ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2021 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. 2018-10 dated November 8,2018 , the APP-CSE shall serve as the agency's APR 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 2021 FORM at www.ps-philgeps.gov.ph
2. Indicate the agency's monthly requirement per item in the APP-CSE 2021 form.
3. The agency should indicate zero "0" 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 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.ps- 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 the 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. To add or insert items are only applicable in PART II.
7. Once accomplished and finalized, the APP-CSE 2021 form should be:

a. Saved using this format: APP2021_Name of Agency_Main or Regional Office (e.g. APP2021 _DBM_Central Office, APP2021 _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 for reference of the agency. The file in excel format should be submitted online using the Virtual Store (VS) facility at PhilGEPS website. (Only buyer coordinators will be allowed to upload APP-CSEs.)

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 no.8-290-6300; 8290-6400 Local 8006-8010

*Note: Consistent with **Memorandum Circular No. 2020 -1 dated 02 June 2020, issued by AO 25,** the APP-CSE for FY 2021 must be submitted on or before **December 15, 2020.***

Department/Bureau/Office: Department of Trade and Industry - Main
Region:
Address: 361 Trade and Industry Building Sen. Gil J. Puyat Makati Avenue Makati City

Agency Account Code: T001
Organization Type: NGA

Contact Person: Joel R. Cruz
Position: Director
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	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
PART I. AVAILABLE AT PROCUREMENT SERVICE STORES																											
PESTICIDES OR PEST REPELLENTS																											
1	10191509-IN-A01	INSECTICIDE, aerosol type, net content: 600ml min	can	202	31	37	270	37,627.20	28	24	27	79	11,009.14	167	28	27	222	30,937.92	27	16	27	70	9,755.20	641.00	139.36	89329.76
PERFUMES OR COLOGNES OR FRAGRANCES																											
2	53131626-HS-S01	HAND SANITIZER, 500 ml	bottle	687	251	276	1214	183,836.02	285	45	75	405	61,329.15	565	244	274	1083	163,998.69	324	39	34	397	60,117.71	3,099.00	151.43	469281.57
ALCOHOL OR ACETONE BASED ANTISEPTICS																											
3	12191601-AL-E01	ALCOHOL, ethyl, 68%-72%, scented, 500ml (-5ml)	bottle	499	175	240	915	39,459.90	367	177	153	697	30,375.26	478	200	210	888	38,699.04	258	177	153	588	25,668.62	3,078.00	43.58	134182.82
4	12191601-AL-E02	ALCOHOL, ethyl, 68%-72%, scented, 3.785 liters	gallon	7	3	2	12	5,491.20	0	0	0	0	0.00	5	0	0	5	2,288.00	0	0	0	0	0.00	17.00	457.60	7779.20
5	51471901-AL-I01	ALCOHOL, isopropyl, 68%- 72%, 500ml (-5ml)	bottle	717	326	313	1356	59,181.64	713	369	353	1434	62,493.72	782	293	313	1388	60,486.04	707	333	353	1393	60,706.94	5,573.00	43.58	242871.34
6	51471901-AL-I02	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	gallon	9	1	20	30	13,650.00	1	5	20	26	11,830.00	11	6	20	37	16,835.00	0	0	20	20	12,740.00	121.00	455.00	55055.00
7	51471505-PO-P01	POVIDONE IODINE, 10 % solution, 120 ml	gallon	6	0	1	7	1,459.25	0	0	1	1	207.75	6	0	0	6	1,246.50	0	0	0	0	0.00	14.00	207.75	2908.50
COLOR COMPOUNDS AND DISPERSIONS																											
8	12171703-SI-P01	STAMP PAD INK, purple or violet, 50ml (min.)	bottle	26	1	53	80	2,521.60	5	0	0	5	157.60	19	51	3	73	2,300.96	3	0	0	3	94.56	161.00	31.52	5074.72
FILMS																											
9	13111203-AC-F01	ACETATE, thickness: 0.075mm min (gauge #3)	roll	8	0	0	8	6,782.56	5	1	0	6	5,086.92	6	0	0	6	5,086.92	5	0	0	5	4,239.10	25.00	847.82	21195.50
10	13111203-CF-P01	CARBON FILM, PE, black, size 215mm x 297mm	box	2	1	5	8	1,760.00	2	6	0	2	440.00	1	6	0	7	1,540.00	2	0	0	2	440.00	19.00	220.00	4180.00
11	13111203-CF-P02	CARBON FILM, PE, black, size 215mm x 330mm	box	0	0	5	5	1,042.60	1	0	0	1	208.52	0	5	0	5	1,042.60	1	0	0	1	208.52	12.00	208.52	2502.24
PAPER MATERIALS AND PRODUCTS																											
12	14111525-CA-A01	CARTOLINA, assorted colors	pack	10	0	2	12	1,004.64	3	0	0	3	251.16	3	0	0	3	251.16	3	0	0	3	251.16	21.00	83.72	1758.12
13	14111506-CF-L11	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	0.00	882.55	0.00
14	14111506-CF-L12	CONTINUOUS FORM, 1 PLY, 280 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	0.00	1029.60	0.00
15	14111506-CF-L22	CONTINUOUS FORM, 2 ply, 280 x 378mm, 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	0.00	1528.00	0.00
16	14111506-CF-L21	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	0.00	906.36	0.00
17	14111506-CF-L31	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	0.00	884.00	0.00
18	14111506-CF-L32	CONTINUOUS FORM, 3 PLY, 280 x 378mm, 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	0.00	1508.00	0.00
19	14111609-FL-C01	LOOSELEAF COVER, made of chipboard, for legal	bundle	1	0	0	1	794.96	1	0	0	1	794.96	1	0	0	1	794.96	1	0	0	1	794.96	4.00	794.96	3179.84
20	14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	543	151	177	871	32,279.26	196	89	95	380	14,082.80	415	89	125	629	23,310.74	150	49	125	334	12,378.04	2,214.00	37.05	82050.84
21	14111514-NP-S04	NOTE PAD, stick on, 76mm x 101mm (3" x 4") min	pad	300	153	179	632	49,320.96	255	91	97	443	26,261.04	452	96	127	675	40,014.00	203	51	127	381	22,585.68	2,131.00	59.28	138181.68

