

ANNUAL PROCUREMENT PLAN - COMMON-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2022 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 (UNSPC) 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 Format (PDF) to the agency’s Virtual Store
- 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 at (02) 8-689-7750 local 4004, 4005, 4019, 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 Memorandum Circular No. 2021-1 dated 03 June 2021, issued by AO 25, the APP-CSE for FY 2022 must be submitted on or before **31 August 2021**.

Department/Bureau/Office: <u>PHILIPPINE CHILDREN'S MEDICAL CENTER</u>	Agency Code/UACS: <u>X314</u>	Contact Person: <u>ESTER L. REINOSO, MHSA</u>
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Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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)																										
PESTICIDES OR PEST REPELLENTS																										
1	10191509-IN-A01	INSECTICIDE, aerosol type	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	139.36	0.00
PERFUMES OR COLOGNES OR FRAGRANCES																										
2	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	0.00	151.43	0.00
ALCOHOL OR ACETONE BASED ANTISEPTICS																										
3	12191601-AL-E04	ALCOHOL, Ethyl, 68%-72%, 500 ml	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	0.00	66.56	0.00
4	12191601-AL-E03	ALCOHOL, ethyl, 68%-72%, 1 Gallon	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	387.92	0.00
5	51471901-AL-I01	ALCOHOL, isopropyl, 68%- 72%, 500ml (-5ml)	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	0.00	43.58	0.00
6	51471901-AL-I02	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	455.00	0.00
7	51471505-PO-P01	POVIDONE IODINE, 10 % solution, 120 ml	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	207.75	0.00
COLOR COMPOUNDS AND DISPERSIONS																										
8	12171703-SI-P01	INK, for stamp pad	bottle	2	2	2	6	189.12	2	2	1	5	157.60	2	2	2	6	189.12	2	2	1	5	157.60	22.00	31.52	693.44
FILMS																										
9	13111203-AC-F01	ACETATE	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	847.82	0.00
10	13111201-CF-P01	CARBON FILM, A4	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	221.00	0.00
11	13111201-CF-P02	CARBON FILM, legal	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	208.52	0.00
PAPER MATERIALS AND PRODUCTS																										
12	14111525-CA-A01	CARTOLINA, assorted colors	pack	29	28	28	85	7,116.20	29	28	28	85	7,116.20	29	28	28	85	7,116.20	29	28	28	85	7,116.20	340.00	83.72	28464.80
13	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280 X 241mm	box	1	1	0	2	1,765.10	1	1	0	2	1,765.10	1	1	0	2	1,765.10	1	1	0	2	1,765.10	8.00	882.55	7060.40
14	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280 X 378mm	box	3	2	2	7	7,207.20	2	2	2	6	6,177.60	2	2	2	6	6,177.60	2	2	2	6	6,177.60	25.00	1029.60	25740.00

