

ANNUAL PROCUREMENT PLAN - COMMOM-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2023 FORM

Introduction:

This form contains the common-use supplies and equipment (CSE) carried in stock by the Procurement Service – Department of Budget and Management (PS-DBM) that may be purchased by government agencies. Consistent with the DBM Circular No. 2018-10 dated 08 November 2018, the APP-CSE shall serve as the agency's annual procurement request for all its CSE requirements. Only agencies with uploaded APP-CSE in the Virtual Store will be able to purchase CSE from the PS-DBM. Note that the items listed on this form have been arranged in accordance with the United Nations Standard Products and Services Code (UNSPSC) in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

Reminders:

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store.
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.gov.ph) for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on the PART I of this template otherwise the form will be deemed invalid.
- 5.0 Additional rows for other items may be inserted in PART II, if necessary. Note that this is only applicable in the PART II of the form.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document
- 7.0 Should there be changes in the agency's CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 09182954426 or 09278478245, or email appcse.helpdesk@ps-philgeps.gov.ph, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.

Note: Consistent with the Memorandum Circular 2022-1 issued by the AO 25 dated 24 March 2022, the APP-CSE for FY 2023 must be submitted on or before 30 September 2022.

Department/Bureau/Office: PHILIPPINE CHILDREN'S MEDICAL
 Region: MAIN & NCR
 Address: QUEZON AVENUE, QUEZON CITY

Agency Code/UAACS: X314
 Organization Type: Government Owned and Controlled Corporation (GOCC)

Contact Person: ESTER L. REINOSO, MHSA
 Position: Chief, Materials Management
 E-mail: emreinoso@ps-philgeps.gov.ph
 Telephone/Mobile Nos: 8588-9900

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year		
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT					
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																										
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
1	12191601-AL-E04	ALCOHOL, Ethyl, 500 mL	bottle	834	833	833	2500	119,625.00	834	833	833	2500	119,625.00	834	833	833	2500	119,625.00	834	833	833	2500	119,625.00	10000	47.85	478,500.00
2	12191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	243	242	242	727	240,309.85	243	242	242	727	240,309.85	243	242	242	727	240,309.85	242	242	242	726	239,979.30	2907	330.55	960,908.85
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																										
3	60121413-CB-P01	CLEARBOOK, 20 transparent pockets, A4	piece	1	1	1	3	98.73	1	1	0	2	65.82	1	1	1	3	98.73	1	1	0	2	65.82	10	32.91	329.10
4	60121413-CB-P02	CLEARBOOK, 20 transparent pockets, legal	piece	3	3	3	9	327.24	3	3	2	8	290.88	3	3	3	9	327.24	3	3	2	8	290.88	34	36.36	1,236.24
5	60121534-ER-P01	ERASER, plastic/ rubber	piece	11	11	10	32	143.04	11	10	10	31	138.57	11	11	10	32	143.04	11	10	10	31	138.57	126	4.47	563.22
6	60121524-SP-G01	SIGN PEN, Black, liquid or gel	piece	26	25	25	76	1,687.20	25	25	25	75	1,665.00	26	25	25	76	1,687.20	25	25	25	75	1,665.00	302	22.20	6,704.40
7	60121524-SP-G02	SIGN PEN, Blue, liquid or gel	piece	36	36	35	107	2,375.40	36	35	35	106	2,353.20	36	36	35	107	2,375.40	36	35	35	106	2,353.20	426	22.20	9,457.20
8	60121524-SP-G03	SIGN PEN, Red, liquid or gel	piece	1	1	1	3	66.60	1	1	0	2	44.40	1	1	1	3	66.60	1	1	0	2	44.40	10	22.20	222.00
9	60121124-WR-P01	WRAPPING PAPER, kraft, 50 sheets per pack	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	161.20	0.00
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																										
10	45121517-DO-C02	DOCUMENT CAMERA, 8 MP	unit	1	0	0	1	23,623.60	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	23,623.60	23,623.60
11	45111609-MM-P01	MULTIMEDIA PROJECTOR, 4000 ANSI Lumens (min.)	unit	1	0	0	1	16,588.00	0	0	0	0	0.00	1	0	0	1	16,588.00	0	0	0	0	0.00	2	16,588.00	33,176.00
BATTERIES AND CELLS AND ACCESSORIES																										
12	26111702-BT-A02	BATTERY, dry cell, size AA, Two (2) pieces per blister pack	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	20.49	0.00
13	26111702-BT-A01	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	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	18.34	0.00
14	26111702-BT-A03	BATTERY, dry cell, size D, Two (2) pieces per blister pack	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	96.20	0.00
CLEANING EQUIPMENT AND SUPPLIES																										

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2022)	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	47131812-AF-A01	AIR FRESHENER, Aerosol type, 150g	can	18	17	17	52	4,245.28	17	17	17	51	4,163.64	18	17	17	52	4,245.28	17	17	17	51	4,163.64	206	81.64	16,817.84
16	47131604-BR-S01	BROOM, Soft (Walis Tambo)	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	136.24	0.00
17	47131604-BR-T01	BROOM, Stick (Walis Ting-ting)	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	22.78	0.00
18	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal, 900mL - 1000mL	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	41.60	0.00
19	47131805-CL-P01	CLEANSER, Scouring Powder, 350g	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	23.92	0.00
20	47131811-DE-B02	DETERGENT BAR, 140g as packed	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	8.30	0.00
21	47131811-DE-P03	DETERGENT POWDER, all purpose, 1kg	pouch	34	34	33	101	5,462.08	34	34	33	101	5,462.08	34	34	33	101	5,462.08	34	34	33	101	5,462.08	404	54.08	21,848.32
22	47131803-DS-A01	DISINFECTANT SPRAY, Aerosol type, 400g	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	139.89	0.00
23	47131601-DU-P01	DUST PAN, rigid non-breakable plastic	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	27.64	0.00
24	47131802-FW-P02	FLOOR WAX, paste type, red, 2kg	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	309.76	0.00
25	47131830-FC-A01	FURNITURE CLEANER, Aerosol type, 300mL	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	120.12	0.00
26	73101612-HS-L01	LIQUID HAND SOAP, 500mL	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42.95	0.00
27	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic, 30 liters capacity	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	2,288.00	0.00
28	47131613-MP-H02	MOPHANDLE, heavy duty	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	124.80	0.00
29	47131619-MP-R01	MOPHEAD, made of rayon	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	122.51	0.00
30	47131501-RG-C01	RAGS, all cotton, 1 kilo per bundle	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	53.14	0.00
31	47131602-SC-N01	SCOURING PAD, 5 pieces per pack	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	57.93	0.00
32	47121701-TB-P04	TRASHBAG, black, 37" x 40", XL, 10 pieces per roll or pack	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	144.04	0.00
33	47121702-WB-P01	WASTEBASKET, rigid plastic	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	31.91	0.00
COLOR COMPOUNDS AND DISPERSIONS																										
34	12171703-SI-P01	INK, for stamp pad, 50mL	bottle	3	3	3	9	260.19	3	3	3	9	260.19	3	3	3	9	260.19	3	3	2	8	231.28	35	28.91	1,011.85
CONSUMER ELECTRONICS																										
35	52161535-DV-R01	DIGITAL VOICE RECORDER	unit	1	0	0	1	7,339.16	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	7,339.16	7,339.16
FACE MASK																										
36	42131713-SM-M06	FACE MASK, 3 ply, fifty (50) pieces per box	box	1020	1019	1019	3058	236,995.00	1020	1019	1019	3058	236,995.00	1020	1019	1019	3058	236,995.00	1020	1019	1019	3058	236,995.00	12232	77.50	947,980.00
FILMS																										
37	13111203-AC-F01	ACETATE, 50 meters	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	969.88	0.00
38	13111201-CF-P01	CARBON FILM, A4, 100 sheets per box	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	221.00	0.00
39	13111201-CF-P02	CARBON FILM, Legal, 100 sheets per box	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	238.54	0.00
FIRE FIGHTING EQUIPMENT																										
40	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	9	8	8	25	28,600.00	9	8	8	25	28,600.00	9	8	8	25	28,600.00	9	8	8	25	28,600.00	100	1,144.00	114,400.00
41	46191601-FE-H01	FIRE EXTINGUISHER, pure HCFC	unit	1	0	0	1	5,613.25	1	0	0	1	5,613.25	1	0	0	1	5,613.25	0	0	0	0	0.00	3	5,613.25	16,839.75
FLAG OR ACCESSORIES																										
42	55121905-PH-F01	PHILIPPINE NATIONAL FLAG	piece	1	0	0	1	284.84	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	284.84	284.84
FURNITURE AND FURNISHINGS																										
43	56101504-CM-B01	MONOBLOC CHAIR, beige	piece	3	2	2	7	2,431.87	2	2	2	6	2,084.46	3	2	2	7	2,431.87	2	2	2	6	2,084.46	26	347.41	9,032.66
44	56101504-CM-W01	MONOBLOC CHAIR, white	piece	2	2	1	5	1,724.60	2	2	1	5	1,724.60	2	2	1	5	1,724.60	2	2	1	5	1,724.60	20	344.92	6,898.40
45	56101519-TM-S01	MONOBLOC TABLE, white, 4 seater capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,248.00	0.00

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2022)	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					
46	56101519-TM-S02	MONOBLOC TABLE, beige, 4 seater capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,248.00	0.00	
HEATING AND VENTILATION AND AIR CIRCULATION																											
47	40101604-EF-C01	ELECTRIC FAN, ceiling mount, orbit type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,222.00	0.00	
48	40101604-EF-G01	ELECTRIC FAN, industrial, ground type	unit	1	0	0	1	1,109.68	1	0	0	1	1,109.68	1	0	0	1	1,109.68	1	0	0	1	1,109.68	4	1,109.68	4,438.72	
49	40101604-EF-S01	ELECTRIC FAN, stand type	unit	1	1	0	2	1,713.72	1	1	0	2	1,713.72	1	1	0	2	1,713.72	1	0	0	1	856.86	7	856.86	5,998.02	
50	40101604-EF-W01	ELECTRIC FAN, wall mount	unit	3	2	2	7	5,379.92	2	2	2	6	4,611.36	2	2	2	6	4,611.36	2	2	2	6	4,611.36	25	768.56	19,214.00	
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																											
51	43211507-DSK001	DESKTOP, for Basic Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	24,793.60	0.00	
52	43211507-DSK002	DESKTOP, for Mid-Range Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,390.40	0.00	
53	43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB	unit	2	2	2	6	16,754.40	2	2	1	5	13,962.00	2	2	1	5	13,962.00	2	2	1	5	13,962.00	21	2,792.40	58,640.40	
54	43211503-LAP001	LAPTOP, for Mid-range Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,380.00	0.00	
55	43211503-LAP002	LAPTOP, Lightweight	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	46,800.00	0.00	
56	43211708-MQ-O01	MOUSE, OPTICAL, USB connection type	unit	1	1	1	3	449.28	1	1	0	2	299.52	1	1	1	3	449.28	1	1	0	2	299.52	10	149.76	1,497.60	
57	43212102-PR-D02	PRINTER, Impact, Dot Matrix, 24 pins, 136 columns	unit	1	0	0	1	38,100.97	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	38,100.97	38,100.97	
58	43212102-PR-D01	PRINTER, Impact, Dot Matrix, 9 pins, 80 columns	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,189.92	0.00	
59	43212105-PR-L01	PRINTER, Laser, Monochrome	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,636.89	0.00	
LIGHTING AND FIXTURES AND ACCESSORIES																											
60	39101628-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	75.61	0.00	
61	39101628-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	205.82	0.00	
MANUFACTURING COMPONENTS AND SUPPLIES																											
62	31201610-GL-J01	GLUE, all-purpose, 200 grams	jar	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	70.72	0.00	
63	31151804-SW-H01	STAPLE WIRE, heavy duty (binder type), 23/13	box	3	3	2	8	180.40	3	2	2	7	157.85	3	3	2	8	180.40	3	2	2	7	157.85	30	22.55	676.50	
64	31151804-SW-S01	STAPLE WIRE, standard	box	50	49	49	148	3,516.48	49	49	49	147	3,492.72	50	49	49	148	3,516.48	49	49	49	147	3,492.72	590	23.76	14,018.40	
65	31201502-TA-E01	TAPE, electrical	roll	17	17	16	50	972.50	17	17	16	50	972.50	17	17	16	50	972.50	17	17	16	50	972.50	200	19.45	3,890.00	
66	31201503-TA-M01	TAPE, masking, 24mm	roll	84	84	83	251	15,531.88	84	83	83	250	15,470.00	84	84	83	251	15,531.88	84	83	83	250	15,470.00	1002	61.88	62,003.76	
67	31201503-TA-M02	TAPE, masking, 48 mm	roll	11	10	10	31	3,755.96	11	10	10	31	3,755.96	11	10	10	31	3,755.96	11	10	10	31	3,755.96	124	121.16	15,023.84	
68	31201517-TA-P01	TAPE, packaging, 48 mm	roll	30	30	29	89	1,990.04	30	29	29	88	1,967.68	30	29	29	88	1,967.68	30	29	29	88	1,967.68	353	22.36	7,893.08	
69	31201512-TA-T01	TAPE, transparent, 24mm	roll	159	159	159	477	5,332.86	159	159	158	476	5,321.68	159	159	158	476	5,321.68	159	159	158	476	5,321.68	1905	11.18	21,297.90	
70	31201512-TA-T02	TAPE, transparent, 48 mm	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	22.57	0.00	
71	31151507-TW-P01	TWINE, plastic	roll	2	2	1	5	333.10	2	1	1	4	266.48	2	1	1	4	266.48	2	1	1	4	266.48	17	66.62	1,132.54	
MEASURING AND OBSERVING AND TESTING EQUIPMENT																											
72	41111604-RU-P02	RULER, plastic, 450 mm	piece	1	0	0	1	16.64	0	0	0	0	0.00	1	0	0	1	16.64	0	0	0	0	0.00	2	16.64	33.28	
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
73	44121612-BL-H01	BLADE, for general purpose cutter/utility knife, 10 pieces per tube	tube	2	2	1	5	74.10	2	2	1	5	74.10	2	2	1	5	74.10	2	2	1	5	74.10	20	14.82	296.40	
74	44101602-PB-M01	BINDING AND PUNCHING MACHINE, 50mm binding capacity	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,534.72	0.00	
75	44101807-CA-C01	CALCULATOR, Compact	unit	1	1	0	2	532.48	1	0	0	1	266.24	1	1	0	2	532.48	1	0	0	1	266.24	6	266.24	1,597.44	
76	44121710-CH-W01	CHALK, white enamel, 100 pieces per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	32.97	0.00	
77	44122105-BF-C01	CLIP, backfold, 19mm	box	3	2	2	7	61.04	2	2	2	6	52.32	2	2	2	6	52.32	2	2	2	6	52.32	25	8.72	218.00	