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				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
22	14111514-NP-S01	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad	552	150	140	842	40,188.66	164	100	90	354	16,896.42	369	300	99	558	26,681.07	124	50	120	294	14,032.62	2,049.00	47.73	97790.77
23	14111514-NB-S01	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece	238	32	58	328	3,948.12	318	5	53	376	2,189.64	222	30	58	310	3,732.40	117	17	3	137	1,649.48	951.00	12.04	11450.04
24	14111507-PP-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	reams	1638	523	619	2770	472,451.20	1433	538	508	2479	422,818.24	1593	488	528	2609	444,991.04	987	488	258	1733	295,580.48	9,591.00	170.56	1635840.96
25	14111507-PP-M02	PAPER, MULTICOPY, 80gsm, size: 215mm x 330mm	reams	414	176	110	700	126,904.00	174	111	62	347	62,952.74	307	106	58	471	85,418.82	233	105	11	349	63,315.58	1,867.00	181.42	338711.14
26	14111507-PP-C01	PAPER, Multi-Purpose (COPY) A4, 70 gsm	reams	161	29	69	259	34,478.08	111	9	59	179	23,828.48	151	0	59	210	28,153.28	111	9	59	179	23,828.48	816.00	131.12	111284.32
27	14111507-PP-C02	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	reams	26	16	1	43	5,975.71	4	1	1	6	833.82	31	1	1	33	4,586.01	4	1	1	6	833.82	88.00	138.97	12229.36
28	14111531-PP-R01	PAPER, PAD, ruled, size: 216mm x 330mm (7.2mm)	pad	20	2	2	24	736.32	6	2	1	9	276.12	20	2	2	24	736.32	6	2	1	9	276.12	66.00	30.68	2024.88
29	14111503-PA-P01	PAPER, PARCHMENT, size: 216 x 297mm, multi-purpose	box	53	0	5	58	5,686.90	4	0	5	9	882.45	19	0	0	19	1,862.95	3	0	0	3	294.15	89.00	98.05	8735.45
30	14111618-TH-P02	PAPER, THERMAL, 55gsm, size: 216mm*1mm x 30m-0.3m	roll	10	0	0	10	556.40	0	0	0	0	0.00	10	0	0	10	556.40	0	0	0	0	0.00	20.00	55.64	1112.80
31	14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	63	3	1	67	4,738.24	20	1	1	22	1,555.04	44	1	2	48	3,394.56	20	1	1	22	848.64	189.00	70.72	13537.28
32	14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	69	6	6	81	8,255.52	16	4	4	24	2,446.08	34	4	8	46	4,684.32	9	4	1	14	1,426.68	165.00	101.92	16816.80
33	14111704-TT-P02	TOILET TISSUE PAPER, 2-ply, 100% recycled	pack	389	301	265	955	83,467.00	175	81	23	279	24,384.60	176	81	55	315	27,531.00	423	241	233	897	78,397.80	2,446.00	87.40	213780.40
34	14111704-FPT01	TISSUE, interfolded paper towel	pack	2785	799	699	4283	149,219.72	2143	450	410	3023	105,251.64	2570	798	649	3968	138,245.12	1378	359	259	1996	69,548.64	13,268.00	34.84	462257.12
BATTERIES AND CELLS AND ACCESSORIES																										
35	26111702-BT-A02	BATTERY, dry cell, AA, 2 pieces per blister pack	pack	250	22	22	294	11,035.20	63	16	25	104	3,775.20	207	25	31	263	9,546.90	56	15	24	95	3,448.50	766.00	36.30	27825.80
36	26111702-BT-A03	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack	194	17	21	232	4,577.36	47	12	20	79	1,558.67	162	16	26	204	4,024.02	46	11	20	77	1,519.21	592.00	19.73	13680.16
37	26111702-BT-A03	BATTERY, dry cell, D, 1.5 volts, alkaline	pack	6	3	5	16	1,539.20	5	5	5	15	1,443.00	6	5	5	16	1,539.20	5	5	5	15	1,443.00	62.00	96.20	5964.40
MANUFACTURING COMPONENTS AND SUPPLIES																										
38	31201610-GL-J01	GLUE, all purpose, gross weight: 290 grams min	jar	58	4	17	79	4,905.90	16	3	1	20	1,242.00	39	4	7	50	3,105.00	8	4	6	18	1,117.80	167.00	62.10	10370.70
39	31151804-SW-H01	STAPLE WIRE, for heavy duty staplers, (23/13)	box	30	3	3	36	711.36	10	0	1	11	217.36	21	0	0	21	414.96	8	2	1	11	217.36	79.00	19.76	1561.04
40	31151804-SW-S01	STAPLE WIRE, STANDARD, (26/6)	box	431	142	148	721	15,205.89	259	107	110	476	10,038.84	312	107	117	536	11,304.24	224	7	8	239	5,040.51	1,972.00	21.09	41569.48
41	31201502-TA-E01	TAPE, ELECTRICAL, 18mm x 16M min	roll	70	0	6	76	1,418.92	14	1	0	15	280.05	12	0	2	14	261.38	9	1	0	10	186.70	115.00	18.67	2147.05
42	31201503-TA-M01	TAPE, MASKING, width: 24mm (± 1mm)	roll	138	50	4	192	9,331.20	32	21	14	67	3,658.20	86	31	4	121	6,686.60	46	21	1	68	3,712.60	428.00	54.60	23368.80
43	31201503-TA-M02	TAPE, MASKING, width: 48mm (± 1mm)	roll	132	41	5	198	21,106.80	41	22	15	78	8,314.00	130	22	5	157	16,736.20	34	22	2	58	6,182.60	491.00	106.60	52340.60
44	31201517-TA-P01	TAPE, PACKAGING, width: 48mm (+1mm)	roll	209	41	54	304	6,070.88	56	25	44	125	2,496.25	173	27	24	224	4,473.28	31	25	4	60	1,198.20	713.00	19.97	14238.61
45	31201512-TA-T01	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll	538	139	91	768	7,749.12	185	94	18	297	2,996.73	475	60	81	616	6,215.44	104	41	78	223	2,250.24	1,907.00	10.09	19241.63
46	31201512-TA-T02	TAPE, TRANSPARENT, width: 48mm (+1mm)	roll	191	34	30	255	5,092.35	61	27	70	158	3,155.26	127	30	10	167	3,334.99	30	27	10	76	1,517.72	656.00	19.97	13108.32
47	31151507-TW-P01	TWINE, plastic, one (1) kilo per roll	roll	34	5	1	40	2,329.60	7	1	0	8	465.92	24	1	2	27	1,572.48	8	1	0	9	524.16	84.00	58.24	4892.16
HEATING AND VENTILATION AND AIR CIRCULATION																										
48	40101604-EF-S01	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit	4	0	1	5	5,548.40	0	0	0	0	0.00	0	0	1	1	1,109.68	0	0	0	0	0.00	6.00	1109.68	6658.08
49	40101604-EF-C01	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	1109.68	0.00
50	40101604-EF-S01	ELECTRIC FAN, STAND type, plastic blade	unit	18	2	0	20	17,132.20	0	0	0	0	0.00	0	2	0	2	1,713.22	0	0	0	0	0.00	22.00	856.86	18850.92
51	40101604-EF-W01	ELECTRIC FAN, WALL type, plastic blade	unit	4	0	0	4	2,699.84	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	4.00	674.96	2699.84
MEDICAL THERMOMETERS AND ACCESSORIES																										
52	41112224-TG-T01	THERMOGUN	piece	14	0	0	14	42,952.00	1	0	0	1	3,068.00	1	0	0	1	3,068.00	1	0	0	1	3,068.00	17.00	3068.00	52156.00
LIGHTING AND FIXTURES AND ACCESSORIES																										
53	39101628-LT-L01	LED LINEAR TUBE, 28 WATTS FRO SERIES	piece	10	5	0	15	3,087.30	3	5	0	8	1,646.56	6	0	0	6	1,234.92	3	0	0	3	617.46	32.00	205.82	6586.24
54	39101628-LB-L01	LIGHT BULB, Light Emitting Diode (LED), 6W	piece	5	0	5	10	821.60	5	0	0	5	410.80	18	0	5	23	1,889.68	5	0	0	5	410.80	43.00	82.16	3532.88
MEASURING AND OBSERVING AND TESTING EQUIPMENT																										
55	41111604-RU-P02	RULER, plastic, 45cm (18"), width: 38mm min	piece	106	10	2	178	3,147.04	2	5	0	7	123.76	14	0	0	14	247.52	0	0	0	0	0.00	199.00	17.68	3518.32
CLEANING EQUIPMENT AND SUPPLIES																										
56	47131812-AF-A01	AIR FRESHENER, aerosol, 280ml/150g min	can	283	15	37	335	31,125.90	131	23	40	194	17,502.68	254	25	35	314	28,329.08	78	37	30	145	13,081.50	908.00	90.22	90039.56
57	47131604-BR-S01	BROOM, soft (tambo)	piece	24	2	2	28	5,177.12	3	1	1	5	681.20	9	2	1	12	1,634.88	1	1	1	3	408.72	58.00	136.24	7901.92
58	47131604-BR-T01	BROOM, STICK (TING-TING), usable length: 760mm min	piece	14	2	1	17	309.40	3	1	1	5	91.00	5	2	1	8	145.60	1	1	1	3	54.60	33.00	18.20	600.60
59	47131829-TB-C01	CLEANER, TOILET BOWL AND URINAL, 980ml-1000ml cap	bottle	68	18	4	90	3,744.00	19	11	4	34	1,414.40	50	6	4	60	2,496.00	19	6	4	29	1,206.40	213.00	41.60	8866.00
60	47131805-CL-P01	CLEANSER, SCOURING POWDER, 350g min/can	can	52	10	0	62	1,883.04	4	0	0	4	95.68	34	0	0	34	812.28	4	0	0	4	95.68	104.00	23.92	2487.08
61	47131811-DE-B02	DETERGENT BAR, 140 grams as packed	piece	12	2	0	14	126.42	2	0	0	2	18.06	12	0	0	12	108.36	1	2	0	3	27.09	31.00	9.03	279.93
62	47131811-DE-P02	DETERGENT POWDER, all purpose, 1kg	pack	41	2	0	43	1,609.49	4	1	0	5	187.15	14	1	0	15	561.45	2	1	0	3	112.29	66.00	37.43	2470.38