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																			Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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	14111506-CF-L22	COMPUTER CONTINUOUS FORM, 2 ply, 280 X 378mm	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	15.00	1528.80	22932.00	
16	14111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 ply, 280 X 241mm	box	2	2	2	6	5,438.16	2	2	2	6	5,438.16	2	2	2	6	5,438.16	2	2	1	5	4,531.80	23.00	906.36	20846.28	
17	14111506-CF-L31	COMPUTER CONTINUOUS FORM, 3 ply, 280 X 241mm	box	1	1	0	2	1,768.00	1	0	0	1	884.00	1	0	0	1	884.00	1	0	0	1	884.00	5.00	884.00	4420.00	
18	14111506-CF-L32	COMPUTER CONTINUOUS FORM, 3 ply, 280 X 378mm	box	11	11	11	33	49,764.00	11	11	11	33	49,764.00	11	11	11	33	49,764.00	11	11	10	32	48,256.00	131.00	1508.00	197548.00	
19	14111609-LL-C01	LOOSELEAF COVER, legal	bundle	1	1	0	2	1,589.92	1	1	0	2	1,589.92	1	1	0	2	1,589.92	1	1	0	2	1,589.92	8.00	794.96	6359.68	
20	14111514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	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	0.00	37.06	0.00	
21	14111514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	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	0.00	59.28	0.00	
22	14111514-NP-S03	NOTE PAD, stick on, 3" x 3"	pad	25	25	24	74	4,001.92	25	24	24	73	3,947.84	25	24	24	73	3,947.84	25	24	24	73	3,947.84	293.00	54.08	15845.44	
23	14111514-NB-S01	NOTEBOOK, stenographer	piece	4	3	3	10	120.40	3	3	3	9	108.36	3	3	3	9	108.36	3	3	3	9	108.36	37.00	12.04	445.48	
24	14111507-PP-M01	PAPER, MULTICOPY, A4, 80 gsm	reams	232	232	231	695	94,978.70	232	231	231	694	94,842.04	232	231	231	694	94,842.04	232	231	231	694	94,842.04	2,777.00	136.66	379504.82	
25	14111507-PP-M02	PAPER, MULTICOPY, Legal, 80gsm	reams	103	102	102	307	39,206.97	103	102	102	307	39,206.97	103	102	102	307	39,206.97	103	102	102	307	39,206.97	1,228.00	127.71	156827.88	
26	14111507-PP-C01	PAPER, Multi-Purpose, A4, 70 gsm	reams	301	301	301	903	88,728.78	301	301	301	903	88,728.78	301	301	301	903	88,728.78	301	301	301	903	88,728.78	3,612.00	98.26	354915.12	
27	14111507-PP-C02	PAPER, multi-purpose, legal, 70gsm	reams	32	32	32	96	11,372.16	32	32	31	95	11,253.70	32	32	31	95	11,253.70	32	32	31	95	11,253.70	381.00	118.46	45133.26	
28	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	0.00	29.12	0.00	
29	14111503-PA-P01	PAPER, parchment	box	1	0	0	1	98.05	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	98.05	98.05	
30	14111818-TH-P02	Thermal Paper, 55GSM (-5%), 1/2 Core, 216mm x 30m	roll	4	4	3	11	612.04	4	3	3	10	556.40	4	3	3	10	556.40	4	3	3	10	556.40	41.00	55.64	2281.24	
31	14111531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	29	29	28	86	6,081.92	29	28	28	85	6,011.20	29	28	28	85	6,011.20	29	28	28	85	6,011.20	341.00	70.72	24115.52	
32	14111531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	21	21	21	63	6,420.96	21	21	20	62	6,319.04	21	21	20	62	6,319.04	21	21	20	62	6,319.04	249.00	101.92	25378.08	
33	14111704-TT-P02	TOILET TISSUE PAPER, 2-ply, 100% recycled	pack	23	23	22	68	5,905.12	23	22	22	67	5,818.28	23	23	22	68	5,905.12	23	22	22	67	5,818.28	270.00	86.84	23446.80	
34	14111704-IFPT01	TISSUE, interfolded paper towel	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	34.84	0.00	
35	14111704-TT-P04	TOILET TISSUE PAPER, Interfolded Paper Towel	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	33.80	0.00	
BATTERIES AND CELLS AND ACCESSORIES																											
36	26111702-BT-A02	BATTERY, dry Cell, size AA	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	36.30	0.00	
37	26111702-BT-A01	BATTERY, dry Cell, size AAA	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	19.73	0.00	
38	26111702-BT-A03	BATTERY, dry Cell, size D	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	96.20	0.00	
MANUFACTURING COMPONENTS AND SUPPLIES																											
39	31201610-GL-J01	GLUE, all purpose	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	0.00	71.50	0.00	
40	31151804-SW-H01	STAPLE WIRE, heavy duty, binder type, 23/13	box	2	2	2	6	118.56	2	2	2	6	118.56	2	2	2	6	118.56	2	2	2	6	118.56	24.00	19.76	474.24	
41	31151804-SW-S01	STAPLE WIRE, standard	box	46	46	46	138	3,092.58	46	46	46	138	3,092.58	46	46	46	138	3,092.58	46	46	46	138	3,092.58	552.00	22.41	12370.32	
42	31201502-TA-E01	TAPE, electrical	roll	13	13	12	38	709.46	13	12	12	37	690.79	13	13	12	38	709.46	13	12	12	37	690.79	150.00	18.67	2800.50	
43	31201503-TA-M01	TAPE, masking, 24mm	roll	74	73	73	220	12,012.00	74	73	73	220	12,012.00	74	73	73	220	12,012.00	74	73	73	220	12,012.00	880.00	54.60	48048.00	
44	31201503-TA-M02	TAPE, MASKING, 48mm	roll	6	5	5	16	1,705.60	5	5	5	15	1,599.00	6	5	5	16	1,705.60	5	5	5	15	1,599.00	62.00	106.60	6609.20	
45	31201517-TA-P01	TAPE, packaging, 48mm	roll	24	24	23	71	1,587.56	24	24	23	71	1,587.56	24	24	23	71	1,587.56	24	24	23	71	1,587.56	284.00	22.36	6350.24	
46	31201512-TA-T01	TAPE, transparent, 24mm	roll	139	139	138	416	4,197.44	139	138	138	415	4,187.35	139	139	138	416	4,197.44	139	138	138	415	4,187.35	1,662.00	10.09	16769.58	
47	31201512-TA-T02	TAPE, transparent, 48mm	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	0.00	19.97	0.00	
48	31151507-TW-P01	TWINE, plastic	roll	1	1	1	3	174.72	1	1	1	3	174.72	1	1	1	3	174.72	1	1	0	2	116.48	11.00	58.24	640.64	
HEATING AND VENTILATION AND AIR CIRCULATION																											
49	40101604-EF-G01	ELECTRIC FAN, industrial, ground type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1109.68	0.00	
50	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	0.00	1369.68	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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	
51	40101604-EF-S01	ELECTRIC FAN, stand type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	856.86	0.00	
52	40101604-EF-W01	ELECTRIC FAN, wall mount, plastic blade	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	674.96	0.00	
MEDICAL THERMOMETERS AND ACCESSORIES																											
53	41112224-TG-T02	THERMOGUN	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	2532.40	0.00	
LIGHTING AND FIXTURES AND ACCESSORIES																											
54	39101628-LT-L01	LINEAR TUBE, Light Emitting Diode (LED), 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	0.00	205.82	0.00	
55	39101628-LB-L01	LIGHT BULB, Light Emitting Diode (LED)	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	82.16	0.00	
MEASURING AND OBSERVING AND TESTING EQUIPMENT																											
56	41111604-RU-P02	RULER, plastic, 450mm	piece	1	1	0	2	35.36	1	1	0	2	35.36	1	1	0	2	35.36	1	1	0	2	35.36	8.00	17.68	141.44	
CLEANING EQUIPMENT AND SUPPLIES																											
57	47131812-AF-A01	AIR FRESHENER, aerosol type	can	18	18	17	53	4,781.66	18	17	17	52	4,691.44	18	18	17	53	4,781.66	18	17	17	52	4,691.44	210.00	90.22	18946.20	
58	47131604-BR-S01	BROOM, soft, 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	0.00	136.24	0.00	
59	47131604-BR-T01	BROOM, stick, 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	0.00	18.20	0.00	
60	47131829-TB-C01	CLEANER, toilet and urinal	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	0.00	41.60	0.00	
61	47131805-CL-P01	CLEANSER, scouring powder	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	23.92	0.00	
62	47131811-DE-B02	DETERGENT BAR, 140g	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	8.30	0.00	
63	47131811-DE-P03	DETERGENT POWDER, all-purpose, 1kg	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	54.08	0.00	
64	47131803-DS-A01	DISINFECTANT SPRAY, aerosol type	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	128.96	0.00	
65	47131601-DU-P01	DUST PAN, non-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	0.00	24.83	0.00	
66	51241552-SH-S01	SODIUM HYPOCHLORITE, 3.785 liters	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	131.25	0.00	
67	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	0.00	102.96	0.00	
68	47131802-FW-P02	FLOOR WAX, paste type, red	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	309.76	0.00	
69	47131830-FC-A01	FURNITURE CLEANER, aerosol type	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	120.12	0.00	
70	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic	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	2288.00	0.00	
71	47131613-MP-H02	MOPHANDLE, heavy duty, screw type	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	124.80	0.00	
72	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	0.00	123.76	0.00	
73	47131501-RG-C01	RAGS, all cotton	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	0.00	53.82	0.00	
74	47131602-SC-N01	SCOURING PAD	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	112.32	0.00	
75	47121701-TB-P04	TRASHBAG, GPP specs, black, 940mmx1016mm	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	134.68	0.00	
76	47121702-WB-P01	WASTEBASKET, non-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	0.00	27.96	0.00	
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																											
77	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	0.00	24,793.60	0.00	
78	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	0.00	42,390.40	0.00	
79	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	0.00	41,392.00	0.00	
80	43201827-HD-X02	EXTERNAL HARD DRIVE, 1 TB	piece	1	0	0	1	2,598.84	0	0	0	0	0.00	1	0	0	1	2,598.84	0	0	0	0	0.00	2.00	2598.84	5197.68	
81	43202010-FD-U01	FLASH DRIVE, 16 GB	piece	1	1	0	2	334.88	1	1	0	2	334.88	1	1	0	2	334.88	1	1	0	2	334.88	8.00	167.44	1339.52	
82	43211708-MO-O01	MOUSE, OPTICAL, USB connection 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	0.00	111.30	0.00	
83	43211708-MO-O02	MOUSE, WIRELESS, USB	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	154.00	0.00	