78	44122105-BF-C02	CLIP, backfold, 25mm	box	Monthly Quantity Requirement																	Total Quantity for the year	Price Catalogue (as of 28 July 2022)	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
				16	16	15	47	693.25	16	16	15	47	693.25	16	16	15	47	693.25	16	15	15	46	678.50	187	14.75	2,758.25
79	44122105-BF-C03	CLIP, backfold, 32mm	box	11	11	11	33	843.48	11	11	11	33	843.48	11	11	11	33	843.48	11	11	10	32	817.92	131	25.56	3,348.36
80	44122105-BF-C04	CLIP, backfold, 50mm	box	13	12	12	37	2,073.48	13	12	12	37	2,073.48	13	12	12	37	2,073.48	12	12	12	36	2,017.44	147	56.04	8,237.88
81	44121801-CT-R02	CORRECTION TAPE, 8 meters	piece	76	76	75	227	2,617.31	76	75	75	226	2,605.78	76	75	75	226	2,605.78	76	75	75	226	2,605.78	905	11.53	10,434.65
82	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	3	2	2	7	234.01	3	2	2	7	234.01	3	2	2	7	234.01	2	2	2	6	200.58	27	33.43	902.61
83	44111515-DF-B01	DATA FILE BOX	piece	5	5	5	15	1,158.00	5	5	4	14	1,080.80	5	5	4	14	1,080.80	5	5	4	14	1,080.80	57	77.20	4,400.40
84	44122011-DF-F01	DATA FOLDER	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	68.64	0.00
85	44103202-DS-M01	DATING AND STAMPING MACHINE	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	453.96	0.00
86	44121506-EN-D01	ENVELOPE, Documentary, A4, 500 pieces per box	box	3	3	2	8	6,115.20	3	2	2	7	5,350.80	3	2	2	7	5,350.80	3	2	2	7	5,350.80	29	764.40	22,167.60
87	44121506-EN-D02	ENVELOPE, Documentary, legal, 500 pieces per box	box	1	1	1	3	2,942.16	1	1	1	3	2,942.16	1	1	1	3	2,942.16	1	1	0	2	1,961.44	11	980.72	10,787.92
88	44121506-EN-X01	ENVELOPE, Expanding, Kraft, 100 pieces per box	box	1	1	0	2	1,476.80	1	0	0	1	738.40	1	1	0	2	1,476.80	1	0	0	1	738.40	6	738.40	4,430.40
89	44121506-EN-X02	ENVELOPE, Expanding, Plastic	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	30.49	0.00
90	44121506-EN-M02	ENVELOPE, Mailing, 500 pieces per box	box	2	1	1	4	1,730.08	2	1	1	4	1,730.08	2	1	1	4	1,730.08	2	1	1	4	1,730.08	16	432.52	6,920.32
91	44121504-EN-W02	ENVELOPE, Mailing, with window, 500 pieces per box	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	488.80	0.00
92	44111912-ER-B01	ERASER, felt, for blackboard/whiteboard	piece	4	3	3	10	114.10	4	3	3	10	114.10	4	3	3	10	114.10	4	3	3	10	114.10	40	11.41	456.40
93	44101714-FX-M01	FACSIMILE MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,642.00	0.00
94	44122118-FA-P01	FASTENER, metal, non-sharp edges, 50 sets per box	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	94.64	0.00
95	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	85.20	0.00
96	44122018-FT-D01	FILE TAB/INDEX DIVIDER, bristol board, A4	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	11.13	0.00
97	44122018-FT-D02	FILE TAB/INDEX DIVIDER, bristol board, legal	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	14.23	0.00
98	44122011-FO-F01	FOLDER, Fancy with slide, A4, 50 pieces per bundle	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	270.40	0.00
99	44122011-FO-F02	FOLDER, Fancy with slide, legal, 50 pieces per bundle	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	286.52	0.00
100	44122011-FO-L01	FOLDER, L-type, A4, 50 pieces per pack	pack	1	0	0	1	187.54	0	0	0	0	0.00	1	0	0	1	187.54	0	0	0	0	0.00	2	187.54	375.08
101	44122011-FO-L02	FOLDER, L-type, legal, 50 pieces per pack	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	238.57	0.00
102	44122027-FO-P01	FOLDER, pressboard, 100 pieces per box	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	952.64	0.00
103	44122011-FO-T03	FOLDER with tab, A4, 100 pieces per pack	pack	17	17	17	51	14,745.12	17	17	17	51	14,745.12	17	17	17	51	14,745.12	17	17	17	51	14,745.12	204	289.12	58,980.48
104	44122011-FO-T04	FOLDER with tab, legal, 100 pieces per pack	pack	5	5	5	15	4,998.90	5	5	5	15	4,998.90	5	5	5	15	4,998.90	5	5	5	15	4,998.90	60	333.26	19,995.60
105	44122008-IT-T01	INDEX TAB, self-adhesive, transparent, 5 sets per box	box	1	1	0	2	126.22	1	0	0	1	63.11	1	0	0	1	63.11	1	0	0	1	63.11	5	63.11	315.55
106	44111515-MF-B02	MAGAZINE FILE BOX, Large	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	41.60	0.00
107	44121716-MA-F01	MARKER, Fluorescent, 3 colors per set	set	8	8	7	23	843.18	8	7	7	22	806.52	8	7	7	22	806.52	8	7	7	22	806.52	89	36.66	3,262.74
108	44121708-MP-B01	MARKER, Permanent, Black	piece	59	59	59	177	1,322.19	59	59	58	176	1,314.72	59	59	58	176	1,314.72	59	59	58	176	1,314.72	705	7.47	5,266.35
109	44121708-MP-B02	MARKER, Permanent, Blue	piece	14	14	14	42	313.74	14	14	13	41	306.27	14	14	14	42	313.74	14	14	13	41	306.27	166	7.47	1,240.02
110	44121708-MP-B03	MARKER, Permanent, Red	piece	10	9	9	28	209.16	10	9	9	28	209.16	10	9	9	28	209.16	9	9	9	27	201.69	111	7.47	829.17
111	44121708-MW-B01	MARKER, Whiteboard, Black	piece	46	45	45	136	1,312.40	46	45	45	136	1,312.40	46	45	45	136	1,312.40	46	45	45	136	1,312.40	544	9.65	5,249.60
112	44121708-MW-B02	MARKER, Whiteboard, Blue	piece	18	18	18	54	521.10	18	18	18	54	521.10	18	18	18	54	521.10	18	18	18	54	521.10	216	9.65	2,084.40
113	44121708-MW-B03	MARKER, Whiteboard, Red	piece	15	15	15	45	434.25	15	15	15	45	434.25	15	15	15	45	434.25	15	15	14	44	424.60	179	9.65	1,727.35
114	44122104-PC-G01	PAPER CLIP, vinyl/plastic coated, 33mm	box	53	53	53	159	1,402.38	53	53	52	158	1,393.56	53	53	53	159	1,402.38	53	53	52	158	1,393.56	634	8.82	5,591.88
115	44122104-PC-J02	PAPER CLIP, vinyl/plastic coated, jumbo, 50mm	box	26	26	25	77	1,061.06	26	25	25	76	1,047.28	26	25	25	76	1,047.28	26	25	25	76	1,047.28	305	13.78	4,202.90