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63	47121803-DS-A01	DISINFECTANT SPRAY, aerosol type, 400-500 grams	can	280	53	64	397	51,197.12	207	19	42	268	34,561.28	277	8	94	379	42,437.84	185	9	37	231	25,789.76	1,225.00	128.96	157971.00
64	47131601-DU-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece	17	2	0	19	473.77	3	0	0	3	74.49	5	0	0	5	124.15	3	0	0	3	74.49	30.00	24.83	744.90
65	51241552-SH-S01	SODIUM HYPOCHLORITE, 3.785 liters	gallon	13	0	0	13	1,706.25	3	0	0	3	393.75	8	0	0	8	1,050.00	3	0	0	3	393.75	27.00	131.25	3543.75
66	73101612-HS-L01	HAND SOAP, Liquid, 500ml	bottle	145	47	10	202	20,797.92	101	7	20	128	13,178.88	186	2	10	198	20,386.68	88	3	20	110	11,325.60	638.00	102.96	65688.48
67	47131802-FW-P02	FLOOR WAX, PASTE, RED	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	309.76	0.00
68	47131830-FC-A01	FURNITURE CLEANER, aerosol type, 300ml min per can	can	97	0	11	108	12,477.24	18	0	6	24	2,772.72	35	45	11	95	10,975.35	15	0	0	21	2,426.13	248.00	115.53	28651.44
69	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit	2	0	0	2	4,576.00	1	0	0	1	2,288.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	2288.00	6864.00
70	47131613-MP-H02	MOPHANDLE, heavy duty, aluminum, screw type	piece	7	0	0	7	1,019.29	1	0	0	1	145.69	0	0	0	0	0.00	0	0	0	0	0.00	8.00	145.69	1165.50
71	47131609-MP-R01	MOPHEAD, made of rayon, weight: 400 grams min	piece	13	0	0	13	1,600.08	4	0	0	4	492.24	3	0	0	3	369.18	3	0	0	3	369.18	23.00	123.06	2846.48
72	47131501-RG-C01	RAGS, all cotton, 32 pieces per kilogram min	bundle	145	4	2	151	8,126.82	15	1	1	17	914.94	26	2	1	32	1,722.24	13	1	1	15	807.30	215.00	53.82	11571.30
73	47131607-SC-N01	SCOURING PAD, 5 pieces per pack	pack	24	1	10	35	2,674.00	4	0	10	14	1,499.68	11	0	10	21	2,249.52	1	0	10	11	1,178.32	71.00	107.12	7605.52
74	47121701-TB-P01	TRASHBAG, GPP specs, black, 940mm1016mm	pack	62	31	4	97	13,063.96	36	5	4	45	6,060.60	32	6	4	62	8,350.16	27	4	4	35	4,713.80	239.00	134.68	32188.52
75	47121702-WB-P01	WASTEBASKET, non-rigid plastic	piece	88	12	6	106	2,993.76	0	0	2	2	83.88	3	30	3	36	447.36	0	0	3	3	83.88	128.00	27.96	3578.88
PERSONAL PROTECTIVE EQUIPMENT																											
76	46181503-CA-C01	COVERALL, non-sterile, protective, medical grade	piece	8	0	0	8	9,152.00	0	0	0	0	0.00	8	0	0	8	9,152.00	0	0	0	0	0.00	16.00	1144.00	18304.00
77	46181702-FSH01	FACE SHIELD, direct splash protection	piece	669	12	37	748	93,350.40	367	17	32	416	51,916.80	425	72	37	534	66,643.20	292	17	92	401	50,044.80	2,099.00	124.80	261955.20
78	46181804-GG-G01	PROTECTIVE SAFETY GOGGLES	piece	217	0	0	217	33,852.00	175	0	0	175	27,300.00	137	60	0	197	30,732.00	115	0	60	175	27,300.00	764.00	156.00	119184.00
79	42131601-PA-A01	Polyethylene Apron (50g)	piece	16	0	0	16	241.28	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	16.00	15.08	241.28
80	42132702-SG-01	SURGICAL GOWN	piece	5	0	0	5	1,497.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	299.52	1497.00
81	42131711-HC401	HEAD COVER, disposable	piece	140	0	0	140	364.00	0	0	0	0	0.00	140	0	0	140	364.00	0	0	0	0	0.00	280.00	2.60	728.00
82	42131609-SC-S01	SHOE COVER, disposable	pair	140	0	0	140	1,164.80	0	0	0	0	0.00	140	0	0	140	1,164.80	0	0	0	0	0.00	280.00	8.32	2329.60
83	42132203-MG-G01	NITRILE GLOVES	piece	862	62	50	974	2,990.18	550	62	50	662	2,032.34	650	62	50	762	2,339.34	550	62	50	662	2,032.34	3,060.00	3.07	9394.20
84	42132203-MG-G02	PREMIUM LATEX GLOVES	piece	1520	0	0	1520	7,630.40	70	0	0	70	351.40	170	0	0	170	853.40	70	0	0	70	351.40	1,830.00	5.02	9184.00
85	42131713-SM-M01	SURGICAL MASK, 3-ply	piece	19087	3267	3237	16791	235,745.64	2687	3267	3237	14191	199,241.64	10087	3267	3237	16591	232,937.64	7137	3217	3187	13541	190,115.64	61,114.00	14.04	858040.56
86	46182003-RM-M01	KN95 FACE MASK	piece	421	115	135	671	70,824.00	195	115	135	445	46,280.00	245	115	135	495	61,880.00	195	115	135	445	46,280.00	2,166.00	104.00	225264.00
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																											
87	43211507-DSK001	MITHI DESKTOP, basic	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	24,793.00	0.00
88	43211507-DSK002	MITHI DESKTOP, mid-range	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	42,390.00	0.00
89	43211503-LAP001	MITHI LAPTOP, mid-range	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	41,392.00	0.00
90	43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	piece	47	6	9	62	164,151.46	1	2	2	5	13,254.15	1	2	2	5	13,254.15	2	2	0	4	10,603.32	76.00	2650.83	201463.08
91	43202010-FD-U01	FLASH DRIVE, 16 GB capacity	piece	119	26	11	156	26,120.64	31	3	3	37	6,195.28	42	3	3	48	8,037.12	16	3	3	22	3,683.68	263.00	167.44	44036.72
92	43211708-MO-D01	MOUSE, OPTICAL, USB CONNECTION TYPE, 1 unit in ind	unit	73	15	20	108	12,020.40	10	0	0	10	1,113.00	3	0	0	3	333.90	20	0	0	20	2,226.00	141.00	111.30	15693.30
93	43211708-MO-O02	MOUSE, WIRELESS, USB	unit	80	51	14	145	22,330.00	3	3	3	9	1,386.00	22	3	3	28	4,312.00	3	23	0	26	4,004.00	208.00	154.00	32032.00
94	43212102-PR-D02	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column	unit	3	0	0	3	114,302.91	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3.00	38100.97	114302.91
95	43212102-PR-D01	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 column	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	4101.52	0.00
96	43212105-PR-L01	PRINTER, laser, monochrome	unit	6	1	0	7	5,074.16	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7.00	724.88	5074.16
97	43212105-PR-L02	PRINTER, laser, colored	unit	7	2	2	11	86,880.00	0	2	2	4	31,596.00	0	2	2	4	31,596.00	2	2	0	4	31,596.00	23.00	7899.00	181677.00
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
98	44121718-CH-W01	CHALK, molded, white, dustless, length: 75mm min	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	20.64	0.00
99	44122105-BF-C01	CLIP, BACKFOLD, all metal, clamping: 19mm (+1mm)	box	194	21	25	400	3,620.00	70	20	11	101	914.05	191	6	22	219	1,981.55	80	15	14	109	986.45	629.00	9.05	7302.45
100	44122105-BF-C02	CLIP, BACKFOLD, all metal, clamping: 25mm (+1mm)	box	250	31	35	325	4,962.75	67	30	21	118	2,107.26	179	16	32	227	3,466.29	93	23	24	142	2,168.24	832.00	15.27	12704.64
101	44122105-BF-C03	CLIP, BACKFOLD, all metal, clamping: 32mm (+1mm)	box	231	30	34	295	6,136.80	55	30	21	106	2,204.80	146	15	31	192	3,993.60	61	23	24	110	2,288.00	703.00	20.80	14622.40
102	44122105-BF-C04	CLIP, BACKFOLD, all metal, clamping: 50mm (+1mm)	box	191	26	30	247	11,816.48	47	25	16	88	4,209.92	109	11	27	147	7,032.48	54	15	14	83	3,970.72	565.00	47.84	27029.60
103	44121801-CT-R01	CORRECTION TAPE, film base type, UL 6m min	piece	714	151	130	995	13,940.50	317	158	119	594	8,327.88	575	131	110	836	11,720.72	301	33	41	375	5,256.56	2,803.00	14.02	39258.06
104	44111515-DF-B01	DATA FILE BOX, made of chipboard, with closed ends	piece	350	9	63	422	32,576.40	94	0	50	144	11,116.80	251	6	50	307	23,700.40	94	0	0	94	7,256.80	967.00	77.20	74652.40
105	44122011-DF-F01	DATA FOLDER, made of chipboard, tagila lock	piece	1268	0	10	1278	87,721.92	653	0	0	653	44,821.92	738	0	0	738	50,656.32	118	0	0	118	8,099.52	2,787.00	68.64	191290.68
106	44121506-EN-D01	ENVELOPE, DOCUMENTARY, for A4 size document	box	32	3	3	38	25,577.42	14	1	1	16	10,760.44	25	1	1	27	18,173.41	12	1	0	13	8,758.17	94.00	673.80	63270.46

		Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
107	44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box	31	8	3	42	38,940.72	11	6	1	18	16,688.88	16	6	1	23	21,124.68	9	1	0	10	9,271.60	93.00	927.56	86235.08
108	44121506-EN-X01	ENVELOPE, EXPANDING, KRAFTBOARD,for legal size doc	box	34	3	0	37	27,320.80	8	3	0	12	8,880.80	22	3	0	25	18,460.00	3	5	0	8	5,907.20	82.00	738.40	60548.06
109	44121506-EN-X02	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece	58	0	0	58	2,988.02	0	0	0	0	0.00	63	0	0	63	1,920.87	0	0	0	0	0.00	161.00	30.49	4908.09
110	44121506-EN-M02	ENVELOPE, mailing, white, 70gsm	box	24	4	9	37	13,933.40	1	3	5	9	3,403.80	17	7	5	29	10,967.00	3	2	0	5	1,891.00	80.00	378.20	39256.00
111	44121504-EN-W02	ENVELOPE, mailing, white, with window	box	4	3	4	11	4,770.48	1	3	0	4	1,734.72	1	7	0	8	3,406.44	4	0	0	4	1,734.72	27.00	433.68	11709.36
112	44111910-ER-D01	ERASER, FELT, for blackboard/whiteboard	piece	38	10	2	50	515.00	3	2	0	5	51.50	17	5	0	22	226.60	1	2	0	3	30.90	80.00	10.30	824.00
113	44122118-FA-F01	FASTENER, METAL, 70mm between prongs	box	256	76	79	411	34,281.51	66	51	54	171	14,263.11	237	51	54	342	28,526.22	84	1	3	88	7,340.68	1,012.00	83.41	84910.02
114	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, 12 pockets	piece	78	5	5	88	7,571.52	5	5	10	20	1,720.80	38	5	5	48	4,129.92	5	5	5	15	1,290.60	173.00	86.04	14712.84
115	44122018-FT-D01	FILE TAB DIVIDER, bristol board, for A4	set	455	25	0	480	5,342.40	255	5	0	360	2,893.80	135	5	0	140	1,558.20	5	5	0	10	111.30	860.00	11.13	9085.76
116	44122018-FT-D02	FILE TAB DIVIDER, bristol board, for legal	set	60	10	0	70	996.10	35	5	0	40	569.20	60	5	0	65	924.95	10	5	0	15	213.45	190.00	14.23	2703.70
117	44122011-FO-F01	FOLDER, FANCY, for A4 size documents	bundle	29	4	2	35	3,464.00	7	1	0	8	2,163.20	24	1	0	25	6,700.00	7	1	0	8	2,163.20	76.00	270.40	20550.40
118	44122011-FO-F02	FOLDER, FANCY, for legal size documents	bundle	17	1	0	18	5,613.04	3	0	0	3	935.64	13	0	0	13	4,054.44	3	0	0	3	935.64	37.00	311.88	11539.56
119	44122011-FO-L01	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack	69	16	0	85	14,571.35	19	0	0	19	3,257.17	63	8	20	91	15,600.13	18	0	0	18	3,085.74	213.00	171.43	36614.59
120	44122011-FO-L02	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack	41	12	0	53	12,891.72	4	0	0	4	972.96	32	2	0	34	8,270.16	4	0	0	4	972.96	95.00	243.24	23167.80
121	44122027-FO-P01	FOLDER, PRESSBOARD, size: 240mm x 320mm (-5mm)	box	40	0	0	40	38,105.60	2	0	0	2	1,905.28	20	0	0	20	19,052.80	3	0	0	3	2,857.92	65.00	952.64	61921.60
122	44122011-FO-T03	FOLDER, TAGBOARD, for A4 size documents	pack	69	0	1	70	19,520.00	8	0	0	8	2,232.00	42	0	0	42	11,712.00	5	0	5	10	2,790.00	135.00	279.00	37665.00
123	44122011-FO-T04	FOLDER, TAGBOARD, for legal size documents	pack	71	10	11	92	29,505.12	22	10	10	42	13,467.12	56	10	10	76	24,423.36	15	2	2	19	6,105.84	228.00	321.36	73591.44
124	44122008-IT-T01	INDEX TAB, self-adhesive, transparent	box	106	1	0	107	6,064.76	52	1	0	53	3,004.04	42	1	0	43	2,437.24	27	1	0	28	1,587.04	235.00	56.68	13093.08
125	44111515-MF-D02	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece	21	0	0	21	673.60	35	0	0	35	1,456.00	21	0	0	21	873.60	0	0	0	0	0.00	77.00	41.60	3203.20
126	44121716-MA-F01	MARKER, FLUORESCENT, 3 assorted colors per set	set	184	14	12	190	8,869.20	62	3	1	66	3,080.88	140	1	11	152	7,095.36	38	1	1	40	1,867.20	448.00	46.68	20912.64
127	44121708-MW-B01	MARKER, whiteboard, black, felt tip, bullet type	piece	166	26	10	202	2,702.76	79	12	3	94	1,257.72	128	8	10	146	1,953.48	39	4	8	51	682.38	493.00	13.38	6596.24
128	44121708-MW-B02	MARKER, whiteboard, blue, felt tip, bullet type	piece	131	21	12	164	2,194.32	69	12	8	89	1,190.82	86	3	17	106	1,418.28	39	9	3	51	682.38	410.00	13.38	5485.80
129	44121708-MW-B03	MARKER, whiteboard, red, felt tip, bullet type	piece	97	8	5	110	1,471.00	22	9	3	34	454.92	56	3	10	69	923.22	21	4	3	30	401.40	243.00	13.38	3251.34
130	44121708-MP-B01	MARKER, PERMANENT, bullet type, black	piece	414	43	11	470	4,229.60	87	18	3	108	963.84	364	8	16	388	3,494.24	30	5	3	38	341.24	1,004.00	8.98	9015.92
131	44121708-MP-B02	MARKER, PERMANENT, bullet type, blue	piece	281	25	13	319	2,864.02	74	13	8	95	853.10	229	3	18	250	2,245.00	10	10	3	23	247.34	696.00	8.98	6250.08
132	44121708-MP-B03	MARKER, PERMANENT, bullet type, red	piece	169	20	5	194	1,742.12	18	10	3	31	278.38	121	3	10	134	1,203.32	13	5	3	21	188.58	380.00	8.98	3412.40
133	44122104-PC-G01	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	365	26	4	395	3,065.20	224	3	3	230	1,784.80	275	21	4	300	2,328.00	105	3	3	106	822.56	1,031.00	7.76	8000.56
134	44122104-PC-K02	PAPER CLIP, vinyl/plastic coat, length: 50mm min	box	298	30	4	332	5,689.48	218	3	3	224	3,838.16	132	25	4	161	2,759.54	103	3	3	109	1,868.26	826.00	17.14	14157.64
135	44121706-PE-L01	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	119	0	1	120	2,494.80	29	0	0	29	602.91	40	0	1	41	852.39	11	0	0	11	228.69	201.00	20.79	4178.79
136	44122037-RB-F10	RING BINDER, plastic, 32mm, 4-rings	bundle	25	0	0	25	5,904.75	0	0	0	0	0.00	18	0	0	18	4,316.22	0	0	0	0	0.00	43.00	239.79	10310.97
137	44122101-RU-D01	RUBBER BAND, 70mm min lay flat length (#18)	box	32	2	13	47	5,146.50	9	2	10	21	2,299.50	15	2	2	19	2,080.50	3	7	0	10	1,095.00	97.00	109.50	10621.50
138	44121905-SP-F01	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece	25	8	0	33	1,153.35	1	5	0	6	209.70	16	1	0	17	594.15	1	0	0	1	34.95	57.00	34.95	1992.15
139	44121612-BL-H01	CUTTER BLADE, for heavy duty cutter	piece	44	4	3	51	755.82	7	2	0	9	133.38	34	2	3	39	577.98	7	0	0	7	103.74	106.00	14.82	1570.92
140	44121612-CU-H01	CUTTER KNIFE, for general purpose	piece	61	13	1	75	2,507.25	8	0	1	9	300.87	32	0	1	33	1,103.19	13	0	0	13	434.59	130.00	33.43	4345.90
141	44103202-DS-M01	DATING AND STAMPING MACHINE, heavy duty	piece	16	7	0	23	10,443.68	1	0	0	1	453.56	5	0	0	5	2,269.80	1	0	0	1	453.96	30.00	453.96	13618.80
142	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	38	4	1	43	8,720.41	0	0	0	0	0.00	1	2	0	3	608.49	0	0	0	0	0.00	46.00	202.83	9328.90
143	44101602-PU-P01	PUNCHER, paper, heavy duty, with two hole guide	piece	40	10	3	53	6,953.88	2	0	0	2	261.92	15	0	2	17	2,243.72	0	0	0	0	0.00	72.00	130.96	9501.12
144	44121618-SS-S01	SCISSORS, symmetrical, blade length: 65mm min	pair	166	31	28	225	9,126.00	17	0	0	17	689.52	10	7	0	17	689.52	0	0	0	0	0.00	299.00	40.56	10505.04
145	44121615-ST-S01	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece	141	47	22	210	37,128.00	0	0	0	0	0.00	28	22	2	48	7,779.20	0	0	0	0	0.00	258.00	126.80	44907.20
146	44121615-ST-B01	STAPLER, BINDER TYPE, heavy duty, desktop	unit	7	1	0	8	7,313.28	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	8.00	914.16	7313.28
147	44121615-SR-P01	STAPLE REMOVER, PLIER-TYPE	piece	157	15	11	183	4,506.70	31	0	0	31	273.90	13	19	0	32	299.00	0	0	0	0	0.00	226.00	24.30	5622.40
148	44121605-TD-T01	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece	79	5	2	86	5,501.20	0	0	0	0	0.00	11	3	0	14	898.00	0	0	0	0	0.00	100.00	64.26	6400.00
149	44101603-FB-M01	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit	1	1	0	2	19,069.44	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	9534.72	19069.44
150	44101607-CA-C01	CALCULATOR, compact, 12 digits	unit	60	10	0	70	24,279.50	5	0	0	5	1,734.25	12	3	0	15	5,202.75	0	0	0	0	0.00	90.00	346.85	31216.50
151	44101714-FX-M01	FACSIMILE MACHINE, uses thermal paper	unit	2	0	0	2	11,284.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	5642.00	11284.00
152	44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit	3	1	1	5	46,488.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5.00	9297.60	46488.00
153	44101603-PS-M01	PAPER SHREDDER, cutting width: 3mm-4mm (Entry Level)	unit	8	4	1	13	74,089.60	0	0	0	0	0.00	0	3	0	3	11,398.40	0	0	0	0	0.00	15.00	5690.20	85488.00
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES																										

