ANNUAL PROCUREMENT PLAN - COMMOM-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2024 FORM - OTHER ITEMS

Introduction:

This form shall be utilized by government agencies for items that are not available in the PS-DBM catalogue but are regularly purchased from other sources. Information given in this form will serve as a survey to identify the items that may be considered as CSE by the PS-DBM.

Reminders:

1.0 The APP-CSE 2024 Form - Other Items must be accomplished using Microsoft Excel format ONLY. The APP-CSE Form - Other Items shall be deemed incorrect or invalid if the form used is in other than the prescribed format which is downloadable from the Downloads page of PS-DBM website (www.ps-philgeps.gov.ph).

2.0 All information must be provided accurately.

3.0 To fill-out, copy the list of items indicated in the UNSPSC tab of this form. Otherwise, the item that you will input will not be accepted. Additional rows for other items may be inserted if necessary.

4.0 Kindly upload the soft copy of the APP-CSE Form - Other Items in Microsoft Excel format on or before the prescribed period or deadline through this link: https://shorturl.at/hos58 *(Please copy the link and paste in your browser)*

5.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0927-8478245 (Globe) or 0918-2954426 (Smart), or email 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 Form.

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

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

Agency Code/UACS: X314 / 350270000000
Organization Type: ent Owned and Controlled Corporatior

Contact Person: ESTER L. REINOSO, MHSA
Position: Chief, Materials Management Division
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Telephone/Mobile Nos: 8588-9900

No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																										
1	-						0	0.00				0	0.00				0	0.00				0	0.00	0	0.00	0.00
2	-	Acetate, Long	pc	5	4	4	13	650.00	4	4	4	12	600.00	5	4	4	13	650.00	4	4	4	12	600.00	50	50.00	2,500.00
3	-	Acetate, ordinary A4	pc	50	50	49	149	409.75	50	49	49	148	407.00	50	50	49	149	409.75	50	49	49	148	407.00	594	2.75	1,633.50
4	-	Adhesive Tape, Magic, 18mm x 33m	rl	5	5	5	15	1,710.00	5	5	4	14	1,596.00	5	5	5	15	1,710.00	5	5	4	14	1,596.00	58	114.00	6,612.00
5	-	Adhesive, Double w/ foam 1", 10mtr.	rl	2	1	1	4	552.00	2	1	1	4	552.00	2	1	1	4	552.00	2	1	1	4	552.00	16	138.00	2,208.00
6	-	Adhesive, Double w/ foam 1", 2mtr. Heavy Duty	rl	2	2	1	5	1,625.00	2	1	1	4	1,300.00	2	1	1	4	1,300.00	2	1	1	4	1,300.00	17	325.00	5,525.00
7	-	Adhesive, Double w/ foam 1", 5mtr. Heavy Duty	rl	2	1	1	4	2,972.00	1	1	1	3	2,229.00	2	1	1	4	2,972.00	1	1	1	3	2,229.00	14	743.00	10,402.00
8	-	Adhesive, Double 1/2" 25m	rl	2	2	1	5	80.00	2	2	1	5	80.00	2	2	1	5	80.00	2	1	1	4	64.00	19	16.00	304.00
9	-	Adhesive, Glue 130g	bt	7	6	6	19	817.00	7	6	6	19	817.00	7	6	6	19	817.00	7	6	6	19	817.00	76	43.00	3,268.00
10	-	Adhesive, Glue 500g	bt	2	1	1	4	452.56	1	1	1	3	339.42	2	1	1	4	452.56	1	1	1	3	339.42	14	113.14	1,583.96
11	-	Adhesive, Glue Mighty bond 3g	pc	3	2	2	7	420.00	3	2	2	7	420.00	3	2	2	7	420.00	2	2	2	6	360.00	27	60.00	1,620.00
12	-	Adhesive, Masking tape 1/2" 25m	rl	1	1	0	2	28.00	1	1	0	2	28.00	1	1	0	2	28.00	1	1	0	2	28.00	8	14.00	112.00
13	-	Adhesive, Paste Paper wall 200g	jr	5	5	5	15	525.00	5	5	5	15	525.00	5	5	5	15	525.00	5	5	5	15	525.00	60	35.00	2,100.00
14	-	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
15	-	Bag, paper brown (high quality) size 12	pc	2009	2008	2008	6025	7,230.00	2009	2008	2008	6025	7,230.00	2009	2008	2008	6025	7,230.00	2009	2008	2008	6025	7,230.00	24100	1.20	28,920.00
16	-	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	40000	0.65	26,000.00
17	-	Battery, 9V rechargeable heavy duty	pc	4	4	3	11	5,940.00	4	4	3	11	5,940.00	4	4	3	11	5,940.00	4	4	3	11	5,940.00	44	540.00	23,760.00
18	-	Battery, AA rechargeable 1.2V	pc	30	29	29	88	14,960.00	30	29	29	88	14,960.00	30	29	29	88	14,960.00	29	29	29	87	14,790.00	351	170.00	59,670.00
19	-	Battery, AAA rechargeable 1.2V	pc	28	28	27	83	14,110.00	28	28	27	83	14,110.00	28	28	27	83	14,110.00	28	28	27	83	14,110.00	332	170.00	56,440.00
20	-	Battery, C rechargeable	pc	7	7	7	21	7,350.00	7	7	7	21	7,350.00	7	7	7	21	7,350.00	7	7	6	20	7,000.00	83	350.00	29,050.00
21	-	Battery, D rechargeable	pc	3	2	2	7	2,660.00	3	2	2	7	2,660.00	3	2	2	7	2,660.00	3	2	2	7	2,660.00	28	380.00	10,640.00
22	-	Binder Clip, Black 15mm 12s/pk	pc	51	50	50	151	151.00	51	50	50	151	151.00	51	50	50	151	151.00	51	50	50	151	151.00	604	1.00	604.00
23	-	Blade, cutter refill big 10s/pk	pc	13	13	12	38	60.80	13	12	12	37	59.20	13	12	12	37	59.20	13	12	12	37	59.20	149	1.60	238.40
24	-	Box Filer, 2 chamber	pc	9	8	8	25	5,225.00	9	8	8	25	5,225.00	9	8	8	25	5,225.00	8	8	8	24	5,016.00	99	209.00	20,691.00
25	-	Box Filer, hardbound customized 15.5 x 9 x 9 green	pc	3	3	3	9	3,330.00	3	3	2	8	2,960.00	3	3	2	8	2,960.00	3	3	2	8	2,960.00	33	370.00	12,210.00
26	-	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
27	-	Calculator, twin power 14 digits	pc	1	1	1	3	1,944.00	1	1	0	2	1,296.00	1	1	0	2	1,296.00	1	1	0	2	1,296.00	9	648.00	5,832.00
28	-	Card Case, A4 (8.7" x 11.69")	pc	7	7	6	20	460.00	7	7	6	20	460.00	7	7	6	20	460.00	7	7	6	20	460.00	80	23.00	1,840.00
29	-	CD, Recordable 700MB with case	pc	19	19	18	56	1,400.00	19	18	18	55	1,375.00	19	19	18	56	1,400.00	19	18	18	55	1,375.00	222	25.00	5,550.00
30	-	CD, Rewritable 700MB with case	pc	11	11	11	33	1,452.00	11	11	10	32	1,408.00	11	11	11	33	1,452.00	11	11	10	32	1,408.00	130	44.00	5,720.00
31	-	Clamp, size 2"	pc	14	14	14	42	178.50	14	14	14	42	178.50	14	14	14	42	178.50	14	14	14	42	178.50	168	4.25	714.00
32	-	Clamp, size 3"	pc	13	13	13	39	331.50	13	13	12	38	323.00	13	13	13	39	331.50	13	13	12	38	323.00	154	8.50	1,309.00
33	-	Clearbook, refillable A4 100s blue	set	16	16	15	47	7,520.00	16	15	15	46	7,360.00	16	16	15	47	7,520.00	16	15	15	46	7,360.00	186	160.00	29,760.00
34	-	Clearbook, refillable A4 100s green	set	3	3	2	8	1,280.00	3	2	2	7	1,120.00	3	3	2	8	1,280.00	3	2	2	7	1,120.00	30	160.00	4,800.00