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2022)	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				
116	44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, table top	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0	0	0	0.00	0	9,297.60	0.00		
117	44121706-PE-L01	PENCIL, lead/graphite, with eraser, one (1) dozen per box	box	1	1	0	2	41.58	1	0	0	1	20.79	1	1	0	2	41.58	1	0	0	1	20.79	6	20.79	124.74
118	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	2	1	1	4	851.48	1	1	1	3	638.61	2	1	1	4	851.48	1	1	1	3	638.61	14	212.87	2,980.18
119	44101602-PU-P01	PUNCHER, paper, heavy duty	piece	1	1	1	3	452.40	1	1	0	2	301.60	1	1	0	2	301.60	1	1	0	2	301.60	9	150.80	1,357.20
120	44122037-RB-P10	RING BINDER, plastic, 32 mm, 10 pieces per bundle	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	274.23	0.00
121	44122101-RU-B01	RUBBER BAND No. 18, 350g	box	3	3	2	8	1,081.60	3	3	2	8	1,081.60	3	3	2	8	1,081.60	3	3	2	8	1,081.60	32	135.20	4,326.40
122	44121905-SP-F01	STAMP PAD, felt	piece	1	0	0	1	39.92	1	0	0	1	39.92	1	0	0	1	39.92	0	0	0	0	0.00	3	39.92	119.76
123	44121618-SS-S01	SCISSORS, symmetrical or asymmetrical	pair	3	2	2	7	233.59	3	2	2	7	233.59	3	2	2	7	233.59	2	2	2	6	200.22	27	33.37	900.99
124	44121615-ST-S01	STAPLER, standard type	piece	7	7	6	20	2,912.00	7	6	6	19	2,766.40	7	7	6	20	2,912.00	7	6	6	19	2,766.40	78	145.60	11,356.80
125	44121615-ST-B01	STAPLER, heavy duty (binder type), desktop	unit	2	1	1	4	3,552.64	2	1	1	4	3,552.64	2	1	1	4	3,552.64	2	1	1	4	3,552.64	16	888.16	14,210.56
126	44121613-SR-P01	STAPLE REMOVER, plier type	piece	3	3	2	8	222.96	3	2	2	7	195.09	3	2	2	7	195.09	3	2	2	7	195.09	29	27.87	808.23
127	44121605-TD-T01	TAPE DISPENSER, table top	piece	3	3	2	8	582.40	3	3	2	8	582.40	3	3	2	8	582.40	3	2	2	7	509.60	31	72.80	2,256.80
PAPER MATERIALS AND PRODUCTS																										
128	14111525-CA-A01	CARTOLINA, assorted colors, 20 pieces of assorted colors per pack	pack	23	22	22	67	5,609.24	22	22	22	66	5,525.52	23	22	22	67	5,609.24	22	22	22	66	5,525.52	266	83.72	22,269.52
129	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm, 2,000 sheets per box	box	3	3	2	8	7,060.40	3	3	2	8	7,060.40	3	3	2	8	7,060.40	3	3	2	8	7,060.40	32	882.55	28,241.60
130	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm, 2,000 sheets per box	box	1	1	0	2	2,333.76	1	1	0	2	2,333.76	1	1	0	2	2,333.76	1	1	0	2	2,333.76	8	1,166.88	9,335.04
131	14111506-CF-L22	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm, 1,000 sets per box	box	2	1	1	4	6,115.20	2	1	1	4	6,115.20	2	1	1	4	6,115.20	1	1	1	3	4,586.40	15	1,528.80	22,932.00
132	14111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm, 1,000 sets per box	box	2	1	1	4	4,105.92	1	1	1	3	3,079.44	1	1	1	3	3,079.44	1	1	1	3	3,079.44	13	1,026.48	13,344.24
133	14111506-CF-L31	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm, 500 sets per box	box	12	12	11	35	27,664.00	12	11	11	34	26,873.60	12	11	11	34	26,873.60	12	11	11	34	26,873.60	137	790.40	108,284.80
134	14111506-CF-L32	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm, 500 sets per box	box	1	1	1	3	4,524.00	1	1	0	2	3,016.00	1	1	0	2	3,016.00	1	1	0	2	3,016.00	9	1,508.00	13,572.00
135	14111609-LL-C01	LOOSELEAF COVER, 50 sets per bundle	bundle	1	1	1	3	2,384.88	1	1	1	3	2,384.88	1	1	1	3	2,384.88	1	1	1	3	2,384.88	12	794.96	9,539.52
136	14111514-NP-S02	NOTE PAD, stick on, 2" x 3", 100 sheets per pad	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	37.06	0.00
137	14111514-NP-S04	NOTE PAD, stick on, 3" x 4", 100 sheets per pad	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	59.28	0.00
138	14111514-NP-S03	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	pad	47	46	46	139	7,228.00	47	46	46	139	7,228.00	47	46	46	139	7,228.00	46	46	46	138	7,176.00	555	52.00	28,860.00
139	14111514-NB-S01	NOTEBOOK, stenographer	piece	1	0	0	1	12.04	1	0	0	1	12.04	1	0	0	1	12.04	0	0	0	0	0.00	3	12.04	36.12
140	14111507-PP-M01	PAPER, MULTICOPY A4, 500 sheets per ream	ream	366	365	365	1096	181,552.40	366	365	365	1096	181,552.40	366	365	365	1096	181,552.40	366	365	365	1096	181,552.40	4384	165.65	726,209.60
141	14111507-PP-M02	PAPER, MULTICOPY LEGAL, 500 sheets per ream	ream	123	122	122	367	69,429.06	122	122	122	366	69,239.88	123	122	122	367	69,429.06	122	122	122	366	69,239.88	1466	189.18	277,337.88
142	14111507-PP-C01	PAPER, MULTIPURPOSE A4, 500 sheets per ream	ream	330	329	329	988	136,087.12	330	329	329	988	136,087.12	330	329	329	988	136,087.12	329	329	329	987	135,949.38	3951	137.74	544,210.74
143	14111507-PP-C02	PAPER, MULTIPURPOSE LEGAL, 500 sheets per ream	ream	26	26	26	78	12,236.07	26	26	25	77	12,236.07	26	26	25	77	12,236.07	26	26	25	77	12,236.07	309	158.91	49,103.19
144	14111531-PP-R01	PAD PAPER, ruled	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	21.53	0.00
145	14111503-PA-P01	PAPER, parchment, 100 sheets per box	box	1	1	0	2	196.10	1	1	0	2	196.10	1	1	0	2	196.10	1	1	0	2	196.10	8	98.05	784.40
146	14111531-RE-B01	RECORD BOOK, 300 PAGES	book	36	35	35	106	6,614.40	36	35	35	106	6,614.40	36	35	35	106	6,614.40	36	35	35	106	6,614.40	424	62.40	26,457.60
147	14111531-RE-B02	RECORD BOOK, 500 PAGES	book	26	26	26	78	8,112.00	26	26	25	77	8,008.00	26	26	26	78	8,112.00	26	26	25	77	8,008.00	310	104.00	32,240.00
148	14111818-TH-P02	THERMAL PAPER, 216mm	roll	1	1	0	2	111.28	1	0	0	1	55.64	1	1	0	2	111.28	1	0	0	1	55.64	6	55.64	333.84
149	14111704-TT-P04	TISSUE, INTERFOLDED PAPER TOWEL, 150 pulls per pack	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	33.80	0.00
150	14111704-TT-P02	TOILET TISSUE PAPER, 2 ply, 12 rolls in a pack	pack	45	45	44	134	11,566.88	45	44	44	133	11,480.56	45	44	44	133	11,480.56	45	44	44	133	11,480.56	533	86.32	46,008.56
PERFUMES OR COLOGNES OR FRAGRANCES																										
151	53131626-HS-S01	LIQUID HAND SANITIZER, 500mL	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	80.85	0.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2022)	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						
PESTICIDES OR PEST REPELLENTS																											
152	10191509-IN-A01	INSECTICIDE, 600mL	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	139.36	0.00	
PRINTED PUBLICATIONS																											
153	55101524-RA-H01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	37.21	0.00	
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																											
1	44103109-BR-D05	DRUM CARTRIDGE, BROTHER DR-3455, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,947.20	0.00	
2	44103105-BR-B04	INK CARTRIDGE, 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	910.00	0.00	
3	44103105-BR-B05	INK CARTRIDGE, 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	1,601.60	0.00	
4	44103105-CA-C04	INK CARTRIDGE, CANON CL-741, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,126.32	0.00	
5	44103105-CA-C02	INK CARTRIDGE, CANON CL-811, Colored	cart	2	1	1	4	4,713.28	1	1	1	3	3,534.96	2	1	1	4	4,713.28	1	1	1	3	3,534.96	14	1,178.32	16,496.48	
6	44103105-CA-B04	INK CARTRIDGE, CANON PG-740, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	861.12	0.00	
7	44103105-CA-B02	INK CARTRIDGE, CANON PG-810, Black	cart	2	2	2	6	5,353.92	2	2	1	5	4,461.60	2	2	2	6	5,353.92	2	2	1	5	4,461.60	22	892.32	19,631.04	
8	44103105-EP-B17	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	cart	21	21	21	63	15,724.80	21	21	20	62	15,475.20	21	21	21	63	15,724.80	21	21	20	62	15,475.20	250	249.60	62,400.00	
9	44103105-EP-C17	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	cart	11	11	10	32	7,987.20	11	10	10	31	7,737.60	11	11	10	32	7,987.20	11	10	10	31	7,737.60	126	249.60	31,449.60	
10	44103105-EP-M17	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	cart	9	9	9	27	6,739.20	9	9	9	27	6,739.20	9	9	9	27	6,739.20	9	9	8	26	6,489.60	107	249.60	26,707.20	
11	44103105-EP-Y17	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	cart	11	10	10	31	7,737.60	10	10	10	30	7,488.00	10	10	10	30	7,488.00	10	10	10	30	7,488.00	121	249.60	30,201.60	
12	44103105-HP-B40	INK CARTRIDGE, HP C2P04AA (HP62), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	852.80	0.00	
13	44103105-HP-T40	INK CARTRIDGE, HP C2P06AA (HP62), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,048.32	0.00	
14	44103105-HP-B09	INK CARTRIDGE, HP C9351AA (HP21), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	910.00	0.00	
15	44103105-HP-T10	INK CARTRIDGE, HP C9352AA (HP22), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,053.52	0.00	
16	44103105-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	1,996.80	0.00	
17	44103105-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	1,996.80	0.00	
18	44103105-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	1,996.80	0.00	
19	44103105-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	1,996.80	0.00	
20	44103105-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	1,996.80	0.00	
21	44103105-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	3,016.00	0.00	
22	44103105-HP-B17	INK CARTRIDGE, HP C0640WA (HP60), Black	cart	2	2	1	5	4,404.40	2	2	1	5	4,404.40	2	2	1	5	4,404.40	2	2	1	5	4,404.40	20	880.88	17,617.60	
23	44103105-HP-T17	INK CARTRIDGE, HP C0643WA (HP60), Tri-color	cart	1	1	1	3	3,141.84	1	1	0	2	2,094.56	1	1	1	3	3,141.84	1	1	0	2	2,094.56	10	1,047.28	10,472.80	
24	44103105-HP-B35	INK CARTRIDGE, HP CD887AA (HP703), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00	
25	44103105-HP-T35	INK CARTRIDGE, HP CD888AA (HP703), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00	
26	44103105-HX-C40	INK CARTRIDGE, HP CD972AA (HP920XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00	
27	44103105-HX-M40	INK CARTRIDGE, HP CD973AA (HP920XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00	
28	44103105-HX-Y40	INK CARTRIDGE, HP CD974AA (HP920XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	823.68	0.00	
29	44103105-HX-B40	INK CARTRIDGE, HP CD975AA (HP920XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,541.28	0.00	
30	44103105-HP-B20	INK CARTRIDGE, HP CH561WA (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	865.28	0.00	
31	44103105-HP-T20	INK CARTRIDGE, HP CH562WA (HP61), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,066.00	0.00	
32	44103105-HP-B49	INK CARTRIDGE, 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	935.00	0.00	
33	44103105-HP-C49	INK CARTRIDGE, HP CH566A (HP82), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	740.00	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 28 July 2022)	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
34	44103105-HP-M49	INK CARTRIDGE, 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	740.00	0.00
35	44103105-HP-Y49	INK CARTRIDGE, 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	740.00	0.00
36	44103105-HX-B43	INK CARTRIDGE, HP CN045AA (HP950XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,970.80	0.00
37	44103105-HX-C43	INK CARTRIDGE, HP CN046AA (HP951XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
38	44103105-HX-M43	INK CARTRIDGE, HP CN047AA (HP951XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
39	44103105-HX-Y43	INK CARTRIDGE, HP CN048AA (HP951XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
40	44103105-HP-B36	INK CARTRIDGE, HP CN692AA (HP704), Black	cart	5	4	4	13	5,448.56	5	4	4	13	5,448.56	5	4	4	13	5,448.56	5	4	4	13	5,448.56	52	419.12	21,794.24
41	44103105-HP-T36	INK CARTRIDGE, HP CN693AA (HP704), Tri-color	cart	4	4	3	11	4,610.32	4	3	3	10	4,191.20	4	4	3	11	4,610.32	4	3	3	10	4,191.20	42	419.12	17,603.04
42	44103105-HP-B33	INK CARTRIDGE, HP CZ107AA (HP678), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	404.56	0.00
43	44103105-HP-T33	INK CARTRIDGE, HP CZ108AA (HP678), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	404.56	0.00
44	44103105-HP-B42	INK CARTRIDGE, HP CZ121A (HP685A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	312.00	0.00
45	44103105-HP-C33	INK CARTRIDGE, HP CZ122A (HP685A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00
46	44103105-HP-M33	INK CARTRIDGE, HP CZ123A (HP685A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00
47	44103105-HP-Y33	INK CARTRIDGE, HP CZ124A (HP685A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00
48	44103105-HP-T43	INK CARTRIDGE, HP F6V26AA (HP680), Tri-color	cart	3	3	3	9	3,818.88	3	3	3	9	3,818.88	3	3	3	9	3,818.88	3	3	2	8	3,394.56	35	424.32	14,851.20
49	44103105-HP-B43	INK CARTRIDGE, HP F6V27AA (HP680), Black	cart	4	3	3	10	4,243.20	4	3	3	10	4,243.20	4	3	3	10	4,243.20	4	3	3	10	4,243.20	40	424.32	16,972.80
50	44103105-HP-C50	INK CARTRIDGE, HP L0S51AA (HP955), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00
51	44103105-HP-M50	INK CARTRIDGE, HP L0S54AA (HP955), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00
52	44103105-HP-Y50	INK CARTRIDGE, HP L0S57AA (HP955), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00
53	44103105-HP-B50	INK CARTRIDGE, HP L0S60AA (HP955), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,294.80	0.00
54	44103105-HX-C48	INK CARTRIDGE, HP L0S63AA (HP955XL), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00
55	44103105-HX-M48	INK CARTRIDGE, HP L0S66AA (HP955XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00
56	44103105-HX-Y48	INK CARTRIDGE, HP L0S69AA (HP955XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00
57	44103105-HX-B48	INK CARTRIDGE, HP L0S72AA (HP955XL), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,817.92	0.00
58	44103105-HP-C51	INK CARTRIDGE, HP T6L89AA (HP905), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
59	44103105-HP-M51	INK CARTRIDGE, HP T6L93AA (HP905), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
60	44103105-HP-Y51	INK CARTRIDGE, HP T6L97AA (HP905), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
61	44103105-HP-B51	INK CARTRIDGE, HP T6M01AA (HP905), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	774.80	0.00
62	44103112-EP-R05	RIBBON CARTRIDGE, EPSON C13S015516 (#8750), Black	cart	1	0	0	1	77.43	0	0	0	0	0.00	1	0	0	1	77.43	0	0	0	0	0.00	2	77.43	154.86
63	44103112-EP-R13	RIBBON CARTRIDGE, EPSON C13S015632, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.94	0.00
64	44103112-EP-R07	RIBBON CARTRIDGE, EPSON C13S015531 (S015086)	cart	10	9	9	28	22,917.44	9	9	9	27	22,098.96	10	9	9	28	22,917.44	9	9	9	27	22,098.96	110	818.48	90,032.80
65	44103109-BR-D06	TONER CARTRIDGE, BROTHER DR-451CL, High Yield 3000	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,760.00	0.00
66	44103103-BR-B03	TONER CARTRIDGE, 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	2,685.28	0.00
67	44103103-BR-B04	TONER CARTRIDGE, 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	1,892.80	0.00
68	44103103-BR-B05	TONER CARTRIDGE, 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	2,685.28	0.00
69	44103103-BR-B09	TONER CARTRIDGE, BROTHER TN-3320, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,567.20	0.00
70	44103103-BR-B11	TONER CARTRIDGE, BROTHER TN-3350, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,002.40	0.00
71	44103103-BR-B15	TONER CARTRIDGE, BROTHER TN-3478, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,575.44	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 28 July 2022)	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
72	44103103-BR-B16	TONER CARTRIDGE, BROTHER TN-456 Black, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,564.56	0.00
73	44103103-BR-C03	TONER CARTRIDGE, BROTHER TN-456 Cyan, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
74	44103103-BR-M03	TONER CARTRIDGE, BROTHER TN-456 Magenta, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
75	44103103-BR-Y03	TONER CARTRIDGE, BROTHER TN-456 Yellow, High Yield	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,716.80	0.00
76	44103103-CA-B00	TONER CARTRIDGE, CANON CRG-324 II	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13,399.36	0.00
77	44103103-HP-B12	TONER CARTRIDGE, HP CB435A, Black	cart	1	0	0	1	3,099.20	1	0	0	1	3,099.20	1	0	0	1	3,099.20	1	0	0	1	3,099.20	4	3,099.20	12,396.80
78	44103103-HP-B14	TONER CARTRIDGE, HP CB540A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,603.60	0.00
79	44103103-HP-B18	TONER CARTRIDGE, HP CE255A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,942.00	0.00
80	44103103-HP-B21	TONER CARTRIDGE, HP CE278A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,741.92	0.00
81	44103103-HP-B22	TONER CARTRIDGE, HP CE285A (HP85A), Black	cart	5	5	5	15	48,640.80	5	5	5	15	48,640.80	5	5	5	15	48,640.80	5	5	5	15	48,640.80	60	3,242.72	194,563.20
82	44103103-HP-B23	TONER CARTRIDGE, HP CE310A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,350.40	0.00
83	44103103-HP-C23	TONER CARTRIDGE, HP CE311A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
84	44103103-HP-Y23	TONER CARTRIDGE, HP CE312A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
85	44103103-HP-M23	TONER CARTRIDGE, HP CE313A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,610.40	0.00
86	44103103-HP-B24	TONER CARTRIDGE, HP CE320A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,192.80	0.00
87	44103103-HP-C24	TONER CARTRIDGE, HP CE321A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
88	44103103-HP-Y24	TONER CARTRIDGE, HP CE322A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
89	44103103-HP-M24	TONER CARTRIDGE, HP CE323A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
90	44103103-HP-B25	TONER CARTRIDGE, HP CE390A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,872.80	0.00
91	44103103-HP-B26	TONER CARTRIDGE, HP CE400A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,786.00	0.00
92	44103103-HP-C26	TONER CARTRIDGE, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60	0.00
93	44103103-HP-Y26	TONER CARTRIDGE, HP CE402A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,193.04	0.00
94	44103103-HP-M26	TONER CARTRIDGE, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60	0.00
95	44103103-HP-B27	TONER CARTRIDGE, HP CE410A, (HP305), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,837.60	0.00
96	44103103-HP-C27	TONER CARTRIDGE, HP CE411A, (HP305), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,011.20	0.00
97	44103103-HP-Y27	TONER CARTRIDGE, HP CE412A, (HP305), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,460.00	0.00
98	44103103-HP-M27	TONER CARTRIDGE, HP CE413A, (HP305), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,011.20	0.00
99	44103103-HP-B28	TONER CARTRIDGE, HP CE505A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,050.80	0.00
100	44103103-HX-B28	TONER CARTRIDGE, HP CE505X, Black, high cap	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,332.00	0.00
101	44103103-HP-B52	TONER CARTRIDGE, HP CF217A (HP17A), Black LaserJet	cart	2	1	1	4	11,514.88	1	1	1	3	8,636.16	2	1	1	4	11,514.88	1	1	1	3	8,636.16	14	2,878.72	40,302.08
102	44103103-HP-B53	TONER CARTRIDGE, HP CF226A (HP26A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,246.80	0.00
103	44103103-HP-B55	TONER CARTRIDGE, HP CF280A, LaserJet Pro M401/M425	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,690.40	0.00
104	44103103-HP-B51	TONER CARTRIDGE, HP CF280XC	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,359.52	0.00
105	44103103-HP-B56	TONER CARTRIDGE, HP CF281A (HP81A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,800.00	0.00
106	44103103-HP-B57	TONER CARTRIDGE, HP CF283A (HP83A), LaserJet Black	cart	2	1	1	4	12,138.88	1	1	1	3	9,104.16	2	1	1	4	12,138.88	1	1	1	3	9,104.16	14	3,034.72	42,486.08
107	44103103-HX-B51	TONER CARTRIDGE, HP CF283XC (HP83X), Black Contract L	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,796.00	0.00
108	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	9,828.00	0.00
109	44103103-HX-B52	TONER CARTRIDGE, HP CF325XC (HP25X), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13,728.00	0.00