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
154	4410310 9-BR-D05	DRUM CART, BROTHER DR-2455	Cart	1	0	1	2	13,894.40	0	1	0	1	6,947.20	1	0	1	2	13,894.40	0	1	0	1	6,947.20	6.00	6947.20	41683.20
155	4410310 5-BR-B04	INK CART, BROTHER LC67B, Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	910.00	0.00
156	4410310 5-BR-B05	INK CART, BROTHER LC67HYBK, Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1601.60	0.00
157	4410310 9-BR-D06	TONER CART, BROTHER DR-451CL, high yield 2000 pag	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6760.00	0.00
158	4410310 3-BR-B16	TONER CART, BROTHER TN-456 BLACK, high yield 6500	Cart	9	9	9	27	137,170.80	9	9	9	27	137,170.80	9	9	9	27	137,170.80	9	9	9	27	137,170.80	108.00	5080.40	548683.20
159	4410310 3-BR-C03	TONER CART, BROTHER TN-456 CYAN, high yield 6500	Cart	3	3	3	9	77,126.40	3	3	3	9	77,126.40	3	3	3	9	77,126.40	3	3	3	9	77,126.40	36.00	8569.60	308505.60
160	4410310 3-BR-M10	TONER CART, BROTHER TN-456 MAGENTA, high yield 65	Cart	3	3	3	9	77,126.40	3	3	3	9	77,126.40	3	3	3	9	77,126.40	3	3	3	9	77,126.40	36.00	8569.60	308505.60
161	4410310 3-BR-Y03	TONER CART, BROTHER TN-456 YELLOW, high yield 650	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	8569.60	0.00
162	4410310 3-SA-B03	TONER CART, SAMSUNG ML-D2850B, Black	Cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5116.80	0.00
163	4410310 5-CA-C04	INK CART, CANON CL-741, Col.	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	983.04	0.00
164	4410310 5-CA-C02	INK CART, CANON CL-811, Colored	cart	10	0	0	10	10,296.00	0	0	0	0	0.00	10	0	0	10	10,296.00	0	0	0	0	0.00	20.00	1029.60	20592.00
165	4410310 5-CA-B04	INK CART, CANON PG-240, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	254.00	0.00
166	4410310 5-CA-B02	INK CART, CANON PG-810, Black	cart	10	0	0	10	7,800.00	0	0	0	0	0.00	10	0	0	10	7,800.00	0	0	0	0	0.00	20.00	780.00	15600.00
167	4410310 5-EP-B17	INK CART, EPSON C13T664100 (T6641), Black	cart	140	20	12	172	42,931.20	66	18	12	96	23,961.60	109	14	12	135	33,696.00	101	12	12	125	31,200.00	528.00	249.60	131784.00
168	4410310 5-EP-C17	INK CART, EPSON C13T664200 (T6642), Cyan	cart	92	13	9	114	28,953.60	48	13	8	69	17,222.40	72	10	9	91	22,713.60	78	9	8	95	23,712.00	371.00	249.60	92561.60
169	4410310 5-EP-M17	INK CART, EPSON C13T664300 (T6643), Magenta	cart	91	13	9	113	28,704.00	48	13	8	69	17,222.40	81	10	9	100	24,960.00	78	9	8	95	23,712.00	379.00	249.60	94598.40
170	4410310 5-EP-Y17	INK CART, EPSON C13T664400 (T6644), Yellow	cart	91	13	9	113	28,704.00	48	13	8	69	17,222.40	81	10	9	100	24,960.00	78	9	8	95	23,712.00	379.00	249.60	94598.40
171	4410310 5-HP-B45	INK CART, HP C2P04AA (HP02) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	273.76	0.00
172	4410310 5-HP-T40	INK CART, HP C2P06AA (HP62) Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	850.56	0.00
173	4410310 5-HP-B09	INK CART, HP C9351AA, (HP21), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	795.60	0.00
174	4410310 5-HP-T10	INK CART, HP C9352AA, (HP22), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	920.40	0.00
175	4410310 5-HP-P48	Ink Cartridge, HP C9397A (HP72) 69ml Photo Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1996.80	0.00
176	4410310 5-HP-C48	Ink Cartridge, HP C9398A (HP72) 69ml Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1996.80	0.00
177	4410310 5-HP-M48	Ink Cartridge, HP C9399A (HP72) 69ml Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1996.80	0.00
178	4410310 5-HP-Y48	Ink Cartridge, HP C9400A (HP72) 69ml Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1996.80	0.00
179	4410310 5-HP-G48	Ink Cartridge, HP C9401A (HP72) 69ml Gray	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1996.80	0.00
180	4410310 5-HP-B48	Ink Cartridge, HP C9403A (HP72) 130ml Matte Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3016.00	0.00
181	4410310 5-HP-B17	INK CART, HP CC640WA, (HP60), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	760.00	0.00
182	4410310 5-HP-T17	INK CART, HP CC643WA, (HP60), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	915.20	0.00
183	4410310 5-HP-B35	INK CART, HP CD887AA, (HP703), Black	cart	10	0	0	10	3,660.80	10	0	0	10	3,660.80	0	0	0	0	0.00	10	0	0	10	3,660.80	30.00	366.08	10982.40
184	4410310 5-HP-T35	INK CART, HP CD888AA, (HP703), Tri-color	cart	10	0	0	10	3,660.80	10	0	0	10	3,660.80	0	0	0	0	0.00	10	0	0	10	3,660.80	30.00	366.08	10982.40
185	4410310 5-HP-C40	INK CART, HP CD972AA, (HP 920XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	641.68	0.00
186	4410310 5-HP-M40	INK CART, HP CD973AA, (HP 920XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	641.68	0.00
187	4410310 5-HP-Y40	INK CART, HP CD974AA, (HP 920XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	641.68	0.00
188	4410310 5-HP-B40	INK CART, HP CD975AA, (HP 920XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1269.84	0.00
189	4410310 5-HP-B20	INK CART, HP CH561WA, (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	656.24	0.00
190	4410310 5-HP-T20	INK CART, HP CH562WA, (HP61), Tricolor	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	821.60	0.00
191	4410310 5-HP-B49	INK CART, HP CH565A (HP82) Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1944.80	0.00
192	4410310 5-HP-C49	INK CART, HP CH566A (HP82) Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1539.20	0.00
193	4410310 5-HP-M49	INK CART, HP CH567A (HP82) Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1539.20	0.00
194	4410310 5-HP-Y49	INK CART, HP CH568A (HP82) Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1539.20	0.00
195	4410310 5-HP-B43	INK CART, HP CN045AA, (HP950XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	10	0	0	10	15,704.00	0	0	0	0	0.00	10.00	1570.40	15704.00
196	4410310 5-HP-C43	INK CART, HP CN046AA, (HP951XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1165.84	0.00
197	4410310 5-HP-M43	INK CART, HP CN047AA, (HP951XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1165.84	0.00
198	4410310 5-HP-Y43	INK CART, HP CN048AA, (HP951XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1165.84	0.00
199	4410310 5-HP-B36	INK CART, HP CN692AA, (HP704), Black	cart	64	0	0	64	23,429.12	20	0	5	25	9,152.00	64	0	0	64	23,429.12	20	0	5	25	9,152.00	178.00	366.08	65152.24
200	4410310 5-HP-T36	INK CART, HP CN693AA, (HP704), Tri-color	cart	39	0	0	39	14,277.12	15	0	5	20	7,321.60	39	0	0	39	14,277.12	15	0	5	20	7,321.60	118.00	366.08	43197.44
201	4410310 5-HP-B03	INK CART, HP C2187AA, (940XL), Black	cart	37	1	0	38	13,911.04	12	1	0	13	4,759.04	37	1	0	38	13,911.04	3	1	0	4	1,464.32	93.00	366.08	34045.44