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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			
35	-	Clearbook, refillable A4 100s red	set	3	2	2	7	1,120.00	2	2	2	6	960.00	2	2	2	6	960.00	2	2	2	6	960.00	25	160.00	4,000.00
36	-	Clearbook, refillable A4 60s Blue	set	6	6	5	17	1,836.00	6	6	5	17	1,836.00	6	6	5	17	1,836.00	6	6	5	17	1,836.00	68	108.00	7,344.00
37	-	Clearbook, refillable long 60s blue	set	9	9	8	26	1,950.00	9	9	8	26	1,950.00	9	9	8	26	1,950.00	9	8	8	25	1,875.00	103	75.00	7,725.00
38	-	Clip Board, long w/ cover	pc	9	9	9	27	1,458.00	9	9	9	27	1,458.00	9	9	9	27	1,458.00	9	9	9	27	1,458.00	108	54.00	5,832.00
39	-	Clip Board, long w/o cover	pc	9	9	9	27	945.00	9	9	8	26	910.00	9	9	8	26	910.00	9	9	8	26	910.00	105	35.00	3,675.00
40	-	COMPUTER RIBBON, ORIG EPSON DPX9000	pc	1	1	1	3	5,250.00	1	1	1	3	5,250.00	1	1	1	3	5,250.00	1	1	1	3	5,250.00	12	1,750.00	21,000.00
41	-	Computer ribbon, orig Epson LQ310	pc	69	68	68	205	26,219.50	68	68	68	204	26,091.60	68	68	68	204	26,091.60	68	68	68	204	26,091.60	817	127.90	104,494.30
42	-	Data Binder, EDP 11x14-7/8 black	pc	2	1	1	4	380.00	2	1	1	4	380.00	2	1	1	4	380.00	1	1	1	3	285.00	15	95.00	1,425.00
43	-	Data Binder, w/ side mechanism 11x13-3/4 black	pc	10	9	9	28	3,528.00	10	9	9	28	3,528.00	10	9	9	28	3,528.00	10	9	9	28	3,528.00	112	126.00	14,112.00
44	-	Data Binder, w/ side mechanism 11x13-3/4 blue	pc	7	7	6	20	2,520.00	7	7	6	20	2,520.00	7	7	6	20	2,520.00	7	7	6	20	2,520.00	80	126.00	10,080.00
45	-	Data Binder, w/ side mechanism 11x13-3/4 red	pc	3	3	2	8	1,008.00	3	3	2	8	1,008.00	3	3	2	8	1,008.00	3	3	2	8	1,008.00	32	126.00	4,032.00
46	-	Data Binder, w/ side mechanism 15"Width x 10-1/2"Height x 3"Thickness red	pc	1	1	0	2	272.00	1	0	0	1	136.00	1	1	0	2	272.00	1	0	0	1	136.00	6	136.00	816.00
47	-	Data Binder, w/ side mechanism 15"Width x 9"Height x 3"Thickness red	pc	1	0	0	1	126.00	1	0	0	1	126.00	1	0	0	1	126.00	1	0	0	1	126.00	4	126.00	504.00
48	-	Data Binder, w/ top mechanism 11"W x 15-1/2"H x 3" blue	pc	11	10	10	31	3,999.00	10	10	10	30	3,870.00	10	10	10	30	3,870.00	10	10	10	30	3,870.00	121	129.00	15,609.00
49	-	Data Binder, w/ top mechanism 11x13-3/4 black	pc	4	4	3	11	1,386.00	4	4	3	11	1,386.00	4	4	3	11	1,386.00	4	3	3	10	1,260.00	43	126.00	5,418.00
50	-	Data Binder, w/ top mechanism 11x13-3/4 blue	pc	2	1	1	4	504.00	1	1	1	3	378.00	2	1	1	4	504.00	1	1	1	3	378.00	14	126.00	1,764.00
51	-	Dispenser mini, Tape HD	pc	1	0	0	1	75.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	75.00	75.00
52	-	DVD - Recordable with case	pc	52	52	51	155	4,340.00	52	52	51	155	4,340.00	52	52	51	155	4,340.00	52	52	51	155	4,340.00	620	28.00	17,360.00
53	-	DVD - RW 4.7GB with case	pc	3	3	2	8	392.00	3	2	2	7	343.00	3	3	2	8	392.00	3	2	2	7	343.00	30	49.00	1,470.00
54	-	DVD + RW 4.7GB with case	pc	18	18	18	54	2,646.00	18	18	18	54	2,646.00	18	18	18	54	2,646.00	18	18	18	54	2,646.00	216	49.00	10,584.00
55	-	Envelope, catalogue 6 x 9	pc	12	11	11	34	45.90	12	11	11	34	45.90	12	11	11	34	45.90	12	11	11	34	45.90	136	1.35	183.60
56	-	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	0.50	50.00
57	-	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	1	0	2	270.00	8	135.00	1,080.00