Item #	Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2022)	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					
110	44103103-HP-B60	TONER CARTRIDGE, HP CF350A, Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,574.00	0.00	
111	44103103-HP-C60	TONER CARTRIDGE, HP CF351A, Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	0.00	
112	44103103-HP-Y60	TONER CARTRIDGE, HP CF352A, Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	0.00	
113	44103103-HP-M60	TONER CARTRIDGE, HP CF353A, Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	0.00	
114	44103103-HP-B61	TONER CARTRIDGE, HP CF360A (HP508A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,030.40	0.00	
115	44103103-HP-C61	TONER CARTRIDGE, HP CF361A (HP508A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00	
116	44103103-HP-Y61	TONER CARTRIDGE, HP CF362A (HP508A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00	
117	44103103-HP-M61	TONER CARTRIDGE, HP CF363A (HP508A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00	
118	44103103-HP-B62	TONER CARTRIDGE, HP CF400A (HP201A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,099.20	0.00	
119	44103103-HP-C62	TONER CARTRIDGE, HP CF401A (HP201A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,660.80	0.00	
120	44103103-HP-Y62	TONER CARTRIDGE, HP CF402A (HP201A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,660.80	0.00	
121	44103103-HP-M62	TONER CARTRIDGE, HP CF403A (HP201A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,660.80	0.00	
122	44103103-HP-B63	TONER CARTRIDGE, HP CF410A (HP410A), Black	cart	1	1	0	2	7,800.00	1	0	0	1	3,900.00	1	1	0	2	7,800.00	1	0	0	1	3,900.00	6	3,900.00	23,400.00	
123	44103103-HX-B54	TONER CARTRIDGE, HP CF410XC (HP410XC), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,948.40	0.00	
124	44103103-HP-C63	TONER CARTRIDGE, HP CF411A (HP410A), Cyan	cart	1	0	0	1	5,038.80	1	0	0	1	5,038.80	1	0	0	1	5,038.80	0	0	0	0	0.00	3	5,038.80	15,116.40	
125	44103103-HX-C54	TONER CARTRIDGE, HP CF411XC (HP410XC), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.00	0.00	
126	44103103-HP-Y63	TONER CARTRIDGE, HP CF412A (HP410A), Yellow	cart	1	0	0	1	5,038.80	1	0	0	1	5,038.80	1	0	0	1	5,038.80	0	0	0	0	0.00	3	5,038.80	15,116.40	
127	44103103-HX-Y54	TONER CARTRIDGE, HP CF412XC (HP410XC), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.80	0.00	
128	44103103-HP-M63	TONER CARTRIDGE, HP CF413A (HP410A), Magenta	cart	1	0	0	1	5,038.80	1	0	0	1	5,038.80	1	0	0	1	5,038.80	0	0	0	0	0.00	3	5,038.80	15,116.40	
129	44103103-HX-M54	TONER CARTRIDGE, HP CF413XC (HP410XC), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,522.80	0.00	
130	44103103-HP-B34	TONER CARTRIDGE, HP Q2612A, Black	cart	1	0	0	1	3,744.00	1	0	0	1	3,744.00	1	0	0	1	3,744.00	1	0	0	1	3,744.00	4	3,744.00	14,976.00	
131	44103103-HP-B48	TONER CARTRIDGE, HP Q7553A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,680.00	0.00	
132	44103103-SA-B03	TONER CARTRIDGE, 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	5,116.80	0.00	
133	44103103-SA-B06	TONER CARTRIDGE, 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	3,484.00	0.00	
134	44103103-SA-B07	TONER CARTRIDGE, 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	2,689.44	0.00	
135	44103103-SA-B08	TONER CARTRIDGE, 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	2,454.40	0.00	
136	44103103-SA-B09	TONER CARTRIDGE, 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	3,380.00	0.00	
137	44103103-SA-B14	TONER CARTRIDGE, 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	3,289.52	0.00	
138	44103103-SA-B21	TONER CARTRIDGE, SAMSUNG MLT-D203E, 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	8,304.40	0.00	
139	44103103-SA-B18	TONER CARTRIDGE, SAMSUNG MLT-D203L, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,956.16	0.00	
140	44103103-SA-B20	TONER CARTRIDGE, 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	6,442.80	0.00	
141	44103103-SA-B12	TONER CARTRIDGE, 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	7,321.14	0.00	
142	44103103-SA-B05	TONER CARTRIDGE, 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	4,533.36	0.00	
143	44103103-SA-B10	TONER CARTRIDGE, 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	4,066.40	0.00	
SOFTWARE																											
1	43231513-SFT-001	Business function specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
2	43231602-SFT-002	Finance accounting and enterprise resource planning ERP software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	
3	43232004-SFT-003	Computer game or entertainment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00	

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2022)	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					
		4	43232107-SFT-004	Content authoring and editing software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0				0	0
5	43232202-SFT-005	Content management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
6	43232304-SFT-006	Data management and query software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
7	43232402-SFT-007	Development software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
8	43232505-SFT-008	Educational or reference software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
9	43232603-SFT-009	Industry specific software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
10	43233501-SFT-016	Information exchange software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
11	43232701-SFT-010	Network applications software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
12	43232802-SFT-011	Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
13	43232905-SFT-012	Networking software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
14	43233004-SFT-013	Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
15	43233205-SFT-014	Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
16	43233405-SFT-015	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00

PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)