84	43212102-PR-D02	PRINTER, impact, dot matrix, 24 pins, 136 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	0.00	38100.97	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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				
85	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	0.00	9191.52	0.00	
86	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	0.00	724.88	0.00	
87	43212105-PR-L02	PRINTER, laser, colored	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	7899.00	0.00	
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
88	44121710-CH-W01	CHALK, white enamel	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	29.64	0.00	
89	44122105-BF-C01	CLIP, backfold, 19mm	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	8.76	0.00	
90	44122105-BF-C02	CLIP, backfold, 25mm	box	3	3	3	9	136.98	3	3	2	8	121.76	3	3	2	8	121.76	3	3	2	8	121.76	33.00	15.22	502.26	
91	44122105-BF-C03	CLIP, backfold, 32mm	box	3	3	2	8	178.88	3	3	2	8	178.88	3	3	2	8	178.88	3	2	2	7	156.52	31.00	22.36	693.16	
92	44122105-BF-C04	CLIP, backfold, 50mm	box	4	4	3	11	600.60	4	3	3	10	546.00	4	4	3	11	600.60	4	3	3	10	546.00	42.00	54.60	2293.20	
93	44121801-CT-R02	CORRECTION TAPE, 8m	piece	67	67	66	200	2,336.00	67	67	66	200	2,336.00	67	67	66	200	2,336.00	67	67	66	200	2,336.00	800.00	11.68	9344.00	
94	44111515-DF-B01	DATA FILE BOX	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	77.20	0.00	
95	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	0.00	68.64	0.00	
96	44121506-EN-D01	ENVELOPE, documentary, A4	box	3	3	3	9	6,057.81	3	3	2	8	5,384.72	3	3	2	8	5,384.72	3	3	2	8	5,384.72	33.00	673.09	22211.97	
97	44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box	1	1	1	3	2,781.48	1	1	0	2	1,854.32	1	1	0	2	1,854.32	1	1	0	2	1,854.32	9.00	927.16	8344.44	
98	44121506-EN-X01	ENVELOPE, expanding, kraft, legal	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	6.00	738.40	4430.40	
99	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	0.00	30.49	0.00	
100	44121506-EN-M02	ENVELOPE, mailing	box	3	3	2	8	3,025.60	3	2	2	7	2,647.40	3	3	2	8	3,025.60	3	2	2	7	2,647.40	30.00	378.20	11346.00	
101	44121504-EN-W02	ENVELOPE, mailing, with window	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	433.68	0.00	
102	44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece	2	1	1	4	41.20	1	1	1	3	30.90	2	1	1	4	41.20	1	1	1	3	30.90	14.00	10.30	144.20	
103	44122118-FA-P01	FASTENER, metal, non-sharp edges	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	83.41	0.00	
104	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	0.00	86.04	0.00	
105	44122018-FT-D01	FILE TAB DIVIDER, bristol board, for 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	0.00	11.13	0.00	
106	44122018-FT-D02	FILE TAB DIVIDER, 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	0.00	14.23	0.00	
107	44122011-FO-F01	FOLDER, fancy, with slide, A4	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	270.40	0.00	
108	44122011-FO-F02	FOLDER, fancy, with slide, legal	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	311.88	0.00	
109	44122011-FO-L01	FOLDER, L-type, A4	pack	1	0	0	1	171.43	1	0	0	1	171.43	1	0	0	1	171.43	1	0	0	1	171.43	4.00	171.43	685.72	
110	44122011-FO-L02	FOLDER, L-type, legal	pack	1	0	0	1	243.24	1	0	0	1	243.24	1	0	0	1	243.24	1	0	0	1	243.24	4.00	243.24	972.96	
111	44122027-FO-P01	FOLDER, pressboard	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	952.64	0.00	
112	44122011-FO-T03	FOLDER, with tab, A4	pack	4	4	3	11	3,069.00	4	4	3	11	3,069.00	4	4	3	11	3,069.00	4	4	3	11	3,069.00	44.00	279.00	12276.00	
113	44122011-FO-T04	FOLDER, with tab, legal	pack	1	1	1	3	964.08	1	1	1	3	964.08	1	1	1	3	964.08	1	1	0	2	642.72	11.00	321.36	3534.96	
114	44122008-IT-T01	INDEX TAB, self-adhesive, transparent	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	56.68	0.00	
115	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	0.00	41.60	0.00	
116	44121716-MA-F01	MARKER, fluorescent	set	7	7	7	21	769.86	7	7	6	20	733.20	7	7	7	21	769.86	7	7	6	20	733.20	82.00	36.66	3006.12	
117	44121708-MW-B01	MARKER, whiteboard, black	piece	40	40	39	119	1,592.22	40	40	39	119	1,592.22	40	40	39	119	1,592.22	40	40	39	119	1,592.22	476.00	13.38	6368.88	
118	44121708-MW-B02	MARKER, whiteboard, blue	piece	11	11	10	32	428.16	11	11	10	32	428.16	11	11	10	32	428.16	11	10	10	31	414.78	127.00	13.38	1699.26	
119	44121708-MW-B03	MARKER, whiteboard, red	piece	7	6	6	19	254.22	7	6	6	19	254.22	7	6	6	19	254.22	7	6	6	19	254.22	76.00	13.38	1016.88	
120	44121708-MP-B01	MARKER, permanent, black, bullet type	piece	48	47	47	142	1,275.16	48	47	47	142	1,275.16	48	47	47	142	1,275.16	47	47	47	141	1,266.18	567.00	8.98	5091.66	
121	44121708-MP-B02	MARKER, permanent, blue, bullet type	piece	14	14	14	42	377.16	14	14	14	42	377.16	14	14	14	42	377.16	14	14	14	42	377.16	168.00	8.98	1508.64	
122	44121708-MP-B03	MARKER, permanent, red, bullet type	piece	18	17	17	52	466.96	17	17	17	51	457.98	17	17	17	51	457.98	17	17	17	51	457.98	205.00	8.98	1840.90	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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	
123	44122104-PC-G01	PAPER CLIP, vinyl/plastic coated, 33mm	box	47	47	46	140	1,086.40	47	47	46	140	1,086.40	47	47	46	140	1,086.40	47	46	46	139	1,078.64	559.00	7.76	4337.84	
124	44122104-PC-J02	PAPER CLIP, vinyl/plastic coated, 50mm	box	13	12	12	37	509.86	12	12	12	36	496.08	13	12	12	37	509.86	12	12	12	36	496.08	146.00	13.78	2011.88	
125	44121706-PE-L01	PENCIL, lead, with eraser	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	20.79	0.00	
126	44122037-RB-P10	RING BINDER, plastic, 32mm	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	0.00	239.79	0.00	
127	44122101-RU-B01	RUBBER BAND, No. 18	box	3	3	2	8	800.40	3	3	2	8	800.40	3	3	2	8	800.40	3	3	2	8	800.40	32.00	100.05	3201.60	
128	44121905-SP-F01	STAMP PAD, felt	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	34.95	0.00	
129	44121612-BL-H01	BLADE, for general purpose cutter / utility knife	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	14.82	0.00	
130	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	2	2	1	5	167.15	2	2	1	5	167.15	2	2	1	5	167.15	2	2	1	5	167.15	20.00	33.43	668.60	
131	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	0.00	453.96	0.00	
132	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	1	0	0	1	202.67	1	0	0	1	202.67	1	0	0	1	202.67	1	0	0	1	202.67	4.00	202.67	810.68	
133	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	9.00	150.80	1357.20	
134	44121618-SS-S01	SCISSORS, symmetrical	pair	0	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	40.56	0.00	
135	44121615-ST-S01	STAPLER, standard type	piece	4	4	3	11	1,544.40	4	3	3	10	1,404.00	4	3	3	10	1,404.00	4	3	3	10	1,404.00	41.00	140.40	5756.40	
136	44121615-ST-B01	STAPLER, heavy duty, binder type	unit	1	0	0	1	914.22	1	0	0	1	914.22	1	0	0	1	914.22	1	0	0	1	914.22	4.00	914.22	3656.88	
137	44121613-SR-P01	STAPLE REMOVER, plier type	piece	3	3	3	9	224.10	3	3	3	9	224.10	3	3	3	9	224.10	3	3	2	8	199.20	35.00	24.90	871.50	
138	44121605-TD-T01	TAPE DISPENSER, table top	piece	2	2	1	5	321.00	2	2	1	5	321.00	2	2	1	5	321.00	2	2	1	5	321.00	20.00	64.20	1284.00	
139	44101602-PB-M01	BINDING AND PUNCHING MACHINE, 50mm binding capacit	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	9534.72	0.00	
140	44101807-CA-C01	CALCULATOR, compact	unit	1	0	0	1	346.85	0	0	0	0	0.00	1	0	0	1	346.85	0	0	0	0	0.00	2.00	346.85	693.70	
141	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	0.00	5642.00	0.00	
142	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	0.00	0	0	0	0	0.00	0.00	9297.60	0.00	
143	44101603-PS-M01	PAPER SHREDDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5699.20	0.00	
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES																											
144	44103109-BR-D05	DRUM CART, 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	0.00	6947.20	0.00	
145	44103105-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	
146	44103105-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	
147	44103109-BR-D06	Drum Cart, Brother DR-451CL, high yield 30000 pages	Cart	0	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	
148	44103103-BR-B16	Toner Cart, Brother TN-456 BLACK, high yield 6500	Cart	0	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	5080.40	0.00	
149	44103103-BR-C03	Toner Cart, Brother TN-456 CYAN, high yield 6500	Cart	0	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	
150	44103103-BR-M03	Toner Cart, 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	0.00	8569.60	0.00	
151	44103103-BR-Y03	Toner Cart, Brother TN-456 YELLOW, high yield 6500	Cart	0	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	
152	44103103-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	
153	44103105-CA-C04	INK CART, 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	0.00	989.04	0.00	
154	44103105-CA-C02	INK CART, CANON CL-811, Colored	cart	2	1	1	4	4,118.40	1	1	1	3	3,088.80	1	1	1	3	3,088.80	1	1	1	3	3,088.80	13.00	1029.60	13384.80	
155	44103105-CA-B04	INK CART, 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	0.00	754.00	0.00	
156	44103105-CA-B02	INK CART, CANON PG-810, Black	cart	2	2	1	5	3,900.00	2	1	1	4	3,120.00	2	1	1	4	3,120.00	2	1	1	4	3,120.00	17.00	780.00	13260.00	
157	44103105-EP-B17	INK CART, EPSON C13T664100 (T6641), Black	cart	23	23	23	69	17,222.40	23	23	23	69	17,222.40	23	23	23	69	17,222.40	23	23	23	69	17,222.40	276.00	249.60	68889.60	
158	44103105-EP-C17	INK CART, EPSON C13T664200 (T6642), Cyan	cart	12	12	11	35	8,736.00	12	12	11	35	8,736.00	12	12	11	35	8,736.00	12	11	11	34	8,486.40	139.00	249.60	34694.40	
159	44103105-EP-M17	INK CART, EPSON C13T664300 (T6643), Magenta	cart	11	11	11	33	8,236.80	11	11	10	32	7,987.20	11	11	10	32	7,987.20	11	11	10	32	7,987.20	129.00	249.60	32198.40	
160	44103105-EP-Y17	INK CART, EPSON C13T664400 (T6644), Yellow	cart	12	12	12	36	8,985.60	12	12	12	36	8,985.60	12	12	12	36	8,985.60	12	12	12	36	8,985.60	144.00	249.60	35942.40	