58	-	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
59	-	Envelope, expanding short w/ garter (Kraft)	pc	5	5	4	14	114.80	5	4	4	13	106.60	5	4	4	13	106.60	5	4	4	13	106.60	53	8.20	434.60
60	-	Envelope, Plastic heavy duty with handle & lock, long	pc	40	39	39	118	7,155.52	39	39	39	117	7,094.88	39	39	39	117	7,094.88	39	39	39	117	7,094.88	469	60.64	28,440.16
61	-	Envelope, Plastic long w/ string (H104)	pc	3	3	3	9	397.80	3	3	3	9	397.80	3	3	3	9	397.80	3	3	3	9	397.80	36	44.20	1,591.20
62	-	Envelope, Plastic short w/ string (H104S)	pc	3	3	3	9	337.50	3	3	3	9	337.50	3	3	3	9	337.50	3	3	3	9	337.50	36	37.50	1,350.00
63	-	Eraser, correction fluid water base 15ml/bt	bt	1	1	1	3	92.55	1	1	0	2	61.70	1	1	1	3	92.55	1	1	0	2	61.70	10	30.85	308.50
64	-	Eraser, correction pen fine point	pc	3	2	2	7	143.50	2	2	2	6	123.00	3	2	2	7	143.50	2	2	2	6	123.00	26	20.50	533.00
65	-	Fastener, plastic coated 70mm 8-1/2"long 50s	bx	3	3	3	9	1,035.00	3	3	2	8	920.00	3	3	2	8	920.00	3	3	2	8	920.00	33	115.00	3,795.00
66	-	FILLER, 3 HOLE A4 CLEAR 10's/pk	pk	9	9	8	26	1,300.00	9	9	8	26	1,300.00	9	9	8	26	1,300.00	9	8	8	25	1,250.00	103	50.00	5,150.00
67	-	Flash Drive, USB 32GB	pc	3	3	3	9	2,718.00	3	3	3	9	2,718.00	3	3	3	9	2,718.00	3	3	3	9	2,718.00	36	302.00	10,872.00
68	-	Folder, morocco long w/ sliding binder blue	pc	22	22	22	66	643.50	22	22	22	66	643.50	22	22	22	66	643.50	22	22	22	66	643.50	264	9.75	2,574.00
69	-	Folder, morocco long w/ sliding binder green	pc	11	11	11	33	321.75	11	11	11	33	321.75	11	11	11	33	321.75	11	11	10	32	312.00	131	9.75	1,277.25
70	-	Folder, morocco long w/ sliding binder red	pc	3	3	2	8	78.00	3	2	2	7	68.25	3	3	2	8	78.00	3	2	2	7	68.25	30	9.75	292.50
71	-	Folder, morocco long w/ sliding binder yellow	pc	7	7	6	20	195.00	7	7	6	20	195.00	7	7	6	20	195.00	7	7	6	20	195.00	80	9.75	780.00
72	-	Folder, morocco short w/ sliding binder green	pc	4	4	4	12	93.00	4	4	3	11	85.25	4	4	3	11	85.25	4	4	3	11	85.25	45	7.75	348.75
73	-	Folder, morocco short w/ sliding binder yellow	pc	1	0	0	1	7.75	0	0	0	0	0.00	1	0	0	1	7.75	0	0	0	0	0.00	2	7.75	15.50
74	-	Folder, Office Cover (clear plastic) A4 blue	pc	7	7	7	21	495.60	7	7	7	21	495.60	7	7	7	21	495.60	7	7	6	20	472.00	83	23.60	1,958.80
75	-	Folder, Office Cover (clear plastic) A4 green	pc	1	1	1	3	70.80	1	1	0	2	47.20	1	1	0	2	47.20	1	1	0	2	47.20	9	23.60	212.40
76	-	Folder, Office Cover (clear plastic) A4 red	pc	15	14	14	43	1,014.80	14	14	14	42	991.20	15	14	14	43	1,014.80	14	14	14	42	991.20	170	23.60	4,012.00
77	-	Folder, Office Cover (clear plastic) A4 violet	pc	3	2	2	7	165.20	3	2	2	7	165.20	3	2	2	7	165.20	3	2	2	7	165.20	28	23.60	660.80
78	-	Folder, Office Cover (clear plastic) A4 Yellow	pc	2	2	1	5	118.00	2	1	1	4	94.40	2	2	1	5	118.00	2	1	1	4	94.40	18	23.60	424.80
79	-	Folder, Office Cover (clear plastic) long blue	pc	20	20	20	60	1,500.00	20	20	20	60	1,500.00	20	20	20	60	1,500.00	20	20	19	59	1,475.00	239	25.00	5,975.00
80	-	Folder, Office Cover (clear plastic) long green	pc	2	1	1	4	100.00	1	1	1	3	75.00	1	1	1	3	75.00	1	1	1	3	75.00	13	25.00	325.00
81	-	Folder, Office Cover (clear plastic) long red	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