		Acetate, ordinary A4	pc	85	85	85	255	637.50	85	85	85	255	637.50	85	85	85	255	637.50	85	85	85	255	637.50	1020	2.50	2,550.00
		Adhesive Tape, Magic, Acid free, 810, 8mm x 25mm	rl	6	6	5	17	1,598.00	6	6	5	17	1,598.00	6	6	5	17	1,598.00	6	6	5	17	1,598.00	68	94.00	6,392.00
		Adhesive, Double w/ foam 1", 10mtr.	rl	3	3	2	8	800.00	3	3	2	8	800.00	3	3	2	8	800.00	3	3	2	8	800.00	32	100.00	3,200.00
		Adhesive, Double w/ foam 1", 2mtr. Heavy Duty	rl	2	2	2	6	1,710.00	2	2	1	5	1,425.00	2	2	2	6	1,710.00	2	2	1	5	1,425.00	22	285.00	6,270.00
		Adhesive, Double w/ foam 1", 5mtr. Heavy Duty	rl	3	3	2	8	5,520.00	3	3	2	8	5,520.00	3	3	2	8	5,520.00	3	3	2	8	5,520.00	32	690.00	22,080.00
		Adhesive, Double 1", 25mtr.	rl	6	6	5	17	297.50	6	6	5	17	297.50	6	6	5	17	297.50	6	6	5	17	297.50	68	17.50	1,190.00
		Adhesive, Double 1/2" 25m	rl	2	1	1	4	64.00	1	1	1	3	48.00	2	1	1	4	64.00	1	1	1	3	48.00	14	16.00	224.00
		Adhesive, Glue 130g	bt	9	8	8	25	1,075.00	9	8	8	25	1,075.00	9	8	8	25	1,075.00	9	8	8	25	1,075.00	100	43.00	4,300.00
		Adhesive, Glue 240g	bt	2	1	1	4	395.20	2	1	1	4	395.20	2	1	1	4	395.20	1	1	1	3	296.40	15	98.80	1,482.00
		Adhesive, Glue 500g	bt	3	3	3	9	1,018.26	3	3	2	8	905.12	3	3	2	8	905.12	3	3	2	8	905.12	33	113.14	3,733.62
		Adhesive, Glue Mighty bond 3g	pc	3	3	2	8	428.80	3	3	2	8	428.80	3	3	2	8	428.80	3	2	2	7	375.20	31	53.60	1,661.60
		Adhesive, Masking tape 1/2" 25m	rl	1	1	1	3	60.00	1	1	1	3	60.00	1	1	1	3	60.00	1	1	1	3	60.00	12	20.00	240.00
		Adhesive, Paste Paper well 200g	jr	6	5	5	16	494.40	6	5	5	16	494.40	6	5	5	16	494.40	5	5	5	15	463.50	63	30.90	1,946.70
		Bag, Paper Brown (high quality) size 1	pc	3750	3750	3750	11250	3,825.00	3750	3750	3750	11250	3,825.00	3750	3750	3750	11250	3,825.00	3750	3750	3750	11250	3,825.00	45000	0.34	15,300.00
		Bag, paper brown (high quality) size 12	pc	2100	2100	2100	6300	7,560.00	2100	2100	2100	6300	7,560.00	2100	2100	2100	6300	7,560.00	2100	2100	2100	6300	7,560.00	25200	1.20	30,240.00
		Bag, Paper Brown (high quality) size 4	pc	4167	4167	4166	12500	7,125.00	4167	4167	4166	12500	7,125.00	4167	4167	4166	12500	7,125.00	4167	4167	4166	12500	7,125.00	50000	0.57	28,500.00
		Battery, 9V rechargeable heavy duty	pc	5	5	5	15	8,100.00	5	5	5	15	8,100.00	5	5	5	15	8,100.00	5	5	5	15	8,100.00	60	540.00	32,400.00
		Battery, AA rechargeable 1.2V	pc	38	37	37	112	19,040.00	37	37	37	111	18,870.00	37	37	37	111	18,870.00	37	37	37	111	18,870.00	445	170.00	75,650.00
		Battery, AAA rechargeable 1.2V	pc	47	47	46	140	23,800.00	47	46	46	139	23,630.00	47	47	46	140	23,800.00	47	46	46	139	23,630.00	558	170.00	94,860.00
		Battery, C rechargeable	pc	12	11	11	34	10,200.00	11	11	11	33	9,900.00	11	11	11	33	9,900.00	11	11	11	33	9,900.00	133	300.00	39,900.00
		Battery, D rechargeable	pc	3	2	2	7	2,660.00	2	2	2	6	2,280.00	3	2	2	7	2,660.00	2	2	2	6	2,280.00	26	380.00	9,880.00
		Battery, lithium for computer CMOS 2032	pc	1	1	1	3	75.00	1	1	0	2	50.00	1	1	1	3	75.00	1	1	0	2	50.00	10	25.00	250.00
		Binder Clip, Black 15mm 125/pk	pc	26	25	25	76	76.00	25	25	25	75	75.00	25	25	25	75	75.00	25	25	25	75	75.00	301	1.00	301.00
		Blade, cutter refill big 105/pk	pc	4	4	4	12	14.40	4	4	3	11	13.20	4	4	4	12	14.40	4	4	3	11	13.20	46	1.20	55.20

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2022)	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			
		Blade, X-acto #11	pc	1	1	0	2	30.00	1	0	0	1	15.00	1	0	0	1	15.00	1	0	0			
Box Filer, 2 chamber	pc	12	12	11	35	7,315.00	12	11	11	34	7,106.00	12	12	11	35	7,315.00	12	11	11	34	7,106.00	138	209.00	28,842.00
Box Filer, hardbound customized 15.5 x 9 x 9 green	pc	2	2	1	5	1,850.00	2	1	1	4	1,480.00	2	2	1	5	1,850.00	2	1	1	4	1,480.00	18	370.00	6,660.00
Bundy Clock Ribbon, for Amano EX 3000 Cartridge ribbon (CE-315150)	pc	1	1	0	2	940.00	1	0	0	1	470.00	1	0	0	1	470.00	1	0	0	1	470.00	5	470.00	2,350.00
Calculator, twin power 14 digits	pc	1	0	0	1	648.00	0	0	0	0	0.00	1	0	0	1	648.00	0	0	0	0	0.00	2	648.00	1,296.00
CD, Recordable 700MB with case	pc	44	43	43	130	2,990.00	44	43	43	130	2,990.00	44	43	43	130	2,990.00	44	43	43	130	2,990.00	520	23.00	11,960.00
CD, Rewritable 700MB with case	pc	4	4	4	12	432.00	4	4	3	11	396.00	4	4	4	12	432.00	4	4	3	11	396.00	46	36.00	1,656.00
Clamp, size 2"	pc	10	9	9	28	119.00	10	9	9	28	119.00	10	9	9	28	119.00	9	9	9	27	114.75	111	4.25	471.75
Clamp, size 3"	pc	12	12	11	35	297.50	12	12	11	35	297.50	12	12	11	35	297.50	12	11	11	34	289.00	139	8.50	1,181.50
Clearbook, refillable A4 100s blue	set	7	6	6	19	3,040.00	7	6	6	19	3,040.00	7	6	6	19	3,040.00	7	6	6	19	3,040.00	76	160.00	12,160.00
Clearbook, refillable A4 100s green	set	2	1	1	4	640.00	1	1	1	3	480.00	2	1	1	4	640.00	1	1	1	3	480.00	14	160.00	2,240.00
Clearbook, refillable A4 100s red	set	1	0	0	1	160.00	1	0	0	1	160.00	1	0	0	1	160.00	1	0	0	1	160.00	4	160.00	640.00
Clearbook, refillable A4 60s Blue	set	9	8	8	25	1,750.00	8	8	8	24	1,680.00	9	8	8	25	1,750.00	8	8	8	24	1,680.00	98	70.00	6,860.00
Clearbook, refillable long 60s blue	set	14	14	13	41	3,075.00	14	13	13	40	3,000.00	14	14	13	41	3,075.00	14	13	13	40	3,000.00	162	75.00	12,150.00
Clip Board, long w/ cover	pc	8	7	7	22	1,188.00	8	7	7	22	1,188.00	8	7	7	22	1,188.00	7	7	7	21	1,134.00	87	54.00	4,698.00
Clip Board, long w/o cover	pc	5	5	5	15	525.00	5	5	4	14	490.00	5	5	5	15	525.00	5	5	4	14	490.00	58	35.00	2,030.00
COMPUTER RIBBON, ORIG EPSON DFX9000	pc	1	1	1	3	5,250.00	1	1	0	2	3,500.00	1	1	1	3	5,250.00	1	1	0	2	3,500.00	10	1,750.00	17,500.00
Computer ribbon, orig Epson LQ300+ (7753)	pc	4	4	4	12	1,747.20	4	4	3	11	1,601.60	4	4	4	12	1,747.20	4	4	3	11	1,601.60	46	145.60	6,697.60
Computer ribbon, orig Epson LQ310	pc	81	81	81	243	31,079.70	81	81	81	243	31,079.70	81	81	81	243	31,079.70	81	81	80	242	30,951.80	971	127.90	124,190.90
Data Binder, EDP 11x14-7/8 black	pc	2	1	1	4	260.00	2	1	1	4	260.00	2	1	1	4	260.00	2	1	1	4	260.00	16	65.00	1,040.00
Data Binder, w/ side mechanism 11x13-3/4 black	pc	10	10	9	29	2,755.00	10	10	9	29	2,755.00	10	10	9	29	2,755.00	10	10	9	29	2,755.00	116	95.00	11,020.00
Data Binder, w/ side mechanism 11x13-3/4 blue	pc	9	9	8	26	2,470.00	9	8	8	25	2,375.00	9	9	8	26	2,470.00	9	8	8	25	2,375.00	102	95.00	9,690.00
Data Binder, w/ side mechanism 11x13-3/4 red	pc	1	1	0	2	190.00	1	0	0	1	95.00	1	0	0	1	95.00	1	0	0	1	95.00	5	95.00	475.00
Data Binder, w/ side mechanism 15"Width x 10-1/2"Height x 3"Thickness red	pc	2	2	1	5	680.00	2	1	1	4	544.00	2	2	1	5	680.00	2	1	1	4	544.00	18	136.00	2,448.00
Data Binder, w/ top mechanism 11"W x 15-1/2"H x 3" blue	pc	13	13	12	38	3,990.00	13	13	12	38	3,990.00	13	13	12	38	3,990.00	13	13	12	38	3,990.00	152	105.00	15,960.00
Data Binder, w/ top mechanism 11x13-3/4 black	pc	7	7	7	21	1,995.00	7	7	6	20	1,900.00	7	7	7	21	1,995.00	7	7	6	20	1,900.00	82	95.00	7,790.00
Data Binder, w/ top mechanism 11x13-3/4 blue	pc	3	2	2	7	665.00	2	2	2	6	570.00	3	2	2	7	665.00	2	2	2	6	570.00	26	95.00	2,470.00
Data File Box, Magazine 4.5	pc	1	1	0	2	160.00	1	0	0	1	80.00	1	0	0	1	80.00	1	0	0	1	80.00	5	80.00	400.00
DVD - Recordable with case	pc	42	42	41	125	3,000.00	42	42	41	125	3,000.00	42	42	41	125	3,000.00	42	42	41	125	3,000.00	500	24.00	12,000.00
DVD - RW 4.7GB with case	pc	7	6	6	19	779.00	7	6	6	19	779.00	7	6	6	19	779.00	7	6	6	19	779.00	76	41.00	3,116.00
DVD + RW 4.7GB with case	pc	14	13	13	40	1,960.00	14	13	13	40	1,960.00	14	13	13	40	1,960.00	14	13	13	40	1,960.00	160	49.00	7,840.00
Envelope, catalogue 6 x 9	pc	5	5	5	15	19.50	5	5	5	15	19.50	5	5	5	15	19.50	5	5	5	15	19.50	60	1.30	78.00
Envelope, coin 2-1/2" x 4-1/4"	pc	9	8	8	25	7.50	9	8	8	25	7.50	9	8	8	25	7.50	9	8	8	25	7.50	100	0.30	30.00
Envelope, expanding long w/ 12 pockets	pc	3	3	2	8	840.00	3	3	2	8	840.00	3	3	2	8	840.00	3	3	2	8	840.00	32	105.00	3,360.00
Envelope, expanding long with garter blue	pc	5	4	4	13	130.00	4	4	4	12	120.00	5	4	4	13	130.00	4	4	4	12	120.00	50	10.00	500.00
Envelope, expanding short w/ garter (Kraft)	pc	6	6	6	18	147.60	6	6	6	18	147.60	6	6	6	18	147.60	6	6	5	17	139.40	71	8.20	582.20
Envelope, Plastic heavy duty with handle & lock, long	pc	5	4	4	13	750.75	4	4	4	12	693.00	4	4	4	12	693.00	4	4	4	12	693.00	49	57.75	2,829.75
Envelope, Plastic long	pc	24	24	24	72	522.00	24	24	23	71	514.75	24	24	24	72	522.00	24	24	23	71	514.75	286	7.25	2,073.50