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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	
161	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	0.00	773.76	0.00
162	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	0.00	950.56	0.00
163	44103105-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
164	44103105-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
165	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	0.00	1996.80	0.00
166	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	0.00	1996.80	0.00
167	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	0.00	1996.80	0.00
168	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	0.00	1996.80	0.00
169	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	0.00	1996.80	0.00
170	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	0.00	3016.00	0.00
171	44103105-HP-B17	INK CART, HP CC640WA, (HP60), Black	cart	1	0	0	1	769.60	0	0	0	0	0.00	1	0	0	1	769.60	0	0	0	0	0.00	2.00	769.60	1539.20
172	44103105-HP-T17	INK CART, HP CC643WA, (HP60), Tri-color	cart	1	0	0	1	915.20	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	915.20	915.20
173	44103105-HP-B35	INK CART, 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	0.00	366.08	0.00
174	44103105-HP-T35	INK CART, 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	0.00	366.08	0.00
175	44103105-HX-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
176	44103105-HX-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
177	44103105-HX-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
178	44103105-HX-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	1346.80	0.00
179	44103105-HP-B20	INK CART, HP CH561WA, (HP61), Black	cart	1	0	0	1	756.08	1	0	0	1	756.08	1	0	0	1	756.08	1	0	0	1	756.08	4.00	756.08	3024.32
180	44103105-HP-T20	INK CART, HP CH562WA, (HP61), Tricolor	cart	1	1	0	2	1,863.68	1	0	0	1	931.84	1	0	0	1	931.84	1	0	0	1	931.84	5.00	931.84	4659.20
181	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	0.00	1944.80	0.00
182	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	0.00	1539.20	0.00
183	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	0.00	1539.20	0.00
184	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	0.00	1539.20	0.00
185	44103105-HX-B43	INK CART, 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	0.00	1786.72	0.00
186	44103105-HX-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	1326.00	0.00
187	44103105-HX-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	1326.00	0.00
188	44103105-HX-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	1326.00	0.00
189	44103105-HP-B36	INK CART, HP CN692AA, (HP704), Black	cart	6	6	5	17	6,223.36	6	6	5	17	6,223.36	6	6	5	17	6,223.36	6	6	5	17	6,223.36	68.00	366.08	24893.44
190	44103105-HP-T36	INK CART, HP CN693AA, (HP704), Tri-color	cart	5	4	4	13	4,759.04	4	4	4	12	4,392.96	4	4	4	12	4,392.96	4	4	4	12	4,392.96	49.00	366.08	17937.92
191	44103105-HP-B33	INK CART, HP CZ107AA, (HP678), Black	cart	2	2	2	6	2,196.48	2	2	2	6	2,196.48	2	2	2	6	2,196.48	2	2	2	6	2,196.48	24.00	366.08	8785.92
192	44103105-HP-T33	INK CART, HP CZ108AA, (HP678), Tricolor	cart	1	1	1	3	1,098.24	1	1	1	3	1,098.24	1	1	1	3	1,098.24	1	1	1	3	1,098.24	12.00	366.08	4392.96
193	44103105-HP-B42	INK CART, 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	0.00	312.00	0.00
194	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	256.88	0.00
195	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	256.88	0.00
196	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	256.88	0.00
197	44103105-HP-T43	Ink Cartridge, HP F6V26AA (HP680) Tri-color	cart	3	2	2	7	2,839.20	2	2	2	6	2,433.60	2	2	2	6	2,433.60	2	2	2	6	2,433.60	25.00	405.60	10140.00
198	44103105-HP-B43	Ink Cartridge, HP F6V27AA (HP680) Black	cart	3	3	2	8	3,244.80	3	2	2	7	2,839.20	3	3	2	8	3,244.80	3	2	2	7	2,839.20	30.00	405.60	12168.00
199	44103105-HP-C50	Ink Cartridge, HP L0S51AA (HP955) 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	995.75	0.00

Item & Specifications		Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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	
200	44103105-HP-M50	Ink Cartridge, HP L0S54AA (HP955) 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	995.75	0.00
201	44103105-HP-Y50	Ink Cartridge, HP L0S57AA (HP955) 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	995.75	0.00
202	44103105-HP-B50	Ink Cartridge, HP L0S60AA (HP955) 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	4956.60	0.00
203	44103105-HX-C48	Ink Cartridge, HP L0S63AA (HP955XL) 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	1212.64	0.00
204	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	0.00	1212.64	0.00
205	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	0.00	1212.64	0.00
206	44103105-HX-B48	Ink Cartridge, HP L0S72AA (HP955XL) 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	1644.24	0.00
207	44103105-HP-C51	Ink Cartridge, HP T6L89AA (HP905) 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	453.62	0.00
208	44103105-HP-M51	Ink Cartridge, HP T6L93AA (HP905) 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	453.62	0.00
209	44103105-HP-Y51	Ink Cartridge, HP T6L97AA (HP905) 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	453.62	0.00
210	44103105-HP-B51	Ink Cartridge, HP T6M01AA (HP905) 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	741.28	0.00
211	44103112-EP-R05	RIBBON CART, EPSON C135015516 (#8750), Black	cart	4	3	3	10	774.30	4	3	3	10	774.30	4	3	3	10	774.30	4	3	3	10	774.30	40.00	77.43	3097.20
212	44103112-EP-R07	RIBBON CART, EPSON C135015531 (S015086), Black	cart	7	6	6	19	13,990.08	7	6	6	19	13,990.08	7	6	6	19	13,990.08	6	6	6	18	13,253.76	75.00	736.32	55224.00
213	44103112-EP-R13	RIBBON CART, EPSON C135015632, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	77.94	0.00
214	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
215	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
216	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
217	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	3567.20	0.00
218	44103103-BR-B11	TONER CART, 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	0.00	5002.40	0.00
219	44103103-HP-B12	TONER CART, HP CB435A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	3380.00	0.00
220	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	3337.36	0.00
221	44103103-HP-B18	TONER CART, 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	0.00	7332.00	0.00
222	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	3952.00	0.00
223	44103103-HP-B22	TONER CART, HP CE285A (HP85A), Black	cart	8	8	7	23	78,936.00	8	8	7	23	78,936.00	8	8	7	23	78,936.00	8	8	7	23	78,936.00	92.00	3432.00	315744.00
224	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	2614.56	0.00
225	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
226	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
227	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
228	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
229	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	3072.16	0.00
230	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	3072.16	0.00
231	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	3072.16	0.00
232	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	8476.00	0.00
233	44103103-HP-B26	TONER CART, 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	0.00	6900.40	0.00
234	44103103-HP-C26	TONER CART, 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	0.00	10193.04	0.00
235	44103103-HP-Y26	TONER CART, 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	0.00	10193.04	0.00
236	44103103-HP-M26	TONER CART, 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	0.00	10193.04	0.00
237	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
238	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

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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
239	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
240	44103103-HP-M27	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	6011.20	0.00
241	44103103-HP-B28	TONER CART, 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	0.00	4466.80	0.00
242	44103103-HX-B28	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
243	44103103-HP-B52	Toner Cartridge, HP CF217A (HP17A) Black Laser Jet	cart	2	2	2	6	18,264.48	2	2	2	6	18,264.48	2	2	2	6	18,264.48	2	2	2	6	18,264.48	24.00	3044.08	73057.92
244	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	0.00	5787.60	0.00
245	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	0.00	5200.00	0.00
246	44103103-HP-B51	TONER CART, HP CF280XC, 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	9004.32	0.00
247	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	8606.00	0.00
248	44103103-HP-B57	Toner Cartridge, HP CF283A (HP83A) LaserJet Black	cart	1	1	1	3	9,725.10	1	1	1	3	9,725.10	1	1	1	3	9,725.10	1	1	1	3	9,725.10	12.00	3241.70	38900.40
249	44103103-HX-B51	Toner Cartridge, HP CF283XC (HP83X) 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	4056.00	0.00
250	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	10051.00	0.00
251	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
252	44103103-HP-B60	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
253	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
254	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
255	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
256	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	0.00	7056.40	0.00
257	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	0.00	8846.24	0.00
258	44103103-HP-Y61	Toner Cartridge, HP CF362A (HP508A) 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	8846.24	0.00
259	44103103-HP-M61	Toner Cartridge, HP CF363A (HP508A) 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	8846.24	0.00
260	44103103-HP-B62	Toner Cartridge, HP CF400A (HP201A) 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	3429.78	0.00
261	44103103-HP-C62	Toner Cartridge, HP CF401A (HP201A) 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	4043.83	0.00
262	44103103-HP-Y62	Toner Cartridge, HP CF402A (HP201A) 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	4043.83	0.00
263	44103103-HP-M62	Toner Cartridge, HP CF403A (HP201A) 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	4043.83	0.00
264	44103103-HP-B63	Toner Cartridge, HP CF410A (HP410A) black	cart	1	1	0	2	8,881.60	1	0	0	1	4,440.80	1	1	0	2	8,881.60	1	0	0	1	4,440.80	6.00	4440.80	26644.80
265	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	7441.20	0.00
266	44103103-HP-C63	Toner Cartridge, HP CF411A (HP410A) cyan	cart	1	0	0	1	5,616.00	1	0	0	1	5,616.00	1	0	0	1	5,616.00	0	0	0	0	0.00	3.00	5616.00	16848.00
267	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
268	44103103-HP-Y63	Toner Cartridge, HP CF412A (HP410A) yellow	cart	1	0	0	1	5,616.00	1	0	0	1	5,616.00	1	0	0	1	5,616.00	0	0	0	0	0.00	3.00	5616.00	16848.00
269	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
270	44103103-HP-M63	Toner Cartridge, HP CF413A (HP410A) magenta	cart	1	0	0	1	5,616.00	1	0	0	1	5,616.00	1	0	0	1	5,616.00	0	0	0	0	0.00	3.00	5616.00	16848.00
271	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
272	44103103-HP-B34	TONER CART, HP Q2612A, Black	cart	1	0	0	1	3,900.00	1	0	0	1	3,900.00	1	0	0	1	3,900.00	1	0	0	1	3,900.00	4.00	3900.00	15600.00
273	44103103-HP-B48	TONER CART, 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	0.00	4399.20	0.00
274	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	3406.00	0.00
275	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
276	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	2454.40	0.00
277	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