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																						Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
202	44103105-HP-T33	INK CART, HP CZ108AA, (HP678), Tricolor	cart	37	1	20	58	21,332.64	12	1	20	33	12,080.64	37	1	30	68	24,893.44	3	1	20	24	8,785.92	183.00	366.08	66932.64
203	44103105-HP-B42	INK CART, HP CZ121A (HP685A), Black	cart	0	0	20	20	7,321.60	0	0	20	20	7,321.60	0	0	30	30	10,982.40	0	0	20	20	7,321.60	90.00	366.08	32947.20
204	44103105-HP-C33	INK CART, HP CZ122A (HP685A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	249.60	0.00
205	44103105-HP-M33	INK CART, HP CZ123A (HP685A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	249.60	0.00
206	44103105-HP-Y33	INK CART, HP CZ124A (HP685A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	249.60	0.00
207	44103105-HP-T43	Ink Cartridge, HP F6V28AA (HP680) Tri-color	cart	79	0	0	79	32,042.40	30	0	0	30	12,168.00	83	0	0	83	33,664.80	13	0	0	13	5,272.80	205.00	405.60	83148.00
208	44103105-HP-B43	Ink Cartridge, HP F6V27AA (HP680) Black	cart	88	10	0	98	39,748.80	35	0	0	35	14,196.00	92	0	0	92	37,315.20	18	0	0	18	7,300.80	243.00	405.60	98500.80
209	44103105-HP-C50	Ink Cartridge, HP L0S51AA (HP955) Cyan Original	cart	11	0	1	12	11,949.00	1	0	1	2	1,991.50	11	0	1	12	11,949.00	1	1	0	2	1,991.50	28.00	995.75	27881.00
210	44103105-HP-M50	Ink Cartridge, HP L0S54AA (HP955) Magenta Original	cart	11	0	1	12	11,949.00	1	0	1	2	1,991.50	11	0	1	12	11,949.00	1	1	0	2	1,991.50	28.00	995.75	27881.00
211	44103105-HP-Y50	Ink Cartridge, HP L0S57AA (HP955) Yellow Original	cart	11	0	1	12	11,949.00	1	0	1	2	1,991.50	11	0	1	12	11,949.00	1	1	0	2	1,991.50	28.00	995.75	27881.00
212	44103105-HP-B50	Ink Cartridge, HP L0S60AA (HP955) Black Original	cart	12	0	2	14	69,592.40	2	0	2	4	19,826.40	12	0	2	14	69,592.40	2	2	0	4	19,826.40	36.00	4956.60	178437.60
213	44103105-HX-C48	Ink Cartridge, HP L0S63AA (HP955XL) Cyan Original	cart	45	5	5	55	66,695.29	5	5	5	15	18,189.60	35	5	5	45	54,568.80	5	5	5	15	18,189.60	130.00	1212.64	157643.20
214	44103105-HX-M48	Ink Cartridge, HP L0S66AA (HP955XL) Magenta Origin	cart	35	5	5	45	54,568.80	5	5	5	15	18,189.60	30	5	5	40	48,505.60	5	5	5	15	18,189.60	115.00	1212.64	139453.60
215	44103105-HX-Y48	Ink Cartridge, HP L0S69AA (HP955XL) Yellow Origina	cart	35	5	5	45	54,568.80	5	5	5	15	18,189.60	30	5	5	40	48,505.60	5	5	5	15	18,189.60	115.00	1212.64	139453.60
216	44103105-HX-B48	Ink Cartridge, HP L0S72AA (HP955XL) Black Original	cart	35	5	5	45	73,989.80	5	5	5	15	24,663.60	30	5	5	40	65,769.60	5	5	5	15	24,663.60	115.00	1644.24	189087.60
217	44103105-HP-C51	Ink Cartridge, HP T6L89AA (HP905) Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	453.62	0.00
218	44103105-HP-M51	Ink Cartridge, HP T6L93AA (HP905) Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	453.62	0.00
219	44103105-HP-Y51	Ink Cartridge, HP T6L97AA (HP905) Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	453.62	0.00
220	44103105-HP-B51	Ink Cartridge, HP T6M01AA (HP905) Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	741.28	0.00
221	44103112-EP-R05	RIBBON CART, EPSON C13S015516 (ERP50), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	77.43	0.00
222	44103112-EP-R07	RIBBON CART, EPSON C13S015531 (S015086), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	236.32	0.00
223	44103112-EP-R13	RIBBON CART, EPSON C13S015637, Black, for LX-310	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	77.94	0.00
224	44103103-BR-B03	TONER CART, BROTHER TN-2025, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2685.28	0.00
225	44103103-BR-B04	TONER CART, BROTHER TN-2130, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1892.80	0.00
226	44103103-BR-B05	TONER CART, BROTHER TN-2150, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2685.28	0.00
227	44103103-BR-B09	TONER CART, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3367.20	0.00
228	44103103-BR-B11	TONER CART, BROTHER TN-3350, Black, for HL5450DN	cart	1	1	1	3	15,007.20	1	1	1	3	15,007.20	3	0	1	2	10,004.80	0	0	0	0	0.00	8.00	5002.40	40019.20
229	44103103-HP-B12	TONER CART, HP CB435A, Black	cart	12	1	1	14	47,320.00	1	1	1	3	10,140.00	11	1	1	13	43,940.00	0	0	0	0	0.00	30.00	3380.00	101400.00
230	44103103-HP-B14	TONER CART, HP CB540A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1337.36	0.00
231	44103103-HP-B16	TONER CART, HP CE255A, Black	cart	9	0	0	9	65,958.00	0	0	0	0	0.00	4	0	0	4	29,320.00	0	0	0	0	0.00	13.00	7332.00	95316.00
232	44103103-HP-B21	TONER CART, HP CE278A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1952.00	0.00
233	44103103-HP-B22	TONER CART, HP CE285A (HP85A), Black	cart	7	4	1	12	41,184.00	20	4	1	35	120,120.00	35	3	0	38	130,416.00	1	0	0	1	3,432.00	86.00	3432.00	295152.00
234	44103103-HP-B23	TONER CART, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2360.80	0.00
235	44103103-HP-C23	TONER CART, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2542.80	0.00
236	44103103-HP-Y23	TONER CART, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2542.80	0.00
237	44103103-HP-M23	TONER CART, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2542.80	0.00
238	44103103-HP-B24	TONER CART, HP CE320A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2916.16	0.00
239	44103103-HP-C24	TONER CART, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3672.16	0.00
240	44103103-HP-Y24	TONER CART, HP CE322A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3672.16	0.00
241	44103103-HP-M24	TONER CART, HP CE323A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3672.16	0.00
242	44103103-HP-B25	TONER CART, HP CE390A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7850.16	0.00
243	44103103-HP-B26	TONER CART, HP CE400A, Black	cart	1	0	1	2	13,800.80	0	1	0	1	6,900.40	1	0	1	2	13,800.80	0	1	0	1	6,900.40	6.00	6900.40	41402.40
244	44103103-HP-C26	TONER CART, HP CE401A, Cyan	cart	1	0	1	2	20,386.08	0	1	0	1	10,193.04	1	0	1	2	20,386.08	0	1	0	1	10,193.04	6.00	10193.04	61158.24
245	44103103-HP-Y26	TONER CART, HP CE402A, Yellow	cart	1	0	1	2	20,386.08	0	1	0	1	10,193.04	1	0	1	2	20,386.08	0	1	0	1	10,193.04	6.00	10193.04	61158.24
246	44103103-HP-M26	TONER CART, HP CE403A, Magenta	cart	1	0	1	2	20,386.08	0	1	0	1	10,193.04	1	0	1	2	20,386.08	0	1	0	1	10,193.04	6.00	10193.04	61158.24
247	44103103-HP-B27	TONER CART, HP CE410A, (HP305), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4201.60	0.00
248	44103103-HP-C27	TONER CART, HP CE411A, (HP305), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6011.20	0.00
249	44103103-HP-Y27	TONER CART, HP CE412A, (HP305), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6011.20	0.00