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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			
82	-	Folder, Office Cover (clear plastic) long violet	pc	1	0	0	1	25.00	1	0	0	1	25.00	1	0	0	1	25.00	1	0	0	1	25.00	4	25.00	100.00
83	-	Folder, Office Cover (clear plastic) long yellow	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	25.00	200.00
84	-	Folder, plastic A4 w/ sliding binder white	pc	2	2	2	6	36.00	2	2	2	6	36.00	2	2	2	6	36.00	2	2	2	6	36.00	24	6.00	144.00
85	-	Folder, plastic long w/ sliding binder blue	pc	1	1	0	2	15.78	1	1	0	2	15.78	1	1	0	2	15.78	1	1	0	2	15.78	8	7.89	63.12
86	-	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
87	-	Folder, plastic w/ closure on 2 sides long transparent	pc	3	3	2	8	40.00	3	2	2	7	35.00	3	2	2	7	35.00	3	2	2	7	35.00	29	5.00	145.00
88	-	Folder, pressboard w/ metal tab long green	pc	35	35	34	104	2,236.00	35	34	34	103	2,214.50	35	35	34	104	2,236.00	35	34	34	103	2,214.50	414	21.50	8,901.00
89	-	Folder, pressboard w/o metal tab long blue	pc	25	25	24	74	1,998.00	25	25	24	74	1,998.00	25	25	24	74	1,998.00	25	25	24	74	1,998.00	296	27.00	7,992.00
90	-	Folder, pressboard w/o metal tab long green	pc	79	78	78	235	6,345.00	79	78	78	235	6,345.00	79	78	78	235	6,345.00	79	78	78	235	6,345.00	940	27.00	25,380.00
91	-	Folder, pressboard w/o metal tab long red	pc	10	10	9	29	783.00	10	10	9	29	783.00	10	10	9	29	783.00	10	9	9	28	756.00	115	27.00	3,105.00
92	-	Folder, pressboard w/o metal tab long violet	pc	8	8	8	24	648.00	8	8	8	24	648.00	8	8	8	24	648.00	8	8	7	23	621.00	95	27.00	2,565.00
93	-	Folder, pressboard w/o metal tab long yellow	pc	16	16	16	48	1,296.00	16	16	16	48	1,296.00	16	16	16	48	1,296.00	16	16	15	47	1,269.00	191	27.00	5,157.00
94	-	Folder, pressboard w/o metal tab long yellow gold	pc	5	5	5	15	405.00	5	5	4	14	378.00	5	5	4	14	378.00	5	5	4	14	378.00	57	27.00	1,539.00
95	-	Folder, pressboard w/o metal tab short green	pc	1	1	1	3	54.00	1	1	0	2	36.00	1	1	1	3	54.00	1	1	0	2	36.00	10	18.00	180.00
96	-	ID Card Case w/ string	pc	30	29	29	88	968.00	29	29	29	87	957.00	30	29	29	88	968.00	29	29	29	87	957.00	350	11.00	3,850.00
97	-	ID Jackets, H4-1/2" x W3-1/2"	pc	750	750	750	2250	26,437.50	750	750	750	2250	26,437.50	750	750	750	2250	26,437.50	750	750	750	2250	26,437.50	9000	11.75	105,750.00
98	-	Index Card, 5 x 8 RBS	pc	380	379	379	1138	432.44	379	379	379	1137	432.06	380	379	379	1138	432.44	379	379	379	1137	432.06	4550	0.38	1,729.00
99	-	Index Tab file divider (L) colored(1 set of 5)	set	23	23	22	68	1,020.00	23	22	22	67	1,005.00	23	23	22	68	1,020.00	23	22	22	67	1,005.00	270	15.00	4,050.00
100	-	Index Tab self adhesive double sided (20s)	pk	3	3	2	8	499.20	3	2	2	7	436.80	3	3	2	8	499.20	3	2	2	7	436.80	30	62.40	1,872.00
101	-	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
102	-	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
103	-	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
104	-	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
105	-	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
106	-	Ink, Continuous Epson 001 C13T03Y100 127ml black	crt	6	6	6	18	8,100.00	6	6	6	18	8,100.00	6	6	6	18	8,100.00	6	6	5	17	7,650.00	71	450.00	31,950.00
107	-	Ink, Continuous Epson 001 C13T03Y200 70ml cyan	crt	5	4	4	13	3,835.00	5	4	4	13	3,835.00	5	4	4	13	3,835.00	5	4	4	13	3,835.00	52	295.00	15,340.00
108	-	Ink, Continuous Epson 001 C13T03Y300 70ml magenta	crt	3	3	3	9	2,655.00	3	3	2	8	2,360.00	3	3	3	9	2,655.00	3	3	2	8	2,360.00	34	295.00	10,030.00
109	-	Ink, Continuous Epson 001 C13T03Y400 70ml yellow	crt	3	3	3	9	2,655.00	3	3	2	8	2,360.00	3	3	3	9	2,655.00	3	3	2	8	2,360.00	34	295.00	10,030.00
110	-	Ink, Continuous Epson 003 C13T00V100 65ml black	bt	67	66	66	199	53,730.00	67	66	66	199	53,730.00	67	66	66	199	53,730.00	67	66	66	199	53,730.00	796	270.00	214,920.00
111	-	Ink, Continuous Epson 003 C13T00V200 65ml cyan	bt	34	34	34	102	27,540.00	34	34	33	101	27,270.00	34	34	33	101	27,270.00	34	34	33	101	27,270.00	405	270.00	109,350.00
112	-	Ink, Continuous Epson 003 C13T00V300 65ml magenta	bt	34	33	33	100	27,000.00	33	33	33	99	26,730.00	33	33	33	99	26,730.00	33	33	33	99	26,730.00	397	270.00	107,190.00
113	-	Ink, Continuous Epson 003 C13T00V400 65ml yellow	bt	34	34	33	101	27,270.00	34	33	33	100	27,000.00	34	33	33	100	27,000.00	34	33	33	100	27,000.00	401	270.00	108,270.00
114	-	Ink, Continuous Epson 008 C13T06G100/C13T06G199 127ml Pigment Black	btl	1	1	0	2	1,926.00	1	0	0	1	963.00	1	1	0	2	1,926.00	1	0	0	1	963.00	6	963.00	5,778.00
115	-	Ink, Continuous Epson 008 C13T06G200/C13T06G299 70ml Pigment Cyan	btl	1	0	0	1	773.00	1	0	0	1	773.00	1	0	0	1	773.00	0	0	0	0	0.00	3	773.00	2,319.00
116	-	Ink, Continuous Epson 008 C13T06G300/C13T06G399 70ml Pigment Magenta	btl	1	0	0	1	773.00	1	0	0	1	773.00	1	0	0	1	773.00	0	0	0	0	0.00	3	773.00	2,319.00
117	-	Ink, Continuous Epson 008 C13T06G400/C13T06G499 70ml Pigment Yellow	btl	1	0	0	1	773.00	1	0	0	1	773.00	1	0	0	1	773.00	0	0	0	0	0.00	3	773.00	2,319.00
118	-	Ink, Continuous Epson T6731 70ml black	bt	2	2	1	5	2,425.00	2	2	1	5	2,425.00	2	2	1	5	2,425.00	2	1	1	4	1,940.00	19	485.00	9,215.00
119	-	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	485.00	4,365.00
120	-	Ink, Continuous Epson T6733 70ml magenta	bt	1	1	1	3	1,455.00	1	1	0	2	970.00	1	1	1	3	1,455.00	1	1	0	2	970.00	10	485.00	4,850.00
121	-	Ink, Continuous Epson T6734 70ml yellow	bt	1	1	1	3	1,455.00	1	1	0	2	970.00	1	1	1	3	1,455.00	1	1	0	2	970.00	10	485.00	4,850.00
122	-	Ink, Continuous Epson T6735 70ml light cyan	bt	1	1	0	2	970.00	1	1	0	2	970.00	1	1	0	2	970.00	1	0	0	1	485.00	7	485.00	3,395.00
123	-	Ink, Continuous Epson T6736 70ml light magenta	bt	1	1	0	2	970.00	1	1	0	2	970.00	1	1	0	2	970.00	1	0	0	1	485.00	7	485.00	3,395.00
124	-	Ink, Continuous HP GTS1/GTS3 90ml black	bt	8	8	7	23	7,590.00	8	7	7	22	7,260.00	8	7	7	22	7,260.00	8	7	7	22	7,260.00	89	330.00	29,370.00
125	-	Ink, Continuous HP GTS2 70ml cyan	bt	5	4	4	13	3,224.00	5	4	4	13	3,224.00	5	4	4	13	3,224.00	4	4	4	12	2,976.00	51	248.00	12,648.00
126	-	Ink, Continuous HP GTS2 70ml magenta	bt	5	4	4	13	3,224.00	5	4	4	13	3,224.00	5	4	4	13	3,224.00	4	4	4	12	2,976.00	51	248.00	12,648.00
127	-	Ink, Continuous HP GTS2 70ml yellow	bt	5	4	4	13	3,224.00	5	4	4	13	3,224.00	5	4	4	13	3,224.00	4	4	4	12	2,976.00	51	248.00	12,648.00
128	-	Ink, Permanent Marker, black	bt	1	0	0	1	85.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	85.00	85.00