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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				
278	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	
279	44103103-SA-B21	TONER CART, 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	0.00	7259.20	0.00	
280	44103103-SA-B18	TONER CART, 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	0.00	3458.00	0.00	
281	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	
282	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	
283	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	
284	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	4066.40	0.00	
285	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	6370.00	0.00	
286	44103103-CA-B00	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	13399.36	0.00	
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																											
287	45121517-DO-C02	DOCUMENT CAMERA, 8 MP	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	23623.60	0.00	
288	45111609-MM-P01	MULTIMEDIA PROJECTOR	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	17472.00	0.00	
FLAG OR ACCESSORIES																											
289	55121905-PH-F01	PHILIPPINE NATIONAL FLAG	piece	1	0	0	1	284.84	0	0	0	0	0.00	1	0	0	1	284.84	0	0	0	0	0.00	2.00	284.84	569.68	
PRINTED PUBLICATIONS																											
290	55101524-RA-H01	HANDBOOK (RA 9184), 8th edition	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	0.00	37.21	0.00	
FIRE FIGHTING EQUIPMENT																											
291	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1144.00	0.00	
292	46191601-FE-H01	FIRE EXTINGUISHER, pure HCFC	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	5613.25	0.00	
CONSUMER ELECTRONICS																											
293	52161535-DV-R01	DIGITAL VOICE RECORDER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	6415.64	0.00	
FURNITURE AND FURNISHINGS																											
294	56101504-CM-B01	MONOBLOC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	303.68	0.00	
295	56101504-CM-W01	MONOBLOC CHAIR, white	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	301.60	0.00	
296	56101519-TM-S01	MONOBLOC TABLE, white	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1235.52	0.00	
297	56101519-TM-S02	MONOBLOC TABLE, beige	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	1088.88	0.00	
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
298	60121413-CB-P01	CLEARBOOK, 20 Transparent pockets, A4	piece	4	4	4	12	444.48	4	4	3	11	407.44	4	4	4	12	444.48	4	4	3	11	407.44	46.00	37.04	1703.84	
299	60121413-CB-P02	CLEARBOOK, 20 Transparent pockets, Legal	piece	2	1	1	4	153.64	1	1	1	3	115.23	2	1	1	4	153.64	1	1	1	3	115.23	14.00	38.41	537.74	
300	60121534-ER-P01	ERASER, plastic/rubber	piece	9	9	8	26	113.62	9	8	8	25	109.25	9	9	8	26	113.62	9	8	8	25	109.25	102.00	4.37	445.74	
301	60121524-SP-G01	SIGN PEN, black	piece	20	20	20	60	1,215.60	20	20	19	59	1,195.34	20	20	19	59	1,195.34	20	20	19	59	1,195.34	237.00	20.26	4801.62	
302	60121524-SP-G02	SIGN PEN, blue	piece	23	23	23	69	1,397.94	23	23	22	68	1,377.68	23	23	23	69	1,397.94	23	23	22	68	1,377.68	274.00	20.26	5551.24	
303	60121524-SP-G03	SIGN PEN, red	piece	2	1	1	4	81.04	2	1	1	4	81.04	2	1	1	4	81.04	1	1	1	3	60.78	15.00	20.26	303.90	
304	60121124-WR-P01	WRAPPING PAPER, kraft	pack	25	24	24	73	11,303.32	24	24	24	72	11,148.48	25	24	24	73	11,303.32	24	24	24	72	11,148.48	290.00	154.84	44903.60	
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	0.00	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	0.00	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	0.00	0.00	0.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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	0	0.00	0.00	0.00	
5	43232202-SFT-005	Content management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00	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	0.00	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	0.00	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	0.00	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	0.00	0.00	
10	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	0.00	0.00	
11	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	0.00	0.00	
12	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	0.00	0.00	
13	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	0.00	0.00	
14	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	0.00	0.00	
15	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	0.00	0.00	
16	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	0.00	0.00	

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

1	40101701-AC-W01	Air Conditioning Unit, Window Inverter Type					0	0.00					0	0.00								0	0.00	0.00	0.00
2	40101701-AC-S01	Air Conditioning Unit, Split Type					0	0.00					0	0.00								0	0.00	0.00	0.00
3	44111905-WB-N01	White Board					0	0.00					0	0.00								0	0.00	0.00	0.00
4	44111911-WB-D01	White Board, Digital					0	0.00					0	0.00								0	0.00	0.00	0.00
5	52161505-TV-S01	SMART Television					0	0.00					0	0.00								0	0.00	0.00	0.00
6	52161520-MC-M01	Microphone					0	0.00					0	0.00								0	0.00	0.00	0.00
7	52161512-SP-K01	Speakers					0	0.00					0	0.00								0	0.00	0.00	0.00
8	32101514-AM-P01	Amplifier					0	0.00					0	0.00								0	0.00	0.00	0.00
9	52161517-EQ-E01	Equalizer					0	0.00					0	0.00								0	0.00	0.00	0.00
10	46171615-HD-C01	HD Camera					0	0.00					0	0.00								0	0.00	0.00	0.00
11	45121504-DS-C01	DSLR Camera					0	0.00					0	0.00								0	0.00	0.00	0.00
12	45121516-VH-C01	HD Video Camera					0	0.00					0	0.00								0	0.00	0.00	0.00
13	45121506-VC-C01	Video Conference Equipment					0	0.00					0	0.00								0	0.00	0.00	0.00
14	39112102-LB-B01	LED bulb					0	0.00					0	0.00								0	0.00	0.00	0.00
15	43212104-PI-M01	PRINTER, Inkjet, Monochrome					0	0.00					0	0.00								0	0.00	0.00	0.00
16	43212104-PI-C01	PRINTER, Inkjet, Color					0	0.00					0	0.00								0	0.00	0.00	0.00
17	43212105-PP-001	Portable Printer					0	0.00					0	0.00								0	0.00	0.00	0.00
18	43211509-AT-001	Android Tablet					0	0.00					0	0.00								0	0.00	0.00	0.00
19	43222610-HS-001	Hub/Switches					0	0.00					0	0.00								0	0.00	0.00	0.00
20	43222609-NR-001	Network Routers					0	0.00					0	0.00								0	0.00	0.00	0.00
21	43222640-WA-P01	Wireless Access Point					0	0.00					0	0.00								0	0.00	0.00	0.00
22	43211711-SF-001	Scanner, Flatbed					0	0.00					0	0.00								0	0.00	0.00	0.00
23	45111601-WP-P01	Wireless Pointing Device / Laser Pointer					0	0.00					0	0.00								0	0.00	0.00	0.00
24	81112306-MF-P01	Multi Function PRINTER					0	0.00					0	0.00								0	0.00	0.00	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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
25	39121011-UP-S01	UNINTERRUPTIBLE POWER SUPPLY (UPS)					0	0.00							0	0.00						0	0.00	0.00	0.00	0.00
26	43191501-MP-001	Mobile Phone				0	0.00								0	0.00						0	0.00	0.00	0.00	0.00
27	43211711-SC-D01	Scanner, Colored, Double sided, feeder type				0	0.00								0	0.00						0	0.00	0.00	0.00	0.00
28	53121601-GB-001	GO BAG, for disaster relief, rescue operations				0	0.00								0	0.00						0	0.00	0.00	0.00	0.00
29	60104701-SP-001	Solar Panel				0	0.00								0	0.00						0	0.00	0.00	0.00	0.00
30	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	0.00	0.00	0.00
31	26111607-CC-S01	Charge Controller and DC Inverter for Solar Panel				0	0.00								0	0.00						0	0.00	0.00	0.00	0.00
32	46181502-BF-V01	Bullet proof vest				0	0.00								0	0.00						0	0.00	0.00	0.00	0.00
33	25172502-WW-001	Wheels, ____ (type of vehicle)				0	0.00								0	0.00						0	0.00	0.00	0.00	0.00
34	40161513-FF-001	Fuel Filters				0	0.00								0	0.00						0	0.00	0.00	0.00	0.00
35	48101710-DW-F01	Drinking Water/ Fountain				0	0.00								0	0.00						0	0.00	0.00	0.00	0.00
36	26111729-AB-001	Auto Battery				0	0.00								0	0.00						0	0.00	0.00	0.00	0.00
						0	0.00								0	0.00						0	0.00	0.00	0.00	0.00
1		Acetate, colored	pc	1	1	1	3	38.10	1	1	0	2	25.40	1	1	1	3	38.10	1	1	0	2	25.40	10.00	12.70	127.00
2		Adhesive Tape, Magic, Acid free, 810, 8mm x 25mm	rl	3	3	3	9	873.00	3	3	3	9	873.00	3	3	3	9	873.00	3	3	2	8	776.00	35.00	97.00	3395.00
3		Adhesive, Double w/ foam 1", 10mtr.	rl	2	2	1	5	690.00	2	1	1	4	552.00	2	2	1	5	690.00	2	1	1	4	552.00	18.00	138.00	2484.00
4		Adhesive, Double w/ foam 1", 2mtr. Heavy Duty	rl	2	1	1	4	1,300.00	2	1	1	4	1,300.00	2	1	1	4	1,300.00	2	1	1	4	1,300.00	16.00	325.00	5200.00
5		Adhesive, Double w/ foam 1", 5mtr. Heavy Duty	rl	2	1	1	4	2,972.00	1	1	1	3	2,229.00	1	1	1	3	2,229.00	1	1	1	3	2,229.00	13.00	743.00	9659.00
6		Adhesive, Double 1", 25mtr.	rl	6	5	5	16	423.36	5	5	5	15	396.90	5	5	5	15	396.90	5	5	5	15	396.90	61.00	26.46	1614.06
7		Adhesive, Double 1/2" 25m	rl	1	1	0	2	40.00	1	0	0	1	20.00	1	0	0	1	20.00	1	0	0	1	20.00	5.00	20.00	100.00
8		Adhesive, Dymo tape 12mmx3m 10s	rl	1	1	1	3	228.00	1	1	0	2	152.00	1	1	1	3	228.00	1	1	0	2	152.00	10.00	76.00	760.00
9		Adhesive, Glue 130g	bt	8	7	7	22	1,034.00	7	7	7	21	987.00	7	7	7	21	987.00	7	7	7	21	987.00	85.00	47.00	3995.00
10		Adhesive, Glue 240g	bt	1	0	0	1	98.80	1	0	0	1	98.80	1	0	0	1	98.80	1	0	0	1	98.80	4.00	98.80	395.20
11		Adhesive, Glue 500g	bt	3	2	2	7	791.98	2	2	2	6	678.84	3	2	2	7	791.98	2	2	2	6	678.84	26.00	113.14	2941.64
12		Adhesive, Glue Mighty bond 3g	pc	2	1	1	4	240.00	2	1	1	4	240.00	2	1	1	4	240.00	2	1	1	4	240.00	16.00	60.00	960.00
13		Adhesive, Masking tape 1/2" 25m	rl	1	1	0	2	40.00	1	0	0	1	20.00	1	0	0	1	20.00	1	0	0	1	20.00	5.00	20.00	100.00
14		Adhesive, Paste Paper well 200g	jr	6	5	5	16	560.00	5	5	5	15	525.00	5	5	5	15	525.00	5	5	5	15	525.00	61.00	35.00	2135.00
15		Adhesive, Transparent Tape 1", 30m	rl	1	0	0	1	12.13	1	0	0	1	12.13	1	0	0	1	12.13	0	0	0	0	0.00	3.00	12.13	36.39
16		Bag, Paper Brown (high quality) size 1	pc	3334	3333	3333	10000	4,000.00	3334	3333	3333	10000	4,000.00	3334	3333	3333	10000	4,000.00	3334	3333	3333	10000	4,000.00	40,000.00	0.40	16000.00
17		Bag, paper brown (high quality) size 12	pc	2009	2008	2008	6025	7,531.25	2009	2008	2008	6025	7,531.25	2009	2008	2008	6025	7,531.25	2009	2008	2008	6025	7,531.25	24,100.00	1.25	30125.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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
18		Bag, Paper Brown (high quality) size 4	pc	3334	3333	3333	10000	6,500.00	3334	3333	3333	10000	6,500.00	3334	3333	3333	10000	6,500.00	3334	3333	3333	10000	6,500.00	40,000.00	0.65	26000.00
19		Battery, 9V rechargeable heavy duty	pc	4	3	3	10	5,150.00	3	3	3	9	4,635.00	4	3	3	10	5,150.00	3	3	3	9	4,635.00	38.00	515.00	19570.00
20		Battery, AA rechargeable 1.2V	pc	31	31	30	92	23,000.00	31	31	30	92	23,000.00	31	31	30	92	23,000.00	31	31	30	92	23,000.00	368.00	250.00	92000.00
21		Battery, AAA rechargeable 1.2V	pc	35	35	34	104	18,408.00	35	35	34	104	18,408.00	35	35	34	104	18,408.00	35	34	34	103	18,231.00	415.00	177.00	73455.00
22		Battery, C alkaline (alcohol dispenser)	pc	4	4	4	12	1,389.24	4	4	4	12	1,389.24	4	4	4	12	1,389.24	4	4	4	12	1,389.24	48.00	115.77	5556.96
23		Battery, C rechargeable	pc	8	8	8	24	8,400.00	8	8	7	23	8,050.00	8	8	8	24	8,400.00	8	8	7	23	8,050.00	94.00	350.00	32900.00
24		Battery, D ordinary	pc	3	3	3	9	274.05	3	3	2	8	243.60	3	3	3	9	274.05	3	3	2	8	243.60	34.00	30.45	1035.30
25		Battery, lithium for computer CMOS 2032	pc	3	2	2	7	175.00	2	2	2	6	150.00	2	2	2	6	150.00	2	2	2	6	150.00	25.00	25.00	625.00
26		Blade, cutter refill big 10s/pk	pc	4	4	4	12	16.20	4	4	3	11	14.85	4	4	3	11	14.85	4	4	3	11	14.85	45.00	1.35	60.75
27		Blade, cutter refill small 10s/pk	pc	4	4	4	12	15.00	4	4	3	11	13.75	4	4	3	11	13.75	4	4	3	11	13.75	45.00	1.25	56.25
28		Blade, X-acto #11	pc	1	1	1	3	122.85	1	1	0	2	81.90	1	1	1	3	122.85	1	1	0	2	81.90	10.00	40.95	409.50
29		Box Filer, 1 chamber	pc	3	2	2	7	694.75	2	2	2	6	595.50	2	2	2	6	595.50	2	2	2	6	595.50	25.00	99.25	2481.25
30		Box Filer, 2 chamber	pc	7	7	6	20	4,180.00	7	7	6	20	4,180.00	7	7	6	20	4,180.00	7	6	6	19	3,971.00	79.00	209.00	16511.00
31		Box Filer, hardbound customized 15.5 x 9 x 9 green	pc	2	2	2	6	2,220.00	2	2	2	6	2,220.00	2	2	2	6	2,220.00	2	2	1	5	1,850.00	23.00	370.00	8510.00
32		Bundy Clock Ribbon, for Amano EX 3000 Cartridge ribbon (CE-315150)	pc	1	1	1	3	1,410.00	1	1	0	2	940.00	1	1	1	3	1,410.00	1	1	0	2	940.00	10.00	470.00	4700.00
33		Calculator, electronic big 12 digits	pc	1	0	0	1	529.20	0	0	0	0	0.00	1	0	0	1	529.20	0	0	0	0	0.00	2.00	529.20	1058.40
34		Calculator, twin power 14 digits	pc	1	0	0	1	580.00	1	0	0	1	580.00	1	0	0	1	580.00	1	0	0	1	580.00	4.00	580.00	2320.00
35		CD, Recordable 700MB with case	pc	39	38	38	115	2,789.90	39	38	38	115	2,789.90	39	38	38	115	2,789.90	39	38	38	115	2,789.90	460.00	24.26	11159.60
36		CD, Rewritable 700MB with case	pc	7	7	7	21	798.00	7	7	6	20	760.00	7	7	6	20	760.00	7	7	6	20	760.00	81.00	38.00	3078.00
37		Clamp, size 2"	pc	6	6	5	17	78.20	6	5	5	16	73.60	6	5	5	16	73.60	6	5	5	16	73.60	65.00	4.60	299.00
38		Clamp, size 3"	pc	5	5	5	15	147.00	5	5	5	15	147.00	5	5	5	15	147.00	5	5	5	15	147.00	60.00	9.80	588.00
39		Clearbook, refillable A4 100s green	set	1	1	0	2	392.00	1	0	0	1	196.00	1	1	0	2	392.00	1	0	0	1	196.00	6.00	196.00	1176.00
40		Clearbook, refillable A4 100s red	set	1	0	0	1	196.00	0	0	0	0	0.00	1	0	0	1	196.00	0	0	0	0	0.00	2.00	196.00	392.00
41		Clearbook, refillable A4 60s Blue	set	4	4	3	11	1,188.00	4	4	3	11	1,188.00	4	4	3	11	1,188.00	4	3	3	10	1,080.00	43.00	108.00	4644.00
42		Clearbook, refillable long 60s blue	set	7	7	7	21	2,100.00	7	7	7	21	2,100.00	7	7	7	21	2,100.00	7	7	7	21	2,100.00	84.00	100.00	8400.00
43		Clip Board, long w/ cover	pc	5	5	4	14	840.00	5	4	4	13	780.00	5	5	4	14	840.00	5	4	4	13	780.00	54.00	60.00	3240.00
44		Clip Board, long w/o cover	pc	7	7	6	20	760.00	7	6	6	19	722.00	7	7	6	20	760.00	7	6	6	19	722.00	78.00	38.00	2964.00
45		Columnar Book, 18 cols #552 300pp	bk	1	0	0	1	675.00	0	0	0	0	0.00	1	0	0	1	675.00	0	0	0	0	0.00	2.00	675.00	1350.00

