS) that may be purchased by government agencies. Agencies must accomplish this form and submit in order to purchase CSEs from the PS. Consistent with DBM Circular No. 2016-9 dated October 27, 2016, the APP-CSE shall serve as the agency's APP for all its CSE requirements. Items in the template has been arranged in accordance with UNSPSC coding and this is in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

Instructions:

1. Download the worksheet file APP-CSE 2019 template at www.ips-philgeps.gov.ph
2. Indicate the agency's monthly requirement per item in the APP-CSE 2019 form.
3. The agency should indicate zero if an item is not being purchased by the agency or purchased for a particular month.
4. Agency must not delete any item in the template; neither should it include line items or revise the template.
5. An APP-CSE is considered incorrect or invalid if
 - a. form used is other than the prescribed format which can be downloaded only at www.ips-philgeps.gov.ph and;
 - b. correct format is used but fields were deleted and/or inserted in PART I of the template
6. Fill out your CSE requirements that are available for purchase in the PS under the PART I. For other items that are not available from the PS but is regularly purchased by the agency from other sources, agency must indicate the items in the PART II and indicate likewise the unit prices based on its last purchase.
7. Once accomplished and finalized, the APP-CSE 2019 form should be:
 - a. Saved using the format: APP2019_Name of Agency_Main or Regional Office (e.g. APP2019_DBM_Central Office, APP2019_DBM_Region IVA).
 - b. Printed and signed by the agency Property/Supply Officer, Budget Officer and Head of the Procuring Entity. An unsigned APP-CSE or that which lacks any of the three (3) signatures will be considered as an invalid submission.
8. The SIGNED COPY of the APP-CSE must be scanned and saved as pdf format. Together with the excel file, the signed copy in pdf format should be submitted using the online facility at PS website. Ensure that two files are submitted.
9. An agency may revise its APP-CSE during the year if there will be changes in its requirements. However, it should submit an original APP-CSE within the prescribed deadline. Agency may follow the same procedure as indicated in No. 7 when submitting the revised copy. All requirements in excess of the quantities indicated in the original APP-CSE will not be served if not covered by a revised APP-CSE.
10. For further assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone nos. (02)561-6094 or (02)563-9352 and look for Ms. Evelyn I. Torres or Ms. Anna Liz C. Bona.

Department/Bureau/Office: DEPARTMENT OF TRADE AND INDUSTRY
 Region: REGION VI
 Address: J.M. BASA-PERALTA STREETS, LOILOLO CITY

Note: Consistent with Memorandum Circular No. 2018-1 dated May 28, 2018 the APP-CSE for FY 2019 must be submitted on or before August 31, 2018.
 Agency Account Code: _____
 Organization Type: _____

Contact Person: BELLA B. BONTO
 Position: SUPPLY OFFICER II
 E-mail: BellaBonto@dti.gov.ph
 Telephone/Mobile Nos: 033-3350222

Item & Specifications	Unit of Measure	Monthly Quantity Requirement												Total Quantity for the year	Price Catalogue	Total Amount for the year									
		Jan	Feb	Mar	Q1	April	May	June	Q2	July	Aug	Sept	Q3				Oct	Nov	Dec	Q4	Q4 AMOUNT				
PART I. AVAILABLE AT PROCUREMENT SERVICE STORES																									
Pesticides or Pest Repellents																									
1. W91909 INKAI 600ml/mln	can	5	5	4	14	1,951.04	5	5	5	5	15	2,090.40	5	5	5	15	2,090.40	5	5	15	2,090.40	59.00	139.36	8,222.24	
Solvents																									
2. 219160-AL-LEN 500ml (50ml)	bottle	5	5	5	15	659.88	5	5	9	19	835.85	9	9	9	27	1,187.78	9	9	9	27	1,187.78	88.00	43.99	3,871.30	
Color Compounds and Dispersions																									
3. 1217703-SILOR STAMP PAD INK, purple or violet	bottle	1	1	1	3	73.88	1	1	1	3	73.88	1	1	1	3	73.88	1	1	0	2	49.25	11.00	24.63	270.90	
Films																									
4. 1311203-AC-F01 (Gauge #3) ACETATE, thickness: 0.075mm/mln	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	737.24	0.00
5. 1311201-CF-R02 297mm CARBON FILM, PE, black, size 210mm x 297mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	208.52	0.00
6. 1311201-CF-R02 330mm CARBON FILM, PE, black, size 216mm x 330mm	box	1	1	2	4	834.08	1	1	2	4	834.08	1	1	1	3	625.56	1	1	1	3	625.56	14.00	208.52	2,919.28	
Paper Materials and Products																									