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2022)	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			
Envelope, Plastic long w/ string (H104)	pc	2	1	1	4	176.80	2	1	1	4	176.80	2	1	1	4	176.80	2	1	1	4	176.80	16	44.20	707.20
Envelope, Plastic short w/ string (H104S)	pc	2	1	1	4	150.00	2	1	1	4	150.00	2	1	1	4	150.00	2	1	1	4	150.00	16	37.50	600.00
Eraser, correction fluid water base 15ml/bt	bt	1	1	0	2	61.70	1	1	0	2	61.70	1	1	0	2	61.70	1	0	0	1	30.85	7	30.85	215.95
Eraser, correction pen fine point	pc	4	4	4	12	246.00	4	4	3	11	225.50	4	4	4	12	246.00	4	4	3	11	225.50	46	20.50	943.00
Fastener, plastic coated 50s	bx	53	52	52	157	3,669.50	52	52	52	156	3,666.00	52	52	52	156	3,666.00	52	52	52	156	3,666.00	625	23.50	14,667.50
Fastener, plastic coated 70mm 8-1/2"long 50s	bx	2	2	2	6	660.00	2	2	2	6	660.00	2	2	2	6	660.00	2	2	1	5	550.00	23	110.00	2,530.00
Filler, 3 Hole A4 clear	pk	170	169	169	508	6,096.00	169	169	169	507	6,084.00	170	169	169	508	6,096.00	169	169	169	507	6,084.00	2030	12.00	24,360.00
Flash Drive, USB 16GB	pc	9	9	9	27	4,520.88	9	9	9	27	4,520.88	9	9	9	27	4,520.88	9	9	8	26	4,353.44	107	167.44	17,918.08
Flash Drive, USB 32GB	pc	5	4	4	13	3,926.00	4	4	4	12	3,624.00	4	4	4	12	3,624.00	4	4	4	12	3,624.00	49	302.00	14,798.00
Folder, Expanding File, plastic, long, 24 pockets	pc	1	0	0	1	500.00	0	0	0	0	0.00	1	0	0	1	500.00	0	0	0	0	0.00	2	500.00	1,000.00
Folder, morocco long w/ sliding binder blue	pc	10	10	10	30	285.00	10	10	10	30	285.00	10	10	10	30	285.00	10	10	10	30	285.00	120	9.50	1,140.00
Folder, morocco long w/ sliding binder green	pc	10	9	9	28	266.00	10	9	9	28	266.00	10	9	9	28	266.00	10	9	9	28	266.00	112	9.50	1,064.00
Folder, morocco long w/ sliding binder red	pc	1	1	0	2	19.00	1	0	0	1	9.50	1	1	0	2	19.00	1	0	0	1	9.50	6	9.50	57.00
Folder, morocco long w/ sliding binder yellow	pc	1	1	1	3	28.50	1	1	0	2	19.00	1	1	1	3	28.50	1	1	0	2	19.00	10	9.50	95.00
Folder, Office Cover (clear plastic) A4 blue	pc	7	7	6	20	472.00	7	7	6	20	472.00	7	7	6	20	472.00	7	7	6	20	472.00	80	23.60	1,888.00
Folder, Office Cover (clear plastic) A4 green	pc	1	1	0	2	47.20	1	0	0	1	23.60	1	0	0	1	23.60	1	0	0	1	23.60	5	23.60	118.00
Folder, Office Cover (clear plastic) A4 red	pc	14	14	13	41	967.60	14	13	13	40	944.00	14	13	13	40	944.00	14	13	13	40	944.00	161	23.60	3,799.60
Folder, Office Cover (clear plastic) A4 violet	pc	2	2	1	5	118.00	2	2	1	5	118.00	2	2	1	5	118.00	2	2	1	5	118.00	20	23.60	472.00
Folder, Office Cover (clear plastic) A4 Yellow	pc	1	1	1	3	70.80	1	1	0	2	47.20	1	1	1	3	70.80	1	1	0	2	47.20	10	23.60	236.00
Folder, Office Cover (clear plastic) long blue	pc	18	17	17	52	1,300.00	17	17	17	51	1,275.00	18	17	17	52	1,300.00	17	17	17	51	1,275.00	206	25.00	5,150.00
Folder, Office Cover (clear plastic) long green	pc	1	1	1	3	75.00	1	1	1	3	75.00	1	1	1	3	75.00	1	1	0	2	50.00	11	25.00	275.00
Folder, Office Cover (clear plastic) long red	pc	4	4	3	11	275.00	4	3	3	10	250.00	4	3	3	10	250.00	4	3	3	10	250.00	41	25.00	1,025.00
Folder, plastic A4 w/ sliding binder white	pc	2	2	1	5	30.00	2	2	1	5	30.00	2	2	1	5	30.00	2	2	1	5	30.00	20	6.00	120.00
Folder, plastic long w/ sliding binder blue	pc	3	2	2	7	55.23	3	2	2	7	55.23	3	2	2	7	55.23	2	2	2	6	47.34	27	7.89	213.03
Folder, plastic long w/ sliding binder green	pc	1	1	1	3	23.67	1	1	1	3	23.67	1	1	1	3	23.67	1	1	1	3	23.67	12	7.89	94.68
Folder, plastic w/ closure on 2 sides long transparent	pc	2	1	1	4	20.00	2	1	1	4	20.00	2	1	1	4	20.00	1	1	1	3	15.00	15	5.00	75.00
Folder, pressboard w/ metal tab long green	pc	28	27	27	82	1,763.00	27	27	27	81	1,741.50	28	27	27	82	1,763.00	27	27	27	81	1,741.50	326	21.50	7,009.00
Folder, pressboard w/o metal tab long blue	pc	38	38	38	114	2,394.00	38	38	37	113	2,373.00	38	38	38	114	2,394.00	38	38	37	113	2,373.00	454	21.00	9,534.00
Folder, pressboard w/o metal tab long green	pc	104	103	103	310	6,510.00	104	103	103	310	6,510.00	104	103	103	310	6,510.00	103	103	103	309	6,489.00	1239	21.00	26,019.00
Folder, pressboard w/o metal tab long red	pc	8	8	7	23	483.00	8	7	7	22	462.00	8	8	7	23	483.00	8	7	7	22	462.00	90	21.00	1,890.00
Folder, pressboard w/o metal tab long violet	pc	2	2	1	5	105.00	2	2	1	5	105.00	2	2	1	5	105.00	2	2	1	5	105.00	20	21.00	420.00
Folder, pressboard w/o metal tab long yellow	pc	11	10	10	31	651.00	11	10	10	31	651.00	11	10	10	31	651.00	11	10	10	31	651.00	124	21.00	2,604.00
Folder, pressboard w/o metal tab long yellow gold	pc	3	3	2	8	168.00	3	2	2	7	147.00	3	3	2	8	168.00	3	2	2	7	147.00	30	21.00	630.00
Folder, pressboard w/o metal tab short green	pc	5	4	4	13	195.00	4	4	4	12	180.00	5	4	4	13	195.00	4	4	4	12	180.00	50	15.00	750.00
Glue Gun, big	pc	2	1	1	4	240.00	1	1	1	3	180.00	2	1	1	4	240.00	1	1	1	3	180.00	14	60.00	840.00
Glue Stick for Glue Gun big	pc	15	15	14	44	275.00	15	14	14	43	268.75	15	15	14	44	275.00	15	14	14	43	268.75	174	6.25	1,067.50
Glue Stick, white, 25g	pc	3	3	3	9	627.75	3	3	2	8	558.00	3	3	2	8	558.00	3	3	2	8	558.00	33	69.75	2,301.75
ID Card Case w/ string	pc	9	8	8	25	275.00	9	8	8	25	275.00	9	8	8	25	275.00	9	8	8	25	275.00	100	11.00	1,100.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2022)	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			
Index Card, 5 x 8 RBS	pc	415	414	414	1243	472.34	415	414	414	1243	472.34	415	414	414	1243	472.34	415	414	414	1243	472.34	4972	0.38	1,889.36
Index Tab file divider (L) colored(1 set of 5)	set	5	4	4	13	195.00	4	4	4	12	180.00	5	4	4	13	195.00	4	4	4	12	180.00	50	15.00	750.00
Index Tab self adhesive double sided (20s)	pk	1	1	1	3	187.20	1	1	0	2	124.80	1	1	1	3	187.20	1	1	0	2	124.80	10	62.40	624.00
Ink Cartridge, Canon # 750 black	crt	1	0	0	1	720.00	1	0	0	1	720.00	1	0	0	1	720.00	0	0	0	0	0.00	3	720.00	2,160.00
Ink Cartridge, Canon # 751 Black	crt	1	0	0	1	793.80	1	0	0	1	793.80	1	0	0	1	793.80	0	0	0	0	0.00	3	793.80	2,381.40
Ink Cartridge, Canon # 751 Cyan	crt	1	0	0	1	689.00	1	0	0	1	689.00	1	0	0	1	689.00	0	0	0	0	0.00	3	689.00	2,067.00
Ink Cartridge, Canon # 751 Magenta	crt	1	0	0	1	689.00	1	0	0	1	689.00	1	0	0	1	689.00	0	0	0	0	0.00	3	689.00	2,067.00
Ink Cartridge, Canon # 751 Yellow	crt	1	0	0	1	689.00	1	0	0	1	689.00	1	0	0	1	689.00	0	0	0	0	0.00	3	689.00	2,067.00
Ink, Continuous Brother BT 5000 Cyan 48ml	bt	1	0	0	1	365.00	1	0	0	1	365.00	1	0	0	1	365.00	1	0	0	1	365.00	4	365.00	1,460.00
Ink, Continuous Brother BT 5000 Magenta 48ml	bt	1	0	0	1	365.00	1	0	0	1	365.00	1	0	0	1	365.00	1	0	0	1	365.00	4	365.00	1,460.00
Ink, Continuous Brother BT 5000 Yellow 48ml	bt	1	0	0	1	365.00	1	0	0	1	365.00	1	0	0	1	365.00	1	0	0	1	365.00	4	365.00	1,460.00
Ink, Continuous Brother BT 6000 Black 180ml	bt	1	1	0	2	730.00	1	0	0	1	365.00	1	1	0	2	730.00	1	0	0	1	365.00	6	365.00	2,190.00
Ink, Continuous Epson 001 C13T03Y100 127ml black	crt	10	10	10	30	13,050.00	10	10	9	29	12,615.00	10	10	10	30	13,050.00	10	10	9	29	12,615.00	118	435.00	51,330.00
Ink, Continuous Epson 001 C13T03Y200 70ml cyan	crt	6	5	5	16	4,640.00	6	5	5	16	4,640.00	6	5	5	16	4,640.00	5	5	5	15	4,350.00	63	290.00	18,270.00
Ink, Continuous Epson 001 C13T03Y300 70ml magenta	crt	6	5	5	16	4,640.00	6	5	5	16	4,640.00	6	5	5	16	4,640.00	5	5	5	15	4,350.00	63	290.00	18,270.00
Ink, Continuous Epson 001 C13T03Y400 70ml yellow	crt	3	3	3	9	2,610.00	3	3	2	8	2,320.00	3	3	3	9	2,610.00	3	3	2	8	2,320.00	34	290.00	9,860.00
Ink, Continuous Epson 003 C13T00V100 65ml black	bt	39	39	38	116	27,840.00	39	38	38	115	27,600.00	39	38	38	115	27,600.00	39	38	38	115	27,600.00	461	240.00	110,640.00
Ink, Continuous Epson 003 C13T00V200 65ml cyan	bt	18	18	18	54	14,580.00	18	18	18	54	14,580.00	18	18	18	54	14,580.00	18	18	17	53	14,310.00	215	270.00	58,050.00