No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
129	-	Ink, Stamp Pad 1oz 30ml black	bt	3	3	2	8	224.00	3	3	2	8	224.00	3	3	2	8	224.00	3	2	2	7	196.00	31	28.00	868.00
130	-	Ink, Stamp Pad 1oz 30ml blue	bt	2	1	1	4	112.00	2	1	1	4	112.00	2	1	1	4	112.00	1	1	1	3	84.00	15	28.00	420.00
131	-	Ink, Stamp Pad 1oz 30ml Red	bt	3	3	2	8	224.00	3	3	2	8	224.00	3	3	2	8	224.00	3	2	2	7	196.00	31	28.00	868.00
132	-	Ink, Stamp self-ink refill 10-30ml black	bt	1	0	0	1	200.00	1	0	0	1	200.00	1	0	0	1	200.00	0	0	0	0	0.00	3	200.00	600.00
133	-	Ink, Stamp self-ink refill 10-30ml red	bt	1	0	0	1	200.00	1	0	0	1	200.00	1	0	0	1	200.00	0	0	0	0	0.00	3	200.00	600.00
134	-	Ink, Trodat printy 28mL Black	bt	3	2	2	7	1,120.00	3	2	2	7	1,120.00	3	2	2	7	1,120.00	2	2	2	6	960.00	27	160.00	4,320.00
135	-	Laminating film, roll 100x100mm 125microns	ri	4	4	3	11	4,620.00	4	3	3	10	4,200.00	4	3	3	10	4,200.00	4	3	3	10	4,200.00	41	420.00	17,220.00
136	-	Magnet Button, for whiteboard 12pcs/pk	pk	1	0	0	1	150.00	1	0	0	1	150.00	1	0	0	1	150.00	0	0	0	0	0.00	3	150.00	450.00
137	-	Moistener, green	pc	2	2	1	5	140.00	2	2	1	5	140.00	2	2	1	5	140.00	2	2	1	5	140.00	20	28.00	560.00
138	-	Notebook, Spiral 80 leaves	pc	5	4	4	13	169.00	5	4	4	13	169.00	5	4	4	13	169.00	5	4	4	13	169.00	52	13.00	676.00
139	-	Paper Tape, Adding machine/calculator, 2-1/4"	ri	4	3	3	10	123.00	3	3	3	9	110.70	4	3	3	10	123.00	3	3	3	9	110.70	38	12.30	467.40
140	-	PAPER, BOARD A4, 180 GSM	PK	1	0	0	1	30.00	1	0	0	1	30.00	1	0	0	1	30.00	1	0	0	1	30.00	4	30.00	120.00
141	-	Paper, Board short 200gsm, cream 10/pk	pk	6	6	6	18	468.00	6	6	5	17	442.00	6	6	5	17	442.00	6	6	5	17	442.00	69	26.00	1,794.00
142	-	Paper, Board Specialty short, bluestone 10/set	set	3	3	2	8	224.00	3	3	2	8	224.00	3	3	2	8	224.00	3	3	2	8	224.00	32	28.00	896.00
143	-	Paper, Board, 200 gsm, white, short 10s	pk	5	5	4	14	339.50	5	5	4	14	339.50	5	5	4	14	339.50	5	4	4	13	315.25	55	24.25	1,333.75
144	-	Paper, Board, A4 (8.5" x 11.75") 160gsm beige 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
145	-	Paper, Board, A4 (8.5" x 11.75") 160gsm lavander 10s	pk	2	1	1	4	179.56	1	1	1	3	134.67	1	1	1	3	134.67	1	1	1	3	134.67	13	44.89	583.57
146	-	Paper, Board, A4 (8.5" x 11.75") 160gsm light blue 10s	pk	3	2	2	7	314.23	3	2	2	7	314.23	3	2	2	7	314.23	2	2	2	6	269.34	27	44.89	1,212.03
147	-	Paper, Board, A4 (8.5" x 11.75") 160gsm light lagoon green 10s	pk	4	4	3	11	493.79	4	3	3	10	448.90	4	4	3	11	493.79	4	3	3	10	448.90	42	44.89	1,885.38
148	-	Paper, Board, A4 (8.5" x 11.75") 160gsm neon orange 10s	pk	2	1	1	4	179.56	2	1	1	4	179.56	2	1	1	4	179.56	1	1	1	3	134.67	15	44.89	673.35
149	-	Paper, Board, A4 (8.5" x 11.75") 160gsm pink 10s	pk	3	2	2	7	314.23	2	2	2	6	269.34	2	2	2	6	269.34	2	2	2	6	269.34	25	44.89	1,122.25
150	-	Paper, Board, A4 (8.5" x 11.75") 160gsm white 10s	pk	43	43	43	129	3,870.00	43	43	43	129	3,870.00	43	43	43	129	3,870.00	43	43	43	129	3,870.00	516	30.00	15,480.00
151	-	Paper, business pad, white	pd	1	1	0	2	24.00	1	0	0	1	12.00	1	1	0	2	24.00	1	0	0	1	12.00	6	12.00	72.00
152	-	Paper, Carbon A4 100s	pk	6	6	5	17	3,026.00	6	5	5	16	2,848.00	6	5	5	16	2,848.00	6	5	5	16	2,848.00	65	178.00	11,570.00