7	4411525-CA-A01	CARTOLINA, assorted colors	pack	1	1	2	4	291.12	1	1	2	4	291.12	1	1	2	4	291.12	1	1	2	4	291.12	1	1	2	4	363.90	17.00	72.78	1,237.25		
8	4411506-CF-L12	CONTINUOUS FORM, 1 PLY, 280 x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	682.24	0.00		
9	4411506-CF-L12	CONTINUOUS FORM, 1 PLY, 280 x 372mm	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	0	0	0.00	0.00	1,029.60	0.00		
10	4411506-CF-L12	CONTINUOUS FORM, 2 PLY, 280 x 372mm, carbonless	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	0	0	0.00	0.00	1,300.00	0.00		
11	4411506-CF-L12	CONTINUOUS FORM, 2 PLY, 280mm x 241mm, carbonless	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	0	0	0.00	0.00	765.44	0.00		
12	4411506-CF-L12	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	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	0	0	0.00	0.00	596.80	0.00		
13	4411506-CF-L12	CONTINUOUS FORM, 3 PLY, 280 x 372mm, carbonless	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	0	0	0.00	0.00	1,034.80	0.00		
14	4411609-LL-C11	LOOSELEAF COVER, made of chipboard, for 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	0	0	0	0.00	0.00	670.70	0.00		
15	4411514-NP-504	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	3	3	3	9	289.97	4	3	3	10	322.19	4	3	3	10	322.19	4	3	3	10	322.19	4	3	3	10	322.19	39.00	32.22	1,256.55		
16	4411514-NP-504	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	2	2	2	6	336.34	2	2	2	6	336.34	1	2	2	5	280.28	2	2	2	2	2	2	2	2	2	2	2	2	2	2	1,289.29
17	4411514-NP-503	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad	3	2	2	7	290.47	2	3	2	7	290.47	3	2	2	7	290.47	2	2	2	2	2	2	2	2	2	2	2	2	2	2	1,120.39
18	4411514-NB-501	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece	3	3	2	8	96.35	2	3	2	7	84.30	3	3	2	8	96.35	2	3	2	7	84.30	2	3	2	7	84.30	30.00	12.04	361.30		
19	4411507-PP-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	43	43	43	129	17,075.88	43	43	43	129	17,075.88	43	44	43	130	17,208.26	48	43	43	134	17,737.74	522.00	133.37	69,097.77	198.00	154.75	21,355.78	0.00			
20	4411507-PP-M02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	11	11	12	34	5,261.57	12	11	12	34	5,261.57	11	11	12	34	5,261.57	12	11	12	35	5,416.32	138.00	154.75	21,355.78	0.00	0.00	114.51	0.00			
21	4411507-PP-C01	PAPER, Multi-Purpose (COPY) A4, 70 gsm	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	0	0	0.00	0.00	114.51	0.00		
22	4411507-PP-C02	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	ream	3	3	3	9	1,169.81	3	3	3	9	1,169.81	3	3	3	9	1,169.81	3	3	3	9	1,169.81	36.00	129.98	4,619.25	0.00	0.00	36.00	0.00			
23	4411531-PP-R01	PAPER, PAD, ruled, size: 216mm x 330mm (L 2mm)	pad	1	1	0	2	34.69	1	1	0	2	34.69	1	1	0	2	34.69	1	1	1	0	2	34.69	8.00	17.35	138.78	0.00	0.00	8.00	0.00		