	Item & Specifications			Unit of Measure	Monthly Quantity Requirement																						Total Quantity for the year	Price Catalogue	Total Amount for the year
					Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
250	44103103-HP-M07	TONER CART, HP CE413A, (HP305) Magenta		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6011.26	0.00
251	44103103-HP-B08	TONER CART, HP CE505A, Black		cart	3	0	0	3	13,400.40	0	0	0	0	13,400.40	3	0	0	3	13,400.40	3	0	0	3	13,400.40	12.00	4466.80	53601.60
252	44102102-HX-B09	TONER CART, HP CE505X, Black, high cap		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7332.00	0.00
253	44103103-HP-B32	Toner Cartridge, HP CF217A (HP17A) Black LaserJet		cart	6	0	0	6	18,264.06	6	0	0	6	18,264.06	12	0	0	12	36,528.12	0	0	0	0	0.00	24.00	3044.01	73056.24
254	44103103-HP-B33	Toner Cartridge, HP CF226A (HP26A) Black LaserJet		cart	22	1	4	27	156,265.20	0	1	1	12	69,451.20	8	1	1	12	69,451.20	5	1	4	10	57,876.00	61.00	5787.60	353043.60
255	44103103-HP-B35	Toner Cartridge, HP CF283A, LaserJet Pro M401/M425		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5200.00	0.00
256	44103103-HP-B51	HP Toner CF280X		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7132.96	0.00
257	44103103-HP-B56	Toner Cartridge, HP CF281A (HP81A) Black LaserJet		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6606.00	0.00
258	44103103-HP-B57	Toner Cartridge, HP CF283A (HP83A) LaserJet Black		cart	0	0	3	3	9,725.10	0	0	2	2	6,483.40	0	0	2	2	6,483.40	0	0	3	3	9,725.10	10.00	3241.70	32417.00
259	44103103-HX-B91	Toner Cartridge, HP CF283XC (HP83X) Blk 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	0.00	4056.00	0.00
260	44103103-HP-B58	Toner Cartridge, HP CF287A (HP87) Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	10353.00	0.00
261	44103103-HX-B52	Toner Cartridge, HP CF325XC (HP25X) Black LaserJet		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	13156.00	0.00
262	44103103-HP-C60	Toner Cartridge, HP CF350A Black LJ		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2901.60	0.00
263	44103103-HP-C60	Toner Cartridge, HP CF351A Cyan LJ		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2953.60	0.00
264	44103103-HP-Y60	Toner Cartridge, HP CF352A Yellow LJ		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2953.60	0.00
265	44103103-HP-M60	Toner Cartridge, HP CF353A Magenta LJ		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2953.60	0.00
266	44103103-HP-B61	Toner Cartridge, HP CF360A (HP508A) Black LaserJet		cart	0	0	0	0	0.00	0	0	0	0	0.00	2	0	0	2	14,112.80	1	0	0	1	7,056.40	3.00	7056.40	21169.20
267	44103103-HP-C61	Toner Cartridge, HP CF361A (HP508A) Cyan LaserJet		cart	0	0	0	0	0.00	0	0	0	0	0.00	2	0	0	2	17,692.48	1	0	0	1	8,846.24	3.00	8846.24	26538.72
268	44103103-HP-Y61	Toner Cartridge, HP CF362A (HP508A) Yellow LaserJe		cart	0	0	0	0	0.00	0	0	0	0	0.00	2	0	0	2	17,692.48	1	0	0	1	8,846.24	3.00	8846.24	26538.72
269	44103103-HP-M61	Toner Cartridge, HP CF363A (HP508A) Magenta LaserJ		cart	0	0	0	0	0.00	0	0	0	0	0.00	2	0	0	2	17,692.48	1	0	0	1	8,846.24	3.00	8846.24	26538.72
270	44103103-HP-B62	Toner Cartridge, HP CF400A (HP201A) Black LaserJet		cart	2	2	2	6	20,579.68	2	0	2	4	13,719.12	2	2	1	5	17,149.90	2	0	0	2	6,859.56	17.00	3429.78	58306.26
271	44103103-HP-C62	Toner Cartridge, HP CF401A (HP201A) Cyan LaserJet		cart	1	0	1	2	8,087.66	1	0	0	1	4,043.83	1	0	1	2	8,087.66	0	0	0	0	0.00	5.00	4043.83	20219.15
272	44103103-HP-Y02	Toner Cartridge, HP CF402A (HP201A) Yellow LaserJe		cart	1	0	1	2	8,087.66	1	0	0	1	4,043.83	1	0	1	2	8,087.66	0	0	0	0	0.00	5.00	4043.83	20219.15
273	44103103-HP-M62	Toner Cartridge, HP CF403A (HP201A) Magenta LaserJ		cart	1	0	1	2	8,087.66	1	0	0	1	4,043.83	1	0	1	2	8,087.66	0	0	0	0	0.00	5.00	4043.83	20219.15
274	44103103-HP-B63	Toner Cartridge, HP CF410A (HP410A) black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4448.80	0.00
275	44103103-HX-B54	Toner Cartridge, HP CF410XC (HP410XC) black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2441.20	0.00
276	44103103-HP-C63	Toner Cartridge, HP CF411A (HP410A) cyan		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5616.00	0.00
277	44103103-HX-C54	Toner Cartridge, HP CF411XC (HP410XC) cyan		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7472.40	0.00
278	44103103-HP-Y63	Toner Cartridge, HP CF412A (HP410A) yellow		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5616.00	0.00
279	44103103-HX-Y54	Toner Cartridge, HP CF412XC (HP410XC) yellow		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7472.40	0.00
280	44103103-HP-M63	Toner Cartridge, HP CF413A (HP410A) magenta		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5616.00	0.00
281	44103103-HX-M54	Toner Cartridge, HP CF413XC (HP410XC) magenta		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7472.40	0.00
282	44103103-HP-B54	TONER CART, HP Q2612A, Black		cart	0	0	0	0	0.00	0	3	0	3	11,700.00	1	0	0	1	3,900.00	1	3	0	4	15,600.00	8.00	3900.00	31200.00
283	44103103-HP-B48	TONER CART, HP Q7553A, Black		cart	0	0	0	0	0.00	0	3	0	3	13,197.60	0	0	0	0	0.00	0	3	0	3	13,197.60	6.00	4399.20	26395.20
284	44103103-SA-B06	TONER CART, SAMSUNG MLT-D101S, Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3486.20	0.00
285	44103103-SA-B07	TONER CART, SAMSUNG MLT-D103S, Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2350.40	0.00
286	44103103-SA-B08	TONER CART, SAMSUNG MLT-D104S, Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2494.40	0.00
287	44103103-SA-B09	TONER CART, SAMSUNG MLT-D105L, Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3380.00	0.00
288	44103103-SA-B14	TONER CART, SAMSUNG MLT-D108S, Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	2875.58	0.00
289	44103103-SA-B21	TONER CART, SAMSUNG MLT-D203E, Black		cart	1	0	1	2	14,518.40	1	0	1	2	14,518.40	1	0	1	2	14,518.40	1	1	0	2	14,518.40	8.00	7259.20	58073.60
290	44103103-SA-B18	TONER CART, SAMSUNG MLT-D203L, Black		cart	6	0	0	6	20,748.00	0	0	0	0	0.00	6	0	0	6	20,748.00	0	0	0	0	0.00	12.00	3458.00	41496.00
291	44103103-SA-B20	TONER CART, SAMSUNG MLT-D203U, Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6442.80	0.00
292	44103103-SA-B12	TONER CART, SAMSUNG MLT-D205E, Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	7321.14	0.00
293	44103103-SA-B05	TONER CART, SAMSUNG MLT-D205L, Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3962.24	0.00
294	44103103-SA-B10	TONER CART, SAMSUNG SCX-D6555A, Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	4096.40	0.00
295	44103103-BR-B15	TONER CART, BROTHER TN-3478 Black		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6376.00	0.00
296	44103103-CA-B03	TONER CART, CANON CRG 324 II		cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	13190.36	0.00
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																													