153	-	Paper, Carbon long 100s	pk	2	2	1	5	970.00	2	2	1	5	970.00	2	2	1	5	970.00	2	1	1	4	776.00	19	194.00	3,685.00
154	-	Paper, Colored Astd 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
155	-	Paper, Colored Peach Long 50s	pk	5	5	5	15	1,330.95	5	5	5	15	1,330.95	5	5	5	15	1,330.95	5	5	5	15	1,330.95	60	88.73	5,323.80
156	-	Paper, Colored, 8.5" x 13", blue, (10s / pack)	pk	2	1	1	4	106.00	2	1	1	4	106.00	2	1	1	4	106.00	1	1	1	3	79.50	15	26.50	397.50
157	-	Paper, Colored, 8.5" x 13", green, (10s / pack)	pk	1	1	0	2	53.00	1	1	0	2	53.00	1	1	0	2	53.00	1	0	0	1	26.50	7	26.50	185.50
158	-	Paper, Colored, 8.5" x 13", orange, (10s / pack)	pk	2	1	1	4	106.00	1	1	1	3	79.50	1	1	1	3	79.50	1	1	1	3	79.50	13	26.50	344.50
159	-	Paper, Colored, 8.5" x 13", pink, (10s / pack)	pk	1	0	0	1	26.50	1	0	0	1	26.50	1	0	0	1	26.50	0	0	0	0	0.00	3	26.50	79.50
160	-	Paper, Colored, 8.5" x 13", purple, (10s / pack)	pk	1	0	0	1	26.50	1	0	0	1	26.50	1	0	0	1	26.50	0	0	0	0	0.00	3	26.50	79.50
161	-	Paper, Colored, 8.5" x 13", yellow, (10s / pack)	pk	2	1	1	4	106.00	2	1	1	4	106.00	2	1	1	4	106.00	1	1	1	3	79.50	15	26.50	397.50
162	-	Paper, Colored, 8.5" x 14", orange, (10s / pack)	pk	42	42	41	125	4,125.00	42	42	41	125	4,125.00	42	42	41	125	4,125.00	42	42	41	125	4,125.00	500	33.00	16,500.00
163	-	Paper, Colored, 8.5" x 14", red, (10s / pack)	pk	1	0	0	1	45.00	1	0	0	1	45.00	1	0	0	1	45.00	0	0	0	0	0.00	3	45.00	135.00
164	-	Paper, Colored, 8.5" x 14", yellow, (10s / pack)	pk	1	1	1	3	99.00	1	1	0	2	66.00	1	1	1	3	99.00	1	1	0	2	66.00	10	33.00	330.00
165	-	Paper, Continuous Form 9-1/2 x 5-1/2 1-ply, 60gsm perforated 4000pcs/bx	bx	1	0	0	1	994.00	0	0	0	0	0.00	1	0	0	1	994.00	0	0	0	0	0.00	2	994.00	1,988.00
166	-	Paper, Continuous Form 9-1/2 x 5-1/2 2-ply, 56gsm perforated 2000sets/bx	bx	24	24	23	71	57,068.38	24	24	23	71	57,068.38	24	24	23	71	57,068.38	24	23	23	70	56,264.60	283	803.78	227,469.74
167	-	Paper, Copy A3 S-24, 80gsm	rm	1	1	1	3	1,152.00	1	1	0	2	768.00	1	1	0	2	768.00	1	1	0	2	768.00	9	384.00	3,456.00
168	-	Paper, Copy short, S-24, 80gsm	rm	6	6	5	17	2,975.00	6	5	5	16	2,800.00	6	5	5	16	2,800.00	6	5	5	16	2,800.00	65	175.00	11,375.00
169	-	Paper, Fax/Thermal 216 x 30	ri	1	0	0	1	41.90	0	0	0	0	0.00	1	0	0	1	41.90	0	0	0	0	0.00	2	41.90	83.80
170	-	Paper, Kraft (36")	ri	14	13	13	40	5,360.00	13	13	13	39	5,226.00	14	13	13	40	5,360.00	13	13	13	39	5,226.00	158	134.00	21,172.00
171	-	Paper, Mimeo A4 S-20 blue	rm	7	7	6	20	4,860.00	7	6	6	19	4,617.00	7	6	6	19	4,617.00	7	6	6	19	4,617.00	77	243.00	18,711.00
172	-	Paper, Mimeo A4 S-20 green	rm	3	3	3	9	2,187.00	3	3	2	8	1,944.00	3	3	3	9	2,187.00	3	3	2	8	1,944.00	34	243.00	8,262.00
173	-	Paper, Mimeo A4 S-20 pink	rm	6	6	5	17	4,131.00	6	5	5	16	3,888.00	6	6	5	17	4,131.00	6	5	5	16	3,888.00	66	243.00	16,038.00
174	-	Paper, Mimeo A4 S-20 yellow	rm	7	6	6	19	4,617.00	7	6	6	19	4,617.00	7	6	6	19	4,617.00	7	6	6	19	4,617.00	76	243.00	18,468.00
175	-	Paper, Multi-purpose board 120gsm, A4 cream	pk	1	1	1	3	73.50	1	1	1	3	73.50	1	1	1	3	73.50	1	1	1	3	73.50	12	24.50	294.00