24	4411503-PA-P01	PAPER, PARACHMENT, size: 210 x 297mm, multi-purpose	ream	3	3	3	9	865.80	3	3	3	9	865.80	3	3	3	9	865.80	3	3	3	9	865.80	36.00	96.20	3,463.20	0.00	0.00	36.00	0.00			
25	4411818-TH-P02	PAPER, THERMAL, 58gsm, size: 216mm x 300mm	roll	3	3	2	8	390.21	3	3	2	8	390.21	3	3	2	9	438.98	3	3	3	9	438.98	34.00	48.78	1,658.38	0.00	0.00	34.00	0.00			
26	4411531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 288mm min	book	3	2	2	7	495.04	3	2	2	7	495.04	3	2	2	7	495.04	2	3	2	7	495.04	28.00	70.72	1,980.16	0.00	0.00	28.00	0.00			
27	4411531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	1	1	1	3	305.76	1	1	1	3	305.76	1	1	1	3	305.76	1	1	1	3	305.76	12.00	101.92	1,223.04	0.00	0.00	12.00	0.00			
28	4411704-TT-P01	TOILET TISSUE PAPER 2-ply sheets, 150 pulls	pack	21	20	20	61	3,990.38	20	20	21	61	3,990.38	21	20	20	61	3,990.38	21	20	20	61	3,990.38	244.00	65.42	15,961.50	0.00	0.00	244.00	0.00			
Batteries and Cells and Accessories																																	
29	2611702-BT-A01	BATTERY, dry cell, AA, 2 pieces per blister pack	pack	6	6	7	19	374.85	6	6	6	18	355.12	6	6	7	19	374.85	6	6	6	18	355.12	74.00	19.73	1,459.93	0.00	0.00	74.00	0.00			
30	2611702-BT-A02	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack	2	3	3	8	156.00	2	3	3	8	156.00	2	3	3	8	156.00	2	3	3	8	156.00	32.00	19.50	624.00	0.00	0.00	32.00	0.00			
31	2611702-BT-A03	BATTERY, dry cell, D, 1.5 volts, alkaline	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	0.00	88.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Manufacturing Components and Supplies																																	
32	3120610-GU-01	GLUE, all purpose, gross weight: 200 grams min	jar	3	3	3	9	430.37	3	3	3	9	430.37	3	3	3	9	430.37	3	3	3	9	430.37	36.00	47.82	1,721.49	0.00	0.00	36.00	0.00			
33	31151804-SW-H01	STAPLE WIRE, for heavy duty staplers, (23/13)	box	1	0	0	1	20.68	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	20.68	20.68	0.00	0.00	1.00	0.00	0.00	0.00	
34	31151804-SW-S01	STAPLE WIRE, STANDARD, (26/6)	box	4	5	5	14	280.72	4	5	5	14	280.72	4	5	5	14	280.72	4	5	5	14	280.72	56.00	20.05	1,122.87	0.00	0.00	56.00	0.00			
35	31201502-TA-E01	TAPE, ELECTRICAL, 18mm x 16M min	roll	2	2	1	5	91.00	2	2	1	5	91.00	2	2	1	5	91.00	2	2	1	5	91.00	20.00	18.20	364.00	0.00	0.00	20.00	0.00			
36	31201503-TA-M01	TAPE, MASKING, width: 24mm (1.5mm)	roll	4	3	4	11	606.32	4	4	4	12	661.44	4	4	4	12	606.32	4	4	4	12	606.32	46.00	55.12	2,535.52	0.00	0.00	46.00	0.00			
37	31201503-TA-M02	TAPE, MASKING, width: 48mm (1.5mm)	roll	1	2	2	5	533.00	1	2	2	5	533.00	1	2	2	5	533.00	1	2	2	5	533.00	20.00	106.60	2,132.00	0.00	0.00	20.00	0.00			