Ink, Continuous Epson 003 C13T00V300 65ml magenta	bt	19	18	18	55	14,795.00	18	18	18	54	14,526.00	19	18	18	55	14,795.00	18	18	18	54	14,526.00	218	269.00	58,642.00
Ink, Continuous Epson 003 C13T00V400 65ml yellow	bt	21	21	20	62	16,678.00	21	20	20	61	16,409.00	21	20	20	61	16,409.00	21	20	20	61	16,409.00	245	269.00	65,905.00
Ink, Continuous Epson T6731 70ml black	bt	2	2	2	6	2,910.00	2	2	1	5	2,425.00	2	2	1	5	2,425.00	2	2	1	5	2,425.00	21	485.00	10,185.00
Ink, Continuous Epson T6732 70ml cyan	bt	2	2	2	6	2,910.00	2	2	1	5	2,425.00	2	2	1	5	2,425.00	2	2	1	5	2,425.00	21	485.00	10,185.00
Ink, Continuous Epson T6733 70ml magenta	bt	2	2	2	6	2,910.00	2	2	1	5	2,425.00	2	2	2	6	2,910.00	2	2	1	5	2,425.00	22	485.00	10,670.00
Ink, Continuous Epson T6734 70ml yellow	bt	3	2	2	7	3,430.00	2	2	2	6	2,940.00	3	2	2	7	3,430.00	2	2	2	6	2,940.00	26	490.00	12,740.00
Ink, Continuous Epson T6735 70ml light cyan	bt	1	1	1	3	1,470.00	1	1	0	2	980.00	1	1	0	2	980.00	1	1	0	2	980.00	9	490.00	4,410.00
Ink, Continuous Epson T6736 70ml light magenta	bt	2	2	2	6	2,940.00	2	2	2	6	2,940.00	2	2	2	6	2,940.00	2	2	2	6	2,940.00	24	490.00	11,760.00
Ink, Continuous HP GT51/GT53 90ml black	bt	10	10	9	29	9,570.00	10	10	9	29	9,570.00	10	10	9	29	9,570.00	10	10	9	29	9,570.00	116	330.00	38,280.00
Ink, Continuous HP GT52 70ml cyan	bt	6	5	5	16	3,968.00	6	5	5	16	3,968.00	6	5	5	16	3,968.00	6	5	5	16	3,968.00	64	248.00	15,872.00
Ink, Continuous HP GT52 70ml magenta	bt	6	5	5	16	3,968.00	6	5	5	16	3,968.00	6	5	5	16	3,968.00	6	5	5	16	3,968.00	64	248.00	15,872.00
Ink, Continuous HP GT52 70ml yellow	bt	6	5	5	16	3,968.00	6	5	5	16	3,968.00	6	5	5	16	3,968.00	6	5	5	16	3,968.00	64	248.00	15,872.00
Ink, Fountain pen black	bt	1	0	0	1	69.00	1	0	0	1	69.00	1	0	0	1	69.00	0	0	0	0	0.00	3	69.00	207.00
Ink, Permanent Marker, black	bt	1	0	0	1	85.00	1	0	0	1	85.00	1	0	0	1	85.00	1	0	0	1	85.00	4	85.00	340.00
Ink, Stamp Pad 1oz 30ml black	bt	3	2	2	7	103.25	2	2	2	6	88.50	3	2	2	7	103.25	2	2	2	6	88.50	26	14.75	383.50
Ink, Stamp Pad 1oz 30ml blue	bt	3	3	2	8	118.00	3	2	2	7	103.25	3	3	2	8	118.00	3	2	2	7	103.25	30	14.75	442.50
Ink, Stamp Pad 1oz 30ml Red	bt	3	2	2	7	196.00	3	2	2	7	196.00	3	2	2	7	196.00	3	2	2	7	196.00	28	28.00	784.00
Ink, Trodat printy 28ml Black	bt	3	3	3	9	1,440.00	3	3	3	9	1,440.00	3	3	3	9	1,440.00	3	3	3	9	1,440.00	36	160.00	5,760.00
Laminating Film 125 microns, size: 8.25 x 11.75, 20s/pk	pk	4	3	3	10	4,200.00	4	3	3	10	4,200.00	4	3	3	10	4,200.00	3	3	3	9	3,780.00	39	420.00	16,380.00
Laminating film, roll 100x100mm 125microns	rl	1	0	0	1	420.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	420.00	420.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2022)	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			
		Magnet Button, for whiteboard 12pcs/pk	pk	1	0	0	1	150.00	0	0	0	0	0.00	1	0	0	1	150.00	0	0	0			
Moistener, green	pc	2	2	2	6	132.00	2	2	2	6	132.00	2	2	2	6	132.00	2	2	2	6	132.00	24	22.00	528.00
Notebook, Spiral 80 leaves	pc	5	5	5	15	195.00	5	5	4	14	182.00	5	5	5	15	195.00	5	5	4	14	182.00	58	13.00	754.00
Paper Tape, Adding machine/calculator, 2-1/4"	rl	14	14	14	42	504.00	14	14	13	41	492.00	14	14	14	42	504.00	14	14	13	41	492.00	166	12.00	1,992.00
PAPER, BOARD A4, 180 GSM	PK	38	38	37	113	3,390.00	38	37	37	112	3,360.00	38	38	37	113	3,390.00	38	37	37	112	3,360.00	450	30.00	13,500.00
Paper, Board short 200gsm, cream 10/pk	pk	2	1	1	4	104.00	2	1	1	4	104.00	2	1	1	4	104.00	1	1	1	3	78.00	15	26.00	390.00
Paper, Board Specialty short, bluestone 10/set	set	3	2	2	7	196.00	2	2	2	6	168.00	2	2	2	6	168.00	2	2	2	6	168.00	25	28.00	700.00
Paper, Board, 200 gsm, white, short 10s	pk	2	2	1	5	121.25	2	2	1	5	121.25	2	2	1	5	121.25	2	2	1	5	121.25	20	24.25	485.00
Paper, Board, A4 (8.5" x 11.75") 160gsm light blue 10s	pk	1	1	0	2	84.00	1	0	0	1	42.00	1	0	0	1	42.00	1	0	0	1	42.00	5	42.00	210.00
Paper, Board, A4 (8.5" x 11.75") 160gsm light lagoon green 10s	pk	3	3	2	8	316.00	3	2	2	7	276.50	3	3	2	8	316.00	3	2	2	7	276.50	30	39.50	1,185.00
Paper, Board, A4 (8.5" x 11.75") 160gsm neon orange 10s	pk	1	1	0	2	89.78	1	0	0	1	44.89	1	0	0	1	44.89	1	0	0	1	44.89	5	44.89	224.45
Paper, Board, A4 (8.5" x 11.75") 160gsm pink 10s	pk	1	1	0	2	79.00	1	0	0	1	39.50	1	0	0	1	39.50	1	0	0	1	39.50	5	39.50	197.50
Paper, Board, A4 (8.5" x 11.75") 160gsm white 10s	pk	19	19	18	56	1,680.00	19	19	18	56	1,680.00	19	19	18	56	1,680.00	19	18	18	55	1,650.00	223	30.00	6,690.00
Paper, Carbon A4 100s	pk	4	3	3	10	1,040.00	3	3	3	9	936.00	4	3	3	10	1,040.00	3	3	3	9	936.00	38	104.00	3,952.00
Paper, Colored Asstd color 9x12 20s	pk	2	2	1	5	150.00	2	1	1	4	120.00	2	1	1	4	120.00	2	1	1	4	120.00	17	30.00	510.00
Paper, Colored Asstd color A4, board	pk	1	0	0	1	39.50	1	0	0	1	39.50	1	0	0	1	39.50	1	0	0	1	39.50	4	39.50	158.00
Paper, Colored Peach Long 50s	pk	5	5	5	15	1,267.50	5	5	5	15	1,267.50	5	5	5	15	1,267.50	5	5	5	15	1,267.50	60	84.50	5,070.00
Paper, Colored, 8.5" x 13", blue, (10s / pack)	pk	1	1	1	3	79.50	1	1	1	3	79.50	1	1	1	3	79.50	1	1	1	3	79.50	12	26.50	318.00
Paper, Colored, 8.5" x 13", pink, (10s / pack)	pk	1	1	1	3	79.50	1	1	0	2	53.00	1	1	1	3	79.50	1	1	0	2	53.00	10	26.50	265.00
Paper, Colored, 8.5" x 13", yellow, (10s / pack)	pk	1	1	1	3	79.50	1	1	0	2	53.00	1	1	1	3	79.50	1	1	0	2	53.00	10	26.50	265.00
Paper, Colored, 8.5" x 14", blue, (10s / pack)	pk	1	1	1	3	99.00	1	1	0	2	66.00	1	1	0	2	66.00	1	1	0	2	66.00	9	33.00	297.00
Paper, Colored, 8.5" x 14", green, (10s / pack)	pk	1	0	0	1	33.00	1	0	0	1	33.00	1	0	0	1	33.00	1	0	0	1	33.00	4	33.00	132.00
Paper, Colored, 8.5" x 14", orange, (10s / pack)	pk	85	85	84	254	8,382.00	85	84	84	253	8,349.00	85	85	84	254	8,382.00	85	84	84	253	8,349.00	1014	33.00	33,462.00
Paper, Colored, 8.5" x 14", pink, (10s / pack)	pk	1	0	0	1	33.00	1	0	0	1	33.00	1	0	0	1	33.00	1	0	0	1	33.00	4	33.00	132.00
Paper, Colored, 8.5" x 14", red, (10s / pack)	pk	1	1	1	3	135.00	1	1	0	2	90.00	1	1	1	3	135.00	1	1	0	2	90.00	10	45.00	450.00
Paper, Colored, 8.5" x 14", yellow, (10s / pack)	pk	2	2	2	6	198.00	2	2	2	6	198.00	2	2	2	6	198.00	2	2	2	6	198.00	24	33.00	792.00
Paper, Continuous Form 9-1/2 x 5-1/2 1-ply, 60gsm perforated 4000pcs/bx	bx	3	2	2	7	4,200.00	3	2	2	7	4,200.00	3	2	2	7	4,200.00	3	2	2	7	4,200.00	28	600.00	16,800.00
Paper, Continuous Form 9-1/2 x 5-1/2 2-ply, 56gsm perforated 2000sets/bx	bx	15	15	14	44	35,200.00	15	14	14	43	34,400.00	15	14	14	43	34,400.00	15	14	14	43	34,400.00	173	800.00	138,400.00
Paper, Copy A3 5-24, 80gsm	nm	7	7	7	21	7,455.00	7	7	7	21	7,455.00	7	7	7	21	7,455.00	7	7	7	21	7,455.00	84	355.00	29,820.00
Paper, Copy short, 5-24, 80gsm	nm	4	4	4	12	2,100.00	4	4	3	11	1,925.00	4	4	3	11	1,925.00	4	4	3	11	1,925.00	45	175.00	7,875.00
Paper, Kraft (36")	rl	22	22	21	65	7,312.50	22	22	21	65	7,312.50	22	22	21	65	7,312.50	22	22	21	65	7,312.50	260	112.50	29,250.00
Paper, Manila	pc	486	486	485	1457	5,099.50	486	485	485	1456	5,096.00	486	485	485	1456	5,096.00	486	485	485	1456	5,096.00	5825	3.50	20,387.50
Paper, Mimeo A4 5-20 blue	nm	8	8	8	24	5,784.00	8	8	8	24	5,784.00	8	8	8	24	5,784.00	8	8	8	24	5,784.00	96	241.00	23,136.00
Paper, Mimeo A4 5-20 green	nm	4	4	3	11	2,651.00	4	4	3	11	2,651.00	4	4	3	11	2,651.00	4	3	3	10	2,410.00	43	241.00	10,363.00
Paper, Mimeo A4 5-20 pink	nm	7	7	7	21	5,061.00	7	7	6	20	4,820.00	7	7	7	21	5,061.00	7	7	6	20	4,820.00	82	241.00	19,762.00
Paper, Mimeo A4 5-20 yellow	nm	8	8	8	24	5,784.00	8	8	7	23	5,543.00	8	8	8	24	5,784.00	8	8	7	23	5,543.00	94	241.00	22,654.00
Paper, Photo glossy A4	pc	114	114	113	341	1,824.35	114	114	113	341	1,824.35	114	114	113	341	1,824.35	114	113	113	340	1,819.00	1363	5.35	7,292.05
Paper, Specialty short cream 10/set	set	16	16	15	47	893.00	16	16	15	47	893.00	16	16	15	47	893.00	16	15	15	46	874.00	187	19.00	3,553.00