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46		Columnar NoteBook, 18 cols	pc	1	1	1	3	96.00	1	1	0	2	64.00	1	1	1	3	96.00	1	1	0	2	64.00	10.00	32.00	320.00
47		Computer ribbon, orig Epson LQ300+ (7753)	pc	4	4	4	12	1,747.20	4	4	3	11	1,601.60	4	4	3	11	1,601.60	4	4	3	11	1,601.60	45.00	145.60	6552.00
48		Computer ribbon, orig Epson LQ310	pc	68	68	67	203	28,420.00	68	67	67	202	28,280.00	68	67	67	202	28,280.00	68	67	67	202	28,280.00	809.00	140.00	113260.00
49		Data Binder, EDP 11x14-7/8 black	pc	2	1	1	4	380.00	1	1	1	3	285.00	2	1	1	4	380.00	1	1	1	3	285.00	14.00	95.00	1330.00
50		Data Binder, w/ side mechanism 11x13-3/4 black	pc	6	6	5	17	2,142.00	6	5	5	16	2,016.00	6	6	5	17	2,142.00	6	5	5	16	2,016.00	66.00	126.00	8316.00
51		Data Binder, w/ side mechanism 11x13-3/4 blue	pc	6	6	6	18	2,268.00	6	6	5	17	2,142.00	6	6	6	18	2,268.00	6	6	5	17	2,142.00	70.00	126.00	8820.00
52		Data Binder, w/ side mechanism 11x13-3/4 red	pc	2	1	1	4	504.00	2	1	1	4	504.00	2	1	1	4	504.00	1	1	1	3	378.00	15.00	126.00	1890.00
53		Data Binder, w/ side mechanism 11x13-3/4 yellow	pc	2	1	1	4	504.00	1	1	1	3	378.00	1	1	1	3	378.00	1	1	1	3	378.00	13.00	126.00	1638.00
54		Data Binder, w/ side mechanism 15"Width x 10-1/2"Height x 3"Thickness red	pc	6	5	5	16	2,176.00	5	5	5	15	2,040.00	6	5	5	16	2,176.00	5	5	5	15	2,040.00	62.00	136.00	8432.00
55		Data Binder, w/ top mechanism 11"W x 15-1/2"H x 3" blue	pc	7	6	6	19	2,451.00	6	6	6	18	2,322.00	7	6	6	19	2,451.00	6	6	6	18	2,322.00	74.00	129.00	9546.00
56		Data Binder, w/ top mechanism 11x13-3/4 black	pc	3	2	2	7	882.00	3	2	2	7	882.00	3	2	2	7	882.00	3	2	2	7	882.00	28.00	126.00	3528.00
57		Data Binder, w/ top mechanism 11x13-3/4 blue	pc	5	4	4	13	1,638.00	5	4	4	13	1,638.00	5	4	4	13	1,638.00	4	4	4	12	1,512.00	51.00	126.00	6426.00
58		Data File Box, Magazine 4.5	pc	1	0	0	1	99.23	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	99.23	99.23
59		Drum Kit, Brother Fax-2840, DR-2255	pc	1	0	0	1	2,912.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	2912.00	2912.00
60		DVD - Recordable with case	pc	18	18	17	53	1,272.00	18	17	17	52	1,248.00	18	18	17	53	1,272.00	18	17	17	52	1,248.00	210.00	24.00	5040.00
61		DVD - RW 4.7GB with case	pc	6	6	5	17	714.00	6	5	5	16	672.00	6	6	5	17	714.00	6	5	5	16	672.00	66.00	42.00	2772.00
62		DVD + RW 4.7GB with case	pc	9	9	8	26	1,196.00	9	8	8	25	1,150.00	9	8	8	25	1,150.00	9	8	8	25	1,150.00	101.00	46.00	4646.00
63		Envelope, catalogue 6 x 9	pc	5	4	4	13	17.55	4	4	4	12	16.20	5	4	4	13	17.55	4	4	4	12	16.20	50.00	1.35	67.50
64		Envelope, coin 2-1/2" x 4-1/4"	pc	9	8	8	25	12.50	9	8	8	25	12.50	9	8	8	25	12.50	9	8	8	25	12.50	100.00	0.50	50.00
65		Envelope, expanding long w/ 12 pockets	pc	1	1	0	2	270.00	1	1	0	2	270.00	1	1	0	2	270.00	1	0	0	1	135.00	7.00	135.00	945.00
66		Envelope, expanding short w/ garter (Kraft)	pc	8	8	8	24	196.80	8	8	7	23	188.60	8	8	7	23	188.60	8	8	7	23	188.60	93.00	8.20	762.60
67		Envelope, Plastic heavy duty with handle & lock, long	pc	5	4	4	13	788.32	5	4	4	13	788.32	5	4	4	13	788.32	5	4	4	13	788.32	52.00	60.64	3153.28
68		Envelope, Plastic long	pc	25	24	24	73	626.34	25	24	24	73	626.34	25	24	24	73	626.34	24	24	24	72	617.76	291.00	8.58	2496.78
69		Envelope, Plastic long w/ string (H104)	pc	3	2	2	7	245.00	3	2	2	7	245.00	3	2	2	7	245.00	2	2	2	6	210.00	27.00	35.00	945.00
70		Envelope, Plastic long w/ string (H104S)	pc	4	4	3	11	308.00	4	3	3	10	280.00	4	4	3	11	308.00	4	3	3	10	280.00	42.00	28.00	1176.00
71		Eraser, correction fluid water base 15ml/bt	bt	2	1	1	4	123.40	1	1	1	3	92.55	1	1	1	3	92.55	1	1	1	3	92.55	13.00	30.85	401.05
72		Eraser, correction pen fine point	pc	5	5	4	14	378.00	5	4	4	13	351.00	5	4	4	13	351.00	5	4	4	13	351.00	53.00	27.00	1431.00
73		External Hard Drive, 2TB	pc	1	1	0	2	9,975.00	1	0	0	1	4,987.50	1	0	0	1	4,987.50	1	0	0	1	4,987.50	5.00	4987.50	24937.50