38	31201571A-Pol	TAPE, PACKAGING, width: 48mm (31mm)	roll	2	1	2	5	91.00	2	2	2	6	109.20	2	2	2	6	109.20	2	2	2	6	109.20	23.00	18.20	418.60
39	31201521A-101	TAPE, TRANSPARENT, width: 24mm (31mm)	roll	9	12	10	31	282.10	9	12	10	31	282.10	9	12	9	30	273.00	9	9	9	27	245.70	19.00	9.10	1,082.90
40	31201512A-102	TAPE, TRANSPARENT, width: 48mm (31mm)	roll	3	3	5	11	200.20	5	3	4	12	218.40	5	3	4	12	218.40	4	5	4	13	236.60	48.00	18.20	873.60
41	31151071W-Hor	TWINE, plastic, one (1) kilo per roll	roll	1	0	1	2	101.92	1	0	0	1	50.96	1	0	0	1	50.96	1	0	0	1	50.96	5.00	50.96	254.80

Heating and Ventilation and Air Circulation

42	40101604-EF-Con	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	974.48	0.00
43	40101604-EF-Con	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,192.88	0.00
44	40101604-EF-Sol	ELECTRIC FAN, STAND type, plastic blade	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1,006.39	0.00
45	40101604-EF-Wor	ELECTRIC FAN, WALL type, plastic blade	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	669.66	0.00

Lighting and Fixtures and Accessories

46	39101605-FL-101	FLUORESCENT LAMP, 18 WATTS, linear tubular (T8)	piece	1	0	0	1	40.56	1	0	0	1	40.56	1	0	0	1	40.56	1	0	0	1	40.56	4.00	40.56	162.24
47	39101605A-LU-101	Light Bulb, LED, 7 watts 1 pc/in individual box	piece	6	6	6	18	1304.78	6	6	7	19	1,377.27	6	6	7	19	1,377.27	6	6	7	19	1,377.27	75.00	72.49	5,436.60

Measuring and Observing and Testing Equipment

48	4111604-RU-Poz	RULER, plastic 450mm (18"), width: 38mm min	piece	2	2	2	6	92.85	2	2	2	6	92.85	2	2	2	6	92.85	2	3	3	8	123.80	26.00	15.48	402.36
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Cleaning Equipment and Supplies

49	4713181A-AF-A01	AIR FRESHENER, aerosol, 280ml/15oz	can	9	8	9	26	2,237.56	9	8	9	26	2,237.56	9	9	8	26	2,237.56	9	9	8	26	2,237.56	104.00	86.06	8,950.24
50	47131604-BR-Sol	BROOM, soft (lambo)	piece	3	3	3	9	1,170.00	3	3	3	9	1,170.00	3	3	3	9	1,170.00	3	3	3	9	1,170.00	36.00	130.00	4,680.00
51	47131604-BR-101	BROOM, STICK (TING-TING), usable length: 760mm min	piece	2	1	1	4	122.30	2	1	1	4	122.30	2	1	1	4	122.30	1	1	1	3	91.73	15.00	30.58	458.64
52	47131603-BC-101	CLEANER, TOILET BOWL AND URINAL, 900ml/1000ml cap	bottle	5	5	6	16	665.60	5	5	6	16	665.60	5	5	6	16	665.60	5	5	5	15	624.00	63.00	41.60	2,620.80
53	47131605-CL-Pol	CLEANER, SCOURING POWDER, 350g mlh/can	can	2	2	2	6	143.52	2	2	2	6	143.52	2	2	2	6	143.52	2	2	2	6	143.52	24.00	23.92	574.08
54	47131611-DE-802	DETERGENT BAR, 140 grams as packed	bar	2	2	2	6	48.05	2	2	2	6	48.05	2	2	2	6	48.05	2	2	2	6	48.05	24.00	8.01	192.19
55	47131611-DE-P02	DETERGENT POWDER, all purpose, 1kg	pack	9	10	10	29	1,085.46	9	10	10	29	1,085.46	9	9	10	29	1,085.46	9	9	10	29	1,085.46	116.00	37.43	4,341.83
56	47131603-OS-A01	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	5	5	5	15	1,844.70	5	5	5	15	1,844.70	5	5	5	15	1,844.70	5	5	5	15	1,844.70	62.00	122.98	7,624.76
57	47131601-DU-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece	1	1	1	4	99.34	1	1	2	4	99.34	1	1	1	4	99.34	1	1	1	2	99.34	16.00	24.84	397.36
58	47131802-FW-P02	FLOOR WAX, PASTE, RED	can	1	0	0	1	269.36	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	269.36	538.72
59	47131803-RC-A01	FURNITURE CLEANER, aerosol type, 300ml min per can	can	6	4	5	15	1,310.40	6	4	6	16	1,397.76	6	4	6	16	1,397.76	6	4	6	16	1,397.76	63.00	87.36	5,503.68
60	47131804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit	0	0	1	1	1,911.00	0	1	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	1,911.00	5,733.00
61	47131613-MP-H02	MOP HANDLE, heavy duty, aluminum, screw type	piece	2	2	2	6	873.60	2	2	2	6	873.60	2	2	2	6	873.60	2	2	2	6	873.60	22.00	145.60	3,203.20
62	47131619-MP-R01	MOP HEAD, made of rayon, weight: 400 grams min	piece	3	3	4	10	1,102.40	4	4	4	12	1,322.88	4	4	4	12	1,322.88	4	4	4	12	1,322.88	46.00	110.24	5,071.04
63	47131501-RG-C01	RAGS, all cotton, 32 pieces per kilogram	bundle	2	1	2	2	248.46	2	1	2	5	248.46	2	1	2	5	248.46	2	1	2	5	248.46	20.00	49.69	993.82
64	47131602-SC-N01	SCOURING PAD, made of synthetic nylon, 140 x 220mm	pack	4	0	0	4	411.84	4	0	0	4	411.84	4	0	0	4	411.84	4	0	0	4	411.84	8.00	102.96	833.68
65	47131701-TB-H02	TRASHBAG, plastic, transparent	roll	19	15	17	51	7,133.88	15	15	15	45	6,394.60	19	15	15	49	6,854.12	15	15	15	45	6,294.60	190.00	139.88	26,577.20
66	47131702-WB-P01	WASTEBASKET, non-rigid plastic	piece	2	3	2	7	165.11	2	3	2	7	165.11	2	3	2	7	165.11	2	3	2	7	165.11	28.00	23.59	660.44