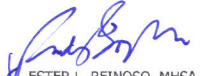
Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year
		Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
		Paper, Specialty short white 10/set	set	1	1	1	3	69.00	1	1	0	2	46.00	1	1	1	3	69.00	1	1	0			
Paper, Specialty short yellow 10/set	set	1	1	1	3	69.00	1	1	0	2	46.00	1	1	1	3	69.00	1	1	0	2	46.00	10	23.00	230.00
Paper, Sticker A4 light green 5s/pk	pk	1	1	0	2	130.00	1	0	0	1	65.00	1	0	0	1	65.00	1	0	0	1	65.00	5	65.00	325.00
Paper, Sticker short, transparent, water proof printable 10s/pk	pk	2	2	2	6	960.00	2	2	2	6	960.00	2	2	2	6	960.00	2	2	2	6	960.00	24	160.00	3,840.00
Paper, Sticker short, white 10s/pk	pk	31	31	31	93	4,185.00	31	31	30	92	4,140.00	31	31	31	93	4,185.00	31	31	30	92	4,140.00	370	45.00	16,650.00
Paper, Thermal 78mm x 80mm	rl	9	8	8	25	2,062.50	9	8	8	25	2,062.50	9	8	8	25	2,062.50	8	8	8	24	1,980.00	99	82.50	8,167.50
Paper, Thermal 80mm x 25 1/2 core	rl	4	3	3	10	350.00	4	3	3	10	350.00	4	3	3	10	350.00	4	3	3	10	350.00	40	35.00	1,400.00
Paper, Yellow ruled	pd	1	1	0	2	38.00	1	0	0	1	19.00	1	0	0	1	19.00	1	0	0	1	19.00	5	19.00	95.00
Pen, Ball point 0.7 black	pc	144	143	143	430	1,677.00	144	143	143	430	1,677.00	144	143	143	430	1,677.00	144	143	143	430	1,677.00	1720	3.90	6,708.00
Pen, Ball point 0.7 blue	pc	51	50	50	151	588.90	50	50	50	150	585.00	51	50	50	151	588.90	50	50	50	150	585.00	602	3.90	2,347.80
Pen, Ball point 0.7 green	pc	4	4	3	11	52.25	4	4	3	11	52.25	4	4	3	11	52.25	4	4	3	11	52.25	44	4.75	209.00
Pen, Ball point 0.7 red (for COA only)	pc	3	3	3	9	42.75	3	3	2	8	38.00	3	3	2	8	38.00	3	3	2	8	38.00	33	4.75	156.75
Pen, Marking bullet tip green	pc	1	0	0	1	28.00	0	0	0	0	0.00	1	0	0	1	28.00	0	0	0	0	0.00	2	28.00	56.00
Pen, Marking bullet tip violet	pc	1	1	0	2	64.00	1	0	0	1	32.00	1	0	0	1	32.00	1	0	0	1	32.00	5	32.00	160.00
Pen, permanent marker 0.7 black	pc	27	26	26	79	5,530.00	26	26	26	78	5,460.00	26	26	26	78	5,460.00	26	26	26	78	5,460.00	313	70.00	21,910.00
Pen, Sign 0.5 green	pc	3	2	2	7	368.55	2	2	2	6	315.90	2	2	2	6	315.90	2	2	2	6	315.90	25	52.65	1,316.25
Pen, Sign 0.5 violet	pc	3	3	3	9	473.85	3	3	3	9	473.85	3	3	3	9	473.85	3	3	2	8	421.20	35	52.65	1,842.75
Pen, Whiteboard bullet tip green	pc	1	1	0	2	97.00	1	1	0	2	97.00	1	1	0	2	97.00	1	0	0	1	48.50	7	48.50	339.50
Pencil, with eraser # 1	pc	55	55	55	165	1,023.00	55	55	54	164	1,016.80	55	55	55	165	1,023.00	55	55	54	164	1,016.80	658	6.20	4,079.60
Plastic cover, transparent g2.6	m	18	17	17	52	624.00	18	17	17	52	624.00	18	17	17	52	624.00	17	17	17	51	612.00	207	12.00	2,484.00
Post-it memo pad 3x5	pd	16	16	15	47	1,175.00	16	15	15	46	1,150.00	16	16	15	47	1,175.00	16	15	15	46	1,150.00	186	25.00	4,650.00
Post-it memo pad 4x6 ruled	pd	9	9	8	26	3,582.80	9	9	8	26	3,582.80	9	9	8	26	3,582.80	9	9	8	26	3,582.80	104	137.80	14,331.20
Puncher, Paper two-hole Heavy Duty (65-70 sheet cap)	pc	3	3	2	8	5,336.00	3	3	2	8	5,336.00	3	3	2	8	5,336.00	3	2	2	7	4,669.00	31	667.00	20,677.00
Rack, Paper In/Out steel 2-layer	pc	3	2	2	7	2,065.00	2	2	2	6	1,770.00	2	2	2	6	1,770.00	2	2	2	6	1,770.00	25	295.00	7,375.00
Ribbon, Calculator/Adding machine twin pool	pc	1	1	0	2	32.40	1	0	0	1	16.20	1	0	0	1	16.20	1	0	0	1	16.20	5	16.20	81.00
Ring Binder #CVP 10.1" A4 black	pc	2	1	1	4	718.00	1	1	1	3	538.50	2	1	1	4	718.00	1	1	1	3	538.50	14	179.50	2,513.00
Ring Binder 1" black	m	2	2	1	5	105.00	2	2	1	5	105.00	2	2	1	5	105.00	2	2	1	5	105.00	20	21.00	420.00
Ring Binder 2" black	m	3	3	3	9	351.00	3	3	3	9	351.00	3	3	3	9	351.00	3	3	3	9	351.00	36	39.00	1,404.00
Ring Binder, 3 Hole A4 blue	pc	4	3	3	10	1,795.20	4	3	3	10	1,795.20	4	3	3	10	1,795.20	4	3	3	10	1,795.20	40	179.52	7,180.80
Rubberband, 350g round	bx	3	3	2	8	896.00	3	3	2	8	896.00	3	3	2	8	896.00	3	3	2	8	896.00	32	112.00	3,584.00
Ruler, plastic transparent 12"	pc	2	2	2	6	36.00	2	2	1	5	30.00	2	2	2	6	36.00	2	2	1	5	30.00	22	6.00	132.00
RULER, PLASTIC TRANSPARENT 24"	pc	1	1	0	2	48.00	1	0	0	1	24.00	1	0	0	1	24.00	1	0	0	1	24.00	5	24.00	120.00
Ruler, stainless steel 12"	pc	1	0	0	1	100.00	0	0	0	0	0.00	1	0	0	1	100.00	0	0	0	0	0.00	2	100.00	200.00
Ruler, steel, 24"	pc	1	0	0	1	51.00	0	0	0	0	0.00	1	0	0	1	51.00	0	0	0	0	0.00	2	51.00	102.00
Scissors, with lever assist 6"	pc	1	1	0	2	56.00	1	1	0	2	56.00	1	1	0	2	56.00	1	1	0	2	56.00	8	28.00	224.00
Stamp Pad, heavy duty 3" x 4.5"	pc	2	2	1	5	150.00	2	1	1	4	120.00	2	1	1	4	120.00	2	1	1	4	120.00	17	30.00	510.00
Stamp Pad, heavy duty 4" x 6"	pc	2	2	2	6	198.00	2	2	2	6	198.00	2	2	2	6	198.00	2	2	1	5	165.00	23	33.00	759.00
Sticker, Barcode 2.123x0.75 in 3470pc/rl with risen ribbon 110m x 35	rl	4	4	4	12	7,980.00	4	4	4	12	7,980.00	4	4	4	12	7,980.00	4	4	4	12	7,980.00	48	665.00	31,920.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 28 July 2022)	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			
		Thermal transfer label, W:2" W1 x L: 2"L1 (1400s/rl) w/ Zebra Ribbon	rl	7	7	6	20	8,960.00	7	7	6	20	8,960.00	7	7	6	20	8,960.00	7	7	6			
Toner crtg for laser printer (black)	pc	1	1	1	3	12,000.00	1	1	0	2	8,000.00	1	1	1	3	12,000.00	1	1	0	2	8,000.00	10	4,000.00	40,000.00
Toner crtg for laser printer (cyan)	pc	1	1	0	2	8,000.00	1	0	0	1	4,000.00	1	0	0	1	4,000.00	1	0	0	1	4,000.00	5	4,000.00	20,000.00
Toner crtg for laser printer (magenta)	pc	1	1	0	2	8,000.00	1	0	0	1	4,000.00	1	0	0	1	4,000.00	1	0	0	1	4,000.00	5	4,000.00	20,000.00
Toner crtg for laser printer (yellow)	pc	1	1	0	2	8,000.00	1	0	0	1	4,000.00	1	0	0	1	4,000.00	1	0	0	1	4,000.00	5	4,000.00	20,000.00
Toner, Computer HP Laserjet CF219A	crt	2	1	1	4	7,600.00	2	1	1	4	7,600.00	2	1	1	4	7,600.00	2	1	1	4	7,600.00	16	1,900.00	30,400.00
Toner, Computer HP Laserjet CF230A	pc	2	2	1	5	15,000.00	2	1	1	4	12,000.00	2	2	1	5	15,000.00	2	1	1	4	12,000.00	18	3,000.00	54,000.00
Toner, Computer Samsung ProXpress M3820ND	crt	1	0	0	1	5,472.00	1	0	0	1	5,472.00	1	0	0	1	5,472.00	1	0	0	1	5,472.00	4	5,472.00	21,888.00
Trodar printy Machine, HD	pc	2	2	2	6	4,500.00	2	2	1	5	3,750.00	2	2	1	5	3,750.00	2	2	1	5	3,750.00	21	750.00	15,750.00
Wire, Map Pins 100s	pk	1	1	0	2	66.00	1	0	0	1	33.00	1	0	0	1	33.00	1	0	0	1	33.00	5	33.00	165.00
Wire, Staple #10	bx	5	4	4	13	45.50	4	4	4	12	42.00	4	4	4	12	42.00	4	4	4	12	42.00	49	3.50	171.50
Wire, Staple #23/10	bx	1	1	0	2	58.00	1	0	0	1	29.00	1	0	0	1	29.00	1	0	0	1	29.00	5	29.00	145.00
Wire, Staple JT21	bx	3	3	2	8	240.00	3	2	2	7	210.00	3	3	2	8	240.00	3	2	2	7	210.00	30	30.00	900.00
Wire, Staple T-50 5/16 inch, 8mm	bx	1	1	0	2	55.00	1	0	0	1	27.50	1	0	0	1	27.50	1	0	0	1	27.50	5	27.50	137.50
Wire, Thumbtacks 100s/bx	bx	1	1	0	2	16.00	1	0	0	1	8.00	1	0	0	1	8.00	1	0	0	1	8.00	5	8.00	40.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
					0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00

Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue (as of 28 July 2022)	Total Amount for the year
		Jan	Feb	Mar	Q1 AMOUNT	April	May	June	Q2 AMOUNT	July	Aug	Sept	Q3 AMOUNT	Oct	Nov	Dec	Q4 AMOUNT			


We hereby warrant that the total amount reflected in this Annual Procurement Plan to procure the listed common-use supplies, materials, and equipment has been included in or is within our approved budget for the year.

Prepared by:




 ESTER L. REINOSO, MHA
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:



 MARY ANN GLORIELIA O. LAGAYAN, CPA
 Accountant / Budget Officer

Approved by:



 SONIA B. GONZALEZ, M.D., MSCHSM, MPM
 Head of Office/Agency

Date Prepared: September 15, 2022