No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
176	-	Paper, Multi-purpose board 120gsm, A4 white	pk	4	3	3	10	245.00	4	3	3	10	245.00	4	3	3	10	245.00	4	3	3	10	245.00	40	24.50	980.00
177	-	Paper, Parchment A4	pc	13	13	12	38	76.00	13	12	12	37	74.00	13	13	12	38	76.00	13	12	12	37	74.00	150	2.00	300.00
178	-	Paper, Specialty short cream 10/set	set	12	12	12	36	828.00	12	12	11	35	805.00	12	12	12	36	828.00	12	12	11	35	805.00	142	23.00	3,266.00
179	-	Paper, Specialty short white 10/set	set	10	9	9	28	644.00	9	9	9	27	621.00	10	9	9	28	644.00	9	9	9	27	621.00	110	23.00	2,530.00
180	-	Paper, Specialty short yellow 10/set	set	1	1	0	2	46.00	1	0	0	1	23.00	1	0	0	1	23.00	1	0	0	1	23.00	5	23.00	115.00
181	-	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
182	-	Paper, Sticker short, transparent, water proof printable 10s/pk	pk	3	2	2	7	1,120.00	3	2	2	7	1,120.00	3	2	2	7	1,120.00	3	2	2	7	1,120.00	28	160.00	4,480.00
183	-	Paper, Thermal 78mm x 80mm	rl	6	6	6	18	1,485.00	6	6	6	18	1,485.00	6	6	6	18	1,485.00	6	6	6	18	1,485.00	72	82.50	5,940.00
184	-	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	36.75	1,470.00
185	-	Paper, Thermal, Satin 69mmx13.50mm (4,680pc/rl) w/ Zebra Ribbon	rl	1	1	1	3	1,215.00	1	1	1	3	1,215.00	1	1	1	3	1,215.00	1	1	1	3	1,215.00	12	405.00	4,860.00
186	-	Paper, Yellow ruled	pd	1	1	1	3	57.00	1	1	0	2	38.00	1	1	1	3	57.00	1	1	0	2	38.00	10	19.00	190.00
187	-	Pen, Ball point 0.7 blue	pc	43	42	42	127	552.45	42	42	42	126	548.10	43	42	42	127	552.45	42	42	42	126	548.10	506	4.35	2,201.10
188	-	Pen, Ball point 0.7 green	pc	2	2	2	6	28.50	2	2	2	6	28.50	2	2	2	6	28.50	2	2	2	6	28.50	24	4.75	114.00
189	-	Pen, Ball point 0.7 red (for COA only)	pc	1	1	1	3	14.25	1	1	0	2	9.50	1	1	1	3	14.25	1	1	0	2	9.50	10	4.75	47.50
190	-	Pen, Ball point 0.7 violet	pc	1	1	1	3	19.50	1	1	0	2	13.00	1	1	1	3	19.50	1	1	0	2	13.00	10	6.50	65.00
191	-	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	34.00	68.00
192	-	Pen, permanent marker 0.7 black	pc	26	25	25	76	5,320.00	26	25	25	76	5,320.00	26	25	25	76	5,320.00	26	25	25	76	5,320.00	304	70.00	21,280.00
193	-	Pen, Sign 0.5 green	pc	4	4	4	12	631.80	4	4	3	11	579.15	4	4	4	12	631.80	4	4	3	11	579.15	46	52.65	2,421.90
194	-	Pen, Sign 0.5 violet	pc	5	5	4	14	737.10	5	5	4	14	737.10	5	5	4	14	737.10	5	4	4	13	684.45	55	52.65	2,895.75
195	-	Pen, Whiteboard bullet tip green	pc	2	2	2	6	291.00	2	2	1	5	242.50	2	2	2	6	291.00	2	2	1	5	242.50	22	48.50	1,067.00
196	-	Plastic cover, transparent g2.6	m	14	14	13	41	492.00	14	14	13	41	492.00	14	14	13	41	492.00	14	13	13	40	480.00	163	12.00	1,956.00
197	-	Post -it memo pad 3x5	pd	27	27	26	80	2,000.00	27	26	26	79	1,975.00	27	26	26	79	1,975.00	27	26	26	79	1,975.00	317	25.00	7,925.00
198	-	Post -it memo pad, 1cm width	pd	4	4	3	11	352.00	4	4	3	11	352.00	4	4	3	11	352.00	4	4	3	11	352.00	44	32.00	1,408.00
199	-	Post-it memo pad 4x6 ruled	pd	13	13	13	39	5,374.20	13	13	13	39	5,374.20	13	13	13	39	5,374.20	13	13	13	39	5,374.20	156	137.80	21,495.80
200	-	Printed Tape, 9mm x 40mm PVC	roll	96	96	96	288	8,640.00	96	96	96	288	8,640.00	96	96	96	288	8,640.00	96	96	96	288	8,640.00	1152	30.00	34,560.00
201	-	Printed, Service Record Card	pc	42	42	41	125	1,375.00	42	42	41	125	1,375.00	42	42	41	125	1,375.00	42	42	41	125	1,375.00	500	11.00	5,500.00
202	-	Puncher, Paper two-hole Heavy Duty (65-70 sheet cap)	pc	1	1	0	2	1,980.00	1	1	0	2	1,980.00	1	1	0	2	1,980.00	1	0	0	1	990.00	7	990.00	6,930.00
203	-	Rack, Paper In/Out steel 2-layer	pc	3	2	2	7	2,065.00	3	2	2	7	2,065.00	3	2	2	7	2,065.00	2	2	2	6	1,770.00	27	295.00	7,965.00
204	-	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	16.20	64.80
205	-	Ring Binder #CVP 10.1" A4 black	pc	2	2	1	5	897.50	2	2	1	5	897.50	2	2	1	5	897.50	2	2	1	5	897.50	20	179.50	3,590.00
206	-	Ring Binder #CVP 10.1" A4 green	pc	1	1	0	2	359.00	1	0	0	1	179.50	1	0	0	1	179.50	1	0	0	1	179.50	5	179.50	897.50
207	-	Ring Binder 1" black	m	3	3	2	8	208.00	3	2	2	7	182.00	3	3	2	8	208.00	3	2	2	7	182.00	30	26.00	780.00
208	-	Ring Binder 1-1/2" black	m	1	1	1	3	111.00	1	1	0	2	74.00	1	1	1	3	111.00	1	1	0	2	74.00	10	37.00	370.00
209	-	Ring Binder 2" black	m	4	4	3	11	429.00	4	3	3	10	390.00	4	4	3	11	429.00	4	3	3	10	390.00	42	39.00	1,638.00
210	-	Ring Binder, 3 Hole A4 blue	pc	2	1	1	4	718.08	1	1	1	3	538.56	1	1	1	3	538.56	1	1	1	3	538.56	13	179.52	2,333.76
211	-	Rubberband, 350g round	bx	4	4	3	11	1,232.00	4	3	3	10	1,120.00	4	3	3	10	1,120.00	4	3	3	10	1,120.00	41	112.00	4,592.00
212	-	Ruler, plastic transparent 12"	pc	3	3	2	8	48.00	3	3	2	8	48.00	3	3	2	8	48.00	3	2	2	7	42.00	31	6.00	186.00
213	-	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
214	-	Ruler, stainless steel 12"	pc	1	0	0	1	100.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	100.00	100.00
215	-	Ruler, stainless steel 40"	pc	1	1	0	2	1,160.00	1	0	0	1	580.00	1	0	0	1	580.00	1	0	0	1	580.00	5	580.00	2,900.00
216	-	Ruler, steel, 24"	pc	1	0	0	1	85.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	85.00	85.00
217	-	Scissors, with lever assist 6"	pc	1	0	0	1	41.70	1	0	0	1	41.70	1	0	0	1	41.70	0	0	0	0	0.00	3	41.70	125.10
218	-	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
219	-	Stamp Pad, heavy duty 4" x 6"	pc	2	2	1	5	165.00	2	2	1	5	165.00	2	2	1	5	165.00	2	2	1	5	165.00	20	33.00	660.00
220	-	Stamp, Self-ink	pc	1	1	1	3	1,350.00	1	1	0	2	900.00	1	1	1	3	1,350.00	1	1	0	2	900.00	10	450.00	4,500.00
221	-	Sticker, Barcode 2.123x0.75 in 3470pc/rl with risen ribbon 110m x 35	rl	2	2	2	6	3,990.00	2	2	2	6	3,990.00	2	2	2	6	3,990.00	2	2	2	6	3,990.00	24	665.00	15,960.00
222	-	Tape flag	pk	1	1	1	3	525.00	1	1	0	2	350.00	1	1	0	2	350.00	1	1	0	2	350.00	9	175.00	1,575.00