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																	Total Quantity for the year	Price Catalogue (as of 30 April 2021)	Total Amount for the year			
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74		External Hard Drive, 4TB	pc	1	1	0	2	16,990.00	1	1	0	2	16,990.00	1	1	0	2	16,990.00	1	1	0	2	16,990.00	8.00	8495.00	67960.00
75		Fastener, plastic coated 50s	bx	50	50	49	149	4,224.15	50	49	49	148	4,195.80	50	50	49	149	4,224.15	50	49	49	148	4,195.80	594.00	28.35	16839.90
76		Fastener, plastic coated 70mm 8-1/2" long 50s	bx	2	2	1	5	575.00	2	2	1	5	575.00	2	2	1	5	575.00	2	1	1	4	460.00	19.00	115.00	2185.00
77		Flash Drive, USB 32GB	pc	3	3	3	9	2,970.00	3	3	2	8	2,640.00	3	3	3	9	2,970.00	3	3	2	8	2,640.00	34.00	330.00	11220.00
78		Flash Drive, USB 8GB	pc	9	8	8	25	7,500.00	9	8	8	25	7,500.00	9	8	8	25	7,500.00	9	8	8	25	7,500.00	100.00	300.00	30000.00
79		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	2.00	500.00	1000.00
80		Folder, morocco long w/ sliding binder blue	pc	5	5	5	15	146.25	5	5	4	14	136.50	5	5	5	15	146.25	5	5	4	14	136.50	58.00	9.75	565.50
81		Folder, morocco long w/ sliding binder green	pc	6	5	5	16	156.00	6	5	5	16	156.00	6	5	5	16	156.00	5	5	5	15	146.25	63.00	9.75	614.25
82		Folder, morocco long w/ sliding binder red	pc	3	2	2	7	68.25	2	2	2	6	58.50	3	2	2	7	68.25	2	2	2	6	58.50	26.00	9.75	253.50
83		Folder, morocco long w/ sliding binder yellow	pc	1	1	1	3	29.25	1	1	0	2	19.50	1	1	1	3	29.25	1	1	0	2	19.50	10.00	9.75	97.50
84		Folder, morocco short w/ sliding binder blue	pc	1	1	1	3	23.25	1	1	0	2	15.50	1	1	1	3	23.25	1	1	0	2	15.50	10.00	7.75	77.50
85		Folder, morocco short w/ sliding binder yellow	pc	2	2	1	5	38.75	2	2	1	5	38.75	2	2	1	5	38.75	2	2	1	5	38.75	20.00	7.75	155.00
86		Folder, Office Cover (clear plastic) A4 blue	pc	4	3	3	10	236.00	3	3	3	9	212.40	4	3	3	10	236.00	3	3	3	9	212.40	38.00	23.60	896.80
87		Folder, Office Cover (clear plastic) A4 green	pc	1	0	0	1	23.60	0	0	0	0	0.00	1	0	0	1	23.60	0	0	0	0	0.00	2.00	23.60	47.20
88		Folder, Office Cover (clear plastic) A4 red	pc	17	17	17	51	1,203.60	17	17	17	51	1,203.60	17	17	17	51	1,203.60	17	17	16	50	1,180.00	203.00	23.60	4790.80
89		Folder, Office Cover (clear plastic) A4 violet	pc	3	2	2	7	165.20	2	2	2	6	141.60	2	2	2	6	141.60	2	2	2	6	141.60	25.00	23.60	590.00
90		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	10.00	23.60	236.00
91		Folder, Office Cover (clear plastic) long blue	pc	10	9	9	28	700.00	9	9	9	27	675.00	9	9	9	27	675.00	9	9	9	27	675.00	109.00	25.00	2725.00
92		Folder, Office Cover (clear plastic) long green	pc	1	1	0	2	50.00	1	1	0	2	50.00	1	1	0	2	50.00	1	1	0	2	50.00	8.00	25.00	200.00
93		Folder, Office Cover (clear plastic) long red	pc	6	6	5	17	425.00	6	6	5	17	425.00	6	6	5	17	425.00	6	6	5	17	425.00	68.00	25.00	1700.00
94		Folder, Office Cover (clear plastic) long yellow	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	10.00	25.00	250.00
95		Folder, plastic A4 w/ sliding binder white	pc	2	1	1	4	24.00	2	1	1	4	24.00	2	1	1	4	24.00	1	1	1	3	18.00	15.00	6.00	90.00
96		Folder, plastic long w/ sliding binder blue	pc	1	1	1	3	23.67	1	1	0	2	15.78	1	1	1	3	23.67	1	1	0	2	15.78	10.00	7.89	78.90
97		Folder, plastic long w/ sliding binder red	pc	1	1	1	3	23.67	1	1	0	2	15.78	1	1	1	3	23.67	1	1	0	2	15.78	10.00	7.89	78.90
98		Folder, plastic long w/ sliding binder yellow	pc	1	1	1	3	23.67	1	1	0	2	15.78	1	1	1	3	23.67	1	1	0	2	15.78	10.00	7.89	78.90
99		Folder, pressboard w/ metal tab long green	pc	21	21	20	62	1,550.00	21	21	20	62	1,550.00	21	21	20	62	1,550.00	21	21	20	62	1,550.00	248.00	25.00	6200.00
100		Folder, pressboard w/o metal tab long blue	pc	21	20	20	61	1,647.00	20	20	20	60	1,620.00	21	20	20	61	1,647.00	20	20	20	60	1,620.00	242.00	27.00	6534.00
101		Folder, pressboard w/o metal tab long green	pc	65	65	64	194	5,238.00	65	64	64	193	5,211.00	65	64	64	193	5,211.00	65	64	64	193	5,211.00	773.00	27.00	20871.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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
102		Folder, pressboard w/o metal tab long red	pc	10	10	9	29	783.00	10	9	9	28	756.00	10	10	9	29	783.00	10	9	9	28	756.00	114.00	27.00	3078.00
103		Folder, pressboard w/o metal tab long violet	pc	2	2	1	5	135.00	2	2	1	5	135.00	2	2	1	5	135.00	2	2	1	5	135.00	20.00	27.00	540.00
104		Folder, pressboard w/o metal tab long yellow	pc	22	21	21	64	1,728.00	21	21	21	63	1,701.00	21	21	21	63	1,701.00	21	21	21	63	1,701.00	253.00	27.00	6831.00
105		Folder, pressboard w/o metal tab long yellow gold	pc	5	5	5	15	405.00	5	5	5	15	405.00	5	5	5	15	405.00	5	5	5	15	405.00	60.00	27.00	1620.00
106		Folder, pressboard w/o metal tab short green	pc	8	8	7	23	414.00	8	7	7	22	396.00	8	8	7	23	414.00	8	7	7	22	396.00	90.00	18.00	1620.00
107		Glue Gun, big	pc	1	0	0	1	385.00	1	0	0	1	385.00	1	0	0	1	385.00	0	0	0	0	0.00	3.00	385.00	1155.00
108		Glue Stick for Glue Gun big	pc	6	6	6	18	113.40	6	6	5	17	107.10	6	6	6	18	113.40	6	6	5	17	107.10	70.00	6.30	441.00
109		Glue Stick for Glue Gun small	pc	13	13	12	38	95.00	13	12	12	37	92.50	13	13	12	38	95.00	13	12	12	37	92.50	150.00	2.50	375.00
110		Glue Stick, white, 25g	pc	6	5	5	16	1,116.00	5	5	5	15	1,046.25	5	5	5	15	1,046.25	5	5	5	15	1,046.25	61.00	69.75	4254.75
111		ID Jackets, H4-1/2" x W3-1/2"	pc	1167	1167	1166	3500	23,625.00	1167	1167	1166	3500	23,625.00	1167	1167	1166	3500	23,625.00	1167	1167	1166	3500	23,625.00	14,000.00	6.75	94500.00
112		Index box, small	pc	1	0	0	1	65.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	65.00	65.00
113		Index Card, 5 x 8 RBS	pc	516	516	516	1548	588.24	516	516	515	1547	587.86	516	516	516	1548	588.24	516	516	515	1547	587.86	6,190.00	0.38	2352.20
114		Index Tab file divider (L) colored(1 set of 5)	set	5	5	5	15	225.00	5	5	5	15	225.00	5	5	5	15	225.00	5	5	5	15	225.00	60.00	15.00	900.00
115		Index Tab self adhesive double sided (20s)	pk	1	0	0	1	62.40	1	0	0	1	62.40	1	0	0	1	62.40	0	0	0	0	0.00	3.00	62.40	187.20
116		Index Tab, self adhesive, transparent	set	2	1	1	4	260.00	2	1	1	4	260.00	2	1	1	4	260.00	1	1	1	3	195.00	15.00	65.00	975.00
117		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	3.00	720.00	2160.00
118		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	3.00	793.80	2381.40
119		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	3.00	689.00	2067.00
120		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	3.00	689.00	2067.00
121		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	3.00	689.00	2067.00
122		Ink, Continuous Brother BT 5000 Cyan 48ml	bt	1	1	1	3	1,134.00	1	1	0	2	756.00	1	1	0	2	756.00	1	1	0	2	756.00	9.00	378.00	3402.00
123		Ink, Continuous Brother BT 5000 Magenta 48ml	bt	2	2	1	5	1,890.00	2	2	1	5	1,890.00	2	2	1	5	1,890.00	2	1	1	4	1,512.00	19.00	378.00	7182.00
124		Ink, Continuous Brother BT 5000 Yellow 48ml	bt	1	1	1	3	1,134.00	1	1	0	2	756.00	1	1	0	2	756.00	1	1	0	2	756.00	9.00	378.00	3402.00
125		Ink, Continuous Brother BT 6000 Black 180ml	bt	1	1	1	3	1,134.00	1	1	1	3	1,134.00	1	1	1	3	1,134.00	1	1	1	3	1,134.00	12.00	378.00	4536.00
126		Ink, Continuous Epson 001 C13T03Y100 127ml black	crt	10	9	9	28	12,600.00	9	9	9	27	12,150.00	9	9	9	27	12,150.00	9	9	9	27	12,150.00	109.00	450.00	49050.00
127		Ink, Continuous Epson 001 C13T03Y200 70ml cyan	crt	3	3	2	8	2,360.00	3	3	2	8	2,360.00	3	3	2	8	2,360.00	3	3	2	8	2,360.00	32.00	295.00	9440.00
128		Ink, Continuous Epson 001 C13T03Y300 70ml magenta	crt	3	3	2	8	2,360.00	3	3	2	8	2,360.00	3	3	2	8	2,360.00	3	3	2	8	2,360.00	32.00	295.00	9440.00
129		Ink, Continuous Epson 001 C13T03Y400 70ml yellow	crt	2	2	2	6	1,770.00	2	2	1	5	1,475.00	2	2	2	6	1,770.00	2	2	1	5	1,475.00	22.00	295.00	6490.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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
130		Ink, Continuous Epson 003 C13T00V100 65ml black	bt	13	13	12	38	10,260.00	13	12	12	37	9,990.00	13	13	12	38	10,260.00	13	12	12	37	9,990.00	150.00	270.00	40500.00
131		Ink, Continuous Epson 003 C13T00V200 65ml cyan	bt	7	7	7	21	5,670.00	7	7	6	20	5,400.00	7	7	6	20	5,400.00	7	7	6	20	5,400.00	81.00	270.00	21870.00
132		Ink, Continuous Epson 003 C13T00V300 65ml magenta	bt	7	7	7	21	5,670.00	7	7	7	21	5,670.00	7	7	7	21	5,670.00	7	7	7	21	5,670.00	84.00	270.00	22680.00
133		Ink, Continuous Epson 003 C13T00V400 65ml yellow	bt	8	8	7	23	6,210.00	8	7	7	22	5,940.00	8	8	7	23	6,210.00	8	7	7	22	5,940.00	90.00	270.00	24300.00
134		Ink, Continuous Epson T6731 70ml black	bt	1	0	0	1	485.00	1	0	0	1	485.00	1	0	0	1	485.00	0	0	0	0	0.00	3.00	485.00	1455.00
135		Ink, Continuous Epson T6732 70ml cyan	bt	1	1	1	3	1,455.00	1	1	0	2	970.00	1	1	0	2	970.00	1	1	0	2	970.00	9.00	485.00	4365.00
136		Ink, Continuous Epson T6733 70ml magenta	bt	1	1	0	2	970.00	1	1	0	2	970.00	1	1	0	2	970.00	1	1	0	2	970.00	8.00	485.00	3880.00
137		Ink, Continuous Epson T6734 70ml yellow	bt	1	0	0	1	485.00	1	0	0	1	485.00	1	0	0	1	485.00	1	0	0	1	485.00	4.00	485.00	1940.00
138		Ink, Continuous Epson T6735 70ml light cyan	bt	1	0	0	1	485.00	1	0	0	1	485.00	1	0	0	1	485.00	0	0	0	0	0.00	3.00	485.00	1455.00
139		Ink, Continuous Epson T6736 70ml light magenta	bt	1	1	1	3	1,455.00	1	1	1	3	1,455.00	1	1	1	3	1,455.00	1	1	0	2	970.00	11.00	485.00	5335.00
140		Ink, Continuous HP GT51/GT53 90ml black	bt	12	11	11	34	9,051.48	12	11	11	34	9,051.48	12	11	11	34	9,051.48	11	11	11	33	8,785.26	135.00	266.22	35939.70
141		Ink, Continuous HP GT52 70ml cyan	bt	6	6	6	18	4,374.00	6	6	6	18	4,374.00	6	6	6	18	4,374.00	6	6	6	18	4,374.00	72.00	243.00	17496.00
142		Ink, Continuous HP GT52 70ml magenta	bt	6	6	6	18	4,374.00	6	6	6	18	4,374.00	6	6	6	18	4,374.00	6	6	5	17	4,131.00	71.00	243.00	17253.00
143		Ink, Continuous HP GT52 70ml yellow	bt	6	6	6	18	4,374.00	6	6	5	17	4,131.00	6	6	6	18	4,374.00	6	6	5	17	4,131.00	70.00	243.00	17010.00
144		Ink, Permanent Marker, black	bt	2	1	1	4	340.00	1	1	1	3	255.00	2	1	1	4	340.00	1	1	1	3	255.00	14.00	85.00	1190.00
145		Ink, Stamp Pad 1oz 30ml black	bt	3	2	2	7	168.00	3	2	2	7	168.00	3	2	2	7	168.00	2	2	2	6	144.00	27.00	24.00	648.00
146		Ink, Stamp Pad 1oz 30ml blue	bt	2	2	1	5	120.00	2	2	1	5	120.00	2	2	1	5	120.00	2	1	1	4	96.00	19.00	24.00	456.00
147		Ink, Trodat printy 28ml Black	bt	3	3	3	9	1,440.00	3	3	2	8	1,280.00	3	3	3	9	1,440.00	3	3	2	8	1,280.00	34.00	160.00	5440.00
148		Laminating Film 125 microns, size: 8.25 x 11.75, 20s/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	24.00	160.00	3840.00
149		Moistener, green	pc	2	2	2	6	168.00	2	2	2	6	168.00	2	2	2	6	168.00	2	2	2	6	168.00	24.00	28.00	672.00
150		Notebook, Spiral 80 leaves	pc	3	3	3	9	126.00	3	3	3	9	126.00	3	3	3	9	126.00	3	3	2	8	112.00	35.00	14.00	490.00
151		Paper Tape, Adding machine/calculator, 2-1/4"	rl	12	11	11	34	418.20	12	11	11	34	418.20	12	11	11	34	418.20	12	11	11	34	418.20	136.00	12.30	1672.80
152		Paper, Board short 200gsm, cream 10/pk	pk	2	2	1	5	130.00	2	2	1	5	130.00	2	2	1	5	130.00	2	2	1	5	130.00	20.00	26.00	520.00
153		Paper, Board Specialty short, bluestone 10/set	set	1	1	0	2	56.00	1	0	0	1	28.00	1	0	0	1	28.00	1	0	0	1	28.00	5.00	28.00	140.00
154		Paper, Board, 160 gsm, neon yellow, A4 10s	pc	1	1	0	2	79.00	1	0	0	1	39.50	1	0	0	1	39.50	1	0	0	1	39.50	5.00	39.50	197.50
155		Paper, Board, A4 (8.5" x 11.75") 160gsm light blue 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	5.00	39.50	197.50
156		Paper, Board, A4 (8.5" x 11.75") 160gsm light lagoon green 10s	pk	1	1	1	3	118.50	1	1	0	2	79.00	1	1	1	3	118.50	1	1	0	2	79.00	10.00	39.50	395.00
157		Paper, Board, A4 (8.5" x 11.75") 160gsm neon orange 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	5.00	39.50	197.50