1	Ballpen, black	piece	17	17	17	51	510.00	17	17	17	17	17	51	510.00	17	17	17	17	51	510.00	17	17	17	51	510.00	17	17	17	51	510.00	204.00	10.00	2,040.00		
2	Ballpen, blue	piece	4	4	4	12	120.00	4	4	4	12	120.00	4	4	4	12	120.00	4	4	4	12	120.00	4	4	4	12	120.00	4	4	4	12	120.00	50.00	10.00	500.00
3	Ballpen, red	piece	8	0	0	8	80.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	8.00	10.00	8.00	10.00	8.00	10.00	8.00	10.00	80.00	
4	Double adhesive tape, 1"	piece	1	1	1	3	54.00	1	1	1	3	54.00	1	1	1	3	54.00	1	1	1	3	54.00	1	1	1	3	54.00	1	1	1	3	54.00	12.00	18.00	216.00
5	Double sided foam tape, 1"	piece	1	1	1	3	66.00	1	1	1	3	66.00	1	1	1	3	66.00	1	1	1	3	66.00	1	1	1	3	66.00	1	1	1	3	66.00	12.00	22.00	264.00
6	Push pins	piece	1	1	1	2	44.00	1	1	1	2	44.00	1	1	1	2	44.00	1	1	1	2	44.00	1	1	1	2	44.00	1	1	1	2	44.00	10.00	22.00	220.00
7	Paper Fastener, plastic, 2"	piece	2	1	2	5	120.00	2	1	2	5	120.00	2	1	2	5	120.00	2	1	2	5	120.00	2	1	2	5	120.00	2	1	2	5	120.00	20.00	24.00	480.00
8	Typewriter ribbon	piece	1	1	0	2	66.00	1	1	0	2	66.00	1	1	0	2	66.00	1	1	0	2	66.00	1	1	0	2	66.00	1	1	0	2	66.00	10.00	33.00	330.00
9	Stamp pad ink, black	piece	1	0	0	1	24.63	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	1.00	24.63	24.63	1.00	24.63	1.00	24.63	24.63		
10	Sticker paper	pack	0	0	0	0	0.00	6	0	0	6	144.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	6.00	24.00	24.00	6.00	24.00	6.00	24.00	144.00		
11	Sticky notes(pis, sign)	pack	12	0	0	12	600.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	12.00	50.00	50.00	12.00	50.00	12.00	50.00	600.00		