No.	UNSPSC Code	Item Description	Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price Catalogue	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
223	-	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	448.00	35,840.00
224	-	Toner, Computer HP Laserjet CF219A	crt	2	1	1	4	8,000.00	2	1	1	4	8,000.00	2	1	1	4	8,000.00	2	1	1	4	8,000.00	16	2,000.00	32,000.00
225	-	Toner, Computer HP Laserjet CF230A	pc	1	1	1	3	11,400.00	1	1	1	3	11,400.00	1	1	1	3	11,400.00	1	1	1	3	11,400.00	12	3,800.00	45,600.00
226	-	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
227	-	Trodat printy Machine, HD	pc	1	0	0	1	750.00	1	0	0	1	750.00	1	0	0	1	750.00	1	0	0	1	750.00	4	750.00	3,000.00
228	-	Wire, Staple #10	bx	6	5	5	16	56.00	5	5	5	15	52.50	5	5	5	15	52.50	5	5	5	15	52.50	61	3.50	213.50
229	-	Wire, Staple #23/10	bx	1	0	0	1	29.00	1	0	0	1	29.00	1	0	0	1	29.00	0	0	0	0	0.00	3	29.00	87.00
230	-	Wire, Staple JT21	bx	1	0	0	1	30.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	1	30.00	30.00
231	-	Wire, Thumbtacks 100s/bx	bx	1	0	0	1	8.00	1	0	0	1	8.00	1	0	0	1	8.00	0	0	0	0	0.00	3	8.00	24.00

A. TOTAL		₱ 2,331,801.45
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)		₱ 233,180.15
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)		₱ -
D. GRAND TOTAL (A + B+ C)		₱ 2,564,981.60
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 C. REINOSO, MHSA
Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

MARY ANN GLORIA A. LAGAYAN, CPA
Accountant / Budget Officer

Approved by:

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

Date Prepared: July 21, 2023