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																	Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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
158		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	5.00	39.50	197.50
159		Paper, Board, A4 (8.5" x 11.75") 160gsm white 10s	pk	15	15	15	45	1,777.50	15	15	15	45	1,777.50	15	15	15	45	1,777.50	15	15	15	45	1,777.50	180.00	39.50	7110.00
160		Paper, Carbon A4 100s	pk	3	2	2	7	754.25	2	2	2	6	646.50	3	2	2	7	754.25	2	2	2	6	646.50	26.00	107.75	2801.50
161		Paper, Colored Asstd color 9x12 20s	pk	1	1	1	3	105.00	1	1	0	2	70.00	1	1	0	2	70.00	1	1	0	2	70.00	9.00	35.00	315.00
162		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	60.00	84.50	5070.00
163		Paper, Colored, 8.5" x 14", blue, (10s / pack)	pk	2	1	1	4	132.00	1	1	1	3	99.00	2	1	1	4	132.00	1	1	1	3	99.00	14.00	33.00	462.00
164		Paper, Colored, 8.5" x 14", green, (10s / pack)	pk	2	1	1	4	132.00	1	1	1	3	99.00	2	1	1	4	132.00	1	1	1	3	99.00	14.00	33.00	462.00
165		Paper, Colored, 8.5" x 14", orange, (10s / pack)	pk	135	135	134	404	13,332.00	135	134	134	403	13,299.00	135	135	134	404	13,332.00	135	134	134	403	13,299.00	1,614.00	33.00	53262.00
166		Paper, Colored, 8.5" x 14", pink, (10s / pack)	pk	2	1	1	4	132.00	1	1	1	3	99.00	2	1	1	4	132.00	1	1	1	3	99.00	14.00	33.00	462.00
167		Paper, Colored, 8.5" x 14", yellow, (10s / pack)	pk	3	3	3	9	297.00	3	3	2	8	264.00	3	3	3	9	297.00	3	3	2	8	264.00	34.00	33.00	1122.00
168		Paper, Continuous Form 9-1/2 x 5-1/2 1-ply, 60gsm perforated 4000pcs/bx	bx	1	1	1	3	2,982.00	1	1	0	2	1,988.00	1	1	0	2	1,988.00	1	1	0	2	1,988.00	9.00	994.00	8946.00
169		Paper, Continuous Form 9-1/2 x 5-1/2 2-ply, 56gsm perforated 2000sets/bx	bx	24	24	23	71	58,930.00	24	23	23	70	58,100.00	24	23	23	70	58,100.00	24	23	23	70	58,100.00	281.00	830.00	233230.00
170		Paper, Copy A3 S-24, 80gsm	rm	1	0	0	1	384.00	1	0	0	1	384.00	1	0	0	1	384.00	0	0	0	0	0.00	3.00	384.00	1152.00
171		Paper, Copy short, S-24, 80gsm	rm	3	3	3	9	1,575.00	3	3	2	8	1,400.00	3	3	3	9	1,575.00	3	3	2	8	1,400.00	34.00	175.00	5950.00
172		Paper, Manila	pc	740	739	739	2218	8,539.30	739	739	739	2217	8,535.45	740	739	739	2218	8,539.30	739	739	739	2217	8,535.45	8,870.00	3.85	34149.50
173		Paper, Mimeo A4 S-20 blue	rm	8	8	8	24	5,832.00	8	8	8	24	5,832.00	8	8	8	24	5,832.00	8	8	8	24	5,832.00	96.00	243.00	23328.00
174		Paper, Mimeo A4 S-20 green	rm	4	4	4	12	2,916.00	4	4	3	11	2,673.00	4	4	3	11	2,673.00	4	4	3	11	2,673.00	45.00	243.00	10935.00
175		Paper, Mimeo A4 S-20 pink	rm	9	9	9	27	6,561.00	9	9	8	26	6,318.00	9	9	8	26	6,318.00	9	9	8	26	6,318.00	105.00	243.00	25515.00
176		Paper, Mimeo A4 S-20 yellow	rm	7	6	6	19	4,617.00	6	6	6	18	4,374.00	7	6	6	19	4,617.00	6	6	6	18	4,374.00	74.00	243.00	17982.00
177		Paper, Parchment 9" x 12"	pc	167	167	166	500	1,075.00	167	167	166	500	1,075.00	167	167	166	500	1,075.00	167	167	166	500	1,075.00	2,000.00	2.15	4300.00
178		Paper, Photo glossy A4	pc	66	66	66	198	1,089.00	66	66	66	198	1,089.00	66	66	66	198	1,089.00	66	66	66	198	1,089.00	792.00	5.50	4356.00
179		Paper, Specialty short cream 10/set	set	5	5	5	15	345.00	5	5	4	14	322.00	5	5	5	15	345.00	5	5	4	14	322.00	58.00	23.00	1334.00
180		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	10.00	23.00	230.00
181		Paper, Sticker A4 light green 5s/pk	pk	1	1	1	3	224.25	1	1	0	2	149.50	1	1	1	3	224.25	1	1	0	2	149.50	10.00	74.75	747.50
182		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	24.00	160.00	3840.00
183		Paper, Sticker short, white 10s/pk	pk	22	22	21	65	3,185.00	22	22	21	65	3,185.00	22	22	21	65	3,185.00	22	22	21	65	3,185.00	260.00	49.00	12740.00
184		Paper, Thermal 57mm x 30mm x 1/2 core	ri	10	10	10	30	930.00	10	10	10	30	930.00	10	10	10	30	930.00	10	10	10	30	930.00	120.00	31.00	3720.00
185		Paper, Thermal 78mm x 80mm	ri	13	13	13	39	3,217.50	13	13	13	39	3,217.50	13	13	13	39	3,217.50	13	13	13	39	3,217.50	156.00	82.50	12870.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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
186		Paper, Thermal 80mm x 25 1/2 core	rl	4	3	3	10	367.50	4	3	3	10	367.50	4	3	3	10	367.50	4	3	3	10	367.50	40.00	36.75	1470.00
187		Paper, Thermal Recording ,50mm	rl	2	2	1	5	385.00	2	2	1	5	385.00	2	2	1	5	385.00	2	2	1	5	385.00	20.00	77.00	1540.00
188		Paper, Yellow ruled	pd	1	0	0	1	18.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	18.00	18.00
189		Pen, Ball point 0.7 black	pc	115	115	114	344	1,634.00	115	115	114	344	1,634.00	115	115	114	344	1,634.00	115	115	114	344	1,634.00	1,376.00	4.75	6536.00
190		Pen, Ball point 0.7 blue	pc	45	45	44	134	636.50	45	44	44	133	631.75	45	44	44	133	631.75	45	44	44	133	631.75	533.00	4.75	2531.75
191		Pen, Ball point 0.7 green	pc	1	1	0	2	9.50	1	0	0	1	4.75	1	0	0	1	4.75	1	0	0	1	4.75	5.00	4.75	23.75
192		Pen, Ball point 0.7 red (for COA only)	pc	3	3	2	8	38.00	3	3	2	8	38.00	3	3	2	8	38.00	3	3	2	8	38.00	32.00	4.75	152.00
193		Pen, Marking bullet tip green	pc	1	0	0	1	34.00	0	0	0	0	0.00	1	0	0	1	34.00	0	0	0	0	0.00	2.00	34.00	68.00
194		Pen, Marking bullet tip violet	pc	1	1	0	2	68.00	1	1	0	2	68.00	1	1	0	2	68.00	1	1	0	2	68.00	8.00	34.00	272.00
195		Pen, permanent marker 0.7 black	pc	19	19	18	56	3,920.00	19	19	18	56	3,920.00	19	19	18	56	3,920.00	19	19	18	56	3,920.00	224.00	70.00	15680.00
196		Pen, Sign 0.5 green	pc	2	2	1	5	263.25	2	2	1	5	263.25	2	2	1	5	263.25	2	1	1	4	210.60	19.00	52.65	1000.35
197		Pen, Sign 0.5 violet	pc	2	2	1	5	263.25	2	2	1	5	263.25	2	2	1	5	263.25	2	2	1	5	263.25	20.00	52.65	1053.00
198		Pen, Whiteboard bullet tip green	pc	1	1	0	2	97.00	1	0	0	1	48.50	1	1	0	2	97.00	1	0	0	1	48.50	6.00	48.50	291.00
199		Pencil Lead, mechanical 0.5 12s/tbe	tbe	1	1	0	2	39.50	1	0	0	1	19.75	1	0	0	1	19.75	1	0	0	1	19.75	5.00	19.75	98.75
200		Pencil, with eraser # 1	pc	74	74	73	221	1,414.40	74	74	73	221	1,414.40	74	74	73	221	1,414.40	74	73	73	220	1,408.00	883.00	6.40	5651.20
201		Plastic cover, transparent g2.6	m	21	21	21	63	756.00	21	21	20	62	744.00	21	21	20	62	744.00	21	21	20	62	744.00	249.00	12.00	2988.00
202		Post-it memo pad 3x5	pd	11	10	10	31	992.00	10	10	10	30	960.00	11	10	10	31	992.00	10	10	10	30	960.00	122.00	32.00	3904.00
203		Post-it memo pad 4x6 ruled	pd	8	7	7	22	3,036.00	8	7	7	22	3,036.00	8	7	7	22	3,036.00	8	7	7	22	3,036.00	88.00	138.00	12144.00
204		Puncher, Paper two-hole Heavy Duty (65-70 sheet cap)	pc	1	1	1	3	2,970.00	1	1	1	3	2,970.00	1	1	1	3	2,970.00	1	1	0	2	1,980.00	11.00	990.00	10890.00
205		Rack, Paper In/Out steel 2-layer	pc	1	1	1	3	900.00	1	1	1	3	900.00	1	1	1	3	900.00	1	1	1	3	900.00	12.00	300.00	3600.00
206		Ribbon, Calculator/Adding machine twin pool	pc	1	0	0	1	16.20	1	0	0	1	16.20	1	0	0	1	16.20	1	0	0	1	16.20	4.00	16.20	64.80
207		Ring Binder 1" black	m	2	2	1	5	130.00	2	1	1	4	104.00	2	2	1	5	130.00	2	1	1	4	104.00	18.00	26.00	468.00
208		Ring Binder 1-1/2" black	m	1	0	0	1	31.90	1	0	0	1	31.90	1	0	0	1	31.90	0	0	0	0	0.00	3.00	31.90	95.70
209		Ring Binder 2" black	m	1	1	0	2	78.00	1	0	0	1	39.00	1	1	0	2	78.00	1	0	0	1	39.00	6.00	39.00	234.00
210		Rubberband, 350g round	bx	3	2	2	7	777.00	3	2	2	7	777.00	3	2	2	7	777.00	3	2	2	7	777.00	28.00	111.00	3108.00
211		Ruler, plastic transparent 12"	pc	1	1	0	2	12.00	1	0	0	1	6.00	1	0	0	1	6.00	1	0	0	1	6.00	5.00	6.00	30.00
212		Ruler, stainless steel 12"	pc	1	0	0	1	136.00	1	0	0	1	136.00	1	0	0	1	136.00	0	0	0	0	0.00	3.00	136.00	408.00
213		Ruler, stainless steel 40"	pc	1	0	0	1	580.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	580.00	580.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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
214		Ruler, steel, 24"	pc	1	0	0	1	85.00	1	0	0	1	85.00	1	0	0	1	85.00	0	0	0	0	0.00	3.00	85.00	255.00
215		Scissors, HD 8"	pc	2	1	1	4	162.00	1	1	1	3	121.50	1	1	1	3	121.50	1	1	1	3	121.50	13.00	40.50	526.50
216		Stamp Pad, heavy duty 3" x 4.5"	pc	1	1	1	3	102.00	1	1	0	2	68.00	1	1	0	2	68.00	1	1	0	2	68.00	9.00	34.00	306.00
217		Stamp Pad, heavy duty 4" x 6"	pc	2	2	1	5	425.00	2	1	1	4	340.00	2	1	1	4	340.00	2	1	1	4	340.00	17.00	85.00	1445.00
218		Stamp Pad, heavy duty 60mm x 100mm	pc	1	0	0	1	34.13	1	0	0	1	34.13	1	0	0	1	34.13	0	0	0	0	0.00	3.00	34.13	102.39
219		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	48.00	665.00	31920.00
220		Styropor 1/2in x 2ft x 4ft	pc	5	4	4	13	637.00	4	4	4	12	588.00	5	4	4	13	637.00	4	4	4	12	588.00	50.00	49.00	2450.00
221		Styropor 1in x 2ft x 4ft	pc	4	3	3	10	990.00	4	3	3	10	990.00	4	3	3	10	990.00	4	3	3	10	990.00	40.00	99.00	3960.00
222		Syringe Sticker Label, Big Size, 100 pcs/rl	rl	1	1	1	3	270.00	1	1	0	2	180.00	1	1	1	3	270.00	1	1	0	2	180.00	10.00	90.00	900.00
223		Syringe Sticker Label, Small Size, 100 pcs/rl	rl	1	1	1	3	150.00	1	1	0	2	100.00	1	1	1	3	150.00	1	1	0	2	100.00	10.00	50.00	500.00
224		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	20	8,960.00	80.00	448.00	35840.00
225		Toner, Computer Brother Fax - 2840, TN-2280	crt	1	0	0	1	2,750.00	0	0	0	0	0.00	1	0	0	1	2,750.00	0	0	0	0	0.00	2.00	2750.00	5500.00
226		Toner, Computer HP Laserjet CF230A	pc	1	0	0	1	3,800.00	1	0	0	1	3,800.00	1	0	0	1	3,800.00	0	0	0	0	0.00	3.00	3800.00	11400.00
227		Toner, Computer HP Laserjet CP 1025 black	crt	1	0	0	1	2,000.00	0	0	0	0	0.00	1	0	0	1	2,000.00	0	0	0	0	0.00	2.00	2000.00	4000.00
228		Toner, Computer HP Laserjet CP 1025 cyan	crt	1	0	0	1	2,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	2000.00	2000.00
229		Toner, Computer HP Laserjet CP 1025 magenta	crt	1	0	0	1	2,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1.00	2000.00	2000.00
230		Toner, Computer HP Laserjet W1107A	crt	1	1	0	2	4,000.00	1	0	0	1	2,000.00	1	1	0	2	4,000.00	1	0	0	1	2,000.00	6.00	2000.00	12000.00
231		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	0	0	0	0	0.00	3.00	5472.00	16416.00
232		Toner, Copier Machine Muratec MFX-1820 TS-1820	crt	1	0	0	1	5,200.00	1	0	0	1	5,200.00	1	0	0	1	5,200.00	1	0	0	1	5,200.00	4.00	5200.00	20800.00
233		Trodat printy Machine, HD	pc	2	2	2	6	3,306.00	2	2	2	6	3,306.00	2	2	2	6	3,306.00	2	2	2	6	3,306.00	24.00	551.00	13224.00
234		Wire, Map Pins 100s	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	9.00	33.00	297.00
235		Wire, Staple #10	bx	6	6	5	17	119.00	6	5	5	16	112.00	6	5	5	16	112.00	6	5	5	16	112.00	65.00	7.00	455.00
236		Wire, Staple #23/10	bx	1	0	0	1	29.00	1	0	0	1	29.00	1	0	0	1	29.00	1	0	0	1	29.00	4.00	29.00	116.00
237		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	30.00	30.00	900.00
238		Wire, Staple T-50 5/16 inch, 8mm	bx	1	0	0	1	37.80	0	0	0	0	0.00	1	0	0	1	37.80	0	0	0	0	0.00	2.00	37.80	75.60
239		Wire, Thumbtacks 100s/bx	bx	2	1	1	4	32.00	2	1	1	4	32.00	2	1	1	4	32.00	1	1	1	3	24.00	15.00	8.00	120.00


Item & Specifications	Unit of Measure	Monthly Quantity Requirement																Total Quantity for the year	Price Catalogue (as of 30 April 2021)	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
					0	0.00				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
A. TOTAL																					P	4,484,068.41		
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																					P	448,406.84		
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																					P	-		
D. GRAND TOTAL (A + B+ C)																					P	4,932,475.25		
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																								

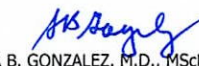
We hereby warrant that the total amount reflected in this Annual Procurement Plan to procure the listed common-use supplies, materials, and equipment has been included in or is within our approved budget for the year.

Prepared by:


 ESTER L. REINOSO, MHSA
 Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available: Approved by:


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


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

Date Prepared: August 5, 2021