Audio and visual presentation and composing equipment

1			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Photographic or filming or video equipment

1			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
2			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3			0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Cleaning Equipment and Supplies

1	Air Freshener, spray	can	1	2	2	5	900.00	1	2	2	5	900.00	1	2	2	5	900.00	1	2	2	5	900.00	1	2	2	5	900.00	1	2	2	5	900.00	20.00	180.00	3,600.00
2	Bathroom soap, ascid scents, Togns	piece	1	1	1	3	81.00	1	1	1	3	81.00	1	1	1	3	81.00	1	1	1	3	81.00	1	1	1	3	81.00	1	1	1	3	81.00	12.00	27.00	324.00
3	Deodorger (liquid, drain)	bottle	2	2	2	6	474.00	2	2	2	6	474.00	2	2	2	6	474.00	2	2	2	6	474.00	2	2	2	6	474.00	2	2	2	6	474.00	24.00	79.00	1,896.00
4	Dishwashing liquid	bottle	8	8	9	25	1,825.00	8	8	9	25	1,825.00	8	8	9	25	1,825.00	8	8	9	25	1,825.00	8	8	9	25	1,825.00	8	8	9	25	1,825.00	100.00	73.00	7,300.00
5	Fabric conditioner	bottle	2	0	0	2	790.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	2.00	395.00	790.00	2.00	395.00	2.00	395.00	790.00		
6	Floor wax,traffic liquid wax, red	gallon	1	1	1	3	3,216.00	1	1	0	2	2,144.00	1	1	0	2	2,144.00	1	1	0	2	2,144.00	1	1	0	2	2,144.00	1	1	0	2	2,144.00	9.00	1,072.00	9,648.00
7	Flanella cloth	meter	1	1	2	4	316.00	1	1	2	4	316.00	1	1	2	4	316.00	1	1	2	4	316.00	1	1	2	4	316.00	1	1	2	4	316.00	17.00	79.00	1,343.00
8	Glass cleaner	bottle	4	3	3	10	1,320.00	4	3	3	10	1,320.00	4	3	3	10	1,320.00	4	3	3	10	1,320.00	4	3	3	10	1,320.00	4	3	3	10	1,320.00	42.00	132.00	5,544.00
9	Hand towel	piece	2	2	2	6	78.00	2	2	2	6	78.00	2	2	2	6	78.00	2	2	2	6	78.00	2	2	2	6	78.00	2	2	2	6	78.00	24.00	19.00	312.00
10	Hand Wash	bottle	8	8	7	23	1,541.00	8	8	7	15	1,005.00	8	8	7	15	1,005.00	8	8	7	15	1,005.00	8	8	7	15	1,005.00	8	8	7	15	1,005.00	84.00	67.00	5,628.00
11	Mutalic acid	bottle	1	1	1	3	366.00	1	1	1	3	366.00	1	1	1	3	366.00	1	1	1	3	366.00	1	1	1	3	366.00	1	1	1	3	366.00	12.00	122.00	1,464.00
12	Zorox bleach, original	bottle	2	2	2	6	804.00	2	2	2	6	804.00	2	2	2	6	804.00	2	2	2	6	804.00	2	2	2	6	804.00	2	2	2	6	804.00	24.00	134.00	3,216.00
13	Toilet deodorant cake, 3pac/pack	pack	4	4	4	12	1,056.00	4	4	4	12	1,056.00	4	4	4	12	1,056.00	4	4	4	12	1,056.00	4	4	4	12	1,056.00	4	4	4	12	1,056.00	48.00	88.00	4,224.00

Paper Materials and Products

1	Book paper, extra long	ream	2	1	1	4	800.00	1	1	1	3	600.00	1	1	1	3	600.00	1	1	1	3	600.00	1	1	1	3	600.00	13.00	200.00	2,600.00
2	Book Paper, Short	ream	2	0	2	4	648.00	2	2	2	4	972.00	2	0	2	4	648.00	2	2	2	6	972.00	2	2	2	6	972.00	20.00	162.00	3,240.00
3	Lead paper	pack	1	1	1	3	1,455.00	1	1	1	3	1,455.00	1	1	1	3	1,455.00	1	1	1	3	1,455.00	1	1	1	3	1,455.00	12.00	485.00	5,820.00
4	Mimeo paper, long	ream	2	3	2	7	1,036.00	2	3	2	7	1,036.00	2	3	3	8	1,184.00	2	3	3	8	1,184.00	2	3	3	8	1,184.00	30.00	148.00	4,440.00
5	Photo paper	pack	3	0	0	3	144.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	48.00	144.00