	Item & Specifications			Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price Catalogue	Total Amount for the year
					Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
297	45121517-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	0.00	23023.00	0.00
298	45111609-MM-P01	MULTIMEDIA PROJECTOR, 4000 min ANSI Lumens		unit	1	1	0	2	34,944.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	2.00	17472.00	34944.00
FLAG OR ACCESSORIES																												
299	55121905-PH-F01	PHILIPPINE NATIONAL FLAG, 100% polyester		piece	4	0	2	6	1,706.04	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	6.00	284.34	1706.04
PRINTED PUBLICATIONS																												
300	55101524-RA-H01	HANDBOOK (RA 6194), 7th Edition		book	12	1	0	13	482.73	1	0	0	1	37.21	0	0	0	0	0.00	0	0	0	0	0.00	14.00	37.21	520.94
FIRE FIGHTING EQUIPMENT																												
301	46191601-FE-M01	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs		unit	6	1	0	7	8,008.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	7.00	1144.00	8008.00
302	46191601-FE-H01	FIRE EXTINGUISHER, PURE HCFC 123, 4.5kgs		unit	2	0	0	2	11,226.50	1	0	0	1	5,613.25	0	0	0	0	0.00	0	0	0	0	0.00	3.00	5613.25	16839.75
CONSUMER ELECTRONICS																												
303	52161535-DV-R01	DIGITAL VOICE RECORDER, memory: 4GB (expandable)		unit	3	2	0	5	32,078.20	0	1	0	1	6,415.64	0	0	0	0	0.00	0	0	0	0	0.00	6.00	6415.64	38493.84
FURNITURE AND FURNISHINGS																												
304	56101504-CM-B01	CHAIR, monoblocs, beige, with backrest, w/o armrest		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	0.00	303.60	0.00
305	56101504-CM-W01	CHAIR,monoblocs, white, with backrest, w/o armrest		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	0.00	301.60	0.00
306	56101519-TM-S01	TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")min		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	1336.40	0.00
307	56101519-TM-S02	TABLE, MONOBLOC, BEIGE, 889 x 889mm (35" x 35")min		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	1315.60	0.00
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																												
308	60121413-CB-F01	CLEARBOOK, 20 transparent pockets, for A4 size		piece	78	4	2	84	3,341.52	2	2	2	6	238.68	23	2	2	27	1,074.06	2	2	2	6	238.68	123.00	39.78	4892.94
309	60121413-CB-F02	CLEARBOOK, 20 transparent pockets, for LEGAL size		piece	94	4	2	100	4,238.00	2	2	2	6	254.28	23	2	2	27	1,144.26	2	2	2	6	254.28	139.00	42.38	5890.02
310	60121534-ER-F01	ERASER, PLASTIC/RUBBER, for pencil draft/writing		piece	72	10	5	87	384.54	17	9	9	17	75.51	0	0	0	0	0.00	0	0	0	0	0.00	104.00	4.42	459.68
311	60121524-SP-G01	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip		piece	1032	127	114	1248	43,193.28	334	81	75	495	17,131.95	258	155	99	1013	35,025.32	107	56	35	298	10,313.78	3,053.00	34.61	105564.33
312	60121524-SP-G02	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip		piece	1005	128	133	1266	43,816.26	345	103	106	554	19,173.04	879	153	148	1180	40,839.80	217	86	74	377	13,047.97	3,377.00	34.61	116877.07
313	60121524-SP-G03	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip		piece	301	50	40	401	16,647.41	170	25	15	210	7,268.10	277	45	28	351	12,148.11	128	20	5	153	5,295.33	1,195.00	34.61	41358.95
314	60121124-WR-P01	WRAPPING PAPER, kraft, 65gsm (+5%)		pack	15	0	5	20	3,096.80	2	0	0	2	309.68	4	0	0	4	619.36	7	0	0	7	309.68	33.00	154.84	4333.52
SOFTWARE																												
1	43231513-SFT-B01	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	0.00	0.00	0.00
2	43231602-SFT-B02	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	0.00	0.00	0.00
3	43232004-SFT-B03	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	0.00	0.00	0.00
4	43232107-SFT-B04	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	0.00	0.00	0.00
5	43232202-SFT-B05	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	0.00	0.00	0.00
6	43232304-SFT-B06	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	0.00	0.00	0.00
7	43232402-SFT-B07	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	0.00	0.00	0.00
8	43232505-SFT-B08	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	0.00	0.00	0.00
9	43232603-SFT-B09	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	0.00	0.00	0.00
10	43232701-SFT-B10	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	0.00	0.00	0.00
11	43232802-SFT-B11	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	0.00	0.00	0.00
12	43232905-SFT-B12	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	0.00	0.00	0.00
13	43233004-SFT-B13	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	0.00	0.00	0.00
14	43233205-SFT-B14	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	0.00	0.00	0.00
15	43233405-SFT-B15	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	0.00	0.00	0.00
16	43233501-SFT-B16	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	0.00	0.00	0.00
PART II. OTHER ITEMS NOT AVALABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																												
Common Electrical Supplies																												
1	40101701-AC-W01	Air Conditioning Unit, Window Inverter Type						0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2	40101701-AC-S01	Air Conditioning Unit, Split Type						0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
3								0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4								0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
5							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
6							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
7							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
8							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
9							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
10							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
12							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
13							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
14							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
15							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
Common Office Equipment																											
1	441 11905-WB-M01	White Board					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2	441 11911-WB-D01	White Board, Digital					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
5							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
6							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
7							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
8							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
9							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
10							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
12							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
13							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
14							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
15							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
Common Office Supplies																											
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
5							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
6							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
7							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
8							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
9							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
10							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
12							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
13							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
14							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
15							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
Common Janitorial Supplies																											
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
5							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
6							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
7							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
8							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
9							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
10							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
12							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
13							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
14							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
15							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
Office Equipment and Accessories																											
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
5							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
6							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
7							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
8							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
9							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
10							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
12							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
13							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
14							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
15							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
Office Supplies																											
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
5							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
6							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
7							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
8							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
9							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
10							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
12							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
13							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
14							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
15							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
Audio and visual presentation and composing equipment																											
1	52161505-TV-501	SMART Tdevision					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
2	52161520-MC-M01	Microphone					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
3	52161512-SP-K01	Speakers					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4	52161514-AM-P01	Amplifier					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
5	52161517-EQ-E01	Equalizer					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
6							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
7							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
8							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
9							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
10							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
12							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
13							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
14							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
15							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
Photographic or filming or video equipment																											
1	46171615-HD-C01	HD Camera					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2	45121504-DS-C01	DSLR Camera					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
3	45121516-VH-C01	HD Video Camera					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4	45121506-VC-C01	Video Conference Equipment					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
5							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
6							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
7							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
8							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
9							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
10							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
12							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
13							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
14							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
15							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
Cleaning Equipment and Supplies																											
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
5							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
6							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
7							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
8							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
9							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
10							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
12							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
13							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
14							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
15							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
Paper Materials and Products																											
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
5							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
6							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
7							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
8							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
9							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
10							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
12							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
13							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
14							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
15							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
Lighting and fixtures and accessories																											
1	39.12102-LB-001	LED bulb					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
5							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
6							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
7							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
8							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
9							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
10							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
12							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
13							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
Electrical equipment and components and supplies																											
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
5							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
6							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
7							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
8							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
9							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
10							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
12							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
13							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
14							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
15							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
Computer Supplies																											

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
5							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
6							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
7							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
8							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
9							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
10							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
12							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
13							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
14							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
15							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
Common ICT Equipment																											
1	43212104-PI-M01	PRINTER, Inkjet, Monochrome					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2	43212104-PI-C01	PRINTER, Inkjet, Color					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
3	43212105-PP-001	Portable Printer					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4	43211509-AT-001	Android Tablet					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
5	43222610-HS-001	Hub/Switches					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
6	43222609-NR-001	Network Routers					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
7	43222610-WA-P01	Wireless Access Point					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
8	43211711-SF-001	Scanner, Flatbed					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
9	45111601-WP-P01	Wireless Pointing Device / Laser Pointer					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
10	81112306-MF-P01	Multi Function PRINTER					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11	39121011-UP-S01	UNINTERRUPTIBLE POWER SUPPLY (UPS)					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
12	43191501-MP-001	Mobile Phone					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
13	43211711-SC-D01	Scanner, Colored, Double sided, feeder type					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
14							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
15							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
16							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
17							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
18							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
19							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
20							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
21							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
22							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
23							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
24							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
25							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
26							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
27							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
28							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
29							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																					Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
OTHER SOFTWARE																											
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
5							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
6							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
7							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
8							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
9							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
10							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
12							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
Consumables																											
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
5							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
6							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
7							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
8							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
9							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
10							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
12							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
13							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
14							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
15							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
Other Categories																											
1	53121601-GB-001	GO BAG, for disaster relief, rescue operations					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
2	60104701-SP-001	Solar Panel					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
3	46161604-LV-L01	Life Vest / Life Jacket (for emergency purposes / emergency preparedness / for disaster relief / rescue operations)					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
4	26111607-CC-S01	Charge Controller and DC Inverter for Solar Panel					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
5	46181502-BP-V01	Bullet proof vest					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
6	25172502-WW-001	Wheels _____ (type of vehicle)					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
7	40161513-FF-001	Fuel Filters					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
8	48101710-DW-F01	Drinking Water/ Fountain					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
9	26111729-AB-001	Auto Battery					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
10							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
11							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
12							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
13							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
14							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00

	Item & Specifications		Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
15							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
16							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
17							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
18							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
19							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
20							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
21							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
22							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
23							0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
A. TOTAL																								₱		13,500,929.98
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																								₱		1,350,093.00
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																								₱		-
D. GRAND TOTAL (A + B + C)																								₱		14,851,022.98
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																										
F. MONTHLY CASH REQUIREMENTS																								₱		-
G.1 Available at Procurement Service Stores							5,098,672.10					2,547,030.29					3,775,921.68					2,118,305.91		₱		13,500,929.98
G.2 Other Items not available at PS but regularly purchased from other sources							-					-					-					-		₱		-
TOTAL MONTHLY CASH REQUIREMENTS							5,098,672.10					2,547,030.29					3,775,921.68					2,118,305.91		₱		13,500,929.98

**Agency must put the monthly requirement for air tickets both local and international.*

We hereby warrant that the total amount reflected in this Annual Supplies/ Equipment 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:

DIRECTOR JOEL R. CRUZ
Property/Supplier Officer

Certified Funds Available / Certified Appropriate Funds Available:

GEMMA B. MANLANGIT
Accountant / Local Budget Officer

Approved by:

UNDERSECRETARY RENEO V. VIZMONTE
Head of Office/Agency