Electrical equipment and components and supplies

1	Bulb, LED, 18w	piece	8	9	8	25	3,000.00	8	9	8	25	3,000.00	8	9	8	25	3,000.00	8	9	8	25	3,000.00	8	9	8	25	3,000.00	100.00	120.00	12,000.00
2			0	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	0	0	0.00	0.00	0.00	0.00
3			0	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	0	0	0.00	0.00	0.00	0.00

Computer Supplies

1	USB 64 GB	piece	1	0	0	1	500.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	500.00	500.00
2			0	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	0	0	0.00	0.00	0.00	0.00
3			0	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	0	0	0.00	0.00	0.00	0.00

Common ICT Equipment

1			0	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	0	0	0.00	0.00	0.00	0.00
2			0	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	0	0	0.00	0.00	0.00	0.00

CONSUMABLES

1	Ink, HP #46 black	cart	1	1	1	3	1,512.00	1	1	1	3	1,512.00	1	1	1	3	1,512.00	1	1	1	3	1,512.00	1	1	1	3	1,512.00	12.00	504.00	6,048.00
2	Ink, HP #46 colored	cart	1	1	1	3	1,512.00	1	1	1	3	1,512.00	1	1	1	3	1,512.00	1	1	1	3	1,512.00	1	1	1	3	1,512.00	12.00	504.00	6,048.00
3	Ink, Brother LC 40 black	cart	1	2	1	4	2,440.00	1	2	1	4	2,440.00	1	2	1	4	2,440.00	1	2	2	5	3,050.00	1	2	2	5	3,050.00	17.00	610.00	10,370.00
4	Ink, Brother LC 40 cyan	cart	1	0	0	1	346.50	1	0	0	1	346.50	1	0	0	1	346.50	2	0	0	2	693.00	1	0	0	2	693.00	5.00	346.50	1,732.50
5	Ink, Brother LC 40 magenta	cart	1	0	0	1	346.50	1	0	0	1	346.50	1	0	0	1	346.50	2	0	0	2	693.00	1	0	0	2	693.00	5.00	346.50	1,732.50
6	Ink, Brother LC 40 yellow	cart	2	0	0	2	693.00	1	0	0	1	346.50	2	0	0	1	346.50	1	0	0	1	346.50	1	0	0	1	346.50	6.00	346.50	2,079.00
7	Ink, Brother LC 539xl black	cart	1	1	1	2	1,354.08	1	1	0	2	1,354.08	1	1	1	3	2,031.12	1	1	0	2	1,354.08	1	1	0	2	1,354.08	9.00	677.04	6,093.36
8	Ink, Brother LC 539xl cyan	cart	1	0	0	1	382.20	1	0	0	1	382.20	2	0	0	2	764.40	2	0	0	2	764.40	2	0	0	2	764.40	6.00	382.20	2,293.20
9	Ink, Brother LC 539xl magenta	cart	1	0	0	1	409.50	1	0	0	1	409.50	2	0	0	2	819.00	2	0	0	2	819.00	2	0	0	2	819.00	6.00	409.50	2,457.00
10	Ink, Brother LC 539xl yellow	cart	1	0	0	1	382.20	1	0	0	1	382.20	2	0	0	2	764.40	2	0	0	2	764.40	2	0	0	2	764.40	6.00	382.20	2,293.20
11	Ink, 745	cart	1	1	0	2	1,558.00	1	1	0	2	1,558.00	1	1	0	2	1,558.00	1	1	0	2	1,558.00	1	1	0	2	1,558.00	8.00	779.00	6,232.00
12	Ink, 746	cart	1	0	0	1	1,140.00	1	0	0	1	1,140.00	1	0	0	1	1,140.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	1,140.00	3,420.00

